HARTNELL COMMUNITY COLLEGE DISTRICT

M I N U T E S

Regular Meeting of the Board of Trustees
CALL 208, Training Room
411 Central Avenue
Salinas, California

October 2, 2012

OPEN SESSION
Meeting called to order at 5:04 p.m. by Trustee Padilla-Chavez.

PLEDGE OF ALLEGIANCE
Student Trustee Duran-Luchini led the Pledge of Allegiance.

ROLL CALL
Erica Padilla-Chavez, President
Candi DePauw, Vice President
Patricia Donohue
Bill Freeman (arrived at 5:10 p.m.)
Elia Gonzalez-Castro
Ray Montemayor
Demetrio Pruneda (left at 7:45)
Student Trustee Elaine D. Luchini
Dr. Willard Lewallen, Board Secretary/Superintendent/President

PUBLIC
COMMENTS
Wayne Ross, student, stated that he believes the college did not properly notify students when the decision was made to stop issuing student loans and he believes students are being affected by the lack of academic deans.

REPORTS FROM
ORGANIZATIONS AND
LOCATIONS

Academic Senate – Tony Anderson reported:
• The Senate adopted a resolution in support of Lisa Storm, faculty, for the position of CCC Advisor to SB1052, California Open Education Resource Council.
• The Senate is organizing a voter registration drive and information table on the November ballot propositions at the main and Alisal campuses next week and Mr. Anderson invited the board to participate.

Associated Students of Hartnell College (ASHC) – Francisco Estrada, Jr. reported:
• ASHC’s summer retreat was excellent and they learned a lot from facilitator, Dr. Mendoza.
• ASHC has adopted their activities calendar for the year.
• The welcome back BBQ was successful as was the Deferred Action (Dream Act) event held in early September.
• Mr. Estrada shared photographs from the students' Mexican Independence Day Celebration where Assemblymember Alejo and his father, Francisco Estrada, Sr. addressed the college.
• ASHC has endorsed Proposition 30 and is working with the Academic Senate on the voter registration drive.
• Up-coming events, such as Spooktacular, Decorated Trees, and a Veteran's Day Celebration on 11/14 are planned.

Classified Senate - None

Hartnell College Faculty Association (HCFA) – Dr. Ann Wright reported:
• HCFA is working on the voter registration drive and it has been a pleasure to work with the students – that it is important to get the word out about Proposition 30.
• HCFA is discussing the academic calendars for 2013-14 and 2014-15 – the calendars will be traditional and she hopes the board will consider adoption at the November meeting.
• The faculty and retirees are working to get enrolled into MCSIG for their health benefits.

CSEA – None

L-39 – Dale Fuge, representative, thanked the board for the opportunity to speak at meetings.

Center for Advanced Technology – Dr. Zahi Atallah, Dean reported that:
• The Horticultural Technician program has met twice, and there is a possibility to build articulation into UC Davis.
• A Sustainable Crop Protection meeting will occur in late October, and he is meeting with CSUMB to discuss the building of a bilateral articulation with Environmental Sciences, Natural Sciences or Biology.
• The Heavy Duty Diesel program is rebuilding their curriculum, seeking NATEF certification, and is working to establish an agreement with SNAP-ON Tools to receive discounted rates for tools.
• The construction students are working on projects that include the Municipal Stadium, Sun Street Center, and Steinbeck House.
• There are conversations with Cal Poly and NPS about a robotics grant that will involve the AIT program and, hopefully, the ABT students.

South County/King City Education Center – Paulette Bumbalough, Dean, reported:
• The 10th Anniversary of the King City Education Center, held on September 7 was well attended and successful. The event served as an opportunity to welcome Dr. Lewallen to Hartnell College, also.
• The King City Rotary donated $2,000 for book grants for students, and the electrical vehicle charge station is now available in the center's parking lot.

Superintendent/President – Dr. Lewallen reported:
• The college hired two new faculty: Steve Ettinger, Music and Tanya Ho, Respiratory Care. Mr. Ettinger has started his employment, while Ms. Ho will begin October 15th. Ms. Ho will work on accrediting the program this fall and plans are to enroll the first cohort of students in January 2013.
• Dr. Lewallen attended and presented at the Annual Farm Bureau
Association meeting held at Paraiso Vineyard, Soledad.

- Dr. Lewallen and the Executive Cabinet presented to the college on the September 25 Flex Day where he addressed several matters of importance to the college and the Executive Cabinet presented on their respective areas.

- The Foundation's President's Taskforce held their first meeting where 40 participates engaged in their first discussion to help develop the next funding plan for the Foundation. The campus community will participate in a survey to help the taskforce identify needs. Also, at that meeting, Dr. Lewallen shared a draft of the board's strategic priorities because he believes it is important that the work of the Taskforce and the work of the college are linked.

**CHEVRON, INC.**

Joseph Reyes, Facilities Director, introduced Courtney Jenkins and David Baldwin, representatives from Chevron Corporation, who presented on a possible solar power program at the Alisal that could be a hands-on learning lab for the students (construction, engineering, and math) and would result in energy and cost-savings for the district. The presentation included colleges with whom they have worked, solar design options, preliminary layout options, sources of savings, and funding availability. (Appendix A)

**2012 SUMMER STEM PROGRAMS**

Dr. Ann Wright and Andy Newton presented on the 2012 Summer STEM programs. This summer's programs included the Math Academy, Chemistry Academy, and Summer Bridge (transitioning high school seniors to Hartnell College STEM Programs). The board received a copy of the program booklet for this summer's Research Symposium and Andy stated that this year's program grew to eighty-nine students. Andy introduced student, Ana Ibarra, who spoke of her experience with the STEM Program. Ms. Ibarra stated that this program is a wonderful opportunity and great advantage to students when transferring to four-year institutions and she thanked each of the mentors, Andy, Dr. Wright, and all others who continue to help make this program successful. (Appendix B)

**ACCREDITATION UPDATE**

Stephanie Low, Interim VP, Academic Affairs/Accreditation, provided an update on the Self Evaluation of Educational Quality and Institutional Effectiveness. (Appendix C)

Trustee Padilla-Chavez asked that the board approve the final report at their regular meeting of December 4, 2012.

**CONSENT AGENDA**

Consent Items A, H, K, and L pulled for separate discussion and vote.

Motioned (Gonzalez-Castro), seconded (Montemayor) and unanimously carried, the board moved to approve Consent Agenda Items B, C, D, E, F, G, I, J, and M.

After discussion, Trustee DePauw motioned, seconded by Trustee Montemayor, and unanimously carried, the board moved to approve Consent Items A, H, K, and L.
A. MINUTES (Pulled Donohue)

The board adopted the minutes of July 25, 2012 (Workshop), August 28, 2012 (Workshop) and Regular Meeting of September 4, 2012.

Trustee Donohue requested that the minutes of August 28, 2012 be corrected to include that she was absent from that workshop.

B. DISBURSEMENTS

The board ratified the disbursements from any or all of the following funds: general; debt service; bookstore; child development; capital outlay projects; scheduled maintenance; property acquisition; bond projects; cafeteria; self-insurance; retirees health benefits; associated student body; scholarship, loan, and trust; and intercollegiate athletics.

C. CURRICULUM

The board ratified the Curriculum Committee actions from the September 6, 2012 meeting.

D. SAN FRANCISCO CCD ECE MENTOR PROGRAM

The board ratified the Letter of Agreement between Hartnell College and San Francisco Community College District for the California Early Childhood Mentor Program for academic year 2012-13. This agreement will connect Hartnell College early childhood education students with high quality, experienced early childhood professionals. There are no budget implications. The participants are paid directly from San Francisco Community College District.

E. WISDOM CENTER

The board ratified the agreement between Hartnell Community College District and Wisdom Center Adult Day Health Care for clinical learning of nursing students effective September 18, 2012 with a six month written termination clause by either party.

F. CDC TRAINING CONSORTIUM

The board ratified the renewal of the instructional agreement with California Child Development Training Consortium between Yosemite Community College District/Child Development Training Consortium and Hartnell College for academic year 2012-13. The amount received is $10,000 for supplies, books, transportation for field trips, and instructional materials. The term of the agreement is September 1, 2012 through June 30, 2013.

G. SUB-AWARD CSUMB E-TRANSCRIPTS

The board authorized the administration to enter into an agreement with the University Corporation (Foundation) California State University, Monterey Bay, to accept funds as a sub-recipient of the CSUMB Title V grant for $10,000. The funds will support the implementation of e-transcript services. It is anticipated that these services will be available to students at the end of fall grades.

H. SUB-AWARD GAVILAN CCD-TITLE V (Pulled Freeman)

The board authorized the administration to enter into an agreement with Gavilan Community College District to accept funds as a sub-recipient of the Title V Grant, Streamlined Career Transfer Pathways. The amount of the sub-award is $1,011,942 over five (5) years beginning October 1, 2012.

Initially, Trustee Freeman pulled this item for further discussion, but later recognized it was not necessary.
I. SUB-AWARD
REGENTS UC – ACCESS
The board ratified the amendment to the sub-award agreement between The Regents of the University of California and Hartnell Community College District for the Baccalaureate Bridge to the Biomedical Sciences Program (ACCESS). The sub-award is amended to $17,174 through July 31, 2013.

J. AGREEMENT
HGHB ARCHITECTS
The board ratified the agreement with HGHB Architecture, Planning, Urban Design for the programming and design of the CAB North Renovation project. The term of the agreement is October 2, 2012 to and including June 30, 2014. The cost is $118,000 supported by Measure H funding.

K. PROPOSAL FOR BIDS
AG LAND LEASE
(Pulled DePauw)
The board authorized the administration to issue a Request for Proposal to lease agricultural land at the Alisal Campus.

The board received a corrected cover item. The minimum bid is $1,626 per acre and not $750 as noted.

Trustee DePauw asked in which year did the college last bid the land? Joseph responded the last bid was in 2006 and the term of the agreement was three years and that same agreement was renewed three times. In addition, Joseph clarified that the total acreage is 109.6 at a minimum bid of $1,626 per acre.

L. BOARD TRAVEL
(Pulled DePauw)
The board approved the travel for Student Trustee Luchini and Trustees Freeman and Pruneda to attend leadership conferences during the month of October. Student Trustee Luchini requested approval to attend The Fall Student Leadership Conference, Students Advocating for Students: Our Future Leaders, scheduled October 19-21, 2012, Los Angeles, California. Trustee Freeman and Pruneda requested approval to attend the Association for Community College Trustees 43rd Annual Leadership Congress, October 10-13, 2012, Boston, Massachusetts. The estimated cost is $6,700 paid from the general funds.

Trustee DePauw recalled the board discussed the development of a policy in relation to the board's travel budget. Alfred Muñoz provided a brief history of the board's travel budget for 2009-10, 2010-11, and 2011-12. Trustee Padilla-Chavez stated that the board should discuss the development of a policy and requested that the administration look at other approaches used by other educational institutions. She asked that the item to discuss the development of a policy return to a future meeting.

Trustee Donohue requested that Trustees Freeman and Pruneda share what they learn at the November meeting. Trustee Gonzalez-Castro said it is a wonderful opportunity to attend the conference and asked for copies of the conference materials.

M. PERSONNEL ACTIONS
The board approved and/or ratified personnel actions. (Appendix D)

ACTION ITEMS

BUDGET REVISIONS
Motioned (Donohue), seconded (Gonzalez-Castro), and unanimously carried, the board moved to approve the budget revisions numbered 9960 to 9967.
RESOLUTION 12:18
GANN LIMIT
Motioned (Donohue), seconded (Gonzalez-Castro), by roll call vote of 7-0, and by an advisory vote of Aye (Student Trustee Duran), the board moved to adopt Resolution 12:18, Gann Limit Resolution Establishing Appropriations Limit for 2012-13.

STRATEGIC PRIORITIES
Motioned (DePauw), seconded (Gonzalez-Castro) and unanimously carried, the board moved to adopt their strategic priorities. (Appendix E).

Dr. Lewallen stated that the board met twice (July 25 and August 28) to discuss strategic priorities and based on those discussions, draft priorities were established. The next step is to launch a strategic planning process for the development of a strategic plan linked to the priorities. Trustee DePauw asked when the board would see this work and Dr. Lewallen responded that the completion date for the strategic plan is by the end of this academic year. Trustee Padilla-Chavez suggested that board reports connect to the priorities so that the board can see the relevancy of their work.

BUDGET ADJUSTMENT
Motioned (DePauw), seconded (Montemayor) and unanimously carried, the board moved to adjust the FTES from 6,750 to 6,910 for fiscal year 2012-13.

Dr. Lewallen explained the request to increase the FTES target for 2012-13 is a result of not considering the FTES (estimated at 160 FTES) generated from K-12 enrollments. Thus, in order for the college to reach its FTES target, the adjustment is necessary.

EDUCATIONAL SERVICES PROVIDED BY GAVILAN COLLEGE – Water Technology Training
Motioned (Gonzalez-Castro), seconded (Montemayor) by vote of 6-1 (No: Freeman) and by advisory vote of Aye (Duran), the board moved to grant permission to Gavilan CCD to offer water technology training opportunities within the Hartnell CCD for no more than one year and directed the administration to conduct an assessment to determine need.

Trustee Freeman stated that he supported Gavilan providing this service within the district because Hartnell is not able to and the board should be in support of education.

Trustee Padilla-Chavez asked if the administration conducted an assessment to determine workforce need within the district. If not, Trustee Padilla-Chavez suggested one be conducted. Trustee Pruneda stated he likes the idea of collaborating with other districts and hopes Hartnell will promote this program so that it is successful. Trustee Gonzalez-Castro stated that Hartnell previously offered a water technology program, but the program was discontinued, and that the district reserves the right to rescind permission.

Dr. Lewallen stated that he believes these types of requests will become frequent as a result budget constraints and the inability to offer everything and he would prefer to bring forward these items as information to the board.

Trustee Padilla-Chavez requested to amend the motion to not extend permission beyond one year and direct the administration to conduct an
assessment. Both Trustees Gonzalez-Castro and Montemayor agreed to amend the motion and the board voted.

Trustee Freeman stated that he could not support this motion because he believes the college may not be in a position to offer these programs in one year.

AWARD BID: TECHNICAL TRAINING BUILDING

Motioned (Gonzalez-Castro), seconded (Pruneda) and unanimously carried, the board moved to award the bid and authorized the administration to enter into a contract with Dilbeck and Sons, Inc., lowest responsive bidder for the Technical Training Building.

INFORMATION ITEMS

CONSTRUCTION PROJECTS – UPDATE

The board received an updated, written report on the current construction projects. The report is on Page 128 of the October 2, 2012 Meeting Agenda Packet posted at:

http://www.hartnell.edu/board/packets/100212.pdf

FINANCIAL STATEMENTS

The board received the financial statements (unaudited) ending June 30, 2012.

BUDGET UPDATE

Alfred Muñoz presented the unaudited financial report for fiscal year 2011-12 and presented an update for fiscal year 2012-13. He reported that the auditors would present their findings mid-November for the district, Foundation, and Measure H. (Appendix F)

MONTEREY COUNTY TREASURER'S INVESTMENT REPORT

The board received the Monterey County Treasurer’s Investment Report for quarter ending June 30, 2012.

CHILD DEVELOPMENT CENTER

The board received a written report on the Child Development Program.

BOARD REPORTS

Trustee Luchini Duran reported she is working with the student senate on the voter registration drive.

Trustee Pruneda reported he attended the groundbreaking for the PE Field House and is pleased that the college has state-of-art athletic fields; that he attended a press conference for Measure E (an extension of Measure V). This measure will help maintain city libraries, first responders, and parks and recreation.

Trustee Freeman stated that the 9/11 event was great– that the speakers spoke well and he thanked Dr. Lewallen. Trustee Freeman stated that he attended the Dream Act event on Sunday and that he attended the Day of Remembrance event- a vigil for families who have lost their loved ones to violence. Also, he attended the groundbreaking for the PE Field House – that the building will be great for athletes and Hartnell College. Also, he spoke at a city council meeting on home foreclosures; and that he attended a student meeting where they discussed the voter registration drive and proposed
propositions; and on Saturday, October 13, 2012, the college will celebrate the 60th anniversary of the 1952 Rose Bowl team at Salinas High stadium. In closing, Trustee Freeman announced that his brother and wife recently had twins, Adrian and Charles Freeman.

Trustee Donohue stated that she is excited for Brice Harris, newly appointed State Chancellor and she asked that the college send a note of congratulations on behalf of the college and board. Also, she reminded the board of the Western Stage Gala scheduled December 1st and she encouraged all to attend.

Trustee Gonzalez-Castro apologized for not having been able to attend some of the college's recent events, but heard that the events were excellent; that she learned that Christina Juarez, a Hartnell nursing student, was awarded a scholarship from Salinas Valley Memorial Hospital and this reminds her why she serves on the board.

Trustee Montemayor reported that he has received a request for Dr. Lewallen to attend a Sunrise House Directors Meeting and he is going to ask that Jim Rear, Executive Director, Sunrise House, present to the board at a future meeting.

Trustee DePauw reported she attended and appreciated the 9/11 event and she stated that she continues to be impressed with the college faculty and staff.

Trustee Padilla-Chavez gave kudos to Paulette Bumbalough for her work on organizing the King City Education Anniversary/Welcome Reception. Trustee Padilla-Chavez thanked Dr. Lewallen for attending the back-to-school event in Soledad; that the groundbreaking event for the PE Field House was amazing; that she attended the ribbon cutting of the Tech Mobile; and that she is helping to organize a women's health conference at the college.

**MOVED TO CLOSED SESSION**

The Board, Dr. Willard Lewallen, Superintendent/President, Terri Pyer, Associate Vice President, Human Resources, and legal counsel, Thomas Manniello, Lozano Smith, moved to closed session at 7:55 p.m. to consider legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

- Conference with legal counsel – Anticipated Potential Litigation
  Government Code Section: § 54956.9(ba) – 1 case – Celia Barberena

- Conference with Legal counsel - Anticipated Litigation
  Government Code § 54956.9(b)
  Significant Exposure to Litigation: 1 Case

**RECONVENED PUBLIC SESSION – REPORT OUT FROM CLOSED SESSION**

Trustee Padilla-Chavez reconvened the public session at 8:45 p.m. and stated there was no reportable action taken in Closed Session.
ANNOUNCEMENTS

Trustee Padilla-Chavez announced the following meetings:

1. Board Study Session, October 16, 2012, 5 p.m.
2. Regular Meeting of November 6, 2012, 5 p.m.
3. Board Study Session November 20, 2012

ADJOURNMENT

The meeting adjourned at 8:46 p.m.

__________________________________________
Erica Padilla-Chavez  Willard Clark Lewallen
Board of Trustees President  Board Secretary
Pioneering Sustainable Education:
Hartnell Energy Innovation Program

October 2, 2012

Pillars of the Program

Support for STEM, Environmental, and ‘Green Careers’ Education

Opportunity to offer Hartnell’s students the opportunity for hands-on learning with cutting-edge technologies.
Educational Program Components

- Internship Opportunities for Engineering Students
- Real-Time Learning Laboratories & Web-Accessible Data
- Project HEAT (Hands-On Environmental Assessment Teams)
- Living Laboratory: Field Observation Exercises and Curriculum

Solar Design Approach for Hartnell’s Alisal Campus

- Cost Effective – lowest cost and maximum savings
- Provide Shade – maximize shade without reducing parking spaces; utilize shade in open areas for student comfort
- Preserve Aesthetics – preserve and enhance campus design and sense of place; synchronous with master plan and closely designed with architecture and landscape in mind
- Maximized Production – design optimized for stable energy production and minimized maintenance costs

Santa Ana, CA
Los Altos, CA

Solar Design Options for Hartnell
Preliminary Layout Options:

Sources of Savings:

- Savings from not purchasing electricity from PG&E
- Savings from selling electricity back to PG&E
- Revenue from California Solar Initiative Program

Funding Availability:

- Strong availability of energy management and efficiency rebates for the installation, or retrofit, of energy infrastructure (HVAC, controls, lighting, water systems)
- The CPUC (California Public Utilities Commission) administers the performance-based California Solar Initiative rebate
  - This rebate is available to all categories of entities (commercial, residential, public/governmental)
  - It is paid over a 5-year period through monthly checks based on the solar system's production (measured in kWh output of 'green power')
  - Current value is $0.088/kWh
- Chevron files for all the rebates on behalf of Hartnell
- Chevron has a dedicated project funding and finance team that manages our relationships with the banking community & financiers should the College choose to pursue this route
Financial Option #1:

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Example: Caltech’s own green revolving fund—the Caltech Energy Conservation Investment Program (CECIP)—was initiated in 2009, and it manages $8 million within an existing endowment created to finance capital projects.

Turning Energy Savings into a Sustained & Revolving Fund

- The College could carve out a portion of the $160,000+ annual net savings to support any number of its endeavors:
  - Scholarship fund for high-achieving science & engineering students
  - Agricultural/Business & Technology Institute
  - Global outreach and research/development
  - Professional development for faculty
  - Support for music and the arts

Example: Caltech’s own green revolving fund—the Caltech Energy Conservation Investment Program (CECIP)—was initiated in 2009, and it manages $8 million within an existing endowment created to finance capital projects.

"CECIP allows Caltech to effectively deploy capital to realize energy and cost savings from energy-conservation measures that would otherwise be unfunded," says John Onderdonk, Caltech’s manager for sustainability programs. "It’s a perfect example of Caltech’s sustainability vision in that it reduces the campus’s environmental footprint while enhancing the Institute’s core mission.”
## Roadmap

<table>
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<tr>
<th>Milestone</th>
<th>Responsible</th>
<th>Key Milestones</th>
<th>Date Achieved?</th>
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<tbody>
<tr>
<td>Preliminary Energy Savings Study</td>
<td>CES, Hartnell College</td>
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<tr>
<td>PG&amp;E Analysis</td>
<td>CES</td>
<td>Perform analysis and review of College’s electric and gas usage, profile, and rate tariffs</td>
<td>7/30 - 8/15</td>
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<td>Site Visits</td>
<td>CES, Hartnell College</td>
<td>Solar PV, energy infrastructure, and efficiency site visits and building surveys</td>
<td>8/15</td>
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<td>Collect Site Plans, Facilities Master Plan, &amp; Informational meetings with other District Stakeholders</td>
<td>CES</td>
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<td>8/15 - 8/29</td>
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<tr>
<td>Comprehensive energy infrastructure analysis, savings quantification, and solar PV layout design work</td>
<td>CES</td>
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<td>8/29 - 9/7</td>
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<td>Preliminary Review of Recommendations</td>
<td>CES</td>
<td>Review engineering recommendations with Joseph Reyes and get feedback prior to meeting with the President</td>
<td>9/10</td>
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<td>Meeting with the President</td>
<td>Hartnell College, CES</td>
<td>Meeting with Hartnell President to review program vision and objectives, as well as recommendations for next steps</td>
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<td>Board Update Presentation</td>
<td>CES</td>
<td>Presentation on progress, scope, schedule, and program benefits (economic, environmental, educational)</td>
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<tr>
<td>STEM Educational Program Development</td>
<td>CES, Hartnell College</td>
<td>Meeting to design the program’s STEM elements</td>
<td>10/15</td>
</tr>
<tr>
<td>California Solar Initiative Submission</td>
<td>CES</td>
<td>Submission of all rebate program documents</td>
<td>10/16 - 10/19</td>
</tr>
<tr>
<td>Comprehensive Engineering Project</td>
<td>CES, Hartnell College</td>
<td>Design, engineering, and development</td>
<td>10/22 - 12/7</td>
</tr>
</tbody>
</table>

## Case Study: Monterey COE

- **$6.5 million in net general fund savings** over program lifetime
- Serves as a “learning project” for Monterey County’s 24 schools
- **Paid-through-savings** project involving solar PV, energy management control systems, and HVAC improvements

## Community College & UC/CSU Expertise

- Chabot-Las Positas CCD
- Foothill-De Anza CCD
- San Mateo CCD
- Contra Costa County CCD
- Santa Barbara CCD
- Los Angeles CCD
- Mt. San Antonio CCD
- Copper Mountain College
- American River College
- UC San Francisco
- CSU Fresno
- CSU Sonoma
- CSU San Diego
- CSU East Bay
City of Gonzales: G3 Program

- **Paid-through-savings** project involving SCADA systems, street-lighting, solar PV, and controls
- **$4.2 million in net general fund savings** over program lifetime
- Supports the “Gonzales Grows Green” G3 Initiative & City’s Climate Action Plan (CAP)
- Improves water pumping performance and functionality for City Staff

Contact Information

- **Courtney Jenkins**
  Program Development Manager
  CJIP@chevron.com
  (510) 502-7314

- **David Baldwin, P.E.**
  Director, Power Systems
  DBLD@chevron.com
  (408) 246-3294, ext. 202
STEM Summer 2012

Presented to
Board of Trustees
October 2, 2012
Kelly Locke and Ann Wright

Three Programs

• Math Academy
  – Heard about it, got the t-shirt!

• Chemistry Academy
  – Successful pilot summer ’12
  – Phase II pilot in winter ’13
  – You will hear more

• Summer Bridge

Summer Bridge

• Two great stories to tell
  – The Student Experience
  – The Collaboration
The Student Experience

• Goal was to provide students with
  – Solid foundation for learning
  – Science content
  – Educational planning
  – Field trips for STEM career awareness
  – Make it affordable

A Solid Foundation for Learning

• Bonding
  Self awareness of learning styles, attitudes, etc.
• Communication
  skills and styles
• “Soft skills” for college success

Science Content Highlights

• Building computers with Loaves, Fishes and Computers
• Sand crab monitoring on the bay
• Sustainable engineering and environmental science
Science Content Highlights

• Math mastery with ALEKS learning system
• Using scientific method in biology to design experiments
• Making silly putty in chemistry
• Producing health PSA videos

Field Trip Highlights

Aquarium Water Recycling Plant (MRWPCA)

Field Trip Highlights

UCSC Bionics Lab UCSC Computer Game Development
The second great story: Collaboration

• Three grants with summer bridges
  – Alisal Health Professions Workforce Pathways Partnership grant
  – NSF-ATE Sustainable Engineering grant
  – Title V-Science Talent Pool grant

History of Summer Bridge

• Building on a successful model
• Started in 2006 with 11 students
• Continued through 2011 with 38 students
• This year
  – Scale up the model
  – 96 students in three cohorts
  – Collaborative planning team
  – Partnerships and relationships built

Bridge Planning

<table>
<thead>
<tr>
<th>Planning Team</th>
<th>Assistance From</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kelly Locke</td>
<td>Leda Polio</td>
</tr>
<tr>
<td>Ann Wright</td>
<td>Molly Lewis</td>
</tr>
<tr>
<td>Melissa Hornstein</td>
<td>Dawn Henry</td>
</tr>
<tr>
<td>Melissa Casillas</td>
<td>Elizabeth Stern</td>
</tr>
<tr>
<td>Barbie Wunsch</td>
<td>Jackie Cruz</td>
</tr>
<tr>
<td>Sharon Alheit</td>
<td>Joni Black</td>
</tr>
<tr>
<td>Mary Young</td>
<td>Ann Mintie</td>
</tr>
</tbody>
</table>
Field Trip Partners

- Barbara Meister, Public Affairs Director, Monterey Bay Aquarium
- Aquarium Free to Learn program
- Leticia Zendejas, MESA Director, UCSC

- Karen Harris, Community Relations Director, Monterey Regional Water Pollution Control Agency
- Ann Wasser, LiMPETS Coordinator, Marine Sanctuary and PG Museum of Natural History

Instructors

Foundation and Counseling
- Hermelinda Rocha-Tabera
- Steven Triano
- Liz Estrella
- Kimie Garcia
- Paula Haro
- Theresa Moreno
- Gabe Bravo

STEM Content
- Ann Wright
- Joe Welch
- Kelly Locke
- Crystal Gonzalez
- Ann Wasser
- Tiffany Wise-West
- Oxana Patchenko
- Mary Davis
- Derek Bonsper
- Tracy Villanueva

Student Voices

"I was interested in Psychology but the program has me leaning more towards engineering."

"I saw a bunch of new fields I didn’t know existed and opened my eyes to new job opportunities."

"Coming into the Summer Bridge Program I already knew I wanted to major in something that would involve the medical field. This program motivated me more to actually get it done."
Student Voices

“What I liked about the Summer Bridge Program the most would be how I got to meet a lot of new people and become very close to them. I also liked the fact that we all got to experience new situations and gain more knowledge.”

“What I liked the most about the Summer Bridge Program was being able to explore more careers in the health field, building strong relationships with classmates, and get a better understanding of college.”
The 6 Year Accreditation Cycle

1st Phase: Comprehensive Self Evaluation – Internal Evaluation
- Institution Conducts Self Assessment, Writes Analysis including Plans for Improvement, & Submits Document (“Self Evaluation of Educational Quality & Institutional Effectiveness”)

2nd Phase: Site Visit – External Evaluation
- Peer Review Team Conducts Site Visit & Issues Report
The Accreditation Cycle (cont’d)

3rd Phase: Determination of Accredited Status
- Commission May Take Various Actions & Require Follow-up Reports

4th Phase: Institutional Self Improvement
- Institution Uses Its Plans for Improvement & Commission Recommendations to Guide Changes in Educational Quality

Timeline & Milestones
- Fall 2011 – Draft 1 & Feedback
- Spring 2012 – Draft 2 & Feedback
- Fall 2012 – Draft 3 & Feedback
- Mid-Fall 2012 – One Voice Edit & External Review
Timeline & Milestones (cont’d)

- Late Fall 2012 – Approval of Document
- Late Fall 2012 & Early Spring 2013 – Preparation for Site Visit
- January 2013 – Report Sent to Commission
- March 18-21, 2013 – Site Visit
- June 2013 – Commission Action

Preparation for Site Visit

Shift in Responsibilities of Steering Committee Members
Document Focused Work → College Wide Activities

Educating the College Community & Its Constituents
- Enhance Knowledge about Accreditation & Institution
- Understand Importance of Institution’s Planning Agenda
- Participate in Immersive Activities
  - Flex Days: September 25, 2012 & January 18, 2013
The following Personnel Actions were approved/ratified by the Board of Trustees at their regular meeting of October 2, 2012.

I. Retirements, resignations, releases, and leave requests
   A. Ratify resignation of full-time faculty employee:

II. Appointments:
   A. Ratify appointment of full-time academic personnel:
      2. Tanya Ho, full-time, Respiratory Care Practitioner Program Director/Instructor – Nursing and Allied Health (#F-118), Column B, Step 13, effective October 15, 2012.
   B. Ratify appointment of classified employee:
      1. Alejandra Moreno, part-time, 25 hours per week, 12 months per year, Assessment Technician – Student Affairs, (#CC-142), Range 15, Step B, effective September 5, 2012. This action represents a transfer from Counseling Data Technician – Student Affairs.
   C. Ratify appointments of part-time instructors for fall semester 2012:
      1. Guy Agrati, Nursing
      2. Patrizia Ahlers-Johnson, Psychology
      3. Gerardo Aleu, Mathematics
      4. Alejandro Arce, Photography
      5. Mary Bains-Fort, Alcohol & Other Drugs
      6. Ed Barber, Physical Education
      7. Amy Barrett-Burnett, Counseling and Alcohol & Other Drugs
      8. Eric Becerra, Counseling
      9. Laura Berger, Library
      10. Connie Brick, Nursing
      11. Elsa Brisson, Family Consumer Studies
      12. Jeff Bynes, English
      13. Juan Campos, Business Office Technology
      14. Bobby Carrillo, Administration of Justice
      15. James Carter, Team Self-Management
      16. Denise Castro, Health Education
      17. Liz Cecchi-Ewing, Library
      18. Luis Chacon, Ethnic Studies
      19. Denise Cook, Learning Skills
      20. Nichole Crais, Health Education
      21. Gloria Curtis, Library
22. Jordan Daniels, Construction
23. Philip Deutschle, Astronomy
24. David Doglietto, Administration of Justice
25. Jovita Dominguez, Nursing
26. Paul Doughty, English as a Second Language
27. Thu Duong, Library
28. Jeffrey Eaton, Physical Education
29. Warren Edmonds, Business
30. Jorge Espinas, Nursing
31. Steve Ettinger, Music
32. William Faulkner, Music
33. Jennifer Fellguth, Library
34. James Frye, English as a Second Language
35. Susan Fujimoto, English
36. Gary George, Physical Education
37. Toni Gifford, Nursing
38. Richard Givens, Physical Education
39. James Goodwin, Chemistry
40. Marvin Grim, Physical Education
41. Ruth Groner, Nursing
42. Albar Guerrero, Physical Education
43. Elvia Guzman, Counseling
44. Justin Hansen, Physical Education
45. Frank Henderson, Instructional Aide. Appointment based on equivalency as follows: Master’s in educational counseling. All units are in the education discipline (47 units) equivalent to a master’s degree in education.
46. Dina Hooks, American Sign Language
47. Chris Houston, English
48. Carolyn Jensen, Mathematics
49. Jeffrey Kessler, Psychology
50. Stephanie Kever-Frizzel, Nursing
51. Rhonda Kirkpatrick, Theater Arts
52. Robert Klevan, Music
53. John Koza, Music
54. Larry Lachman, Psychology and Alcohol & Other Drugs
55. Sylvia Langland, Family Consumer Studies
56. Vince Lewis, Counseling
57. David Lofte, Mathematics
58. Anne Lopez, Administration of Justice
59. Jose Lopez, Business Office Technology
60. Alfredo Martinez, Administration of Justice
61. Joseph Martinez, Counseling
62. Paul MacDonald, Physical Education
63. Suzzane Mansager, English
64. Carl Maxey, Construction
65. Kathleen McGuinness, Nursing
66. Rosalinda McNamara, Library
67. Ernest Mercuri, Political Science
68. Linda Minor, Nursing
69. Cathy Noble, Counseling
70. Jose Oviedo, Physics. Appointment based on equivalency as follows: Master’s in electrical engineering related to physics; has 15 graduate units in physics, and 8 upper division/graduate level units.
71. Samuel Pacheco, History
72. Gerardo Perez, Business
73. Linda Plummer, Library
74. Humberto Rico, Spanish
75. Vicki Robison, History
76. Jorge Rodriguez-Torres, Business
77. Ralph Royer, Agriculture Industrial Technology
78. Nancy Saldaña, Counseling
79. Phyllis Sanchez, Psychology
80. Keith Sashegyi, Mathematics
81. Charmagne Scott, Business Office Technology
82. Steve Seymour, Physical Education
83. Donna Staunton, Nursing
84. Alexandre Stoykov, Agriculture Computer Applications
85. Sarah Swaty, English
86. James Thompson, Biology
87. Mary Ann Toney, Physical Education
88. Paula Tyler, Physical Education
89. Theodis Windham, Physical Education
90. Bill Yanowsky, Physical Education
91. Paul Yun, English

D. Ratify appointments of Professional Experts:

The athletic program, including summer sports campus, provides competitive opportunities for Hartnell students, and professional experts assist coaches in fulfilling the program’s mission:

1. Frank Alvarado, $300 total, summer camp assistant soccer coach, July 23 – August 3, 2012.
4. Tran Kevin, $2,000 total, assistant volleyball coach, July 23 – December 3, 2012.
5. Rafael L. Ruiz, $2,500 total, assistant women’s soccer coach, August 20 – December 3, 2012.

Physical Education swim classes require lifeguard services.
The Foster Kinship Care Education Program (FKCE) provides advanced training for current and prospective foster, relative, and non-related extended family member, caregivers, adoptive parents, and local agency employees; and support for foster home recruitment activities. This grant-funded program is a joint effort of the California Community College Chancellor’s Office and the Department of Social and Employment Services (DSES). Assignments include orientation leaders, trainers, childcare and activity providers, and program coordination.


Provide one-on-one training on the basics of overseeing the Student Life Department, including parliamentary procedures, the Brown Act, student clubs, book lenders, ID sales, and fiscal responsibilities. Funded with ASHC funds.

10. Irene Rasmussen, $25/hr (20 hrs/wk), trainer, September 1 – 21, 2012.

Translation of documentation for the counseling department.

11. Martha Pantoja, $49.78/hr (8 hours total), translator, July 1 – 14, 2012.

Lab instruction assistants are required to meet Board of Registered Nursing (BRN) requirements for specific student-to-certified-instructor ratios.

12. Gillian Camany, $30/hr (5.5 hrs/wk), instructional aide, August 20, 2012 – June 30, 2014.

Supplemental Instruction (SI) is a peer-led academic support program that helps students enrolled in certain historically challenging courses. SI leaders in the Tutorial Center facilitate student learning through out-of-class discussion and study skills support.


The Music Department’s College Choir and Chamber Singers require an accompanist during classes for fall semester.


The financial aid program administers both federal title VI financial aid and state financial aid programs to the College’s students. The consultant will work on implementing new SAP regulations, consumer information, and setting up clock-hour payment process for LVN students.


E. Ratify appointment of donated instructor:

1. Gabriel Regalado, Electrical Apprenticeship. Appointment based on equivalency as follows: has adequate coursework for an AA degree, 101.5 units including 18 breadth required courses. Current electrical contractor's license. 20 years of work in the electrical field.

F. Ratify appointments of volunteers:

1. Mark Cisneros, Physical Education
2. Mac Coronado, Physical Education
3. Ramon Hernandez, Physical Education
4. Savanna Lindow, Physical Education
5. Robert Missio, Physical Education
6. Melissa Perez, Physical Education
7. Arthur J. Testani, Physical Education

G. Ratify appointments of substitutes:
1. Yesenia Contreras, $16.52 (as needed), division administrative assistant, August 21 – December 31, 2012.
5. Maria Rose, $15.73/hr (20 hrs/week), student services technician, August 14 – September 7, 2012.

H. Ratify appointments of student workers for fall 2012:
1. Monica Andrade, Child Development Center, Student Worker II
2. Yesmin Arevalo DeAnda, Child Development Center, Student Worker IV
3. Norma Armenta, Child Development Center, Student Worker II
4. Colin Auxier, Information Systems, Student Worker IV
5. Kristen Ayon, Child Development Center, Student Worker I
6. Irma Barajas, Child Development Center, Student Worker IV
7. Liliana Bautista, DSP&S, Student Worker III
8. Antonio Berber, Library, Student Worker I
9. Nicholas Bogdan, Computer Lab, Student Worker II
10. Maria Carranza, Child Development Center, Student Worker III
11. Anita Casarez, Student Affairs, Student Worker II
12. Nora Castellanos de Lopez, Child Development Center, Student Worker I
13. Arturo Castro, Cafeteria, Student Worker I
14. Sandra Castillo, Financial Aid, Student Worker I
15. Juan Castro, Tutorial Center, Student Worker III
16. Claudia Cerna, Tutorial Center, Student Worker III
17. Maleny Chavez, Child Development Center, Student Worker I
18. Maria Rosario Chua, Tutorial Center, Student Worker III
19. Yanira Cortez, Cafeteria, Student Worker I
20. Forisel Cruz-Cruz, Tutorial Center, Student Worker III
21. Liliana Diaz, Human Resources/EEO, Student Worker I
22. Jesus Edeza, Tutorial Center, Student Worker III
23. Bianca Espinoza, Human Resources/EEO, Student Worker I
24. Mayra Espinoza, HEP, Student Worker I
25. Selina Espinoza, Student Affairs, Student Worker III
26. Laura Flores, EOPS, Student Worker II
27. Mariah Flores-Fonseca, Tutorial Center, Student Worker III
28. Jacqueline Gacayan, EOPS, Student Worker II
29. Michelle Gagon-Smith, Advancement Office, Student Worker II
30. Danielle Galvan, EOPS, Student Worker II
31. Claudia Garcia, Tutorial Center, Student Worker III
32. Rodolfo Garcia, Tutorial Center, Student Worker III
33. Tenisha Garibaldo, Cafeteria, Student Worker I
34. Shannon Gattis, Student Activities, Student Worker III
35. Gabriela Godinez, Child Development Center, Student Worker I
36. Angelica Gomez, EOPS, Student Worker II
37. Jessica Gonzales, Student Affairs, Student Worker III
38. Jocelyn Gonzalez de la Cruz, Tutorial Center, Student Worker III
39. Gabriel Hernandez, Information Systems, Student Worker III
40. Brandee-Lynn Ho, Cafeteria, Student Worker I
41. Juan Huerta, Child Development Center, Student Worker III
42. Beau Hunter, Tutorial Center, Student Worker II
43. Zachary Johnson, Information Systems, Student Worker III
44. Daniel Klindt, Academic Affairs, Student Worker I
45. Monica Lara, Child Development Center, Student Worker II
46. Leilani Lewellyn, Cafeteria, Student Worker I
47. Ivan Lopez Mendoza, Tutorial Center, Student Worker III
48. Salvadora Lopez, Child Development Center, Student Worker III
49. David Magill, Cafeteria, Student Worker I
50. David Magill, Tutorial Center, Student Worker III
51. Manuel Malagon Villagomez, Information Systems, Student Worker III
52. Eduardo Margarito, Information Systems, Student Worker III
53. Elia Martinez, Tutorial Center, Student Worker II
54. Rosaura Martinez, Child Development Center, Student Worker III
55. Caitlin McGowan, Counseling, Student Worker I
56. Lorena Mendoza, ACE Program, Student Worker II
57. Miriam Mendoza Torres, Child Development Center, Student Worker I
58. Karina Montejano, Tutorial Center, Student Worker III
59. Leonel Munoz, GEAR Up, Student Worker III
60. Mezairah Niduaza, Library, Student Worker I
61. Rexavalmar Niduaza, Information Systems, Student Worker III
62. Rosalia Olivera, Child Development Center, Student Worker IV
63. George Omictin, Tutorial Center, Student Worker III
64. Luis Oropeza, Library, Student Worker I
65. Leticia Ortega Lopez, HEP, Student Worker I
66. Matilde Pamatz, TRIO/SSS, Student Worker II
67. Rohit Patel, Tutorial Center, Student Worker III
68. Melissa Pena, Child Development Center, Student Worker I
69. Olga Pena Fuentes, Child Development Center, Student Worker III
70. Ana Perez Gutierrez, Cafeteria, Student Worker I
71. Luis Perez Silva, Tutorial Center, Student Worker II
72. Nancy Perez, King City Center, Student Worker III
73. John Pineda, ACE, Student Worker II
74. Eduardo Puentes-Ornelas, Cafeteria, Student Worker I
75. Robert Ramirez, Cafeteria, Student Worker I
76. Jhanic Ramos, Cafeteria, Student Worker I
77. Karina Ramos, Tutorial Center, Student Worker III
78. Maria Isabel Reyes Carranza, TRIO/SSS, Student Worker II
79. Graciela Rodriguez, Tutorial Center, Student Worker II
80. Maria Rodriguez Villa, Tutorial Center, Student Worker III
81. Crystal Roque-Jimenez, Child Development Center, Student Worker I
82. Manuel Rosales, Cafeteria, Student Worker I
83. Maria Santana Barragan, Child Development Center, Student Worker II
84. Ariel Torres, Student Life, Student Worker II
85. Ana Maria Uribe Vallejo, GEAR Up, Student Worker III
86. Jaime Vasquez, Tutorial Center, Student Worker IV
87. Jessica Vera, Counseling, Student Worker I
88. Alejandro Zarate, Cafeteria, Student Worker I
HARTNELL CCD BOARD OF TRUSTEES
STRATEGIC PRIORITIES

STUDENT SUCCESS

STUDENT ACCESS

EMPLOYEE DIVERSITY AND DEVELOPMENT

EFFECTIVE UTILIZATION OF RESOURCES

INNOVATION AND RELEVANCE FOR EDUCATIONAL PROGRAMS AND SERVICES

PARTNERSHIPS WITH INDUSTRY, BUSINESS, AGENCIES, AND EDUCATION
Budget Status Update
Fiscal Year 2011-12
Fiscal Year 2012-13 as of August 31, 2012

Presented by Alfred Muñoz, CBO
Board of Trustees Meeting
October 2, 2012

General Fund Unrestricted 2011-12
Unaudited Financial Report

- Revenue at 99.9% of Board approved budget
- $105,969 Below Budget
- Expenditures at 96% of Board approved Budget
- $923,052 Below Budget
- Year-End Unaudited Net Increase in Fund Balance
- $548,812

General Fund Unrestricted 2012-13

- Revenue at 6% of Board approved budget
  Below prior years average of 10% Due to apportionment deferral to last quarter of fiscal year.
- Expenditures at 13.5% of Board approved budget
  Below prior years average of 14%
  Fiscal year deficit through August 31st - $2.7 million