

1 Sierra Joint Community College District
2 Regular Meeting of the Board of Trustees
3 Tuesday, February 10, 2009
4

5
6 **MINUTES**

7 The regular meeting of the Board of Trustees of the Sierra Joint Community
8 College District met on Tuesday, February 10, 2009 at 2:30 p.m. at the Sierra College
9 Rocklin Campus, 5000 Rocklin Road, Rocklin, CA, in the Library/LRC, Board Room,
10 LR-133.

11
12 **Elected Board**

13 **Members Present:** Dave Ferrari, Aaron Klein, Scott Leslie, Bill Martin, Nancy B.
14 Palmer, Elaine Rowen Reynoso, and Barbara J. Vineyard

15
16 **Superintendent/
17 President:**

18 Dr. Leo E. Chavez

19 **Student Trustee:**

20 Zach Rutledge

21 **Senate/Council**

22 **Representatives:**

23 Jay Hester, Academic Senate
24 Jennifer Dupuis, Classified Senate
25 Luis Sanchez, Management Senate

26 **Staff/Visitors:**

27 Sonbol Aliabadi, Neal Allbee, Jeannette Bischoff, Kevin Bray,
28 Cliff Burns, Mandy Davies, Laura Doty, Jené Hallam, Jane
29 Haproff, Bill Hemphill, Colin Irwin, Darlene Jackson, Sue
30 Keller, Steve Linthicum, Teri Maddux, Ron Martinez, Sue
31 Michaels, Gary Moser, Gregory Murphy, Cruz Reynoso,
32 Rachel Rosenthal, Sandra Scott, Doug Smith, Stan Spencer,
33 Thor Tivol, and Kevin Wellsfry

34 **CALL TO ORDER**

35 Board President Barbara Vineyard called the meeting to order at approximately
36 2:30 p.m. in the R.A. Lee Administration Building, Room A-104.

37
38 **CLOSED SESSION**

39 Item #13265, Closed Session: At approximately 2:30 p.m., Ms. Vineyard
40 adjourned the meeting to conduct a closed session for the following purpose:

41
42 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

43 Title: Superintendent/President

44
45 Attendees included: Board Members; Superintendent/President Dr.
46 Leo E. Chavez; Staff Members Mandy Davies, Ron Martinez, Rachel
47 Rosenthal, Doug Smith, Jeannette Bischoff, and Jené Hallam.

48
49 *(Continued next page...)*

1 Sierra Joint Community College District
2 Minutes of the Regular Meeting of the Board of Trustees
3 Tuesday, February 10, 2009
4

5 RECONVENE OPEN SESSION AND BOARD PRESIDENT'S OPENING REMARKS

6 At approximately 4:03 p.m., Ms. Vineyard reconvened open session in the
7 Library/LRC, Board Room, LR-133; welcomed those present; led the Pledge of
8 Allegiance; and announced that the Board had taken no action during Closed Session.
9

10 APPROVAL OF AGENDA

11 A **motion** was made by Bill Martin, seconded by Nancy Palmer, **to approve the**
12 **Agenda as presented.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees:
13 Ayes: 7; Noes: 0; Abstentions: 0. **Motion carried unanimously.**
14

15 APPROVAL OF MINUTES - January 13, 2009

16 There were no revisions recommended for the minutes of the January 13, 2009
17 meeting of the Trustees. A **motion** was made by Bill Martin, seconded by Nancy Palmer,
18 **to approve the Minutes of the January 13, 2009 Board meeting as submitted.** Call for the
19 vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0.
20 **Motion carried unanimously.**
21

22 ORGANIZATIONAL EFFECTIVENESS

23 Item #13266, Planning Update: Technology: Mr. Gary Moser, Chief Technology
24 Officer, provided an update regarding technology accomplishments during 2008 and
25 technology projects for 2009. A PowerPoint presentation was featured and a discussion
26 took place. Ms. Terri Maddux joined the discussion to present information regarding
27 the new MySierra Portal.
28

29 Item #13267, Planning Update: Facilities: Mr. Doug Smith, Vice President of
30 Finance and Administration, provided an update regarding the following topics: 1)
31 Construction at the Sierra College - Nevada County Campus and the District's
32 preference for Nevada County Contractors; 2) Temporary suspension of progress on the
33 planned, state-funded Child Development Center; and 3) The Citizens' Oversight
34 Committees for the Nevada County and Truckee campuses.
35

36 Item #13268, Fiscal Year 2008-2009, Budget Revision #1 - All Funds: Mr. Doug
37 Smith presented information, featuring PowerPoint slides, and led discussion regarding
38 the proposed Budget Revision #1 for Fiscal Year 2008-2009. A **motion** was made by Aaron
39 Klein, seconded by Dave Ferrari, **to approve revision #1 of the 2008-2009 budget as**
40 **presented.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes:
41 0; Abstentions: 0. **Motion carried unanimously.**
42

43 BOARD OF TRUSTEES

44 Item #13269, Accreditation Update: Dr. Leo E. Chavez provided information
45 regarding the actions of the Accrediting Commission for Community and Junior
46 Colleges and Sierra College's planned response.

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5 **CONSENT AGENDA**

6 The following items were removed from the Consent Agenda for separate
7 discussion and/or action:
8

- 9 • Item #13270, Resolution No. 2009-04: Declare and Authorize Disposition of
10 Surplus Property
- 11 • Item #13274, Nonresident Tuition Fee 2009-2010
12

13 A **motion** was made by Aaron Klein, seconded by Bill Martin, **to approve the**
14 **Consent Agenda items listed below with one motion, with the exceptions noted**
15 **above.** Roll call vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0;
16 Abstentions: 0. **Motion carried unanimously.**
17

18 Item #13270, Resolution No. 2009-04: Declare and Authorize Disposition of
19 Surplus Property: This item was removed from the Consent Agenda for separate
20 discussion and/or action. Mr. Kevin Wellsfry, General Services Manager, responded to
21 questions regarding the method of disposition of surplus property. A **motion** was made
22 by Zach Rutledge, seconded by Scott Leslie, **to adopt Resolution No. 2009-04 declaring**
23 **the listed personal property as obsolete/surplus and directing the staff to take**
24 **appropriate action as per Section 81450 of the Education Code.** Roll call vote: Student
25 Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0. **Motion carried**
26 **unanimously.**
27

28 Item #13271, Warrants for the Month of November, 2008: The Board ratified the
29 warrants for the month of November, 2008.
30

31 Item #13272, Warrants for the Month of December, 2008: The Board ratified the
32 warrants for the month of December, 2008.
33

34 Item #13273, CCFS-311Q for Period Ending September 30, 2008: The Board
35 accepted the CCFS-311Q Quarterly Report for the three-month period ending
36 September 30, 2008, which has been forwarded to the appropriate governmental
37 agencies.
38

39 Item #13274, Nonresident Tuition Fee 2009-2010: This item was removed from
40 the Consent Agenda for separate discussion and/or action. Ms. Mandy Davies, Vice
41 President of Student Services, responded to questions regarding the amount of the
42 nonresident tuition fees. A **motion** was made by Zach Rutledge, seconded by Dave
43 Ferrari, **to adopt the statewide rate for nonresident tuition fee of \$190 per semester**
44 **unit and \$5 per unit for the capital outlay fee for foreign students for the 2009-10**
45 **fiscal year.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7;
46 Noes: 0; Abstentions: 0. **Motion carried unanimously.**

5 **CONSENT AGENDA (Continued)**

6 Item #13275, "Invitation to Bid" – Food Services for the Sierra College – Tahoe-
7 Truckee Campus: The Board authorized the staff to issue an "Invitation to Bid" for Food
8 Services at the Sierra College – Tahoe-Truckee Campus.
9

10 Item #13276, Contracts and Agreements – Capital Projects: The Board approved
11 the contracts and agreements listed below:
12

13 **A. CONTRACTS FOR APPROVAL**

14 1. Contract/Agreement: ANOVA Architects, Inc.

15 Term: December 18, 2008 through project completion

16 Amount: \$26,000

17 Funding Source: SFID No. 2 Bond Funds

18 Agreement: Under existing master architect agreement with the District,
19 ANOVA Architects, Inc. (formerly Murray & Downs Architects)
20 agrees to provide additional architectural services for the SC-NCC
21 Expansion and Renovation Project, Increment I site package. The
22 revision of Increment I includes foundation work for the Wellness
23 Building and the necessary retaining walls at the Gym and
24 Multipurpose Buildings.
25

26 2. Contract/Agreement: ANOVA Architects, Inc.

27 Term: January 7, 2009 through project completion

28 Amount: \$5,200

29 Funding Source: SFID No. 2 Bond Funds

30 Agreement: Under existing master architect agreement with the District,
31 ANOVA Architects, Inc. (formerly Murray & Downs Architects)
32 agrees to provide additional architectural services for the SC-NCC
33 Expansion and Renovation Project, Increment I site package.
34 Additional services include design modifications to the restrooms
35 to bring them up to current accessibility standards.
36

37 Item #13277, District Contracts and Agreements: The Board ratified and/or
38 approved the contracts and agreements listed below:
39

40 **A. OFFICE OF INSTRUCTION - WORKFORCE DEVELOPMENT &**
41 **CONTINUING EDUCATION**

42 1. Contract/Agreement: Brason Industries

43 Term: January 17, 2009

44 Amount: \$700 (receivable)

45 Funding Source: Brason Industries

46 Agreement: Sierra College will provide contract instruction (up to 4 hours of
47 Basic Soldering Techniques) to participants from Brason Industries.

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5 **CONSENT AGENDA (Continued)**

6 Item #13277, District Contracts and Agreements (Continued)

7 **A. OFFICE OF INSTRUCTION - WORKFORCE DEVELOPMENT &
8 CONTINUING EDUCATION (Continued)**

9 2. Independent Contractor Agreement: Valaine Hoffmann & Associates

10 Term: January 1, 2009 to June 30, 2009

11 Amount: \$7,000

12 Funding Source: CACT Hub Grant 08-315-003

13 Agreement: Consultant will identify Middle School and High School classes
14 and instructors to introduce CACT Hub hands-on learning projects
15 that have real world applications and are relevant to students and
16 teachers; coordinate and execute informational meetings to
17 prospective participants to introduce hands-on project based
18 instructional modules that will attract students to technology and
19 manufacturing through educational programs. Attendees to
20 include parents, students, administrators, instructors and business
21 partners; assist, monitor and evaluate the project through teacher
22 and student survey effectiveness of classroom CACT Hub hands-on
23 assembly project; assist project management in inventory, ordering
24 and receipt of supplies, kitting up of CACT Hub projects for
25 professional training sessions and classroom assembly,
26 maintenance and delivery of tool kits and projects to selected
27 Middle Schools and High Schools; prepare for and execute a total
28 of two mechanical and electronic Tech-Explorer catapult; and work
29 closely with project management to coordinate any other tasks as
30 assigned, to include "out of area" presentations, workshops,
31 meetings, etc.
32

33 3. Independent Contractor Agreement: Steven Hunter

34 Term: January 1, 2009 to June 30, 2009

35 Amount: \$6,000

36 Funding Source: CACT Hub Grant 08-315-003

37 Agreement: Consultant will provide technical expertise regarding instructional
38 materials and equipment for the Tech-Explorer project; prepare for
39 and execute a total of two electric/electronic only and two
40 mechanical and electronic Tech-Explorer catapult fabrication
41 demonstrations in partnership with secondary schools on dates and
42 time mutually agreed upon. Preparation and execution includes
43 equipment set up, and training on catapult fabrication and product
44 assembly.

5 **CONSENT AGENDA (Continued)**

6 Item #13277, District Contracts and Agreements (Continued)

7 **A. OFFICE OF INSTRUCTION - WORKFORCE DEVELOPMENT &
8 CONTINUING EDUCATION (Continued)**

9 4. Independent Contractor Agreement: Dan Matthers

10 Term: January 1, 2009 to June 30, 2009

11 Amount: \$6,000

12 Funding Source: CACT Hub Grant 08-315-003

13 Agreement: Consultant will prepare for and execute total of four
14 electric/electronic only and two mechanical and electronic Tech-
15 Explorer catapult fabrication demonstrations in partnership with
16 secondary schools on dates and time mutually agreed upon.
17 Preparation and execution includes equipment set up, and training
18 on catapult fabrication and product assembly.
19

20 5. Independent Contractor Agreement: Jennifer Scalzi, dba Connections Consultants

21 Term: January 1, 2009 to June 30, 2009

22 Amount: \$50,000

23 Funding Source: Foster & Kinship Care Education (FKCE) Grant

24 Agreement: Consultant will continue to operate the Foster and Kinship Care
25 Education Program according to established guidelines for the
26 2008-09 year.
27

28 6. Contract/Agreement: Placer Union High School District/Placer High School

29 Term: February 1, 2009 to December 30, 2009

30 Amount: \$4,500

31 Funding Source: CTE Community Collaborative Projects Grant No. 07-0170

32 Agreement: Sierra College will provide a sub-grant agreement for the Placer
33 High School CTE Community Collaborative Projects grant to
34 support the Placer High School Applied Technologies Program.
35

36 7. Contract/Agreement: Roseville Joint Union High School District/Oakmont High
37 School

38 Term: February 10, 2009 to December 30, 2009

39 Amount: \$38,000

40 Funding Source: CTE Community Collaborative Projects Grant No. 07-170-
41 005

42 Agreement: Sierra College will provide a sub-grant agreement for the Oakmont
43 High School CTE Community Collaborative Projects grant to
44 support the Oakmont High School Design Tech International
45 Baccalaureate Program.

5 **CONSENT AGENDA (Continued)**

6 Item #13277, District Contracts and Agreements (Continued)

7 **A. OFFICE OF INSTRUCTION - WORKFORCE DEVELOPMENT &
8 CONTINUING EDUCATION (Continued)**

9 8. Contract/Agreement: Chancellor's Office of the California Community Colleges
10 (CTE Community Collaborative Project Grant No. 08-140-271)

11 Term: February 1, 2009 to July 31, 2010

12 Amount: \$400,000 (awarded)

13 Funding Source: Chancellor's Office of the California Community Colleges

14 Agreement: Sierra College has received notification of Intent to Award the
15 Workforce Development & Continuing Education Division grant
16 08-140-271 for the period of February 1, 2009 to July 31, 2010.
17

18 9. Amendment No. 1 to Contract/Agreement: Department of General Services,
19 Office of Public School Construction

20 Previous Board Agenda Item #13153 (Approved on June 24, 2008)

21 Term: Extended from June 16, 2008 to December 31, 2009

22 Amount: (no change)

23 Agreement: (no change)
24

25 10. Amendment to Independent Contractor Agreement: Total Excellence in
26 Manufacturing, Inc. (TEiM)

27 Previous Board Agenda Item #13153 (Approved on June 24, 2008)

28 Term: Extended from June 16, 2008 to December 31, 2009

29 Amount: (no change)

30 Agreement: (no change)
31

32 **B. OFFICE OF INSTRUCTION - BUSINESS & TECHNOLOGY DIVISION**

33 1. Independent Contractor Agreement: Jeff Gomez

34 Term: February 11, 2009 to June 30, 2009

35 Amount: Not to exceed \$2,500

36 Funding Source: Small Business Administration for Mechatronics Grant, No.
37 SBAHQ-08-I-0175

38 Agreement: Contract to develop design ideas in consultation with Mechatronics
39 faculty and Marketing department; ensure alignment with existing
40 Marketing and IIT guidelines; collect and generate photo and video
41 content to reflect the current Mechatronics program; develop code
42 for new website; implement hosting independent of current hosting
43 service; train Mechatronics faculty and staff on method of updating
44 code; provide summary of project accomplishments for reporting
45 purposes.

5 **CONSENT AGENDA (Continued)**

6 Item #13277, District Contracts and Agreements (Continued)

7 **B. OFFICE OF INSTRUCTION - BUSINESS & TECHNOLOGY DIVISION**
8 (Continued)

9 2. Independent Contractor Agreement: Tom Diskin

10 Term: February 11, 2009 to June 30, 2009

11 Amount: Not to exceed \$1,000

12 Funding Source: Chancellor's Office of the California Community Colleges,
13 IRDC No. 08-0326

14 Agreement: Contract to provide curriculum advice to Project Consultant on
15 lecture and lab instructional content for PV I and II courses; assist
16 with conducting faculty workshops to review new curriculum and
17 teaching fundamentals of photovoltaics; assist with development of
18 short course curriculum-PV for the Homeowner; contribute task
19 accomplishment information in written form for quarterly and final
20 reports.
21

22 3. Independent Contractor Agreement: Brian Hurd

23 Term: February 11, 2009 to June 30, 2009

24 Amount: Not to exceed \$10,000

25 Funding Source: Chancellor's Office of the California Community Colleges,
26 IRDC No. 08-0326

27 Agreement: Contract to provide curriculum advice to Project Consultant on
28 lecture and lab instructional content; provide program
29 development advice; advise Sierra College staff and Project
30 Consultant about laboratory facility design elements and
31 equipment specifications; conduct faculty workshops for to review
32 new curriculum and teaching fundamentals of photovoltaics; assist
33 with the development of short course curriculum; assist with the
34 development of a general education course, working title - Energy
35 in the Environment; contribute task accomplishment information in
36 written form for quarterly and final reports.
37

38 4. Independent Contractor Agreement: Keith Logan

39 Term: February 11, 2009 to June 30, 2009

40 Amount: Not to exceed \$2,000

41 Funding Source: Chancellor's Office of the California Community Colleges,
42 IRDC No. 08-0326

43 Agreement: Contract to maintain and compile data collected; maintain a variety
44 of files and complex records related to the assigned grant program;
45 keep track of team progress to grant objectives and activities; write
46 quarterly and annual CCC reports; collect, evaluate, and interpret
47 information and data from multiple sources; prepare clear and
48 concise analytical and administrative reports, including assistance
49 with program application.

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5 **CONSENT AGENDA (Continued)**

6 Item #13277, District Contracts and Agreements (Continued)

7 **C. OFFICE OF INSTRUCTION - BUSINESS & TECHNOLOGY DIVISION -**
8 **HUMAN DEVELOPMENT DEPARTMENT**

9 1. Amendment No. 1 Contract/Agreement: California Department of Education -
10 Child Development Division: Grant #CPRE-8246 (State Preschool)
11 Previous Board Agenda Item #13171 (Approved August 12, 2008)

12 Term: N/A

13 Amount: \$3,939 Awarded

14 Agreement: Contract to award a restoration of funding for the operation of
15 Sierra College's State Preschool Programs, which restores the
16 funding to \$469,168. The original contract approved in August was
17 for \$465,229.
18

19 **D. INFORMATION & INSTRUCTIONAL TECHNOLOGY**

20 1. Independent Contractor Agreement: Projectivity Solutions

21 Term: January 12, 2009 to February 16, 2009, inclusive

22 Amount: Not to exceed \$10,300

23 Funding Source: General Fund

24 Agreement: Consultant to provide leadership and facilitation in a planning
25 process with the Information & Instructional Technology Division
26 resulting in an "organizational transformation" that aligns resources
27 and accountability with desired outcomes.
28

29 **E. HUMAN RESOURCES**

30 1. Independent Contractor Agreement: Liebert Cassidy Whitmore

31 Term: January 1, 2009 through June 30, 2009

32 Amount: \$1,050

33 Funding Source: General Fund

34 Agreement: Consultant to provide training and consulting services to assist the
35 District with relations and negotiations with employee organizations.
36

37 **F. FINANCE AND ADMINISTRATION**

38 1. Contract/Agreement: Memorandum of Understanding (MOU) with Associated
39 Students of Sierra College (ASSC)

40 Term: January 12, 2009 up to June 30, 2014

41 Amount: N/A

42 Funding Source: N/A

43 Agreement: This MOU outlines the provisions for the ASSC to purchase a mobile
44 food unit (\$15,000 purchase price) to be used to provide food services
45 to the west side of the Rocklin Campus and for the District to operate
46 it. The ASSC will be reimbursed the remaining value of the unit if it
47 is taken out of services by the District before the end of its useful life.
48 If the unit is ever sold by the District, the ASSC will receive the entire
49 proceeds.

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5 **PERSONNEL**

6 Item #13278, Personnel Transactions: Corrections were suggested to the
7 following Personnel Transactions:
8

- 9 • Transaction No. 9, Systems Administrator: The candidate's name is Charles
10 Polisher and the Effective Date is March 2, 2009.
- 11 • Transaction No. 10, Systems Administrator: The candidate's name is Joseph
12 Corrigan and the Effective Date is March 2, 2009.
- 13 • Transaction No. 11, Associate Dean, Sciences and Mathematics Division – Mr.
14 Michael Kane: The correct Effective Dates are May 21, 2009 through January 3,
15 2010.
- 16 • Transaction No. 19, Instructional Assistant – Testing Center: The correct Range is
17 20 and the correct Cost of Position is \$45,781.
18

19 A **motion** was made by Nancy Palmer, seconded by Bill martin, **to approve**
20 **Personnel Transactions Nos. 1-35, inclusive, with the corrections noted above.** Call for
21 the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0.
22 **Motion carried unanimously.**
23

- 24 1. Manager, Human Resources – Ms. Jeanne Leland
25 Personnel Action: Retirement Resignation
26 Position: Manager, Human Resources, Classified Supervisory
27 Years of Service: 12 years of service
28 Effective Date: June 30, 2009
29
- 30 2. Student Services Coordinator/Counselor (NCC) – Ms. Karen Parker
31 Personnel Action: Retirement Resignation
32 Position: Student Services Coordinator/Counselor (NCC), Faculty
33 Years of Service: 20 years of service
34 Effective Date: June 30, 2009
35
- 36 3. Administrative Services Technician – Ms. Dana Kime
37 Personnel Action: Retirement Resignation
38 Position: Administrative Services Technician, Classified
39 Years of Service: 21 years of service
40 Effective Date: May 31, 2009
41
- 42 4. Art History Instructor – Ms. Michelle Pacansky-Brock
43 Personnel Action: Resignation
44 Position: Art History Instructor, Faculty
45 Effective Date: May 31, 2009

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5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 5. Instructional Assistant-Testing Lab – Ms. Charleen Hilton

8 Personnel Action: Resignation

9 Position: Instructional Assistant-Testing Lab, Classified

10 Effective Date: February 19, 2009
11

12 6. Systems Analyst/Programmer, Senior – Mr. Ivan Latinkic

13 Personnel Action: Resignation

14 Position: Systems Analyst/Programmer, Senior, Classified

15 Effective Date: February 3, 2009
16

17 7. Student Services Technician – Ms. Aracely Ruiz

18 Personnel Action: Resignation

19 Position: Student Services Technician (Counseling), Classified

20 Effective Date: February 20, 2009
21

22 8. Systems Analyst/Programmer, Senior – Ms. Madhavi Katuri

23 Personnel Action: Termination

24 Position: Systems Analyst/Programmer, Senior, Classified

25 Effective Date: January 16, 2009
26

27 9. Systems Administrator – Mr. Charles Polisher

28 Personnel Action: Approve New Hire

29 Position: Systems Administrator, Classified

30 Range: Range 26, Classified Hourly Schedule

31 Cost of Position: \$61,360 plus benefits

32 Hours: 40 hours per week, 12 months per year

33 Effective Date: March 2, 2009
34

35 10. Systems Administrator – Joseph Corrigan

36 Personnel Action: Approve Promotion

37 Position: Systems Administrator, Classified

38 Range: Range 26, Classified Hourly Schedule

39 Cost of Position: \$61,360 plus benefits

40 Hours: 40 hours per week, 12 months per year

41 Effective Date: March 2, 2009
42

43 11. Associate Dean, Sciences and Mathematics Division – Mr. Michael Kane

44 Personnel Action: Leave of Absence Without Pay

45 Position: Associate Dean, Sciences and Mathematics Division, Educational

46 Administrator

47 Cost Savings: \$75,786 plus benefits

48 Effective Dates: May 21, 2009 through January 3, 2010

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5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 12. Vehicle and Equipment Technician – Mr. Jeff Lloyd
8 Personnel Action: Continuation of Out-of-Class Assignment
9 Position: Vehicle and Equipment Technician, Classified
10 Cost of Assignment: \$806
11 Effective Dates: January 1, 2009 up to March 31, 2009
12 Note: 5% above regular rate of pay
13

14 13. Library Assistant – Ms. Melinda Thomas
15 Personnel Action: Out-of-Class Assignment
16 Position: Library Assistant, Classified
17 Cost of Assignment: \$675
18 Effective Dates: July 18, 2008 through August 15, 2008
19 Note: 15% above regular rate of pay
20

21 14. Facilities Maintenance Technician – Mr. Norman Gifford
22 Personnel Action: Reassignment
23 Position: Facilities Maintenance Technician, Classified
24 Range: Range 20, Classified Hourly Schedule
25 Cost of Reassignment: \$2,725
26 Hours: 40 hours per week, 12 months per year
27 Effective Date: February 1, 2009
28

29 15. Manager, Human Resources
30 Personnel Action: Commence Search for Replacement Position (vice Ms. Jeanne
31 Leland)
32 Position: Manager, Human Resources, Classified Supervisory
33 Range: Range S18, Classified Supervisory Salary Schedule
34 Cost of Position: \$79,018 plus benefits, FLSA Exempt
35

36 16. Systems Analyst/Programmer, Senior
37 Personnel Action: Commence Search for Two Replacement Positions (vice Ms.
38 Madhavi Katuri and Mr. Ivan Latinkic)
39 Position: Systems Analyst/Programmer, Senior, Classified
40 Range: Range 26, Classified Hourly Schedule
41 Cost of Each Position: \$61,360 plus benefits
42 Hours: 40 hours per week, 12 months per year

5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 17. Network Support Specialist

8 Personnel Action: Commence Search for Replacement Position (vice Ms. Eunis
9 Benecke)

10 Position: Network Support Specialist, Classified

11 Range: Range 25, Classified Hourly Schedule

12 Cost of Position: \$58,427 plus benefits

13 Hours: 40 hours per week, 12 months per year
14

15 18. Grounds Maintenance Technician

16 Personnel Action: Commence Search for Replacement Position (vice Mr. Stephen
17 Clarkson)

18 Position: Grounds Maintenance Technician, Classified

19 Range: Range 18, Classified Hourly Schedule

20 Cost of Position: \$41,517 plus benefits

21 Hours: 40 hours per week, 12 months per year
22

23 19. Instructional Assistant - Testing Center

24 Personnel Action: Commence Search for Replacement Position (vice Ms.
25 Charleen Hilton)

26 Position: Instructional Assistant - Testing Center, Classified

27 Range: Range 20, Classified Hourly Schedule

28 Cost of Position: \$45,781 plus benefits

29 Hours: 40 hours per week, 12 months per year
30

31 20. Accounting Technician

32 Personnel Action: Approve Revised Job Description

33 Position: Accounting Technician, Classified
34

35 21. Retention of First Year Academic Staff 2009-2010

36 Personnel Action: Approve the continued employment of first year contract
37 faculty employees who have been evaluated under the provisions of the
38 Education Code Section 87608 and Article 19 of the Faculty Agreement at the
39 appropriate class and step.
40

41 NAME CLASS/STEP

42 Brock, Marcia D9

43 Cardona, Alison B10

44 Casler, Sara B9

45 Coday, Stephanie C9

46 Conkle, Nathan C6

47 Elder, Bridgette E6

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 21. Retention of First Year Academic Staff 2009-2010 (Continued)

<u>NAME</u>	<u>CLASS/STEP</u>
Fortin, Kent	D9
Lopez, Kristen	C6
Pattengale, Philip	B9
Rishe, Natalie	B6
Soper, Linda	D9
Spaulding, Blair	D9
Tollefson, Tennis	B10
Viemeister, Jane	E9
Walczykowski, Walter	B9

18
19 22. Retention of Second Year Academic Staff 2009-2010

20 Personnel Action: Approve the continued employment of second year contract
21 faculty employees who have been evaluated under the provisions of the
22 Education Code Section 87608 and Article 19 of the Faculty Agreement at the
23 appropriate class and step.
24

<u>NAME</u>	<u>CLASS/STEP</u>
Bateson, Sharon	C10
Brelle, Michael	E10
Carroll, Keely	B8
Ervin, Beth	B7
Farrelly, Elena	D11
Giuliani, Jason	E7
Jensen, Todd	D10
Kattman, Jennifer	C7
Roberts, Jason	C10
Schwab, Nancy	C10
Willick, Nick	C10

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38 23. Retention of Third Year Academic Staff 2009-2010

39 Personnel Action: Approve the continued employment of third year contract
40 faculty employees who have been evaluated under the provisions of the
41 Education Code Section 87608 and Article 19 of the Faculty Agreement at the
42 appropriate class and step.
43

<u>NAME</u>	<u>CLASS/STEP</u>
Axton, Cheryl	C11
Flores, Ruth	D8
Gottwig, Rene	D14
Hester, Jay	D11

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 23. Retention of Third Year Academic Staff 2009-2010 (Continued)

<u>NAME</u>	<u>CLASS/STEP</u>
Lucyga, Susan	D8
Martin, Vernon	B7
McLaughlin, Greg	B11
Murrish, Brandie	D11
Osladil, Anthony	B11
Seely, Megan	C10
Warren, Sasha	E8

16
17 24. Faculty Tenure 2009-2010

18 Personnel Action: Employ the individuals listed below as tenured faculty who
19 have been evaluated under the provisions of the Education Code Section 87609
20 and article 19 of the Faculty Agreement at the appropriate class and step.

<u>NAME</u>	<u>CLASS/STEP</u>
Buchwald, Charles	B9
Epting-Davis, Carla	D14
Hill, Debra	D9
Kyler, Rebecca	D12
Lolland, Sonja	C12
Muma, Keri	B9

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29
30 25. Retention of Regular Academic Staff 2009-2010

31 Personnel Action: Approve the continued employment of the regular faculty
32 employees who have been evaluated in accordance with article 19 of the Faculty
33 Agreement at the appropriate class and step.

<u>NAME</u>	<u>CLASS/STEP</u>
Abrams, Barry	E14
Amigo, Alex	E14
Angleton, Carolyn	D14
Archer, Donna	D14
Archer, Matt	E10
Atoms, Linda	D14
Auslam, David	D14
Badaracco, Paul	D14
Balaguy, Dan	B11
Barron, Maile	D14
Battenberg, Barbara	D14
Bienvenue, Elaine	D13

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5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 25. Retention of Regular Academic Staff 2009-2010 (Continued)

8	<u>NAME</u>	<u>CLASS/STEP</u>
9	Booth, Sean	C12
10	Braga, Marcia	D14
11	Bramlett, Scott	D14
12	Bray, Kevin	D14
13	Bright Rope	B11
14	Brown, Barry	B11
15	Brown, Dorothy	D14
16	Brownell, Darci	D14
17	Bruno, Julie	C12
18	Burns, Dan	D14
19	Bushnell, Denise	B11
20	Calabrese, Dominic	E14
21	Campbell, Deirdre	B11
22	Cardoza, Nini	D14
23	Chamberlain, Craig	B11
24	Clemens, Keri	E10
25	Cole, William	D14
26	Conway, Mary	D14
27	Cook, Nancy	D14
28	Cooper, Ivor	B11
29	Cox, Carol	D14
30	Dailey, Charles	D14
31	Davenport, Suzanne	D14
32	Day, Vicki	D14
33	Deaver, Michael	E12
34	Decker, Scott	C12
35	DeCourten, Frank	D14
36	DeFoe, Dan	C12
37	Dendinger, Clare	C12
38	DeVol, Michelle	D14
39	Dickson, Eileen	D14
40	Dobeck, Mike	D14
41	Dodson, Holly	D13
42	Dunn, Cyndi	E14
43	Dunn, David	E14
44	Eaton, Ed	C12
45	Eisenhower, Carol	D14
46	Elliott, Richard	D14
47	Elson, PJ	D14

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5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 25. Retention of Regular Academic Staff 2009-2010 (Continued)

8	<u>NAME</u>	<u>CLASS/STEP</u>
9	Erysian, Barbara	D13
10	Eskandari, Fara	D14
11	Fairchild, Barbara	E14
12	Feldscher, Marlene	B11
13	Fillebrown, Tom	D14
14	Fleischmann, Anne	E14
15	Foster, Kaye	C12
16	Fusano, John	D14
17	Gamel, Pam	C12
18	Gardner, Laurel	E14
19	Goldenberg, Roz	D14
20	Gregg, Rebecca	D14
21	Guckle, Gary	D14
22	Gudz, Betty	D14
23	Haenny, Tim	C12
24	Halbern, Michael	B11
25	Hammond, Debra	D14
26	Haproff, Jane	E14
27	Hargrove, Lynn	C12
28	Hargrove, Wende	D14
29	Harris, Don	E14
30	Hawkes, Betty	D14
31	Heisinger, Kurt	D14
32	Hilton, Richard	D14
33	Hotchkiss, William	E14
34	Hunter, Michael	C12
35	Jackson, Winsome	E14
36	Johnson, Dana	B11
37	Johnson, Ken	D14
38	Johnson, Michelle	B9
39	Johnson, Susan	C12
40	Kearney-Capaul, Lori	B11
41	Keating, John Michael	D14
42	Kenyon, Dave	C12
43	Kwoka, Mark	D14
44	Kuchera, Dave	D14
45	Lamphere, Stephanie	B11
46	Latham, Donna	B11
47	Le, Susie	D13

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5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 25. Retention of Regular Academic Staff 2009-2010 (Continued)

8	<u>NAME</u>	<u>CLASS/STEP</u>
9	Lee, Lawrence	D14
10	Linde, Karen	D14
11	Linthicum, Steve	E14
12	Lord, Patricia	B11
13	Lucero, Katie	C10
14	Macfarlane, Michelle	D12
15	Maddux, Terri	B11
16	Mariano, Cynthia	D14
17	Martinez, Shawna	C12
18	Martinis, Nancy	D14
19	Mather, Larry	E14
20	McDermid, Patt	E14
21	McDonald, Sandra	D14
22	Medeiros, Lynn	C12
23	Molina-Stidger, Jennifer	C12
24	Montgomery, Sandra	D14
25	Moon, Mary	D14
26	Morris, Catherine	D12
27	Mukutmoni, Mithia	E14
28	Muraki, Sandra	D14
29	Myers, Aimee	E13
30	Myers, Cliff	D14
31	Neal, Paul	E14
32	Nelson-Burns, Barbara	B11
33	Neptune, Andrea	D14
34	Newsome, Sabrina	D14
35	Nylander, Annette	B11
36	O'Connor, Casey	C12
37	Oliver, Brook	C12
38	Ortega, Rebecca	D14
39	Ortega, Reyes	E14
40	Owens, Tom	D14
41	Pattengale, Mary Beth	C12
42	Persiani, Robin	D14
43	Pieracci, Laurie	D14
44	Pries, Sara	D14
45	Prinzing, Melissa	C12
46	Prouty, Teri	B11
47	Quadros, Dale	D13

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5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 25. Retention of Regular Academic Staff 2009-2010 (Continued)

8	<u>NAME</u>	<u>CLASS/STEP</u>
9	Quinlan, Janet	C12
10	Rafael, Jill	C12
11	Read, Tom	D14
12	Reina, Kim	D14
13	Roberts, Heather	E13
14	Rochford, Lisa	C12
15	Rogers, Valerie	D14
16	Sabin, Christine	D10
17	Saulsbury, Patricia	D14
18	Shelley, Martine	D14
19	Shuttleworth, Alan	D13
20	Siemers, Becky	E14
21	Silvia, Carol	D13
22	Sixt, Tina	B11
23	Skeels, Vicki	D14
24	Smith, Steve	C12
25	Snook, Randy	D14
26	Spencer, Stan	D14
27	Springsteel, Mark	E11
28	Stone, Denise	C12
29	Sullivan, James	D14
30	Taylor, Kathleen	E14
31	Terry, Johnnie	D14
32	Tisdell, Jeff	C12
33	Trant, Susan	C12
34	Vanderbout, William	D14
35	Verma, Soni	D10
36	West, Chris	E14
37	Wicks, Ed	D14
38	Williams, Margaret	B11
39	Willson, Robert	D14
40	Wilson, Harriet	D14
41	Wong, Alex	D14
42	Yoshizumi, Dean	E12

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 26. Continuation of Categorically-Funded Staff 2009-2010

8 Personnel Action: Approve the continued employment of categorically funded
9 faculty employees who have been evaluated under the provisions of the
10 Education Code Section 87608 and article 19 of the Faculty Agreement at the
11 appropriate class and step.

<u>NAME</u>	<u>CLASS/STEP</u>
Davis, Lynn	C9
Lucius, Milton	E14

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16
17 27. Continuation of First Year Educational Administrator 2009-2010

18 Personnel Action: Approve the continued employment of the individual listed
19 below as a first year educational administrator who has not provided service for
20 more than 75% of the academic year under the provisions of the Management
21 Agreement. The term of renewal is one year.

22
23 NAME
24 Bateman, Kimberly

25
26 28. Retention of Second Year Educational Administrator 2009-2011

27 Personnel Action: Approve the continued employment of the individual listed
28 below as a second year educational administrator who has been evaluated under
29 the provisions of the Management Agreement. The term of renewal is two years.

30
31 NAME
32 Sequeira, Michael

33
34 29. Retention of Regular Educational Administrators 2009-2011

35 Personnel Action: Approve the continued employment of the individuals listed
36 below as regular educational administrators who have been evaluated under the
37 provision of the Management Agreement. The term of renewal is two years.

38
39 NAME
40 Bocchicchio, Rebecca
41 Efseaff, Patricia
42 Haley, Brian
43 Hallberg, Kaylene
44 Jackson, Darlene
45 Kane, Michael
46 Kenner, Cheryl
47 Sanchez, Luis

5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 29. Retention of Regular Educational Administrators 2009-2011 (Continued)

8 McKnight, Diane
9 Ortiz, Stephanie
10 Scott, Sandra
11 Sutphen, Debra
12 Volek, John
13

14 30. Part-Time Instructional Faculty - Spring Semester 2009

15 Personnel Action: Employ the attached list of part time instructional faculty for
16 the Spring Semester 2009 at the appropriate class and step for the discipline and
17 location listed

18 Effective Date: Spring Semester 2009

19 Attachment: List of Part Time Instructional Faculty
20

21 31. Part-Time Special Services Faculty - Spring Semester 2009

22 Personnel Action: Employ the attached list of part time special services faculty
23 for the Spring Semester 2009 at the appropriate class and step for the special
24 service and location listed

25 Effective Date: Spring Semester 2009

26 Attachment: List of Part Time Special Services Faculty
27

28 32. Temporary Employees

29 Personnel Action: Approve the employment of the temporary employees listed

30 Position: Temporary employees listed below for the department, position, and
31 hourly rate of pay indicated up to 175 days for the 2008-2009 school year in
32 accordance with Article 2 of the Classified Agreement.

			Hourly	
<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate</u>	<u>Comments</u>
34 Smith, Ashley	NCC - Art	Model	\$15.00	1/7/09-6/30/09
35 Zane, Kelly	Truckee - Art	Model	\$15.00	1/12/09-6/30/09

37
38 33. Substitute Employees

39 Personnel Action: Approve the temporary employment of the substitute
40 employees listed

41 Position: Substitute employees listed below for the department, position, and
42 hourly rate of pay indicated up to 60 consecutive days for the 2008-2009 school
43 year in accordance with Article 2 of the Classified Agreement.

			Hourly	
<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate</u>	<u>Comments</u>
44 Angulo, Kelly	NCC Admin.	AA	\$22.01	12/1/08-6/30/09
45 Angulo, Kelly	NCC Counseling	SST	\$19.96	11/1/08-6/30/09

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13278, Personnel Transactions (Continued)

7 33. Substitute Employees (Continued)

8 Hourly

9	<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate</u>	<u>Comments</u>
10	Jones, David	Facilities & Ops	Energy Maint. Spc.	\$26.75	12/4/08-6/30/09
11	Jones, David	Facilities & Ops	Facilities Maint Tech	\$22.01	12/4/08-6/30/09
12	Kyle, Daniel	Facilities & Ops	Custodian	\$17.25	11/25/08-6/30/09
13	Kyle, Daniel	Facilities & Ops	Fac. Ops Asst	\$22.01	11/25/08-6/30/09
14	Slabchak, Oleg	Facilities & Ops	Veh & Equip Tech	\$24.27	11/25/08-6/30/09
15	Underwood, Ray	Facilities & Ops	Custodian	\$17.25	10/26/08-6/30/09
16	Underwood, Ray	Facilities & Ops	Facilities Main Tech.	\$22.01	10/26/08-6/30/09
17	Wheeler, Megan	HPERA	AA	\$22.01	1/5/09-6/30/09

18
19 34. Leave Replacement Employee

20 Personnel Action: Approve the temporary employment of the leave replacement
21 employee listed

22 Position: Temporary employees listed below for the department, position, and
23 hourly rate of pay indicated up to 175 days for the 2008-2009 school year in
24 accordance with Article 2 of the Classified Agreement.

25 Hourly

26	<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate</u>	<u>Comments</u>
27	Dudevoir, Charmaine	Counseling	SST	\$19.96	11/11/08-6/30/09

28
29 35. Facilities Maintenance/Energy Specialist (NCC) - Mr. Darren Bauer

30 Personnel Action: Replacement Hire (vice Mr. Torben Eriksen)

31 Position: Facilities Maintenance/Energy Specialist (NCC), Classified

32 Range: Range 24, Classified Hourly Schedule

33 Hours: 40 hours a week, 12 months per year

34 Cost of Position: \$55,640 plus benefits

35 Effective Date: February 9, 2009
36

37 **COMMENTS FROM THE COMMUNITY**

38 Ms. Vineyard solicited comments from the community on non-agenda items
39 within the jurisdiction of the Board of Trustees. *Mr. Steve Linthicum* read a statement
40 regarding the budgeting of growth revenues. *Mr. Cliff Burns* spoke regarding the
41 information contained in the warrant reports.

(Continued next page...)

5 **REPORTS**

6 Item #13279, Trustee Area Planning Update; and Reports/ Announcements/
7 Communications:

8
9 Committee Meetings and District Functions:

- 10 • *Mr. Aaron Klein* reported on today's meeting of the Board Facilities Committee.
11 • *Mr. Scott Leslie* reported on today's meeting of the Community Relations
12 Committee.
13 • *Mr. Bill Martin* reported on a recent meeting of the Long-term Planning
14 Committee.
15 • *Ms. Nancy Palmer* reported on a recent meeting of non-profit groups in Nevada
16 County.
17 • *Ms. Barbara Vineyard* reported on a meeting of the Lincoln Library Advisory
18 Committee.
19

20 Senate Reports:

- 21 • Academic Senate: *Mr. Jay Hester* commented on accreditation and attendance at
22 an Accreditation Institute.
23 • A.S.S.C.: *Mr. Zach Rutledge* commented on the following topics: 1) Resources for
24 online classes; 2) Student participation in the College's shared governance
25 processes; and 3) Plans for a new coffee bar.
26 • Management Senate: *Mr. Luis Sanchez* commented on the following topics: 1)
27 Business Department activities; and 2) Planned Civility Project discussion
28 regarding the economy.
29

30 Superintendent/President Report: Dr. Leo E. Chavez congratulated Dr. Rachel
31 Rosenthal, Vice President of Instruction, for being awarded the Mertes Award for
32 Excellence in Community College Research. Dr. Chavez then commented on the
33 College's discussion regarding energy efficiencies during the summer term.
34

35 Trustee Reports:

- 36 • *Bill Martin* commented on the following topics: 1) Attendance at a Foundation
37 meeting as Board representative; 2) Board Scholarship contributions; 3) Chamber
38 Music Alive; and 4) Basketball games honoring Roz Goldenberg and George
39 Goto.
40 • *Elaine Rowen Reynoso* commented on the 2009 Community College League of
41 California Trustee Workshop and Legislative Conference.
42 • *Aaron Klein* commented on the Wolverine Athletic Association Hall of Fame
43 induction ceremony.

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5 **REPORTS** (Continued)

6 Item #13279, Trustee Area Planning Update; and Reports/ Announcements/
7 Communications (Continued)

8 Trustee Reports (Continued)

- 9 • *Dave Ferrari* commented on the Wolverine Athletic Association Hall of Fame
10 induction ceremony.
- 11 • *Nancy Palmer* commented on the following topics: 1) The 2009 Trusteeship
12 Workshop and Annual Legislative Conference in Sacramento; and 2) Morgan
13 Lynn's appointment at the Chancellor's Office.
- 14 • *Barbara Vineyard* commented on the following topics: 1) The Wolverine Athletic
15 Association Hall of Fame induction ceremony; 2) The upcoming
16 Patrons/Aquatics Crab Feed; and 3) Activities of the Sierra College Press.

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5 **ADJOURNMENT**

6 As there was no further business, Ms. Vineyard adjourned the meeting at
7 approximately 6:05 p.m.
8

9 Respectfully submitted,
10

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13
14 _____
15 Dr. Leo E. Chavez, Superintendent/
16 President and Secretary to the Board of
17 Trustees
18

19
20
21 _____
22 Barbara J. Vineyard, President
23 Board of Trustees
24 Sierra Joint Community College District
25

26 ATTEST:
27
28
29

30 _____
31 David Ferrari, Vice President/Clerk
32 Board of Trustees
33 Sierra Joint Community College District

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