Sierra Joint Community College District  
Regular Meeting of the Board of Trustees  
Tuesday, February 14, 2012

MINUTES

The regular meeting of the Board of Trustees of the Sierra Joint Community College District was held on Tuesday, February 14, 2012, at 2:00 p.m. at the Sierra College – Rocklin Campus, 5000 Rocklin Road, Rocklin, California, in Rooms A-104 and LR-133.

Board Members Present: Cari Dawson Bartley, Dave Ferrari, Bill Halldin, Aaron Klein, Scott Leslie, Nancy B. Palmer, and Howard Rudd

Superintendent/President: William H. Duncan, IV

Student Trustee: Andrew Nelson

Staff/Visitors: Sonbol Aliabadi, Dianne Babb, Dan Baker, Jeannette Bischoff, Rebecca Bocchicchio, Kevin Bray, Cliff Burns, Mandy Davies, Marlene Feldscher, Brian Haley, Jené Hallam, Tanya Hanrihan, John Healy, Valaine Hoffmann, Darlene Jackson, Sonia Klenner, Steve Linthicum, Sonja Lolland, Sue Michaels, Mithia Mukutmoni, Kim Myers, Annette Nylander, Brook Oliver, Stephanie Ortiz, Carol Pepper-Kittredge, Connie Raynor, Heather Roberts, Mike Robinson, Rachel Rosenthal, Randy Snook, Stan Spencer, Thor Tivol, Nick Willick

CALL TO ORDER

Board President Aaron Klein called the meeting to order at 2:03 p.m., announced that the Board would be holding a closed session for the purposes listed on the agenda as noted below, and adjourned the meeting to closed session.

CLOSED SESSION

Item #13864, Closed Session: At approximately 2:04 p.m., Mr. Klein convened closed session for the purposes listed below.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9

2 Potential Cases

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Superintendent/President

Continued on next page…
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
February 14, 2012

CLOSED SESSION (Continued)
Item #13864, Closed Session (Continued)
Attendees included: Board members; President William H. Duncan, IV; and staff
members Jeannette Bischoff and Jené Hallam.

Mr. Klein adjourned the meeting for a break at 3:59 p.m.

RECONVENE OPEN SESSION
Mr. Klein reconvened the meeting in the Board Room, LR-133, at 4:05 p.m., welcomed those present, announced that no action had been taken in closed session, and read a statement inviting public participation in the meeting. At Mr. Klein’s request, Mr. Howard Rudd led the pledge of allegiance.

APPROVAL OF AGENDA
A motion was made by Nancy Palmer, seconded by Scott Leslie, to approve the Agenda as presented. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

APPROVAL OF MINUTES – January 10, 2012
A motion was made by Andrew Nelson, seconded by Nancy Palmer, to approve the Minutes of the January 10, 2012, meeting as presented. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

ORGANIZATIONAL EFFECTIVENESS
Item #13865, Rocklin Police Department Partnership Update: Rocklin Police Chief Ron Lawrence presented a partnership and police services update. Chief Lawrence introduced Captain Dan Ruden, Lieutenant Terry Roide, and Sergeant Forrest Richardson of the Rocklin Police Department. The Rocklin Police Department is one of the few accredited police agencies in the country, and the College has access to the benefits of the whole police department. Among the benefits of the partnership is the student internship program in which Sierra College Administration of Justice students receive real world experience both on campus and at the police department while interning with the Rocklin Police Department. Chief Lawrence reported on services provided by the police such as traffic control, most noticeably during graduation, and numbers and types of calls for service and officer initiated activities on campus during the previous year. Those service calls and activities included moving citations, traffic collisions, medical aid, parking citations, and arrests for criminal activities. The police have become a welcome, integrated part of the campus community, and the trustees thanked them for their professionalism and service to the College.

Continued on next page…
EDUCATIONAL EFFECTIVENESS – STRATEGY 2 (CTE Certificates and Degrees)

Item #13866, Sierra College Career and Technical Education (CTE): Ms. Darlene Jackson, Associate Dean of Business, Applied Academics and Physical Education, and Denise Bushnell, CTE Faculty Coordinator, presented information about the College’s Career and Technical Education Programs including funding, program highlights, and business partnerships. A PowerPoint presentation was shown. Faculty members Mithia Mukutmoni and Phil Pattengale shared information regarding externship experiences. Faculty member Todd Jensen introduced Advisory Committee member Dan Baker of Galina LLP, who shared the benefits of the College’s accounting programs for students and the businesses that hire them. When asked by the Board about the challenges and opportunities in Career and Technical Education, it was explained that collecting accurate employment data on former students was a challenge. The trustees thanked the presenters for the information that had been presented.

Mr. Klein adjourned the meeting for a break at 5:20 p.m. and reconvened the meeting at 5:30 p.m.

CONSENT AGENDA

A motion was made by Howard Rudd, seconded by Dave Ferrari, to approve the Consent Agenda items listed below as presented. Roll call vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item #13867, Course/Program Additions, Deletions and Inactivations: The Board approved the curriculum revisions as listed in the agenda.

Item #13868, Nonresident Tuition Fee 2012-2013: The Board adopted the contiguous district (Los Rios Community College District – adopted) rate of $190 per semester unit Non-Resident Fee and $18 per semester unit for the Capital Outlay Fee for all nonresident students, for 2012-13 fiscal year. The Non-Resident Fee remains the same as that adopted for 2011-12 fiscal year. The Capital Outlay Fee is $2 per unit less than adopted for the 2011-12 fiscal year, based on the calculation required by the California Community College Chancellor’s Office.

Item #13869, Resolution No. 2012-02: Declare and Authorize Disposition of Surplus Property: The Board adopted Resolution No. 2012-02 declaring the listed personal property as obsolete/surplus and directed the staff to take appropriate action as per Section 81450 of the Education Code.

Item #13870, Warrants for the Month of December 2011: The Board ratified the warrants for the month of December 2011.

Continued on next page…
CONSENT AGENDA (Continued)

Item #13871, Contracts and Agreements - Capital Projects: The Board approved and/or ratified the capital project contracts and agreements listed below:

A. CONTRACTS FOR APPROVAL

1. **Contract/Agreement: ANOVA Nexus Architects**
   - **Term:** February 15, 2012 – August 31, 2012
   - **Amount:** $35,000
   - **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades
   - **Agreement:** Architectural consultant and construction administration services for site crossing lights and N2 generator load.

2. **Contract/Agreement: ANOVA Nexus Architects**
   - **Term:** February 15, 2012 – August 31, 2012
   - **Amount:** $57,000
   - **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades
   - **Agreement:** Architectural consultant and construction administration services for buildings N9 and N10 exhaust systems and N12 lighting improvements.

3. **Contract/Agreement: Lionakis**
   - **Term:** February 15, 2012 – June 29, 2012
   - **Amount:** Not to exceed $18,885
   - **Funding Source:** Capital Projects
   - **Agreement:** Architectural consultant services for facilities improvements at the Tahoe Truckee Campus to include the modification of two smaller classrooms into one large classroom.

4. **Contract/Agreement: Cintas**
   - **Term:** February 15, 2012 – February 15, 2015
   - **Amount:** Not to exceed $70,000
   - **Funding Source:** General Fund
   - **Agreement:** Uniform rental and laundry services for facilities and operations staff.

B. CONTRACT AMENDMENTS FOR APPROVAL

1. **Contract Assignment and Amendment Agreement: Kratos, Public Safety & Security Solutions**
   - **Previous Board Agenda Item No. 13821 (Approved November 8, 2011)**
   - **Term:** November 9, 2011 – April 15, 2012
   - **Amount:** Additional $2,876.54 for a new contract total of $6,084.50
   - **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades

*Continued on next page…*
CONSENT AGENDA (Continued)
Item #13871, Contracts and Agreements – Capital Projects (Continued)

B. CONTRACT AMENDMENTS FOR APPROVAL (Continued)
  1. Contract Assignment and Amendment Agreement: Kratos, Public Safety & Security Solutions (Continued)

  Agreement: Agreement assigns original contract with Ingersoll Rand Security Technologies to Kratos, Public Safety & Security Solutions. Agreement also amends the scope of work to include the installation of FOB access for gate that leads onto upper campus at NCC. Additional work includes adding an exit device. No change to the reprogramming of readers at N12, N13 and N14.

Item #13872, Contracts and Agreements: The Board approved and/or ratified the contracts and agreements listed below:

A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER TECHNICAL EDUCATION
  1. Contract/Agreement: Chancellor’s Office of the California Community Colleges (CTE Pathways Community Collaborative Project Grant No. 11-140-271)

  Term: February 1, 2012 – February 28, 2014
  Amount: $411,350 (awarded)
  Funding Source: Chancellor’s Office
  Agreement: Sierra College has received notification of Intent to Award the Career and Technical Education – Pathways Community Collaborative Project Grant No. 11-140-271 for the period of February 1, 2012 to February 28, 2014. Recommend acceptance of the funding for the 2011-2012 year.

  2. Contract/Agreement: Rex Moore Electrical Contractors & Engineers

  Term: January 1, 2012 – June 30, 2012
  Amount: $4,800 (receivable)
  Funding Source: Rex Moore Electrical Contractors & Engineers
  Agreement: Sierra College will provide Project Management, ERP, Advanced Manufacturing (up to 80 hours) to staff of Rex Moore Electrical Contractors & Engineers.

Continued on next page…
CONSENT AGENDA (Continued)
Item #13872, Contracts and Agreements (Continued)

A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER
TECHNICAL EDUCATION (Continued)

3. **Contract/Agreement: Air Systems of Sacramento, Inc.**
   - **Term:** January 15, 2012 – April 30, 2012
   - **Amount:** $2,250 (receivable)
   - **Funding Source:** Air Systems of Sacramento, Inc.
   - **Agreement:** Sierra College will provide Marketing training (up to 15 hours) to staff of Air Systems of Sacramento, Inc.

4. **Contract/Agreement: City of Roseville**
   - **Term:** February 1, 2012 – April 30, 2012
   - **Amount:** $4,800 (receivable)
   - **Funding Source:** City of Roseville
   - **Agreement:** Sierra College will provide Project Management Workshop (up to 24 hours) to staff of the City of Roseville.

5. **Contract/Agreement: Ryan Hinderman**
   - **Term:** February 15, 2012 – June 30, 2012
   - **Amount:** $5,000
   - **Funding Source:** CTE Community Collaborative Grant 10-140-271
   - **Agreement:** Consultant will assist with project dissemination by posting new curriculum and project outcomes to the Sierra STEM website; coordinate development of “Educational and Career Pathways of Study” for up to 4 high school Sierra STEM programs; conduct data analysis for reporting purposes; assist with STEM projects as assigned.

6. **Contract/Agreement: Patricia Cremeen**
   - **Term:** February 15, 2012 – June 30, 2012
   - **Amount:** $5,000
   - **Funding Source:** CTE Community Collaborative Grant 10-140-271
   - **Agreement:** Consultant will assist with data collection and reporting to the Chancellor’s Office on a quarterly basis; assist with data collection and reporting to the statewide evaluator; assist with STEM projects as assigned.

Continued on next page…
CONSENT AGENDA (Continued)

Item #13872, Contracts and Agreements (Continued)

A. OFFICE OF INSTRUCTION - GRANT DEVELOPMENT & CAREER
TECHNICAL EDUCATION (Continued)

<table>
<thead>
<tr>
<th>Contract/Agreement: Dan Frank</th>
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<tr>
<td><strong>Term:</strong> February 15, 2012 – June 30, 2012</td>
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<tr>
<td><strong>Amount:</strong> $2,000</td>
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<tr>
<td><strong>Funding Source:</strong> CTE Community Collaborative Grant 10-140-271</td>
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<tr>
<td><strong>Agreement:</strong> Consultant will serve as a subject matter educational and technical expert to provide professional development services to teachers and faculty as requested.</td>
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<th>Contract/Agreement: Art Andersen</th>
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<td><strong>Term:</strong> February 15, 2012 – June 30, 2012</td>
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<tr>
<td><strong>Amount:</strong> $2,000</td>
</tr>
<tr>
<td><strong>Funding Source:</strong> CTE Community Collaborative Grant 10-140-271</td>
</tr>
<tr>
<td><strong>Agreement:</strong> Consultant will serve as a subject matter educational and technical expert to provide professional development services to teachers and faculty as requested.</td>
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<th>Contract/Agreement: Jes Vargas dba DPMG Corp.</th>
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<tr>
<td><strong>Term:</strong> February 15, 2012 – June 30, 2012</td>
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<tr>
<td><strong>Amount:</strong> $10,000</td>
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<tr>
<td><strong>Funding Source:</strong> Sub-Grant Contract Agreement: North Orange County Community College District (NOCCCD) CACT – Responsive Training Funds Grant 10-332-064</td>
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<tr>
<td><strong>Agreement:</strong> Consultant will develop curriculum and deliver up to 50 hours of process improvement training for incumbent workers at Rex Moore Electrical Contractors &amp; Engineers and other regional employers.</td>
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<th>Contract/Agreement: Judith E. Schmidt, Ph.D.</th>
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<td><strong>Term:</strong> February 15, 2012 – June 30, 2012</td>
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<tr>
<td><strong>Amount:</strong> $8,000</td>
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<tr>
<td><strong>Funding Source:</strong> Sub-Grant Contract Agreement: North Orange County Community College District (NOCCCD) CACT – Responsive Training Funds Grant 10-332-064</td>
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<tr>
<td><strong>Agreement:</strong> Consultant will provide consultation to business and industry clients in developing training objectives and outcomes; provide support services to enhance training delivery; collect student training evaluation data; provide feedback to employer training administrators.</td>
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CONSENT AGENDA (Continued)

Item #13872, Contracts and Agreements (Continued)

A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER
   TECHNICAL EDUCATION (Continued)

11. Contract/Agreement: Ryan Hinderman
    Amount: $2,500
    Funding Source: CACT Grant 11-302-027
    Agreement: Consultant will assist the CACT Director with customized
                education training events including development of training
                packets, evaluation, and training equipment set up, as
                appropriate; assist with the distribution of training and
                development promotional products, such as the CACT
                newsletter; assist with data collection, analysis and reporting to
                the Chancellor’s Office.

    Amount: $8,000
    Funding Source: Client Services
    Agreement: Consultant will facilitate strategic and tactical meetings on
                pursuing grant funding from state and national sources; develop
                promotional messages and information content delivered to key
                stakeholders; review content and manage layout of working and
                final proposal(s).

13. Contract/Agreement: Sandra Scott
    Amount: $8,000
    Funding Source: Client Services
    Agreement: Consultant will research grant funding opportunities from
                state and national sources; develop working concepts and pre-
                proposals that will be shared with key stakeholders and
                potential funders.

14. Contract/Agreement: Steven L. Hunter
    Amount: $5,000
    Funding Source: Client Services
    Agreement: Consultant will serve as a subject matter educational and
                technical expert to explore grant funding opportunities from
                state and national sources; review working concepts and pre-
                proposals; assist with communications to stakeholders and
                potential funders.

Continued on next page...
CONSENT AGENDA (Continued)

Item #13872, Contracts and Agreements (Continued)

A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER TECHNICAL EDUCATION (Continued)

15. Contract/Agreement: Jonathan Schwartz
   Amount: $5,000
   Funding Source: Client Services
   Agreement: Consultant will serve as a subject matter educational and technical expert to explore grant funding opportunities from state and national sources; review working concepts and pre-proposals; assist with communications to stakeholders and potential funders.

B. OFFICE OF INSTRUCTION – BUSINESS, APPLIED ACADEMICS AND PHYSICAL EDUCATION DIVISION

1. Contract/Agreement: Chancellor’s Office of the California Community Colleges Transitions Grant
   Previous Board Agenda Item No. 13769 (Approved July 12, 2011)
   Term: July 1, 2011 - June 30, 2012
   Amount: $49,692
   Funding Source: Chancellor’s Office of the California Community Colleges
   Agreement: Agreement to accept 10% additional funding for the Career and Technical Education Act (CTEA) Grant No. 11-C01-58 to offer additional support to our CTE Programs for fiscal year 2011-2012.

2. Contract/Agreement: Connie Raynor
   Amount: $16,000
   Funding Source: Chancellor’s Office of the California Community Colleges CTEA 1C Grant No. 11-C01-58
   Agreement: Connie Raynor will perform the duties to support the Transitions Grant, specifically: attend CTE Transitions planning meetings, work with Outreach Coordinator and conduct outreach activities. Expand outreach to local businesses to identify opportunities for work-based learning and new job opportunities.
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CONSENT AGENDA (Continued)  
Item #13872, Contracts and Agreements (Continued)

B. OFFICE OF INSTRUCTION – BUSINESS, APPLIED ACADEMICS AND PHYSICAL EDUCATION DIVISION (Continued)

   Term: January 18, 2012 – February 15, 2012
   Amount: $1,500
   Funding Source: CTEA 1C Grant (11-C01-058)
   Agreement: The Consultant, Karen Fraser-Middleton, President of Marketing Action Inc. will provide support services as per contract to our CTE Programs.

C. OFFICE OF INSTRUCTION – SCIENCES & MATHEMATICS DIVISION

1. Contract/Agreement: Auburn Ravine Terrace
   Term: February 15, 2012 – February 14, 2014
   Amount: N/A
   Funding Source: N/A
   Agreement: Renewal of contract with Auburn Ravine Terrace as clinical site for the District’s nursing assistant program. Agreement is to provide clinical experience for nursing assistant students to meet regulatory requirements for nursing education.

2. Amendment to Contract/Agreement: Kaiser Foundation Hospitals and The Permanente Medical Group, Inc.
   Term: December 1, 2011 – Until Terminated
   Amount: N/A
   Funding Source: N/A
   Agreement: Amendment to list the programs currently offered by the Sierra College Nursing Program in a single document with a common date and a list of the hospitals associated with Kaiser.

D. OFFICE OF INSTRUCTION – NEVADA COUNTY CAMPUS

   Amount: N/A
   Funding Source: N/A
   Agreement: The purpose of this agreement is to continue a collaborative to provide field maintenance of all of the SC-NCC Rotary playing fields in exchange for use by Nevada Union High School athletic team sports as detailed in the MOU.

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CONSENT AGENDA (Continued)
Item #13872, Contracts and Agreements (Continued)

E. FINANCE & ADMINISTRATION

1. Contract/Agreement: Crowe Horwath LLP
   Term: November 1, 2011 – June 30, 2012
   Amount: N/A
   Funding Source: N/A
   Agreement: Effective November 1, 2011, Crowe Horwath LLP, one of the largest public accounting and consulting firms in the United States, acquired Perry-Smith LLP, its partners and professionals. The District had an approved contract in place with Perry-Smith LLP for the preparation of Exempt Organization Information tax returns for both the Foundation and the Associated Students of Sierra College (See Previous Board Agenda Item No. 13730 Approved May 10, 2011). The purpose of this agreement is to formally recognize and document the name change. There are no increased costs to the District as a result of this agreement.

2. Contract/Agreement: The Hartford
   Term: January 1, 2012 - until terminated
   Amount: $2,000 approximate annual cost (incremental change to Short Term Disability premium)
   Funding Source: General Fund
   Agreement: This Tax Service agreement with The Hartford relating to the Short Term Disability Benefits provided to employees by the District is being amended. This agreement engages The Hartford to withhold and deposit taxes and prepare W-2’s on Short Term Disability payments it makes to District employees. Previously The Hartford collected a portion of the taxes on payments they made directly to employees, while the District reported the remaining taxes. This contract authorizes Hartford to collect and report all of the taxes on Short Term Disability payments and prepare related W-2’s. The timing and coordination of these actions has been very difficult and there is risk of penalty if information is not received timely. The Tax Service agreement will consolidate the tax processing and W-2 for Short Term Disability payments paid by The Hartford. In years where claims are paid, the incremental increase in premium is offset by the employer tax expenses that would be paid by The Hartford. The amendment to the Tax Service agreement must follow the calendar tax year. This amendment will provide uniform tax processing across both the Short Term and Long Term Disability Benefit plans.

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CONSENT AGENDA (Continued)
Item #13872, Contracts and Agreements (Continued)

F. STUDENT SERVICES

1. Contract/Agreement: Kristen O’Shea
   Term: January 23, 2012 - June 30, 2012
   Amount: Not to Exceed $4,000
   Funding Source: Health Center Fees
   Agreement: Consultant will provide mental health services to Sierra College students four hours every week during the Spring semester.

2. Contract/Agreement: Celebrations
   Term: May 17, 2012 – May 19, 2012
   Amount: $520
   Funding Source: General Fund
   Agreement: Rental and delivery of white stanchions, white plastic chains, 20’x20’ Festival Tent, water barrel for anchoring, tent-leg extensions.

3. Contract/Agreement: Celebrations
   Term: May 16, 2012 – May 19, 2012
   Amount: $3,220
   Funding Source: General Fund
   Agreement: Rental and delivery of 2,900 white Samsonite chairs.

4. Contract/Agreement: Intelecom Online Resources
   Term: January 1, 2012 – December 31, 2012
   Amount: $3,829
   Funding Source: General Fund
   Agreement: The Distance Learning & Instructional Technology Department (DLIT) desires to enter into a contract with Intelecom Online Resources Network. Intelecom is a non-profit corporation of 31 California Community Colleges that produces curriculum-based media for online, distance and classroom learning. The Online Resources Network is a fully-hosted and supported database of over 3,300 video clips, organized by academic discipline and streamed on demand. All videos are closed-captioned and copyright-cleared.

Continued on next page…
CONSENT AGENDA (Continued)
Item #13872, Contracts and Agreements (Continued)

G. INFORMATION & INSTRUCTIONAL TECHNOLOGY

1. Contract/Agreement: SunGard Higher Education
   Term: March 13, 2012 – August 30, 2012
   Amount: $9,900
   Funding Source: General Fund
   Agreement: SunGard has agreed to provide on-site training for Groovy with Overview of Object Oriented Programming. The course will be three (3) days in duration.

2. Contract/Agreement: SunGard Higher Education
   Term: March 13, 2012 – August 30, 2012
   Amount: $9,900
   Funding Source: General Fund
   Agreement: SunGard has agreed to provide on-site training for Grails. The course will be three (3) days in duration.

3. Contract/Agreement: SunGard Higher Education
   Amount: $14,400
   Funding Source: General Fund
   Agreement: SunGard has agreed to provide 40 hours of Banner General Technical Training on site and 40 hours ODS Technical administration on site.

   Term: February 1, 2012 – August 30, 2013
   Amount: $37,183
   Funding Source: General Fund
   Agreement: Gartner has agreed to provide information technology subscription based research and related services.

5. Contract/Agreement: Harland Technology Services
   Term: April 10, 2012 – April 9, 2013
   Amount: $802
   Funding Source: General Fund
   Agreement: Harland Technology Services agrees to support the Scanmark ES2260 scanner; this scanner is located in the Liberal Arts area on the Rocklin Campus.

Continued on next page…
CONSENT AGENDA (Continued)

Item #13872, Contracts and Agreements (Continued)

H. HUMAN RESOURCES
   1. Contract/Agreement: The ELS Group
      Amount: $12,500
      Funding Source: General Fund
      Agreement: Consultant will provide professional executive search services
                  for the Assistant Superintendent/Vice President of
                  Administrative Services recruitment.

PERSONNEL
   Item #13873, Personnel Transactions: The following items were removed from the
   Personnel Transactions at the request of faculty member Mr. Steve Linthicum.
   A motion was made by Dave Ferrari, seconded by Nancy Palmer, to approve the
   Personnel Transactions listed below with one motion with the exception of the items
   listed above. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7;
   Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

A. REPLACEMENT POSITION HIRES
   1. Facilities Maintenance Technician – Mr. Jeff Wright
      Personnel Action: Replacement Position (vice Mr. Norm Gifford)
      Position: Facilities Maintenance Technician, Classified
      Position Number: CL0096
      Range: Range CL20 on the Classified Hourly Schedule
      Hours: 40 hours per week, 12 months per year
      Cost: $45,780.80 plus benefits
      Effective Date: February 15, 2012

B. COMMENCE SEARCH FOR NEW POSITIONS
   1. Music Instructor
      Position: Music Instructor, Faculty
      Position Number: To be determined upon Board approval
      Location: Rocklin Campus
      Days: 175 days per year
      Cost: Between $50,398.50 and $67,538.82

Continued on next page…
C. COMMENCE SEARCH FOR REPLACEMENT POSITIONS

1. **Associate Dean – Allied Health Services**
   This item was removed from the Personnel Transactions for separate discussion and/or action. Mr. Steve Linthicum addressed the Board regarding the suggestion that the nursing program have a faculty coordinator rather than an associate dean. Trustee discussion included support for a broadened scope of the position in the future. A **motion** was made by Howard Rudd, seconded by Scott Leslie, **to approve the replacement hire of the Associate Dean – Allied Health Services as presented.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion carried unanimously.**
   **Personnel Action:** Replacement Hire (vice Ms. Cheryl Kenner)
   **Position:** Associate Dean – Allied Health Services, Educational Administrator
   **Position Number:** EA0015
   **Cost:** $114,815.79 plus benefits, FSLA Exempt

2. **Counselor**
   **Personnel Action:** Commence Search for Replacement Position (vice Ms. Valerie Rogers)
   **Position:** Counselor, Faculty
   **Days:** 190 days per year
   **Position Number:** FF0153
   **Cost:** Between $54,718.37 and $73,327.85

3. **Custodian**
   **Personnel Action:** Commence Search for Replacement Position (vice Mr. Dana Baskett)
   **Position:** Custodian, Classified
   **Location:** NCC
   **Range:** Range CL15 on the Classified Hourly Schedule
   **Hours:** 40 hours per week, 12months per year
   **Position Number:** To be determined
   **Cost:** $35,880.00 plus benefits

Continued on next page…
PERSONNEL (Continued)

Item #13873, Personnel Transactions (Continued)

D. OTHER PERSONNEL ACTIONS

1. Classification Study – Classified
   This item was removed from the Personnel Transactions for separate
discussion and/or action. Mr. Steve Linthicum addressed the Board regarding
the classified classification study. Trustee discussion included a review of
contractual obligations. A motion was made by Howard Rudd, seconded by
Andrew Nelson, to approve the Classified Classification Study as
presented. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees:
Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Per the agreement between the District and the Union, the Classification
Committee, comprised of both District and Union representatives,
completed its review of classified positions. The recommendations of the
Committee have been reviewed by the District and ratified by the Union.
Personnel Action: It is recommended that the Board accept the Classified
Classification Study effective January 1, 2012, as attached. The cost of the
study is $119,197.97 and will be financed from the Union portion of the
Income Formula.

2. Instructional Assistant - Astronomy
   Personnel Action: Approve Attached Revised Job Description Associated
with the Classification Study
   Position: Instructional Assistant - Astronomy, Classified

3. Instructional Assistant – Earth Sciences
   Personnel Action: Approve Attached Revised Job Description Associated
with the Classification Study
   Position: Instructional Assistant – Earth Sciences, Classified

4. Instructional Assistant – Plant Sciences
   Personnel Action: Approve Attached Revised Job Description Associated
with the Classification Study
   Position: Instructional Assistant – Plant Sciences, Classified

5. Help Desk Support Technician
   Personnel Action: Approve Attached Revised Job Description Associated
with the Classification Study
   Position: Help Desk Support Technician, Classified
PERSONNEL (Continued)

Item #13873, Personnel Transactions (Continued)

D. OTHER PERSONNEL ACTIONS (Continued)

6. Human Resources Information Systems Specialist
Personnel Action: Approve Attached Revised Job Description Associated
with the Classification Study
Position: Human Resources Information Systems Specialist, Classified

7. Plant Operations Coordinator
Personnel Action: Approve Attached Revised Job Description Associated
with the Classification Study
Position: Plant Operations Coordinator, Classified

8. Assistant Superintendent / Vice President – Administrative Services
Personnel Action: Approve Attached Revised Job Description
Position: Assistant Superintendent / Vice President – Administrative
Services, Educational Administrator

9. Voluntary Furlough – Instructional Assistant – Writing Center – Ms.
Jeanne Guerin
Personnel Action: Voluntary Furlough
Position: Instructional Assistant – Writing Center, Classified
Duration: January 24, 2012 up to May 10, 2012
Total Hours: 41.5 hours
Cost Savings: $1,224.67

E. SHORT-TERM/SUBSTITUTE EMPLOYEES

1. Substitute Replacement for Absent Employees
Personnel Action: Approve the employment of the substitute employees
listed.
Position: The substitute employees listed below for the department,
position, and hourly rate of pay indicated up to 175 days for the 2011-2012
school year in accordance with Article 2 of the Classified Agreement per
Ed Code Section 88003.

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Position</th>
<th>Hourly Rate</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curry, Tim</td>
<td>Facilities &amp; Ops</td>
<td>Custodian</td>
<td>$17.25</td>
<td>1/3/12-6/30/12</td>
</tr>
<tr>
<td>Engel, Stephen</td>
<td>IIT</td>
<td>Systems Administrator</td>
<td>$29.50</td>
<td>1/9/12-4/30/12</td>
</tr>
</tbody>
</table>

Continued on next page…
PERSONNEL (Continued)

Item #13873, Personnel Transactions (Continued)

E. SHORT-TERM/SUBSTITUTE EMPLOYEES (Continued)

2. Short-Term Employees

Personnel Action: Approve the employment of the short-term employees listed.

Position: The short-term employees listed below for the department, position, and hourly rate of pay indicated up to 175 days for the 2011-2012 school year in accordance with Article 2 of the Classified Agreement.

<table>
<thead>
<tr>
<th>Department</th>
<th>Positions</th>
<th>Number of Positions</th>
<th>Hourly Rate</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liberal Arts - Art</td>
<td>Art Model</td>
<td>7</td>
<td>$15.00</td>
<td>1/23/12-6/30/12</td>
</tr>
<tr>
<td>Astronomy</td>
<td>Laboratory Technician</td>
<td>1</td>
<td>$20.96</td>
<td>1/11/12-6/11/12</td>
</tr>
<tr>
<td>Residence Life</td>
<td>SST</td>
<td>1</td>
<td>$19.96</td>
<td>1/3/12-6/30/12</td>
</tr>
</tbody>
</table>

COMMENTS FROM THE COMMUNITY

Mr. Klein solicited comments from the community on non-agenda items within the jurisdiction of the Board of Trustees. Hearing none, Mr. Klein proceeded to adjourn the meeting.

REPORTS

Item #13874, Reports/Announcements:

Superintendent/President Report: William Duncan commented on the College activities he had recently enjoyed including Convocation, the Patrons/Aquatics Crab Feed, and an Open Forum at the Rocklin Campus. He provided an update on other activities during the past month including a Telefunken tour of the Rocklin Campus, the final meeting of the Roseville Higher Ed Taskforce, a visit with Sierra Pacific Industries, and other meetings with local business and community leaders.

Student Trustee Report: Andrew Nelson commented on the following topics: 1) Continued review of the Student Success Taskforce recommendations; 2) A Sustainability Forum on campus; 3) Robotics Club Activities; 4) ASSC revenues; 5) The upcoming March in March; and 6) The Vagina Monologues performance. Mr. Nelson also introduced students from the Student Senate and representatives from the Rainbow Alliance.

Senate Reports:

- Academic Senate: Brook Oliver commented on the activities of the Academic Senate including the following: 1) Johnnie Terry has been nominated for a statewide diversity award for his Spectrum Committee work; and 2) Support for the student involvement in the March in March.
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REPORTS (Continued)
Item #13874, Reports/Announcements (Continued)

Senate Reports (Continued)
- Management Senate: Brian Haley commented on preparations for the accreditation self-evaluation.

Sierra College Foundation Report: Sonbol Aliabadi commented on the activities of the Sierra College Foundation including the following: 1) The feasibility consultant is preparing an organizational chart for the Foundation; 2) Preparations for the Taste of Excellence; 3) An upcoming location change for the Foundation on the Rocklin Campus; 4) A new Administrative Assistant has been hired for the Foundation; and 5) A nomination to serve on the Symposium Committee for the CASE Center for Community College Advancement.

Board Committee Meetings: Howard Rudd reported on a meeting of the Accreditation Committee on which he serves. A meeting of the ad hoc paperless agendas group will be held March 2, and it was requested that a meeting of the Community and Legislative Advocacy Committee be scheduled.

Trustee Reports:
- Dave Ferrari commented on the Mechatronics program and his participation in a tour of the program.
- Bill Halldin commented on the following topics: 1) Sierra College Convocation; and 2) Participation at the Community College League Effective Trustee Workshop.
- Howard Rudd commented on the following topics: 1) The Patrons/Aquatics Crab Feed; 2) Sierra College Convocation; and 3) Attendance at a recent LEED event.
- Scott Leslie commented on the following topics: 1) Participation in the Roseville Higher Ed Taskforce; 2) A Sacramento Metro Chamber effort regarding education and workforce development; and 3) A draft of a new version of the Sierra College Community Report.
- Nancy Palmer commented on community events that she had attended.
- Cari Dawson Bartley commented on the following topics: 1) Participation at the Community College League Effective Trustee Workshop; 2) The Sierra College Mechatronics program; and 3) A possible internship possibility.
- Aaron Klein commented on the importance of supporting vendors that participate in the Taste of Excellence event.

Future Agenda Items: Mr. Halldin requested that an item be placed on the March agenda for a report on the Rocklin Walk and Talk event.

Continued on next page…
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ADJOURNMENT
Mr. Klein adjourned the meeting at approximately 6:17 p.m.

Respectfully submitted,

Mr. William H. Duncan, IV
Sierra College President and
Secretary to the Board of Trustees

Aaron Klein, President
Board of Trustees

ATTEST:

Scott T. Leslie, Vice President/Clerk
Board of Trustees

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