

Board Minutes

Sonoma County Junior College District

MA 13, 2008

The regular meeting of the Board of Trustees of the Sonoma County Junior College District convened at 3:00 p.m., Tuesday May 13, 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, Onita Pellegrini, Marsha Vas Dupre and Don Zumwalt.

APPROVAL OF CLOSED SESSION AGENDA

M/S/C (Lindley/Vas Dupre) the Closed Session Agenda was approved as listed on the May 13, 2008 agenda.

PUBLIC COMMENTS ON CLOSED SESSION AGENDA

There were no public comments.

The Board recessed into Closed Session at 3:08 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 4:02 p.m. Tuesday, May 13, 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, Onita Pellegrini, Marsha Vas Dupre, Don Zumwalt and student trustee Kera Eubank.

Board President Richard W. Call called the meeting.

1. ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Trustee Call announced that in Closed Session today the Board of Trustees discussed collective bargaining matters and existing litigation regarding Race Building repairs. The Board of Trustees also addressed possible litigation matters, and has reached settlement with JLC/Denham Inc., and TLCD on a construction claim for the Frank P. Doyle Project. The claimants agreed to accept an amount substantially less than their original claims in exchange for a full release of liability.

2. APPROVAL OF MINUTES

M/S/C (Burdo/Vas Dupre), the Board of Trustees approved the Minutes of the April 8, 2008 regular meeting.

At this time, President Call noted that today is the last meeting for student trustee Kera Eubank and thanked her for her service and contribution as student trustee.

3. **PRESENTATIONS**

A. **PRESENTATION OF EMPLOYEE OF THE MONTH – JODY DEIKE, WORK EXPERIENCE**

Beverly Henningsen and Renee LoPilato, Work Experience Faculty presented Jody Deike, Community Involvement adjunct faculty, as the May Employee of the Month. They acknowledged Jody's commitment to the Work Experience Department and the students who enroll in community involvement. Jody was presented with a Recognition Plaque from the College, two season tickets to SRT, and a gift certificate to the SRJC Culinary Café.

B. **DISABILITY AWARENESS AWARD**

Dianne Davis, Department Chair of the Disability Resources Department presented Maryanne Michaels, Director, EOPS with the 2008 Disability Awareness Award. In accepting this award, Maryanne shared her personal story as a testimonial to the need for awareness, acceptance and accommodation of special needs.

4. **PUBLIC COMMENTS**

–Mary Kay Rudolph, Vice President of Academic Affairs, introduced three individuals who, upon approval by the Board of Trustees later in today's agenda, will assume the dean positions in Academic Affairs: Kimberlee Messina-Dean of Science, Technology, Engineering & Mathematics; April Chapman, Dean of Public Safety; and Lorraine Jackson, Dean of Occupational Education & Services.

–Joel Gordon, Director of Early Childhood Education, introduced Jennie Tasheff, Executive Director of First Five Sonoma and Carol Simmons, Coordinator of the Sonoma County Child Care Planning Council. He noted the various grants that SRJC has received and the support of the SRJC program by these individuals. Ms. Tasheff said it was a pleasure to support SRJC.

5. **MONTHLY UPDATE**

A. **Board Facilities Committee**

Trustee Burdo reported the following from the May 6, 2008 Board Facilities Committee meeting:

Bertolini Student Center Geothermal Field Status – Curt Groninga provided a status report of the development of test wells and drilling options for the geothermal project.

Culinary Arts Project Update – Curt Groninga provided an update on design development and recent CEQA scoping session.

Greenfields Project Update – Curt Groninga and Ken Coker provided an update on site design issues relating to the accessibility to and on the fields via parking lots, paratransit centers and site coordination for access to auxiliary buildings and dugouts.

Burbank Remodel IPP – Curt Groninga and Ken Coker outlined the development of a modernization project which will upgrade existing building systems and the planned development of internal space (existing communications studies area) of a "black box theatre".

Race Hall Reconstruction Project – Curt Groninga reviewed bid results and discussed the probability of receiving bid protests.

B. Foundation

Trustee Pellegrini reported on the following:

–The President’s Circle annual campaign has reached its initial goal and has raised over \$125,000 from 115 donors to be used for the operations of the SRJC Foundation. The President’s Circle Annual Giving Society was created five years ago by the directors of SRJC Foundation and college president to assist with financial support for the work of the Foundation and donations support the SRJC Foundation’s fund development program, which enhances education, services and facilities at the College. To join, donors make a contribution of \$1,000 or more. The President’s Circle Committee, comprised of Foundation board and community members, is continuing its campaign through June 30. The committee hopes to reach its “stretch goal” of \$135,000.

–The 16th Annual President’s Address to the Community will be held on Thursday, May 29, beginning at 11:00 AM in Haehl Pavilion. The SRJC Foundation Office can be contacted for information and reservations.

C. Legislative Information

President Agrella said that we are awaiting the Governor’s release of the budget, the May Revise on May 14. At that time we should know more about the state of the State.

E. Board Member Comments

–Student Trustee Kera Eubank thanked the Board of Trustees for the opportunity to work with them. She presented executive assistant Maria Gaitan with flowers in appreciation of her assistance, and thanked members of the college community as well. Kera noted that she was the first student trustee serving under the one-year term limitation and felt that it took a good part of the year to learn the process. She then made a recommendation to the Board that they consider either extending the term to a two-year period or allowing a student trustee to serve for a second term.

–Trustee Vas Dupre noted the great event she attended at Day Under the Oaks.

6. CONSENT AGENDA

M/S/C (Kunde/Burdo) the Board of Trustees approved the Consent Agenda (excluding item 6 EE) 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>aye</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>aye</u>
Student Trustee Eubank*	<u>aye</u>

*Advisory vote

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

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

CHAPTER 2–DISTRICT GOVERNANCE

Category 2 Review – Clerical Changes Only

2.2.1	District Superintendent/President
2.2.1P	District Superintendent/President
2.2.2P	Administrative, Classified Management and Confidential Positions
2.5	Governance and the Committee System
2.5P	Governance and the Committee System
2.6.1	Sexual and Consensual Relationships
2.8	Endorsement/Sponsorship/Support
2.12	Creation of Auxiliary Organizations
2.12P	Creation of Auxiliary Organizations

CHAPTER 3–ACADEMIC PROGRAM

Category 1 Review – No Changes

3.3	Community Education
3.8	Academic Freedom

Category 2 Review – Clerical Changes Only

3.2.1	Major Requirement of the Associate Degree
3.2.1P	Major Requirements of the Associate Degree

CHAPTER 8–STUDENT SERVICES

Category 1 Review – No Changes

8.2.8	Student Discipline
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Category 2 Review – Clerical Changes Only

8.1.7	Student Unit Load
8.1.14	Pre-Collegiate Skills Unit Limitation
8.1.14P	Pre-Collegiate Skills Unit Limitation
8.2.3	Student Access to Student Records
8.2.5	Grounds for Barring Student From Class
8.3.9	Housing Renummer 8.5.9
8.5	Student Affairs
8.5.1	Student Government
8.5.2	Student Clubs, Organizations or Ad Hoc Groups
8.5.2P	Student Clubs, Organizations or Ad Hoc Groups

B. REVISIONS TO POLICY AND PROCEDURE 3.16 AND 3.16P – CREDIT BY EXAMINATION – SECOND READING

Approved the proposed revisions to Policy and Procedure 3.16 and 3.16P, Credit by Examination.

C. REVISIONS TO COLLEGE STANDING AND PRESIDENT’S ADVISORY COMMITTEES

Approved changes to the College’s Standing and President’s Advisory Committees as submitted and approved by College Council.

D. INSTRUCTOR LOAD REPORTS FOR SPRING 2008

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

E. CURRICULUM REVIEW COMMITTEE RECOMMENDATIONS

Approved the recommendations of the Curriculum Review Committee from its meetings of March and April, 2008.

F. RATIFICATION OF CONTRACTS

Ratified contracts for the period March 19, 2008– April 22, 2008.

G. RESOLUTION #12-08 -TRANSFER OF FUNDS

Approved Resolution #12-08 increasing the EI Civics restricted revenue and expenditures in the amount of \$8,500.00; increasing the Extended Opportunity Programs and Services (EOPS) restricted revenue and expenditures in the amount of \$9,000.00; increasing the Foster and Kinship Care Education restricted revenue and expenditures in the amount of \$7,882.00; increasing the Math, Engineering and Science Achievement (MESA) restricted revenue and expenditures in the amount of \$3,015.00; and increasing the Redevelopment Funds restricted revenue and expenditures in the amount of \$178,267.45.

H. QUARTERLY FINANCIAL REPORT

Approved the submission of the Quarterly Financial Status Report to the Chancellor's Office for the period ending March 31, 2008.

I. DESTRUCTION OF RECORDS

Authorized the Purchasing Director to destroy the records as indicated on the list included with this Board item.

J. DECLARATION OF SURPLUS PROPERTY

Approved the declaration of surplus property as listed in the agenda.

K. GRANTS

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

2008-2009 VTEA/Perkins IV, Title 1C Grant, submitted by Debra Sands-Miller, in the amount of \$646,357.00 from the Community College Chancellor's Office, with no District match required.

2008-2009 Tech Prep Program Grant, submitted by Eve Nighswonger, in the amount of \$81,405.00, from the Federal Career and Technical Education Act, with no District match required.

Diverse Early Educators Project Grant, submitted by Joel Gordon, in the amount of \$34,953.00, from the Sonoma County Child Care Planning Council, with no District match required.

CARES Program Textbook Purchase Grant, submitted by Joel Gordon, in the amount of \$6,000.00, from the Sonoma County Child Care Planning Council, with no District match required.

L. PLOVER HALL CONVERSION CONSTRUCTION PROJECT, CHANGE ORDER #13

Approved Change Order #13 in the amount of \$51,228.00, for the Plover Hall Conversion Construction Project, for a revised contract price of \$10,113,600.78.

M. PLOVER HALL ENERGY EXPANSION PROJECT, NOTICE OF COMPLETION

Accepted the Notice of Completion for the Plover Hall Energy Expansion Project, and authorize staff to file said Notice with the County of Sonoma.

N. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #01: SITEWORK CONSTRUCTION, CHANGE ORDER #18

Approved Change Order #18 in the credit amount of \$6,064.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #01: Sitework Construction, for a revised contract price of \$7,524,279.00.

O. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #02: MECHANICAL, CHANGE ORDER #9

Approved Change Order #9, in the amount of \$3,962.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #02: Mechanical, for a revised contract price of \$8,358,969.00.

P. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03: ELECTRICAL, CHANGE ORDER #21

Approved Change Order #21, in the amount of \$27,992.00 for the Petaluma Phase II Construction Project, Multi-Prime Division #03: Electrical, for a revised contract price of \$8,313,268.00.

Q. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #05: BUILDING CONSTRUCTION, CHANGE ORDER #17

Approved Change Order #17, in the amount of \$47,075.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #05: Building Construction, for a revised contract price of \$27,693,539.00.

R. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #06: SECURITY, CHANGE ORDER #6

Approved Change Order #6, in the amount of \$2,968.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #06: Security, for a revised contract price of \$538,529.00.

S. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #07, SIGNAGE, CHANGE ORDER# 8

Approved Change Order #8, in the amount of \$525.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #07, Signage, for a revised contract price of \$267,929.00.

T. PETALUMA PHASE II/R CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #08, GENERAL BUILDING RECONSTRUCTION, CHANGE ORDER# 2

Approved Change Order #2, in the amount of \$13,177.00, for the Petaluma Phase II/R Construction Project, Multi-Prime Division #08, General Building Reconstruction, for a revised contract price of \$4,301,177.00.

U. PETALUMA PHASE II/R, MULTI-PRIME DIVISION 09: MECHANICAL, CHANGE ORDER #1

Approved Change Order #1, in the amount of \$12,254.00, for the Petaluma Phase II/R, Multi-Prime Division 09: Mechanical, for a revised contract price of \$1,052,254.00.

V. PETALUMA PHASE II/R CONSTRUCTION/RECONSTRUCTION PROJECT, COST ANALYSIS

Approved the May, 2008 Cost Analysis for the Petaluma Phase II/R Construction/Reconstruction Project.

W. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER, CONSTRUCTION PROJECT, INCREMENT II, MULTI-PRIME DIVISION #2B, BUILDING CONSTRUCTION & SITE WORK, CHANGE ORDER #4

Approved Change Order #4, in the amount of \$17,370.00, for the Lawrence A. Bertolini Student Services Center Construction Project, Increment II, Multi-Prime Division #2B, Building Construction & Site Work, for a revised contract price of \$29,020,144.00.

X. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, INCREMENT II, MULTI-PRIME DIVISION #2D, ELECTRICAL, CHANGE ORDER #1

Approved Change Order #1, in the amount of \$15,943.00, for the Lawrence A. Bertolini Student Services Center Construction Project, Increment II, Multi-Prime Division #2D, Electrical, for a revised contract price of \$3,399,943.00.

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

Approved the May, 2008 Cost Analysis for the Lawrence A. Bertolini Student Services Center Construction Project, Increments I and II.

Z. EMERITUS HALL LANGUAGE LAB REMODEL AND EQUIPMENT ACQUISITION PROJECT, AWARD OF LANGUAGE LAB EQUIPMENT PIGGYBACK BID

Ratified the piggyback bid award of the San Joaquin Delta Community College bid for the Sanako Language Lab Equipment to Americal Systems, Inc., in the amount of \$101,122.00 for the Emeritus Hall Language Lab Remodel and Equipment Acquisition Project.

AA. SANTA ROSA CAMPUS 2008 SCHEDULED MAINTENANCE ROOFING PROJECTS, AWARD OF BID

Awarded the low bid in the amount of \$375,000.00 to IMR Contractor Corporation, of San Francisco, for the Santa Rosa Campus 2008 Scheduled Maintenance Roofing Projects.

BB. SANTA ROSA CAMPUS EMERGENCY GENERATOR SYSTEM UPGRADE PROJECT, PERMISSION TO GO TO BID

Authorized the administration to go to bid for the Santa Rosa Campus Emergency Generator System Upgrade project, and award the bid contingent upon the amount being within budget.

CC. WILLIAM B. RACE HEALTH SCIENCE BUILDING, DOOR OPERATORS PROJECT, NOTICE OF COMPLETION

Accepted the Notice of Completion for the William B. Race Health Science Building, Door Operators Project, and authorized staff to file said Notice with the County of Sonoma.

DD. ENERGY MANAGEMENT SYSTEMS CONTROLS UPGRADE PHASE III PROJECT, AWARD OF BID

Awarded the low bid in the amount of \$396,000.00, to Syserco, of Fremont, for the Energy Management Systems Controls Upgrade Phase II Project.

EE. OUT-OF-COUNTRY TRAVEL TO NEWCASTLE ENGLAND AND NORTHERN IRELAND

This item was deferred.

Out-of-country travel to England from May 16-28, 2008 for Marty Kinahan, Soccer Coach in PE, Dance & Athletics, at no cost to the District.

FF. PETALUMA PHASE II CONSTRUCTION PROJECT, MAHONEY LIBRARY MEDIA SYSTEMS EQUIPMENT, PERMISSION TO RE-BID

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

GG. PETALUMA PHASE II CONSTRUCTION PROJECT, MEDIA SYSTEMS EQUIPMENT, REJECTION OF BID AND PERMISSION TO RE-BID

Authorized the administration to re-bid the Petaluma Phase II Construction Project, Mahoney Library Media Systems Equipment.

ACTION AGENDA

7. HUMAN RESOURCES

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

A. MANAGEMENT Employment

1. **Jackson, Lorraine** Dean III/Occupational Education & Economic Development
1.0 FTE, 12 Months/Year, Range 15.0, Step C,
\$10,307.00/Month
(\$10,182.00/Month Plus \$125.00/Month Administrative Allowance)
Replacement/S. Olson
Effective 06-23-08

Promotion and/or Change of Status

1. **Chapman, April** **Promotion**
From: Director, In-Service Programs/Correction,
 Public Safety
 1.0 FTE, Range 12.0, Step D, \$7,834.00/Month
 (\$7,684.00/Month, Plus \$150/Month
 Administrative Allowance)
To: Dean III, Public Safety
 1.0 FTE, 12 Months/Year, Range 15.0, Step C,
 \$10,382.00/Month (\$10,182.00/Month, Plus
 \$200/Month Administrative Allowance)
 Replacement/N. Cleaver
 Effective 07-01-08

2. **Messina, Kimberlee** **Status Change from Faculty to Management**
From: Faculty/Modern & Classical Languages
 1.0 FTE, Class C, Step 16, \$94,478.00/Year
To: Dean I, Science, Tech, Engineering & Math
 1.0 FTE, 12 Months/Year, Range 14.0, Step D,
 \$10,030.65/Month (\$9,553.00 Plus \$477.65,
 Longevity)
 Replacement/T. Omrcen
 Effective 07-01-08

3. **Watts, Gary** **Promotion and Status Change from Classified to Management**
From: Locksmith/Facilities Operations
 1.0 FTE, 12 Months/Year, Grade O, Step 5,
 \$5,667.90/Month (\$5,398.00 Plus \$269.90, 11th
 Year Longevity)
To: Manager, Buildings & Equipment
 Maintenance/Facilities Operations, Petaluma
 Campus
 1.0 FTE, 12 Months/Year, Range 12.0, Step C,
 \$7,618.90/Month (\$7,349.00 Plus \$269.90, 11th
 Year Longevity)
 New Position: Board Approved 09-11-07
 Effective 04-21-08

**B. FACULTY
Employment**

1. **Banks, Annie** Instructor/Dev Mathematics/College Skills, Contract I
 1.0 FTE, Class A, Step 1, \$54,685.00/Year
 Replacement: S. Amalia
 Effective 08-14-08

2. **Fouquette, Rebecca** Instructor/Mathematics, Contract I
 1.0 FTE, Class A, Step 3, \$58,605.00/Year
 Replacement: B. Wood
 Effective 08-14-08

3. **Klinger, Alisa** Instructor/English, Contract I
 1.0 FTE, Class D, Step 8, \$78,397.00/Year
 Replacement: R. Farve
 Effective 08-14-08

4. **Kraemer, Helen** Instructor/Nursing/Health Sciences, Contract I
1.0 FTE, Class A, Step 1, \$54,685.00/Year
Replacement: D. Dempel
Effective 08-14-08
5. **Lowe-Bouchard, Sara** Disability Specialist/Assistive Technology
Coordinator/Disability Resources, Contract I
1.0 FTE, Class A, Step 7, \$66,445.00/Year
New Position
Effective 08-14-08
6. **Mann, Judy** Instructor/Dental Hygiene/Health Sciences, Contract I
1.0 FTE, Class A, Step 6, \$64,485.00/Year
Replacement: K. Murphy
Effective 08-14-08
7. **Matheson, Molly** Public Services Librarian, Learning Resources/Petaluma
Campus, Contract I
1.0 FTE, Class A, Step 5, \$62,525.00/Year
New Position
Effective 08-14-08
8. **Paquette, Linda** Instructor/Dental Hygiene/Health Sciences, Contract I
1.0 FTE, Class A, Step 8, \$68,405.00/Year
New Position
Effective 08-14-08
9. **Perea, Joseph** Instructor/Director of Bands/Music, Contract I
1.0 FTE, Class A, Step 7, \$66,445.00/Year
Replacement: M. Wamhoff
Effective 08-14-08
10. **Servais, Lauren** Instructor/English, Contract I
1.0 FTE, Class C, Step 7, \$74,657.00/Year
Replacement: R. Cooney
Effective 08-14-08

Reduced Workload

1. **Mullany, Stephen** Instructor/Agriculture/Natural Resources, Contract
Class C, Step PG24
From: 1.0 FTE, \$100,322.00/Year
To: .60 FTE, \$60,193.20/Year
(.60 FTE Fall Semester; .60 FTE Spring Semester)
Per Ed Code Sections 22713 & 87483; and
AFA Contract (1996-99), Article 24.02
Effective 08-14-08 to end of Spring Semester 2018
2. **Reeder, Diana** Instructor/English, Contract
Class A, Step 16
From: 1.0 FTE, \$84,086.00/Year
To: .75 FTE, \$63,064.50/Year
(.75 FTE Fall Semester; .75 FTE Spring Semester)
Per Ed Code Sections 22713 & 87483; and
AFA Contract (1996-99), Article 24.02
Effective 08-14-08 to end of Spring Semester 2018

Leaves of Absence

1. **Borowicz, David** **Request for Medical Leave of Absence With Accrued Sick Leave**
Adjunct Faculty/Physical Education, Dance & Athletics
Class A, Step 7, \$68.74/Hour
Effective 03-28-08 to 05-30-08

2. **Herring, Susan** **Request for Medical Leave of Absence With Accrued Sick Leave**
Adjunct Faculty/Mathematics
Class D, Step 8, \$111.84/Hour
Effective 03-10-08 to 04-25-08

3. **Magro, Jacqueline** **Request for Medical Leave of Absence With Accrued Sick Leave**
Adjunct Faculty/English as a Second Language
Class C, Step 6, \$103.36/Hour
Effective 04-08-08 to 05-22-08

4. **Saleh, Heidi** **Request for Medical Leave of Absence With Accrued Sick Leave**
Instructor/Art
Class D, Step 4, \$69,411.00/Year
Effective 03-11-08 to 05-24-08

5. **Surian, Barbara** **Request for Medical Leave of Absence With Accrued Sick Leave**
Adjunct Faculty/Health Sciences
Class C, Step 9, \$81.80/Hour
Effective 01-18-08 to 05-16-08

6. **Waters, Patricia** **Request for Medical Leave of Absence With Accrued Sick Leave**
Adjunct Faculty/Noncredit Programs & Services
Unit B, Step 5, \$37.97/Hour
Effective 04-28-08 to 06-28-08

7. **Wiers, Alfred** **Request for Medical Leave of Absence With Accrued Sick Leave**
Adjunct Faculty/Business Administration
Class B, Step 9, \$106.40/Hour
Effective 02-29-08 to 04-30-08

Resignations

1. **Gerlt, Dennis** Adjunct Faculty/Social Science
Class D, Step 1, \$89.41/Hour
Effective 03-28-08

2. **Lundsford, Sue** Adjunct Faculty/Physical Education, Dance & Athletics
Class A, Step 3, \$83.60/Hour
Effective 03-18-08

3. **Simmons, Kathleen** Adjunct Faculty/Work Experience
Class C, Step 9, \$112.79/Hour
Effective 06-01-08

C. CLASSIFIED

Employment

1. **Johns, Linda** Administrative Assistant III/Occupational Education & Services
1.0 FTE, 12 Months/Year, Grade M, Step 3, \$4,336.00/Month
Replacement/D. Sevall
Effective 04-21-08

2. **Lambro, Joseph** Horticulture Technician I/Agriculture/Natural Res/Shone Farm
.50 FTE, 12 Months/Year, Grade I, Step 3, \$1,746.50/Month
Replacement/W. Krupnick
Effective 03-31-08
and
Temporary Increase in Hours
From: .50 FTE, \$1,746.50/Month
To: 1.0 FTE, \$3,493.00/Month
Effective 04-15-08 to 06-30-08

3. **Lorbeer, Scott** Research Analyst/Institutional Research
1.0 FTE, 12 Months/Year, Grade P, Step 3, \$5,207.00/Month
New Position: Board Approved 10-09-07
Effective 03-28-08

4. **Melee, Kathleen** Administrative Assistant II/Bussman Service Center
.75 FTE, 12 Months/Year, Grade K, Step 3, \$2,910.00/Month
Replacement/E. Larson
Effective 02-01-08

Transfer

1. **Joinville, Joan** **District Initiated Transfer/Correction**
From: Financial Aid Technician I/Financial Aid
1.0 FTE, 12 Months/Year, Grade Z9, Step 5,
\$4,718.24/Month (\$4,279.58 Plus \$438.66, 16th
Year Longevity)
To: Admissions & Records Technician II/Admissions,
Records & Enrollment Development
1.0 FTE, 12 Months/Year, Grade Y-rated, Step 5,
\$4,906.97/Month (\$4,279.58 Plus \$438.66, 16th
Year Longevity Plus \$188.73, 5% Shift Differential
for 4 Days/Week)
Effective 04-01-08

Leave of Absence

1. **Brady, Carrie** **Request for Maternity Leave of Absence With Accrued Sick Leave Pay**
Administrative Assistant III/Agriculture/Natural Resources
1.0 FTE, 238 Days/Year, Grade M, Step 5, \$28.96/Hour
(\$27.58 Plus \$1.38, 11th Year Longevity)
Maternity Leave Effective 12-03-07 to 03-10-08
Vacation Effective 03-11-08 to 04-25-08
Family Leave, unpaid
with Benefits Effective 04-28-08 to 06-30-08

Resignation/Intent to Retire

1. **Pozzi, Valentino** Parking Attendant/District Police
.75 FTE, 217 Days/Year, Grade A, Step 5, \$17.40/Hour
(\$15.78 Plus \$1.62, 16th Year Longevity)
Resignation Effective 04-30-08
Retirement Effective 05-01-08

2. **Stoner, Meg** Administrative Assistant III/Liberal Arts & Sciences
1.0 FTE, 12 Months/Year, Grade M, Step 5, \$5,020.05/Month
(\$4,781.00 Plus \$239.05, 11th Year Longevity)
Resignation Effective 04-30-08
Retirement Effective 05-01-08

3. **Wallace, Deanna** Executive Assistant/Public Safety
1.0 FTE, 12 Months/Year, Grade N, Step 5, \$5,588.57/Month
(\$5,069.00 Plus \$519.57, 16th Year Longevity)
Resignation Effective 08-15-08
Retirement Effective 08-16-08

Administrative Leave

1. **5426** Administrative Leave with Pay and Benefits
Effective 04-10-08 to 05-26-08

2. **8750** Administrative Leave with Pay and Benefits
Effective 04-10-08 to 05-14-08

CLASSIFIED STAFFING

1. **New Position**

Department: **Facilities Operations/Petaluma Campus**

To: **Custodian/Facilities Operations/Petaluma Campus**
1.0 FTE, 12 Months/Year, Grade H

Incumbent: n/a

2. **New Position**

Department: **Facilities Operations/Petaluma Campus**

To: **Groundskeeper/Facilities Operations/Petaluma Campus**
1.0 FTE, 12 Months/Year, Grade I

Incumbent: n/a

D. NON-STUDENT HOURLY EMPLOYMENT ACTIONS

As listed on pages 151-156 of the agenda.

E. REGULAR INSTRUCTIONAL ASSISTANTS

As listed on page 157 of the agenda.

F. APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING

<u>Position</u>	<u>Department</u>	<u>Category</u>
<u>CLASSIFIED</u>		
1. Administrative Assistant II	Counseling	Replacement: D. Main
2. Administrative Assistant, .50 FTE (217 Days/Year)	Culinary Arts	New Position: Board Approved 04-08-08
3. Administrative Assistant II (Categorically Funded)	Occupational Education & Services	Replacement: C. Perry
4. Clerical Assistant II	Business Services/ Petaluma Campus	New Position: Board Approved 01-08-08
5. Coordinator, New Student Programs/Welcome Center/ Adult Reentry	Student Affairs & New Student Programs	Replacement: T. Dodson
6. Matriculation Specialist (Categorically Funded)	Matriculation	New Position: Board Approved 03-11-08
<u>MANAGEMENT</u>		
1. Manager, Media Services	Petaluma Campus	New Position: Board Approved 04-08-08

8. **APPROVAL OF RESOLUTION #13-08, SPECIFICATION OF ELECTION ORDER (SONOMA COUNTY AND MENDOCINO COUNTY)**

M/S/C (Vas Dupre/Pellegrini) the Board of Trustees approved Resolution #13-08, Specification of Election Order for the November 4, 2008 election 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>aye</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>aye</u>
Student Trustee Eubank*	<u>aye</u>

*Advisory vote

9. **MARCH 7, 2008 – APRIL 10, 2008 WARRANTS**

M/S/C (Zumwalt/Vas Dupre) the Board of Trustees approved warrants expended during the period March 7, 2008 – April 10, 2008.

<u>Operating Expenditures</u>	
General Fund	\$2,340,505
Capital Projects Fund	294,393
General Obligation Bond Projects Fund	5,802,434
Dormitory Interest/Redemption Fund	0
Child Development Fund	5,550
College Farm Fund	1,118
Auxiliary Enterprise Fund	883

Vending Fund	0
Parking Fund	70,016
Repair & Replacement Fund	0
Self Insurance Fund	125,647
Retiree Benefits Trust Fund	0
Student Representation Fee Fund	6,287
Development Fund	379
Total Operating Expenditures	<u>\$8,647,212</u>

Payroll Expenditures

Regular - March	\$5,359,724
Supplemental - March	2,401,280
Supplemental - April	2,491,022
Student - March	144,392
Total Payroll Expenditures	<u>\$10,396,418</u>

TOTAL WARRANTS FOR PERIOD \$19,043,630

10. APPROVAL OF RESOLUTION #14-08 AND #15-08 AUTHORIZING SECTION 403(B) PLAN DOCUMENTS

M/S/C (Kunde/Vas Dupre) the Board of Trustees approved Resolution #14-08 and #15-08 authorizing the Section 403(b) written plan document and the Section 403(b) Information Sharing and Hold Harmless Agreement, effective January 1, 2009 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>aye</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>aye</u>
Student Trustee Eubank*	<u>aye</u>

*Advisory vote

11. 2008-09 DOYLE SCHOLARSHIP AND DOYLE OCCUPATIONAL EDUCATION AWARDS

M/S/C (Burdo/Pellegrini) the Board of Trustees approved the 2008-09 Doyle Scholarship and Doyle Occupational Education Award recommendations.

In reviewing this annual approval of the Doyle Award program, Kris Shear, Director of Financial Services, indicated that there are several planned changes that will more closely align annual expenditures with annual income.

12. WILLIAM B. RACE HEALTH SCIENCE BUILDING RECONSTRUCTION PROJECT, REJECTION OF BID PROTESTS AND AWARD OF BID

M/S/C (Lindley/Burdo) the Board of Trustees rejected the bid protest of S.W. Allen in its entirety since in all cases, pursuant to Public Contract Code section 4104, Nelson is deemed to have agreed that it is fully qualified to perform each portion of work in dispute, and there does not appear to be any objective basis for a determination to the contrary. Given that the District staff has found the A.E. Nelson bid otherwise responsive, the protests against Allen and BRCO are rejected as moot.

The Board of Trustees also awarded the low bid for the William B. Race Health Science Building

Reconstruction Project in the amount of \$3,319,000 and accepted and awarded the additive alternates #1 and #2 in the total amount of \$61,000.00 for a total contract price of \$3,380,000.00, to A. E. Nelson of Rohnert Park.

It is further understood, that additional project costs will be incurred in the amount of \$2,126,500.00 covering projected expenditures for and including reconstruction and mold abatement contingency (\$572,000.00), continuous environmental and air quality (\$516,000.00), SRJC relocation costs (\$275,000.00), DSA inspection services (\$125,000.00), SRJC project management (\$150,000.00), Visual Alarm (\$75,000.00), Mechanical system engineering and oversight (\$35,000.00) and architectural design/oversight (\$378,500.00) when combined with construction costs, the total reconstruction project cost is \$5,506,500.00. When coupled with the previous costs of on-going repairs and environmental monitoring (\$2,079,122.92) the total estimated cost of repair and reconstruction is \$7,585,622.92.

Prior to the Board taking action, Curt Groninga, Vice President of Administrative Services, reviewed the recommendations based on the information provided. He also asked if there was anyone present regarding bid protests and invited them to make comments. One individual from A.E. Nelson was present but did not choose to comment.

Trustee Zumwalt left the meeting at this time.

INFORMATION

13. REVISIONS TO PROCEDURE 3.22P, FIELD TRIPS – FIRST READING

This item was deferred to the next meeting.

14. RECOMMENDATIONS FROM COLLEGE COUNCIL FOR THE REVIEW AND REVISION OF CATEGORY 3 DISTRICT POLICY AND PROCEDURES – FIRST READING

A first reading of Category 3 revisions to policies and procedures as reviewed and recommended by College Council:

Chapter 2 - District Governance
2.5.1 Gender/Ethnic Balance on District Committees
2.7 & 2.7P Discrimination and Complaint

15. SABBATICAL LEAVE REPORTS

Peggy Goebel, instructor in Health Sciences, gave a presentation of her sabbatical leave project that included participation alongside military personnel in an international health care mission-Project HOPE on board the ship, the U.S.N.S. Comfort. Reports from other faculty who took sabbatical leaves during Fall 2006, Spring 2007 and Fall 2007 were distributed under separate cover, with several of the faculty present at this meeting.

16. SANTA ROSA JUNIOR COLLEGE EARLY COLLEGE MAGNET PROGRAM

Eve Nighswonger, Manager, School Initiatives and Career Pathways Development, gave a presentation on the Piner High School and Santa Rosa Junior College Early College Magnet educational partnership and current developments, recent activities, and program status.

17. 2008 – 2012 CAREER TECHNICAL EDUCATION LOCAL PLAN FOR PERKINS IV/VTEA

FUNDING

Stephanie Thompson, Interim Dean of Occupational Education and Economic Development, made a presentation on the Perkins IV Local Plan that included a summary of recommendations for planning initiatives based on an analysis of reviews, evaluations and reports.

18. REPORTS

A. Academic Senate

Outgoing Academic Senate President Greg Granderson thanked the board and administration, acknowledging that the “college is in good hands.” He also introduced Barbara Croteau as the incoming Academic President. Barbara said she looks forward to working with colleagues and Dr. Agrella, on such matters as accreditation, program review and student outcomes among others.

B. Classified Senate

Anna Felciano reported that the Classified Senate elections committee was in the process of counting ballots for several officer and senate positions. At this time it appears that she is running unopposed for the President seat.

C. Associated Students

Ian Maurer also noted that he had run unopposed and would begin his second term as President of the Associated Students. He reported that the Associated Students had passed revisions to their constitution and will be presented to the Board of Trustees at the June meeting.

19. ADJOURNMENT

There being no further business, the Regular Meeting was adjourned at 5:37 p.m.

Jeff Kunde, Clerk
Board of Trustees