

Board Agenda

Sonoma County
Junior College District

**TUESDAY
MAY 8, 2007**

**PEDRONCELLI CENTER
SANTA ROSA CAMPUS**

2032 Armory Drive
Santa Rosa, California

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: APN 060-400-018, 060-400-019, 060-400-071
Names of Negotiating Parties: Scheinberg / Agrella
Under Negotiation: ()Price ()Terms of Payment (X)Both

Property: 1557 Healdsburg Avenue, Healdsburg
Names of Negotiating Parties: Carter / Agrella
Under Negotiation: ()Price ()Terms of Payment (X)Both

Property: APN 180-460-017
Names of Negotiating Parties: Lance & Associates / Groninga
Under Negotiation: ()Price ()Terms of Payment (X)Both
 - 2. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54956.9*
 - [x] **CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION**

Name of Case: Race Building Repairs
Claimant's Name: SCJC District

Names of parties J W & Sons, at al
Case Name Unspecified (check one): Disclosure would jeopardize:
() Service of Process Or (X) 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: Beebe/Furukawa, District
Name of Organization Representing Employee: SEIU, Local 1021

- Name of Agency Negotiator: Beebe/Olson/Rudolph, District
Name of Organization Representing Employee: AFA

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 APRIL 10, 2007 MINUTES</u>	3-17
	A recommendation that the Board of Trustees approve the minutes of the April 10, 2007 regular meeting.	
3.	A. <u>PRESENTATION OF "EMPLOYEE OF THE MONTH" – FRIEDL MAHL, ADMINISTRATIVE ASSISTANT II, COLLEGE SKILLS, TUTORIAL CENTER</u>	19-20
	Presenter will be Cheryl Hanson, College Skills/Tutorial Center	
	B. <u>PRESENTATION OF DISABILITY AWARENESS AWARD</u>	21
	The 2007 Disability Awareness Award will be presented to the Petaluma Technical Services staff: Marshall McGowan, Debra Miller and Jerry Xu.	
4.	<u>PUBLIC COMMENTS</u>	23
	An opportunity for members of the public to address the Board.	
	(Per Board Policy three minutes may be allotted to each speaker and a maximum of 20 minutes per subject. Persons attending the meeting shall be allowed to address the Board on agenda items as those matters are discussed by the Board or during this Public Comments agenda item, but not both. Comments on an agenda item will be received after staff presentations and prior to Board deliberations. Items not on the agenda may be addressed only under this Public Comments agenda item.)	
5.	<u>MONTHLY UPDATE</u>	25
	Oral reports from members of the Board of Trustees	
	A. Board Facilities Committee (Trustee Burdo)	
	B. Board Finance Committee (Trustee Call)	
	C. Board Policy Review Committee (Trustee Pellegrini)	
	D. Foundation (Trustee Pellegrini)	
	E. Scholarship (Trustee Vas Dupre)	
	F. Legislative Information (R. Agrella)	
	G. Board Member Comments	
6.	<u>CONSENT AGENDA</u>	
	A. <u>BOARD POLICIES 01–0.5, 0.7, 0.8, 0.11–0.14 – SECOND READING</u>	27-41
	A recommendation that the Board of Trustees review Board Policies 01–0.5, 0.7, 0.8, 0.11–0.14 and approve any changes as noted in this second reading.	

B.	<u>SRJC DISTRICT INITIAL PROPOSAL FOR A THREE YEAR SUCCESSOR AGREEMENT FOR UNIT B, SENIORS PROGRAM</u>	43
	A recommendation that the Board of Trustees receive the SRJC District initial proposal for a three year successor agreement for Unit B, Seniors Program and set a public hearing for the proposal at the June 12, 2007 Board meeting.	
C.	<u>SRJC CALIFORNIA FEDERATION OF TEACHERS (SRJC/CFT), AFT LOCAL 1946 INITIAL PROPOSAL FOR A THREE YEAR SUCCESSOR AGREEMENT FOR UNIT B, SENIORS PROGRAM</u>	45
	A recommendation that the Board of Trustees receive the SRJC California Federation of Teachers (SRJC/CFT), AFT Local 1946 initial proposal for a three year successor agreement for Unit B, Seniors Program and set a public hearing for the proposal at the June 12, 2007 Board meeting.	
D.	<u>VETERINARY TECHNICIAN CAREER CERTIFICATE</u>	47
	A recommendation that the Board of Trustees approve the new Veterinary Technician Career Certificate.	
E.	<u>COMPUTER HELP DESK ACHIEVEMENT CERTIFICATE</u>	49
	A recommendation that the Board of Trustees approve the new Computer Help Desk Achievement Certificate.	
F.	<u>INSTRUCTOR LOAD REPORT FOR SPRING 2007</u>	51
	A recommendation that the Board of Trustees approve the changes to the Spring 2007 Instructor Load Report since the April Board meeting.	
G.	<u>RATIFICATION OF CONTRACTS</u>	53-55
	A recommendation that the Board of Trustees ratify contracts for the period March 21, 2007 – April 17, 2007.	
H.	<u>RESOLUTION #10-07 – TRANSFER OF FUNDS</u>	57-58
	A recommendation that the Board of Trustees approve Resolution #10-07 increasing the Community-Based English Tutoring (CBET) Roseland restricted revenue and expenditures in the amount of \$3,500.00; increasing the Community-Based English Tutoring (CBET) Bellevue restricted revenue and expenditures in the amount of \$4,327.96; increasing the Foster Parent restricted revenue and expenditures in the amount of \$1,712.00; increasing the Disabled Students Programs & Services (DSPS) restricted revenue and expenditures in the amount of \$31,397.00; increasing the CalWORKs restricted revenue and expenditures in the amount of \$13,000.00; and increasing the Redevelopment Funds restricted revenue and expenditures in the amount of \$130,898.25.	
I.	<u>QUARTERLY FINANCE REPORT</u>	59-61
	A recommendation that the Board of Trustees approve the submission of the Quarterly Financial Status Report for the period ending March 31, 2007 to the Chancellor's Office.	

- J. **MAGGINI HALL STAIR NOSING REPLACEMENT PROJECT, PERMISSION TO GO TO BID** 63
- A recommendation that the Board of Trustees authorize the administration to go to bid for the Maggini Hall Stair Nosing Replacement Project and approve the award of bid should it come within the project budget.
- K. **2007 SANTA ROSA CAMPUS SCHEDULED MAINTENANCE ROOFING PROJECTS, RATIFICATION AND AWARD OF BID** 65
- A recommendation will be forthcoming.
- L. **JESSE PETER MUSEUM EXPANSION PROJECT, RATIFICATION AND AWARD OF BID** 67
- A recommendation that the Board of Trustees ratify and award the low bid in the amount of \$1,325,000.00, and the Alternate #1 in the amount of \$1,250.00 for a total contract award of \$1,323,750.00 to BCC General Contractors, of Santa Rosa, for the Jesse Peter Museum Expansion Project.
- M. **PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #02: MECHANICAL, CHANGE ORDER #2** 69
- A recommendation that the Board of Trustees approve Change Order #2 in the amount of \$3,738.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #02, Mechanical, for a revised contract price of \$8,324,493.00.
- N. **PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03, ELECTRICAL, CHANGE ORDER #9** 71-72
- A recommendation that the Board of Trustees approve Change Order #9, in the amount of \$10,005.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #03, Electrical, for a revised contract of \$7,896,010.00.
- O. **PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #04: BUILDING H (MAINTENANCE) CONSTRUCTION, CHANGE ORDER #8** 73
- A recommendation that the Board of Trustees approve Change Order #8, in the amount of \$2,473.00 for the Petaluma Phase II Construction Project, Multi-Prime Division #04: Building H (Maintenance) Construction, for a revised contract price of \$1,563,860.48.
- P. **PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #04: BUILDING H (MAINTENANCE) CONSTRUCTION, NOTICE OF COMPLETION** 75
- A recommendation that the Board of Trustees accept the Notice of Completion for the Petaluma Phase II Construction Project, Multi-Prime Division #04: Building H (Maintenance) Construction, and authorize staff to file said Notice with the County of Sonoma.

- Q. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #05: BUILDING CONSTRUCTION, CHANGE ORDER #5 77**
- A recommendation that the Board of Trustees approve Change Order #5 in the amount of \$2,273.00 for the Petaluma Phase II Construction Project, Multi-Prime Division #05, Building Construction, for a revised contract price of \$27,120,421.00.
- R. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #07, SIGNAGE, CHANGE ORDER #4 79**
- A recommendation that the Board of Trustees approve Change Order #4 in the amount of 1,500.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #07, Signage, for a revised contract price of \$229,293.00.
- S. PETALUMA PHASE II CONSTRUCTION PROJECT, COST ANALYSIS 81-83**
- A recommendation that the Board of Trustees review and approve the May, 2007 Cost Analysis for the Petaluma Phase II Construction Project.
- T. SANTA ROSA CAMPUS MULTI-LEVEL PARKING STRUCTURE PROJECT, CHANGE ORDER #16 85-86**
- A recommendation that the Board of Trustees approve Change Order #16, in the amount of \$53,636.00, for the Santa Rosa Campus Multi-Level Parking Structure, for a revised contract price of \$31,951,202.00.
- U. SANTA ROSA CAMPUS PARKING STRUCTURE RELATED PROJECTS: ENTRY BEAUTIFICATION PROJECT, CONTRACT MODIFICATION 87-88**
- A recommendation that the Board of Trustees approve the Contract Modification in the amount of \$9,592.00, for the Santa Rosa Campus Parking Structure Related Projects: Entry Beautification Project for a revised contract price of \$1,255,467.50.
- V. SANTA ROSA CAMPUS PARKING STRUCTURE AND RELATED PROJECTS COST ANALYSIS 89-90**
- A recommendation that the Board of Trustees approve the May, 2007 Project Cost Analysis for the Santa Rosa Campus Parking Structure and Related Projects (Bailey Field Bleachers Project, Entry Beautification, Mendocino Street Improvements).
- W. PLOVER HALL CONVERSION RECONSTRUCTION PROJECT, CHANGE ORDER #1 91**
- A recommendation that the Board of Trustees approve Change Order #1 in the credit amount of \$21,216.22, for the Plover Hall Conversion Reconstruction Project, for a revised contract price of \$9,484,288.78.

- X. **FRANK P. DOYLE LIBRARY MEDIA EQUIPMENT AND INSTALLATION PROJECT, CHANGE ORDER #1** 93-94
- A recommendation that the Board of Trustees approve Change Order #1, in the credit amount of \$254,362.46, for the Frank P. Doyle Library Media Equipment and Installation Project, for a revised contract price of \$1,414,688.20.
- Y. **FRANK P. DOYLE LIBRARY CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03, BUILDING CONSTRUCTION, CHANGE ORDER #30** 95-96
- A recommendation that the Board of Trustees approve Change Order #30, in the amount of \$25,943.00, for the Frank P. Doyle Library Construction Project, Multi-Prime Division #03, Building Construction, for a revised contract price of \$17,961,067.00.
- Z. **FRANK P. DOYLE LIBRARY CONSTRUCTION PROJECT COST ANALYSIS** 97-98
- A recommendation that the Board of Trustees approve the May, 2007 Project Cost Analysis for the Frank P. Doyle Library Construction Project.
- AA. **LIGHTING-MOTION DETECTORS FOR NINE (9) SANTA ROSA CAMPUS FACILITIES PROJECT, RATIFICATION AND AWARD OF ENERGY SERVICES CONTRACT** 99
- A recommendation that the Board of Trustees approve the award of an energy services contract, in the amount of \$99,962.91, to Energy Management Technologies, of Hayward, for Lighting-Motion Detectors for nine (9) Santa Rosa Campus Facilities Project.
- BB. **LEGION GATE REPLACEMENT PROJECT, PERMISSION TO GO TO BID** 101
- A recommendation that the Board of Trustees authorize the administration to go to bid for the Legion Gate Replacement Project and award the bid contingent upon review and analysis by College personnel.
- CC. **2007 SANTA ROSA CAMPUS SUMMER PAVING PROJECTS, PERMISSION TO GO TO BID** 103
- A recommendation that the Board of Trustees authorize the administration to go to bid for the 2007 Santa Rosa Campus Summer Paving Projects and award the bid contingent upon the amount being within budget.
- DD. **RESOLUTION #11-07, CAL-PASS DATA SHARING CONSORTIUM, MEMORANDUM OF UNDERSTANDING** 105-107
- A recommendation that the Board of Trustees approve Resolution #11-07, and resolve to sign the Memorandum of Understanding, allowing SRJC to participate in the Cal-PASS regional data sharing consortium.

ACTION AGENDA

7. **HUMAN RESOURCES ACTIONS**
- A. **MANAGEMENT TEAM PERSONNEL ACTIONS** 109-113
A recommendation that the Board of Trustees approve the Management Team personnel actions.
- B. **FACULTY PERSONNEL ACTIONS** 115-117
A recommendation that the Board of Trustees approve the Faculty personnel actions.
- C. **CLASSIFIED PERSONNEL ACTIONS** 119-123
A recommendation that the Board of Trustees approve the Classified personnel actions.
- D. **NON-STUDENT HOURLY EMPLOYMENT ACTIONS** 125-131
A recommendation that the Board of Trustees approve the Non-Student Hourly Employment personnel actions.
- E. **REGULAR INSTRUCTIONAL ASSISTANTS** 133
A recommendation that the Board of Trustees approve the Regular Instructional Assistants personnel actions.
- F. **APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING** 135
A recommendation that the Board of Trustees approve hiring of positions prior to the next Board meeting.
8. **MARCH 16, 2007 – APRIL 12, 2007 WARRANTS** 137-138
A recommendation that the Board of Trustees approve warrants expended during the period March 16, 2007 – April 12, 2007.
9. **RESOLUTION # 12-07 – PEACE OFFICER STANDARDS AND TRAINING PROGRAM FOR DISTRICT POLICE DISPATCHERS** 139-140
A recommendation that the Board of Trustees adopt Resolution #12-07 authorizing Santa Rosa Junior College District Police dispatchers to participate in the State of California Peace Officer Standards and Training Program.
10. **2007-08 EXCHANGE BANK DOYLE SCHOLARSHIPS & DOYLE OCCUPATIONAL EDUCATION AWARDS** 141-149
A recommendation that the Board of Trustees approve the 2007-08 Exchange Bank Doyle Scholarships and Doyle Occupational Education Awards.

11.	<u>RESTRUCTURING RECOMMENDATIONS FOR THE ACADEMIC AFFAIRS REORGANIZATION – PHASE II</u>	151-178
	A recommendation that the Board of Trustees approve Phase II of the reorganization plan for Academic Affairs as presented, including the elimination of the Curriculum Specialist position and the revised job description for the Dean I positions and the Curriculum Technician.	
12.	<u>NAMING OF PETALUMA CAMPUS FACILITIES</u>	179
	A recommendation will be forthcoming.	
13.	<u>CULINARY ARTS CENTER AND MIXED USE FACILITY SITING LOCATION</u>	181
	A recommendation that the Board of Trustees approve the site location for Culinary Arts Center and Mixed Use Facility located on the Santa Rosa Junior College property.	
14.	<u>PLOVER HALL ASBESTOS REMOVAL PROJECT, NOTICE OF COMPLETION</u>	183-184
	A recommendation that the Board of Trustees accept the Notice of Completion for the Plover Hall Asbestos Removal Project and authorize staff to file said Notice with the County of Sonoma.	
15.	<u>MANAGEMENT SALARIES</u>	185
	A possible recommendation may be forthcoming.	
	<u>INFORMATION</u>	
16.	<u>SABBATICAL LEAVE REPORTS</u>	187-190
	Luz Navarrette, Counseling Department, will make an oral presentation of her sabbatical leave project. Reports from sabbatical leaves taken during Spring 2003, Spring 2004, Fall 2005, Spring 2006 and Fall 2006 will be distributed under separate cover.	
17.	<u>BOARD POLICIES 0.15–0.24, 0.26–0.29 – FIRST READING</u>	191-222
	A first reading of Board Policies 0.15–0.24, 0.26–0.29.	
18.	<u>REPORTS</u>	223
	A. Academic Senate (Greg Granderson)	
	B. Classified Senate (Anna Felciano)	
	C. Associated Students (Cameron Zamora)	
19.	<u>ADJOURNMENT</u>	

ADA COMPLIANCE

In compliance with Government Code section 54954.2. (a) Santa Rosa Junior College will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Maria Gaitan, Executive Assistant to the President, Santa Rosa Junior College, 1501 Mendocino Avenue, Santa Rosa, California, (707) 527-4431.