Sierra Joint Community College District
Regular Meeting of the Board of Trustees
Tuesday, August 12, 2014

MINUTES

The regular meeting of the Board of Trustees of the Sierra Joint Community College District was held Tuesday, August 12, 2014, at 10:00 a.m. at the Sierra College –Tahoe Truckee Campus, 11001 College Trail, Truckee, California, in Room 225.

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

Superintendent/President: William H. Duncan, IV

Student Trustee: Leslie A. Ramirez

Staff/Visitors: Kim Bateman, Jeannette Bischoff, Erik Cooper, Mandy Davies, Ruth Echavarria, Jené Hallam, Jane Haproff, Bill Hemphill, Colin Irwin, Darlene Jackson, Lynn Medeiros, Kristie Purdy, Bob Romness, Deb Sutphen, Chris Yatooma

CALL TO ORDER

Board President Bill Halldin called the meeting to order at 10:00 a.m. and welcomed those present. At Mr. Halldin’s request, Mr. Rudd led the pledge of allegiance. Mr. Halldin read a statement regarding public participation in the meeting.

APPROVAL OF AGENDA

The following items were removed from the agenda:

- Item 14345.A.16, Contract/Agreement: Sue Beets
- Item 14345.A.17, Contract/Agreement: Gary Liss

A motion was made by Scott Leslie, seconded by Nancy Palmer, to approve the Agenda with the revisions noted above. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

APPROVAL OF MINUTES – June 10, 2014

A motion was made by Aaron Klein, seconded by Nancy Palmer, to approve the Minutes of the June 10, 2014, meeting as presented. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

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ORGANIZATIONAL EFFECTIVENESS

Item #14335, Resolution 2014-16: Intent to Grant Easement to Nevada County:
Following discussion a motion was made by Scott Leslie, seconded by Nancy Palmer, to adopt Resolution 2014-16, “Resolution of Intent to Grant an Easement,” and direct staff to post required legal notices and bring the “Resolution to Grant an Easement” for adoption and approval at the public hearing at the September 9, 2014, Board meeting. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

CONSENT AGENDA

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

- Item 14345.B.2, Contract/Agreement: Nicole Cheslock dba NC Communications
- Item 14345.B.7, Contract/Agreement: Nicole Cheslock dba NC Communications

A motion was made by Howard Rudd, seconded by Aaron Klein, to approve the Consent Agenda items listed below as presented, with the exceptions noted above. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item #14336, 2015-16 Academic Calendar: The Board approved the proposed Academic Calendar for 2015-16.

Item #14337, Acceptance of Donations: The Board acknowledged receipt of the donations as listed on the Board agenda.

Item #14338, Warrants and Electronic Disbursements for the Month of May 2014: The Board ratified the warrants and electronic disbursements for the month of May 2014.

Item #14339, Warrants and Electronic Disbursements for the Month of June 2014: The Board ratified the warrants and electronic disbursements for the month of June 2014.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14340, Resolution 2014-13: Declare and Authorize Disposition of Surplus Property: The Board adopted Resolution 2014-13 declaring the listed personal property as obsolete/surplus and directing the staff to take appropriate action as per Section 81450 of the Education Code.


Item #14343, Approval of Agreements: US Bank and Ray Morgan Company: The Board approved the US Bank and Ray Morgan Company contracts.

Item #14344, Contracts and Agreements: Capital Projects: The Board approved and/or ratified the capital project contracts and amendments listed below:

A. CONTRACTS FOR APPROVAL

1. Contract/Agreement: AP Architects
   Amount: $20,000
   Funding Source: Capital Project
   Agreement: Architect consultant to provide master planning consultation services, utilizing their expertise in facilities master planning, capital outlay program, funding strategies, the planning process development and planning documents.

2. Contract/Agreement: Remy Moose Manley, LLP
   Term: August 13, 2014 – August 12, 2015
   Amount: $19,316
   Funding Source: Capital Project
   Agreement: Consultant to provide legal advice as needed under the California Environmental Quality Act and related State environmental laws with respect to the Facilities Master Plan for the Rocklin Campus.

Continued on next page…
CONSENT AGENDA (Continued)
Item #14344, Contracts and Agreements: Capital Projects (Continued)

A. CONTRACTS FOR APPROVAL (Continued)

3. **Contract/Agreement: Omni-Means, Ltd**
   - **Term:** August 13, 2014 – August 12, 2015
   - **Amount:** $14,669
   - **Funding Source:** Capital Project
   - **Agreement:** Consultant to conduct a Transportation Impact Study and evaluation for completion of the Rocklin Campus Facilities Master Plan Environmental Impact Report. Consultant will also review and analyze the 20-year Facilities Master Plan as related to traffic and parking and recommend appropriate changes to improve traffic flow.

4. **Contract/Agreement: MHL Enterprises**
   - **Term:** August 13, 2014 – June 30, 2015
   - **Amount:** $15,000
   - **Funding Source:** Capital Project
   - **Agreement:** Consultant to provide DSA and code compliance inspection services for various projects on the Rocklin Campus, including Prop 39 energy efficiency projects, ePAR funded projects and maintenance projects.

5. **Contract/Agreement: Bob Diesel Consulting**
   - **Term:** August 13, 2014 – August 12, 2015
   - **Amount:** $15,000
   - **Funding Source:** Capital Project
   - **Agreement:** Architect consultant to provide project development support services for Proposition 39 energy efficiency projects, which will include evaluating potential energy savings, project documentation and submittals, verify code compliance, preparation of bid packages and construction administration. (Ref: RFQ#14-01, Proposition 39, project development support services.)

6. **Contract/Agreement: Autodesk, Inc.**
   - **Term:** August 21, 2014 – February 20, 2015
   - **Amount:** $552.50
   - **Funding Source:** SFID Bond No. 2, Campus Wide Upgrade
   - **Agreement:** Additional six months of subscribed service for Constructware© project management software use for one user to finish out the SFID bond projects (NCC Campus Wide Upgrades).

Continued on next page…
CONSENT AGENDA (Continued)
Item #14344, Contracts and Agreements: Capital Projects (Continued)

B. CONTRACTS FOR RATIFICATION

1. **Contract/Agreement: LP Consulting Engineers, Inc.**
   Term: July 15, 2014 – December 31, 2014
   Amount: $27,500
   Funding Source: SFID Bond No. 2, Campus Wide Upgrades
   Agreement: Consultant to prepare mechanical and electrical designs and specifications and provide construction administration for the mechanical yard improvements at the Nevada County Campus. This project is part of the NCC Expansion and Renovations Project – Campus Wide Upgrades for the Nevada County Campus.

2. **Contract/Agreement: Youngs Carpet One**
   Term: July 28, 2014 – September 30, 2014
   Amount: $7,644
   Funding Source: SFID Bond No. 2, Campus Wide Upgrades
   Agreement: Contractor to install new flooring in the food service area of the Student Center (N5) at the Nevada County Campus. This project is part of the NCC Expansion and Renovations Project – Campus Wide Upgrades for the Nevada County Campus.

3. **Contract/Agreement: Gray Electric Co.**
   Term: July 28, 2014 – September 30, 2014
   Amount: $4,300
   Funding Source: SFID Bond No. 2, Campus Wide Upgrades
   Agreement: Contractor to install additional electrical services in the food service area of the Student Center (N5) at the Nevada County Campus. This project is part of the NCC Expansion and Renovations Project – Campus Wide Upgrades for the Nevada County Campus.

C. CONTRACT AMENDMENTS FOR RATIFICATION

1. **Contract/Agreement: Treehenge Construction, Inc.**
   Previous Board Agenda Items No. 14327 (Approved June 10, 2014)
   Term: June 11, 2014 – September 30, 2014
   Amount: $26,500 (new total $172,500)
   Funding Source: Capital Project
   Agreement: Contract for refurbishing of restrooms in J Building (Student Center) and T Building (Theater) is increased to include the correction of unforeseen damages, District-directed additions, and the increased scope to switch the women’s and men’s restrooms in the Theater. Contract term remains the same.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements: The Board approved and/or ratified the contracts and agreements listed below:

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

1. **Contract/Agreement: Rex Moore Electrical Contractors & Engineers**
   - Term: July 1, 2014 – December 31, 2014
   - Amount: $39,900 (receivable)
   - **Funding Source:** Client Services
   - **Agreement:** Sierra College will provide Process Improvement Consulting/Training (not to exceed 285 hours) to Rex Moore Electrical Contractors & Engineers employees.

2. **Contract/Agreement: RobbJack Corporation**
   - Term: July 1, 2014 – December 31, 2014
   - Amount: $8,400 (receivable)
   - **Funding Source:** Client Services
   - **Agreement:** Sierra College will provide Lean Principles Consulting/Training (not to exceed 60 hours) to RobbJack Corporation employees.

3. **Contract/Agreement: California Conservation Corps**
   - Term: June 16, 2014 – June 30, 2015
   - Amount: $256,850 (receivable)
   - **Funding Source:** State of California – California Conservation Corps
   - **Agreement:** In accordance with the State of California – California Conservation Corps Agreement # C3328AJZ, Exhibit A – Scope of Work, Sierra College will provide the California Conservation Corps (CCC) with instructional services necessary to implement the Energy Corps Program, including but not limited to the following: Three – Curriculums: One (1) – two-week Energy Surveyor Training Curriculum; One (1) – one-week Energy Surveyor Training Curriculum; One (1) – two-week Intro to Energy Retrofit Training; One – two week Initial Energy Survey Training: prepare corpsmembers and staff to conduct energy efficiency surveys (staff and corpsmembers); Eleven (11) – one-week Energy Survey Training: prepare corpsmembers and staff to conduct energy efficiency surveys; Four (4) – two-week Introduction to Energy Retrofit Training Courses: prepares corpsmembers and staff in energy fundamentals, lighting efficiency, retrofits, electrical safety, and other related appropriate topics. Approximate total hours of instruction: not to exceed 840 hours.

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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

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

Term: June 19, 2014 – June 30, 2015
Amount: Not to exceed $169,850
Funding Source: Client Services
Agreement: Consultant will deliver one (1) 80-hour of Initial Survey
Training course for up to 45 students and staff; Eleven (11) 40-
hour Initial Surveyor Training courses for up to 35 students
and staff per session; Four (4) 80-hour Initial Introduction to
Energy Retrofit courses for up to 35 students and staff per
session; Develop three curriculums: (1) two-week Energy
Surveyor Training Curriculum, (1) one-week Energy Surveyor
Training Curriculum, and (1) two-week Energy Retrofit
Training Curriculum as detailed in Exhibit E of the State of
California Agreement #C33288AJZ – California Conservation
Corps. Approximate total hours of instruction: not to exceed
840 hours. Travel expenses incurred as allowed by State per
diem rates: not to exceed $25,950.

5. Contract/Agreement: Ryan Hinderman
Term: June 19, 2014 – December 30, 2014
Amount: Not to exceed $1,500
Funding Source: Client Services
Agreement: Consultant will assist curriculum developer in documenting
graphic and photo permissions used in not-for-credit energy
audit and energy efficiency instructional materials developed
for the California Conservation Corps, proofing materials, and
other duties as assigned.

Term: June 1, 2014 – June 30, 2014
Amount: Not to exceed $15,000
Funding Source: Client Services
Agreement: Consultant will deliver contracted education training targeted
towards manufacturing and technology company managers
and supervisors.
CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)
A. OFFICE OF INSTRUCTION – GRANT DEVELOPMENT & CAREER
   TECHNICAL EDUCATION (Continued)
7. Contract/Agreement: Jes Vargas dba DPMG Corp.
   Term: July 1, 2014 – December 30, 2014
   Amount: Not to exceed $30,000
   Funding Source: Client Services
   Agreement: Consultant will deliver contracted education training targeted
towards manufacturing and technology company managers
   and supervisors.

8. Contract/Agreement: Ruff Stuff Specialties Corporation
   Term: July 1, 2014 – December 31, 2014
   Amount: $9,600 (receivable)
   Funding Source: Ruff Stuff Specialties Corporation
   Agreement: Sierra College will provide Lean Training (not to exceed 48
   hours) to Ruff Stuff Specialties Corporation employees.

9. Contract/Agreement: California State Board of Equalization – Standard
   Agreement No. 2014-4073
   Amount: Not to exceed $44,235 (receivable)
   Funding Source: California State Board of Equalization
   Agreement: Sierra College will provide two closed for-credit courses
   (Business 1 and Business 2) to up to 60 Board of Equalization
   employees.

10. Contract/Agreement: Wade Wolff
    Term: July 1, 2014 – August 1, 2014
    Amount: Not to exceed $1,500
    Funding Source: CTE Community Collaborative Grant No. 12-140-271
    Agreement: Consultant will deliver a professional development workshop
    for teachers that focuses on “Design Thinking” instructional
    methodologies and the use for technology as a key
    instructional tool for reaching and connecting with students at
    multiple sites.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

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

11. Contract/Agreement: Jonathan Schwartz
   Term: July 1, 2014 – August 1, 2014
   Amount: Not to exceed $2,000
   Funding Source: CTE Community Collaborative Grant No. 12-140-271
   Agreement: Consultant will develop and deliver a professional development workshop for teachers that focuses on “Design Thinking” instructional methodologies that support Core and CTE classrooms. Sample lessons will be demonstrated and discussed. Consultant will also attend a professional development workshop to enhance technical and manufacturing skills.

12. Contract/Agreement: Steven L. Hunter
   Term: August 13, 2014 – September 30, 2014
   Amount: Not to exceed $2,500
   Funding Source: CTE Community Collaborative Grant No. 12-140-271
   Agreement: Consultant will assist high school mathematics and CTE teachers in the application of hands-on project-based lessons developed under the CTE Community Collaborative grant project.

   Term: July 1, 2014 – December 30, 2014
   Amount: Not to exceed $2,500
   Funding Source: Client Services
   Agreement: Consultant will assist the CACT Director with workforce development activities and training events.

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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

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

14. Contract/Agreement: Mojica Architecture Studio
   Term: July 1, 2014 – September 30, 2014
   Amount: Not to exceed $9,600
   Funding Source: Client Services
   Agreement: As part of a “Center for Innovation and Creativity” Business Plan focusing on how workforce development can be delivered on the Sierra College Rocklin campus, consultant will: create a preliminary Site Plan with preliminary planning of site utilities and facilities for a conceptual “i-Lab”; create a Program of Spaces for building interior, including: basic information such as sizes, space requirements, workflows, activities and special uses; facilitate meetings as needed to develop basic components of the building program; prepare a preliminary code analysis for the proposed facility; attend meetings as required to determine and gain approvals from all pertinent entities; provide a schematic cost estimate and conceptual project schedule; prepare and submit three (3) versions of the site/building plan program of spaces and adjacencies layout for review and approval; and prepare schematic design site plan, floor plan, elevations and digital imagery (3D) for final presentation.

15. Contract/Agreement: Catherine Dickson Schwarzbach, Ed.D.
   Term: August 13, 2014 – December 30, 2014
   Amount: Not to exceed $5,000
   Funding Source: Client Services
   Agreement: Consultant will assist the CACT Director in researching and analyzing potential state and federal funding opportunities specific to workforce development and career pathways for which Sierra College might develop applications or proposals.

16. Contract/Agreement: Sue Beets
   This item was removed from the agenda.

17. Contract/Agreement: Gary Liss
   This item was removed from the agenda.

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CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

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

18. Contract/Agreement: Chancellor’s Office of the California Community
   Colleges Deputy Sector Navigator, Information and Communication
   Technologies/Digital Media #14-158-012
   Term: July 1, 2014 – June 30, 2015
   Amount: $200,000 (awarded)
   Funding Source: Chancellor’s Office of the California Community
   Agreement: Sierra College has received notification of Intent to Award the
   Deputy Sector Navigator, Information and Communication
   Technologies/Digital Media Grant No. 14-158-012 for the
   period of July 1, 2014 to June 30, 2015. Recommend acceptance
   of the funding for the 2014-2015 year.

   Amount: Not to exceed $50,000
   Funding Source: Deputy Sector Navigator, ICT/Digital Media Grant No.
   14-158-012
   Agreement: This agreement fulfills grant requirement to strengthen
   Information and Communications Pathways and articulation
   agreements.

20. Contract/Agreement: David K. Shinder dba IdeaMax Creative Solutions
   Term: August 13, 2014 – November 30, 2014
   Amount: Not to exceed $5,000
   Funding Source: Client Services
   Agreement: Consultant will assist the CACT Director in facilitating a one-
   day workshop to identify strategies for the development of a
   capital development plan for a “Center for Innovation and
   Creativity” and assist in analyzing potential federal funding
   opportunities specific to workforce development for which
   Sierra College might develop applications or proposals.

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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

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

21. Contract/Agreement: Steve Dicus
Term: August 1, 2014 – September 30, 2014
Amount: Not to exceed $720
Funding Source: CTE Community Collaborative Grant 12-140-271
Agreement: Consultant will complete 16 hours of externship with a
regional employer to learn about emerging technologies and
applications that can be translated into high school CTE
curriculum.

B. OFFICE OF INSTRUCTION – BUSINESS & TECHNOLOGY DIVISION

1. Contract/Agreement: Memorandum of Understanding - Ohlone College
Term: July 8, 2014 – June 30, 2015
Amount: $100 per student per semester and $100 per faculty member
per year who access a “limited” network
Funding Source: Deputy Sector Navigator Grant
Agreement: This agreement will allow Sierra College students enrolled in
CIS 421 to use Ohlone College’s Computer, Network and
Emerging Technology (CNET) department’s remote lab
equipment, NetLABS+, to complete VMware course
assignments.

2. Contract/Agreement: Nicole Cheslock dba NC Communications
This item was removed from the Consent Agenda for separate discussion
and/or action. A motion was made by Aaron Klein, seconded by Scott Leslie,
to approve the agreement with Nicole Cheslock dba NC Communications.
Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes:
6 (Dawson Bartley, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0;
Abstentions: 1 (Ferrari); Absent: 0. Motion carried.
Amount: $27,200
Funding Source: CTEA 1C Grant No. 14-C01-58
Agreement: Nicole Cheslock will perform the duties of a Career Education
Liaison working with local businesses, high schools, and the
college to coordinate activities promoting career and technical
education programs (i.e. internships, job shadows, guest
speakers, career information events and program orientation
sessions) in the Tahoe Truckee area.

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CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

B. OFFICE OF INSTRUCTION – BUSINESS & TECHNOLOGY DIVISION
   (Continued)

3. Contract/Agreement: Tanya Hanrihan
   Amount: $27,200
   Funding Source: CTEA 1C Grant No. 14-C01-58
   Agreement: Tanya Hanrihan will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions).

   Amount: $17,000
   Funding Source: CTEA 1C Grant No. 14-C01-58
   Agreement: Christina Hinderman will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions) at the Nevada County Campus.

5. Contract/Agreement: Valaine Hoffmann dba Hoffmann & Associates
   Amount: $28,200
   Funding Source: CTEA 1C Grant No. 14-C01-58
   Agreement: Valaine Hoffmann will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions).

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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

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

6. Contract/Agreement: Rachelle Smith dba Rachelle Smith College and Career Advising
Amount: $27,200
Funding Source: CTEA 1C Grant No. 14-C01-58
Agreement: Rachelle Smith will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions).

7. Contract/Agreement: Nicole Cheslock dba NC Communications
This item was removed from the Consent Agenda for separate discussion and/or action. A motion was made by Aaron Klein, seconded by Scott Leslie, to approve the agreement with Nicole Cheslock dba NC Communications.
Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 6 (Dawson Bartley, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 1 (Ferrari); Absent: 0. Motion carried.
Amount: $3,000
Funding Source: Transitions Grant No. 14-112-270
Agreement: Nicole Cheslock will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions) in the Tahoe Truckee area.

8. Contract/Agreement: Tanya Hanrihan
Amount: $12,880
Funding Source: Transitions Grant No. 14-112-270
Agreement: Tanya Hanrihan will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions). In addition, Tanya will work with 2 + 2 Articulation.

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CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

B. OFFICE OF INSTRUCTION – BUSINESS & TECHNOLOGY DIVISION
(Continued)

   Amount:  $3,000
   Funding Source: Transitions Grant No. 14-112-270
   Agreement: Christina Hinderman will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions) at the Nevada County Campus.

    Amount:  $4,880
    Funding Source: Transitions Grant No. 14-112-270
    Agreement: Valaine Hoffmann will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions).

11. Contract/Agreement: Rachelle Smith dba Rachelle Smith College & Career Advising
    Amount:  $4,880
    Funding Source: Transitions Grant No. 14-112-270
    Agreement: Rachelle Smith will perform the duties of a Career Education Liaison working with local businesses, high schools, and the college to coordinate activities promoting career and technical education programs (i.e. internships, job shadows, guest speakers, career information events and program orientation sessions).

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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

B. OFFICE OF INSTRUCTION – BUSINESS & TECHNOLOGY DIVISION
(Continued)

12. Contract/Agreement: Chancellor’s Office of the California Community Colleges CTEA 1C Grant No. 14-C01-058
   Term: July 1, 2014 – June 30, 2015
   Amount: $476,418 (receivable)
   Funding Source: Chancellor’s Office of the California Community Colleges
   Agreement: Agreement to extend funding for the Career and Technical Education Act (CTEA) Grant No. 14-C01-58 to continue this ongoing program for fiscal year 2014–2015.

13. Contract/Agreement: Chancellor’s Office of the California Community Colleges Transitions Grant No. 14-112-270
   Term: July 1, 2014 – June 30, 2015
   Amount: $43,269 (receivable)
   Funding Source: Chancellor’s Office of the California Community Colleges
   Agreement: Agreement to extend funding for the Career and Technical Education Act (CTEA) Grant No. 14-11-270 to continue this ongoing program for fiscal year 2014–2015.

   Term: July 1, 2014 – June 30, 2015
   Amount: Not to exceed $369,784
   Funding Source: State of California, Department of Education
   Agreement: Placer County Office of Education will continue providing State Preschool Program services to the Sierra College Child Development Centers located in Rocklin, Auburn, and Roseville.

15. Contract/Agreement: Placer County Office of Education – Family Child Care Home Network Program
   Term: July 1, 2014 – June 30, 2015
   Amount: Not to exceed $151,098
   Funding Source: State of California, Department of Education
   Agreement: Placer County Office of Education will continue providing Family Child Care Home Network Program services for the Sierra College Child Development Centers located in Rocklin, Auburn, and Roseville.

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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

B. OFFICE OF INSTRUCTION – BUSINESS & TECHNOLOGY DIVISION
(Continued)

   Amount: $2,000
   Funding Source: CTEA 1C Grant No. 14-C01-058
   Agreement: Brian Hurd, President of Hands on Solar, Inc. will act as a faculty mentor and trainer for the Sierra College ESS and Construction programs. Mr. Hurd will meet with instructors to work on issues of classroom delivery, management, development of presentation materials and technical education expertise. The mentoring/training program will help ensure consistency between sections and classes in the programs.

17. Contract/Agreement: Jesse Varsalone
   Term: June 23, 2014 – June 27, 2014
   Amount: $7,000
   Funding Source: Deputy Sector Navigator – Information Communication Technology Grant 13-158-12
   Agreement: Contract trainer teaching Ethical Hacking “Train the Trainer” class to faculty from Sierra College and other faculty from both the Greater Sacramento Region and other regions in the State, at the Mid-Pacific ICT Summer Faculty Development Conference.

18. Contract/Agreement: Miles-Long Consulting
   Term: July 1, 2014 – December 31, 2014
   Amount: $33,000 (Not to Exceed)
   Funding Source: Deputy Sector Navigator – Information Communication Technology Grant 14-158-12
   Agreement: Contract consultant services relating to assisting Deputy Sector Navigator in a variety of work plan related tasks that include completing the necessary requirements associated with achieving a “college wide” designation as a Center of Excellence in Information Assurance and Cyber Defense, a program co-sponsored by the Department of Homeland Security and National Security Agency.

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CONSENT AGENDA (Continued)

B. OFFICE OF INSTRUCTION – BUSINESS & TECHNOLOGY DIVISION
(Continued)

   Amount: $499
   Funding Source: General Fund
   Agreement: The Sierra College Fire Academy will be using EVALS.NET 0.1, academy evaluation software designed by Pinnacle Consulting, LLC. This software will significantly improve the evaluation and testing process for the Sierra College Fire Academy. Annual Maintenance Fees will increase at a rate no greater than five percent (5%) every two years, with the first two-year period beginning on the effective date of the Stable or Final Release Agreement.

20. Contract/Agreement: American Medical Response
   Term: August 13, 2014 – August 14, 2016 (estimated)
   Amount: N/A
   Funding Source: N/A
   Agreement: This is an agreement to provide Sierra College Health Science EMT-1 students with practical experience on an ambulance to comply with State certification requirements.

C. OFFICE OF INSTRUCTION – HEALTH, PHYSICAL EDUCATION, RECREATION & ATHLETICS DIVISION

1. Contract/Agreement: ASBN Coaches Aid
   Term: August 1, 2014 – December 1, 2014
   Amount: $1,500
   Funding Source: Shaper Fund
   Agreement: ASBN Coaches Aid will provide comprehensive professional broadcasting and production of five games, during the fall & winter 2014 seasons.

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

Item #14345, District Contracts and Agreements (Continued)

D. OFFICE OF INSTRUCTION – LIBERAL ARTS

1. Contract/Agreement: NorCal Services for Deaf and Hard of Hearing
   Term: August 1, 2014 – June 30, 2015
   Amount: $11,000
   Funding Source: General Fund
   Agreement: NorCal Services for Deaf and Hard of Hearing will provide interpreting services for Sierra College Deaf Studies instructors for the 2014–2015 academic school year.

2. Contract/Agreement: Steven Holt, Interpreters
   Term: August 1, 2014 – June 30, 2015
   Amount: $4,000
   Funding Source: General Fund
   Agreement: Steven Holt will provide interpreting services for Sierra College Deaf Studies instructors for the 2014–2015 academic school year.

E. OFFICE OF INSTRUCTION – NEVADA COUNTY CAMPUS

1. Contract/Agreement: Memorandum of Understanding - Nevada Joint Union High School for the Ghidotti Early College High School
   Term: July 1, 2014 – June 30, 2016
   Amount: N/A
   Funding Source: N/A
   Agreement: Sierra College, in partnership with Nevada Joint Union High School District (NJUHSD), will continue operation of Ghidotti Early College High School (GECHS) on the Nevada County Campus for grades 9-12 with approximately 40 students per grade level. Students receive a high school diploma and earn college credits up to an associates degree/two years of transferable college credit within four years at no cost to students and their families. The aim of our early college high school is to provide a rigorous, focused learning environment through a small, personalized academic program that bridges the divide between high school and college and makes higher education more accessible by reducing financial barriers. In addition to the academic focus, students will learn the leadership, technology, and critical thinking skills they need in order to be successful in today’s rapidly changing career environment.

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Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
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CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

F. OFFICE OF INSTRUCTION – SCIENCE AND MATHEMATICS DIVISION

1. **Contract/Agreement: STERIS Corporation**
   - Term: July 1, 2014 – June 30, 2015
   - Amount: $6,799.38
   - Funding Source: General Fund
   - Agreement: Over the past several years, the District (Biological Sciences Department) has utilized Steris Corporation to maintain our Sterilizer/Autoclave. Agreement to renew/continue the preventative maintenance service contract for this specialized equipment, which covers all costs (labor, parts and travel) for the 2014-2015 contract year.

2. **Contract/Agreement: Thermo Fisher Scientific**
   - Term: July 1, 2014 – June 30, 2015
   - Amount: $1,097
   - Funding Source: General Fund
   - Agreement: Over the past several years, the District (Biological Sciences Department) has utilized Thermo Fisher Scientific to maintain our Revco Ultra-Low Freezer. Agreement to renew/continue the preventative maintenance service contract for this specialized equipment, which covers all costs (labor, parts and travel) for the 2014-2015 contract year.

3. **Amendment to Contract/Agreement: Sutter Medical Center**
   - Previous Board Agenda Item 14085.C.1 (approved March 19, 2013)
   - Term: May 1, 2014 – March 31, 2016
   - Amount: N/A
   - Funding Source: N/A
   - Agreement: This amendment includes an expanded roster of Sutter Health Sacramento Sierra Region’s locations.

Continued on next page…
CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

F. OFFICE OF INSTRUCTION – SCIENCE AND MATHEMATICS DIVISION
(Continued)

4. Contract/Agreement: California Community College Chancellor’s Office
Enrollment Growth for ADN Programs Grant 14-169-072
Term: July 1, 2014 – June 30, 2015
Amount: $95,387 (receivable)
Funding Source: California Community College Chancellor’s Office
Agreement: Sierra College Nursing agrees to use the funds for assessment, retention and remediation for current and newly enrolled students. The funds will be used to support our part-time nursing counselor, part-time clinical faculty, faculty development courses and also purchasing new equipment that our hospital partners have incorporated, as well as additional supplies for our skills labs.

G. OFFICE OF INSTRUCTION – TAHOE-TRUCKEE CAMPUS
1. Contract/Agreement: Point Reyes National Seashore Association
Term: November 5, 2014 – November 7, 2014
Amount: $250
Funding Source: Student Material Fees
Agreement: Overnight field trip for BIOL14 class to the Historic Lifeboat Station in Point Reyes, California.

H. OFFICE OF THE PRESIDENT
1. Contract/Agreement: Lozano Smith, LLP
Term: July 1, 2014 – June 30, 2015
Amount: Standard Hourly Rates of $110-$295
Funding Source: General Fund
Agreement: This agreement will provide Sierra Joint Community College District with legal services as needed.

2. Contract/Agreement: Emerald Data Solutions
Term: September 1, 2014 – August 31, 2015
Amount: $10,000
Funding Source: General Fund
Agreement: Agreement provides for implementation, training, maintenance and support of the BoardDocs Plus paperless Board documents and meeting management product. The agreement will automatically renew annually unless terminated upon 30 days written notice.

Continued on next page…
CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

I. HUMAN RESOURCES

1. **Contract/Agreement: Edgewood Partners Insurance Center (EPIC)**
   - **Term:** July 1, 2014 – June 30, 2015
   - **Amount:** $50,000
   - **Funding Source:** General Fund
   - **Agreement:** This agreement with Edgewood Partners Insurance Center will allow EPIC to participate in the development of a cost containment strategy for the District and provide ongoing consultation as well as numerous items detailed in Schedule A of the agreement.

2. **Contract/Agreement: Alameda County Schools Insurance Group (ACSIG) / Education Dental Group Enterprise (EDGE)**
   - **Term:** October 1, 2014 – September 30, 2015
   - **Amount:** $35,000 (approximately)
   - **Funding Source:** General Fund
   - **Agreement:** ACSIG/EDGE provides administrative and eligibility services at a rate of $0.60 for each employee per month of enrollment and Delta Dental Administration rate is 5.87% of paid claims.

3. **Contract/Agreement: Self-Insured Schools of California (SISC)**
   - **Term:** October 1, 2014 – September 30, 2015
   - **Amount:** N/A
   - **Funding Source:** N/A
   - **Agreement:** This agreement is notification of a medical plan addition of the SISC Blue Shield Plan G with a $200 prescription deductible and $10/$35 copay. There are no plan changes to the Kaiser Traditional, Kaiser DHMO, or Blue shield Plan G, K and B.

4. **Contract/Agreement: Jay Resendez, Attorney at Law**
   - **Term:** July 1, 2014 – June 30, 2015
   - **Amount:** $10,000
   - **Funding Source:** General Fund
   - **Agreement:** This agreement will provide Sierra Joint Community College District with legal services as needed.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

I. HUMAN RESOURCES (Continued)

5. Contract/Agreement: Liebert Cassidy Whitmore
   Term: July 1, 2014 – June 30, 2015
   Amount: $7,500
   Funding Source: General Fund
   Agreement: This agreement will provide consultation services related to employment and personnel matters for services requested by the District.

6. Contract/Agreement: Liebert Cassidy Whitmore
   Term: July 1, 2014 – June 30, 2015
   Amount: $2,625
   Funding Source: General Fund
   Agreement: The agreement with Liebert Cassidy Whitmore will provide the District with training workshops covering employment relations topics and availability of attorney for consultation services.

J. FINANCE & ADMINISTRATION

1. Contract/Agreement: SixTen and Associates
   Term: July 1, 2014 – June 30, 2015
   Amount: Not to Exceed $25,000
   Funding Source: General Fund
   Agreement: Vendor to provide services to defend the District State mandated cost reimbursement claims if and when audited by the State Controller’s Office.

2. Contract/Agreement: Ray Morgan Company
   Term: June 23, 2014 – June 22, 2019
   Amount: $571.80 per year (estimated) + applicable taxes
   Funding Source: General Fund
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located on the Rocklin campus in Room A-105. The cost estimate is based on a fixed price of $0.01 per copy for black and white copies (estimated usage of 24,000 copies per year) and $0.0553 per copy for color copies (estimated usage of 6,000 copies per year).

Continued on next page…
CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

J.  FINANCE & ADMINISTRATION (Continued)

3.  Contract/Agreement: Lynch and Shupe, LLP
   Term:    July 1, 2014 – June 30, 2015
   Amount: $15,000
   Funding Source: General Fund
   Agreement: Consultant will provide legal services as needed upon request.

4.  Contract/Agreement: Crowe Horwath, LLP
   Term:    Services for fiscal year ending June 30, 2014
   Amount: $4,500 (estimate)
   Funding Source: Associated Students of Sierra College
   Agreement: Federal and California exempt organization information tax returns with supporting schedules for the tax year ended June 30, 2014.

5.  Contract/Agreement: Ray Morgan Company
   Term:    July 21, 2014 – July 20, 2019 (estimated dates)
   Amount: $451.80 per year + applicable taxes
   Funding Source: General Fund
   Agreement: This maintenance agreement provides all parts, labor and consumable toner for copier unit to be located on the Rocklin campus in RN-1, Room 100. The cost estimate is based on a fixed price of $0.01 per copy for black and white copies (estimated usage of 12,000 copies per year) and $0.0553 per copy for color copies (estimated usage of 6,000 copies per year).

   Term:    July 21, 2014 – July 20, 2019 (estimated dates)
   Amount: $1,658.16 per year + applicable taxes
   Funding Source: General Fund
   Agreement: This agreement initiates a five-year operating lease for a copier unit, to be returned to the vendor at the end of the lease term. Copier will be located on the Rocklin campus in RN-1, Room 100. The pricing utilizes the Shasta Union High School District contract (SUHSD #A77-2013).

Continued on next page…
CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)

J. FINANCE & ADMINISTRATION (Continued)
7. Contract/Agreement: Pacific Dining
   Term: July 14, 2014 – July 13, 2019
   Amount: N/A
   Funding Source: N/A
   Agreement: Pacific Dining agrees to manage and operate food services for the Nevada County campus.

8. Amendment to Contract/Agreement: Higher One, Inc.
   Previous Board Agenda Item 14183.D.3 (approved September 10, 2013)
   Term: September 11, 2013 – October 1, 2018
   Amount: $5,000 per year (decrease of $5,000 per year)
   Funding Source: General Fund
   Agreement: This amendment for student disbursement services decreases the annual cost from $10,000 per year down to $5,000 per year.

9. Contract/Agreement: Valerie Cox
   Term: August 13, 2014 – October 10, 2014
   Amount: $2,000
   Funding Source: General Fund
   Agreement: Valerie Cox will complete the district’s Clery Report on behalf of Sierra College. The Clery Report compiles various crime statistics on college campuses that are reported to various government agencies.

K. STUDENT SERVICES
1. Amendment to Contract/Agreement: Foundation for California Community Colleges – California Community College Student Mental Health Transition Aged Foster Youth (CCC-SMHP-TAFY)
   Previous Board Agenda Item 14251.E.2 (approved February 18, 2014)
   Term: February 1, 2014 – September 30, 2014
   Amount: $15,000 (receivable)
   Funding Source: FCCC Grant Agreement MH-072-13
   Agreement: The Foundation for California Community Colleges agrees to extend the agreement for Transition Aged Foster Youth through September 30, 2014.

Continued on next page…
CONSENT AGENDA (Continued)
Item #14345, District Contracts and Agreements (Continued)
K. STUDENT SERVICES (Continued)

2. **Contract/Agreement: Daryl Stinchfield**
   - **Term:** July 1, 2014 – June 30, 2015
   - **Amount:** $10,000
   - **Funding Source:** General Fund
   - **Agreement:** Daryl Stinchfield shall provide publicity, portrait and general commercial photographic services based upon the client’s needs.

3. **Contract/Agreement: Capital Public Radio, Inc.**
   - **Term:** July 14, 2014 – August 15, 2014
   - **Amount:** $3,400
   - **Funding Source:** General Fund
   - **Agreement:** Total of 136 underwriting announcements (announcing fall semester 2014 beginning August 25th): 36x on KXJZ + 50x on KXPR + 50x on KKTO.

4. **Contract/Agreement: Tutor.com**
   - **Term:** August 1, 2014 – July 31, 2015
   - **Amount:** N/A
   - **Funding Source:** N/A
   - **Agreement:** The purpose of this agreement is to provide Sierra College online and on-ground students with 24x7 access to live tutoring sessions. Unused hours from the 2013-14 contract will be rolled over into the 2014-15 year, resulting in no charge for 2014-15.

5. **Contract/Agreement: Best Western Plus, Beach Resort Monterey**
   - **Term:** July 24, 2014 – July 26, 2014
   - **Amount:** $7,836.75 (estimate)
   - **Funding Source:** Foundation for California Community Colleges Transition Aged Foster Youth sub-grant MH-072-13
   - **Agreement:** Best Western Plus, Beach Resort in Monterey agrees to provide rooms, a meeting room and all equipment, meals, and additional activities as agreed upon for Transfer-Aged Foster Youth students and Sierra College Faculty for a TAFY grant retreat.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

K. STUDENT SERVICES (Continued)

6. Contract/Agreement: Memorandum of Understanding - Heyday
   Term: August 18, 2014 – June 30, 2019
   Amount: $75,000
   Funding Source: General Fund
   Agreement: As stipulated in this Memorandum of Understanding, Sierra College and Heyday agree to co-publish no fewer than three new books over the next five years. These books will bring to a general readership significant and original works of literature, history, or natural history that will deepen the readers’ appreciation and understanding of the Sierra Nevada region. The District agrees to support the co-publication of books under this MOU by a subvention of $75,000 payable to Heyday in equal installments of $25,000 per year over the first three years. Heyday shall allocate and ultimately expend a minimum of $75,000 from its own funds over a five-year period toward the publication and promotion of co-published books.

7. Contract/Agreement: DishOut, LLC
   Term: August 1, 2014 – August 1, 2019
   Amount: $1,000 (estimated)
   Funding Source: Residence Hall Budget
   Agreement: This agreement is for marketing, pass-through accounting setup and associated fees for the meal plan for dorm students to eat at various merchant locations. Meal funds are collected through resident dorm fees and passed along to DishOut, who will then load an estimated $250,000 total onto student meal cards throughout the year.

8. Contract/Agreement: Terry O’Banion
   Term: August 21, 2014
   Amount: Not to exceed $8,500
   Funding Source: SSSP funds (categorical)
   Agreement: Terry O’Banion is scheduled to be the guest speaker at the Fall 2014 Convocation.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

K. STUDENT SERVICES (Continued)

9. **Contract/Agreement: Steven Holt**
   - **Term:** July 1, 2014 – August 12, 2014
   - **Amount:** Not to exceed $16,000
   - **Funding Source:** $16,000 DSPS
   - **Agreement:** Consultant will provide sign language interpreting for deaf students and real time capturing.

10. **Contract/Agreement: Steven Holt**
    - **Term:** August 13, 2014 – June 30, 2015
    - **Amount:** Not to exceed $239,000
    - **Funding Source:** $39,000 DSPS, $189,000 General Fund
    - **Agreement:** Consultant will provide sign language interpreting for deaf students and real time capturing.

L. INFORMATION AND INSTRUCTIONAL TECHNOLOGY

1. **Contract/Agreement: Eaton Corporation**
   - **Term:** August 13, 2014 – August 12, 2015
   - **Amount:** $5,762
   - **Funding Source:** General Fund
   - **Agreement:** Eaton has agreed to provide us the AC I/O Capacitor upgrade and support.

2. **Contract/Agreement: Eaton Corporation**
   - **Term:** August 13, 2014 – August 12, 2017
   - **Amount:** $14,053.90
   - **Funding Source:** General Fund
   - **Agreement:** Eaton has agreed to replace our UPS batteries with 3 year support; for the datacenter room in the A building.

3. **Contract/Agreement: Airco Commercial Services, Inc.**
   - **Term:** August 1, 2014 – July 31, 2015
   - **Amount:** $14,184
   - **Funding Source:** General Fund
   - **Agreement:** Airco Commercial Services, Inc. will provide quarterly maintenance on equipment in the LRC and lower A Building Data Center.

Continued on next page…
CONSENT AGENDA (Continued)

Item #14345, District Contracts and Agreements (Continued)

L. INFORMATION AND INSTRUCTIONAL TECHNOLOGY (Continued)

4. Contract/Agreement: Dub Labs, LLC
   Term: August 13, 2014 – August 12, 2015
   Amount: $42,000
   Funding Source: General Fund
   Agreement: Implementing and deploying the Sierra College Mobile App with integration with Banner, Canvas, and other systems.

M. FACILITIES

1. Contract/Agreement: Memorandum of Understanding - Financial Information Systems for California (FISCAL)
   Term: June 25, 2014 – until terminated
   Amount: N/A
   Funding Source: N/A
   Agreement: This MOU establishes an understanding between Sierra College and FISCAL on the availability and use of Sierra College’s facility and related resources in the event of an extreme emergency to continue performance of FISCAL’s essential functions for up to 30 days.

2. Contract/Agreement: Premier Chemical
   Term: August 13, 2014 – August 12, 2015
   Amount: $25,000
   Funding Source: General Fund
   Agreement: Contractor to provide specialized industrial hygiene services to include: development of a Chemical Hygiene Plan for the Tahoe Truckee Campus; development of Hazardous Materials Business Plan for the Nevada County Campus; and completion of a Respiratory Protection Plan for the District and Standard Operating Procedures for pool maintenance.

3. Contract/Agreement: Sharps Solutions, Inc.
   Term: October 1, 2014 – September 30, 2016
   Amount: $15,940 ($7,970 per year)
   Funding Source: General Fund
   Agreement: Two-year contract for Contractor to provide approved biohazard, regulated medical waste transport containers and liners for containment and transport of biohazardous waste for Rocklin Campus Health Center; Rocklin Campus Biology Dept; Rocklin Campus Nursing Dept; and Nevada County Campus Health Center.

Continued on next page…
PERSONNEL

Item #14346, Personnel Transactions: A motion was made by Howard Rudd, seconded by Dave Ferrari, to approve the Personnel Transactions listed below with one motion. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

A. REPLACEMENT POSITION HIRES

1. Interim Assistant Superintendent/Vice President – Human Resources – Ms. Victoria Simmons
   Personnel Action: Interim Replacement Position Hire (vice Mr. Kim Myers)
   Position: Vice President -Human Resources, Classified Administrator
   Position Number: EX0003
   Cost: $152,089.02 plus benefits
   Effective Dates: July 28, 2014 through June 30, 2015

2. Associate Dean – Liberal Arts – Ms. Susan Lucyga
   Personnel Action: Promotion/Replacement Position Hire (vice Ms. Rebecca Bocchicchio)
   Position: Associate Dean, Liberal Arts, Educational Administrator
   Position Number: EA0004
   Cost: $114,815.79 plus benefits
   Effective Date: July 1, 2014

3. Interim Director of Security (Half-time) – Mr. Jamison Lopizich
   Personnel Action: Replacement Position Hire (vice Mr. Jon Hamblen)
   Position: Director of Security, Classified Supervisory
   Position Number: TBD
   Cost: $48,806.89 plus benefits
   Effective Date: August 4, 2014 – June 30, 2015 or until filled, whichever occurs first.

4. Plant Operations Supervisor – Mark Tucker
   Personnel Action: Promotion/Replacement Position Hire (vice Mr. William Rogers)
   Position: Plant Operations Supervisor, Classified Supervisory
   Position Number: CS0021
   Cost: $68,941.43 plus benefits
   Effective Date: September 2, 2014

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PERSONNEL

Item #14346, Personnel Transactions (Continued)

A. REPLACEMENT POSITION HIRES (Continued)

5. Administrative Assistant - NCC – Ms. Julie Holcomb
   Personnel Action: Replacement Position Hire (vice Ms. Kelly Angulo)
   Position: Administrative Assistant, Classified
   Position Number: CL0019
   Cost: $45,780.80 plus benefits
   Effective Date: June 23, 2014

6. Custodian – Ms. Sandra Hearney
   Personnel Action: Replacement Position Hire (vice Mr. Kevin Ross)
   Position: Custodian, Classified
   Position Number: CL0068
   Cost: $35,880.00 plus benefits
   Effective Date: August 1, 2014

7. Human Resources Technician – Ms. Kara Nishimoto
   Personnel Action: Replacement Position Hire (vice Ms. Julie Rucker)
   Position: Human Resources Technician, Classified
   Position Number: CL0269
   Cost: $45,780.80 plus benefits
   Effective Date: August 11, 2014

8. Instructional Assistant – Public Safety Programs – Ms. Valarie Walker
   Personnel Action: Replacement Position Hire (vice Ms. Lori Sinclair)
   Position: Instructional Assistant – Public Safety Programs, Classified
   Position Number: CL0126
   Cost: $45,780.80 plus benefits
   Effective Date: July 1, 2014

9. Student Services Technician – Admissions & Records – Ms. Wednesday Taylor
   Personnel Action: Replacement Position Hire (vice Ms. Thomasina Lane)
   Position: Student Services Technician, Classified
   Position Number: CL0199
   Cost: $41,516.80 plus benefits
   Effective Date: July 16, 2014

Continued on next page…
PERSONNEL

Item #14346, Personnel Transactions (Continued)

B. NEW POSITION HIRES

1. Administrative Services Technician - Security - Ms. Emerald Barkley
   Personnel Action: New Position Hire
   Position: Administrative Services Technician, Classified
   Position Number: CL0276
   Cost: $39,540.80
   Effective Date: July 1, 2014

2. Budget and Financial Analyst - Ms. Judy Ahlquist
   Personnel Action: Promotion/New Position Hire
   Position: Budget and Financial Analyst, Classified Confidential
   Position Number: CF007
   Cost: $4,419.07
   Effective Date: July 1, 2014

C. COMMENCE SEARCH FOR REPLACEMENT POSITIONS

1. Business Services Analyst
   Personnel Action: Commence Search for Replacement Position (vice: Ms. Judy Ahlquist)
   Position: Business Services Analyst, Classified
   Position Number: CL0271
   Cost: $55,640 plus benefits

2. Student Services Technician – Admissions & Records
   Personnel Action: Commence Search for Replacement Position (vice: Ms. Thomasina Lane)
   Position: Student Services Technician, Classified
   Position Number: CL0199
   Cost: $41,516.80 plus benefits

   Personnel Action: Commence Search for Replacement Position (vice: Mr. Satyendra Attota)
   Position: Systems Analyst Programmer, Sr., Classified
   Position Number: CL0222
   Cost: $67,600 plus benefits

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PERSONNEL
Item #14346, Personnel Transactions (Continued)

D. COMMENCE SEARCH FOR NEW POSITIONS

1. DSPS Special Programs Student Services Technician
   Personnel Action: Commence Search and Approve Attached Job
   Description for New Position
   Position: DSPS Special Programs Student Services Technician, Classified
   Position Number: CL0077
   Cost: $43,596.80 plus benefits (categorically funded)

E. RETIREMENT RESIGNATIONS

1. Chemistry Instructor – Mr. Daniel Burns
   Position: Chemistry Instructor, Faculty
   Position Number: FF0061
   Years of Service: 40 years
   Effective Date: May 31, 2015

2. Telecommunications Systems Specialist – Mr. Paul Wiley
   Position: Telecommunications Systems Specialist, Classified
   Position Number: CL0235
   Years of Service: 15 years
   Effective Date: February 28, 2015

3. Custodian – Ms. Leona Powell
   Position: Custodian, Classified
   Position Number: CL0070
   Years of Service: 11 years, 6 months
   Effective Date: July 27, 2014

F. RESIGNATIONS

1. Student Services Technician – Admissions & Records – Ms. Thomasina Lane
   Position: Student Services Technician, Classified
   Position Number: CL0199
   Years of Service: 11 years, 10 months
   Effective Date: July 8, 2014

2. Instructional Assistant - Chemistry – Mr. Branden Casey Brown
   Position: Instructional Assistant - Chemistry, Classified
   Position Number: CL0119
   Years of Service: 4 years, 3 months
   Effective Date: August 8, 2014

Continued on next page…
G. OUT-OF-CLASS ASSIGNMENTS

1. Finance Manager – Ms. Linda Fisher
   Position: Manager - Finance, Classified Supervisory
   Position Number: CS0013
   Out-of-Class Pay: 5% above regular pay
   Cost: $2,425.20
   Effective Dates: July 1, 2014 through approximately December 31, 2014

2. Finance Manager – Ms. Beverly Yoha
   Position: Manager - Finance, Classified Supervisory
   Position Number: CS0030
   Out-of-Class Pay: 5% above regular pay
   Cost: $2,425.20
   Effective Dates: July 1, 2014 through approximately December 31, 2014

H. OTHER PERSONNEL ACTIONS

1. Renewal of Employment Contract – Assistant Superintendent/Vice President – Administrative Services – Mr. Chris Yatooma
   Personnel Action: Renewal of Employment Contract
   Position: Assistant Superintendent/Vice President – Student Services, Educational Administrator
   Position Number: EX0002
   Duration: July 1, 2014 – June 30, 2016

2. Revise Temporary Assignment/Promotion End Date – Plant Operations Supervisor – Ms. Amanda Mellett
   Personnel Action: Revise Temporary Assignment/Promotion End Date
   Position: Plant Operations Supervisor, Classified Supervisory
   Position Number: CS0020
   Original End Date: August 31, 2014
   Revised End Date: July 31, 2014

   Personnel Action: Reclassification from Range 19 to Range 21
   Position: Junior Accountant, Classified
   Position Number: CL0032
   Cost: $5,625.62
   Effective Date: July 1, 2013

Continued on next page…
PERSONNEL

Item #14346, Personnel Transactions (Continued)

H. OTHER PERSONNEL ACTIONS (Continued)

4. **Reclassification – Junior Accountant– Ms. Anna Mostafavi**
   - **Personnel Action:** Reclassification from Range 19 to Range 21
   - **Position:** Junior Accountant, Classified
   - **Position Number:** CL0032
   - **Cost:** $5,505.50
   - **Effective Date:** July 1, 2013

5. **Leave of Absence without Pay – Ms. Leona Powell**
   - **Personnel Action:** Leave of Absence without Pay
   - **Position:** Custodian - NCC, Classified
   - **Position Number:** CL0070
   - **Cost Savings:** $3,501.44
   - **Duration:** June 30, 2014 – July 26, 2014

6. **Reprographics Technician – Mr. Mark Wagner**
   - **Personnel Action:** Lead Assignment
   - **Position:** Reprographics Technician, Classified
   - **Position Number:** CL0190
   - **Stipend:** 10% above regular rate of pay
   - **Cost of Assignment:** $5,304.00
   - **Effective Dates:** July 1, 2014 – June 30, 2015

7. **Administrative Services Technician - Security – Ms. Dani Tucker**
   - **Personnel Action:** Lead Assignment
   - **Position:** Administrative Services Technician, Classified
   - **Position Number:** CL0048
   - **Stipend:** 10% above regular rate of pay
   - **Cost of Assignment:** $5,050.20
   - **Effective Dates:** July 1, 2014 through June 30, 2015

8. **Network Support Specialist – Mr. Michael Glashan**
   - **Personnel Action:** Lead Assignment
   - **Position:** Network Support Specialist, Classified
   - **Position Number:** CL00166
   - **Stipend:** 10% above regular rate of pay
   - **Cost of Assignment:** $8,220.12
   - **Effective Dates:** July 1, 2014 through June 30, 2015

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PERSONNEL

Item #14346, Personnel Transactions (Continued)

H. OTHER PERSONNEL ACTIONS (Continued)

9. Approve Attached Revised Job Description – Plant Operations Supervisor

Personnel Action: Approve Attached Revised Job Description

Position: Plant Operations Supervisor, Classified Supervisory

Effective Date: August 1, 2014

10. Approve Attached Revised Job Description – Supervisor, Residence Housing

Personnel Action: Approve Attached Revised Job Description

Position: Supervisor – Resident Housing, Classified Supervisory

Effective Date: August 1, 2014

11. Correction to New Hire Start Date - Counselor – Academic Progress/Probation – Ms. Tonya Times

Position Number: FF0153

Originally Stated Start Date: August 18, 2014

Corrected Start Date: July 1, 2014

12. Part-Time Instructional and Special Services Faculty – Fall 2014 Semester

Personnel Action: Approve the attached list of part-time instructional and special services faculty for employment during the Fall 2014 semester at the appropriate class and step on the Part-Time Hourly Matrix

Effective Date: August 18, 2014

I. SHORT-TERM/SUBSTITUTE EMPLOYEES

1. Substitute Replacement for Absent Employees

Personnel Action: Approve the employment of the substitute employees listed.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Position</th>
<th>Hourly Rate</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beards, Jared</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-6/30/15</td>
</tr>
<tr>
<td>Chervenkova, Tetyana</td>
<td>LRC</td>
<td>IA-Learning</td>
<td>$22.01</td>
<td>7/1/14-12/12/14</td>
</tr>
<tr>
<td>Cordes, Dusty</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-6/30/15</td>
</tr>
<tr>
<td>Hearney, Sandra</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-6/30/15</td>
</tr>
<tr>
<td>Higgins, Glen</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Holsopple, Amanda</td>
<td>Financial Aid</td>
<td>ASST</td>
<td>$19.96</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Jenkins, Brian</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-6/30/15</td>
</tr>
</tbody>
</table>

Continued on next page…
PERSONNEL

Item #14346, Personnel Transactions (Continued)

I. SHORT-TERM/SUBSTITUTE EMPLOYEES (Continued)

1. Substitute Replacement for Absent Employees (Continued)

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Position</th>
<th>Rate</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jenkins, Derik</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-6/30/15</td>
</tr>
<tr>
<td>Jeremias, Stacy</td>
<td>Assessment</td>
<td>SST</td>
<td>$19.96</td>
<td>7/1/14-12/19/14</td>
</tr>
<tr>
<td>Jones, Kelly</td>
<td>Counseling</td>
<td>SST</td>
<td>$19.96</td>
<td>7/1/14-8/5/14</td>
</tr>
<tr>
<td>Keen, Pamela</td>
<td>A&amp;R</td>
<td>SST</td>
<td>$19.96</td>
<td>7/1/14-9/30/14</td>
</tr>
<tr>
<td>Kristoff, Debra</td>
<td>Business Services</td>
<td>Bus Serv Analyst</td>
<td>$26.75</td>
<td>7/1/14-9/30/14</td>
</tr>
<tr>
<td>Lowe, Cynthia</td>
<td>Comm Ed</td>
<td>AA</td>
<td>$22.01</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Marcussen, Kimberly</td>
<td>LRC</td>
<td>IA-LRC</td>
<td>$22.01</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>McCarroll, Kristen</td>
<td>Financial Aid</td>
<td>ASST</td>
<td>$19.96</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Murphy, Rachelle</td>
<td>Sci &amp; Math</td>
<td>IA-Chemistry</td>
<td>$22.01</td>
<td>7/28/14-12/31/14</td>
</tr>
<tr>
<td>Painter, David</td>
<td>Facilities</td>
<td>Custodian</td>
<td>$17.25</td>
<td>7/1/14-6/30/15</td>
</tr>
<tr>
<td>Smart, Rachel</td>
<td>Facilities (FUSE)</td>
<td>Fac Op Asst</td>
<td>$22.01</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Theer, Eric</td>
<td>DSPS/Counsel</td>
<td>DSPS &amp; Vet Tech</td>
<td>$20.96</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Wright, Sarah</td>
<td>DSPS</td>
<td>DSPS/SSSP</td>
<td>$20.96</td>
<td>7/1/14-9/1/14</td>
</tr>
<tr>
<td>Ziano, Tammy</td>
<td>LRC</td>
<td>IA-LRC</td>
<td>$22.01</td>
<td>7/1/14-12/12/14</td>
</tr>
</tbody>
</table>

2. Short-Term Employees

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

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Position</th>
<th>Rate</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pool</td>
<td>Transportation</td>
<td>Bus Driver</td>
<td>$14.90</td>
<td>7/1/14-6/30/15</td>
</tr>
<tr>
<td>Pool</td>
<td>Health Science</td>
<td>EMT Aides</td>
<td>$16.00</td>
<td>7/1/14-12/31/14</td>
</tr>
<tr>
<td>Keller, Chelsea</td>
<td>DSPS</td>
<td>DSPS/SSSP</td>
<td>$20.96</td>
<td>7/1/14-8/15/14</td>
</tr>
</tbody>
</table>

EDUCATIONAL EFFECTIVENESS

Item #14347, Campus Update: Sierra College – Tahoe-Truckee Campus: Dr. Kim Bateman, Dean of the Sierra College – Tahoe-Truckee Campus, presented information regarding programs and activities at the Tahoe-Truckee Campus. Topics included enrollment increases, community outreach, and partnerships. A PowerPoint presentation was featured.

BOARD OF TRUSTEES

Item #14348, 2014 Student Success Scorecard and 2013-14 End-of-Year Report:

President Duncan introduced Erik Cooper, Dean of Planning, Research, and Resource Development, to present the 2014 Student Success Scorecard report and the 2013-14 End-of-Year Report. Information presented and topics of discussion included, but were not limited to the following:

Continued on next page…
Student Success Scorecard

- Review of Sierra College’s Student Success Scorecard data including:
  - College profile including the addition of percentage of full-time faculty
    and the student counseling ratio. The methodology the state uses for
    calculation of the ratio is different than the calculation the college has
    used in the past, so although there has been improvement in the
    counselor to student ratio it is not as significant as it appears on first
    glance.
  - Remedial (Math, English, and ESL)
  - Persistence (three consecutive terms)
  - Achievement of 30 Units
  - Completion
    - Career Technical Education (degree, certificate, or transfer)
- Students requiring remedial coursework tended to persist but did not
  ultimately complete the English and mathematics courses that are considered
  critical to student success. Students that are college prepared succeed at higher
  rates.
- Students with clearly defined goals succeed at higher rates than those without.
- Using a six-year cohort for tracking success presents challenges.
- The way success is defined may exclude some students who accomplish their
  goals.

Sierra College End-of-Year Report 2013-14

- Review of the Sierra College Strategic Plan metrics included:
  - Student Success
  - Degrees and Certificates Awarded
  - Transfer Prepared Students
  - Staffing levels and productivity
  - Student Learning Outcomes

Item #14349, Student Success and Support Program (SSSP) and Equity Program

Update: Mandy Davies, Vice President of Student Services, shared information about
the Student Success and Support Program and the Equity Program. Topics of discussion
included, but were not limited to, the following:

- Statewide demographics are changing and it is anticipated that higher
  numbers of college educated individuals will be needed in the future.
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BOARD OF TRUSTEES (Continued)
Item #14349, Student Success and Support Program (SSSP) and Equity Program Update
(Continued)

• Funding is being provided for both student success and student equity, but timelines are short and plans must be developed quickly yet thoughtfully. We must achieve success in order to receive the full allotment of continued funding.
• We are trying to understand who is not succeeding, why, and how we can best help those students.
• Data shows that Sierra’s former foster youth and African American students struggled on the measure of completion.
• A significant number of students, nearly 20%, are placed on probation and a large number of those do not successfully get off probation in a timely manner.
• Completion of college level math is critical to student success but 80% of our students assess at a lower level.

Mr. Halldin adjourned the meeting for a break at 12:02 p.m. He then reconvened the meeting at 12:43 p.m. At the request of staff, Mr. Halldin called for the Student Trustee Report and the Academic Senate President reports.

REPORTS
Item #14354, Reports/Announcements

Student Trustee Report: Leslie Ramirez commented on the development of Student Senate goals for the upcoming year.

Senate Reports:
• Academic Senate: Dr. Jane Haproff distributed “Actions Taken by Senate in Academic Year 13-14” and commented on the development of Academic Senate goals for the upcoming year, which will be provided to the Board at the September meeting.

BOARD OF TRUSTEES (Continued)
Item #14350, Assessment of Strategic Master Plan: The College’s Strategic Master Plan will be updated in the next year and Mr. Duncan sought the Board’s input on the strengths and weaknesses of the current plan. Board discussion included the possible addition of action steps. Updates on the planning process will be provided to the Board throughout the year.

Item #14351, Board Self-Evaluation: A compilation of the Board’s self-evaluation instrument that had been completed by the trustees in advance of the meeting was reviewed. Items with lower scores or expressed concerns were discussed in more depth. Discussion of specific items included:

Continued on next page…
Board of Trustees (Continued)

Item #14351, Board Self-Evaluation (Continued)

Item 12: The Board is involved in state and federal legislative matters. The Board has been increasingly active in community and legislative matters and visits, and there is a strong interest in further increasing the number of legislative visits. The Board discussed visiting the state capitol as a group to advocate for community colleges generally and Sierra College specifically.

Item 15: The Board ensures that facilities support student learning programs and services and improve institutional effectiveness. Physical resources are constructed and maintained to assure access. The Board is pleased with innovative efforts to address concerns and make needed improvements to the Rocklin campus with available resources. The Nevada County Campus and the Tahoe-Truckee Campus have benefited from bond-funded construction and maintenance projects over recent years.

Item 18: The Board provides for new trustee orientation procedures. In addition to providing orientation opportunities for the new trustee, the Board might wish to have occasional tours of programs they don’t generally see.

Item 19: The Board encourages all members to participate periodically in seminars, conferences, and Board retreats to upgrade their skills as Board members. Trustees read appropriate periodicals on community colleges and trusteeship. Trustees were encouraged to participate in CCLC offerings such as the Excellence in Trusteeship program. When a trustee does participate in continuing education opportunities, a written or verbal report to the full Board would be appreciated.

Mr. Halldin adjourned the meeting for a break at 1:45 p.m. and reconvened the meeting at 2:05 p.m.

Board of Trustees (Continued)

Item #14352, Board Priorities and Goals 2014-15: The trustees are pleased with the practice begun last year of adopting the Superintendent/President’s goals and objectives for the Board. The Superintendent/President’s goals and objectives were reviewed and discussed. Following discussion, the Board requested that the following changes be made to the Superintendent/President’s goals and objectives:

- Include CTE programs in item II.C.
- Modify item III.C.4 to read “Develop a plan to expand science lab space” rather than “Investigate options to expand science lab space.”
- Add item IV.B.2 to read, “Continue to explore revenue generating opportunities for the College properties adjacent to the Rocklin Campus.”

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BOARD OF TRUSTEES (Continued)
Item #14352, Board Priorities and Goals 2014-15 (Continued)

A motion was made by Scott Leslie, seconded by Cari Dawson Bartley, to adopt the Board of Trustees and Superintendent/President Goals & Objectives 2014-15 with the revisions noted above. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

Item #14353, Board of Trustees Meeting Calendar 2014: The Board discussed the date of the November 2014 meeting and agreed to change the meeting date to November 18. A motion was made by Howard Rudd, seconded by Aaron Klein, to change the date of the November 2014 meeting to November 18 and approve the updated calendar with that change. Roll call vote: Student Trustee Advisory Vote: Aye (Ramirez); Trustees: Ayes: 7 (Dawson Bartley, Ferrari, Halldin, Klein, Leslie, Palmer, Rudd); Noes: 0; Abstentions: 0; Absent: 0. Motion carried unanimously.

COMMENTS FROM THE COMMUNITY
Mr. Halldin solicited comments from the community on non-agenda items within the jurisdiction of the Board of Trustees. Hearing none, the Board proceeded to the reports portion of the agenda.

REPORTS
Item #14354, Reports/Announcements: The Board returned to the reports item of the agenda.

Superintendent/President Report: William Duncan commented on the following Sierra College activities and events: 1) Upcoming President’s Breakfast; 2) Fall 2014 Convocation; 3) Meeting with high school superintendents in our service area; 4) Meeting with Congressman McClintock’s staff; 5) City of Rocklin branding meeting hosted by Sierra College; and 6) Upcoming Board Budget Committee meeting. He also commented about other activities: 1) Service as an ACCCA representative on Consultation Council; 2) Service on the Community College Facilities Coalition Board; and 3) Regional collaboration with higher education entities.

Trustee Reports:
- Nancy Palmer commented on the benefits of attending Consultation Council.
- Cari Dawson Bartley commented on the following topics: 1) Interest in supporting the Sierra College Veterans Center discussed by attendees at Senator Gaines’ community breakfast; and 2) Guests from two offices of the California Conservation Corps to attend the Sierra College President’s Breakfast.

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ADJOURNMENT

Mr. Halldin adjourned the meeting at approximately 3:14 p.m.

Respectfully submitted,

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

Bill Halldin, President
Board of Trustees

ATTEST:

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

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