

Board Minutes

Sonoma County Junior College District

JANUARY 8, 2008

The regular meeting of the Board of Trustees of the Sonoma County Junior College District convened at 3:40 p.m., Tuesday January 8, 2008, in Room 650 of Call Hall at the Petaluma Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, Onita Pellegrini, Marsha Vas Dupre and Don Zumwalt. Trustees Jeff Kunde and W. Terry Lindley were absent.

APPROVAL OF CLOSED SESSION AGENDA

M/S/C (Burdo/Pellegrini) the Closed Session Agenda was approved as listed on the January 8, 2008 agenda.

PUBLIC COMMENTS ON CLOSED SESSION AGENDA

There were no public comments.

The Board recessed into Closed Session at 3:41 p.m. Closed Session adjourned at 3:55 p.m.

OPEN SESSION

The Board of Trustees of the Sonoma County Junior College District reconvened at 4:03 p.m. Tuesday, January 8, 2008, Room 191 at the Petaluma Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, Onita Pellegrini, Marsha Vas Dupre, and Don Zumwalt. Trustees Jeff Kunde, W. Terry Lindley and student trustee Kera Eubank were absent.

Board President Richard W. Call called the meeting to order.

1. ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Trustee Call announced that the Board discussed several items of property in Closed Session. There were no reportable actions.

2. APPROVAL OF MINUTES

M/S/C (Zumwalt/Vas Dupre), the Board of Trustees approved the Minutes of the December 11, 2007 regular meeting.

3. PRESENTATION OF EMPLOYEE OF THE MONTH – NANCY PERSONS, LIBRARIAN, PETALUMA CAMPUS

Jane Saldaña-Talley, Vice President/Executive Dean, Petaluma Campus and Will Baty, Dean II, Learning Resources and Educational Technology presented Nancy Persons, Petaluma Campus Librarian as the January Employee of the Month. They both acknowledged Nancy's contributions to the Library and the Campus noting her organizational abilities. Nancy was presented with a Recognition Plaque from the College, two season tickets to SRT, a gift certificate to the SRJC Culinary Café and gifts from department colleagues.

4. **PUBLIC COMMENTS**

Trustee Call introduced and welcomed former Trustee Kathleen Doyle.

5. **MONTHLY UPDATE**

A. **Board Facilities Committee**

Trustee Burdo reported the following from the January 7, 2008 Board Facilities Committee meeting:

Culinary Arts Building Design Update – Bob Allen and Michael Woodcox of BSA Architects presented a conceptual design proposal for study purposes. Following the presentation the Board Facilities Committee requested further review of the proposed design and directed the Vice President of Administrative Services to reconvene the public scoping sessions.

Petaluma Phase II/R Update – Overall the move has gone well and all programs and offices should be up and running prior to the start of classes on January 14th. The Phase R renovation project will commence soon with anticipated completion in December, 2008.

Shone Farm Projects Update – Curt Groninga gave an update on the status of the reservoir project, Ag Pavilion and related projects and the need for the development of improvements on the access road.

Haehl Pavilion Photovoltaic Project – Curt Groninga and Paul Bielen reviewed preliminary RFP responses for the Haehl Pavilion Photovoltaic Project and will bring forward further information at the February meeting.

Jesse Peter & Plover Hall Reconstruction Project Updates – Curt Groninga and Paul Bielen provided construction updates for both Plover Hall (April occupancy) and Jesse Peter Museum (February occupancy).

B. **Board Finance Committee**

None.

C. **Foundation**

None.

D. **Legislative Information**

President Agrella said that the Legislature reconvened on January 7; the Governor has made his annual state of the State address; and the formal proposed budget will be released on January 10. Given the financial condition of the State with a 14 billion deficit, goods news are not particularly expected. It will be interesting to see if mid-year reductions are announced for this year or next year's budget. Dr. Agrella indicated he and other college personnel will be attending the budget workshop in Sacramento on January 15 to gain details and insight into how the Governor's Budget will affect SRJC.

E. **Board Member Comments**

–Trustee Vas Dupre announced the League of Women's Voters presentation on Propositions 92 and 93 televised through Comcast. She also noted a segment on Sonoma County Today that featured Alan Butler on "SRJC Going Green" on January 7, 2008 at 12:45 at the Community Media Center

6. CONSENT AGENDA

M/S/C (Vas Dupre/Zumwalt) the Board of Trustees approved the Consent Agenda on the following roll call vote:

Trustee Burdo	<u>aye</u>
Trustee Call	<u>aye</u>
Trustee Kunde	<u>absent</u>
Trustee Lindley	<u>absent</u>
Trustee Pellegrini	<u>aye</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>aye</u>
Student Trustee Eubank*	<u>absent</u>

*Advisory vote

A. RECOMMENDATIONS FROM COLLEGE COUNCIL FOR THE REVIEW AND REVISION OF THE DISTRICT POLICY AND PROCEDURES MANUAL

Approved the policies and procedures as reviewed and recommended by College Council, Category 1, reviewed and unchanged.

Chapter 2 – District Governance

- 2.1 Procedures for Developing Board Policies and Administrative Procedures
- 2.1P Guidelines for Drafting New or Revised Policy and Procedures
- 2.2 Management Team: General Responsibilities
- 2.2.2 Administrative, Classified Management and Confidential Positions
- 2.3 Administrative Leeway in Absence of Board of Trustees Policy
- 2.4 Departmental Operation
- 2.6 Academic Senate
- 2.9 Legal Claims Management
- 2.14 Intellectual Property Rights

Chapter 3 – Academic Program

- 3.1 General Education
- 3.3 Community Education
- 3.5 Contract Instruction
- 3.7 External Accreditation of Designated Programs
- 3.7P External Accreditation of Designated Programs
- 3.10 Grading
- 3.12.2 Online Instruction/Distance Education
- 3.12.2P Online Instruction/Distance Education
- 3.13 Occupational Program Advisory Committee
- 3.17P Independent Study
- 3.18 Library Acquisitions
- 3.18P Library Acquisitions
- 3.20 Paraprofessional Assistance
- 3.23 Campus Children's Center
- 3.23.2 Campus Laboratory School Calendar and Hours of Operation and Service
- 3.23.2P Campus Laboratory School Calendar and Hours of Operation and Service
- 3.23.3 Campus Laboratory School Suspension and Termination of Services
- 3.23.3P Campus Laboratory School Suspension and Termination of Services

Chapter 4 – Human Resources

- 4.2 Personnel Files and Confidentiality
- 4.3.2P Faculty Hiring: Regular and Adjunct
- 4.3.2a Faculty Service Areas
- 4.3.2b Equivalency of Faculty Qualifications
- 4.3.2bP Equivalency of Faculty Qualifications
- 4.3.2c Administrative Assignment to a Faculty Position
- 4.3.2cP Administrative Assignment to a Faculty Position
- 4.3.2d Reduction-In-Force of Faculty Positions
- 4.3.4 Nepotism
- 4.3.5 Orientation
- 4.3.6 Transfers
- 4.3.9 Classified Hiring: Regular
- 4.3.10 Management Team Hiring
- 4.3.11 Equivalency of Minimum Qualifications for Educational& Classified
- 4.3.11P Equivalency of Minimum Qualifications for Educational and Classified
- 4.4.1P Faculty Load Conversion Table (DELETED - See 4.4.1)
- 4.4.2 Office Hours
- 4.4.4 Faculty Professional Development Activity Days (PDA)
- 4.5.1P Salary Placement Guidelines Classified Management
- 4.5.4 Additional Work Assignments
- 4.6.1 Prescription of Duties and Creation of New Positions
- 4.6.3 Reorganizations
- 4.7 Benefits
- 4.7.1 Reporting Faculty Absence and Leave Time
- 4.7.1P Reporting Faculty Absence and Leave Time
- 4.9 Disciplinary Procedures
- 4.11.5a Alcohol & Controlled Substance Testing for Drivers of Certain District Vehicles
- 4.11.6 Infectious Diseases
- 4.14b Employee Conflict and Crisis Intervention(formerly 4.16a)
- 4.14c Workplace Violence Prevention (formerly 4.22)
- 4.14cP Workplace Violence Prevention (formerly 4.22P)
- 4.15 Layoffs
- 4.16 Employer-Employee Relations
- 4.19 Disciplinary Procedures for Classified Managers and Confidential Employees
- 4.19P Disciplinary Procedures for Classified Managers and Confidential Employees

B. PRESENTATION OF THE DISTRICT'S INITIAL CONTRACT PROPOSALS FOR REOPENERS FOR 2008-2009 WITH SEIU

Received the District's initial reopener contract proposals for 2008-09, made them available for public inspection, and scheduled a public hearing for the February 12, 2008 Board meeting.

C. PRESENTATION OF SEIU'S, INITIAL CONTRACT PROPOSALS FOR REOPENERS FOR 2008-2009 WITH THE DISTRICT

Received SEIU's initial reopener contract proposals for 2008-09, made them available for public inspection, and scheduled a public hearing for the February 12, 2008 Board meeting.

D. ASSOCIATED STUDENTS/STUDENT REPRESENTATION FEE TRANSFER OF FUNDS

Approved the transfer of \$10,000 from the Student Representation Fee to the Associated Student budget as approved by the Student Senate on October 29, 2007.

E. NON-RESIDENT TUITION FOR 2008-09

Approved an increase in the non-resident tuition rate to \$181.00 per semester unit and \$29.00 per semester unit (for foreign students) for capital outlay for fiscal year 2008-09.

F. OUT OF COUNTRY TRAVEL TO IRELAND

Approved the out of country travel for Peg Saragina, instructor in the Business Office Technology Department, to Waterford, Ireland from January 24-30, 2008 at no cost to the District.

G. INSTRUCTOR LOAD REPORTS FOR FALL 2007 AND SPRING 2008

Approved the changes to the Fall 2007 Instructor Load Report since the December Board meeting, and the initial Spring 2008 Instructor Load Report.

H. CURRICULUM COMMITTEE RECOMMENDATIONS FOR NOVEMBER AND DECEMBER, 2007

Approved the recommendations of the Curriculum Review Committee that were made during its meetings of November and December, 2007.

I. SENIORITY ROSTER FOR REGULAR FACULTY AND EDUCATIONAL ADMINISTRATORS

Approved the Seniority Roster for regular faculty and educational administrators hired through December 2007.

J. RATIFICATION OF CONTRACTS

Ratified contracts for the period November 21, 2007– December 7, 2007.

K. RESOLUTION #1-08 -TRANSFER OF FUNDS

Approved Resolution #1-08 increasing the El Civics restricted revenue and expenditures in the amount of \$201.00; and increasing the English as a Second Language (ESL) restricted revenue and expenditures in the amount \$2,765.00.

L. SANTA ROSA CAMPUS ELECTRONIC BIKE LOCKER SYSTEM: PERMISSION TO GO TO BID

Authorized the administration to go to bid for the Santa Rosa Campus Electronic Bike Locker System and to approve the award of bid contingent upon the amount being within budget.

M. JESSE PETER MUSEUM EXPANSION PROJECT, CHANGE ORDER #5

Approved Change Order #5, in the credit amount of \$1,768.00, for the Jesse Peter Museum Expansion Project, for a revised contract price of \$1,412,899.32.

N. PLOVER HALL CONVERSION CONSTRUCTION PROJECT, CHANGE ORDER #9

Approved Change Order #9, in the amount of \$98,341.00, for the Plover Hall Conversion Construction Project, for a revised contract price of \$9,928,379.78, conditioned upon Contractor executing a General Release of All Claims in the form approved by the SRJC's legal counsel.

O. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #01: SITEWORK CONSTRUCTION, CHANGE ORDER #14

Approved Change Order #14, in the amount of \$26,996.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #01: Sitework Construction, for a revised contract price of \$7,477,477.00.

P. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03: ELECTRICAL, CHANGE ORDER #17

Approved Change Order #17, in the amount of \$4,475.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #03: Electrical, for a revised contract price of \$8,124,742.00.

Q. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #05: BUILDING CONSTRUCTION, CHANGE ORDER #13

Approved Change Order #13, in the amount of \$697.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #05: Building Construction, for a revised contract price of \$27,510,082.00.

R. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #06: SECURITY, CHANGE ORDER #3

Approved Change Order #3, in the amount of \$7,909.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #06: Security, for a revised contract price of \$466,945.00.

S. PETALUMA PHASE II/R, DIVISION 08: GENERAL BUILDING RECONSTRUCTION, CHANGE ORDER #1

Accepted and approved Change Order #1, in the credit amount of \$60,000.00 for a revised contract price of \$4,288,000.00.

T. PETALUMA PHASE II CONSTRUCTION PROJECT, COST ANALYSIS

Reviewed and approved the January, 2008 Cost Analysis for the Petaluma Phase II Construction Project.

U. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, INCREMENTS I AND II: COST ANALYSIS

Reviewed and approved the January 2008 Cost Analysis for the Lawrence A. Bertolini Student Services Center Construction Project, Increments I and II.

It was noted that the Lawrence A. Bertolini Groundbreaking Ceremony will be held on January 25 at 2 pm.

V. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, TESTING AND INSPECTION SERVICES, RATIFICATION AND WARD OF CONTRACT

Ratified and awarded the contract, in the amount of \$250,237.00, to Terrasearch, Inc., of Livermore, for the Lawrence A. Bertolini Student Services Center Construction Project, Testing and Inspection Services.

ACTION AGENDA

7. HUMAN RESOURCES

M/S/C (Burdo/Zumwalt) the Board of Trustees approved the following Human Resources actions included in the agenda.

A. MANAGEMENT

Resignation/Request for Early Retirement

1. **Groninga, Curtis** Vice President of Administrative Services/Assistant Superintendent
1.0 FTE, 12 Months/Year, \$13,536.55.00/Month (\$12,219.00 Plus \$250.00, Administrative Stipend, Plus \$200.00 Vehicle Allowance, Plus \$256.60 Doctorate, Plus \$610.95, Longevity)
Has met the requirements of the Early Retirement Option Program **BUDGET IMPACT:** From Base Revenue Funds, until normal retirement age at current rates: \$12,276.32
Date of Hire 07-01-82
Resignation Effective 12-30-08
Retirement Effective 12-31-08

Trustee Call noted that Curt Groninga will continue in his position through 2008.

B. FACULTY

Leaves of Absence

1. **Perryman, Karen** **Request for Partial Medical Leave of Absence With Accrued Sick Leave Pay**
Adjunct Faculty/Health Sciences
Class A, Step 5, \$89.20/Hour
From: .60 FTE
To: .554285 FTE
Effective 11-26-07 to 12-21-07

C. CLASSIFIED

Employment

1. **Arnold, Peter** **Temporary Increase in Hours**
Science Lab Instructional Assistant/Life Sciences
217 Days/Year, Grade L, Step 2, \$21.66/Hour
From: .8625 FTE
To: 1.0 FTE
Effective 01-14-08 to 05-23-08
2. **Chelini, Ann** **Temporary Working Out of Class**
Facilities Operations
From: Administrative Assistant I
1.0 FTE, 12 Months/Year, Grade I, Step 4,
\$3,524.00/Month
To: Administrative Assistant II
1.0 FTE, 12 Months/Year, Grade K, Step 3,
\$3,730.00/Month
Effective 01-01-08 to 03-30-08

3. **Eakins, Douglas** **Temporary Increase in Hours**
 Science Lab Instructional Assistant/Life Sciences
 217 Days/Year, Grade L, Step 5, \$26.34/Hour (\$25.09 Plus
 \$1.25, 11th Year Longevity)
From: .825 FTE
To: 1.0 FTE
 Effective 01-14-08 to 05-23-08
4. **Garcia, Valarie** Administrative Assistant II/PE, Dance & Athletics
 1.0 FTE, 12 Months/Year, Grade K, Step 3, \$3,730.00/Month
 Replacement/C. Babbini
 Effective 11-28-07
5. **Jones, Donna** **Temporary Increase in Hours**
 College Nurse Practitioner/Student Health Services
 12 Months/Year, Grade T, Step 5
From: .60 FTE, \$4,535.37/Month (\$4,319.40 Plus
 \$215.97, 11th Year Longevity)
To: .80 FTE, \$6,047.16/Month (\$5,729.20 Plus
 \$317.96, 11th Year Longevity)
 Effective 01-01-08 to 03-31-08
5. **Richards, Joseph** Police Dispatcher/District Police
 1.0 FTE, 12 Months/Year, Grade K, Step 3, \$3,730.00/Month
 Replacement/W. Wasik
 Effective 12-01-07
6. **Ruelle, Tracy** Human Resources Technician I/Human Resources
 1.0 FTE, 12 Months/Year, Grade K, Step 3, \$3,730.00/Month
 Replacement/W. Hill
 Effective 01-02-08

Transfer

1. **Perry, Cole** **District Initiated Transfer**
From: Administrative Assistant II/Occupational Ed & Serv
 1.0 FTE, 12 Months/Year, Grade Z8, Step 5,
 \$4,823.70/Month (\$4,594.00 Plus \$229.70, 11th
 Year Longevity)
To: Bookstore Technician/Bookstore
 1.0 FTE, 12 Months/Year, Grade Z8, Step 5,
 \$4,823.70/Month (\$4,594.00 Plus \$229.70, 11th
 Year Longevity)
 Replacement/R. Peterson
 Effective 12-10-07

Resignation/Request for Early Retirement

1. **Dodson, Florence** Coordinator, Student Services/Adult Reentry Services
(Toodie) 1.0 FTE, 12 Months/Year, Grade O, Step 5, \$6,006.92/Month
 (\$5,189.00 Plus \$817.92, 21st Year Longevity)
 Has met the requirements of Early Retirement Option
 Program, SEIU Agreement, Article 9.4
BUDGET IMPACT: From Base Revenue Funds, until normal
 retirement age at current rates: \$44,280.00
 Date of Hire 03-24-86
 Resignation Effective 03-31-08
 Retirement Effective 04-01-08

Administrative Leave

1. 5426

Administrative Leave with Pay and Benefits
Effective 12-07-07 to 01-08-08

CLASSIFIED STAFFING

1. **Increase in Time Base of Existing Position**

Department: Student Health Services

From: College Nurse Practitioner, Student Health Services
.60 FTE, 12 Months/Year, Grade Q, Pay Grade T

To: College Nurse Practitioner, Student Health Services
.80 FTE, 12 Months/Year, Grade Q, Pay Grade T

Incumbent: Donna Jones

2. **Increase in Time Base of Existing Position**

Department: Business Services/Petaluma Campus

From: Administrative Assistant I, Business Services/Petaluma
.80 FTE, 12 Months/Year, Grade I

To: Administrative Assistant I, Business Services/Petaluma
1.0 FTE, 12 Months/Year, Grade I

Incumbent: Kate Lucas

3. **New Position**

Department: Business Services/Petaluma Campus

To: Clerical Assistant II
FTE, 12 Months/Year, Grade G

D. **NON-STUDENT HOURLY EMPLOYMENT ACTIONS**

As listed on pages 107–113 of the agenda.

E. **REGULAR INSTRUCTIONAL ASSISTANTS**

As listed on page 115–116 of the agenda.

F. **APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING**

<u>Position</u>	<u>Department</u>	<u>Category</u>
1. <u>CLASSIFIED</u> Administrative Assistant II	CalWORKs Program	Replacement: J. Joinville
2. Custodian – 50%	Facilities Operations	Replacement: A. Legesse

3.	Custodian	Facilities Operations	Replacement: T. Embaye
4.	Custodian	Facilities Operations	Replacement: J. Farmer
5.	HVAC & Controls Technician	Facilities Operations	Replacement: J. Watson
6.	Medical Assistant (Categorically Funded)	Student Health Services/ Petaluma Campus	New Position: Board Approved 12/11/07

FACULTY

1.	Physics Instructor (Temporary Contract/F'08)	Engineering & Physics	Sabbatical Replacement: Y. Ataiyan
2.	Public Services Librarian (Temporary Contract/S'08)	Library	Sabbatical Replacement: M. Gray

MANAGEMENT

1.	Dean III	Public Safety	Replacement: N. Cleaver
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8. NOVEMBER 16, 2007 – DECEMBER 6, 2007 WARRANTS

M/S/C (Zumwalt/Pellegrini) the Board of Trustees approved warrants expended during the period November 16, 2007 – December 6, 2007.

Operating Expenditures

General Fund	\$2,077,076
Capital Projects Fund	136,289
General Obligation Bond Projects Fund	3,412,211
Dormitory Interest/Redemption Fund	0
Child Development Fund	3,497
College Farm Fund	7,055
Auxiliary Enterprise Fund	11,303
Vending Fund	0
Parking Fund	69,316
Repair & Replacement Fund	0
Self Insurance Fund	11,885
Retiree Benefits Trust Fund	0
Student Representation Fee Fund	187
Development Fund	0
Total Operating Expenditures	<u>\$5,728,818</u>

Payroll Expenditures

Regular - November	\$5,373,115
Student - November	141,028
Total Payroll Expenditures	<u>\$5,514,143</u>

TOTAL WARRANTS FOR PERIOD \$11,242,961

INFORMATION

9. REVISIONS TO POLICY 7.14 AND PROCEDURE 7.14P – WINE AND SPECIAL EVENTS – FIRST READING

A first reading of the proposed changes to Policy 7.14 and Procedure 7.14P, Wine and Special Events.

Dean of Continuing Education & Strategic Program Development, Kerry Campbell-Price, summarized the revisions, noting key changes necessary as a result of increase in events at the Agricultural Pavilion at Shone Farm and the need to clarify guidelines for responsible hosting.

10. SRJC OCCUPATIONAL ADVISORY COMMITTEES

Debra Sands-Miller, Interim Director of Occupational Education and Services, presented an overview of occupational advisory committee roles, procedures, and activities as a follow-up to Board members' questions from the October Board of Trustees meeting.

Following the presentation, Board members commented on the need to have representation from various businesses and industries, the need for advisory committees to hold regular meetings and for committee members to attend on a regular basis. It was suggested that written guidelines and expectation be provided to committee members. They also noted the value to the students and the college in having business community members partner with college personnel through advisory committees. In response to a question about board members attending advisory committee meetings, it was recommended that they contact the President's Office for facilitating this attendance.

11. UPDATE ON THE PETALUMA PHASE II MOVE

Jane Saldaña-Talley, Vice President/Executive Dean, Petaluma Campus gave an update on the space occupancy and logistics of the spring 2008 move into their Phase II facilities, noting the collegewide effort and collaboration of many staff—Computing Services, Purchasing, Media Services, Facilities Operations, Students, Student Affairs and Student Ambassadors, Petaluma Faculty and Staff, Contractors, and Administrators—with the massive tasks of moving all occupants and services of the Petaluma Campus. She also acknowledged the coordination efforts of Petaluma administrators Ofelia Arellano, Robert Chudnofsky and Cynthia King, and Patty Kolin of Skyline Design Studio who contracted with the college to facilitate all the furniture acquisition and installation. Jane indicated that moving into new facilities also required training all faculty and staff in the use of media and technology. Tours were also conducted and were coordinated by Nancy Persons. In closing, Jane thanked the Board, President Agrella and Vice President of Administrative Services, Curt Groninga, former Vice President of the Petaluma Campus, Doug Garrison, for their vision of expansion of the Petaluma Campus.

12. REPORTS

A. Academic Senate

None.

B. Classified Senate

None.

C. Associated Students

Student Senate President, Ian Maurer, conveyed the students' excitement about the Petaluma Phase II facilities that are now open. He thanked the Student Ambassadors who have been on hand to help students find their way to classrooms and services at both campuses.

Trustee Call also thanked Ian and the students for their contribution of \$10,000 from the Associated Student Representation Fee in support of the temporary food service.

13. ADJOURNMENT

There being no further business, the Regular Meeting was adjourned at 5:00 p.m.

Richard W. Call
Board of Trustees