

Board Agenda

Sonoma County
Junior College District

**TUESDAY
FEBRUARY 11, 2003**

PEDRONCELLI CENTER
Santa Rosa Junior College
2032 Armory Drive
Santa Rosa, CA

3:00 P.M.

- A. CALL MEETING TO ORDER**
- B. APPROVAL OF CLOSED SESSION AGENDA**
- C. PUBLIC COMMENTS ON CLOSED SESSION AGENDA**
- D. RECESS TO CLOSED SESSION TO CONSIDER AND/OR TAKE ACTION UPON ANY OF THE FOLLOWING ITEMS (Indicated by [x])**
1. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54956.8*
- [x] **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
- Property (Address, Parcel #, Other ID: 1652 Mendocino Avenue, Santa Rosa, CA 95401
Name(s) of Negotiating Parties: Curt Groninga/District
Shawn Johnson, Keegan & Coppin
Under Negotiation: () Price (...) Terms of Payment ()
Both (x)
2. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54946.9*
- [] **CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION**
- Name of Case:
Claimant's Name:
Names of parties OR
Case Name Unspecified (check one): Disclosure would jeopardize:
() Service of Process Or () Existing Settlement Negotiations

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) (3) (C) of Section 54956.9

Specify Number of Cases:

Initiation of litigation pursuant to subdivision © of Section 54956.9(b)

Specify number of potential cases:

3. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54956.9*

LIABILITY CLAIMS

Name of Claimant (unless unspecified pursuant to Section 54961)

4. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54957*

THREAT TO PUBLIC SERVICES OR FACILITIES

Name/Title/of Law Enforcement Officer consulted with: _____

EMPLOYMENT OF LEGAL COUNSEL

- PUBLIC EMPLOYEE APPOINTMENT
See Agenda Item #7, A-F
Action, if any, will be taken in Open Session

- PUBLIC EMPLOYMENT
See Agenda Item #7, A-F
Action, if any will be taken in Open Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(No additional information required)

5. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54957.6*

- Name of Agency Negotiator: Furukawa/Root, District
Name of Organization Representing Employee: SEIU, Local 707

Name of Agency Negotiator: Buckley/Root, District
Name of Organization Representing Employee: All Faculty Ass'n

4:00 P.M.

RECONVENE INTO OPEN SESSION

1.	<u>ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION</u>	1
	The Board of Trustees President will announce any reportable action taken in Closed Session.	
2.	<u>APPROVAL OF JANUARY 14, 2003 MINUTES</u>	3-13
	A recommendation that the Board of Trustees approve the above listed minutes.	
3.	<u>SPECIAL PRESENTATION</u>	
	A. <u>EXCHANGE BANK/DOYLE SCHOLARSHIP REPORT</u>	15
	Mr. Andrew J. Shepard, Doyle Trustee and Chairman Emeritus of the Exchange Bank Board of Directors, will present the annual report of the Exchange Bank.	
	B. <u>PRESENTATION OF "EMPLOYEE OF THE MONTH", SCOTT LIPANOVICH</u>	17-18
	Andrea Proehl, Chair/Library Sciences, will introduce Scott Lipanovich, Library Technician I/Library, as the February "Employee of the Month."	
4.	<u>PUBLIC COMMENTS</u>	19
	(Per Board Policy five minutes may be allotted to each speaker and a maximum of 20 minutes per subject.)	
	An opportunity for members of the public to address the Board.	
5.	<u>MONTHLY UPDATE</u>	21
	Oral reports from members of the Board of Trustees	
	A. Board Facilities Committee (Trustee Burdo)	
	B. Board Finance Committee (Trustee Ellis)	
	C. Legislation (Trustee Smith)	
	D. Foundation (Trustee Call)	
	E. Board Member Comments	
6.	<u>CONSENT AGENDA (ROLL CALL VOTE)</u>	
	A. <u>RATIFICATION OF CONTRACTS</u>	23-25
	A recommendation that the Board of Trustees ratify contracts for the period December 19, 2002-January 21, 2003.	
	B. <u>RESOLUTION #4-03, TRANSFER OF FUNDS</u>	27-28
	A recommendation that the Board of Trustees approve Resolution #4-03 increasing the Cal Endowment Grant restricted revenue and expenditures by \$34,510.00.	

C.	<u>QUARTERLY FINANCIAL REPORT</u>	29-31
	A recommendation that the Board of Trustees approve the submission of the Quarterly Financial Status Report for the period ending December 31, 2002 to the Chancellor's Office.	
D.	<u>APPROVAL OF EMERGENCY MEDICAL TECHNOLOGY-PARAMEDIC MAJOR PROPOSAL</u>	33
	A recommendation that the Board of Trustees approve the submitted Emergency Medical Technology-Paramedic Major proposal.	
E.	<u>APPROVAL OF NEW CAREER AND LOCAL CERTIFICATES</u>	35
	A recommendation that the Board of Trustees approve Career Certificates in Garden Design, Garden Design with CAD Skills, and Website Development with ASP Programming and PHP Programming, and a Local Certificate in Nursery Technician.	
F.	<u>INSTRUCTOR LOAD REPORTS FOR FALL 2002 AND SPRING 2003</u>	37
	A recommendation that the Board of Trustees approve changes to the Fall 2002 and Spring 2003 Instructor Load Reports since the January Board meeting.	
G.	<u>GRANT</u>	39
	A recommendation that the Board of Trustees approve the following grant application and authorize expenditure of funds upon its award and receipt.	
	Sonoma County Successful Transitions Program submitted by Jamey Ransford, in the amount of \$50,000.00 for each of three years totaling \$150,000.00, with an SRJC in-kind match of \$14,933.00 over the three-year period.	
H.	<u>PIONEER HALL HVAC REPLACEMENT PROJECT, PERMISSION TO GO TO BID</u>	41
	A recommendation that the Board of Trustees authorize the administration to go to bid for the Pioneer Hall HVAC Replacement Project.	
I.	<u>BAKER HALL CLASSROOM, LABORATORY AND OFFICE REMODEL PROJECT, CHANGE ORDER #1</u>	43
	A recommendation that the Board of Trustees approve Change Order #1, in the amount of \$26,625.00, for the Barker Hall Classroom, Laboratory and Office Remodel Project, for a revised contract price of \$1,085,547.00.	
J.	<u>OUT-OF-COUNTRY TRAVEL TO SINGAPORE</u>	45
	A recommendation that the Board of Trustees approve the out-of-country travel for Meryl Wamhoff, Music instructor, to travel to Singapore from February 27 through March 5, 2003 at no cost to the District.	

ACTION AGENDA

- 7. HUMAN RESOURCES ACTIONS**
- A. MANAGEMENT TEAM PERSONNEL ACTIONS** **47**
- A recommendation that the Board of Trustees approve the Management Team personnel actions.
- B. FACULTY PERSONNEL ACTIONS** **49**
- A recommendation that the Board of Trustees approve the Faculty personnel actions.
- C. CLASSIFIED PERSONNEL ACTIONS** **51-54**
- A recommendation that the Board of Trustees approve the Classified personnel actions.
- D. NON-STUDENT HOURLY EMPLOYMENT ACTIONS** **55-60**
- A recommendation that the Board of Trustees approve the Non-Student Hourly Employment personnel actions.
- E. REGULAR INSTRUCTIONAL ASSISTANTS** **61-62**
- A recommendation that the Board of Trustees approve the Regular Instructional Aides.
- F. APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING** **63**
- A recommendation that the Board of Trustees approve hiring of positions prior to the next Board meeting.
- 8. NON- RESIDENT TUITION 2003-04** **65-66**
- A recommendation that the Board of Trustees adopt the non-resident tuition rate of \$171 per semester unit for 2003-04 and an additional \$20 per semester unit (for foreign students) for capital outlay.
- 9. INCREASE IN PARKING FINES** **67**
- A recommendation that the Board of Trustees approve an increase in the fine for a parking citation for no current permit from \$15.00 to \$25.00 and the fine for possession of an altered, forged or stolen parking permit from \$103 to \$250, effective March 1, 2003.
- 10. RESOLUTION #5-03, AFFIRMING THE DISTRICT'S COMMITMENT TO IMPLEMENT THE RECOMMENDATIONS OUTLINED IN THE EQUITY AND DIVERSITY TASK FORCE REPORT** **69-90**
- A recommendation that the Board of Trustees approve Resolution #5-03, affirming the District's commitment to implement the recommendations outlined in the Equity and Diversity Task Force Report.

11.	<u>DECEMBER 19, 2002-JANUARY 22, 2003 WARRANTS</u>	91
	A recommendation that the Board of Trustees approve warrants expended during the period December 19, 2002-January 22, 2003.	
11A.	<u>PERMISSION TO BID AND RECEIVE QUOTES AND AWARD CONTRACT FOR THE ANALY TEMPS REPLACEMENT MODULAR UNITS</u>	91A
	A recommendation that the Board of Trustees authorize the administration to bid and receive quotes for three options (lease, lease-purchase and acquisition), and approve the award of a contract for the Analy Temp Replacement Modular Units Project, contingent upon the amount for the option of choice being within budget.	
11B.	<u>FULL-TIME FACULTY OBLIGATION</u>	91B
	A recommendation that the Board of Trustees approve the submission of a request to the State Chancellor for a one-year deferral of the Sonoma County Junior College District's increase in the full-time faculty obligation.	
 INFORMATION		
12.	<u>SRJC FOUNDATION AG TRUST FUNDRAISER</u>	93
	A report on the SRJC Foundation "Farm Equipment Auction" fundraiser to be held at Shone Farm in April 2003.	
13.	<u>LIBRARY DESIGN AND CONSTRUCTION UPDATE</u>	95
	A project status report and presentation on the new Library.	
14.	<u>2003-04 BUDGET UPDATE</u>	97
	A brief presentation on the status of the 2003-04 State budget.	
15.	<u>ANNUAL SCHOLARSHIP REPORTS</u>	99-107
	A review of annual reports, to include: the Doyle Fund year-end report 2001-02; the Doyle Fund final award report 2002-03; the Doyle Fund historical performance report; and, the All Scholarship Report 2002-2003.	
16.	<u>REPORTS OF:</u>	109
	A. Academic Senate (Greg Granderson)	
	B. Classified Senate (Raoul Yriberry)	
	C. Associated Students (Eric Allen)	
17.	<u>ADJOURNMENT</u>	