Sierra Joint Community College District
Regular Meeting of the Board of Trustees
Tuesday, April 10, 2012

MINUTES

The regular meeting of the Board of Trustees of the Sierra Joint Community College District was held on Tuesday, April 10, 2012, at 2:00 p.m. at the Sierra College – Nevada County Campus, 250 Sierra College Drive, Grass Valley, California, in Room N6-101.

Board Members Present: Cari Dawson Bartley, Dave Ferrari, Bill Halldin, Aaron Klein, Scott Leslie (in at 3:10 p.m.), Nancy B. Palmer, and Howard Rudd

Superintendent/President: William H. Duncan, IV

Student Trustee: Andrew Nelson (in at 3:10 p.m.)

Staff/Visitors: Sonbol Aliabadi, John Baca, Dana Baskett, Jeannette Bischoff, Donna Brazil-Bloche, Ern Chiappari, Paul G. Cooper, Mandy Davies, Brian Haley, Jené Hallam, Jay Hester, Colin Irwin, Darlene Jackson, Andrew Kinsey, Dena Lockwood, Sonja Lolland, Shannon Maguire-Estrada, Brook Oliver, Ryan Parino, Stephanie Ortiz, Ryan Parino, Carol Pepper-Kittredge, Rachel Rosenthal, Stan Spencer, James Wirtz, Christina Wukmir

CALL TO ORDER

Board President Aaron Klein called the meeting to order at 2:05 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 #13887, Closed Session: At approximately 2:06 p.m., Mr. Klein convened closed session for the purposes listed below.

a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

Continued on next page…
b) **CONFERENCE WITH DISTRICT LABOR NEGOTIATOR**

[Government Code Section 54957.6]

The Board met with the District’s Chief Negotiator to review and instruct its representatives in negotiations matters with the following employee groups:

- Federation of United School Employees (FUSE)
- Sierra College Faculty Association (SCFA)
- Sierra College Management Association (SCMA)

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 2:58 p.m.

**RECONVENE OPEN SESSION**

Mr. Klein reconvened the meeting at 3:05 p.m., welcomed those present, announced that no action had been taken during 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 Bill Halldin, to **approve the Agenda as presented**. Call for the vote: Student Trustee Advisory Vote: Absent; Trustees: Ayes: 6; Noes: 0; Abstentions: 0; Absent: 1 (Leslie). **Motion carried.**

**APPROVAL OF MINUTES – March 13, 2012**

A motion was made by Cari Dawson Bartley, seconded by Nancy Palmer, to **approve the Minutes of the March 13, 2012, meeting as presented**. Call for the vote: Student Trustee Advisory Vote: Absent; Trustees: Ayes: 6; Noes: 0; Abstentions: 0; Absent: 1 (Leslie). **Motion carried.**

Items 13888 and 13889 were delayed to allow all trustees to participate in the discussions and actions.

*Continued on next page…*
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
April 10, 2012

EDUCATIONAL EFFECTIVENESS

Item #13890, Campus Update: Sierra College – Nevada County Campus: Ms. Stephanie Ortiz, Executive Dean of Sierra College – Nevada County Campus, provided an update on the activities of the campus including focus areas, degree offerings, workforce development partnerships, program highlights, student clubs, and campus events. Enrollment data was also shared, and it was noted that the percentage of students taking a full-time load had increased significantly in the past two years. A PowerPoint presentation was featured during the discussion.

BOARD OF TRUSTEES

Item #13888, Resolution No. 2012-04: Notice of Governing Board Member Election: The three seats on the Sierra College Board currently held by Bill Halldin, Scott Leslie, and Aaron Klein will be up for election in November 2012. A motion was made by Nancy Palmer, seconded by Dave Ferrari, to adopt Resolution No. 2012-04, Notice of Governing Board Member Election, ordering the District’s election and requesting the Board of Supervisors of Placer County, Board of Supervisors of Nevada County, Board of Supervisors of Sacramento County, and Board of Supervisors of El Dorado County to consolidate with any other election conducted on November 6, 2012, and requesting election services by the County Clerk of each county. Roll call vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item #13889, Resolution No. 2012-05: Reaffirming the Privileges Afforded to the Student Trustee: Student Trustee Andrew Nelson requested that the resolution be modified to include the privilege to serve on Board committees. A motion was made by Howard Rudd, seconded by Nancy Palmer, to adopt Resolution No. 2012-05 affording privileges to the student member of the Board including the addition of the privilege to serve on Board committees. Roll call vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

CONSENT AGENDA

The following items were removed from the Consent Agenda for separate discussion and/or action:

- Item #13891, Revisions to Board Policies, B. Proposed Revisions, 1. BP 3570, Tobacco Use on Campus
- Item #13891, Revisions to Board Policies, B. Proposed Revisions, 3. BP 5030, Fees

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

Continued on next page…
CONSENT AGENDA (Continued)

   Item #13891, Revisions to Board Policies: The Board approved the revisions to
   Board Policy Nos. 3570, 5015, 5030, 5055, and 5200.

A. RECOMMENDED REFERENCE/TITLE/NUMBERING CHANGES
   1. BP 5055, Enrollment Priorities

B. PROPOSED REVISIONS
   1. BP 3570, Tobacco Use on Campus: This item was removed from the
      Consent Agenda for separate discussion and/or action. Andrew Nelson
      stated that while the majority of students support this policy, there are
      students that have concerns about not having a designated place to
      smoke on campus. Student Shannon Maguire addressed the trustees and
      encouraged the Board to revisit the policy regarding designated smoking
      areas. Discussion topics included the advantages and disadvantages of
      designated smoking areas, the benefits of smoking cessation programs,
      and the cost of the fines that will be imposed if an individual is ticketed
      for smoking on campus. Scott Leslie stated that while he personally
      dislikes smoking, he does not support the no-smoking policy. It was
      noted that the action being recommended today was about enforcement
      and not about other aspects of the policy. It was requested that the
      enforcement language be approved and that the students revisit the issue
      and come back to the Board at a future Board meeting with a
      recommendation. A motion was made by Howard Rudd, seconded by
      Dave Ferrari, to approve the revisions to Board Policy 3570. Call for the
      vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 6; Noes: 1
      (Leslie); Abstentions: 0; Absent: 0. Motion carried.

   Removed sunset language; new CA Government Code was approved allowing
   fines for smoking policy violations; reference to fines as outlined in the
   administrative procedure has been added. [Governance Process: Initiated by Jon
   Hamblen; Reviewed by Academic Senate 2/1/12, Classified Senate 2/22/12,
   Management Senate 3/2/12, Strategic Council 3/23/12]

   2. BP 5015, Residency Determination: Pursuant to CCLC recommendations,
      the process for determining residency has been clarified. [Governance Process:
      Initiated by Student Services; Reviewed by Academic Senate 2/1/12, Classified
      Senate 2/22/12, Management Senate 3/2/12, Strategic Council 3/23/12]
CONSENT AGENDA (Continued)

Item #13891, Revisions to Board Policies (Continued)

B. PROPOSED REVISIONS (Continued)

3. BP 5030, Fees: This item was removed from the Consent Agenda for separate discussion and/or action. Andrew Nelson stated that students have concerns about the rising cost of fees. A motion was made by Andrew Nelson, seconded by Dave Ferrari, to approve the revisions to Board Policy 5200. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Clarifies health fee language and adds new language regarding parking fees (per SB774) allowing fees to be increased as calculated by the Implicit Price Deflator.

[Governance Process: Initiated by Student Services; Reviewed by Academic Senate 2/15/12, Classified Senate 2/22/12, Management Senate 3/2/12, Strategic Council 3/23/12]

4. BP 5200, Student Health Services: Adds language clarifying those eligible to receive health services [Governance Process: Initiated by Student Services; Reviewed by Academic Senate 2/1/12, Classified Senate 2/22/12, Management Senate 3/2/12, Strategic Council, 3/23/12]

Item #13892, Course/Program Additions, Deletions and Inactivations: The Board approved the curriculum revisions as listed in the agenda.

Item #13893, Community Education Program Summer 2012: The Board approved the addendum to the list of instructors/presenters and coordinators who will be presenting courses or coordinating activities for Community Education for summer 2012.

Item #13894, Warrants for the Month of February 2012: The Board ratified the warrants for the month of February 2012.

Item #13895, Resolution No. 2012-06: Resolution to Re-Allocate Proceeds from Truckee Donner Land Trust Sale to Capital Outlay Project Fund: The Board adopted Resolution No. 2012-06, “Resolution to Re-Allocate Proceeds from Truckee Donner Land Trust to Capital Outlay Project Fund.” In adopting Resolution 2012-06, the Board thereby directed the Director of Finance to request the release of the remaining funds held within SFID No. 1 Capital Outlay Fund to a District Capital Outlay Project Fund.

Item #13896, Resolution No. 2012-07: Employer Paid Member Contribution Resolution for California State Teachers’ Retirement System (CalSTRS): The Board approved Resolution No. 2012-07 as part of the process of becoming a direct reporter for CalSTRS defined benefit contribution collection and reporting.

Continued on next page…
CONSENT AGENDA (Continued)

Item #13897, Resolution No. 2012-08: Agreement to Report Directly to California State Teachers’ Retirement System (CalSTRS): The Board approved Resolution No. 2012-08 to allow staff to proceed with initiating the direct reporter process for CalSTRS defined benefit contribution collection and reporting.


Item #13899, Notice of Completion: Sierra College – Nevada County Campus, Measure G, Phase 2: Expansion and Renovations Project-Central Plant Modernization: The Board accepted the Central Plant Modernization work as complete as of January 31, 2012, and directed staff to execute the “Notice of Completion,” which shall be filed with the Nevada County Recorder’s Office within ten days.

Item #13900, 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: April 11, 2012 – June 29, 2012
   Amount: $25,000
   Funding Source: SFID Bond No. 2, Campus Wide Upgrades
   Agreement: Contract for general architectural consultant services, as needed, for guidance with building code compliance, ADA compliance, and provide input and direction for the miscellaneous tasks remaining under the NCC Expansion and Renovations project.

B. CONTRACT AMENDMENTS FOR APPROVAL

1. Contract/Agreement: Holdrege & Kull
   Previous Board Agenda Item No. 13843 (Approved December 13, 2011)
   Amount: $9,500 (a new total $25,500)
   Funding Source: NCC Sustainability Fund
   Agreement: Contract amendment adds special inspection services necessary for the Borrego Solar installation at the Nevada County Campus for the hillside arrays.

Continued on next page…
CONSENT AGENDA (Continued)

Item #13901, 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: Mozena & Associates
   Term: March 5, 2012 – June 30, 2012
   Amount: $5,500
   Funding Source: General Fund
   Agreement: Consultant will review and ensure working knowledge of “Suicide Prevention & Training, RFP; develop an RFP Overview and list of questions for program design meeting; develop a task-timeline with assigned roles and responsibilities for project; coordinate and attend one (1) on-site meeting at Sierra College to meet with key staff, as identified by District’s Dean, Planning, Research & Resource Development; develop program design, and assign roles and responsibilities for completing the grant application; coordinate with Dean, Research, Planning & Resource Development other potential project partner/collaborators to ensure timely response to Consultant’s questions and request for information; submit requests for necessary information/materials to complete grant application i.e. financial, statistical, programmatic, regulatory, or other data as identified/required with timelines to the District’s Dean, Planning, Research & Resource Development; write and/or review drafts of grant Cover Sheet, Executive Summary, Table of Contents; review and provide technical assistance related to budget, forms, and attachments; prepare two drafts of all materials written by Consultant before District accepts third and final version of each; incorporate District’s edits to grant materials, participate in telephonic meetings to review and discuss grant proposal drafts, forms, budget materials and other technical assistance issues that may arise; conduct ongoing and timely communication with District staff via telephone and email; inform District’s Dean, Planning, Research & Resource Development of grant application deadline, signatures required by District, quantity and type of materials to submit as requested by funding agency.
CONSENT AGENDA (Continued)

Item #13901, Contracts and Agreements (Continued)

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

2. Contract/Agreement: Tyler Wade
   Amount: $2,500
   Funding Source: Client Services
   Agreement: Consultant will assist CACT Director with customized education consultation to business and industry partners by conducting training assessments, assisting in developing training plans and schedules, and conducting post-training evaluations.

3. Amendment to Contract/Agreement: Marketing Action, Inc.
   Previous Board Agenda Item No. 13872 (Approved February 14, 2012)
   Amount: $11,500 (formerly $8,000)
   Funding Source: Client Services
   Agreement: This amendment adds additional services as follows: in partnership with the regional employer-based “Continuous Improvement Network (CIN) and the Center for Applied Competitive Technologies, the consultant will provide services to the CIN to develop an organizational logo and web banner design; develop a text for up to 10 website pages; coordinate layout with the CIN’s web developer; develop a downloadable template for members to print CIN business cards.

4. Sub-Grant Contract/Agreement: Rocklin Unified School District/Rocklin High School
   Amount: $30,000
   Funding Source: CTE Community Collaborative Grant 10-141-271
   Agreement: Fulfills grant requirement to strengthen CTE Engineering Support Technology program at Rocklin High School, and includes lab equipment, associated instructional supplies and project-related faculty professional development and instructional support.
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
April 10, 2012

CONSENT AGENDA (Continued)
Item #13901, Contracts and Agreements (Continued)
A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER
  TECHNICAL EDUCATION (Continued)
  5. Sub-Grant Contract/Agreement: Placer Union High School District/Colfax
     High School
     Amount: $10,000
     Funding Source: CTE Community Collaborative Grant 10-140-271
     Agreement: Fulfills grant requirement to strengthen CTE Tech Essentials
                 program at Colfax High School, and includes lab equipment,
                 associated instructional supplies and project-related faculty
                 professional development and instructional support.

  6. Contract/Agreement: City of Roseville
     Term: April 11, 2012 – February 28, 2013
     Amount: $16,000
     Funding Source: City of Roseville
     Agreement: Sierra College will provide 2 Project Management Workshops
                (up to 48 hours) and 1 Business Analyst Training (not to
                exceed 32 hours) to staff of the City of Roseville. This
                agreement replaces previously approved agreements: Board
                Agenda Item Nos. 13872.A.4 and 13884.A.5.

  7. Contract/Agreement: Jes Vargas dba DPMG Corp.
     Amount: $2,400
     Funding Source: Client Services
     Agreement: Consultant will provide up to 24 hours of Project Management
                 training to staff of the City of Roseville.

  8. Amendment to Contract/Agreement: Sandra Scott
     Previous Board Agenda Item No. 13872 (Approved February 14, 2012)
     Amount: $16,000 (formerly $8,000)
     Funding Source: No change
     Agreement: This amendment adds additional services as follows:
                 consultant will prepare a proposal for U.S. Department of
                 Education, Office of Innovation & Improvement RFP, and a
                 proposal for a National Science Foundation “Transforming
                 Undergraduate Education in Science, Technology,
                 Engineering and Mathematics.”

Continued on next page...
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
April 10, 2012

CONSENT AGENDA (Continued)
Item #13901, Contracts and Agreements (Continued)

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

9. Amendment to Contract/Agreement: Jonathan Schwartz
  Previous Board Agenda Item No. 13872 (Approved February 14, 2012)
  Term: February 15, 2012 - June 30, 2012
  Amount: $7,500 (formerly $5,000)
  Funding Source: No change
  Agreement: This amendment adds additional services as follows: consultant will develop a short quick project that integrates applied mathematics into hands-on project based learning as part of research and development for funding proposals and professional development workshops for faculty and teachers.

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

1. Contract/Agreement: American National Red Cross
   Term: April 11, 2012 – April 10, 2015
   Amount: $5.00 to $35.00 per student per course as per Appendix A
   Funding Source: Student Fees
   Agreement: Continues agreement to support the health and safety education of employees and students, provide training and course materials for instructors, maintain all course records for a period of seven years, provide course completion certificates, and recertify instructors who meet Red Cross criteria.

2. Contract/Agreement: Chancellor’s Office of the California Community Colleges – CTEA 1C Grant No. 11-C01-058
   Term: July 1, 2011 - June 30, 2012
   Amount: $9,054
   Funding Source: Chancellor’s Office of the California Community Colleges
   Agreement: Agreement to accept additional funding for the Career and Technical Education Act (CTEA) Grant No. 11-C01-58 to continue this ongoing program for fiscal year 2011-2012.
   Originally Board approved on July 12, 2011, Board Item #13769 was accepted at $503,307. The funding was reduced to $496,929 on November 16, 2011.

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CONSENT AGENDA (Continued)
Item #13901, Contracts and Agreements (Continued)

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

   Term: May 9, 2012 - December 31, 2013
   Amount: N/A
   Funding Source: N/A
   Agreement: This agreement between Sierra College and the American Council on Exercise (ACE), a California non-profit, will provide course curriculum for the Nutrition & Fitness Trainer Certificate Program. This curriculum prepares students to take the industry-recognized American Council on Exercise Certification Exam. This certification allows students to hold the title “Certified Personal Trainer.”

C. OFFICE OF INSTRUCTION – SCIENCES & MATHEMATICS DIVISION

1. Contract/Agreement: CareFusion Solutions, LLC
   Term: April 11, 2012 (estimated)
   Amount: $7,235
   Funding Source: Assessment, Retention, Remediation Grant 10-107-011
   Agreement: Purchase agreement to procure Alaris® System Equipment and Guardrails® Suite Software Products used in regional hospitals providing clinical experience for nursing students to meet regulatory requirements for Associate Degree nursing education.

D. FINANCE & ADMINISTRATION

   Term: May 1, 2012 – April 30, 2017
   Amount: $9,528.48/per year
   Funding Source: General Fund
   Agreement: This agreement initiates operating leases for six copier units for a five-year period. The copier units will be returned to the vendor at the end of the lease term. The pricing utilizes the California State University piggyback contract (CSU-MEA 70818).
CONSENT AGENDA (Continued)
Item #13901, Contracts and Agreements (Continued)
D. FINANCE & ADMINISTRATION (Continued)

2. **Contract/Agreement: Ray Morgan Company**

   Term: May 1, 2012 – April 30, 2017  
   Amount: $978/per year (estimated) + applicable taxes  
   Funding Source: General Fund  
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located in the Staff Development Office (LRC-121). The cost estimate is based on a fixed $0.01 per-copy charge for black and white copies with an estimated usage of 50,400 copies per year and a fixed $0.079 per-copy charge for color copies with an estimated usage of 6,000 copies per year.

3. **Contract/Agreement: Ray Morgan Company**

   Term: May 1, 2012 – April 30, 2017  
   Amount: $799.20/per year (estimated) + applicable taxes  
   Funding Source: General Fund  
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located in the PE Office (Ft. Building). The cost estimate is based on a fixed $0.0074 per-copy charge with an estimated usage of 108,000 copies per year.

4. **Contract/Agreement: Ray Morgan Company**

   Term: May 1, 2012 – April 30, 2017  
   Amount: $266.40/per year (estimated) + applicable taxes  
   Funding Source: General Fund  
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located in the Print Shop (X Building). The cost estimate is based on a fixed $0.0074 per-copy charge with an estimated usage of 36,000 copies per year.

5. **Contract/Agreement: Ray Morgan Company**

   Term: May 1, 2012 – April 30, 2017  
   Amount: $976.80/per year (estimated) + applicable taxes  
   Funding Source: General Fund  
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located in the Sewell Lobby (S Building). The cost estimate is based on a fixed $0.0074 per-copy charge with an estimated usage of 132,000 copies per year.
CONSENT AGENDA (Continued)
Item #13901, Contracts and Agreements (Continued)

D. FINANCE & ADMINISTRATION (Continued)

6. Contract/Agreement: Ray Morgan Company
   Term: May 1, 2012 – April 30, 2017
   Amount: $1,074/per year (estimated) + applicable taxes
   Funding Source: General Fund
   Agreement: This maintenance agreement provides all parts, labor and
   consumable toner for copier unit to be located in the Residence Hall (Z Building). The cost estimate is based on a
   fixed $0.01 per-copy charge for black and white copies with an estimated usage of 60,000 copies per year and a fixed $0.079
   per-copy charge for color copies with an estimated usage of 6,000 copies per year.

7. Contract/Agreement: Ray Morgan Company
   Term: May 1, 2012 – April 30, 2017
   Amount: $856.80/per year (estimated) + applicable taxes
   Funding Source: General Fund
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located in the ASSC Office (J Building). The cost estimate is based on a fixed $0.01 per-copy charge for black and white copies with an estimated usage of 28,800 copies per year and a fixed $0.079 per-copy charge for color copies with an estimated usage of 7,200 copies per year.

E. INFORMATION & INSTRUCTIONAL TECHNOLOGY

1. Contract/Agreement: Harland Technology Services
   Term: May 1, 2012 – April 30, 2013
   Amount: $210
   Funding Source: General Fund
   Agreement: Harland Technologies agrees to support the Scanner PARSCORE 6.5; located in the Weaver building.

2. Contract/Agreement: Airco Commercial Services, Inc.
   Term: May 1, 2012 – April 30, 2013
   Amount: $12,879
   Funding Source: General Fund
   Agreement: Airco Commercial Services, Inc. will provide quarterly maintenance on equipment in the LRC and lower A Building Data Center.

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PERSONNEL

Item #13902, Personnel Transactions: A motion was made by Scott Leslie, seconded by Andrew Nelson, to approve the Personnel Transactions listed below with one motion. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously. The trustees noted that there were several individuals retiring and thanked them for their years of service.

A. RETIREMENT RESIGNATIONS

1. Dean – Planning, Research & Resource Development – Mr. Kevin Bray
   Position: Dean – Planning, Research & Resource Development, Educational Administrator
   Position Number: EA0020
   Years of Service: 31 years
   Effective Date: June 30, 2012

2. Developmental Mathematics Instructor – Ms. Sara Pries
   Position: Developmental Mathematics Instructor, Faculty
   Position Number: FF0231
   Years of Service: 35 ½ years
   Effective Date: May 31, 2012

3. Computer Science Instructor – Mr. Thomas Owens
   Position: Computer Science Instructor, Faculty
   Position Number: FF0081
   Years of Service: 28 years
   Effective Date: May 18, 2012

4. Art Instructor – Ms. Dorothy Brown
   Position: Art Instructor, Faculty
   Position Number: FF0046
   Years of Service: 22 years
   Effective Date: May 31, 2012

5. Administrative Assistant – Ms. Irene “Tina” Siler
   Position: Administrative Assistant, Classified
   Position Number: CL0016
   Years of Service: 20 years
   Effective Date: June 30, 2012

Continued on next page…
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
April 10, 2012

PERSONNEL (Continued)
Item #13902, Personnel Transactions (Continued)

B. REPLACEMENT POSITION HIRES
1. Health Services/DSPS Technician – Ms. Dena Lockwood
   Personnel Action: Replacement Position (vice Ms. Debbie Kenitzer)
   Position: Health Services/DSPS Technician, Classified
   Location: NCC
   Position Number: To be determined
   Range: Range CL18 on the Classified Hourly Schedule
   Hours: 40 hours per week, 12 months per year
   Cost: $41,516.80 plus benefits
   Effective Date: April 12, 2012

C. OUT-OF-CLASS ASSIGNMENTS
1. Executive Secretary – Ms. Judy Ahlquist
   Position: Executive Secretary, Classified Confidential
   Position Number: CF0005
   Out of Class Pay: 10% above regular rate of pay
   Cost: $1,653.70
   Effective Dates: March 30, 2012 to June 30, 2012

D. OTHER PERSONNEL ACTIONS
1. Facilities Operations Assistant
   Personnel Action: Approve Attached Revised Job Description. This revision
   is associated with the Classification Study originally approved at the
   February 14, 2012 Board meeting. There is no title change or pay change
   reflected as a result.
   Position: Facilities Operations Assistant, Classified

2. Revision to Employment Date – Systems Administrator – Mr. Craig Caughlin
   Personnel Action: Revision to Employment Date
   Position: Systems Administrator, Classified
   Original Employment Date: April 2, 2012
   Effective Employment Date: April 9, 2012

3. Systems Administrator – Mr. David Raney
   Personnel Action: Placement on the 39-Month Disability Re-Employment List
   Position: Systems Administrator, Classified
   Position Number: CL0230
   Effective Date: May 8, 2012

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PERSONNEL (Continued)

Item #13902, Personnel Transactions (Continued)

D. OTHER PERSONNEL ACTIONS (Continued)

4. Leave of Absence without Pay - Information Systems Analyst - Student - Ms. Li Yin Twang

   Personnel Action: Leave of Absence without Pay
   Position: Information Systems Analyst - Student, Classified
   Position Number: CL0270
   Cost Savings: $1,180.00
   Duration: March 26, 2012 up to March 30, 2012

5. Leave of Absence without Pay - Instructional Assistant - Writing Center - Ms. Jeanne Guerin

   Personnel Action: Leave of Absence without Pay
   Position: Instructional Assistant-Writing Center, Classified
   Position Number: CL0140
   Cost Savings: $42,133.20
   Duration: June 1, 2012 up to May 31, 2013

6. Voluntary Furlough - Administrative Assistant - Ms. Margaret Sauer

   Personnel Action: Voluntary Furlough
   Position: Administrative Assistant, Classified
   Position Number: CL0003
   Cost Savings: $458.29
   Hours: 18 hours
   Effective Dates: April 2, 2012 – April 3, 2012

COMMENTS FROM THE COMMUNITY

Mr. Klein solicited comments from the community on non-agenda items within the jurisdiction of the Board of Trustees. Sierra College Students Christina Wukmir, Andrew Kinsey, and Ryan Parino addressed the Board regarding comments made by a trustee about the recent César Chávez Speakers Series event, which included discussion about reproductive justice. Trustee Aaron Klein responded to comments directed at him.

REPORTS

Item #13903, Reports/Announcements:

Superintendent/President Report: William Duncan congratulated Dr. Rachel Rosenthal, who will soon assume the role of President at Folsom Lake College. He provided an update regarding College meetings and activities, and noted that much of his time had been spent planning to address budget cuts for this year and next year. He also provided an update on other activities during the past month including redevelopment agency successor committee training, a CEO Leadership Conference sponsored by the Community College League of California, a Placer County Cap to Cap representatives meeting hosted by Sierra College, speaking engagements at the Granite Bay Rotary Club and the South Placer Women’s Leadership Coalition, and other meetings with local business and community leaders.
Student Trustee Report: Andrew Nelson thanked the students who had come to address the Board this evening. He also commented on the following topics: 1) The César Chávez Speakers Series event; 2) Love Your Body Week activities; 3) A Foundation meeting regarding the 911 Emergency Fund; 4) A meeting with College leadership regarding the Veterans program; 5) A visit with students at the Nevada County Campus; 6) Election of Carol Geis as the new ASSC President and Student Trustee; 7) Upcoming Earth Day activities; and 8) An upcoming John Muir play at the Rocklin Campus.

Senate Reports:
- Academic Senate: Brook Oliver commented on the activities of the Academic Senate including the following: 1) Preparation of additional transfer degree agreements; 2) Upcoming Academic Senate elections; 3) Work on new and revised Board Policies and Administrative Procedures; and 4) Attention to statewide issues.
- Management Senate: Brian Haley commented on management participation in work to identify budget savings.

Sierra College Foundation Report: Sonbol Aliabadi commented on the activities of the Sierra College Foundation including the following: 1) The upcoming Taste of Excellence event; 2) The 911 Emergency fund campaign; 3) The program support initiative in which the Foundation provides funding and assistance over a three-year period to programs to help them become self-supporting; and 4) The CASE conference for Community College advancement.

Board Committee Meetings:
- Cari Dawson Bartley and Howard Rudd reported on meetings of the Accreditation Committees on which they serve.

Trustee Reports:
- Cari Dawson Bartley commented on the following topics: 1) The Placer County Cap to Cap preparation meeting; and 2) Constituent response to the César Chávez Speakers Series event.
- Nancy Palmer commented on the recent Placer County Economic Development Breakfast.
- Scott Leslie commented on the successful development of transfer degrees at Sierra College. He also requested that a Program Review update be provided to the Board.
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
April 10, 2012

REPORTS ( Continued)
Item #13903, Reports/Announcements (Continued)
Trustee Reports (Continued)

• Bill Halldin commented on the following topics: 1) A Roseville Chili Cook-off; 2) The Placer County Economic Development forum; and 3) Attendance at the César Chávez Speakers Series event.
• Dave Ferrari commented on the following topics: 1) A meeting of the Redevelopment Agency Successor Committee for the Town of Truckee; and 2) A meeting with a local hospital to discuss partnership opportunities with Sierra College.
• Howard Rudd commented on a meeting of the Roseville Redevelopment Agency Successor Committee.
• Aaron Klein commented on the following topics: 1) College opportunity and access; 2) A meeting of the Foundation Board; and 3) A speaking engagement at the South Nevada County Rotary Club.

Future Agenda Items: It was requested that a report on Program Review be provided to the Board at a future meeting.

Mr. Klein adjourned the meeting for a break at approximately 5:06 p.m., reconvened the meeting at 5:14 p.m., and adjourned to closed session at 5:15 p.m.

Item #13887, Closed Session (Continued)
b) CONFERENCE WITH DISTRICT LABOR NEGOTIATOR (Continued)

Attendees included: Board members; President William H. Duncan, IV; and staff members Jeannette Bischoff and Jené Hallam.

RECONVENE OPEN SESSION
Ms. Klein reconvened the meeting at 5:50 p.m. and announced that no action had been taken during closed session.

Continued on next page...
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
April 10, 2012

ADJOURNMENT
Mr. Klein adjourned the meeting at approximately 5:51 p.m.

Respectfully submitted,

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

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Aaron Klein, President
Board of Trustees

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

Continued on next page…