

Board Agenda

Sonoma County
Junior College District

**TUESDAY
APRIL 8, 2003**

PEDRONCELLI CENTER

Santa Rosa Junior College
2032 Armory Drive
Santa Rosa, CA

2:30 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: 5750 Skylane Boulevard, Windsor, CA
Name(s) of Negotiating Parties: Curt Groninga, SRJC
Keegan and Coppin,
Under Negotiation: () Price (...) Terms of Payment ()
Both (x)

Property (Address, Parcel #, Other ID: 705 Elliott Avenue, Santa Rosa, CA
Name(s) of Negotiating Parties: Curt Groninga, SRJC
Keegan and Coppin,
Under Negotiation: () Price (...) Terms of Payment ()
Both (x)

Property (Address, Parcel #, Other ID: 707 Elliott Avenue, Santa Rosa, CA
Name(s) of Negotiating Parties: Curt Groninga, SRJC
Keegan and 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 MARCH 11, 2003 MINUTES</u>	3-16
	A recommendation that the Board of Trustees approve the above listed minutes.	
3.	<u>SPECIAL PRESENTATION</u>	
	A. <u>PRESENTATION OF "EMPLOYEE OF THE MONTH", JOAN O'KEEFFE</u>	17-18
	Freyja Pereira, Supervisor/Records and International Admissions, will introduce Joan O'Keeffe, Admissions and Records Specialist/Admissions, Records, and Enrollment Development, as the April "Employee of the Month."	
	B. <u>REPORT FROM SWEDISH STUDENTS</u>	19
	Several students from Boras, Sweden, who are visiting SRJC as part of a model program through Sven Eriksonsgymnasiet will share their experiences in attending Santa Rosa Junior College classes during their visit, March 8 through April 12.	
4.	<u>PUBLIC COMMENTS</u>	21
	(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>	23
	Oral reports from members of the Board of Trustees	
	A. Board Facilities Committee (Trustee Burdo)	
	B. Legislation (Trustee Smith)	
	C. Foundation (Trustee Call)	
	D. Board Member Comments	
6.	<u>CONSENT AGENDA (ROLL CALL VOTE)</u>	
	A. <u>RATIFICATION OF CONTRACTS</u>	25-29
	A recommendation that the Board of Trustees ratify contracts for the period February 19-March 18, 2003.	
	B. <u>RESOLUTION #8-03, TRANSFER OF FUNDS</u>	31-32
	A recommendation that the Board of Trustees approve Resolution #8-03 establishing the Specialty Nursing Program restricted revenues and expenditures in the amount of \$91,154.00.	

C.	<u>HEALTH SCIENCES VIDEO CONFERENCING CLASSROOM PROJECT, AWARD OF BID</u>	33
	A recommendation will be forthcoming at the Board meeting. Bids open March 31, 2003.	
D.	<u>OUT-OF-DISTRICT CLASSES FOR PUBLIC SAFETY TRAINING CENTER</u>	35
	A recommendation that the Board of Trustees approve the Public Safety courses offered outside the District by the Public Safety Training Center, as provided for in California Education Code 55231.	
E.	<u>STUDY ABROAD PROGRAM, 2004-2005</u>	37
	A recommendation that the Board of Trustees approve 2004-2005 Study Abroad Program (Cuernavaca, Mexico – Summer 2004; London, England, Fall, 2004; and, Florence, Italy, Spring,2005) in conjunction with the Northern California Community College Consortium for International Education and approved contract service providers contingent upon adequate enrollment, available funds, and the development of satisfactory contracts.	
F.	<u>INSTRUCTOR LOAD REPORTS FOR SPRING 2003</u>	39
	A recommendation that the Board of Trustees approve changes to the Spring 2003 Instructor Load Reports since the March Board meeting.	
G.	<u>HEALTH SCIENCES TRANSCULTURAL COURSES IN MEXICO</u>	41-42
	A recommendation that the Board of Trustees approve the Health Sciences Department courses in Ensenada, Baja, California, Mexico and the out-of-country travel for Helen Levin, Jan Sampson and Ezbon Jen from June 1-14, 2003 at no cost to the District.	
H.	<u>APPROVAL OF A PROPOSAL FOR THE MAJOR</u>	43
	A recommendation that the Board of Trustees approve the submitted Nutrition and Dietetics Major proposal.	
I.	<u>SRJC DISTRICT PROPOSAL FOR SUNSHINING 2002-2003 AND 2003-2004 REOPENERS FOR UNIT B, SENIORS PROGRAM</u>	45
	A recommendation that the Board of Trustees receive the District's initial proposal for 2002-2003 and 2003-2004 reopeners for Unit B, Seniors Program and set a public hearing for the proposals at the May 13, 2003 Board meeting.	
J.	<u>PIONEER HALL HVAC REPLACEMENT PROJECT, RATIFICATION AND AWARD OF BID</u>	47
	A recommendation will be forthcoming at the Board meeting. Bids open March 31, 2003.	
K.	<u>BAKER HALL CLASSROOM, LABORATORY AND OFFICE</u>	49

REMODEL PROJECT, CHANGE ORDER #3

A recommendation that the Board of Trustees approve Change Order #3 in the amount of minus \$15,129.08 for a total contract price of \$1,077,916.92 for the Baker Hall Classroom, Laboratory and Office Remodel Project.

L. GRANTS 51-52

A recommendation that the Board of Trustees approve the following grant applications and authorize expenditure of funds upon their award and receipt.

1. Bay Area Regional Consortia Mini-Grant-Ed Net Conference, submitted by Lorraine DuVernay, in the amount of \$600.00 from Bay Area Regional Consortia Economic Development Fund, with no District match required.
2. Bay Area Regional Consortia Mini-Grant-NxLevel Entrepreneurial Training, submitted by Lorraine DuVernay, in the amount of \$2,000.00 from Bay Area Regional Consortia Economic Development Fund, with no District match required.

M. EMERITUS REMODEL PHASE III PROJECT, PERMISSION TO GO TO BID 53

A recommendation that the Board of Trustees authorize the administration to go to bid for the Emeritus Remodel Phase III Project and award the bid contingent upon its being within budget.

N. SHUHAW HALL SERVICE CENTER PROJECT, PERMISSION TO GO TO BID 55

A recommendation that the Board of Trustees authorize the administration to go to bid for the Shuhaw Hall Service Center Project and award the bid contingent upon its being within budget.

O. LOUNIBOS UNDERGROUND TANK REMOVAL PROJECT, RATIFICATION AND AWARD OF BID 57

A recommendation that the Board of Trustees ratify and award the low bid in the amount of \$51,167.00, to Paradiso Mechanical, of San Leandro, for the Lounibos Underground Tank Removal Project.

P. CCCT BOARD OF DIRECTORS ELECTION 59

A recommendation that the Board of Trustees approve the submission of the ballot for the CCCT Board of Directors.

ACTION AGENDA

7. HUMAN RESOURCES ACTIONS

A. MANAGEMENT TEAM PERSONNEL ACTION 61

A recommendation that the Board of Trustees approve the Management Team personnel action.

B. FACULTY PERSONNEL ACTIONS 63

	A recommendation that the Board of Trustees approve the Faculty personnel actions.	
C.	<u>CLASSIFIED PERSONNEL ACTIONS</u>	65-66
	A recommendation that the Board of Trustees approve the Classified personnel actions.	
D.	<u>NON-STUDENT HOURLY EMPLOYMENT ACTIONS</u>	67-73
	A recommendation that the Board of Trustees approve the Non-Student Hourly Employment personnel actions.	
E.	<u>REGULAR INSTRUCTIONAL ASSISTANTS</u>	75
	A recommendation that the Board of Trustees approve the Regular Instructional Aides.	
F.	<u>APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING</u>	77
	A recommendation that the Board of Trustees approve hiring of positions prior to the next Board meeting.	
8.	<u>RESOLUTION #9-03, 2003 DAY UNDER THE OAKS</u>	79-80
	A recommendation that the Board of Trustees approve Resolution #9-03 recognizing Sunday, May 4, 2003 as Santa Rosa Junior College's Day Under the Oaks.	
9.	<u>RESOLUTION #11-03 AUTHORIZING MEDICARE ELECTION FOR STRS MEMBERS</u>	81-87
	A recommendation that the Board of Trustees approve Resolution #11-03 authorizing a Medicare election for eligible STRS members.	
10.	<u>ANALY VILLAGE MODULAR PROJECT, ACCEPTANCE AND RETIFICATION OF CONTRACT</u>	89
	A recommendation will be forthcoming at the Board meeting.	
11.	<u>RESOLUTION #12-03, IN SUPPORT OF KINDERGARTEN-UNIVERSITY PUBLIC EDUCATION FACILITIES BOND ACT 2004</u>	91-92
	A recommendation that the Board of Trustees approve Resolution #12-03 supporting the Kindergarten-University Public Education Facilities Bond Act in 2004.	
12.	<u>FEBRUARY 20-MARCH 19, 2003 WARRANTS</u>	93-94
	A recommendation that the Board of Trustees approve warrants expended during the period February 20-March 19, 2003.	
INFORMATION		
13.	<u>BUDGET UPDATE</u>	95
	Ron Root, Vice President/Business Services, will update the Board on the status of the budget.	
14.	<u>PRESENTATION ON APPLIED GRAPHICS PROGRAM</u>	97

Carmen Sheldon, Chair of the Applied Technology Department and the Applied Graphics Program Coordinator will present a short multimedia presentation showcasing faculty, students and their achievements in the Applied Graphics Program.

15. REPORTS OF:

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- A. Academic Senate (Greg Granderson)
- B. Classified Senate (Raoul Yriberry)
- C. Associated Students (Renee Hood)

16. ADJOURNMENT