

# Board Agenda

Sonoma County  
Junior College District

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## REVISED

**TUESDAY  
JULY 10, 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*
- [ ] CONFERENCE WITH REAL PROPERTY NEGOTIATOR
- Property:  
Names of Negotiating Parties:  
Under Negotiation: ( ) Price ( ) Terms of Payment ( ) Both
2. *With respect to every item of business to be discussed in Closed Session pursuant to Section 54956.9*
- [ ] CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION
- Name of Case:  
Claimant's Name:  
Names of parties  
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: 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.	<b><u>ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION</u></b>	1
	The Board of Trustees President will announce any reportable action taken in Closed Session.	
	A. June 26, 2007 Session B. June 29, 2007 Session C. July 10, 2007 Session	
2.	<b><u>APPROVAL OF JUNE 12, 2007 MINUTES</u></b>	3-24
	A recommendation that the Board of Trustees approve the minutes of the June 12, 2007 regular meeting.	
3.	<b><u>PRESENTATION OF "EMPLOYEE OF THE MONTH" – LINDA CORNELL, ADMISSIONS &amp; RECORDS SPECIALIST, ADMISSIONS &amp; RECORDS</u></b>	25-26
	Presenter will be Freyja Pereira, Director, Academic Records & International Admissions	
4.	<b><u>PUBLIC COMMENTS</u></b>	27
	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.	<b><u>MONTHLY UPDATE</u></b>	29
	Oral reports from members of the Board of Trustees	
	A. Board Facilities Committee (Trustee Burdo) B. Foundation (Trustee Pellegrini) C. Legislative Information (R. Agrella) D. Board Member Comments	
6.	<b><u>CONSENT AGENDA</u></b>	
	<b><u>A. REVISION TO POLICY 2.14, INTELLECTUAL PROPERTY RIGHTS – SECOND READING</u></b>	31-33
	A recommendation that the Board of Trustees approve the revisions to Policy 2.14, Intellectual Property Rights.	
	<b><u>B. NEW POLICY AND PROCEDURES 3.12.2, ONLINE INSTRUCTION AND DISTANCE EDUCATION – SECOND READING</u></b>	35-40
	A recommendation that the Board of Trustees approve the new Policy and Procedures 3.12.2 – Online Instruction and Distance Education.	

<b>C.</b>	<b><u>REVISION TO POLICY 7.17, SERVICE ANIMALS – SECOND READING</u></b>	<b>41-42</b>
	A recommendation that the Board of Trustees approve the revisions to Policy 7.17, Service Animals.	
<b>D.</b>	<b><u>REVISION TO POLICY 8.1.5, ATTENDANCE REQUIREMENTS – SECOND READING</u></b>	<b>43-44</b>
	A recommendation that the Board of Trustees approve the revisions to Policy 8.1.5, Attendance Requirements that incorporates new language on mandated census roster procedures.	
<b>E.</b>	<b><u>AGENCY INSTRUCTIONAL SERVICE AGREEMENTS</u></b>	<b>45</b>
	A recommendation that the Board of Trustees approve eight (8) annual Agency Instructional Service Agreements for 2007-08 and authorize the Superintendent/President or his designee to sign all necessary documents on behalf of the District.	
<b>F.</b>	<b><u>NEW ACHIEVEMENT CERTIFICATE IN PILOT GROUND TRAINING</u></b>	<b>47</b>
	A recommendation that the Board of Trustees approve the new Pilot Ground Training Achievement Certificate.	
<b>G.</b>	<b><u>CURRICULUM COMMITTEE ACTIONS TAKEN DURING ACADEMIC YEAR 2006-2007</u></b>	<b>49-51</b>
	A recommendation that the Board of Trustees approve the Curriculum Review Committee actions taken during academic year 2006-2007.	
<b>H.</b>	<b><u>INSTRUCTOR LOAD REPORTS FOR SPRING AND SUMMER 2007</u></b>	<b>53</b>
	A recommendation that the Board approve changes to the Spring and Summer 2007 Instructor Load Reports since the June Board meeting.	
<b>I.</b>	<b><u>RATIFICATION OF CONTRACTS</u></b>	<b>55-57</b>
	A recommendation that the Board of Trustees ratify contracts for the period May 23, 2007 – June 19, 2007.	
<b>J.</b>	<b><u>GRANT</u></b>	<b>59-60</b>
	A recommendation that the Board of Trustees approve the following grant application and authorize expenditure of funds upon their award and receipt:  Resolution #19-07, <u>General Child Care Development Programs Grant</u> , submitted by Joel Gordon, in the amount of \$539,823 from the State of California Department of Education, with no District match required.	
<b>K.</b>	<b><u>JESSE PETER MUSEUM EXPANSION PROJECT (EQUIPMENT), PERMISSION TO GO TO BID</u></b>	<b>61</b>
	A recommendation that the Board of Trustees authorize the administration to go to bid for the Jesse Peter Museum Expansion Project (Equipment), and award the bid contingent upon the amount being within budget.	

- L. 2007 SANTA ROSA CAMPUS SUMMER PAVING REPAIRS PROJECT, RATIFICATION OF AWARD 63**
- A recommendation that the Board of Trustees accept, ratify and award the bid for the 2007 Santa Rosa Campus Summer Paving Repairs Project, in the amount of \$154,237.00, to Siri Grading and Paving of Santa Rosa.
- M. 2007 SANTA ROSA CAMPUS SCHEDULED MAINTENANCE ROOFING PROJECTS, CHANGE ORDER #1 65**
- A recommendation that the Board of Trustees approve Change Order #1, in the amount of \$22,985.00, for the 2007 Santa Rosa Campus Scheduled Maintenance Roofing Projects, for a revised contract price of \$260,985.00.
- N. PUBLIC SAFETY TRAINING CENTER ENERGY EXPANSION PROJECT, CHANGE ORDER #1 67**
- A recommendation that the Board of Trustees approve Change Order #1, in the amount of \$12,245.20, for the Public Safety Training Center Energy Expansion Project, for a revised contract price of \$2,491,584.20.
- O. FRANK P. DOYLE LIBRARY MEDIA EQUIPMENT AND INSTALLATION PROJECT, CHANGE ORDER #2 69**
- A recommendation that the Board of Trustees approve Change Order #2, in the amount of \$299,636.22, for the Frank P. Doyle Library Media Equipment And Installation Project, for a revised contract price of \$1,714,325.38.
- P. FRANK P. DOYLE LIBRARY CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03, BUILDING CONSTRUCTION, CHANGE ORDER #32 71**
- A recommendation that the Board of Trustees approve Change Order #32, in the amount of \$52,500.00, for the Frank P. Doyle Library Construction project, Multi-Prime Division #03, Building Construction, for a revised contract price of \$18,026,549.04.
- Q. FRANK P. DOYLE LIBRARY CONSTRUCTION PROJECT COST ANALYSIS 73-74**
- A recommendation that the Board of Trustees approve the July, 2007 Project Cost Analysis for the Frank P. Doyle Library Construction Project.
- R. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #01: SITEWORK CONSTRUCTION, CHANGE ORDER #8 75**
- A recommendation that the Board of Trustees approve Change Order #8 in the credit amount of \$10,521.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #01: Sitework Construction, for a revised contract price of \$7,224,499.00.

<b>S.</b>	<b><u>PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03, ELECTRICAL, CHANGE ORDER #11</u></b>	<b>77</b>
	A recommendation that the Board of Trustees approve Change Order #11, in the amount of \$2,242.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #03: Electrical, for a revised contract price of \$7,929,064.00.	
<b>T.</b>	<b><u>PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #05, BUILDING CONSTRUCTION, CHANGE ORDER #7</u></b>	<b>79</b>
	A recommendation that the Board of Trustees approve Change Order #7, in the amount of \$10,834.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #05: Building Construction, for a revised contract price of \$27,101,569.00.	
<b>U.</b>	<b><u>PETALUMA PHASE II CONSTRUCTION PROJECT, COST ANALYSIS</u></b>	<b>81-83</b>
	A recommendation that the Board of Trustees review and approve the July, 2007 Cost Analysis for the Petaluma Phase II Construction Project.	
<b>V.</b>	<b><u>SANTA ROSA CAMPUS PARKING STRUCTURE RELATED PROJECTS: ENTRY BEAUTIFICATION PROJECT, CONTRACT MODIFICATION</u></b>	<b>85-86</b>
	A recommendation that the Board of Trustees approve the Contract Modification in the amount of \$61,910.00, for the Santa Rosa Campus Parking Structure Related Projects: Entry Beautification Project, for a revised contract price of \$1,317,377.50.	
<b>W.</b>	<b><u>SANTA ROSA CAMPUS MULTI-LEVEL PARKING STRUCTURE, CHANGE ORDER #18</u></b>	<b>87-90</b>
	A recommendation that the Board of Trustees approve Change Order #18, in the amount of \$34,962.00, for the Santa Rosa Campus Multi-Level Parking Structure, for a revised contract price of \$32,070,889.00.	
<b>X.</b>	<b><u>SANTA ROSA CAMPUS PARKING STRUCTURE RELATED PROJECTS COST ANALYSIS</u></b>	<b>91-92</b>
	A recommendation that the Board of Trustees approve the July, 2007 Project Cost Analysis for the Santa Rosa Campus Parking Structure and Related Projects (Bailey Field Bleachers Project, Entry Beautification, Mendocino Street Improvements).	
<b>Y.</b>	<b><u>550 ELLIOTT AND BECH TEMPORARY LOT SALON DEMOLITION PROJECT, RATIFICATION OF AWARD</u></b>	<b>93</b>
	A recommendation will be forthcoming.	
<b>Z.</b>	<b><u>PLOVER HALL CONVERSION RECONSTRUCTION PROJECT, CHANGE ORDER #3</u></b>	<b>95-96</b>
	A recommendation that the Board of Trustees approve Change Order #3, in the amount of \$80,309.00, for the Plover Hall Conversion Reconstruction Project, for a revised contract price of \$9,596,719.98.	

- AA. BAILEY FIELD FOOD KIOSK PROJECT, NOTICE OF COMPLETION 97**
- A recommendation that the Board of Trustees accept the Notice of Completion for the Bailey Field Food Kiosk Project and authorize staff to file said Notice with the County of Sonoma.
- BB. 2007 MEDIA CLASSROOMS UPGRADE PROJECT, AWARD OF BID 98a**
- A recommendation that the Board of Trustees accept and award the bid for the 2007 Media Classroom Upgrade project, in the amount of \$398,276.00, to DeCarli/Francois Construction, of Rohnert Park.

**ACTION AGENDA**

- 7. HUMAN RESOURCES ACTIONS**
- A. MANAGEMENT TEAM PERSONNEL ACTIONS 99**
- A recommendation that the Board of Trustees approve the Management Team personnel actions.
- B. FACULTY PERSONNEL ACTIONS 101-103**
- A recommendation that the Board of Trustees approve the Faculty personnel actions.
- C. CLASSIFIED PERSONNEL ACTIONS 105-107**
- A recommendation that the Board of Trustees approve the Classified personnel actions.
- D. NON-STUDENT HOURLY EMPLOYMENT ACTIONS 109-125**
- A recommendation that the Board of Trustees approve the Non-Student Hourly Employment personnel actions.
- E. REGULAR INSTRUCTIONAL ASSISTANTS 127-129**
- A recommendation that the Board of Trustees approve the Regular Instructional Assistants personnel actions.
- F. APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING 131-132**
- A recommendation that the Board of Trustees approve hiring of positions prior to the next Board meeting.
- 8. MAY 18, 2007 – JUNE 14, 2007 WARRANTS 133-134**
- A recommendation that the Board of Trustees approve warrants expended during the period May 18, 2007 – June 14, 2007.

9. **SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) TENTATIVE CONTRACT AGREEMENT 2006-07** 135-137

A recommendation that the Board of Trustees approve the Tentative contract Agreement with the Service Employees International Union (SEIU), Local 1021, for 2006-07, contingent upon ratification by members of SEIU.

**INFORMATION**

10. **SANTA ROSA - LOS MOCHIS SISTER CITY STUDENT EXCHANGE** 139

SRJC will be hosting up to ten university students from Los Mochis, Mexico for three weeks of non-credit instruction through the ESL and Health Sciences departments, Summer Session 2007.

11. **REDWOOD EMPIRE SMALL BUSINESS DEVELOPMENT CENTER'S SAWYER CENTER** 141-142

Steve Schneider, Coordinator of the Sawyer Center, will make a presentation on the inventive process, local inventors and their unique products, and general business development opportunities available through the Sawyer Center.

12. **WEEKEND COLLEGE ACCELERATED DEGREE PROGRAM** 143-145

Kerry Campbell-Price, Director of Continuing Education and Strategic Program Development, will present an update on the Weekend College Accelerated Degree Program.

13. **REPORTS** 147

- A. Academic Senate (Greg Granderson)
- B. Classified Senate (Anna Felciano)
- C. Associated Students (Ian Maurer)

14. **ADJOURNMENT**

**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.*