Sierra Joint Community College District
Regular Meeting of the Board of Trustees
Tuesday, June 12, 2012

MINUTES

The regular meeting of the Board of Trustees of the Sierra Joint Community College District was held on Tuesday, June 12, 2012, at 1:00 p.m. at the Sierra College – Tahoe-Truckee Campus, 11001 College Trail, Truckee, California, in Room 225.

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: Carol Geis (in at 2:14 p.m.)

Staff/Visitors: Kim Bateman, Jeannette Bischoff, Jené Hallam, Jane Hemmerling, Adele Hamlett, Jane Haproff, Bill Hemphill, Kerri Hester, Colin Irwin, Darlene Jackson, Carol Pepper-Kittredge, Stan Spencer, Laurel Thiers

CALL TO ORDER

Board President Aaron Klein called the meeting to order at 1:18 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.

ADJOURN TO CLOSED SESSION

Item #13918, Closed Session: At approximately 1:19 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

2 Potential Cases

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)

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CLOSED SESSION (Continued)

Item #13918, 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 2:03 p.m.

RECONVENE OPEN SESSION

Mr. Klein reconvened the meeting at 2:14 p.m., welcomed those present, and read a statement inviting public participation in the meeting. At Mr. Klein’s request, Ms. Nancy Palmer led the pledge of allegiance. Mr. Klein then announced that the Board would reconvene closed session following the Reports agenda item, and that no action had been taken during closed session.

APPROVAL OF AGENDA

A motion was made by Howard Rudd, seconded by Nancy Palmer, to approve the Agenda as presented. Call for the vote: Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried.

APPROVAL OF MINUTES – April 10, 2012 and May 8, 2012

A motion was made by Howard Rudd, seconded by Bill Halldin, to approve the Minutes of the April 10, 2012, and May 8, 2012, meetings as presented. Call for the vote: Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried.

BOARD OF TRUSTEES

Item #13919, Administration of Oath of Office – Student Trustee: Board President Aaron Klein administered the oath of office to Student Trustee Carol Geis.

Item #13920, 2012 Board of Trustees Meeting Calendar – Revision: A motion was made by Scott Leslie, seconded by Nancy Palmer, to approve the revised calendar of Board meeting dates and times for 2012. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item #13921, New Board Policy No. 3415, Employee Designee for LGBT Faculty, Staff and Students – Second Reading: A motion was made by Dave Ferrari, seconded by Nancy Palmer, to adopt new Board Policy No. 3415, Employee Designee for LGBT Faculty, Staff and Students. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

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EDUCATIONAL EFFECTIVENESS

Item #13922, Program Update: Sierra College – Tahoe-Truckee Campus: Dr. Kim Bateman, Dean of the Sierra College – Tahoe-Truckee Campus, presented information regarding programs and activities at the Tahoe-Truckee Campus. A large percentage of students at the Tahoe-Truckee Campus are in the 18-25 age bracket who plan to transfer and/or earn Associates Degrees. Some CTE programs such as Mechatronics and Engineering Support are declining in enrollment, while demand remains high in others such as Business Accounting, Human Development, and Administration of Justice. It was noted that a smaller percentage of students require basic skills level coursework when compared with other campuses. Efforts continue to involve the community in the activities of the campus. A PowerPoint presentation was featured.

ORGANIZATIONAL EFFECTIVENESS

Item No. 13923, 2011-2012 Budget Revision No. 2: Ms. Kerri Hester, Director of Finance, reviewed the recommended budget revision and answered trustee questions. The anticipated reduction in fund balance for the 2011-2012 fiscal year is $5.43 million, with the expected unrestricted ending fund balance of $11.3 million, or 12.63%. The changes to the budget included the following:

- Reduction in revenues of approximately $1.27 million. A significant portion of the reduction is due to the expectation that the community colleges will not realize redevelopment funding and the State is not currently planning to backfill.
- Reduction in expenditures of approximately $1.15 million. Savings have been realized in many areas including salaries and debt interest. A portion of contingency funds have also been removed from the budgeted expenditures and there is the expectation that much of the remaining contingency funding may not be spent.

A motion was made by Nancy Palmer, seconded by Howard Rudd, to approve Budget Revision #2 of the 2011-2012 budget as presented. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item No. 13924, 2012-2013 Tentative Budget: The tentative budget for 2012-2013 is a preliminary budget that was prepared using the current revenue projections from the State of California, historical knowledge of Sierra College expenditures, and other estimates. Ms. Kerri Hester led discussion and answered questions regarding the proposed tentative budget. The expected unrestricted ending fund balance under the budget scenario presented will be 7.98%, but it was noted that the beginning unrestricted fund balance will change based on the 2011-2012 end of year closeout. The final budget will be submitted to the Board in September 2012.

Continued on next page…
ORGANIZATIONAL EFFECTIVENESS (Continued)

Item No. 13924, 2012-2013 Tentative Budget (Continued)

A motion was made by Howard Rudd, seconded by Scott Leslie, to approve the 2012-2013 Tentative Budget as presented and direct staff to make the appropriate filing with the County Superintendent of Schools and/or the appropriate public entities. The Board further designated that the Public Hearing for the final budget for 2012-2013 be held Tuesday, September 11, 2012, at 4:00 p.m. at the Sierra College – Rocklin Campus. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item No. 13925, Actuarial Study of Retiree Health Liabilities as of July 1, 2012: Ms. Kerri Hester reviewed the 2012 actuarial study of retiree health liabilities. Discussion included a review of assumptions including the number of eligible retirees, the costs of insurance, and the expected rate of return on funds in trust. A motion was made by Scott Leslie, seconded by Bill Halldin, to approve the Actuarial Study of Retiree Health Liabilities report prepared by Total Compensation Systems, Inc. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

ADJOURN TO CONVENE AS THE SIERRA COMMUNITY COLLEGE FINANCE CORPORATION

At approximately 3:20 p.m., Mr. Klein adjourned the meeting of the Board of Trustees of the Sierra Joint Community College District and convened the meeting of the Board of Directors of the Sierra Community College Finance Corporation. Mr. Bill Halldin excused himself from the discussion and left the room to avoid any potential conflict of interest based on a business relationship with Bank of America.

Item #13926, Resolution No. 2012-01: Authorizing Execution of Lease Financing Documents for the District’s Certificates of Participation: An explanation was given regarding the benefits and risks of refinancing the District’s outstanding Certificates of Participation and trustee questions were answered. It was noted that there will be significant annual savings to the College and the terms of repayment will not be extended. A motion was made by Scott Leslie, seconded by Howard Rudd, to approve and sign Resolution No 2012-01 authorizing execution of lease financing documents for the District’s Certificates of Participation. Roll call vote: Directors: Ayes: 6; Noes: 0; Abstentions: 0; Absent: 1 (Halldin). Motion carried.

ADJOURN TO RECONVENE AS THE BOARD OF TRUSTEES OF THE SIERRA JOINT COMMUNITY COLLEGE DISTRICT

At approximately 3:29 p.m., Mr. Klein adjourned the meeting of the Sierra Community College Finance Corporation and reconvened the meeting as the Board of Trustees for the Sierra Joint Community College District.
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ORGANIZATIONAL EFFECTIVENESS

Item #13927, Resolution No. 2012-12: Authorizing Execution of Lease Financing Documents for the District’s Certificates of Participation: A motion was made by Cari Dawson Bartley, seconded by Scott Leslie, to approve and sign Resolution No. 2012-12 authorizing execution of lease financing documents for the District’s Certificates of Participation. Roll call vote: Student Trustee Advisory Vote: Aye; Directors: Ayes: 6; Noes: 0; Abstentions: 0; Absent: 1 (Halldin). Motion carried.

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 the Consent portion of the agenda.

CONSENT AGENDA

A motion was made by Nancy Palmer, seconded by Scott Leslie, 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 #13928, 2013-2014 Academic Calendar: The Board approved the proposed Academic Calendar for 2013-2014.

Item #13929, 2012-2013 Sabbatical Leaves: The Board approved the 2012-2013 sabbatical leaves as indicated in the Board agenda.

Item #13930, Instructional Services Agreements and 2012-2013 ISA Instructor Listing: The Board approved the Instructional Services Agreements and the 2012-2013 listing of instructors.

Item #13931, Fall 2012 Community Education Program: The Board approved the list of instructors/presenters and coordinators who will be presenting courses or coordinating activities for Community Education for fall 2012.

Item #13932, Acceptance of Donations: The Board acknowledged receipt of the listed donations.

Item #13933, Warrants for the Month of April 2012: The Board ratified the warrants for the month of April 2012.

Item #13934, CCFS-311Q for Period Ending March 31, 2012: The Board accepted the CCFS-311Q Quarterly Report for the nine-month period ended March 31, 2012, which has been forwarded to the appropriate governmental agencies.

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CONSENT AGENDA (Continued)

Item #13935, Declare and Authorize Disposition of Surplus Property: The Board adopted Resolution No. 2012-13 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 #13936, Resolution 2012-14: Authorizing Transfer of Funds in the 2011-2012 Budget: The Board approved Resolution No. 2012-14, authorizing the Business Office staff to make the appropriate budget transfers to balance major object categories or fund balances in the event of over expenditure at June 30, 2012.

Item #13937, 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: Elizabeth Skelly**
   
   **Term:** July 2, 2012 – June 28, 2013
   
   **Amount:** $20,000
   
   **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades
   
   **Agreement:** Consultant to provide bond oversight and assist in budgeting, accounting, monitoring, and financial reporting for the Nevada County Campus – Expansion and Renovations Project.

2. **Contract/Agreement: Holdrege & Kull**
   
   **Term:** June 13, 2012 – November 30, 2012
   
   **Amount:** $1,500
   
   **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades
   
   **Agreement:** Contract to provide testing and inspection services for the Nevada County Campus Renovations Project.

3. **Contract/Agreement: Wait Roofing & Seamless Gutter, Inc.**
   
   **Term:** June 13, 2012 – September 30, 2012
   
   **Amount:** $50,098
   
   **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades
   
   **Agreement:** Remove and replace the NCC N8 building roof as part of the Campus Wide Upgrades project.
CONSENT AGENDA (Continued)

Item #13937, Contracts and Agreements – Capital Projects (Continued)

A. CONTRACTS FOR APPROVAL (Continued)

   Term: June 13, 2012 – September 30, 2012
   Amount: $38,501
   Funding Source: SFID Bond No. 2, Campus Wide Upgrades
   Agreement: Remove and replace the NCC N1 building roof as part of the
   Campus Wide Upgrades project.

   Amount: $4,897.20
   Funding Source: SFID Bond No. 2
   Agreement: Programming and device upgrades to the Nevada County
   Campus access control system.

   Term: June 13, 2012 – September 30, 2012
   Amount: $2,825
   Funding Source: SFID Bond No. 2
   Agreement: Relocate fire alarm panel from existing N3 security office to
   new N1 security office and remove and relocate fire alarm
   devices in N3 per plans to complete the N3 facility remodel.

Item #13938, 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: Patricia Cremeen
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $5,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   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
   organizing and conducting a fall advisory committee meeting;
   and assist with Science, Technology, Engineering, and
   Mathematics (STEM) projects as assigned.

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CONSENT AGENDA (Continued)

Item #13938, Contracts and Agreements (Continued)

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


Term: July 1, 2012 – December 31, 2012

Amount: Not to exceed $25,000

Funding Source: CTE Community Collaborative Grant 11-140-271

Agreement: Consultant will coordinate with Project Director to provide strategic planning and oversight of project deliverables and outcomes; coordinate technical assistance and evaluation in strengthening Sierra College’s Mechatronics, Engineering, Drafting & Engineering Support, Energy Technology, and Welding degree and certificate programs and partnering high school and middle school programs and regional business partners; coordinate and facilitate a fall advisory meeting engaging business and industry partners; develop communication strategies connecting employers to educational pathways and programs; develop press releases on project events as appropriate for submittal to the Sierra College Public Information Officer (PIO); provide updates to the Sierra College website, and develop written content for promotional materials announcing project-related events.


Term: July 1, 2012 – December 31, 2012

Amount: Not to exceed $9,000

Funding Source: CTE Community Collaborative Grant 11-140-271

Agreement: Consultant will conduct career exploration presentations and work readiness activities in STEM-related educational and career pathways at five high schools and two middle schools to recruit students into feeder high school Career and Technical Education (CTE) programs and Sierra College’s Mechatronics, Engineering, Drafting & Engineering Support, Energy Technology, and Welding degree and certificate programs; coordinate a teacher and faculty laboratory tour at a participating Sierra STEM school; provide technical assistance to middle and high schools with Tech-Explorer laboratories as requested; conduct research and provide recommendations on course sequencing; assist with a STEM advisory meeting and in-service workshops; and other STEM related projects as assigned.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

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

4. Contract/Agreement: Christina Hinderman
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $9,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   Agreement: Consultant will provide technical support to participating
teachers and counselors using Career Cruising software to
improve linkages between high school CTE programs and
Sierra College’s Mechatronics, Engineering, Drafting &
Engineering Support, Energy Technology, and Welding
degree and certificate programs; conduct career exploration
presentations and work readiness activities in STEM-related
educational and career pathways at five high schools and two
middle schools; develop a concept brief for expanding student
opportunities for paid and unpaid internships; and place,
monitor and evaluate five faculty or teachers in fall/winter
externships.

5. Contract/Agreement: Sandra Scott
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $15,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   Agreement: Consultant will develop a concept brief for initiating a
professional development Innovation Institute for teachers
and faculty; coordinate a working group of master teachers
and curriculum experts to develop a lesson plan targeting a
broad array of elementary and high school students and
applies math in an authentic context, includes STEM skills
such as critical thinking, active learning and problem solving,
and is aligned with the Common Core Standards; and
coordinate and evaluate a professional development
workshop for teachers and faculty that examines and
evaluates the lesson plan.

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CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

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

6. Contract/Agreement: Ryan Hinderman
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $9,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   Agreement: Consultant will conduct a student survey in Sierra College
               entry-level classes for Mechatronics, Engineering, Drafting &
               Engineering Support, Energy Technology, and Welding
               programs and analyze results to track participation of high
               school graduates previously participating in project supported
               secondary CTE classes; develop a concept brief on best
               practice models using applied mathematics as an intervention
               and prevention strategy; conduct two high school and one
               middle school focus group to guide mathematics intervention
               and prevention delivery methodologies; and develop a
               concept brief on expanding middle and high school, and
               college student participation in career technical student
               organizations.

7. Contract/Agreement: Steven Hunter
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $5,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   Agreement: Consultant will serve as a postsecondary subject matter expert
               in developing a professional development Innovation Institute
               for teachers and faculty; participate as a group member of
               master teachers and curriculum experts to develop a lesson
               plan targeting a broad array of elementary and high school
               students and applies math in an authentic context, includes
               STEM skills such as critical thinking, active learning and
               problem solving, and is aligned with the Common Core
               Standards; and participate in a professional development
               workshop for teachers and faculty that examines and
               evaluates the lesson plan.

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CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

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

8. Contract/Agreement: Jonathan Schwartz
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $5,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   Agreement: Consultant will serve as a secondary subject matter expert in
developing a professional development Innovation Institute for
teachers and faculty; participate as a group member of master
teachers and curriculum experts to develop a lesson plan
targeting a broad array of elementary and high school students
and applies math in an authentic context, includes STEM skills
such as critical thinking, active learning and problem solving,
and is aligned with the Common Core Standards; and participate
in a professional development workshop for teachers and faculty
that examines and evaluates the lesson plan.

9. Contract/Agreement: Steve Dicus
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $8,000
   Funding Source: CTE Community Collaborative Grant 11-140-271
   Agreement: Consultant will strengthen Oakmont High School’s CTE wood
   and drafting programs by developing and piloting new
   curriculum using principles of project-based learning and
   problem-solving, attending professional development
   workshops to update technical skills, and representing the
   project at the annual meeting of the California Industrial and
   Technology Education Association/Manufacturing
   Technology Teachers Association.

    Term: May 18, 2012 – June 30, 2012
    Amount: Not to exceed $2,500
    Funding Source: Client Services
    Agreement: Consultant shall conduct an on-site training assessment with
    executive management to evaluate training and non-training
    needs, and develop and submit a training proposal to deliver
    process improvement customized training and services for
    incumbent workers at the Sacramento Municipal Utility
    District (SMUD).

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CONSENT AGENDA (Continued)

Item #13938, Contracts and Agreements (Continued)

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

11. Amendment to Contract/Agreement: Marketing Action, Inc.
   Previous Board Agenda Item No. 13872 (Approved February 14, 2012)
   Previous Board Agenda Item No. 13901 (Approved April 10, 2012)
   Amount: Not to exceed $17,500 (formerly $11,500)
   Funding Source: Client Services
   Agreement: This amendment adds additional services as follows:
               consultant will continue to 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).

12. Amendment to Contract/Agreement: Valaine Hoffmann & Associates
    Previous Board Agenda Item No. 13844 (Approved December 13, 2011)
    Previous Board Agenda Item No. 13884 (Approved March 13, 2012)
    Term: January 1, 2012 – June 30, 2012
    Amount: Not to exceed $15,400 (formerly $13,000)
    Funding Source: CTE Community Collaborative Grant 10-140-271
    Agreement: This amendment adds additional services as follows:
               consultant will process and disseminate instructional
               materials and supplies to participating Sierra STEM schools
               implementing the Tech-Explorer program, and provide
               technical assistance to Sierra STEM CTE teachers to strengthen
               programs and leverage resources.

13. Amendment to Contract/Agreement: Patricia Cremeen
    Previous Board Agenda Item No. 13872 (Approved February 14, 2012)
    Amount: Not to exceed $7,500 (formerly $5,000)
    Funding Source: CTE Community Collaborative Grant 10-140-271
    Agreement: This amendment adds additional services as follows: conduct
               analysis on data collected and reported to the Chancellor’s
               Office.
CONSENT AGENDA (Continued)

Item #13938, Contracts and Agreements (Continued)

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

   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $10,000
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will conduct not-for-credit energy efficiency and
   weatherization entry-level technician training to prepare up to
   15 incumbent workers in the California Conservation Corps
   for high wage high skill energy efficiency and green
   construction jobs.

15. Contract/Agreement: Judith E. Schmidt, Ph.D.
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $12,000
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will assist the Center for Applied Competitive
   Technologies (CACT) Director in supporting and engaging the
   Continuous Improvement Network, a regional businesses
   leadership group; providing technical assistance to businesses
   to secure Employment Training Panel grants; and conduct
   training assessments for businesses seeking process
   improvement training.

16. Contract/Agreement: Tyler Wade
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $23,000
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will assist the CACT Director in responding to
   requests for not-for-credit, customized, short-term training;
   provide consultation to business and industry clients in
   developing training objective and outcomes; summarize
   student training evaluation data and provide feedback to
   employer training administrators; and generate training
   revenues in support of the CACT grant.
CONSENT AGENDA (Continued)

Item #13938, Contracts and Agreements (Continued)

A. OFFICE OF INSTRUCTION - GRANT DEVELOPMENT & CAREER

TECHNICAL EDUCATION (Continued)

17. Contract/Agreement: Jes Vargas dba DPMG Corp.
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $21,000
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will deliver contracted education training targeted
   towards manufacturing and technology company managers
   and supervisors; provide technical assistance to emerging
   manufacturing and technology entrepreneurs through the
   CACT’s Manufacturing Assistance program, as requested;
   assist with the organization development of a regional
   Continuous Improvement Network in partnership with
   manufacturers and other business industry leaders.

   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $18,776
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will develop written content for a quarterly CACT
   newsletter; coordinate with the CACT Director to develop
   outreach and targeted strategies for engaging business and
   industry partners in customized education; develop press
   releases on CACT events as appropriate for submittal to the
   Sierra College PIO; provide updates to the Sierra College
   Training & Development website, and develop written
   content for promotional materials announcing CACT-related
   training events.

19. Contract/Agreement: Rory Craig
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $9,000
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will assist the CACT Director in responding to
   requests for prototyping services; evaluate and prepare
   estimates for prototyping services; and prepare product
   design electronic files for the CACT’s additive manufacturing
   machine.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

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

20. Contract/Agreement: Ryan Hinderman
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $5,000
   Funding Source: CACT Grant 12-302-027
   Agreement: Consultant will assist the CACT Director in maintaining a business database; prepare promotional materials for distribution to regional businesses; and assist in reporting project outcomes to the Chancellor’s Office.

21. Contract/Agreement: Sandra Scott
   Term: June 4, 2012 – December 31, 2012
   Amount: Not to exceed $8,000
   Funding Source: Client Services
   Agreement: Consultant will research grant funding opportunities from state and national sources; develop working concepts and proposals in partnership with key stakeholders.

22. Contract/Agreement: Tyler Wade
   Term: June 4, 2012 – December 31, 2012
   Amount: Not to exceed $4,000
   Funding Source: Client Services
   Agreement: Consultant will assist in developing grant funding working concepts and proposals in partnership with key stakeholders.

   Term: June 4, 2012 – December 31, 2012
   Amount: Not to exceed $8,000
   Funding Source: Client Services
   Agreement: Consultant will assist in developing grant funding working concepts and proposals in partnership with key stakeholders.

24. Contract Agreement: RobbJack Corporation
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $12,600 (receivable)
   Funding Source: RobbJack Corporation
   Agreement: Sierra College will provide contract instruction (up to 90 hours) of Lean Principles Consulting/Training) to RobbJack Corporation.

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CONSENT AGENDA (Continued)

Item #13938, Contracts and Agreements (Continued)

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

25. Independent Contractor Agreement: Rex Moore Electrical Contractors & Engineers
   Term: July 1, 2012 – December 31, 2012
   Amount: Not to exceed $16,800 (receivable)
   Funding Source: Rex Moore Electrical Contractors & Engineers
   Agreement: Sierra College will provide contract instruction (up to 120 hours) of Process Improvement Consulting/Training to Rex Moore Electrical Contractors and Engineers.

   Term: June 4, 2012 – June 15, 2012
   Amount: Not to exceed $5,300 (receivable)
   Funding Source: Northrop Grumman
   Agreement: Sierra College will provide contract instruction (up to 24 hours) of IPC 610 & IPC 620 Recertification Workmanship Standards Training to Northrop Grumman.

27. Contract/Agreement: Linda Sisneros
   Term: June 4, 2012 – June 15, 2012
   Amount: Not to exceed $1,960
   Funding Source: Client Services
   Agreement: Consultant will provide contract instruction (up to 24 hours) of IPC 610 & IPC 620 Recertification Workmanship Standards Training to Northrop Grumman.

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

1. Contract/Agreement: Chancellor’s Office of the California Community Colleges Transitions Grant No. 12-112-270
   Term: July 1, 2012 - June 30, 2013
   Amount: $49,389
   Funding Source: Chancellor’s Office of the California Community Colleges
   Agreement: Agreement to accept funding for the Career and Technical Education Act (CTEA) Grant No. 12-112-270 to continue this ongoing program for fiscal year 2012-2013.

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CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

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

2. Contract/Agreement: Chancellor’s Office of the California Community
Colleges CTEA 1C Grant No. 12-C01-058
Term: July 1, 2012 - June 30, 2013
Amount: $526,353
Funding Source: Chancellor’s Office of the California Community Colleges
Agreement: Agreement to accept funding for the Career and Technical Education Act (CTEA) Grant No. 12-C01-58 to continue this ongoing program for fiscal year 2012–2013.

3. Contract/Agreement: Chancellor’s Office of the California Community Colleges (Foster & Kinship Care Education Grant)
Term: July 1, 2012 – June 30, 2013
Amount: $111,973
Funding Source: Chancellor’s Office of the California Community Colleges
Agreement: Agreement continues the ongoing funding from The Chancellor’s Office to provide Foster & Kinship Care Education for the 2012-2013 year.

4. Contract/Agreement: Nevada County Superintendent of Schools MOU for the Operation of the Sierra College–Nevada County Campus Child Development Center
Term: July 1, 2012 – June 30, 2013
Amount: N/A
Funding Source: N/A
Agreement: Sierra College – Nevada County Campus in partnership with Nevada County Superintendent of Schools, has been successfully operating a Preschool and Toddler Program. This Memorandum of Understanding is to continue that partnership through the 2012–2013 fiscal year.

Term: July 1, 2012 – June 30, 2013
Amount: $4,500
Funding Source: CTEA 1C Grant No. 12-C01-58

Continued on next page…
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

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

5. **Contract/Agreement: Brian Hurd, dba Hands on Solar, Inc.** (Continued)
   
   Agreement: Brian Hurd will act as a faculty mentor and trainer for the Sierra College Photovoltaics courses. Mr. Hurd will meet with the instructors to work on issues of classroom delivery and management, development of presentation materials and help with technical education expertise. The mentoring/training program will help ensure consistency between sections and classes in the program (ESS 30 = Beginning Photovoltaic Systems, ESS 32 – Intermediate Photovoltaic Systems, and ESS 34 Advanced Photovoltaic Systems).

6. **Contract/Agreement: Tahoe Forest Hospital District**
   
   Term: July 1, 2012 – July 1, 2015 (Estimated)
   
   Amount: N/A
   
   Funding Source: N/A
   
   Agreement: This is an agreement to provide Sierra College Health Science EMT -1 students with practical experience in an Emergency Room to comply with State certification requirements.

7. **Contract/Agreement: American Medical Response**
   
   Term: July 1, 2012 – July 1, 2014 (Estimated)
   
   Amount: N/A
   
   Funding Source: N/A
   
   Agreement: This is an agreement to provide Sierra College Health Science EMT -1 students with practical experience on an ambulance to comply with State certification requirements.

C. OFFICE OF INSTRUCTION – SCIENCES & MATHEMATICS DIVISION

1. **Contract/Agreement: CertifiedBackground.com**
   
   Term: July 1, 2012 - Indefinite
   
   Amount: N/A
   
   Funding Source: N/A
   
   Agreement: In conjunction with CertifiedBackground.com, they will provide, on a network using TCP/IP protocols, a Web-based health certification product comprised of hosting services and data management applications to the Sierra College Nursing Program for the purposes of maintaining affiliation agreements with healthcare partners in clinical training. This is to include management of drug screening, background checks, immunizations, health screening and CPR certification.

Continued on next page…
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

D. OFFICE OF INSTRUCTION - LEARNING RESOURCE CENTER

1. Contract/Agreement: Community College Library Consortium
   Term: July 1, 2012 – June 30, 2013
   Amount: $11,605
   Funding Source: State Lottery Funds ($3,501) and General Fund ($8,104)
   Agreement: Community College Library Consortium provides database resources used in the Learning Resource Center/Library. This renewal subscription is for a DISTRICT wide site license. A site license entitles unlimited online access to the databases listed on the renewal. Databases covered are: CQ Press Global Researcher & Researcher with PEOR, Gale Virtual Reference Library, InfoBase Publishing Films on Demand, Serial Solutions 360 Core and Springshare Library Guides.

2. Contract/Agreement: American Psychological Association
   Term: July 1, 2012 – June 30, 2013
   Amount: $4,632
   Funding Source: State Lottery Funds
   Agreement: Community College Library Consortium has contracted with American Psychological Association (through EBSCO) to order a new subscription for PsycArticles database for the Learning Resource Center/Library. This subscription is for a DISTRICT wide site license. A site license entitles unlimited online access to the database.

E. OFFICE OF INSTRUCTION – NEVADA COUNTY CAMPUS

   Term: July 1, 2012 – June 30, 2013
   Amount: $2,299.40
   Funding Source: General Fund
   Agreement: The purpose of this contract is to continue water distilling services at the Nevada County Campus for the Chemistry department.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

E. OFFICE OF INSTRUCTION - NEVADA COUNTY CAMPUS (Continued)

2. Contract/Agreement: Jeff Wells Refrigeration
   Term: July 1, 2012 – June 30, 2013
   Amount: $100
   Funding Source: General Fund
   Agreement: The purpose of this contract is to continue quarterly maintenance service on the science lab ice machine that supports instruction.

F. HUMAN RESOURCES

1. Contract/Agreement: Jay Resendez, Attorney at Law
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $15,000
   Funding Source: General Fund
   Agreement: The Consultant agrees to provide services in the form of investigative interviews and meetings related to Equal Employment Opportunity claims and other meetings as requested.

2. Contract/Agreement: GENEX Services, Inc.
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $10,000
   Funding Source: General Fund
   Agreement: The Consultant agrees to provide services in the form of interactive meetings and vocational interventions.

3. Contract/Agreement: Beeson, Tayer & Bodine
   Term: July 1, 2012 – June 30, 2013
   Amount: Not to exceed $24,000
   Funding Source: General Fund
   Agreement: The Consultant agrees to provide the District with facilitation services for collective bargaining and other meetings as requested.

4. Contract/Agreement: NorCal Services for Deaf and Hard of Hearing
   Term: August 1, 2012 – June 30, 2013
   Amount: $11,000
   Funding Source: General Fund
   Agreement: NorCal Services for Deaf and Hard of Hearing will provide interpreting services for Sierra College Deaf Studies instructors for the 2012-13 academic school year. Services to include interpreting team, class sessions and two department meetings.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

G. FINANCE & ADMINISTRATION

1. Contract/Agreement: Crowe Horwath LLP
   Term:          Audit Services for fiscal year ending June 30, 2012
   Amount:       Not to Exceed $72,500
   Funding Source: General Fund
   Agreement: Audit of the Sierra Joint Community College District financial statements and Sierra College Foundation financial statements for the year ending June 30, 2012.

2. Contract/Agreement: Crowe Horwath LLP
   Term: Performance Audit for fiscal year ending June 30, 2012
   Amount: Not to exceed $10,000
   Funding Source: Measure G & H Funds
   Agreement: Audit of the Sierra Joint Community College District Measure G & H General Obligation Bonds for the year ending June 30, 2012.

3. Contract/Agreement: Elizabeth Skelly
   Term:          July 1, 2012 – December 31, 2012
   Amount:       $35,000
   Funding Source: General Fund
   Agreement: This agreement will provide accounting services to support the Sierra College Foundation, to prepare financial reports, assist with the budgeting, accounting, monitoring and audit preparation for the Sierra College Foundation.

   Term:          July 20, 2012 – July 19, 2017 (estimated)
   Amount:       $6,995.52/per year
   Funding Source: General Fund
   Agreement: This agreement initiates operating leases for four 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).

Continued on next page…
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

G.  FINANCE & ADMINISTRATION (Continued)

5.  Contract/Agreement: Ray Morgan Company
   Term: July 20, 2012 – July 19, 2017 (estimated)
   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 V-113. The cost
   estimate is based on a fixed $0.0074 per-copy charge for black and
   white copies with an estimated usage of 132,000 copies per year.

6.  Contract/Agreement: Ray Morgan Company
   Term: July 20, 2012 – July 19, 2017 (estimated)
   Amount: $871.80/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 V-211. The cost
   estimate is based on a fixed $0.01 per-copy charge for black and
   white copies with an estimated usage of 54,000 copies per year
   and a fixed $0.0553 per-copy charge for color copies with an
   estimated usage of 6,000 copies per year.

7.  Contract/Agreement: Ray Morgan Company
   Term: July 20, 2012 – July 19, 2017 (estimated)
   Amount: $3,108/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 V-322. The cost
   estimate is based on a fixed $0.0074 per-copy charge for black and
   white copies with an estimated usage of 420,000 copies per year.

8.  Contract/Agreement: Ray Morgan Company
   Term: July 20, 2012 – July 19, 2017 (estimated)
   Amount: $655.80/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 Police Services
   (U-13). The cost estimate is based on a fixed $0.01 per-copy
   charge for black and white copies with an estimated usage of
   32,400 copies per year and a fixed $0.0553 per-copy charge for
   color copies with an estimated usage of 6,000 copies per year.

Continued on next page…
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)
G.  FINANCE & ADMINISTRATION (Continued)

9.  Contract/Agreement: Pacific Dining
Term:   May 17, 2012 – June 30, 2012
Amount: N/A
Funding Source:   N/A
Agreement:   As a result of an extensive request for proposal process and a
thorough review of six proposals, Pacific Dining was selected as the new food service provider for the Rocklin campus. Pacific Dining will be operating the food service on a commission-based model whereby the District will receive a percentage of gross sales. This interim agreement covers the period May 17, 2012 to June 30, 2012 allowing Pacific Dining to begin the transition process and to begin providing coffee shop service during the month of June.

10.  Contract/Agreement: Pacific Dining
Term:   July 1, 2012 - June 30, 2017
Amount: N/A
Funding Source:   N/A
Agreement:   As a result of an extensive request for proposal process and a thorough review of six proposals, Pacific Dining was selected as the new food service provider for the Rocklin campus. Pacific Dining will be operating the food service on a commission-based model whereby the District will receive a percentage of gross sales. This agreement is for a period of five years.

11.  Contract/Agreement: Eagle Vending
Term:   July 1, 2012 - June 30, 2016
Amount: N/A
Funding Source:   N/A
Agreement:   Eagle Vending has provided food vending services to the Nevada County Campus as a subcontractor of the food service provider, Claridge Café. Effective June 30, 2012, Claridge Café will discontinue food service operations, and therefore, the District has reached an agreement to contract directly with Eagle Vending to continue providing food vending for NCC beginning July 1, 2012.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

G. FINANCE & ADMINISTRATION (Continued)

12. Contract/Agreement: Gold Country Vending Systems
   Term: June 1, 2012 – November 30, 2012
   Amount: N/A
   Funding Source: N/A
   Agreement: Gold Country Vending Systems has been providing food
   vending services to the Rocklin campus as a subcontractor to
   Sodexo for the past fifteen years. Effective May 31, 2012,
   Sodexo will discontinue food service operations at the Rocklin
   campus, and therefore, the District has reached an agreement
   to contract directly with Gold Country Vending Systems to
   continue providing food vending for the Rocklin campus for
   the period June 1, 2012 – November 30, 2012.

13. Contract/Agreement: Jeff Wells Refrigeration
   Term: July 1, 2012 – June 30, 2013
   Amount: $1,400
   Funding Source: General Fund
   Agreement: Jeff Wells Refrigeration will provide quarterly maintenance
   service for the Nevada County Campus kitchen walk-in
   freezer, walk-in refrigerator, Victory reach-in refrigerator and
   Scottsman ice machine.

14. Contract/Agreement: Off Campus Solutions, LLC
   Term: June 1, 2012 – June 30, 2012
   Amount: N/A
   Funding Source: N/A
   Agreement: Off Campus Solutions (OCS) operates and administers an off
   campus dining programs for universities and colleges where
   OCS establishes member accounts utilizing student I.D. cards,
   receives funds from the college for students participating in
   the meal plan program and applies funds to students account
   allowing funds to be spent at participating restaurants and
   retail stores. This agreement is necessary to continue the meal
   plan program for residential students.

Continued on next page…
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

G. FINANCE & ADMINISTRATION (Continued)

15. Contract/Agreement: Off Campus Solutions, LLC
   Term: July 1, 2012 – June 30, 2017
   Amount: N/A
   Funding Source: N/A
   Agreement: Off Campus Solutions (OCS) operates and administers an off
campus dining programs for universities and colleges where
OCS establishes member accounts utilizing student I.D. cards,
receives funds from the college for students participating in
the meal plan program and applies funds to students account
allowing funds to be spent at participating restaurants and
retail stores. This agreement is necessary to continue the meal
plan program for residential students.

16. Contract/Agreement: SPURR Natural Gas Services
   Term: July 1, 2012 – June 30, 2013
   Amount: N/A
   Funding Source: N/A
   Agreement: School Project for Utility Rate Reduction (SPURR), a California
JPA has negotiated a fixed rate for a portion of participant’s
projected noncore natural gas usage. The District has elected
to obtain fixed pricing for 75% of projected usage with
remaining usage to be charged at the default rate for that
month.

H. STUDENT SERVICES

1. Contract/Agreement: Strata Information Group
   Term: July 1, 2012 - June 30, 2013
   Amount: Not to Exceed $13,000
   Funding Source: BFAP categorical budget
   Agreement: Consultant, Mike Cummiskey, will be paid for services based
on the need for leadership and technical services related to the
ongoing implementation of the administrative software
services for the financial aid program.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

H. STUDENT SERVICES (Continued)

2. **Contract/Agreement: VietAbroader Organization**
   Term: July 21, 2012 - July 22, 2012
   Amount: Not to exceed $1,000
   Funding Source: General Fund
   Agreement: The recipient, VietAbroader Organization, will provide a rental space and presentation materials display for an international students recruitment booth at the VietAbroader Conference 2012 in Ho Chi Minh City and Hanoi.

3. **Amendment to Contract/Agreement: University of California, Davis-Medical Director Services, Agreement Number 98-00833V, Amendment #15**
   Term: July 1, 2012 - June 30, 2013
   Amount: $500/month
   Funding Source: Health Services
   Agreement: Agreement to provide medical director services to the student health center. Fee remains the same as prior year.

4. **Contract/Agreement: California State University Sacramento Air Force ROTC Detachment 088**
   Term: Upon Execution – Until Terminated
   Amount: N/A
   Funding Source: N/A
   Agreement: The purpose of this agreement is to make the Air Force ROTC General Military Course and/or Professional Officer Course available to qualified students of Sierra College who desire to earn appointments as commissioned officers in the United States Air Force.

5. **Contract/Agreement: Bill Cruz**
   Term: July 1, 2012 - June 30, 2013
   Amount: 50% of the adjustable income and reimbursement of all incurred operation costs.
   Funding Source: Community Education Funds
   Agreement: Consultant will provide site coordination to plan and schedule classes for the Motorcycle Safety Foundation offered by Community Education.
CONSENT AGENDA (Continued)
Item #13938, Contracts and Agreements (Continued)

H. STUDENT SERVICES (Continued)

6. **Contract/Agreement: Tanya Hanrihan dba Tanya Hanrihan Consultants**
   - **Term:** July 1, 2012 - June 30, 2013
   - **Amount:** Not to exceed $8,000
   - **Funding Source:** International Students Budget
   - **Agreement:** The consultant will provide services for international students regarding the homestay program. Services will include recruiting homestay families, supporting student placement and assisting international students regarding other housing options.

7. **Contract/Agreement: Chegg, Inc.**
   - **Term:** June 1, 2012 - May 31, 2013
   - **Amount:** Not to exceed $5,000
   - **Funding Source:** General Fund
   - **Agreement:** The recipient, Zinch, will provide enhancement of Sierra outreach and international student recruitment through webinar, social media, literature marketing and targeted email campaigns.

8. **Contract/Agreement: Steven Holt**
   - **Term:** July 1, 2012 - June 30, 2013
   - **Amount:** Not to exceed $255,000
   - **Funding Source:** $66,000 DSPS
                   $189,000 General Fund
   - **Agreement:** Provide sign language interpreting for deaf students and real time capturing.

I. INFORMATION & INSTRUCTIONAL TECHNOLOGY

1. **Contract/Agreement: IVCi, LLC**
   - **Term:** July 1, 2012 – June 30, 2013
   - **Amount:** $995
   - **Funding Source:** General Fund
   - **Agreement:** IVCi, LLC has agreed to provide support maintenance coverage for Polycom HDX 7000 Series equipment.

Continued on next page…
CONSENT AGENDA (Continued)

Item #13938, Contracts and Agreements (Continued)

I. INFORMATION & INSTRUCTIONAL TECHNOLOGY (Continued)

2. Contract/Agreement: Pcounter WebPay
   Term: May 17, 2012 – Until Terminated
   Amount: $5,000 (one-time) + $17,436 (annually) (Estimated)
   Funding Source: General Fund
   Agreement: Agreement is entered in order to implement student pay-to-print. Pcounter agrees to provide the software, installation and training to the District.

3. Amendment to Contract/Agreement: Strata Information Group
   Term: July 1, 2012 – June 30, 2015
   Amount: Not to exceed $120,000/year
   Funding Source: General Fund
   Agreement: The agreement made on July 1, 2004, between Sierra College and Strata Information Group is hereby amended to be extended to June 30, 2015.

J. FACILITIES

   Amount: $1,401
   Funding Source: General Fund
   Agreement: The purpose of this contract is for regular maintenance repair/services for two chillers at the Nevada County Campus.

   Term: July 1, 2012 – June 30, 2013
   Amount: $1,950
   Funding Source: General Fund
   Agreement: The purpose of this contract is for regular maintenance repair/services for the six water heater boilers at the Nevada County Campus.

3. Contract/Agreement: L&H Airco
   Term: July 1, 2012 – June 30, 2013
   Amount: $2,000
   Funding Source: General Fund
   Agreement: The purpose of this contract is for regular maintenance repair/services to include labor and parts for HVAC Alerton controls repairs.

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

Item #13938, Contracts and Agreements (Continued)

J. FACILITIES (Continued)

4. **Contract/Agreement: Sierra Building Systems, Inc.**
   - **Term:** July 1, 2012 – June 30, 2013
   - **Amount:** $1,500
   - **Funding Source:** General Fund
   - **Agreement:** The purpose of this contract is for regular maintenance repair/services to include time and materials for fire alarm system troubleshooting and repair.

5. **Contract/Agreement: Kratos Public Safety and Security Solutions, Inc.**
   - **Term:** July 1, 2012 – June 30, 2013
   - **Amount:** $3,000
   - **Funding Source:** General Fund
   - **Agreement:** The purpose of this contract is for time and materials for electronic locking system troubleshooting, repair and programming during the 2012-2013 year at the Nevada County Campus.

6. **Contract/Agreement: American Chiller Service, Inc.**
   - **Term:** June 13, 2012 – June 30, 2012
   - **Amount:** $2,325
   - **Funding Source:** General Fund
   - **Agreement:** Contract for the replacement of the compressor on the Liebert air handler unit at the Nevada County Campus.

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Item #13939, Revisions to Board Policies: The Board approved the review without revision of Board Policy No. 1200 and approved the revisions to Board Policy Nos. 2340, 2345, 2432, and 2730.

**A. PERIODIC REVIEW – NO RECOMMENDED REVISIONS**

1. BP 1200, District Mission

**B. PROPOSED REVISIONS**

1. BP 2340, Board of Trustees Agendas: Incorporated CCLC language and simplified document language. [Governance Process: Initiated by President’s Office as part of periodic review; Sent to Senates for review 4/20/12; Strategic Council 5/11/12]

2. BP 2345, Public Participation at Board of Trustees Meetings: Additional reference per CCLC and minor revision to language. [Governance Process: Initiated by President’s Office as part of periodic review; Sent to Senates for review 4/20/12; Strategic Council 5/11/12]

Continued on next page…
CONSENT AGENDA (Continued)
Item #13939, Revisions to Board Policies (Continued)

A. PROPOSED REVISIONS (Continued)

3. BP 2432, Superintendent/President Succession: Revised to update the title of the Vice President of Administrative Services, change the order of succession, and remove the Associate Vice President of Human Resources. [Governance Process: Initiated by President’s Office as part of periodic review; Sent to Senates for review 4/20/12; Strategic Council 5/11/12]

4. BP 2730, Board Member Health Benefits: Added reference and language clarifying the level of benefit available to trustees per CCLC. [Governance Process: Initiated by President’s Office as part of periodic review; Sent to Senates for review 4/20/12; Strategic Council 5/11/12]

PERSONNEL

Item #13940, Personnel Transactions: A motion was made by Nancy Palmer, seconded by Howard Rudd, 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.

A. REPLACEMENT POSITION HIRES

1. Interim Assistant Superintendent/Vice President-Instruction – Dr. Debra Sutphen
Personnel Action: Replacement Position/Promotion (vice Dr. Rachel Rosenthal); Approval of Attached Employment Agreement
Position: Assistant Superintendent/Vice President-Instruction, Educational Administrator
Position Number: EX0004
Cost: $24,588.03 plus benefits
Effective Date: June 1, 2012 up to May 31, 2013

2. Interim Dean – Liberal Arts – Dr. Rebecca Bocchicchio
Personnel Action: Replacement Position/Promotion (vice Dr. Debra Sutphen)
Position: Dean – Liberal Arts, Educational Administrator
Position Number: EA0004
Cost: $9,764.34 plus benefits
Effective Date: June 1, 2012 up to May 31, 2013

3. Counselor – Ms. Sandra Guzman
Personnel Action: Replacement Position (vice Ms. Eileen Dickson)
Position: Counselor, Faculty
Position Number: FF0145
Cost: $54,718.37 plus benefits
Effective Date: August 1, 2012
PERSONNEL (Continued)

Item #13940, Personnel Transactions (Continued)

4. Music Instructor – Ms. Sarah Cunningham
   Personnel Action: Replacement Position (out-of-discipline replacement)
   Position: Music Instructor, Faculty
   Position Number: TBD
   Cost: Between $50,398.50 and $67,538.82 plus benefits
   Effective Date: August 9, 2012

5. Administrative Services Technician – Ms. Jessica Sparling
   Personnel Action: Replacement Position (vice Ms. Cathi Barber)
   Position: Administrative Services Technician, Classified
   Position Number: CL0047
   Cost: There is no cost associated with this transfer
   Effective Date: June 13, 2012

6. Instructional Assistant – Writing Center – Ms. Lorraine Flynn
   Personnel Action: Leave Replacement Position (vice Ms. Jeanne Guerin)
   Position: Instructional Assistant – Writing Center, Classified
   Position Number: CL0140
   Cost: $37,747.71
   Effective Date: June 4, 2012

B. COMMENCE SEARCH FOR REPLACEMENT POSITIONS

1. Nursing Instructor (Long Term Temporary)
   Personnel Action: Replacement Hire (vice Ms. Nancy Schwab)
   Position: Nursing Instructor, Faculty
   Position Number: FF0188
   Cost: Between $50,398.50 and $67,538.82

C. OUT-OF-CLASS ASSIGNMENTS

1. Student Services Technician – Ms. Sharon Ludden
   Position: Student Services Technician, Classified
   Position Number: CL0210
   Out-of-Class Pay: 5% above regular rate of pay
   Cost: $229.50
   Effective Dates: July 1, 2012 up to July 31, 2012
PERSONNEL (Continued)
Item #13940, Personnel Transactions (Continued)

C. OUT-OF-CLASS ASSIGNMENTS (Continued)
2. Executive Secretary – Ms. Judy Ahlquist
   Position: Executive Secretary, Classified Confidential
   Position Number: CF0005
   Out of Class Pay: 10% above regular rate of pay
   Cost: $3,393.75
   Effective Dates: July 1, 2012 to December 31, 2012

D. OTHER PERSONNEL ACTIONS
1. Acting Associate Dean – Allied Health – Ms. Nancy Schwab
   Personnel Action: Extension of Assignment (vice Ms. Cheryl Kenner)
   Position: Associate Dean – Allied Health, Educational Administrator
   Position Number: EA00015
   Cost: $57,407.88 plus benefits, FSLA Exempt
   Effective Date: July 1, 2012 – December 31, 2012

2. Revision to Retirement Date – Construction Technology Instructor – Mr. Craig Chamberlain
   Personnel Action: Revision to Retirement Date
   Position: Construction Technology Instructor, Faculty
   Original Retirement Date: May 19, 2012
   Effective Retirement Date: May 18, 2012

3. Special Services Positions Assigned in Excess of 175 Days – 2012-2013 Year
   Personnel Action: Approve the list below of Special Services positions assigned in excess of 175 days for the 2012-2013 year.
   Effective Date: July 1, 2012

   Administration of Justice Coordinator 185
   Campus Life Coordinator 180
   Counselor (General, CalWORKs, DSPS, EOPS/CARE, Ghidotti, International Students) 190
   Distance Learning Coordinator 195
   Fire Technology Coordinator 185
   Health Services Coordinator 190
   Learning Disabilities Specialist 190
   Math Center Coordinator 195
   NCC LRC Coordinator 195
   Nursing Instructor 185
   Tutor Center Coordinator 195
   Writing Center Coordinator 195

Continued on next page…
PERSONNEL (Continued)

Item #13940, Personnel Transactions (Continued)

D. OTHER PERSONNEL ACTIONS (Continued)

4. **STRS Reduced Workload Program – Counselor – Ms. Betty Hawkes**

Personnel Action: Reduce Load to 175 days per the STRS Reduced Workload Program

Position: Counselor, Faculty

Position Number: FF0210

Cost Savings: $8,311.00

Effective Dates: Fall 2012 – Spring 2013 Year

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>Zianno, Tammy</td>
<td>LRC</td>
<td>IA</td>
<td>$22.01</td>
<td>4/26/12-5/17/12</td>
</tr>
</tbody>
</table>

Item #13941, Sierra College Faculty Association (SCFA) Contract Renewal: A motion was made by Howard Rudd, seconded by Nancy Palmer, to approve the renewal of the SCFA Collective Bargaining Agreement through June 30, 2015. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

REPORTS

Item #13942, Reports/Announcements:

Superintendent/President Report: William Duncan commented on College activities he had recently enjoyed including several graduation ceremonies and end-of-year celebrations, the Classified Senate retreat, a Patrons Club luncheon, Wolverine Athletics events, Foundation events including a breakfast supporting the student emergency fund, and the President’s Breakfast with local business and community leaders. He provided an update on other activities during the past month including work with Redevelopment Agency Successor Committees, meetings with city officials including Rocklin and Roseville leadership, partnership efforts with other institutions of higher learning in the region, meetings with local business leaders, and service on the Valley Vision Board of Directors.

Continued on next page…
Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
June 12, 2012

REPORTS (Continued)
Item #13942, Reports/Announcements (Continued)

Student Trustee Report: Carol Geis, Student Trustee and President of the Associated
Students of Sierra College, reported that plans and goals for the 2012-2013 year are
being discussed. The full Student Senate will meet in August.

Senate Reports:
• Academic Senate: Jane Haproff commented on discussions regarding re-visioning
of the Construction Technology program.
• Classified Senate: Laurie Thiers commented on the following topics: 1) The
Classified Retreat and appreciation to the Sierra College Foundation for
supporting that event; and 2) The Classified Senate is recruiting new members.
• Management Senate: Darlene Jackson announced that the new Management
Senate President is Sue Michaels.

Trustee Reports:
• Dave Ferrari commented on an annual breakfast of the Boys and Girls Club
featuring comments by Olympian Billy Mills.
• Bill Halldin commented on the following topics: 1) Sierra College graduation
ceremonies; and 2) Redevelopment agency successor committee work.
• Howard Rudd commented on the following topics: 1) Sierra College graduation
ceremonies; 2) A Wolverine Athletics Golf Tournament; 3) The President’s
Breakfast; and 4) Redevelopment agency successor committee work.
• Scott Leslie commented on the President’s Breakfast.
• Aaron Klein commented on the following topics: 1) The President’s Breakfast; and
2) Sierra College Rocklin Campus graduation ceremony.
• Nancy Palmer commented on the following topics: 1) The President’s Breakfast; 2)
Sierra College graduation ceremonies; and 3) The Ghidotti Early College High
School graduation ceremony.
• Cari Dawson Bartley commented on the following topics: 1) The Ghidotti Early
College High graduation ceremony; 2) Sierra College graduation ceremonies;
and 3) The President’s Breakfast.

ADJOURN TO RECONVENE CLOSED SESSION
Mr. Klein adjourned the meeting for a break at 3:55 p.m. The Board reconvened at
4:15 p.m. to continue the closed session discussion of the items described earlier in the
agenda as Item #13918.

RECONVENE OPEN SESSION
Mr. Klein adjourned closed session at 4:52 p.m. and announced that no action had
been taken in closed session.

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Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
June 12, 2012

ADJOURNMENT
Mr. Klein adjourned the meeting at approximately 4:53 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:

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

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