

Board Minutes

Sonoma County Junior College District

MARCH 11, 2008

The regular meeting of the Board of Trustees of the Sonoma County Junior College District convened at 2:30 p.m., Tuesday March 11, 2008, in Pedroncelli Center of the Santa Rosa Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, W. Terry Lindley and Marsha Vas Dupre. Trustees Kunde, Pellegrini and Zumwalt were absent.

EXECUTIVE TRAINING SESSION

M/SC (Lindley/Burdo) the executive training was approved as listed on the March 11, 2008 agenda.

PUBLIC COMMENTS ON EXECUTIVE TRAINING FOR BOARD MEMBERS ON NIMS/SEMS

There were no public comments.

EXECUTIVE TRAINING FOR BOARD MEMBERS ON NIMS/SEMS

Board members were provided information on Standardized Emergency Management System (state) and National Incident Management System (federal) mandates. Training ended at 3:05 p.m.

APPROVAL OF CLOSED SESSION AGENDA

M/S/C (Vas Dupre/Kunde) the Closed Session Agenda was approved as listed on the March 11, 2008 agenda.

PUBLIC COMMENTS ON CLOSED SESSION AGENDA

There were no public comments.

The Board recessed into Closed Session at 3:05 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, March 11, 2008, in Pedroncelli Center of the Santa Rosa Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, Jeff Kunde, W. Terry Lindley, and Marsha Vas Dupre. Trustees Pellegrini, Zumwalt 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 in Closed Session today the Board of Trustees discussed property negotiations, pending litigation regarding the Race Building, the President's recommendations regarding tenure track faculty, and reviewed the status of AFA negotiations. No reportable action was taken by the Board.

2. **APPROVAL OF MINUTES**

M/S/C (Lindley/Burdo), the Board of Trustees approved the Minutes of the February 12, 2008 regular meeting.

3. **A. PRESENTATION OF EMPLOYEE OF THE MONTH – MARIA AVINA, COORDINATOR, HEALTHCARE WORKFORCE DEVELOPMENT & OUTREACH**

Jeannie Dulberg, Manager, Healthcare Workforce Development Project presented Maria Avina, Healthcare Workforce Development & Outreach Coordinator as the March Employee of the Month. She acknowledged Maria's outreach efforts in encouraging students to consider health care careers. Maria 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 that included monetary contributions towards the Sueño Scholarship on behalf of Maria Avina.

B. SWEDISH STUDENTS PRESENTATION

Towe Andren and Eric Kullberg, Swedish students from Boras, Sweden who are currently attending SRJC for a 5-week period, provided a brief overview of their experiences at SRJC and the extra curricular activities and home stay during this time. Coordinator Peg Saragina noted that 21 students participated in the spring 2008 program and announced that 9 teachers and headmaster from Sweden would visit in June to experience what their students have experienced in this program.

4. **PUBLIC COMMENTS**

–President Agrella introduced Doug Roberts, incoming Vice President of Business Services, who will begin on March 31. Mr. Roberts was present at the meeting.

–Vice President of Academic Affairs, Mary Kay Rudolph introduced the faculty members in year 4 of the tenure review process. Present were Jeanne Harmon, Rene LoPilato, Joyce Johnson, Holly Vittori, Susan Mahoney, Rebecca Perloth, Abby Bogolmony.

5. **MONTHLY UPDATE**

A. Board Facilities Committee

Trustee Burdo reported the following from the March 4, 2008 Board Facilities Committee meeting:

Haehl Pavilion Photovoltaic Proposals – Jay Carpenter and Paul Bielen reviewed the final proposals for the Photovoltaic Project. The Board Facilities Committee directed staff to proceed with the SPG proposal. Paul Bielen then demonstrated the web based energy production/utilization program information system for Public Safety Training Center.

PGE Armory Drive Easement Request – Paul Bielen and Curt Groninga reviewed the proposed 9.5' by 31' right-of-way easement for PGE's relocation of a gas vent on SRJC property on the Lounibos Parking lot area.

Energy Management System Project Proposal – Paul and Jay reviewed the Phase III EMS upgrade that will update the control systems at several Santa Rosa Campus buildings.

Current Project Updates

-Petaluma Phase II/R: Mahoney Library and Physical Education Center to be completed mid-April and ready for occupancy in May.

- Shone Farm Ag Pavilion and Related Activities: Jay reported on status of completion projects related to the Ag Pavilion and planning for roadway and lighting improvements.
- Bertolini Hall: Footings poured, geo-thermal drilling to start mid-March.
- Plover Hall Conversion Project: Complete in April.
- PSTC Advanced Labs Project: Preliminary Plans submitted to state in April.
- Race Hall Repair Schedule: Reconstruction bidding and possible swing space identified.
- Storm Water Management Planning: Jay/Curt/Paul to develop

B. Foundation

Trustee Call reported the following on behalf of Trustee Pellegrini:

- At the recommendation of the hiring committee for the Executive Director of the SRJC Foundation, the position has been re-opened. In the interim period, Jim McLain and Rachael Cutcher continue to maintain the day-to-day operations of the Foundation with reporting directly to Dr. Robert Agrella.
- The Friends of Petaluma Campus “Build a Future, Fulfill a Dream” Endowment Campaign has received over \$400,000 in gifts and pledges including a Foundation Board approved transfer of \$100,000 from the SRJC Foundation Lena Lafferty Fund for Excellence.
- The Bear Cub Athletic Trust will hold its 6th Annual Spring Fling event on Friday, March 28. The Foundation Office should be contacted for tickets and information.

C. Legislative Information

President Agrella said that everyone is just waiting to see what happens with the budget since the Governor declared a fiscal emergency that ground everything to a halt. In the meantime legislators introduced around 3,057 bills which included such topics as K-University bonds, grade changing, changes to the 50% Law, health care masterplan, faculty hiring requirements, and clean tech bonds. There appears to be much focus on green jobs and technology that will likely generate some bills.

E. Board Member Comments

-Regarding the Board Facilities report, Trustee Vas Dupre thanked the Board Facilities Committee and others who worked on the bond committee and indicated she had nominated SRJC for several energy conservation awards.

6. CONSENT AGENDA

M/S/C (Burdo/Kunde) 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>aye</u>
Trustee Lindley	<u>aye</u>
Trustee Pellegrini	<u>absent</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>absent</u>
Student Trustee Eubank*	<u>absent</u>

*Advisory vote

A. RECOMMENDATIONS FROM COLLEGE COUNCIL FOR THE REVIEW AND REVISION OF CATEGORY 1 & 2 DISTRICT POLICY AND PROCEDURES

Approved the Category 1 and Category 2 policies and procedures as reviewed and recommended by College Council.

CHAPTER 5 – FINANCE

Category 1 Review – No Changes

- 5.3 Budget Development and Administration
 - 5.3.1 Preliminary Estimates
 - 5.3.2 Public Review and Adoption of Final Budget
 - 5.3.4P Transfer of Funds
 - 5.3.5 Fiscal Control
- 5.4 Student Fees
 - 5.4P Student Fees
 - 5.4.1 Other Fees
 - 5.4.1P Other Fees
 - 5.5 Sale and Disposal of Surplus Property
 - 5.8 Purchasing
 - 5.8.1P Sole and Single Source Purchases: Obtaining Equipment On a Trial Basis; Filing Pre-Award Bid Protests
 - 5.8.4 Travel Reimbursement
 - 5.8.5 Independent Contractors/Consultants
 - 5.8.5P Independent Contractors/Consultants
 - 5.8.7 Meal Reimbursement, Entertainment Expense
 - 5.9 Accounting System
 - 5.9.1 General Fund
 - 5.9.2 Capital Projects Fund
 - 5.9.4 Encumbering
 - 5.9.5 Classification of Expenditures
 - 5.9.6 Periodic Financial Reports
 - 5.9.7 Annual Audits
 - 5.9.7P Annual Audits
 - 5.9.8 Student Organization Account
 - 5.9.9 Reimbursement for Personal Use
 - 5.11 Care of District Records
 - 5.13 American Express and Travel-Related Expenses
 - 5.14 Disaster Preparedness
 - 5.15 Enrollment Fee Reimbursement Program

Category 2 Review – Clerical Changes Only

- 5.3.4 Transfer of Funds
- 5.3.5aP Use and Control of Signature Stamps
- 5.3.5bP Write Off of Accounts Receivable
- 5.9.3 Funds
 - 5.9.3P Bank Accounts
- 5.9.7a Internal Audits
- 5.12 Fiscal Review of Auxiliary Operations
- 5.13P American Express and Travel-Related Expenses

CHAPTER 6 – FACILITIES PLANNING

Category 1 Review – No Changes

- 6.0 Institutional Research
 - 6.1.1 Facilities Needs Assessment
 - 6.1.2 Existing Structures

- 6.1.3 Additions and Remodeling
- 6.2 Facilities: Capital Outlay Programming
- 6.2.1 Space Inventory and Utilization
- 6.2.4 Hazardous Materials Removal Program
- 6.3 Facilities: Capital Outlay
- 6.3.2 Facilities Specific Project Administration
- 6.4 Facilities: Design
- 6.4.1 Facilities Design Standards
- 6.4.2 Facilities: Architects and Engineers
- 6.4.2a Facilities: Contracts and Services
- 6.4.4 Construction Related Equipment
- 6.5 Site Selection
- 6.5.3 Land Use
- 6.5.4 Native Oak and Landmark Tree Protection
- 6.5.4P Native Oak and Landmark Tree Protection
- 6.6.1 Facilities: Cost Estimating
- 6.6.2 Payment to Consultants and Contractors
- 6.6.5 Liquidated Damages
- 6.7 Construction
- 6.7.1 Bidding and Documentation
- 6.7.4 Facilities: Dedication
- 6.7.5 Facilities: Building Plaques
- 6.7.5P Facilities: Building Plaques
- 6.7.6 Facilities: Memorials
- 6.7.6P Facilities: Memorials
- 6.8 Facilities Operations
- 6.8.2 Health and Safety
- 6.8.3 OSHA Compliance
- 6.9 Computer and Communications Technology Use
- 6.9P Computer and Communications Technology Use

Category 2 Review – Clerical Changes Only

- 6.1 Facilities: Planning
- 6.1.4 Facilities: Educational Specifications
- 6.2.1 Space Inventory and Utilization
- 6.2.2 Five Year Capital Outlay Program
- 6.2.3 Scheduled Maintenance Program
- 6.3.1 General Management of Facilities Planning Projects
- 6.4.3 Facilities: Drawings and Specifications
- 6.5.1 Site Development
- 6.5.2 Facilities: Acquisition
- 6.6.3 Facilities: Progress Payments
- 6.6.4 Change Orders, Retention and Final Payments
- 6.7.2 Facilities: Project Supervision and Inspection
- 6.7.3 Facilities: Acceptance
- 6.8.1 Toxic Waste
- 6.8.2P Health and Safety
- 6.8.4 Drug-Free Workplace

CHAPTER 8 – STUDENT SERVICES

Category 1 Review – No Changes

- 8.3.1 Articulation/Transfer Center
- 8.3.7 Financial Aid and Scholarship Services

Category 2 Review – Clerical Changes Only

- 8.1.1P Academic Adjustments, Alterations, Course Substitutions/Waivers for Students With Disabilities
- 8.1.3 Registration and Enrollment
- 8.1.4 Fees and Refunds
- 8.1.6 Academic Renewal
- 8.1.12 Student Educational Leaves
- 8.2 Student Rights and Responsibilities
 - 8.2.1 Non-Discrimination
 - 8.2.2 Student Grievances/Complaints
- 8.2.6 Probation, Dismissal, and Readmission
- 8.3 Student Support Services
 - 8.3.2 Counseling
 - 8.3.5 Reentry
 - 8.3.6 Veteran Services
 - 8.3.8 Job Placement Services
- 8.4.1 Student Health Services Fee
- 8.5 Student Affairs
 - 8.5.5 Speakers
- 8.5.6P Distribution of Literature on Campus
- 8.6 Matriculation
- 8.8 Extended Opportunity Programs and Services (EOPS)
- 8.9 Cooperative Agencies Resources for Education (CARE)

B. REVISIONS TO POLICY 3.15 – FINAL EXAMINATIONS – SECOND READING

Approved the proposed revisions to Policy 3.15, Final Examinations.

C. AMENDMENT TO THE 2007-2008 ACADEMIC CALENDAR YEAR

Approved the amendment to the 2007-2008 Academic Calendar as proposed and approved by the AFA in collaboration with the Calendar/Registration Committee.

D. OUT-OF-DISTRICT CLASSES FOR PUBLIC SAFETY

Approved the public safety courses offered outside the District by the Public Safety Training Center, as provided for in Title 5 §55231.

E. OUT-OF-COUNTRY HEALTH SCIENCES COURSES

Approved the out-of-country Health Sciences Department courses and the out-of-country travel for Ezbon Jen to Ensenada, Baja California, Mexico, from June 1–14, 2008.

F. INSTRUCTIONALLY RELATED FEES FOR FALL 2008

Approved new and revised course fees effective with the Fall 2008 semester.

G. TITLES CHANGES FOR CERTIFICATE PROGRAMS

Approved changes in titles associated with certificate programs, as mandated by Title 5, effective Fall 2008.

H. CURRICULUM REVIEW COMMITTEE RECOMMENDATIONS

Approved the recommendations of the Curriculum Review Committee from its meetings of January and February, 2008.

I. INSTRUCTOR LOAD REPORTS FOR SPRING 2008

Approved the changes to the Spring 2008 Instructor Load Report since the February Board meeting.

J. RATIFICATION OF CONTRACTS

Ratified contracts for the period January 23, 2008– February 19, 2008.

K. RESOLUTION #6-08 – TRANSFER OF FUNDS

Approved Resolution #6-08 decreasing the Healthcare Bridge restricted revenue and expenditures in the amount of \$28,122.72.

L. GRANTS

Approved the following grant applications and authorized expenditure of funds upon their award and receipt:

1. Resolution #7-08, Facilities Renovation and Repair, submitted by Joel Gordon, in the amount of \$17,760.00, from the California Department of Education with no District match required.
2. CalWORKs Regional Efforts Allocation 2007-2008, submitted by Jamey Ransford, in the amount of \$5,000.00, from the California Community Colleges Systems Office with no District match required.
3. Equipment Funds for Nursing and Allied Health Programs, submitted by Ezbon Jen, in the amount of \$168,369.00, from the California Community College Chancellor's Office with no District match required.

M. PLOVER HALL CONVERSION CONSTRUCTION PROJECT, CHANGE ORDER #11

Approved Change Order #11 in the amount of \$114,093.00, for the Plover Hall Conversion Construction Project, for a revised contract price of \$10,068,634.78.

N. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #01: SITEWORK CONSTRUCTION, CHANGE ORDER #16

Approved Change Order #16, in the amount of \$32,836.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #01: Sitework Construction, for a revised contract price of \$7,517,212.00.

O. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #02: MECHANICAL, CHANGE ORDER #7

Approved Change Order #7, in the amount of \$9,585.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #02: Mechanical, for a revised contract price of \$8,353,239.00.

P. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03: ELECTRICAL, CHANGE ORDER #19

Approved Change Order #19, in the amount of \$61,440.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #03: Electrical, for a revised contract price of \$8,229,545.00.

Q. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #05: BUILDING CONSTRUCTION, CHANGE ORDER #15

Approved Change Order #15, in the amount of \$81,434.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #05: Building Construction, for a revised contract price of \$27,619,729.00.

R. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #06: SECURITY, CHANGE ORDER# 5

Approved Change Order #5, in the amount of \$52,557.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #06: Security, for a revised contract price of \$535,561.00.

S. PETALUMA PHASE II CONSTRUCTION PROJECT, MAHONEY LIBRARY MEDIA SYSTEMS EQUIPMENT, PERMISSION TO GO TO BID

Authorized the administration to go to bid for the Petaluma Phase II Construction Project, Mahoney Library Media Systems Equipment Project and approve the award of bid contingent upon the amount being within budget.

T. PETALUMA PHASE II CONSTRUCTION PROJECT, MEDIA SYSTEMS EQUIPMENT, CLASSROOMS K127 AND K157, PERMISSION TO GO TO BID

Authorized the administration to go to bid for the Petaluma Phase II Construction Project, Media Systems Equipment, Classrooms K127 And K157 Project, and approve the award of bid contingent upon the amount being within budget.

U. PETALUMA PHASE II/R CONSTRUCTION PROJECT, COST ANALYSIS

Reviewed and approved the March, 2008 Cost Analysis for the Petaluma Phase II/R Construction Project.

V. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, INCREMENT II, DIVISION #2B, CHANGE ORDER #2

Approved Change Order #2, in the amount of \$1,947.00 for the Lawrence A. Bertolini Student Services Center Construction Project, Increment II, Division #2B, for a revised contract price of \$28,999,814.00.

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

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

X. PUBLIC SAFETY TRAINING CENTER SECURITY SYSTEM PROJECT, AWARD OF BID

Awarded the base bid of \$319,604.00 and Additive Alternate #3 (Emergency Communications Stations Type C units and associated conduit, cable & trenching) in the amount of \$90,935.00 for a total of \$410,539.00, to WBE, of Novato, for the Public Safety Training Center Security System.

Y. DECLARATION OF SURPLUS PROPERTY

Approved the declaration of surplus property.

ACTION AGENDA

7. HUMAN RESOURCES

M/S/C (Lindley/Vas Dupre) the Board of Trustees approved the following Human Resources actions included in the agenda.

A. MANAGEMENT

Employment

1. **Ichsan, Antonius** Director, Facilities Operations
1.0 FTE, 12 Months/Year, Range 14.5, Step C,
\$9,657.00/Month
Replacement: J. Carpenter
Effective 03-24-08
2. **Roberts, Douglas** Vice President, Business Services
1.0 FTE, 12 Months/Year, \$12,419.00/Month
(\$12,219.00/Month + \$200 Administrative Allowance)
Replacement: M. Beebe
Effective 03-31-08

Resignation

1. **Miller, Sally** Police Sergeant/District Police
1.0 FTE, 12 Months/Year, Range 10.0, Step E,
\$7,222.52/Month (\$6,449.00 Plus \$661.02, 16th Year
Longevity Plus \$175.00, FTS)
Effective 02-04-08

Revised Job Description

- **Police Sergeant/District Police**
1.0 FTE, 12 Months/Year, Range 10.0

B. FACULTY

Leaves of Absence

1. **Dee, Marta** **Request for Medical Leave of Absence With Accrued Sick Leave Pay**
Adjunct Faculty/Noncredit Programs & Services
Unit B, Step 2, \$33.76/Hour
Effective 01-03-08 to 03-07-08
2. **Fuller, John Scott** **Request for Medical Leave of Absence With Accrued Sick Leave Pay**
Instructor/Behavioral Sciences
1.0 FTE, Class C, Step 16, \$94,478.00/Year
Effective 01-14-08 to 05-24-08
3. **Jones, Linda** **Request for Medical Leave of Absence With Accrued Sick Leave Pay**
Adjunct Faculty/Physical Education, Dance & Athletics
Class B, Step 4, \$66.42/Hour
Effective 11-27-07 to 12-21-07; and
Effective 01-16-08 to 05-23-08
4. **Purtell, Carrenne** **Request for Maternity Leave of Absence With Accrued Sick Leave Pay**
Adjunct Faculty/Mathematics
Class A, Step 1, \$78.01/Hour
Effective 01-14-08 to 03-04-08

Resignations

1. **Garcia, Krista** Adjunct Faculty/Consumer & Family Studies
Class A, Step 2, \$80.81/Hour
Effective 06-09-06
2. **Hegerhorst, Patricia** Adjunct Faculty/Disability Resources
Class C, Step 9, \$112.79/Hour
Effective 12-22-06
3. **Phan, Jennifer** Adjunct Faculty/Mathematics
Class C, Step 2, \$90.79/Hour
Effective 12-20-07

C. CLASSIFIED Employment

1. **Alexander, Louise** **Temporary Increase in Hours**
Admissions & Records Technician III/ A, R & Enroll Dev
12 Months/Year, Grade K, Step 4
From: .50 FTE, \$2,037.50/Month
To: .75 FTE, \$3,056.25/Month
Effective 04-01-08 to 06-30-08
Reason/Implementation of SIS
2. **Franceschi, Cristina** **Temporary Increase in Hours**
Admissions & Records Technician III/A, R & Enroll Dev
12 Months/Year, Grade K, Step 5
From: .50 FTE, \$2,358.80/Month (\$2,139.50 Plus
\$219.30, 16th Year Longevity)
To: .75 FTE, \$3,538.20/Month (\$3,209.25 Plus
\$328.95, 16th Year Longevity)
Effective 04-01-08 to 06-30-08
Reason/Implementation of SIS

Administrative Leave

1. **5426** Administrative Leave with Pay and Benefits
Effective 02-13-08 to 03-11-08

CLASSIFIED STAFFING

1. **New Job Description**
Department: **Noncredit Matriculation**

To: **Matriculation Technician I/Noncredit Matriculation**
FTE, 12 Months/Year, Grade I

Matriculation Technician II/Noncredit Matriculation
FTE, 12 Months/Year, Grade K

Matriculation Specialist/Noncredit Matriculation
FTE, 12 Months/Year, Grade O

Incumbent: **None**

D. NON-STUDENT HOURLY EMPLOYMENT ACTIONS

As listed on pages 123-127 of the agenda.

E. REGULAR INSTRUCTIONAL ASSISTANTS

As listed on pages 129 of the agenda.

F. APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING

<u>Position</u>	<u>Department</u>	<u>Category</u>
NONE.		

G. NOTICES OF REEMPLOYMENT AND NON-REEMPLOYMENT OF CONTRACT FACULTY

M/S/C (Lindley/Vas Dupre) the Board of Trustees:

–Approved entering into a contract for a second academic year (i.e., Contract II status) in 2008-2009 with the following employees [EC § 87608 (b)]:

<u>Faculty Member</u>	<u>FTE</u>	<u>Department</u>
Brumbaugh, Michael	1.0	Life Sciences
Campbell, Lacey	1.0	Physical Education, Dance & Athletics
Dovan, Bic Ha	1.0	Mathematics/Petaluma Campus
Frongia, Terri	1.0	Modern & Classical Languages/Petaluma
Henry, Michael	1.0	Life Sciences
Hollimon, Sandra	1.0	Behavioral Sciences
Johnson, Tara	1.0	Disability Resources
Joy, Andrea	1.0	Disability Resources/Petaluma Campus
Nazif, Mai	1.0	Modern & Classical Languages/Petaluma
Newsom, Curtis	1.0	Public Safety/Petaluma Campus
Ohkubo, Monica	1.0	Physical Education, Dance & Athletics
Villano, Nicole	1.0	Behavioral Sciences

–Approved entering into a contract for a third contract (i.e., Contract III status) for the following two academic years: 2008-2010, with the following employees [EC § 87608.5 (b)]:

<u>Faculty Member</u>	<u>FTE</u>	<u>Department</u>
Belden, Anne	1.0	Communication Studies
Benecke, Jody	1.0	Music
Cavales Doolan, Sheryl	1.0	English
Davis, James	1.0	Social Science
Fassler, Joseph	1.0	Chemistry
Giron-Brosnan, Lizbeth	1.0	Counseling
Hino, Shirley	1.0	Chemistry
Meese, Michael	1.0	Public Safety
Newman, James	1.0	Summer Repertory Theatre/Theatre Arts
Osorio, Araceli	1.0	Modern & Classical Languages
Padgett-Johnson, Merilark	1.0	Agriculture/Natural Resources
Sarra, Johnny	1.0	English/Petaluma Campus
Shurvinton, Claire	1.0	Life Sciences
Swearingen, Margaret	1.0	Public Safety
Wakefield, Thaddeus	1.0	English
Waxman, Keith	1.0	Earth & Space Sciences

–Approved continuing in Contract III status for their second year in academic year in academic year 2008-2009 with the following employees [EC § 87608.5 (b)]:

<u>Faculty Member</u>	<u>FTE</u>	<u>Department</u>
Anast, Nicholas	1.0	Life Sciences

Applegarth, Penelope	1.0	Health Sciences/ADN Program
Aspinall, Laura	1.0	Disability Resources
Baker, Allison	1.0	Social Sciences/Petaluma Campus
Bell, Kathryn	1.0	Disability Res/Adaptive Physical Educ
Diaz, Salvador	1.0	Social Science
Gerber, Kathryn	1.0	Earth & Space Sciences
Gully, Brian	1.0	Industrial & Trade Technology
Hicks, Sherry	1.0	American Sign Language
Kremer, Jurgen	1.0	Behavioral Sciences
Merkel, Amy	1.0	Counseling
Neidlinger, Damon	1.0	Physical Education, Dance & Athletics
Raola, Orlando	1.0	Chemistry
Richardson, Jennifer	1.0	Health Sciences/ADN Program
Saleh, Heidi	1.0	Art
Utter, Frederick	1.0	Mathematics
Wheeler, Nora	1.0	Mathematics

Approved granting tenure to the following Contract III (Year 4) faculty [EC § 87609 (a)]:

<u>Faculty Member</u>	<u>FTE</u>	<u>Department</u>
Bogomolny, Abby	1.0	English
Cole-Gatrell, Casey	1.0	Agriculture/Natural Resources
Harmon, L. Jeanie	1.0	Child Development
Johnson, Joyce	1.0	Behavioral Sciences
Lo Pilato, Renee	1.0	Work Experience
Mahoney, Susan	1.0	Earth and Space Sci/Petaluma Campus
Perlroth, Rebecca	1.0	Earth and Space Sciences
Vettori, Hollyahna	1.0	English as a Second Language

–Approved that the following faculty employed under Education Code § 87482 receive notices of non-reemployment, since they are temporary and replacing faculty members on leave who are returning in academic year 2008-2009:

<u>Faculty Member</u>	<u>FTE</u>	<u>Department</u>
Bonds, Julie	1.0	Mathematics
Clark, Karen	1.0	Health Sciences
Filkins, Jean	1.0	Library & Information Resources
Kraemer, Helen	1.0	Health Sciences

8, JANUARY 11, 2008 – FEBRUARY 7, 2008 WARRANTS

M/S/C (Vas Dupre/Lindley) the Board of Trustees approved warrants expended during the period January 11, 2008 – February 7, 2008.

<u>Operating Expenditures</u>	
General Fund	\$2,565,202
Capital Projects Fund	669,341
General Obligation Bond Projects Fund	4,902,903
Dormitory Interest/Redemption Fund	0
Child Development Fund	1,393
College Farm Fund	2,449
Auxiliary Enterprise Fund	26,253
Vending Fund	0
Parking Fund	74,304
Repair & Replacement Fund	0

Self Insurance Fund	13,755
Retiree Benefits Trust Fund	0
Student Representation Fee Fund	204
Development Fund	72
Total Operating Expenditures	<u>\$8,255,877</u>

<u>Payroll Expenditures</u>	
Regular - January	\$5,728,123
Student - January	<u>80,046</u>
Total Payroll Expenditures	<u>\$5,808,169</u>

TOTAL WARRANTS FOR PERIOD \$14,064,047

9. RESOLUTION #8-08, INTENT TO CONVEY AN EASEMENT TO PG&E FOR PUBLIC UTILITY PURPOSES

M/S/C (Burdo/Lindley) the Board of Trustees approved Resolution #8-08 (Intent to Convey an Easement to PG&E for Public Utility Purposes, as prepared by legal counsel to grant an easement for right of way to Pacific Gas and Electric for thirty-one foot (31') by nine and one half foot (9.5') in order to relocate and service a gas vent pipe on College property along Armory Drive on the following roll call vote:

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

*Advisory vote

10. WILLIAM B. RACE HEALTH SCIENCE BUILDING, RECONSTRUCTION PROJECT, PERMISSION TO GO TO BID

M/S/C (Burdo/Kunde) the Board of Trustees authorized the administration to go to bid for the William B. Race Health Science Building, Reconstruction Project.

INFORMATION

11. STATUS REPORT ON THE FORMATION OF THE SANTA ROSA JUNIOR COLLEGE SHONE FARM FOUNDATION

Steve Olson provided an update on the formation of the Santa Rosa Junior College Shone Farm Foundation, explaining the need to create an auxiliary organization that would hold the license and bond for the wine laboratory in the Warren G. Dutton Agricultural Pavilion at Shone Farm in order for the college to be able to produce wine and other products from the farm. He noted that a master agreement is required and a recommendation for final approval will be brought before the Board at next month's meeting. A public hearing would also be held at the April meeting.

In response to a question from Trustee Vas Dupre as to going out to bid for a CPA firm to conduct an audit for this foundation, President Agrella noted that the District employees an audit firm that would also conduct the audit for this new foundation.

12. **CAREER TECHNICAL EDUCATION TEACHER PREPARATION PIPELINE GRANT PROGRAM**

Jill Frank, Manager, CTE Teacher Prep, made a presentation on SRJC's new Career Technical Education Teacher Preparation Pipeline Grant, the CTE Summer Institute and SRJC's Teacher Academy. The purpose of the CTE grant is to address the critical shortage of middle and secondary school teachers as well as community college and university instructors in the career technical education/occupational education disciplines.

13. **2008 ACCOUNTABILITY REPORTING FOR THE COMMUNITY COLLEGES (ARCC) REPORT**

KC Greaney, Institutional Research Director, provided a summary of the 2008 Accountability Reporting for the Community Colleges (ARCC) Report, showing SRJC's results on various outcome measures such as student progress, achievement, and improvement based on system level rates, college level rates, peer group comparisons and college self-assessments.

14. **REPORTS**

A. Academic Senate

None.

B. Classified Senate

Anna Felciano reminded everyone about Classified Recognition Week, March 31-April 4 and invited the Board to attend the morning reception on Tuesday, April 1 and the Raoul Yriberry Recognition Dinner sponsored by the Classified Senate on April 3 at Shone Farm.

C. Associated Students

Ian Maurer noted that the Associated Students are publicizing the student governance and shared governance process with the intent to get more students to participate. This is being done in conjunction with the student officer elections coming up. He also indicated that the Associated Students approved funding for student elections. The Associated Students Elections Committee is reviewing the AS constitution and will be recommending revisions.

15. **ADJOURNMENT**

There being no further business, the Regular Meeting was adjourned at 5: 15 p.m.

Jeff Kunde, Clerk
Board of Trustees