AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. FLAG SALUTE

4. APPROVAL OF BOARD MEETING MINUTES AS FOLLOWS:
   - Board Retreat Meeting of August 8, 2001
   - Regular Board Meeting of August 8, 2001

5. INTRODUCTION OF SPECIAL GUESTS

6. CALL FOR REQUESTS FROM THE AUDIENCE TO SPEAK TO ANY ITEM ON THE AGENDA

7. REPORTS FROM SHASTA COLLEGE ORGANIZATIONS
   7.1 Faculty Association
   7.2 Academic Senate
   7.3 Classified Employees' Association
   7.4 Associated Students
   7.5 Superintendent/President
   7.6 Board Members
8. INFORMATIVE REPORT

8.1 Center for Human Development

Charles Doherty, Associate Degree Nursing Instructor, completed his one-year leave as a Fulbright Exchange instructor and will overview and highlight his instructor position in Finland.

CONSENT AGENDA

Following is a series of routine personnel and financial reports for Board consideration. It is recommended that the Consent Agenda be adopted as outlined.

9. PERSONNEL REPORTS

9.1 Resignations


Royce Zumalt, Printing Duplication Technician, has resigned for purposes of retirement effective September 28, 2001.

9.2 Employment

Academic

Rosie Gilbert-Ahrens, Counselor assigned to the Tehama County Center, received her Master's degree in School Counseling from the University of La Verne, California, in August 2000. She received her Bachelor's degree in Psychology from California State University of Chico in August 1997. Most recently she has been working as the Coordinator for the 3 High Achievers Mentor Program and counseling part-time at Shasta College. Ms. Gilbert-Ahrens comes well qualified to assume her responsibilities as Counselor, effective August 27, 2001. Starting salary is $36,676 - $60,305 per year commensurate with previous education and experience.
9.2  **Employment** (Continued)

**Reduced Workload Assignment**

Dianne Schweigert, Office Administration Systems Instructor, STRS reduced workload assignment increased from 50% to 74% for the 2001-2002 school year.

**Temporary, Hourly, Extra Assignment**

Part-Time, Temporary, Substitute and Extra Assignment Personnel for the 2001-2002 school year/Summer Session (Placement on the salary schedule commensurate with previous education and experience: $33.49 - $41.85 per hour) as listed in Exhibit A, to the Agenda.

**Stipends**

Rebecca Bogener, Flex Presentation, $100

Steve Campos, Assistant Football Coach, $3,300

Richard Fiske, Director of Youth Symphony, $170.40

Michelle Gray, Assistant Volleyball Coach, $3,300

Bryon Hamilton, Assistant Football Coach, $5,000

Robb Lightfoot, Communication Stipend Vocal Institute, $500

George Petershagen, Supervisor of Hayfork Center for 2001-2002 School Year, $4,250.34

Marsha Ray, Flex Day Presentation, $100

Jesse Rogers, Assistant Football Coach, $3,300

Bob Rowen, Supervisor of Weaverville Center for 2001-2002 School Year, $14,167.81
9.2 Employment (Continued)

Craig Thompson, Football Athletic Coordination, $1,130.87

Terry Turner, Flex Day Presentation, $100

Ben Wade, Assistant Soccer Coach, $3,300

Leimone Waite, Flex Day Presentation, $100

Ken Wike, Supervisor of Burney Center for 2001-2002 School Year, $7,083.90

Roger Wilson, Assistant Football Coach, $3,300

Jane Yegge, Assistant Soccer Coach, $3,300

Classified

Regular or Probationary

Barbara Branchaud, Interpreter/Transliterator I - Disabled Students Programs and Services, up to 19 1/2 hours per week, academic year, beginning August 16, 2001, Range 28, Step 3, $13.75 per hour.

Terri Casolary, District Accounting Technician, 40 hours per week, 12 months per year, beginning August 27, 2001, Range 30, Step 1, $2,269 per month.

Maria Jarvis, Cafeteria Assistant, working out of class as Bookkeeper - Food Services, Range 28, as needed beginning July 9, 2001 through December 31, 2001.

Sharon Geeter, Library Information Technician, working out of class as Printing Duplication Technician, Range 36, as needed beginning August 28, 2001 through June 30, 2002.
9.2 **Employment** (Continued)

Heidi Gonzales, Early Childhood Education Preschool Teacher, 25 hours per week, academic year, beginning August 16, 2001, Range 29, Step 1, $12.77 per hour.

Dwayne Lindsey, Warehouse Worker, working out of class as Printing Duplication Technician, Range 36, as needed beginning August 28, 2001 through December 31, 2001.

Roger Mumm, Maintenance HVAC Technician, 40 hours per week, 12 months per year, beginning September 4, 2001, Range 38, Step 2, $2,905 per month.

Ryan Newcomer, Cafeteria Assistant (50%)/Lead Cafeteria Assistant (50%), 40 hours per week, academic year, beginning August 27, 2001, Range 14 (50%)/Range 18 (50%), $1,607 per month.

Shandy Pendley, Interpreter/Transliterator III - Disabled Students Programs and Services, up to 19 1/2 hours per week, academic year, beginning August 20, 2001, Range 43, Step 3, $19.92 per hour.

Barbara Wolf, Interpreter/Transliterator II - Disabled Students Programs and Services, up to 19 1/2 hours per week, academic year, beginning August 16, 2001, Range 30, Step 3, $14.45 per hour.

Clara Wulfestieg, Interpreter/Transliterator II - Disabled Students Programs and Services, up to 19 1/2 hours per week, academic year, beginning August 16, 2001, Range 30, Step 3, $14.45 per hour.

**Temporary Reduction in Work Assignment**

Kristin Baker, Career Center Coordinator, temporary reduction in work assignment from 40 hours per week to the corresponding number of hours working as a part-time counselor, effective July 1, 2001 through June 30, 2002.
9.2 Employment (Continued)

Lisa Bentrim, Bookkeeper - President's Office, temporary reduction in work assignment from 40 hours per week to 20 hours per week, effective August 1, 2001 through September 15, 2001.

Michael Bliven, Instructional Paraprofessional - Fine Arts, temporary reduction in work assignment from 40 hours per week to 34 hours per week, effective August 20, 2001 through May 23, 2002.

Patricia Calbreath, Instructional Paraprofessional - Disabled Students Programs and Services, temporary reduction in work assignment from 40 hours per week to 27 1/2 hours per week, effective August 17, 2001 through December 21, 2001.

Gunnevi Humphries, Administrative Assistant - Physical Education, temporary reduction in work assignment from 40 hours per week to 37 hours per week effective August 20, 2001 through October 22, 2001, and from 40 hours per week to 34 hours per week from October 22, 2001 through December 19, 2001.

Temporary, Short-Term, Hourly

Audrey Clinton, substitute Cafeteria Assistant, $8.81 per hour, to work, as needed beginning August 16, 2001 through December 30, 2001.

Mary Beth Griffin, Senior Staff Secretary – Student Services, $12.77 per hour, to work, as needed beginning July 1, 2001 through June 30, 2002.

Peggy Hockaday, substitute Cafeteria Assistant, $8.81 per hour, to work, as needed beginning August 16, 2001 through December 30, 2001.

Carole Humiston, Instructional Paraprofessional – Student Services, $12.45 per hour, to work as needed beginning July 1, 2001 through June 2, 2002.

Michelle Johnson, Staff Secretary - PACE, $11.56 per hour, to work as needed beginning July 1, 2001 through June 29, 2002.
9.2 **Employment** (Continued)

Wern Lee, Counseling Paraprofessional, $12.10 per hour, to work as needed beginning July 1, 2001 through June 30, 2002.

Joseph Loverde, Instructional Paraprofessional – Student Services, $12.45 per hour, to work as needed beginning July 1, 2001 through June 2, 2002.

Debbie McClure, substitute Cafeteria Assistant, $8.81 per hour, to work as needed beginning August 16, 2001 through June 30, 2002.

Carol Peebles, Instructional Paraprofessional – Student Services, $12.45 per hour, to work as needed beginning July 1, 2001 through June 2, 2002.

Kandace Peebles, Instructional Paraprofessional – Student Services, $12.45 per hour, to work as needed beginning July 1, 2001 through June 2, 2002.

Nai Saechao, Counseling Paraprofessional, $12.10 per hour, to work as needed beginning July 1, 2001 through June 30, 2002.

Patricia Sansom, Counseling Paraprofessional, $12.10 per hour, to work as needed beginning July 1, 2001 through June 30, 2002.


Jeremy Smith, substitute Athletic Trainer, $15.17 per hour, to work as needed beginning August 13, 2001 through June 30, 2002.

Janet Tyrrel, Instructional Paraprofessional – Student Services, $12.45 per hour, to work as needed beginning July 1, 2001 through June 2, 2002.

Oralee Velasquez, substitute Cafeteria Assistant, $8.81 per hour, to work as needed beginning August 16, 2001 through December 30, 2001.
9.2 Employment (Continued)

Susan Velasquez, Counseling Paraprofessional, $12.10 per hour, to work as needed beginning July 1, 2001 through June 30, 2002.

Martha Webb, Paraprofessional Learning Center Coordinator - Language Arts, $14.81 per hour, to work as needed beginning August 20, 2001 through December 21, 2001.

Jodyi Wren, substitute Bookkeeper - President's Office, $12.45 per hour, to work as needed beginning August 27, 2001 through June 28, 2002.

Short-Term Bookstore Clerks, $8.81 per hour, to work as needed during the 2001-2002 School Year:

Joseph Adams
Corey Alworth
David Baker
Ryan Brown
Marci Dias
Jessica Dennison
Sandra Jiminez
Dean Mitchell
Bernadette Mizrahi
Izumi Morii
Jarrett Souders

Short-Term Registration Clerks, $8.81 per hour, to work as needed during the 2001-2002 School Year:

Tara Douglas
Barbara Hall
Terri Holt
Laura Sanders
Kimberly Shaw
Bonnie Wentworth
9.2 Employment (Continued)

Short-Term Instructional Assistants, $6.25 per hour, to work as needed during the 2001-2002 School Year:

- Peter Adams - Learning Services
- Lee-Anna Ascherin - Writing Skills
- Larry Ballard - Learning Services
- Sharlene Ballard - Learning Services
- Roni Boeninger - Learning Services
- Frances Cannon - Learning Services
- Paula Blair - Learning Services
- Anna Dunn - Learning Services
- Diana Fitzgerald - Learning Services
- Tammy Hawks - Learning Services
- Randi James - Learning Services
- Sandra Jimenez - Learning Services
- Linda Johnson - Learning Services
- Aaron McAllister - Learning Services
- Marjorie Norris - ESL
- Patricia O'Brien - Learning Services
- Kathern Richardson - Learning Services
- Darrell Roberts - Learning Services
- Sandra Sokol - Learning Services
- Sam Stein - Learning Services
- Evelyn Porter - Learning Services
- Dean Pruitt - Learning Services
- Benjamin Sanchez - Learning Services
- Christina Taylor - Learning Services
- John Whelan - Learning Services

Short-Term Special Skills Assistant, $10.00 per hour, to work as needed during the 2001-2002 School Year:

- Patricia Easteppe
- Christine Kingsbury
9.2 Employment (Continued)

Short-Term Special Skills Assistant, $6.50 per hour, to work as needed during the 2001-2002 School Year:

Madge Adams - Language Arts
Angela Bacogiannis - Writing Skills
Judy Barna - Language Arts
Linda Blue - ESL
Benjamin Brown - Writing Skills
Ryan Collins - Language Arts
David Decker - Language Arts
Brad Dupre - ESL
Nathan Fox - Tehama Center
Dixie Garrett - ESL
Aron Goeke - Language Arts
David Goldsberry - Language Arts
Linda Hays - Language Arts
Janet Hering - ESL
Heidi Hinshaw - Language Arts
Gerig Loomis - Language Arts
Cynthia McIntosh - ESL
John Purusinovski - Fine Arts
Linda Runyan - ESL
Fred Schweizer - ESL
Doreen Timmons - Language Arts

Patrice Graves, Lecturer Presenter, $18.00 per hour, beginning July 30, 2001 through August 3, 2001.

Blaine Turner, Lecturer Presenter, $18.00 per hour, Beginning July 1, 2001 through August 30, 2001.

Dan Sloan, Pollution Prevention & Control Coordinator, $19.96 per hour, to work as needed beginning July 16, 2001 through January 16, 2002.
9.2 Employment (Continued)

Short-Term Summer Camp Aide, $6.50 per hour, Summer Camp Life-guard, $10.00 per hour, to work as needed during 2001 Summer Session, as shown in Exhibit B.

Stipends

The following individuals have been offered stipends as Contract Education Presenters during the 2001-2002 School year: (Grant Funded)

Susan Olsen, $30.00 per hour
Charlie Price, $35.00 per hour
Vickie Shipman, $45.00 per hour (ending August 29, 2001)

Individuals have been offered $230 stipends for participation in the Off Campus Tutors, TRDP/AmeriCorp Program, during the 2001 Fall semester (Grant Funded), as shown in Exhibit C.

9.3 Consideration of Consultant Contract

Jack T. Greenfield to provide consultant services for curriculum and workforce training for Economic and Workforce Development. Consultant fees are $35 per hour and term of the agreement is August 30, 2001 through September 11, 2001.

Greene, Radovsky, Maloney, and Share, Attorneys at Law, to provide legal consultation on alternative energy contracts and business plans. Fees up to $5,000, and term of the agreement is July 23, 2001, through August 31, 2002.

It is recommended the consulting services be approved.
10. FINANCIAL REPORTS

10.1 Report of Income and Expenditures for All District Funds on the Cash Basis

Attached to the Agenda as Exhibit D, please find a Report of Income and Expenditures for All District Funds on the Cash Basis for August 1 through August 31, 2001, and an account value of investments of the Ivy B. Horr and Board of Trustees Scholarship Fund.

It is recommended the Governing board approve the Report of Income and Expenditures and the Investment Report as submitted.

END OF THE CONSENT AGENDA
DISCUSSION AGENDA

11. POLICY REPORTS

11.1 Consideration of District Involvement in the System 2002 Legislative Program

Every year, the Board of Governors adopts a Legislative Program that incorporates the legislative priorities of the system. The Legislative Program is used by the Chancellor’s Office to develop legislation for sponsorship.

District Governing Boards are invited to consider past system proposals (some of which are reflected in the attached 2001 legislative program) and develop a district response including prior or new initiatives. Attached to the Agenda as Exhibit E, is a copy of the Legislative Program Development Process Calendar and State Legislative Program for 2001.

It is recommended the Board review and, if deemed appropriate, adopt a response to the Chancellor’s Office.

11.2 Acceptance of North Valley Region Community Linkage Project Tobacco Grant

Shasta College has been awarded a mini grant to erect at least five visitor signs to inform the public of the College’s tobacco restricted environment and to develop informational brochures. The grant was awarded to Shasta College because of the many people who visit the campus daily, especially the thousands of youth who attend special on-campus activities such as Career Day, College Orientations, 8th Grade Day, College Making It Happen, and GEAR UP Program events. The mini grant is for $4,000. Deb Goodman, College Nurse, will coordinate this signage/information project with Jim Taylor, Director of Physical Plant Services.

It is recommended the Board accept the mini grant from the North Valley Region Community Linkage Project Tobacco Grant.
11.3 **Consideration of Grant Applications**

**California Postsecondary Education Commission (CPEC)**

Shasta College has submitted a grant application to the California Postsecondary Education Commission to receive funding through the *Eisenhower Grant* for faculty/staff development. If funded, Shasta College intends to work collaboratively with K-12 teachers at two area schools, Foothill High School and Bonnyview School. In addition to faculty professional development, the Eisenhower Grant funds are also to be used to train undergraduate students who are interested in pursuing a career in teaching. The proposed Team Teachers Learning Collaborative (TTLC) is intended to enable K-12 and college faculty to improve their pedagogical competencies in discipline-specific areas, participate in “teaming” activities, increase articulation between Shasta College and K-12 to improve curricular offerings, and develop a one-week summer camp for Foreign Language (Spanish) teachers and prospective teachers. The program will follow an inter-disciplinary, thematic design linking language arts (English and Spanish) to social studies (history, economics, and politics). Faculty training will be coordinated with the college’s Network for Professional Growth office and pre-teacher training will be conducted in conjunction to the college’s existing Teacher Reading Development Partnership (TRDP) Program. The college is requesting $326,978 for three years. The Project Director will be Brian Spillane, Dean of the Center for Language Arts and Social Sciences.

**California Community Colleges Chancellor’s Office**

Shasta College has submitted a grant application to the Chancellor’s Office to receive funding through the Board of Governor’s 10% Set-Aside Grants for Basic Skills. If funded, Shasta College intends to conduct a Basic Skills Survey Research Project to evaluate current institutional practices in Basic Skills curriculum and instruction. Shasta College will form a Research Task Team composed of Shasta College math & English instructors who teach Basic Skills, K-12 math and English teachers, and CSU faculty. The research project is intended to assess basic skills curricula, investigate how the college serves the needs of basic skills students, how students respond to instruction, and what changes to be made in order to foster student achievement and success. The project is
also intended to enable Shasta College faculty to collaborate with K-12 and CSU faculty in order to develop curriculum and improve articulation. The Principal Investigator for this research project will be Ken Hart, Director of Planning and Research and Co-Principal Investigator will be Victoria Hindes, Director of Grants. She will primarily be responsible for reporting procedures and will serve as the liaison to the Chancellor’s Office. Shasta College is requesting $53,470 to conduct this one-year survey.

**VTEA Title B State Leadership Funds**

Shasta College has applied for a mini-grant through the North/Far North Statewide Populations grant funds for approximately $10,000-20,000. The purpose of the grant proposal is to promote and support innovative and effective community college programs designed to serve individuals who are members of Special Populations such as individuals with disabilities, the economically disadvantaged, those preparing for non-traditional training and employment, single parents, displaced homemakers and individuals with limited English proficiency. If funded, the Economic and Workforce Development Department, in collaboration with the Private Industry Council, will assist individuals who are in need of education and job skills training by providing career support, access to technology, and staff development. The Project Director will be Don Peery, Executive Director of Workforce Development.

**California Department of Agriculture Renewable Fuels Research Project**

Shasta College has applied for a grant to the California Department of Agriculture in order to utilize low BTU rice straw in the manufacture of ‘briquetted’ fuel for biomass fueled energy systems. The use of rice straw as a component of a compressed fuel benefits the environment by eliminating air contamination through open burning. It also reduces the negative impacts of plowing the straw under. The work involved in this project includes developing a machine to chop rice straw, mix it with higher BTU fuels such as shredded rubber, sawdust and binders, and compress the mixture into a ‘briquette.’ Once developed, the machine
11.3 Consideration of Grant Applications (Continued)

will be trailer mounted for use in the field and powered by a biomass fueled turbine electrical system. Funding is requested on a project basis during phase one of building a fuels preparation machine. Shasta College is requesting $295,240 for two years.

It is recommended the Board approve the grant applications.

12. FINANCIAL REPORTS

12.1 Consideration of Resolution for Overexpended Accounts

Sections 58307 and 58308 of Title 5, California Code of Regulations, require the Governing Board to formally approve all expenditure budget revisions made during the fiscal year. These revisions are generally necessitated by projects that are finalized after the budget is adopted. Attached to the Agenda as Exhibit F, is the proposed resolution. It is interesting to note that project expenditures are offset by project income, but Title 5 does not require official approval of income revisions in the same manner as expenditures.

It is recommended that the resolution authorizing transfer of funds to cover budget expenditures for the 2000-2001 fiscal year be adopted.

12.2 Consideration of Approval of the 2001-2002 GANN Appropriations Limit

Article XIIIB of the state constitution was approved by the electorate in 1979 and requires each community college district to compute an annual appropriations limit. This limit is adjusted annually for changes in population and price.

Population for community college districts is defined as full time equivalent students (FTES) as indicated on our Second Period Attendance Report. The population change to be used in setting the 2001-2002 appropriations limit is an increase of 1.13%, which is shown as a factor of .9887 on the worksheet attached to the agenda as Exhibit G.
12.2 Consideration of Approval of the 2001-2002 GANN Appropriations Limit (Continued)

The Shasta College 2001-2002 appropriations limit is computed at $41,853,315. The appropriation for 2001-2002 subject to this limitation is estimated to be $26,409,323, which is $15,443,992 below the appropriations limit.

It is recommended that the 2001-2002 appropriation limit of $41,853,315 be approved.

12.3 Public Hearing and Consideration of Adoption of the 2001-2002 Budget

Attached to the agenda as Exhibit H, are the proposed final 2001-2002 budgets for the Unrestricted General Fund, the Partnership for Excellence distribution (part of the Unrestricted General Fund), the Restricted General Fund, Bond Interest and Redemption Fund, Revenue Bond Interest and Redemption Fund, Revenue Fund, Repair and Replacement Reserve Fund, Auxiliary Fund, Parking Improvement Fund, Capital Outlay Projects Fund, Classified Bargaining Unit Members’ Benefits Fund, Retirees’ Benefit Fund, Associated Students and Clubs of Shasta College Fund, Student Financial Aid Fund, Scholarship and Loan Fund, and Shasta College Trustees’ Scholarship Fund.

The 2001-2002 budget includes the cost of living adjustment of 3.87%. Based on the housing growth in district and county estimates, the property tax income appears to be stable. The balance of the income areas are projected to be relatively flat state allocation for enrollment growth is 1.9%. The energy conservation funds provided by the state budget are included in the Restricted General Fund; however, as reflected in the state budget, instructional equipment and scheduled maintenance funds are not included in the restricted budget.

The expenditures include annual steps to salaries and a 14.2% increase in benefit costs. There are no cost of living increases for the categorical accounts such as DSPS and EOPS, nor for Partnership for Excellence, therefore the district must absorb the increased personnel contract costs for these programs.
12.3 Public Hearing and Consideration of Adoption of the 2001-2002 Budget
(Continued)

Insurance quotes have increased this year, as have our estimated utility costs. The District reserve is 5% with an undesignated reserve of 1.27%.

An opportunity will be provided at this time for public response to the proposed final budgets. Upon the close of the public hearing, it is recommended that the proposed final 2001-2002 budgets be adopted.

12.4 Consideration of Public Sale of Surplus Property

With the termination of the Aviation Program last spring, Administration has been taking inventory and evaluating program equipment. The District owns a 1969 Cessna 150 (2-passenger) airplane that continues to be housed at the Benton Airpark. To eliminate the continued cost of airport storage and liability insurance, it would be more economical to auction the airplane at this time as a single item. Once the miscellaneous parts and equipment currently being stored in the Aviation Building on campus are inventoried and distributed to other departments, the remaining items may be sold at public auction.

It is recommended that, in accordance with the provisions of Education Code 81450, the Board authorize Administration to sell the 1969 Cessna 150 aircraft by public bid at this time and the miscellaneous parts and equipment from the Aviation Program at a later date.

12.5 Consideration of Ratifying Change Order for Accessibility Improvement Project

At the May meeting, the Board awarded the contract for the Architectural Barrier Removal Project contract to Ben Armstrong Construction in the amount of $346,565. Attached to the Agenda as Exhibit I, is a copy of Change Order No. 1 covering modifications found to be necessary during the course of construction. Increases to the contract of more than ten percent require Board approval. It should be noted, however, that there is more than enough contingency in the project budget to cover the augmentation.
12.5 **Consideration of Ratifying Change Order for Accessibility Improvement Project** (Continued)

It is recommended that Change Order No. 1 to the contract with Ben Armstrong Construction for the Architectural Barrier Removal Project be ratified.

12.6 **Consideration of Authorizing the Solicitation of Bids for Expansion of the Administration Parking Lot**

An expansion of the parking lot near the Administration Building (100) and the Business Building (2200) was one of the projects earmarked for the lease revenue bonds funded in July. The architect is finalizing the construction plans and specifications. The intent of the lot is to preserve the oak grove directly in front of the Administration Building, add 76 parking spaces, and provide another entrance to enhance the traffic flow in and out of the lot. It is anticipated that this lot will be ready for use at the beginning of the Spring 2002 term.

It is recommended that the Board authorize Administration to solicit bids for the Administration Parking Lot Expansion Project.

12.7 **Consideration of Authorizing the Solicitation of Bids for Concrete Walkways**

Several walkways on campus are in dire need of replacement, specifically in the area between the Campus Center and the North Parking Lot and north of the 400 Building. Since the work would be disruptive to classes, it is planned for completion during the Winter Recess. The project will be paid from block grant funds.

It is recommended that the Board authorize Administration to solicit bids for the Concrete Walkway Project.
12.8 **Consideration of Authorizing the Solicitation of Bids for Track Rehabilitation and Approval of Engineering Contract**

The Shasta College track was originally built in 1968 and was last resurfaced in 1987. Sealing the track and resurfacing the runways and high jump areas should extend the life of the facility approximately ten years. Pace Civil has expertise in this area and has successfully engineered and managed several projects for the District in recent years.

It is recommended that the Board authorize Administration to solicit bids for the Track Rehabilitation Project and contract with Pace Civil, Inc. for design services ($18,500) and construction administration (time and expenses).

12.9 **Consideration of Acceptance of Donations**

Bruce Caldwell, 140 N. Roop Street, Susanville, CA 96130, has donated a 1992 Chevrolet Lumina, VIN 2G1WN54T7N9130313, to the Automotive Technology Program. The donor estimates the value at $6,000.

Marvin and Judy Caton, 18791 Thomas Road, Anderson, CA 96007, have donated a 1987 Olds Delta 88 Royale, VIN 1G3HN5139H181-6107, to the Automotive Technology Program. The donor estimates the value at $2,000.

The Coca-Cola Bottling Company of Redding, 1580 Belt Line Rd., Redding, California, 96001, donated sodas for the Welcome/Ask Me Booth held on Monday, August 20, 2001. The donor estimated the value to be $180.

Daniel and Artemiza Turturica, 12714 Glide Way, Redding, CA 96003, have donated a 1980 Oldsmobile Cutlass Brougham, VIN 3M69AAR-451098, to the Automotive Technology Program. The donor estimates the value at $1,750.

It is recommended these donations be accepted as offered with the appropriate letters of appreciation.
13. SPECIAL REPORTS

It is recommended the items listed under Special Reports be approved as presented.

13.1 Special Assignments

Cheri Beck, Board Member, has been re-appointed to the Advisory Committee on Legislation and Finance for the Community College League of California. The primary work of the committee focuses on state and federal legislation affecting community colleges, statewide budget matters, and the development of advocacy strategies. Committee members analyze the issues and provide position recommendations for consideration by the CCCT and CEOCCC boards of the league.

Gary Lewis, Dean of Public Safety, Sports, and Fitness Center, to serve on the California Community College’s Commission on Athletics Competition Committee for a three-year term beginning July 1, 2001.

13.2 Staff Conferences and Travel

Brenda Becker, Interpreter/Transliterator Specialist, attended the National Association of the Deaf Sign Language Assessment, August 16-17, 2001, in Sacramento, California. This assessment is to renew her signing certification. Ms. Becker also attended the NorCal Center on Deafness American Sign Language to English Workshop, August 18-19, 2001, in Sacramento, California. The workshop was designed to teach strategies and approaches that can be applied to sign-to-voice interpretation to create clearer more efficient interpretation. (Ratify)

Carolyn Borg, Counselor, attended the Articulation Regional Representatives Meeting, September 5-7, 2001, in Sacramento, California. Carolyn Borg is the Region I representative and attends meetings to review articulation concerns and to receive Chancellor’s Office updates. (Ratify)
13.2 Staff Conferences and Travel (Continued)

Keith Brookshaw, Director of EOPS/Special Services, and Janis Marsh, Project Coordinator for Student Support Services, to attend the Second Annual GEAR-UP National Conference, October 4-10, 2001, in Washington, D.C. The purpose of the conference is to work on strategies and programs to promote access and increase success of low-income students; to encourage collaboration among higher education, K-12, community-based organizations, business, and other sectors to improve public education; and to create a forum for shared responsibility and accountability among K-16 institutions. (Air Travel)

Nick Cittadino, Lois Cushnie and Sharon Kennedy, Counselors, and Janis Marsh, Student Support Services Project Coordinator, to attend the Fall 2001 CSU Community College Counselor Conference, October 1-2, 2001, in Monterey, California. This is an annual conference specifically designed to update community college counselors on information regarding the California State University system. The conference will address the admission process to the CSU, teacher education, career trends and technology.

Nick Cittadino, Lois Cushnie, Jason Kelly and Sharon Kennedy, Counselors, to attend the UC 2001 Counselor Conference, September 13-14, in Davis, California. Through panel discussions, workshops and publications, conference participants will receive up-to-date information about UC admission, financial aid, housing and articulation. Counselors will have the opportunities to ask questions of representatives from all nine campuses and meet with colleagues.

Kendall Crenshaw and Diana Shipman-Hamar, DSPS Counselors, and Tom Morehouse, Director of DSPS, to attend the 2001 California Association on Postsecondary Education and Disabilities Conference, October 14-17, 2001, in San Diego, California. Convention topics will include the latest updates from the Office of Civil Rights and the Chancellor’s Office, and will offer various workshops for assisting the learning and physically disabled. (Air Travel)
13.2 **Staff Conferences and Travel (Continued)**

Bob Dickens, Computer Network Technician, attended an ACTICT workshop in Cupertino, August 13-14, covering computer installation, configuration and troubleshooting for assistive technology labs and disability access workstations.  (Ratify)

W. G. Garland, Vice President for Student Services, attended the Matriculation Orientation and Training for New Directors sponsored by the Chancellor’s Office, September 9-10, 2001, in Sacramento, California. The training sessions included the history of matriculation, funding for credit and noncredit matriculation, overview of the matriculation plan, components of matriculation, and noncredit matriculation concerns.  (Ratify)

Tom Morehouse, Director of DSPS, to attend the DSPS Orientation and Training for New Directors sponsored by the Chancellor’s Office, September 10-12, 2001, in Sacramento, California. The training sessions will include the mission and role of DSPS, Title 5 regulations and implementing guidelines, program review process, High Tech Centers, Alternate Text Production Center, discrimination complaint process, and legal opinions and other resources.  (Ratify)

Don Peery, Executive Director of Economic and Workforce Development, and Julie LeDuff, CalWORKs Project Manager, attended the Meeting of the Minds Conference, September 4-6, 2001, in Monterey, California. Conference topics included the economic and labor force trends in different regions of California, using data for strategic conversations, leadership based on compassion and diversity, and action planning that sets the agenda for the work to be done. The Private Industry Council provided all funding for Don Peery to attend.  (Ratify)

Renee Snyder, TRDP Project Coordinator, to attend a TRDP Directors meeting, October 3-5, 2001, in Sacramento, California. This is a corporation-required meeting of TRDP Program directors.
13.2 Staff Conferences and Travel (Continued)

June Stephens, Director of Advancement and Executive Director of the Foundation, to attend the annual Network of California Community College Foundations Annual Symposium, October 11, 2001, in Monterey, California. The symposium will focus on fundraising and initiating a viable planned giving/major gift program.

Douglas Treadway, Superintendent/President, attended the Sacramento Host Committee Breakfast in Sacramento, California, September 6-7, 2001. The program included guest speakers Governor Gray Davis and Walt Payne, Jr., Chair of the California Chamber of Commerce Board of Directors. (Ratify)

13.3 Staff Development Conferences and Training

Terry Bailey, Instructor, Center for Human Development, to attend the California Community College Association for Occupational Education conference in San Diego, California, October 10-13, 2001.

Brenda Becker, Interpreter Translation Specialist, Disabled Students Programs and Services, attended a workshop and completed the Interpreter Certification Test in Sacramento, California, August 16-19, 2001. (Ratify)

Joan Bosworth, Instructor, Center for Human Development, to attend the California Community College Association for Occupational Education conference in San Diego, California, October 10-13, 2001.

Kendall Crenshaw, Counselor, Disabled Students Programs and Services, to attend the annual State Association Conference for Post-secondary Educators for the Disabled (CAPED) in San Diego, October 14-17, 2001.

13.3 **Staff Development Conferences and Training (Continued)**

Marsha Ray, Instructor, Center for Human Development, to present a workshop on Assisting with the Learning Process of Today’s College Student at the Seventh Annual Conference on Excellency in Learning and Teaching in Chico, California, September 21, 2001.

Carol Rupe, Instructor, Center for Human Development, to attend the California Community College Association for Occupational Education conference in San Diego, California, October 10-13, 2001.

Diana Shipman-Hamar, Counselor, Disabled Students Programs and Services, to attend the annual State Association Conference for Post-secondary Educators for the Disabled (CAPED) in San Diego, October 14-17, 2001.

Eileen Smith, Instructor, Center for Language Arts and Social Sciences, to present a paper at a Literary Criticism Conference at the University of Wisconsin in Madison, Wisconsin, September 27-October 1, 2001.

Rick Wright, Instructional Paraprofessional, Center for Fine Arts and Communications, to enroll in Masters of Arts classes at California State University, Chico, Fall Semester 2001.

13.4 **Field Trips**

Stan Gorden, Ag/Natural Resources Instructor, to take students to Granlibakken, Tahoe City, for Leadership Conference on September 15-16, 2001.

Randy Reed, Geology Instructor,
- to take students to Coastal Northern California (Centerville to Crescent City) on September 21-23, 2001, as a part of the GEOL 37 class.
- to take students to Coastal Northern California on October 26-28, 2001, as a part of the PHSC 5 class.
13.4 **Field Trips**

Dan Scollon, Natural Resources Instructor, to take students to Camp Latieze, Manton, on November 2-3, 2001, as a part of the NR 165 class.

Attached to the Agenda as Exhibit J, is the 2001 Women’s Volleyball Schedule.

Attached to the Agenda as Exhibit K, is the 2001 Wrestling Schedule.

Attached to the Agenda as Exhibit L, is the 2001 Cross Country Schedule.

14. **ANNOUNCEMENTS**

14.1 **Future Board Meeting Dates**

September 26, 2001   (If Necessary)

October 10, 2001

October 24, 2001   (If Necessary)

November 14, 2001

15. **COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD**

16. **COMMENTS FROM THE AUDIENCE**

17. **DATE OF THE NEXT REGULAR BOARD MEETING – October 10, 2001**

18. **ADJOURN**