

1 Sierra Joint Community College District  
2 Regular Meeting of the Board of Trustees  
3 Saturday, July 11, 2009  
4

5 MINUTES

6  
7 The regular meeting of the Board of Trustees of the Sierra Joint Community  
8 College District met on Saturday, July 11, 2009 at 9:00 a.m. at the Twelve Bridges  
9 Library, 485 Twelve Bridges Drive, Lincoln, CA.  
10

11 Elected Board

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

15 Superintendent/  
16 President:

Dr. Leo E. Chavez  
17

18 Student Trustee:

Chris Randleman (in at 9:45 a.m.)  
19

20 Staff/Visitors:

Jeannette Bischoff, Cliff Burns, Mandy Davies, Jené Hallam,  
21 Joyce Lopes, Ron Martinez, Gregory Murphy, Rachel  
22 Rosenthal, Doug Smith, Stan Spencer and Johnnie Terry  
23

24 **CALL TO ORDER**

25 Board President Barbara Vineyard called the meeting to order at approximately  
26 9:00 a.m.; welcomed those present; and led the Pledge of Allegiance.  
27

28 **APPROVAL OF AGENDA**

29 A **motion** was made by Nancy Palmer, seconded by Aaron Klein, **to approve the**  
30 **Agenda as presented**. Call for the vote: Student Trustee Advisory Vote: Absent;  
31 Trustees: Ayes: 7; Noes: 0; Abstentions: 0. **Motion carried**.  
32

33 **APPROVAL OF MINUTES - June 9, 2009**

34 There were no revisions recommended for the minutes of the June 9, 2009, meeting  
35 of the Trustees. A **motion** was made by Aaron Klein, seconded by Dave Ferrari, **to**  
36 **approve the Minutes of the June 9, 2009, Board meeting as submitted**. Call for the vote:  
37 Student Trustee Advisory Vote: Absent; Trustees: Ayes: 7; Noes: 0; Abstentions: 0. **Motion**  
38 **carried**.  
39

40 **CONSENT AGENDA**

41 A **motion** was made by Aaron Klein, seconded by Bill Martin, **to approve the**  
42 **Consent Agenda items listed below with one motion**. Roll call vote: Student Trustee  
43 Advisory Vote: Absent; Trustees: Ayes: 7; Noes: 0; Abstentions: 0. **Motion carried**.

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5 **CONSENT AGENDA (Continued)**

6 Item #13361, Acceptance of Donations: The Board acknowledged receipt of the  
7 following donations.

8 <u>Donor</u>	9 <u>Donation</u>
10 Mike Crosby 11 Meadow Vista, CA	200 Plastic molds
12 13 Leona Powell 14 Nevada City, CA	25 Assorted paperback books and 2 hardback books
15 16 Patricia Saulsbury 17 Oregon House, CA	54 Assorted hardback books

18  
19 Item #13362, Warrants for the Month of May 2009: The Board ratified the  
20 warrants for the month of May 2009.

21  
22 Item #13363, Resolution No. 2009-14: Declare and Authorize Disposition of  
23 Surplus Property: The Board adopted Resolution No. 2009-14 declaring the listed  
24 personal property as obsolete/surplus and directing the staff to take appropriate action  
25 as per Section 81450 of the Education Code.

26  
27 Item #13364, Resolution No. 2009-15: California Department of Education,  
28 Annual Agreement, Fiscal Year 2009-10, Preschool Program: The Board adopted  
29 Resolution No. 2009-15 accepting the grant award of \$469,168 and authorized staff to  
30 execute contract No. CSPP-9374 with the California Department of Education for Child  
31 Development Services for the period of July 1, 2009, through June 30, 2010.

32  
33 Item #13365, Resolution No. 2009-16: California Department of Education,  
34 Annual Agreement, Fiscal Year 2009-10, Family Child Care Home Program: The Board  
35 adopted Resolution No. 2009-16 accepting the grant award of \$192,346 and authorized  
36 staff to execute contract No. CFCC-9020 with the California Department of Education  
37 for Child Development Services for the period of July 1, 2009, through June 30, 2010.

38  
39 Item #13366, Approval of Lease/Leaseback Contracts and Memorandum of  
40 Understanding: Sierra College – Nevada County Campus Expansion and Renovations  
41 Project, Phase 2 – Site Work, New Construction and Renovations: The Board approved  
42 the Site Work Lease/Leaseback contract with Tru-Line Builders/Clark & Sullivan,  
43 approved the Renovations Lease/Leaseback contract with Sierra Foothills Construction  
44 Co./Clark & Sullivan, and approved the New Buildings Memorandum of  
45 Understanding with Tru-Line Builders/Clark & Sullivan. Once the New Buildings  
46 plans have been approved by Division of State Architect, a second Lease/Leaseback  
47 contract with Tru-Line Builders/Clark & Sullivan for the New Buildings will be  
48 submitted to the Board for approval.

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5 **CONSENT AGENDA (Continued)**  
6

7 Item #13367, Contracts and Agreements – Capital Projects: The Board approved  
8 the contracts and agreements listed below:  
9

10 **A. CONTRACTS FOR APPROVAL**

11 1. Contract/Agreement: Holdrege & Kull (SC-NCC Project, Phase 2)

12 Term: July 1, 2009 - September 30, 2010

13 Amounts: \$26,558 (Site Work)

14 \$60,053 (New Buildings)

15 Funding Source: SFID No. 2 Bond Funds

16 Agreement: Contract to provide geotechnical inspection and testing services in  
17 support of the site work and construction of Gym, Wellness Center,  
18 and Multipurpose Facility for Phase 2 of the Sierra College –  
19 Nevada County Campus Expansion and Renovations Project.  
20

21 2. Contract/Agreement: Blansett Construction Services (SC-NCC Project, Phase 2)

22 Term: July 1, 2009 - September 30, 2010

23 Amounts: \$37,500 (Site Work)

24 \$112,500 (New Buildings)

25 \$60,000 (Renovations)

26 Funding Source: SFID No. 2 Bond Funds

27 Agreement: Contract to provide Division of State Architect (DSA) inspection  
28 services in support of site work, construction of Gym, Wellness  
29 Center, and Multipurpose Facility, and campus-wide Renovations  
30 for Phase 2 of the Sierra College – Nevada County Campus  
31 Expansion and Renovations Project.  
32

33 3. Memorandum of Understanding: HCM, LLC

34 Term: July 20, 2009 - June 30, 2010

35 Amount: No cost per donation through Industry Driven Regional  
36 Collaborative (IDRC) Grant No. 08-0326

37 Funding Source: N/A

38 Agreement: The purpose of this Memorandum of Understanding is to utilize as  
39 a temporary location an industrial building in the Loma Rica  
40 Business Park for lecture and laboratory instruction for the Energy  
41 Technology – Photovoltaic Program in Western Nevada County.

5 **CONSENT AGENDA (Continued)**

6 Item #13367, Contracts and Agreements – Capital Projects (Continued)  
7

8 **B. CONTRACTS FOR RATIFICATION**

9 1. Contract/Agreement: Omni-Means Engineers & Planners

10 Term: July 1, 2009 - September 30, 2009

11 Amount: \$28,086

12 Funding Source: General Fund

13 Agreement: Consultant to provide survey and engineering services related to  
14 improvements to Parking Lot J and K, to provide reconfiguration of  
15 parking lots, improved pedestrian paths, and relocation of parking  
16 ticket dispensers.  
17

18 **C. CONTRACT AMENDMENTS FOR APPROVAL**

19 1. Amendment No. 9 to Lease/Leaseback Agreement: Turner Construction

20 Previous Board Agenda Item No. 13078 (Approved March 11, 2008)

21 Term: March 1, 2008 to completion of project

22 Amount: \$184,131.50 (total \$19,419,306)

23 Funding Source: SFID No. 2 Bond Funds

24 Agreement: Change Order No. 9 will increase the Guaranteed Maximum Price  
25 (GMP) listed in the Facilities Lease Agreement for Phase 1 of the  
26 Expansion and Renovations Project at the Sierra College – Nevada  
27 County Campus, executed on March 1, 2008. This change will  
28 allow a GMP increase to include the following owner directed  
29 scope enhancements: install panic devices in Buildings F and I;  
30 install new Public Safety Training Facility pumps; upgrade security  
31 software to allow remote access from the Rocklin Campus; upgrade  
32 the building sprinkler system per local fire marshal  
33 recommendations. This net increase will be offset with District  
34 contingency funds within the originally approved program budget.  
35

36 Item #13368, District Contracts and Agreements: The Board ratified and/or  
37 approved the contracts and agreements listed below:  
38

39 **A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER  
40 TECHNICAL EDUCATION**

41 1. Amendment No. 3 to Contract/Agreement: Chancellor’s Office of the California  
42 Community Colleges (Foster & Kinship Care Education [FKCE] Grant)

43 Previous Board Agenda Item No. 13208 (Approved October 14, 2008); Agenda Item  
44 No. 13318 (Amendment No. 1, Approved April 14, 2009); and Agenda Item No.  
45 13355 (Amendment No. 2, Approved June 9, 2009)

46 Term: (no change)

47 Amount: \$1,500 increase (allocation total \$131,760)

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5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

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

9 1. Amendment No. 3 to Contract/ Agreement: Chancellor's Office of the California  
10 Community Colleges (Foster & Kinship Care Education [FKCE] Grant) (Continued)

11 Agreement: The Sierra College FKCE program has received notification of  
12 additional funding for 2008-2009 allocation (additional funds in the  
13 amount of \$1,500).  
14

15 2. Amendment No. 6 to Contract/ Agreement: Department of General Services, Office  
16 of State Publishing

17 Previous Board Agenda Item No. 12477 (Approved June 11, 2005); Agenda Item  
18 No. 12595 (Amendment No. 1, Approved November 8, 2005); Agenda Item No.  
19 12818 (Amendment No. 2, Approved December 12, 2006); Agenda Item No. 12962  
20 (Amendment No. 3, Approved August 14, 2007); Agenda Item No. 13063  
21 (Amendment No. 4, Approved February 12, 2008); and Agenda Item No. 13153  
22 (Amendment No. 5, Approved June 24, 2008)

23 Term: Extended from June 1, 2005 – June 30, 2010

24 Amount: \$28,000 increase (award total \$222,444)

25 Agreement: Sierra College has received notification of additional funding to  
26 provide Lean Manufacturing refresher training and to complete  
27 training which the State had to delay.  
28

29 3. Amendment to Independent Contractor Agreement: Total Excellence in  
30 Manufacturing, Inc. (TEiM)

31 Previous Board Agenda Item No. 12846 (Approved February 13, 2007); Agenda  
32 Item No. 12962 (Amendment No. 1, Approved August 14, 2007); Agenda Item No.  
33 13063 (Amendment No. 2, Approved February 12, 2008); Agenda Item No. 13153  
34 (Amendment No. 3, Approved June 24, 2008)

35 Term: Extended from January 1, 2007 – June 30, 2010 (previously June 30,  
36 2009)

37 Amount: \$25,200 additional (total \$101,260.80)

38 Agreement: Consultant will provide Lean Manufacturing refresher training and  
39 complete training which the State had to delay.

5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

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

9 4. Contract/Agreement: Synvasive Technology, Inc.

10 Term: June 15, 2009 - June 16, 2009

11 Amount: \$2,400 (receivable)

12 Funding Source: Synvasive Technology, Inc.

13 Agreement: Sierra College will provide contract instruction (up to 16 hours of  
14 Lean Assessment) to Synvasive Technology, Inc.  
15

16 5. Contract/Agreement: North Lake Tahoe Chamber of Commerce

17 Term: October 7, 2009 - October 28, 2009

18 Amount: \$2,560 (receivable)

19 Funding Source: North Lake Tahoe Chamber of Commerce

20 Agreement: Sierra College will provide contract instruction (up to 16 hours of  
21 Welcome Places Workshop (s)) to up to 48 participants from the  
22 North Lake Tahoe Chamber of Commerce  
23

24 6. Contract/Agreement: Chancellor's Office of the California Community Colleges -  
25 CTEA 1C Grant #09-C01-058

26 Term: July 1, 2009 - June 30, 2010

27 Amount: \$595,242 (Awarded)

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

29 Agreement: Agreement to extend funding for the Career and Technical Education  
30 Act (CTEA) Grant #09-C01-058 to continue this ongoing program for  
31 fiscal year 2009-2010.  
32

33 7. Independent Contractor Agreement: Tanya Hanrihan (CTEA 1C Grant)

34 Term: July 1, 2009 - June 30, 2010

35 Amount: \$22,000

36 Funding Source: Grant: CTEA 1C Grant - 09-C01-058

37 Agreement: Tanya Hanrihan will perform the duties of a Career Education  
38 Liaison working with local businesses, high schools, and the college  
39 to coordinate activities promoting career and technical education  
40 programs (i.e., internships, job shadows, guest speakers, career  
41 information events and program orientation sessions).

5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

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

9 8. Independent Contractor Agreement: Christina Hinderman (CTEA 1C Grant)

10 Term: July 1, 2009 - June 30, 2010

11 Amount: \$22,000

12 Funding Source: Grant: CTEA 1C Grant - 09-C01-058

13 Agreement: Christina Hinderman will perform the duties of a Career Education  
14 Liaison working with local businesses, high schools, and the college  
15 to coordinate activities promoting career and technical education  
16 programs (i.e., internships, job shadows, guest speakers, career  
17 information events and program orientation sessions).  
18

19 9. Independent Contractor Agreement: Valaine Hoffmann, dba Valaine Hoffmann &  
20 Associates (CTEA 1C Grant)

21 Term: July 1, 2009 - June 30, 2010

22 Amount: \$22,000

23 Funding Source: Grant: CTEA 1C Grant - 09-C01-058

24 Agreement: Valaine Hoffmann will perform the duties of a Career Education  
25 Liaison working with local businesses, high schools, and the college  
26 to coordinate activities promoting career and technical education  
27 programs (i.e., internships, job shadows, guest speakers, career  
28 information events and program orientation sessions).  
29

30 10. Independent Contractor Agreement: Rachelle Smith, dba Rachelle Smith, College  
31 and Career Advising (CTEA 1C Grant)

32 Term: July 1, 2009 - June 30, 2010

33 Amount: \$22,000

34 Funding Source: Grant: CTEA 1C Grant - 09-C01-058

35 Agreement: Rachelle Smith will perform the duties of a Career Education Liaison  
36 working with local businesses, high schools, and the college to  
37 coordinate activities promoting career and technical education  
38 programs (i.e., internships, job shadows, guest speakers, career  
39 information events and program orientation sessions).  
40

41 11. Independent Contractor Agreement: Connie Raynor (CTEA 1C Grant)

42 Term: July 1, 2009 - June 30, 2010

43 Amount: \$14,000

44 Funding Source: Grant: CTEA 1C Grant - 09-C01-058

45 Agreement: Connie Raynor will perform the duties of a Career Education Liaison  
46 working with local businesses, high schools, and the college to  
47 coordinate activities promoting career and technical education  
48 programs (i.e., internships, job shadows, guest speakers, career  
49 information events and program orientation sessions).

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5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

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

9 12. Contract/ Agreement: Chancellor's Office of the California Community Colleges -  
10 Tech Prep Grant #09-139-270

11 Term: July 1, 2009 - June 30, 2010

12 Amount: \$67,750 (Awarded)

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

14 Agreement: Agreement to extend funding for the Tech Prep Grant #09-139-270 to  
15 continue this ongoing program for fiscal year 2009-2010.  
16

17 13. Independent Contractor Agreement: Tanya Hanrihan (Tech Prep Grant)

18 Term: July 1, 2009 - June 30, 2010

19 Amount: \$5,050

20 Funding Source: Tech Prep Grant - 09-139-270

21 Agreement: Tanya Hanrihan will perform the duties of a Career Education  
22 Liaison working with local businesses, high schools, and the college  
23 to coordinate activities promoting career and technical education  
24 pathways (i.e., 2+2 articulations, internships, job shadows, guest  
25 speakers, career information events and program orientation  
26 sessions).  
27

28 14. Independent Contractor Agreement: Christina Hinderman (Tech Prep Grant)

29 Term: July 1, 2009 - June 30, 2010

30 Amount: \$5,050

31 Funding Source: Tech Prep Grant - 09-139-270

32 Agreement: Christina Hinderman will perform the duties of a Career Education  
33 Liaison working with local businesses, high schools, and the college  
34 to coordinate activities promoting career and technical education  
35 pathways (i.e., 2+2 articulations, internships, job shadows, guest  
36 speakers, career information events and program orientation  
37 sessions).  
38

39 15. Independent Contractor Agreement: Valaine Hoffmann, dba Valaine Hoffmann &  
40 Associates (Tech Prep Grant)

41 Term: July 1, 2009 - June 30, 2010

42 Amount: \$5,050

43 Funding Source: Tech Prep Grant - 09-139-270

44 Agreement: Valaine Hoffmann will perform the duties of a Career Education  
45 Liaison working with local businesses, high schools, and the college  
46 to coordinate activities promoting career and technical education  
47 pathways (i.e., 2+2 articulations, internships, job shadows, guest  
48 speakers, career information events and program orientation  
49 sessions).

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5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

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

9 16. Independent Contractor Agreement: Rachelle Smith, dba Rachelle Smith, College  
10 and Career Advising (Tech Prep Grant)

11 Term: July 1, 2009 - June 30, 2010

12 Amount: \$5,050

13 Funding Source: Tech Prep Grant - 09-139-270

14 Agreement: Rachelle Smith will perform the duties of a Career Education Liaison  
15 working with local businesses, high schools, and the college to  
16 coordinate activities promoting career and technical education  
17 pathways (i.e., 2+2 articulations, internships, job shadows, guest  
18 speakers, career information events and program orientation  
19 sessions).  
20

21 17. Independent Contractor Agreement: Connie Raynor (Tech Prep Grant)

22 Term: July 1, 2009 - June 30, 2010

23 Amount: \$26,000

24 Funding Source: Tech Prep Grant - 09-139-270

25 Agreement: Connie Raynor will perform the duties of a Career Education Liaison  
26 working with local businesses, high schools, and the college to  
27 coordinate activities promoting career and technical education  
28 pathways (i.e., 2+2 articulations, internships, job shadows, guest  
29 speakers, career information events and program orientation  
30 sessions).  
31

32 18. Contract/Agreement: Department of General Services, Office of Public School  
33 Construction

34 Term: June 29, 2009 - June 30, 2010

35 Amount: \$70,000 (awarded)

36 Funding Source: State of California, Office of Public School Construction

37 Agreement: Sierra College will provide Phase II Lean Coaching to staff of the  
38 Department of General Services' Office of Public School  
39 Construction.  
40

41 19. Contractor Agreement: Total Excellence in Manufacturing, Inc. (TEiM)

42 Term: June 29, 2009 - June 30, 2010

43 Amount: \$62,365.50

44 Funding Source: State of California, Office of Public School Construction

45 Agreement: Consultant will provide Phase II Lean Coaching as detailed in the  
46 interagency Agreement No. 3136587 between Sierra College and the  
47 Department of General Services, Office of Public School  
48 Construction.

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5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)  
7

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

9 1. Contract/Agreement: Chancellor's Office of the California Community Colleges -  
10 Faculty Entrepreneurship Project

11 Term: July 1, 2009 - June 30, 2010

12 Amount: \$3,500 (Awarded)

13 Funding Source: Chancellor's Office of the California Community Colleges  
14 EWD-001 (Economic and Workforce Development Program)

15 Agreement: Grant funding to develop low-unit entrepreneurship certificates in  
16 CTE programs.  
17

18 2. Independent Contractor Agreement: Devan Johnson

19 Term: July 1, 2009 - June 30, 2010

20 Amount: Not to exceed \$40,000

21 Funding Source: Chancellor's Office of the California Community Colleges,  
22 Industry Driven Regional Collaborative (IDRC) Grant No. 08-  
23 0326

24 Agreement: Provide curriculum, program development and project management  
25 assistance. Oversee and supervise development of laboratory  
26 facilities for instructional sites. Work with industry advisory  
27 committee. Plan and conduct industry site visits.  
28

29 3. Independent Contractor Agreement: Brian Hurd

30 Term: July 1, 2009 - June 30, 2010

31 Amount: Not to exceed \$15,000

32 Funding Source: Chancellor's Office of the California Community Colleges,  
33 IDRC Grant No. 08-0326

34 Agreement: Provide curriculum advice to Project Consultant for lecture and lab  
35 instructional content. Advise college staff and Project Consultant  
36 about lab facilities, design elements, equipment specifications and  
37 assist with setting up lab facilities at both instructional sites. Mentor  
38 new faculty in developing weekly lesson plans for lecture and  
39 laboratory sessions. Conduct faculty training as required, including  
40 potential workshops. Assist with the development of short course  
41 curriculum and a general education course. Contribute task  
42 accomplishment information in written form for quarterly and final  
43 reports.

5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

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

9 4. Independent Contractor Agreement: Marketing Action, Inc.

10 Term: July 1, 2009 - June 30, 2010

11 Amount: Not to exceed \$25,000

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

14 Agreement: Provide writing, strategic planning and project management services  
15 to work in conjunction with the Sierra College Marketing  
16 Department to promote and communicate about the Energy  
17 Technology - Photovoltaic program. Provide specific program  
18 marketing services such as video, web site and blog updates; prepare  
19 presentations and program updates for dissemination of grant  
20 progress.  
21

22 5. Independent Contractor Agreement: Thomas Diskin

23 Term: July 1, 2009 - June 30, 2010

24 Amount: Not to exceed \$3,000

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

27 Agreement: Provide curriculum advice to Project Consultant on lecture  
28 and lab instruction content for Photovoltaic III course. Assist with  
29 new instructor training. Assist with North American Board of  
30 Certified Energy Practitioners (NABCEP) application process. Help  
31 with development of a NABCEP exam review course and general  
32 education course. Design voltage/current meter box for use in  
33 Photovoltaic labs.  
34

35 6. Independent Contractor Agreement: Keith Logan, dba Logan and Associates

36 Term: July 1, 2009 - June 30, 2010

37 Amount: Not to exceed \$ 6,000

38 Funding Source: Chancellor's Office of the California Community  
39 Colleges, IDRC Grant No. 08-0326

40 Agreement: Develop background, rationale and labor market sections of program  
41 applications for the North/Far North Regional Consortium and  
42 Chancellor's Office. Update labor market data for Energy Technology  
43 - Photovoltaic program. Write quarterly and final report narratives  
44 for grant reporting purposes to the Chancellor's Office.

5 **CONSENT AGENDA** (Continued)  
6 Item #13368, District Contracts and Agreements (Continued)  
7

8 **C. OFFICE OF INSTRUCTION - SIERRA COLLEGE - NEVADA COUNTY**  
9 **CAMPUS -FIRE TECHNOLOGY & HEALTH SERVICES**

10 1. Contract/Agreement: Instructional Service Agreement for In-Service Fire Training,  
11 Higgins Fire Protection District

12 Term: July 1, 2009 - June 30, 2012

13 Amount: \$2,812 estimated maximum per semester

14 Funding Source: FTES generated funds (\$14,060 per year)

15 Agreement: Instructional Service Agreement with the Higgins Fire Protection  
16 District to provide in-service training/education to the Agency's  
17 firefighters. The Higgins Fire Protection District will serve as an  
18 independent contractor to the District providing the appropriate  
19 expertise, personnel, and specialized equipment required to provide  
20 the special services. The Higgins Fire Protection District will pay all  
21 enrollment and related fees. The District will reimburse the Higgins  
22 Fire Protection District for services, equipment and materials. This  
23 agreement complies with established guidelines for Instructional  
24 Service Agreements as prescribed by the Chancellor's Office,  
25 including curriculum approval, instructor qualifications, and related  
26 instructional activities.  
27

28 2. Contract/Agreement: Instructional Service Agreement for In-Service Fire Training,  
29 Nevada County Consolidated Fire Protection District

30 Term: July 1, 2009 - June 30, 2012

31 Amount: \$10,134 estimated maximum per semester

32 Funding Source: FTES generated funds (\$50,672 estimated per year)

33 Agreement: Instructional Service Agreement with the Nevada County  
34 consolidated Fire Agency to provide in-service training/education to  
35 the Agency's firefighters. The Nevada County Consolidated Fire  
36 Agency will serve as an independent contractor to the District  
37 providing the appropriate expertise, personnel, and specialized  
38 equipment required to provide the special services. The County will  
39 pay all enrollment and related fees. The District will reimburse the  
40 County for services, equipment and materials. This agreement  
41 complies with established guidelines for Instructional Service  
42 Agreements as prescribed by the Chancellor's Office, including  
43 curriculum approval, instructor qualifications, and related  
44 instructional activities.

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5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

7 **C. OFFICE OF INSTRUCTION - SIERRA COLLEGE - NEVADA COUNTY**  
8 **CAMPUS -FIRE TECHNOLOGY & HEALTH SERVICES (Continued)**

9 3. Contract/ Agreement: Instructional Service Agreement for In-Service Fire Training,  
10 Northstar Community Services District

11 Term: July 1, 2009 – June 30, 2012

12 Amount: \$3,378 estimated maximum per semester

13 Funding Source: FTES generated funds (\$16,891 estimated per year)

14 Agreement: Instructional Service Agreement with the Northstar Community  
15 Services District to provide in-service training/education to the  
16 Agency's firefighters. The Northstar Community Services District  
17 will serve as an independent contractor to the District providing the  
18 appropriate expertise, personnel, and specialized equipment  
19 required to provide the special services. The Northstar Community  
20 Services District will pay all enrollment and related fees. The District  
21 will reimburse the Northstar Community Services District for  
22 services, equipment and materials. This agreement complies with  
23 established guidelines for Instructional Service Agreements as  
24 prescribed by the Chancellor's Office, including curriculum  
25 approval, instructor qualifications, and related instructional  
26 activities.  
27

28 4. Contract/ Agreement: Instructional Service Agreement for In-Service Fire Training,  
29 City of Rocklin

30 Term: July 1, 2009 – June 30, 2012

31 Amount: \$14,790 estimated maximum per semester

32 Funding Source: FTES generated funds (\$73,953 estimated per year)

33 Agreement: Instructional Service Agreement with the City of Rocklin to provide  
34 in-service training/education to the Fire Departments firefighters.  
35 The Rocklin Fire Department will serve as an independent contractor  
36 to the District providing the appropriate expertise, personnel, and  
37 specialized equipment required to provide the special services. The  
38 City will pay all enrollment and related fees. The District will  
39 reimburse the City for services, equipment and materials. This  
40 agreement complies with established guidelines for Instructional  
41 Service Agreements as prescribed by the Chancellor's Office,  
42 including curriculum approval, instructor qualifications, and related  
43 instructional activities.

4 **CONSENT AGENDA** (Continued)

5 Item #13368, District Contracts and Agreements (Continued)

6 **C. OFFICE OF INSTRUCTION - SIERRA COLLEGE - NEVADA COUNTY**  
7 **CAMPUS -FIRE TECHNOLOGY & HEALTH SERVICES** (Continued)

8 5. Contract/Agreement: Instructional Service Agreement for In-Service Fire Training,  
9 City of Roseville Fire Department

10 Term: July 1, 2009 - June 30, 2012

11 Amount: \$37,561 estimated maximum per semester

12 Funding Source: FTES generated funds (\$187,804 estimated per year)

13 Agreement: Instructional Service Agreement with the City of Roseville to provide  
14 in-service training/education to the Fire Department's firefighters.  
15 The Roseville Fire Department will serve as an independent  
16 contractor to the District providing the appropriate expertise,  
17 personnel, and specialized equipment required to provide the special  
18 services. The City will pay all enrollment and related fees. The  
19 District will reimburse the City for services, equipment and  
20 materials. This agreement complies with established guidelines for  
21 Instructional Service Agreements as prescribed by the Chancellor's  
22 Office, including curriculum approval, instructor qualifications, and  
23 related instructional activities.  
24

25 6. Contract/Agreement: Instructional Service Agreement for In-Service Fire Training,  
26 South Placer Fire Protection District

27 Term: July 1, 2009 - June 30, 2012

28 Amount: \$14,079 estimated maximum per semester

29 Funding Source: FTES generated funds (\$70,392 estimated per year)

30 Agreement: Instructional Service Agreement with the South Placer Fire Protection  
31 District to provide in-service training/education to the Agency's  
32 firefighters. The South Placer Fire Protection District will serve as an  
33 independent contractor to the District providing the appropriate  
34 expertise, personnel, and specialized equipment required to provide  
35 the special services. The South Placer Fire Protection District will pay  
36 all enrollment and related fees. The District will reimburse the South  
37 Placer Fire Protection District for services, equipment and materials.  
38 This agreement complies with established guidelines for  
39 Instructional Service Agreements as prescribed by the Chancellor's  
40 Office, including curriculum approval, instructor qualifications, and  
41 related instructional activities.

5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

7 **C. OFFICE OF INSTRUCTION - SIERRA COLLEGE - NEVADA COUNTY**  
8 **CAMPUS -FIRE TECHNOLOGY & HEALTH SERVICES (Continued)**

9 7. Contract/ Agreement: Instructional Service Agreement for In-Service Fire Training,  
10 Lincoln Fire Department

11 Term: July 1, 2009 – June 30, 2012

12 Amount: \$3,753 estimated maximum per semester

13 Funding Source: FTES generated funds (\$18,762 estimated per year)

14 Agreement: Instructional Service Agreement with the Lincoln Fire Department to  
15 provide in-service training/education to the Agency's firefighters.  
16 The Lincoln Fire Department will serve as an independent contractor  
17 to the District providing the appropriate expertise, personnel, and  
18 specialized equipment required to provide the special services. The  
19 Lincoln Fire Department will pay all enrollment and related fees. The  
20 District will reimburse the Lincoln Fire Department for services,  
21 equipment and materials. This agreement complies with established  
22 guidelines for Instructional Service Agreements as prescribed by the  
23 Chancellor's Office, including curriculum approval, instructor  
24 qualifications, and related instructional activities.  
25

26 **D. STUDENT SERVICES**

27 1. Amendment to Contract/ Agreement: University of California, Davis-Medical  
28 Director Services, Agreement Number 98-00833V, Amendment #12

29 Previous Board Agenda Item No. 10485 (Approved August 11, 1998)

30 Term: July 1, 2009 – June 30, 2010

31 Amount: Remains unchanged (\$500/month)

32 Agreement: Agreement to provide medical director services for the student  
33 health center remains the same with the addition of a "No  
34 Requirement for Referrals" clause.  
35

36 2. Independent Contract Agreement: Tanya Hanrihan, dba Tanya Hanrihan  
37 Consultants

38 Term: July 1, 2009 – June 30, 2010

39 Amount: Not to exceed \$12,000

40 Funding Source: International Students budget (2/3) & Housing budget (1/3)

41 Agreement: The consultant will provide services for international students  
42 regarding the Homestay program. Services will include recruiting  
43 Homestay families, supporting student placement, updating  
44 residence hall marketing materials and assisting international  
45 students regarding other housing options.

5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)  
7

8 **E. FINANCE AND ADMINISTRATION**

9 1. Amendment No. 5 to Contract/Agreement: Roseville Gateway Lease Agreement

10 Term: June 1, 2009 - May 31, 2010

11 Amount: \$1,200

12 Funding Source: General Fund

13 Agreement: The College will use the additional premises as an outdoor solar  
14 panel mock-up installation station.  
15

16 2. Amendment to Independent Contractor Agreement: Victoria Simmons

17 Previous Board Agenda Item No. 13010 (Approved November 13, 2007); Agenda  
18 Item No. 13153 (Amendment, Approved June 24, 2008)

19 Term: Extended to June 30, 2010 (previously June 30, 2009)

20 Amount: (no change)

21 Agreement: No change to agreement to provide various services to the Human  
22 Resources office.  
23

24 3. Contract/Agreement: School Services of California

25 Term: July 1, 2009 - June 30, 2010

26 Amount: \$12,000 plus expenses

27 Funding Source: General Fund

28 Agreement: Agreement to provide assistance regarding issues of community  
29 college finance, legislation, budgeting, capital outlay and general  
30 focal issues, as well as providing one copy of each edition of the  
31 College Community Update.  
32

33 4. Independent Contractor Agreement: Linda D. Costello

34 Term: May 14, 2009 - December 31, 2009

35 Amount: Not to exceed \$15,000

36 Funding Source: General Fund

37 Agreement: Consultant will provide reconciliation services in connection with  
38 County Treasury PAS System and Banner Payroll Cash and Liability  
39 Accounts due to transition to Fiscal Independence from Placer  
40 County Office of Education and implementation of Banner Payroll  
41 system.

5 **CONSENT AGENDA (Continued)**

6 Item #13368, District Contracts and Agreements (Continued)

7  
8 **F. HUMAN RESOURCES - CAMPUS POLICE SERVICES**

9 1. Contract/Agreement: Credentials Order Processing Services, Inc.

10 Term: August 1, 2009 - July 31, 2012

11 Amount: \$60,000 estimate

12 Funding Source: General Fund and Parking Fund

13 Agreement: Third party agreement to electronically process parking permit  
14 requests from students.  
15

16 **PERSONNEL**

17 Item #13369, Personnel Transactions: A motion was made by Nancy Palmer,  
18 seconded by Scott Leslie, **to approve Personnel Transactions Nos. 1-19, inclusive.** Call  
19 for the vote: Student Trustee Advisory Vote: Absent; Trustees: Ayes: 7; Noes: 0;  
20 Abstentions: 0. **Motion carried.** Following the vote, a correction and additional  
21 information was provided regarding two of the Personnel Items. Ms. Vineyard read the  
22 information as follows:  
23

- 24 • Item #4, Replacement Hire - Systems Analyst/Programmer, Senior - Ms. Shilpa  
25 Pothula: The correct start date is August 17, 2009.
- 26 • Item #5, Replacement Hire - Administrative Assistant: The candidate name is  
27 Ms. Rikki Kreizenbeck and the effective Date is July 27, 2009.  
28

29 A **motion** was made by Aaron Klein, seconded by Nancy Palmer, **to approve**  
30 **corrected Personnel Transactions Nos. 4 & 5.** Call for the vote: Student Trustee  
31 Advisory Vote: Absent; Trustees: Ayes: 7; Noes: 0; Abstentions: 0. **Motion carried.**  
32

33 1. Nutrition and Food Science Instructor - Ms. Clare Dendinger

34 Personnel Action: Retirement Resignation

35 Position: Nutrition and Food Science Instructor, Faculty

36 Years of Service: 16 years of service

37 Effective Date: June 30, 2009  
38

39 2. Instructional Assistant - Learning Disabilities - Ms. Barbara Royer

40 Personnel Action: Retirement Resignation

41 Position: Instructional Assistant - Learning Disabilities, Classified

42 Years of Service: 14 years of service

43 Effective Date: July 10, 2009  
44

45 3. Accountant - Ms. Brenda Shine

46 Personnel Action: Resignation

47 Position: Accountant (Payroll), Classified

48 Effective Date: June 18, 2009

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13369, Personnel Transactions (Continued)

- 7 4. Systems Analyst/Programmer, Senior – Ms. Shilpa Pothula  
8 Personnel Action: Replacement Hire (vice Mr. Ivan Latinkic)  
9 Position: Systems Analyst/Programmer, Senior, Classified  
10 Range: Range 26, Classified Hourly Schedule  
11 Hours: 40 hours, 12 months per year  
12 Cost of Position: \$61,360 plus benefits  
13 Effective Date: August 17, 2009  
14
- 15 5. Administrative Assistant – Ms. Rikki Kreizenbeck  
16 Personnel Action: Replacement Hire (vice Ms. Christina Culley)  
17 Position: Administrative Assistant (Sciences and Mathematics Division),  
18 Classified  
19 Range: Range 20, Classified Hourly Schedule  
20 Hours: 40 hours, 12 months per year  
21 Cost of Position: \$45,780.80 plus benefits  
22 Effective Date: July 27, 2009  
23
- 24 6. Supervisor, Campus Administrative Services – Ms. Joanne Zahn  
25 Personnel Action: Approve Attached Job Description and Reclassification  
26 Position: Supervisor, Campus Administrative Services (Tahoe-Truckee  
27 Campus), Classified Supervisory  
28 Range: Range S13, Classified Supervisory Schedule  
29 Cost of Reclassification: \$4,084 annually  
30 Effective Date: July 13, 2009  
31
- 32 7. Student Services Technician  
33 Personnel Action: Commence Search for Replacement Position (vice Ms.  
34 Elizabeth Williams)  
35 Position: Student Services Technician (Admissions and Records), Classified  
36 Range: Range 18, Classified Hourly Schedule  
37 Hours: 40 hours per week, 12 months per year  
38 Cost of Position: \$41,517 plus benefits  
39
- 40 8. Student Services Technician  
41 Personnel Action: Commence Search for Replacement Position (vice Ms. Tracy  
42 Falk)  
43 Position: Student Services Technician (Admissions and Records), Classified  
44 Range: Range 18, Classified Hourly Schedule  
45 Hours: 40 hours per week, 12 months per year  
46 Cost of Position: \$41,517 plus benefits

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13369, Personnel Transactions (Continued)

7 9. Accounts Payable Technician

8 Personnel Action: Commence Search for Replacement Position (vice Ms. Jill  
9 Simuro)

10 Position: Accounts Payable Technician, Classified

11 Range: Range 17, Classified Hourly Schedule

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

13 Cost of Position: \$39,541 plus benefits  
14

15 10. Accountant

16 Personnel Action: Commence Search for Replacement Position (vice Ms. Brenda  
17 Shine)

18 Position: Accountant (Payroll), Classified

19 Range: Range 24, Classified Hourly Schedule

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

21 Cost of Position: \$55,640 plus benefits  
22

23 11. Administrative Assistant

24 Personnel Action: Commence Search for Replacement Position (vice Ms.  
25 Margaret Green)

26 Position: Administrative Assistant (NCC), Classified

27 Range: Range 20, Classified Hourly Schedule

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

29 Cost of Position: \$45,780.80 plus benefits  
30

31 12. Systems Analyst/Programmer, Senior

32 Personnel Action: Commence Search for Replacement Position (vice Ms.  
33 Madhavi Katuri)

34 Position: Systems Analyst/Programmer, Senior, Classified

35 Range: Range 26, Classified Hourly Schedule

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

37 Cost of Position: \$61,360 plus benefits  
38

39 13. English As A Second Language (ESL) Instructor – Ms. Robin Persiani

40 Personnel Action: Reduce Load to 83.33%

41 Position: ESL Instructor, Faculty

42 Cost Savings: \$7,144

43 Effective Date: Fall 2009 Semester  
44

45 14. Mathematics Instructor – Ms. Linda Soper

46 Personnel Action: Leave of Absence Without Pay

47 Position: Mathematics Instructor, Faculty

48 Cost Savings: \$67,538.82

49 Effective Dates: July 1, 2009 up to June 30, 2010

(Continued next page...)

5 **PERSONNEL (Continued)**

6 Item #13369, Personnel Transactions (Continued)

7 15. Tutor Center Coordinator – Ms. Nancy Cook

8 Personnel Action: Paid Leave of Absence

9 Position: Tutor Center Coordinator, Faculty

10 Effective Dates: March 1, 2009 to December 31, 2009

11 Note: Sierra College is being paid \$65,000 in backfill money for Ms. Cook's  
12 coordination of ESL/Basic Skills Professional Development Grant  
13

14 16. Temporary Employees

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

16 Position: Temporary employees listed below for the department, position, and  
17 hourly rate of pay indicated up to 175 days for the 2009-2010 school year in  
18 accordance with Article 2 of the Classified Agreement.  
19

				<b>Hourly</b>	
	<b>Name</b>	<b>Department</b>	<b>Position</b>	<b>Rate</b>	<b>Comments</b>
20	Angulo, Kelly	NCC Assessment	SST	\$19.96	7/1/09 – 6/30/10
21	Angulo, Kelly	NCC Counseling	SST	\$19.96	7/1/09 – 6/30/10
22	Angulo, Kelly	NCC Admissions	ASST	\$19.96	7/1/09 – 6/30/10
23	Angulo, Kelly	NCC Administration	AA	\$22.01	7/1/09 – 6/30/10
24	Baldwin, Billy	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
25	Barlow, Elizabeth	Financial Aid	Fin Aid Tech	\$19.01	7/1/09 – 9/15/09
26	Berg, Eric	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
27	Black, Lisa	Police Services	AA	\$22.01	7/1/09 – 6/30/10
28	Bleasdale, Eric	NCC Counseling	SST	\$19.96	7/1/09 – 6/30/10
29	Bleasdale, Eric	NCC Admissions	ASST	\$19.96	7/1/09 – 6/30/10
30	Blevins, Michele	Sciences & Math	AA	\$22.01	7/1/09 – 6/30/10
31	Eden, Mary	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
32	Fretwell, Nadine	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
33	Galbraith, Jeffery	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
34	Galbraith, Lee Ron	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
35	George, Janice	NCC Admissions	ASST	\$19.96	7/1/09 – 6/30/10
36	Gill, Pam	Assessment	SST	\$19.96	7/1/09 – 6/30/10
37	Gipe, Joni	Finance & Admin	Exec. Secretary	\$26.67	7/1/09 – 12/31/09
38	Gonsalves, Brian	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
39	Harriman, Margarita	Financial Aid	Fin Aid Tech	\$19.01	7/1/09 – 6/30/10
40	Howe, Diana	Business Services	Cashier	\$18.09	7/1/09 – 12/31/09
41	Ishigo, Kiyoko	Business Services	General Svcs Tech	\$19.01	7/1/09 – 6/30/10
42	Lomeli, Spencer	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
43	Martinez, Daniel	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
44	Mato, Joene	Comm Ed	AST	\$19.01	7/1/09 – 6/30/10
45	Mejia, Olivia	Admissions	SST	\$19.96	7/1/09 – 6/30/10
46	Meredith, Gillian	Fire/EMT	EMT Aide	\$16.00	7/1/09 – 6/30/10
47					

(Continued next page...)

5 **PERSONNEL (Continued)**  
 6 Item #13369, Personnel Transactions (Continued)

7 16. Temporary Employees (Continued)

**Hourly**

	<b>Name</b>	<b>Department</b>	<b>Position</b>	<b>Rate</b>	<b>Comments</b>
9	Miller, Bernadette	Fire/EMT	EMT Aide	\$16.00	7/1/09 - 6/30/10
10	Mills, Cindy	Business Services	Cashier	\$18.09	7/1/09 - 12/31/09
11	Morgan, Barbara	Truckee	ASST	\$19.96	7/1/09 - 6/30/10
12	Purchio, Joseph	Testing Center	IA	\$22.01	7/1/09 - 6/30/10
13	Purchio, Joseph	Facilities & Ops	Theater Tech	\$20.96	7/1/09 - 6/30/10
14	Riley, Nicolette	Admissions	SST	\$19.96	7/1/09 - 6/30/10
15	Riley, Tava	Fire/EMT	EMT Aide	\$16.00	7/1/09 - 6/30/10
16	Sanghera, Jagpreet	Fire/EMT	EMT Aide	\$16.00	7/1/09 - 6/30/10
17	Schaffer, Ruth	Truckee	ASST	\$19.96	7/1/09 - 6/30/10
18	Schwarz, Eric	Fire/EMT	EMT Aide	\$16.00	7/1/09 - 6/30/10
19	Silveira, Brandon	Financial Aid	Fin Aid Tech	\$19.01	7/1/09 - 6/30/10
20	Snell, Gerri	NCC Admissions	ASST	\$19.96	7/1/09 - 6/30/10
21	Taylor, Wednesday	Admissions	SST	\$19.96	7/1/09 - 6/30/10
22	Thomas, Sandy	Research	Admin Secretary	\$18.09	7/1/09 - 12/30/09
23	Thrasher, Patrick	Facilities & Ops	Theater Tech	\$20.96	7/1/09 - 6/30/10
24	Young, Breezy	Admissions	SST	\$19.96	7/1/09 - 6/30/10

25  
26  
27 17. Substitute Employees

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

30 Position: Substitute employees listed below for the department, position, and  
 31 hourly rate of pay indicated up to 60 consecutive days for the 2009-2010 school  
 32 year in accordance with Article 2 of the Classified Agreement.

**Hourly**

	<b>Name</b>	<b>Department</b>	<b>Position</b>	<b>Rate</b>	<b>Comments</b>
34	Angulo, Oscar	NCC Facilities	Custodian	\$17.25	7/1/09 - 6/30/10
35	Baker, Dustin	Facilities & Ops	Custodian	\$17.25	7/1/09 - 6/30/10
36	Balda, Pedro	Facilities & Ops	Custodian	\$17.25	7/1/09 - 6/30/10
37	Conley, Carol	Facilities & Ops	Custodian	\$17.25	7/1/09 - 6/30/10
38	Delgado, Carlotta	LRC	Computer Lab Tech	\$20.96	7/1/09 - 6/30/10
39	Delgado, Carlotta	LRC	Library Media Tech	\$18.09	7/1/09 - 6/30/10
40	Driver, Sarah	Residence Hall	SST	\$19.96	7/1/09 - 6/30/10
41	Echavarria, Michael	Business Services	Warehouse Tech	\$19.01	7/1/09 - 6/30/10
42	Echavarria, Michael	Business Services	Mail Courier	\$17.25	7/1/09 - 6/30/10
43	Gembik, Galina	Facilities & Ops	Custodian	\$17.25	7/1/09 - 6/30/10
44	Gilbert, Sheryl	NCC LRC	Library Assistant	\$19.01	7/1/09 - 6/30/10
45	Gruver, Edward	Facilities & Ops	Vehicle & Equip. Tech	\$24.27	7/1/09 - 6/30/10
46	Jones, David	Facilities & Ops	Fac. Main. Tech.	\$22.01	7/1/09 - 6/30/10

(Continued next page...)

5 **PERSONNEL (Continued)**  
 6 Item #13369, Personnel Transactions (Continued)

7 17. Substitute Employees (Continued)

				<b>Hourly</b>	
<b>Name</b>	<b>Department</b>	<b>Position</b>		<b>Rate</b>	<b>Comments</b>
Kyle, Daniel	Facilities & Ops	Custodian		\$17.25	7/1/09 - 6/30/10
Martynyuk, Liliya	Facilities & Ops	Custodian		\$17.25	7/1/09 - 6/30/10
Martynyuk, Nikolay	Facilities & Ops	Custodian		\$17.25	7/1/09 - 6/30/10
Martynyuk, Tatyana	Facilities & Ops	Custodian		\$17.25	7/1/09 - 6/30/10
Purchio, Joseph	LRC	Computer Lab Tech		\$20.96	7/1/09 - 6/30/10
Purchio, Joseph	Testing Center	IA		\$22.01	7/1/09 - 6/30/10
Randazzo, Timothy	Facilities & Ops	Fac. Main. Tech.		\$22.01	7/1/09 - 6/30/10
Randazzo, Timothy	Facilities & Ops	Custodian		\$17.25	7/1/09 - 6/30/10
Randazzo, Timothy	Facilities & Ops	Grounds Main. Tech		\$19.96	7/1/09 - 6/30/10
Romansky, Yelena	Facilities & Ops	Custodian		\$17.25	7/1/09 - 6/30/10
Smith, Melissa	Facilities & Ops	Facilities & Ops Asst.		\$22.01	7/1/09 - 6/30/10
Underwood, Ray	Facilities & Ops	Energy Main. Spec.		\$26.75	7/1/09 - 6/30/10
Voznyuk, Larisa	Business Services	General Services Tech		\$19.01	7/1/09 - 6/30/10

23  
 24 18. Vacancy Replacement Employees

25 Personnel Action: Approve the temporary employment of the vacancy  
 26 replacement employees listed.

27 Position: Vacancy employees listed below for the department, position, and  
 28 hourly rate of pay indicated not to exceed 120 working days for the 2009-2010  
 29 school year in accordance with Article 29, Section 3, of the Classified Agreement.

				<b>Hourly</b>	
<b>Name</b>	<b>Department</b>	<b>Position</b>		<b>Rate</b>	<b>Comments</b>
Dakis, Dianne	Business Services	Payroll Accountant		\$26.75	7/1/09 - 6/30/10
Dudevoir, Charmaine	NCC DSPS	SST		\$20.96	7/1/09 - 6/30/10
Holley, Cydney	Sciences & Math.	AA		\$22.01	7/1/09 - 9/30/09
Sparling, Jessica	Police Services	AST		\$19.01	7/1/09 - 6/30/10
Techau, Karyn	Counseling	AA		\$22.01	7/1/09 - 6/30/10

37  
 38 19. Leave Replacement Employee

39 Personnel Action: Approve the temporary employment of the leave replacement  
 40 employee listed

41 Position: Temporary employees listed below for the department, position, and  
 42 hourly rate of pay indicated up to 175 days for the 2009-2010 school year in  
 43 accordance with Article 2 of the Classified Agreement.

				<b>Hourly</b>	
<b>Name</b>	<b>Department</b>	<b>Position</b>		<b>Rate</b>	<b>Comments</b>
Pellerin, Gregory	NCC Fac. & Ops.	Fac. Main. Energy Spec.		\$26.75	7/1/09 - 6/30/10

(Continued next page...)

5 **COMMENTS FROM THE COMMUNITY**

6 Ms. Vineyard solicited comments from the community on non-agenda items  
7 within the jurisdiction of the Board of Trustees. Hearing none, Ms. Vineyard proceeded  
8 to the Reports portion of the agenda.  
9

10 **REPORTS**

11 Item #13370, Trustee Area Planning Update; and Reports/Announcements/  
12 Communications:

13  
14 Committee Meetings and District Functions:

- 15 • Ms. Nancy Palmer reported on a recent meeting of the Community College  
16 League of California.
- 17 • Mr. Bill Martin reported on a recent meeting of the Long Term Planning  
18 Committee and a recent meeting of the Facilities Committee.

19  
20 Senate Reports: No reports.

21  
22 Superintendent/President Report: No report.

23  
24 Trustee Reports: No reports.

25  
26 Future Agenda Items:

- 27 • Once consensus is reached among the members of the Long Term Planning  
28 Committee, an agenda item will be presented to the Board regarding proposed  
29 efforts of the committee.

30  
31 **BOARD OF TRUSTEES**

32 Item #13371, Trustee Planning: Accreditation and Budget: Dr. Leo E. Chavez  
33 reviewed the agenda and identified areas to be addressed during the planning  
34 discussion. A Planning & Resource Allocation Process binder was distributed to each  
35 trustee containing a description of the College's planning process, timelines,  
36 accomplishments, and other planning information. Dr. Rachel Rosenthal, Vice President  
37 of Instruction, and Ms. Mandy Davies, Vice President of Student Services, reviewed the  
38 contents of the binders in detail, provided additional information, and answered trustee  
39 questions. The binders contained the following documents:

- 40  
41 1. Sierra College Mission: Sierra College Vision, Mission, Core Values, and  
42 Institutional Outcomes, June 2009.

(Continued next page...)

5 **BOARD OF TRUSTEES (Continued)**

6 Item #13371, Trustee Planning: Accreditation and Budget (Continued)

- 7 2. Planning Process:
  - 8 a. Sierra College Resource Request and Allocation Process
  - 9 b. Draft Sierra College 2009-10 and 2010-11 Annual Planning Cycle
- 10 3. Strategies/Criteria: Planning & Resource Prioritization Strategies and  
11 Criteria, DRAFT.
- 12 4. ePAR Resource Requests: Spring 2009 Resource Request Summary.
- 13 5. Strategic Plan Goals & Strategies:
  - 14 a. Sierra College Strategic Plan 2008-2011 (goals and strategies).
  - 15 b. 2008-2009 Strategic Plan Update, Key Metrics - Draft.
  - 16 c. Year End Progress Report, Sierra College Goals and Strategies - 2008-  
17 2009
- 18 6. ACCJC Rubric: Accrediting Commission for Community and Junior Colleges,  
19 Rubric for Evaluating Institutional Effectiveness - Part II: Planning.
- 20 7. ACCJC Letter, 2/3/09

21  
22 Ms. Vineyard adjourned the meeting for a break at 10:15 a.m. and reconvened  
23 the meeting at 10:25 a.m.  
24

25 **BOARD OF TRUSTEES (Continued)**

26 Item #13371, Trustee Planning: Accreditation and Budget (Continued)

27 Dr. Rosenthal introduced Professor Johnnie Terry to present an overview and the  
28 results of a comprehensive, College-wide Program Review that was recently  
29 undertaken and completed. Ms. Terry distributed to the trustees and reviewed the  
30 contents of the Sierra College Program Review Executive Report July 2009. Following  
31 discussion regarding the process and results of Program Review, the trustees  
32 congratulated the College and the Program Review Committee for this  
33 accomplishment.  
34

35 Following the discussion about Program Review, a 2008-2009 Strategic Master  
36 Plan Update was given regarding progress made towards the metrics defined in that  
37 plan. Each of the College's vice presidents reviewed the accomplishments and  
38 challenges in his or her area, referring to data provided in section five of the Planning &  
39 Resource Allocation Process binder.  
40

41 Once the progress report was given, attention turned to future planning and  
42 prioritization of strategic initiatives. The trustees reviewed and discussed key strategies  
43 and allocation criteria recommendations made during College discussions as found in  
44 section four of the Planning & Resource Allocation Process binder.

(Continued next page...)

5 Ms. Vineyard adjourned the meeting for a lunch break at 12:02 p.m. and  
6 reconvened the meeting at 12:50 p.m.  
7

8 **BOARD OF TRUSTEES (Continued)**

9 Item #13371, Trustee Planning: Accreditation and Budget (Continued)

10 Ms. Vineyard directed the trustees to spend a few minutes reviewing the  
11 established strategies of the Strategic Master Plan 2008-2011 with the intent of each  
12 trustee sharing his or her top five strategies, to be combined and used to develop a  
13 consensus for the Board's highest priority allocation areas. The trustees were also given  
14 the opportunity to suggest additional initiatives.  
15

16 Ms. Rowen Reynoso declined to choose specific priorities, stating that additional  
17 time, information, and opportunity for external community participation should have  
18 been provided prior to formulating Board priorities. Ms. Rowen Reynoso reviewed a  
19 document titled, "Decision Making Process for Significant Decisions."  
20

21 It was agreed upon by several trustees that Strategies 2.1, align allocations with  
22 plans, and 2.4, fiscal stability, were higher level guiding principles that should be  
23 adhered to regardless of specific priorities, so those were not included in the areas of  
24 strategic emphasis. Another high level guiding principle is the expectation of always  
25 maintaining fully accredited status.  
26

27 The following areas of strategic emphasis were selected following discussion of  
28 each of the individual trustee's suggestions (in no particular order):  
29

- 30 1. Rocklin campus facilities and infrastructure (Strategy 2.7)
- 31 2. Online/Distance education (Hybrid of Strategy 1.4 and Strategy 1.5, plus the  
32 addition of other yet-to-be determined innovative educational delivery  
33 methods)
- 34 3. Capital development (New strategy that fits with Goal III: Resource  
35 Development)
- 36 4. Student success (Combination of Strategies 1.5, 1.6, and 1.7)  
37

38 Dr. Chavez provided an update regarding current budget projections. Campus  
39 discussions have begun regarding areas of potential budget reduction and proposed  
40 methods of enduring the negative economic/budgetary climate. Mr. Doug Smith, Vice  
41 President of Finance and Administration, distributed and reviewed handouts  
42 containing strategies and target areas for budget reductions.

(Continued next page...)

5 Ms. Vineyard adjourned the meeting for a break at 2:45 p.m. and reconvened the  
6 meeting at 2:59 p.m.  
7

8 **BOARD OF TRUSTEES (Continued)**

9 Item #13372, Trustee Planning: Sierra College Land and Facilities Use in Placer  
10 County: Dr. Chavez led discussion on several facility and land use topics. The following  
11 topics were specifically addressed:  
12

- 13 • College-owned Properties Adjacent to Rocklin Campus: Since the land values in  
14 Placer County have been drastically reduced, the Board directed Dr. Chavez to  
15 discontinue any activities aimed at using the College-owned properties adjacent  
16 to the Rocklin campus as fiscal resources.
- 17 • Potential Sites in Western Placer County: Dr. Chavez advised the Board that the  
18 potential for a significant land donation in the current economic climate was  
19 unlikely. Efforts to secure such a donation will be suspended.
- 20 • Housing of Roseville Gateway Programs: Since the College is not intending to  
21 continue its presence at the Roseville Gateway site beyond the term of the  
22 current agreement, it is necessary to choose an alternate location to house those  
23 programs currently residing at Roseville Gateway. The Board directed Dr.  
24 Chavez to seek additional information, explore opportunities, and compare the  
25 capacity of two potential sites: The vacant Hewlett Packard site in Roseville and  
26 the College-owned land at Twelve Bridges in Lincoln.

(Continued next page...)

1 Sierra Joint Community College District  
2 Minutes of the Regular Meeting of the Board of Trustees  
3 Saturday, July 11, 2009

4  
5 **ADJOURNMENT**

6 As there was no further business, Ms. Vineyard adjourned the meeting at  
7 approximately 3:33 p.m.

8  
9 Respectfully submitted,

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12  
13  
14 \_\_\_\_\_  
15 Dr. Leo E. Chavez, Superintendent/  
16 President and Secretary to the Board of  
17 Trustees

18  
19  
20 \_\_\_\_\_  
21 Barbara J. Vineyard, President  
22 Board of Trustees  
23 Sierra Joint Community College District

24  
25  
26 ATTEST:

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28  
29  
30 \_\_\_\_\_  
31 David Ferrari, Vice President/Clerk  
32 Board of Trustees  
33 Sierra Joint Community College District