JUNE 14, 2011

The regular meeting of the Board of Trustees of the Sonoma County Junior College District convened at 3:30 p.m., Tuesday, June 14, 2011 in Conference Room 4733, Bertolini Student Center on the Santa Rosa Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, Donald Edgar, Jeff Kunde, W. Terry Lindley. Trustees Onita Pellegrini and Don Zumwalt were absent.

APPROVAL OF CLOSED SESSION AGENDA

M/S/C (Kunde/Lindley) the Closed Session Agenda was approved as listed on the June 14, 2011 agenda.

PUBLIC COMMENTS ON CLOSED SESSION AGENDA

There were no public comments.

The Board recessed into Closed Session at 3:31 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 4:00 p.m., Tuesday, June 14, 2011 in the Student Activities Center, Bertolini Student Center on the Santa Rosa Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, Donald Edgar, Jeff Kunde, W. Terry Lindley and student trustee Mark Goitom. Trustees Onita Pellegrini and Don Zumwalt were absent.

Board President Call called the meeting to order.

1. ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

There was no reportable action taken.

2. APPROVAL OF MINUTES

M/S/C (Burdo/Edgar) the Board of Trustees approved the Minutes of the May 10, 2011 Regular Meeting as presented.

3. PRESENTATION OF EMPLOYEE OF THE MONTH – CRAIG ROWLAND, VETERANS BENEFITS SPECIALIST, VETERANS AFFAIRS

Kris Shear, Director, Student Financial Services, presented Craig Rowland as the June Employee of the Month. She acknowledged his coordination of Veterans Affairs over 27 years at SRJC and assisting veterans and their dependents in securing GI bill benefits. She noted his clear understanding of post 911 GI bill regulations that he is able to provide current information to veterans enrolled at SRJC. Craig was presented with a Recognition Plaque from the College, two season tickets to SRT, a gift certificate to the SRJC Culinary Cafè, and gift certificate from department members.

4. PUBLIC COMMENTS

–None.
5. **A. Board Facilities Committee**

Trustee Burdo gave a report from the June 7, 2011 Board Facilities Committee meeting:

**B. Robert Burdo Culinary Arts Center** – Tony reported that the project continues to be on schedule; installation of the glass fiber reinforced concrete is complete; precast pieces will be installed soon; roof tile is being completed and the mechanical yard is being prepared for equipment installation. Drywall installation has begun.

**Cogen Agreement** – Tony and Paul reported that there were two responses to the Request For Proposal. The review is still in progress and they are working with the Purchasing Department, the project engineer and legal counsel. A recommendation will be finalized for full Board approval at their next meeting.

**Community Services Building Renaming** – Working with the Foundation and Public Relations, Tony had proposed renaming the facility to reflect the new occupants. The Board Facilities Committee agreed to the name: SRJC Foundation Building.

**Kinesiology, Athletics and Dance** – Tony and Paul noted that the PE department name change will have a large impact on signage costs. They will work with Jim Forkum, Dean/Athletic Director on funding and signage.

**Revised State Limit for Formal Bid at $175,000** – Tony noted that although the limit was changed by the State, this will not impact the District’s review and approval process. The Board Facilities Committee agreed to also adjust the District limit to $175,000.

**National Guard Armory** – In discussion with the unit commander, Tony clarified that the Armory located next to the Santa Rosa Campus will not be closing in the near future.

**B. Board Member Comments**

–None

*At this time, Board President Richard Call announced that Information Item 23 would be moved to this part of the agenda.*

23. **SEARCH PROCESS FOR THE PRESIDENT**

Board President Richard Call announced that the Board of Trustees had retained the services of Professional Personnel Leasing, Inc (PPL) to assist with the search of the college president.

PPL principal partner Carl Ehmann then provided a summary of their background and experience. Formed in 1978, PPL’s purpose is to lease retirees to fill interim positions in districts throughout the state, and has dealt with approximately 85 percent of districts in the state in planning, mentoring, candidate searches, and interim placement. Since 2001 PPL has completed 25 searches.

PPL brings a different support and perspective in getting a pool of people that would be a match for SRJC and finding talented people that meet the expectations of the district. In doing so, they make personal calls, send emails, and tell individuals what SRJC has to offer besides what is known about the college through the web. Key dates of this process are August 31-the application deadline, Board interviews in mid November, and a target date for completion in January.

PPL staff member Robert Griffin noted that SRJC has a history of leadership for many years as noted in accreditation and that PPL will help the college find the leadership that we want. PPL is not here to pick a president for us, but to recruit heavily to get the best match of candidates for the college to interview.
M/S/C (Burdo/Kunde) the Board of Trustees approved the Consent Agenda on the following roll call vote:

Trustee Burdo  aye
Trustee Call  aye
Trustee Edgar  aye
Trustee Kunde  aye
Trustee Lindley  aye
Trustee Pellegrini  absent
Trustee Zumwalt  absent
Student Trustee Mark Goitom*  aye
*Advisory vote

A. **REVISION TO POLICY 2.6.1, SEXUAL AND CONSENSUAL RELATIONSHIPS – SECOND READING**

Approved the revision to Policy 2.6.1, Sexual and Consensual Relationships.

B. **REVISIONS TO POLICY AND PROCEDURE 3.2.1 AND 3.2.1P, MAJOR REQUIREMENT OF THE ASSOCIATE DEGREE – SECOND READING**

Approved the revisions to Policy and Procedure 3.2.1 and 3.2.1P, Major Requirement of the Associate Degree.

C. **CONTRACT FOR 2011-12 LEGAL SERVICES WITH SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA (SCLS)**

Authorized the President to renew the agreement with School and College Legal Services of California to provide for legal services during 2011-12 at a contract level of 200 retainer hours.

D. **AGENCY INSTRUCTIONAL SERVICE AGREEMENTS**

Approved eight annual agency instructional service agreements for 2011-12 and authorized the Superintendent/President or his designee to sign all necessary documents on behalf of the District.

E. **RESOLUTION #10-11, AUTHORIZING TEMPORARY TRANSFER OF PROPERTY TAX REVENUE**

Approved Resolution #10-11 authorizing a temporary transfer of property tax revenue, offered by the Sonoma County Treasurer’s Office, on an as-needed basis not to exceed $26,000,000 to offset cash flow deficits.

F. **GRANTS**

Approved the submission of new grant applications and renewals/amendments of existing grants as presented, and authorized expenditure of funds upon their award and receipt:

New CARES Book Loan Program, submitted by Joel Gordon, in the amount of $3,500.00, from the Sonoma County Office of Education, Local Child Care Planning Council and First Five Sonoma, with no district match required. This grant will be used to purchase textbooks to be put on reserve for semester loans to Child Development students. (Award notification received)
Renewal
Health Occupations Preparation and Education (HOPE) Grant 2011/12, submitted by Denise Blabon, in the amount of $333,000.00, from the California Community College Chancellor’s Office, with no district match required. This is the fifth and final year of the grant, which will provide support services to students working toward a career in health care. (Award notification received)

G. OUT-OF-COUNTRY TRAVEL TO AUSTRIA

Approved the out-of-country travel to Linz, Austria for George Sturr, faculty in the Mathematics Department, from August 27 to September 3, 2011 at no cost to the District.

H. CURRICULUM REVIEW COMMITTEE RECOMMENDATIONS

Approved recommendations of the Curriculum Review Committee from its meetings of April and May, 2011.

I. INSTRUCTOR LOAD REPORT FOR SPRING AND SUMMER 2011

Approved changes to the spring and summer 2011 Instructor Load Report since the May Board meeting.

J. RATIFICATION OF CONTRACTS

Ratified contracts for the period April 19, 2011 – May 23, 2011.

K. RESOLUTION #11-11, CHANGES TO ADOPTED BUDGET

Approved Resolution #11-11 increasing/decreasing the revenue and expenditures for the following funds:

- Restricted CalWORKs $1,155.00
- Child Mentor Supplemental Grant $1,134.67
- Small Business Administration (SBA) $5,000.00
- Small Business Development Center (SBDC) CA AB1632 $27,646.00
- Staff Diversity <$3,098.00>

L. COGENERATION ENERGY CONSERVATION PROJECT AWARD OF CONTRACT

This item was deferred.

M. B. ROBERT BURDO CULINARY ARTS CENTER PROJECT, MULTI-PRIME DIVISION #2, BUILDING CONSTRUCTION AND SITE WORK, CHANGE ORDER #12

Approved Change Order #12 in the credit amount of $1,636.00 for the B. Robert Burdo Culinary Arts Center Project, Multi-Prime Division #2, Building Construction and Site Work, for a revised contract price of $8,237,609.00.

N. B. ROBERT BURDO CULINARY ARTS CENTER PROJECT, MULTI-PRIME DIVISION #3, MECHANICAL, CHANGE ORDER #10

Approved Change Order #10 in the amount of $1,128.00 for the B. Robert Burdo Culinary Arts Center Project, Multi-Prime Division #3, Mechanical, for a revised contract price of $3,645,031.00.

O. B. ROBERT BURDO CULINARY ARTS CENTER PROJECT, CONSTRUCTION COSTS AND CHANGE ORDER SUMMARY

Approved the June 2011 Construction Costs and Change Order Summary for the B. Robert Burdo Culinary Arts Center Project.
ACTION AGENDA

8. HUMAN RESOURCES

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

A. MANAGEMENT

Employment

1. Lewis, Kat

Correction of Effective Date
Interim/Internal Promotion from Classified to Management

From: Accountant, Accounting
1.0 FTE, 12 Months/Year, Grade P, Step 5,
$5,528.00/Month

To: Interim Manager, Petaluma Business Services
1.0 FTE, 12 Months/Year, Range 12.0, Step C
$7,077.00/Month

Effective Date: 06-01-11

From: Effective Date: 06-01-11
To: Effective: 06-01-11 to 05-31-12

2. Marvin, Brian

Director, Modular Law Enforcement/Ranger Academy/Public Safety
1.0 FTE, 12 Months/Year, Range 12.0, Step C, $7,077.00/Month
New Position: Board Approved 02-08-11
Effective Date: to be determined

3. Wegman, Patie

Promotion from Faculty to Management

From: Instructor/Disability Resources
1.0 FTE, 10 Months/Year, Class C, Step 16,
$9,223.20/Month

To: Dean II, Disabled Students Programs & Services/Disability Resources
1.0 FTE, 12 Months/Year, Range 14.5, Step C,
$9,763.95/Month ($9,299.00, Plus $464.95, Longevity)

Effective Date: 07-01-11

Employment – Categorically Funded Programs, Ed Code 87470

1. Ember, Sally

Project Coordinator/ Foster & Kinship Care Education Program/Child Development
1.0 FTE, 12 Months/Year, Range 9.0, Step C, $5,176.00/Month
Effective: 07-01-11 to 06-30-12

2. Hunnemeder-Bergfelt, Lily

Director/CalWORKs
1.0 FTE, 12 Months/Year, Range 11.5, Step C,
$6,713.00/Month
Board approved 4/12/11 as 50% District Funded position.
50% SonomaWORKs and 50% District
Effective: 07-01-11 to 06-30-12

3. Kearney, Kathleen

ETP Contract Coordinator/Workforce Training
.60 FTE, 12 Months/Year, Range 9.0, Step E, $3,388.20/Mo.
Effective: 07-01-11 to 06-30-12

4. Nighswonger, Eve

Manager, School Initiatives & Pathways/CTE & Economic Dev
1.0 FTE, 12 Months/Year, Range 10.0, Step E,
$6,520.50/Month ($6,210.00, Plus $310.50, 5% Longevity)
Effective: 07-01-11 to 06-30-12
5. **Sands-Miller, Debra**  
CTE Manager/Community Collaborative Project/Career Technical Education  
Split between CTEA Funded Projects – CTE Core Grant (50%) and CTE Supplemental Grant (13%).  
.63 FTE, 12 Months/Year, Range 12, Step E, $4,864.86/Month  
Effective: 07-01-11 to 06-30-12

**District Initiated Reassignment**  
1. **Campbell-Price, Kerry**  
   From: Dean II/Continuing Education & Strategic Program Development  
   1.0 FTE, 12 Months/Year, Range 14.5, Step E, $10,920.00 ($10,400.00, Plus $520.00, 5% Longevity)  
   To: Dean II/Science, Technology, Engineering and Mathematics  
   1.0 FTE, 12 Months/Year, Range 14.5, Step E, $10,920.00 ($10,400.00, Plus $520.00, 5% Longevity)  
   Effective: 07-01-11 to 06-30-12

**MANAGEMENT STAFFING**  
1. **Agriculture/Natural Resources**  
   Revised Classification and Job Description  
   From: Manager, Agricultural Pavilion  
   1.0 FTE, 12 Months/Year, Range 8.0  
   To: Manager, Agricultural Pavilion/Winemaker, Shone Farm Winery  
   1.0 FTE, 12 Months/Year, Range 8.0  
   Incumbent: Christopher Wills  
   Effective Date: 06-15-11

**B. FACULTY EMPLOYMENT**  
1. **Alvarado, Andrea**  
   Counselor/Counseling & Support Services/Petaluma Campus, Contract I  
   1.0 FTE, Class B, Step 8, $71,098.00/Year  
   New Position  
   Effective Date: 08-18-11

2. **Hamilton, Vincent**  
   Counselor/Counseling & Support Services/Petaluma Campus, Contract I  
   1.0 FTE, Class B, Step 1, $57,175.00/Year  
   New Position  
   Effective Date: 08-18-11

3. **Hsieh, Arthur**  
   Emergency Medical Care Instructor/Public Safety, Contract I  
   1.0 FTE, Class A, Step 8, $67,074.00/Year  
   New Position  
   Effective Date: 08-18-11
4. Lohne, Erica  Counselor/Counseling & Support Services, Contract I 1.0 FTE, Class B, Step 6, $67,120.00/Year  
New Position  
Effective Date: 08-18-11

5. Thao, Jerry  Counselor/Counseling & Support Services, Contract I 1.0 FTE, Class C, Step 3, $64,822.00/Year  
New Position  
Effective Date: 08-18-11

Leaves of Absence

1. Christie, Janet  
Request for Paid Leave of Absence  
Adjunct Faculty/Consumer and Family Studies  
Class A, Step 9, $92.30/Hour  
Effective: 03-16-11 to 05-27-11

2. Larson, Melanie  
Request for Paid Leave of Absence  
Adjunct Faculty/Consumer and Family Studies  
Class A, Step 5, $82.25/Hour  
Effective: 04-13-11 to 05-28-11

3. Mahoney, Susan  
Request for Paid & Unpaid Leave of Absence  
Contract Faculty/Earth & Space Science - Petaluma  
Class C, Step 11, $81,689.00/Year  
Effective: 02-14-11 to 05-28-11  
Type of Leave  
Paid Leave of Absence 02-14-11 to 04-28-11  
Unpaid Leave of Absence 04-29-11 to 05-18-11  
With benefits paid by district.  
100% Unpaid Leave of Absence 05-19-11 to 05-28-11

And

Request for Partial (50%) Unpaid Leave of Absence  
Contract Faculty/Earth & Space Science - Petaluma  
Class C, Step 12  
Effective: 08-18-11 to 12-23-11  
From: 1.0 FTE, $8,379.80/Month  
To:.50 FTE, $4,189.90/Month  
Comment: 50% Unpaid leave and benefits pro-rated.

4. Vercoutere, Mary  
Request for Partial (40%) Paid Leave of Absence  
Contract Faculty/Health Sciences – Associate Degree Nursing  
Class B, Step 12, $79,055.00/Year  
Effective: 04-19-11 to 05-18-11

Reduced Workload

1. Burks, Paula  
Instructor/Librarian/Library and Information Resources  
Class C, Step 16  
From: 1.0 FTE, $92,232.00/Year  
To:.90 FTE, $83,008.80/Year  
(.90 FTE Fall Semester; .90 FTE Spring Semester)  
Per Ed Code Sections 22713 & 87483; and  
AFA Contract (2007-2009), Article 24.02  
Effective: 08-18-11 to end of Spring Semester 2021

Resignation

1. Baronian, Michael  
Adjunct Unit B Faculty/Older Adult Programs  
Step 6, $41.07 NC/Hour  
Effective Date: 05-26-11
2. Bliss, Dena  Adjunct Faculty/Disability Resources  
Class B, Step 7, $92.52/Hour  
Effective Date: 04-26-11

3. Bruinsslot, Bonnie  Adjunct Faculty/English as a Second Language  
Class C, Step 5, $92.42/Hour  
Effective Date: 05-26-11

4. Goucher, Charles  Adjunct Faculty/Department of Public Safety  
Class A, Step 4, $79.74/Hour  
Effective Date: 05-31-11

5. Parker, Leonard  Adjunct Faculty/Health Sciences  
(Class D, Step 8, $102.91/Hour  
Effective Date: 05-28-11

6. Winter, Virginia  Adjunct Faculty/Consumer and Family Studies  
Class B, Step 4, $84.53/Hour  
Effective Date: 09-11-11

C. CLASSIFIED Employment
1. Brock, Sheila  Increase in Hours  
Child Care Teacher/Child Development  
199 Days/Year, Grade J, Step 5, $22.50/Hour  
From: .90625 FTE  
To: .9688 FTE  
Replacement: T. Rosenberg  
Effective Date: 05-17-11

2. Lopez-Ramirez, Cesar  Temporary Working Out of Class  
Custodial Technician/Facilities Operations - Petaluma  
1.0 FTE, 12 Months/Year, Grade H, Step 4  
From: $3,530.10/Month ($3,362.00, Plus $168.10, 5% Shift Differential)  
To: $3,883.11/Month ($3,362.00, Plus $168.10, 5% Shift Differential, Plus $353.01, 10% Working Out Of Class)  
Effective: 02-28-11 to 04-15-11

Shift Differential
1. Gallimore, Randy  Removal of Shift Differential  
Internet Services Specialist/Information Technology  
1.0 FTE, 12 Months/Year, Grade R, Step 5  
From: $7,291.88/Month ($6,299.00, Plus $645.65, 10% Longevity, Plus $347.23, 5% Shift Differential)  
To: $6,944.65/Month ($6,299.00, Plus $645.65, 10% Longevity)  
Effective Date: 06-01-11

Transfer/Promotion
1. Lowry Reed, Megan  From: Bookstore Technician/Bookstore  
1.0 FTE, 12 Months/Year, Grade K, Step 5, $4,120.00/Month  
To: Administrative Assistant III/Liberal Arts & Sciences  
1.0 FTE, 12 Months/Year, Grade M, Step 4, $4,384.00/Month  
Replacement: L. Johns  
Effective Date: 06-06-11
1. **District Initiated Reassignment**

   **From:** One Position
   Photography Lab Technician/Academic Affairs - Art
   .75 FTE, 238 Days/Year, Grade K, Step 5,
   $28.89/Hour ($23.77, Plus $5.12, 20% Longevity)

   **To:** Two Positions
   1. Photography Lab Technician/Academic Affairs/Art
      .6555 FTE, 238 Days/Year, Grade K, Step 5, $28.89
      ($23.77, Plus $5.12, 20% Longevity)
   2. Media Production Technician/Academic Affairs-Theatre Arts/SRT
      .0945 FTE, 238 Days/Year, Grade L, Step 5,
      $30.56/Hour ($25.14, Plus $5.42, 20% Longevity)

   **Effective Date:** 05-28-11

2. **Drake, Alex**

   **From:** Microcomputer Lab Specialist II/Academic Affairs – English
   1.0 FTE, 217 Days/Year, Grade M, Step 5,
   $30.75/Hour ($26.56, Plus $4.19, 15% Longevity)

   **To:** Microcomputer Lab Specialist II/Information Technology
   1.0 FTE, 217 Days/Year, Grade M, Step 5,
   $30.75/Hour ($26.56, Plus $4.19, 15% Longevity)

   **Effective Date:** 05-31-11

3. **Mansour, Gamal**

   **From:** Coordinator, Microcomputer Lab/Science, Technology, Engineering and Mathematics
   1.0 FTE, 12 Months/Year, Grade N, Step 5,
   $5,382.41/Month ($4,882.00, Plus $500.41, 10% Longevity)

   **To:** Coordinator, Microcomputer Lab /Information Technology
   1.0 FTE, 12 Months/Year, Grade N, Step 5,
   $5,382.41/Month ($4,882.00, Plus $500.41, 10% Longevity)

   **Effective Date:** 05-01-11

4. **Miller, Debra**

   **From:** Microcomputer Lab Technician/Information Technology – Petaluma
   1.0 FTE, 12 Months/Year, Grade N, Step 5,
   $4,882.00/Month

   **To:** Coordinator, Microcomputer Lab /Information Technology
   1.0 FTE, 12 Months/Year, Grade N, Step 5,
   $4,882.00/Month

   **Effective Date:** 05-23-11

5. **Vasquez, Chris**

   **From:** One Position
   Exhibits Specialist/Behavioral Sciences
   1.0 FTE, 217 Days/Year, Grade K, Step 5,
   $24.96/Hour ($23.77, Plus $1.19, 5% Longevity)

   **To:** Two Positions
   1. Exhibits Specialist/Art Department (.90 FTE)
      .90 FTE, 217 Days/Year, Grade K, Step 5,
      $24.96/Hour ($23.77, Plus $1.19, 5% Longevity)
   2. Art Gallery Specialist/Art Department
      .10 FTE, 217 Days/Year, Grade M, Step 4,
      $26.55/Hour ($25.29, Plus $1.26, 5% Longevity)

   **Effective Date:** 07-01-11
Administrative Leave
1. 5229

Request for Administrative Leave with Pay and Benefits
Effective: 05-13-11 to TBD

Leaves of Absence
1. Melee, Kathleen

Request for Unpaid Leave of Absence
Administrative Assistant II/Bussman Service Center
.75 FTE, 12 Months/Year, Grade K, Step 5, $3,090.00/Month
Effective: 07-01-11 to 07-31-11

Resignation
1. Stanton, Elsa

Police Dispatcher/District Police
1.0 FTE, 12 Months/Year, Grade K, Step 4, $3,986.50/Month
($3,924.00, Plus $62.50, Uniform Allowance)
Date of Hire: 01-07-08
Effective Date: 06-30-11

2. Warchol, Brenda

Child Care Teacher/SRJC Children’s Center
.6875 FTE, 199 Days/Year, Grade J, Step 5, $23.63/Hour
($22.50, Plus $1.13, 5% Longevity)
Date of Hire: 08-09-99
Effective Date: 06-01-11

CLASSIFIED STAFFING
1. Human Resources

Increase in Time Base

From: Human Resources Technician II/Human Resources
.50 FTE, 12 Months/Year, Grade M

To: Human Resources Technician II/Human Resources
.75 FTE, 12 Months/Year, Grade M

Incumbent: Danielle Donica
Effective Date: 07-01-11

D. REGULAR INSTRUCTIONAL ASSISTANTS

None

E. PROFESSIONAL EXPERT PERSONNEL ACTIONS

MASTER PAF’S – NEW

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MASTER PAF’S – REVISIONS

PUBLIC SAFETY/ADMINISTRATION OF JUSTICE

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PUBLIC SAFETY EVALUATOR

Additions:

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PUBLIC SAFETY/ADMINISTRATION OF JUSTICE

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<td>MAXIMUM DOLLAR AMOUNT:</td>
<td>$13,750.00</td>
</tr>
<tr>
<td>MAXIMUM HOURS:</td>
<td>625</td>
</tr>
<tr>
<td>BUDGET CODE:</td>
<td>10-40-75-0000-2105-2333</td>
</tr>
<tr>
<td>DURATION:</td>
<td>01/03/11 – 06/09/11</td>
</tr>
</tbody>
</table>

RECRUIT TRAINING OFFICER

Additions:

<table>
<thead>
<tr>
<th>Name</th>
<th>Effective Date</th>
<th>Name</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bartlett, Brett</td>
<td>03/21/11</td>
<td>Pena, Luis</td>
<td>04/15/11</td>
</tr>
</tbody>
</table>

PUBLIC SAFETY/FIRE TECHNOLOGY

<table>
<thead>
<tr>
<th>MASTER PAF NO:</th>
<th>11M-7097</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOARD DATE:</td>
<td>02-08-11</td>
</tr>
<tr>
<td>MAXIMUM DOLLAR AMOUNT:</td>
<td>$23,540.00</td>
</tr>
<tr>
<td>MAXIMUM HOURS:</td>
<td>1,177</td>
</tr>
<tr>
<td>BUDGET CODE:</td>
<td>10-40-75-0000-2134-2333</td>
</tr>
<tr>
<td>DURATION:</td>
<td>01/03/11 – 06/09/11</td>
</tr>
</tbody>
</table>

PUBLIC SAFETY EVALUATOR

Additions:

<table>
<thead>
<tr>
<th>Name</th>
<th>Effective Date</th>
<th>Name</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>McAlvain, Lynnette</td>
<td>01/23/11</td>
<td>Northern, Dan</td>
<td>03/10/11</td>
</tr>
<tr>
<td>McCarthy, Sean</td>
<td>02/24/11</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

F. NON-STUDENT HOURLY EMPLOYMENT ACTIONS

As listed on pages 93–98 the agenda.
G. APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING

<table>
<thead>
<tr>
<th>Position</th>
<th>Department</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Financial Aid Technician</td>
<td>Petaluma Campus</td>
<td>New Position: Board Approved</td>
</tr>
<tr>
<td>(District &amp; Categorical Funding)</td>
<td></td>
<td>05-10-11</td>
</tr>
<tr>
<td>2. Laboratory Assistant I</td>
<td>Culinary Arts</td>
<td>New Position: Board Approved</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03-08-11</td>
</tr>
<tr>
<td>3. Laboratory Assistant III</td>
<td>Health Sciences</td>
<td>Replacement: S. Peterson</td>
</tr>
<tr>
<td>(238 days/year, District &amp;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Categorical Funding)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Police Officer</td>
<td>District Police</td>
<td>Replacement: R. Brownlee</td>
</tr>
<tr>
<td>(Parking Fund)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


M/S/C (Kunde/Edgar) on a 6-0-1 vote, the Board of Trustees approved warrants expended during the period April 15, 2011 – May 19, 2011.

Operating Expenditures

<table>
<thead>
<tr>
<th>Fund</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$2,270,276</td>
</tr>
<tr>
<td>Capital Projects Fund</td>
<td>0</td>
</tr>
<tr>
<td>General Obligation Bond Projects Fund</td>
<td>967,452</td>
</tr>
<tr>
<td>Dormitory Interest/Redemption Fund</td>
<td>0</td>
</tr>
<tr>
<td>Child Development Fund</td>
<td>17,969</td>
</tr>
<tr>
<td>College Farm Fund</td>
<td>21,867</td>
</tr>
<tr>
<td>Auxiliary Enterprise Fund</td>
<td>621</td>
</tr>
<tr>
<td>Vending Fund</td>
<td>0</td>
</tr>
<tr>
<td>Parking Fund</td>
<td>42,897</td>
</tr>
<tr>
<td>Repair &amp; Replacement Fund</td>
<td>0</td>
</tr>
<tr>
<td>Self Insurance Fund</td>
<td>728,794</td>
</tr>
<tr>
<td>Retiree Benefits Trust Fund</td>
<td>0</td>
</tr>
<tr>
<td>Student Representation Fee Fund</td>
<td>20</td>
</tr>
<tr>
<td>Development Fund</td>
<td>739</td>
</tr>
<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td><strong>$4,050,635</strong></td>
</tr>
</tbody>
</table>

Payroll Expenditures

<table>
<thead>
<tr>
<th>Payroll Expenditures</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular - April</td>
<td>$5,121,648</td>
</tr>
<tr>
<td>Student - April</td>
<td>128,830</td>
</tr>
<tr>
<td>Supplemental - May</td>
<td>1,855,016</td>
</tr>
<tr>
<td><strong>Total Payroll Expenditures</strong></td>
<td><strong>$7,105,494</strong></td>
</tr>
</tbody>
</table>

**TOTAL WARRANTS FOR PERIOD**

**$11,156,129**

9. CONTINUATION OF CURRENT BOARD PRESIDENT FOR 2011

M/S/C (Kunde/Edgar) the Board of Trustees appointed Richard W. Call to continue as President of the Board until the next annual organizational meeting takes place in December 2011.

*It was noted that the purpose is to allow for continuity during the college president selection process.*
10. **SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU), LOCAL 1021, TENTATIVE CONTRACT AGREEMENT 2011-2012**

M/S/C (Edgar/Lindley) the Board of Trustees approved the Tentative Contract Agreement with Service Employees International Union (SEIU), Local 1021, for 2011-12, as ratified by members of SEIU.

*President Call thanked members of the District and SEIU for their work through this process.*

11. **ALL FACULTY ASSOCIATION TENTATIVE CONTRACT AGREEMENT FOR 2011-12**

M/S/C (Burdo/Edgar) the Board of Trustees approved the Tentative Contract Agreement with the All Faculty Association for the academic year 2011-12, as ratified by members of the All Faculty Association.

Doug Roberts noted that the AFA membership ratified the tentative agreement with 89% in favor and that this agreement dealt only with monetary items. Other non-monetary items are still under discussion. He expressed appreciation to AFA in helping the District get through these tough economic times.

*President Call thanked members of the District and AFA for their work through this process.*

12. **2011 MEASURES OF INSTITUTIONAL EFFECTIVENESS**

M/S/C (Lindley/Kunde) the Board of Trustees approved the Sonoma County Junior College District 2011 Measures of Institutional Effectiveness as submitted.

Institutional Research Director, KC Greany noted this is a new initiative of the college to measure institutional effectiveness of the degree to which the college’s mission is carried out from a broad perspective. This will be complemented through the use of Program and Resource Planning Process and in planning college initiatives and goals and is an accountability measure used to meet accreditation recommendations and standards. This report will be brought to the Board annually.

13. **REVISIONS TO THE MASTER AGREEMENT BETWEEN THE DISTRICT AND THE SRJC FOUNDATION**

M/S/C (Kunde/Burdo) the Board of Trustees approved the revised Master Agreement between the District and the SRJC Foundation.

SRJC Foundation Director, Kate McClintock, noted that this will continue the agreement between SRJC and the Foundation for the next five years. It includes a revision to extend the amount of days to move offices from 90 to 180 if the Foundation was to move from campus. It also contains language that allows the Foundation to receive specific data from the college about former students for outreach purposes.

14. **REVISION TO SRJC SHONE FARM FOUNDATION ARTICLES OF INCORPORATION**

M/S/C (Kunde/Lindley) the Board of Trustees approved a revision to the SRJC Shone Farm Foundation Articles of Incorporation, Section IIB and III, subject to approval of the SRJC Shone Farm Foundation Board.

President Agrella noted that the original articles of incorporation were limited to wine, and now that the Shone Farm Foundation has been in existence for over two years, there is a need to broaden the articles of incorporation to allow the Foundation to include other products of the Shone Farm agricultural and educational facility.
15. **SRJC FOUNDATION RECOMMENDATION FOR REVISIONS TO THE STATEMENT OF INVESTMENT POLICY, OBJECTIVE AND GUIDELINES**

M/S/C (Edgar/Burdo) the Board of Trustees approved the proposed changes to the Santa Rosa Junior College Foundation Statement of Investment Policy, Objectives and Guidelines.

Doug Roberts noted that there is a need to broaden the scope of the investment policy with regard to significant increases in endowments and how the increase will be handled for scholarship calculation purposes.

16. **2011-12 TENTATIVE BUDGET FOR THE SONOMA COUNTY JUNIOR COLLEGE DISTRICT**

M/S/C (Lindley/Burdo) the Board of Trustees adopted the 2011-12 Tentative Budget as submitted for Sonoma County Junior College District.

Doug Roberts gave a brief summary of the Governor’s proposed budget that includes spending cuts and tax revenue extensions that would require two-thirds voter approval in a special election in November, and negative impact to the California community colleges. For SRJC this represents a loss of about $5.6 million to $9.2–$12.8 million if tax extensions are not approved, if Prop 98 is suspended, and if community colleges receive their fair share of K-14 funding.

SRJC’s tentative budget has been built on estimated loss of $12 million in revenue. To bridge the gap, the District worked through negotiations to secure $5.2 million in staff reductions, $3.8 million in concessions and a $3.4 million reduction to the fund balance.

17. **ASSOCIATED STUDENTS 2011-12 BUDGET**

M/S/C (Kunde/Edgar) the Board of Trustees approved the 2011-12 Associated Students budget as reviewed and approved by the officers of the Student Senate.

Robert Ethington noted that this is the second year of the student representation fee opt out program. The first year of the opt out program was very successful, and in 2010-11 the revenue was $70,000 over the previous year, stabilizing the Associated Student budget to continue funding instructional support and campus support items, with new support for EOPS, DSPS, SRT.


M/S/C (Burdo/Lindley) the Board of Trustees approved Resolution #12-11, the Sonoma County Junior College District Five-Year Capital Outlay Plan (2013-2017), and authorized the administration to submit it to the California Community College Facility Planning Unit, on the following roll call vote:

<table>
<thead>
<tr>
<th>Trustee</th>
<th>Aye</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burdo</td>
<td>Aye</td>
</tr>
<tr>
<td>Edgar</td>
<td>Aye</td>
</tr>
<tr>
<td>Kunde</td>
<td>Aye</td>
</tr>
<tr>
<td>Lindley</td>
<td>Aye</td>
</tr>
<tr>
<td>Call</td>
<td>Aye</td>
</tr>
<tr>
<td>Pellegrini</td>
<td>Absent</td>
</tr>
<tr>
<td>Zumwalt</td>
<td>Absent</td>
</tr>
<tr>
<td>Student Trustee Goitom*</td>
<td>Aye</td>
</tr>
</tbody>
</table>

*Advisory vote

Tony Ichsan noted that there were no changes from the list submitted to last year.
INFORMATION

19. **NEW PROCEDURE 3.4P, APPROVING NONCREDIT CERTIFICATES**

Reviewed the new procedure 3.4P, Approving Noncredit Certificates.

20. **NEW POLICY 8.3.11, DOYLE SCHOLARSHIP PROGRAM – FIRST READING**

A first reading of new Policy 8.3.11, Doyle Scholarship Program.

Kris Shear noted that this policy will establish the framework for return of the Doyle Scholarship Program though there is no return date identified at this time. The purpose is to establish an award fund, a reserve fund and an administrative cost allowance fund. Procedures will be developed later in the fall.

21. **CONTRACT EDUCATION**

Kathleen Kearney, Employment Training Panel Contract Coordinator, and Chuck Robbins, Director of Economic Development, gave a brief overview about Contract Education activities and the department’s partnership between local employers and SRJC instructional departments to provide customized training based on the company’s needs. Such partnerships include: Medtronic – Machine Tool Technology; Kaiser – Computer Studies; Child Start of Napa – College Skills; PGE – Automotive Technology; County of Sonoma – Welding.

Kathleen reviewed the Employment Training Panel which is a coalition of labor and management that administer a pool of funds that is part of the California employee tax paid by employers. Funds cover a percentage of the cost of training but requires a commitment of time and money by participating companies. ETP training partners for 2010-11 include: Icore International; La Tortilla Factory, Traditional Medicinal, Sonoma Wine Company, Foster’s Wine Estates, Filtration Group.

22. **REPORT ON GRANT FUNDING**

Doug Roberts provided a review of grant funds awarded for fiscal years 2009-10 and 2010-11, focused on grants that were applied for and awarded to the college over a two year period. In particular he recognized Joel Gordon for his extraordinary efforts and success in acquiring grant funding.

23. **SEARCH PROCESS FOR THE PRESIDENT**

This item moved to earlier part of the meeting.

24. **REPORTS**

A. **Academic Senate**

Terry Shell gave the following report:

–The Academic Senate executive committee has been planning a retreat this fall, make committee appointments for 2011-12 including faculty participation on the presidential search committee.

–There are new issues with upcoming work on the transfer model curriculum, degrees, overlap and liaisons between appointments of the curriculum review committee with the majors review committee. He noted there are many faculty who are eager to serve on consultative and advisory committees.

–The Academic Senate will prioritize its goals at their retreat in the fall. High on the list is implementation of policies to increase student success, working with Student Services and Academic Affairs to eliminate obstacles that limits students in obtaining a degree or
The Senate will continue to examine curriculum, priority registration, repeatability and attendance policies.

–Terry commended the Board for its continued commitment to participatory governance.

B. Classified Senate

Debbie Weatherly reported the following

–The Classified Senate voted to support the content of the mass communication proposal, but as they still have some questions, have not yet voted to support the implementation of it.

–The Classified Senate held its election senators and officers, with the following officers elected: Secretary – Kimberly Kalemb; two Communications Specialists – Mark Linford (web site) and Loretta Kelly (other senate business); re-elected senators: Airy Poppers, Dana Throckmorton, Dinna Lopez, Anne O’Toole, and Fran Byrn (one of the founding members).

–The Classified Senate will hold a planning session on June 22 to establish goals and calendar of events.

–A subcommittee is currently working on Article 22.3.1 to develop a professional development plan to be used during negotiations with the district this coming year.

C. Associated Students

Jessica Jones gave the following report:

–The Associated Student Senate has a goal this year of symbolically building bridges between the student body and the Student Senate and getting the word out as to who the senators are and who to contact about issues. The student VP of Marketing will be preparing a slide presentation towards these efforts that will be displayed in Bertolini Student Center.

–Another project will be to establish membership through Facebook and U-Tube to post updates and encourage students to utilize this method of information.

–Jessica plans continual contact with the Academic Senate and Classified Senate by attending their meetings and bringing back information to the Student Senate.

–In the community, focus will be on how SRJC can play a role in the community now that the Talloire Declaration has been signed. There will be focus on a re-engineering initiative now that the administration has allowed for a center for teaching learning and sustainability.

–Another focus will be to bring advocacy and other events to both campuses, including a “made in America” event that will get companies to the campuses to display their products and business.

–The Student Senate will hold its planning retreat on July 15-17 at Pepperwood.

25. **ADJOURNMENT**

There being no further business, the Regular Meeting was adjourned at 5:10 p.m.

__________________________
Richard W. Call
President, Board of Trustees