



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
BOARD CONFERENCE ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, JUNE 23, 1998, 7:00 P.M.

A. CALL TO ORDER

The regular meeting of the Palomar Community College District Governing Board was called to order by Harold E. Scofield, President, at 7:01 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

HAROLD SCOFIELD, PRESIDENT
RITA WHITE, ED.D., VICE PRESIDENT
RALPH JENSEN, TRUSTEE, SECRETARY
BARBARA HUGHES, TRUSTEE
ROBERT L. DOUGHERTY, JR., M.D., TRUSTEE
XAVIER E. CORONA, STUDENT TRUSTEE

EXECUTIVE AND SENIOR ADMINISTRATORS PRESENT:

Dr. George R. Boggs, Superintendent/President
Diane Michael, Assistant Superintendent/Vice President, Instruction
Joseph Madrigal, Assistant Superintendent/Vice President, Student Services
Jerry Patton, Assistant Superintendent/Vice President, Finance and Administrative Services
Judy Eberhart, Dean, Counseling, Guidance, and Career Development
Gene Jackson, Dean, Arts and Languages
Paul Kelly, Dean, Vocational Technology
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences

STAFF:

Barbara Baldrige, Executive Assistant, President's Office
Bruce Bishop, President, The Faculty
Ernie Carson, President, CCE/AFT
Kris Coxsey, Interim Manager, Community Service Programs
Mike Ellis, Director, Facilities
Lynn Ginsburg, Director, Business Services
Kendra Jeffcoat, Special Assistant to the President
Stanley Malley, Director, Information Services
Lois Meyer, Director, Fiscal Services
Dr. George Mozes, President, Administrative Association
Dr. Michael Norton, Director, Public Information
Dr. Mark Vernoy, President, Faculty Senate

GUESTS:

Lee Baldrige

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Mr. Scofield declared a quorum present, and the meeting proceeded with the order of business.

A TAPED RECORD OF THE PROCEEDINGS OF THIS MEETING IS ON FILE IN THE PRESIDENT'S OFFICE FOR THIRTY DAYS OR UNTIL THE MINUTES OF THE MEETING HAVE BEEN APPROVED BY THE GOVERNING BOARD, WHICHEVER IS LONGER.

C. APPROVAL OF MINUTES

MSC Jensen, Dougherty

RESOLUTION 97-18986

BE IT RESOLVED, That the Minutes of the Regular Meeting held on June 9, 1998, be approved.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

C O N S E N T C A L E N D A R

CC.

PURCHASING

1. **APPROVE EXTENSION OF AGREEMENT WITH FOUR STAR PRIVATE PATROL**

MSC Jensen, Dougherty

RESOLUTION 97-18987

BE IT RESOLVED, That an agreement between the Palomar Community College District and **Four Star Private Patrol** of Escondido, California, be extended for the purpose of providing **security guard services** on a month-to-month basis for the period beginning August 1, 1998, through the implementation of the District's police department, or July 31, 1999, whichever comes first, at the rate of \$9.05 per hour. Funding sources: Various department budgets.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE EXTENSION OF AGREEMENT WITH J & H MARSH & MCLENNAN**

MSC Jensen, Dougherty

RESOLUTION 97-18988

BE IT RESOLVED, That an agreement between the Palomar Community College District and **J & H Marsh & McLennan** of La Jolla, California, be extended for the purpose of providing **miscellaneous property and liability insurance** for the period July 1, 1998, through June 30, 1999. Amount of said contract is estimated to be \$28,569.50. Final determination after audit. Funding source: 01-10-68-6800-6770-5410.00-0000.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE EXTENSION OF AGREEMENT WITH MAGINNIS AND ASSOCIATES, INC.**

MSC Jensen, Dougherty

RESOLUTION 97-18989

BE IT RESOLVED, That an agreement between the Palomar Community College District and **Maginnis and Associates, Inc.**, of Chicago, Illinois, be extended for the purpose of providing **student malpractice insurance** for the period August 25, 1998, through August 25, 1999, in the estimated amount of \$4,659.00. Final determination after audit. Funding source: Account No. 01-10-68-6800-6770-5412.00-0898.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

COMMUNITY SERVICES

4. **APPROVE NEW COMMUNITY SERVICES CLASSES AND AGREEMENTS**

MSC Jensen, Dougherty

RESOLUTION 97-18990

BE IT RESOLVED, That the following **new classes and agreements** be approved between the Palomar Community College District and personnel for providing **Community Services classes**:

FALL/1998

- | | | |
|----|----------------|--|
| a. | Presenter: | Anderson, Sandy |
| | Name of Class: | Mastering the Work-at-home Balancing Act |
| | Effective: | 10/1/98 |
| | Rate: | 30% of fees collected |
| | Terms: | Minimum of 10 students |

- b. Presenter: Barrett, Kevin
 Name of Class: Problem Gambling in America
 Effective: 10/10/98
 Rate: \$260.26
 Terms: Minimum of 10 students

- c. Presenter: Carnago, Ron
 Name of Class: Personal Tax Planning... How New Laws Affect You!
 Effective: 10/3/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- d. Presenter: Corr-Mason, Vivian
 Name of Class: People Smarts
 Effective: 10/3/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- e. Presenter: Corr-Mason, Vivian
 Name of Class: Grammar Review - Eliminate Those Embarrassing
 Errors!
 Effective: 10/24/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- f. Presenter: Crook, Rick & Wanda
 Name of Class: Computing with Ease and Comfort
 Effective: 10/24/98
 Rate: 15% each of fees collected
 Terms: Minimum of 10 students

- g. Presenter: Cullins, Judy
 Name of Class: Managing Multiple Priorities
 Effective: 11/14/98
 Rate: 40% of fees collected
 Terms: Minimum of 10 students

- h. Presenter: Cullins, Judy
 Name of Class: Spiritual Stress Management
 Effective: 11/14/98
 Rate: 40% of fees collected
 Terms: Minimum of 10 students

- i. Presenter: De Cuir, Bob
 Name of Class: Getting the Most from Your Scroll Saw
 Effective: 10/3/98
 Rate: \$218.40
 Terms: Minimum of 10 students

- j. Presenter: Feddersohn, Chris
 Name of Class: Getting the Most from Your Table Saw
 Effective: 9/19/98
 Rate: \$291.20
 Terms: Minimum of 10 students

- k. Presenter: Galli, Nancy/Griggs, Rita
 Name of Class: Shop Until We Drop (A Day at the Mart)
 Effective: 10/30/98
 Rate: \$183.72/\$133.12 total
 Terms: Minimum of 20 students

- l. Presenter: Hardman, Debra
 Name of Class: Confessions of an Organized Domestic Engineer
 Effective: 10/17/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- m. Presenter: Hardman, Patrick
 Name of Class: Surfin' the Net
 Effective: 10/17/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- n. Presenter: Houser, Cathy
 Name of Class: Customized Greeting Cards with Rubber Stamps
 Effective: 11/21/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- o. Presenter: Johnson, Paul
 Name of Class: Desert Photo Expedition
 Effective: 11/13/98
 Rate: 47% of fees collected
 Terms: Minimum of 8 students

- p. Presenter: King, Katherine
 Name of Class: Investing for Women - Beginning
 Effective: 11/14/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- q. Presenter: Lombard, John
 Name of Class: Optimum Health and Energy
 Effective: 10/10/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- r. Presenter: Nelson, Dick
 Name of Class: Tecate Express Adventure
 Effective: 9/19/98
 Rate: \$200.00 total
 Terms: Minimum of 20 students

- s. Presenter: Nelson, Dick
 Name of Class: The Getty Museum Experience
 Effective: 10/17/98
 Rate: \$200.00 total
 Terms: Minimum of 20 students

- t. Presenter: Nelson, Dick
 Name of Class: Calico Ghost Town Adventure
 Effective: 11/14/98
 Rate: \$200.00 total
 Terms: Minimum of 20 students

- u. Presenter: Parks, Gary
 Name of Class PowerPoint
 Effective: 10/10/98
 Rate: \$133.12
 Terms: Minimum of 10 students

- v. Presenter: Parks, Gary
 Name of Class: Computers for the Novice
 Effective: 10/17/98
 Rate: \$133.12
 Terms: Minimum of 10 students

- w. Presenter: Pearce, Sally
 Name of Class: Discovering the Wonderful World of Color
 Effective: 10/24/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- x. Presenter: Ravy, Carol
 Name of Class: Ravy's Traveling Watercolor
 Effective: 9/19/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- y. Presenter: Ridley, Tami
 Name of Class: Touring the Temecula Wine Country
 Effective: 11/7/98
 Rate: 30% of fees collected
 Terms: Minimum of 20 students

- z. Presenter: Ridley, Tami
 Name of Class: San Diego's Wine History
 Effective: 10/10/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- aa. Presenter: Rose, Luna
 Name of Class: An Herbal Guide to Stress Relief
 Effective: 10/17/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- bb. Presenter: Sherbeny, Jinaan
 Name of Class: Caribbean Dance Sessions
 Effective: 10/3/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- cc. Presenter: Simon, Maria
 Name of Class: What's for Dinner? Not Pizza Again
 Effective: 9/26/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students
- dd. Presenter: Williams, Heather
 Name of Class: Crayons & Consciousness
 Effective: 10/10/98
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

FINANCIAL REPORTS

5. **INFORMATION: NARRATIVES FOR FINANCIAL REPORTS**

 Memo from Lois Meyer, Director, Fiscal Services. Exhibit CC-5
6. **APPROVE REVISED BUDGETS**

 MSC Jensen, Dougherty

RESOLUTION 97-18991

BE IT RESOLVED, That the May 31, 1998, **Budgets** for the General Fund (restricted and unrestricted), Capital Outlay Projects Fund, Child Center Fund, Energy Conservation Fund, Trust Fund, and Post-Retirement Benefit Fund be approved.
Exhibit CC-6

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **INFORMATION: BUDGET TRANSFER TRANSACTIONS**

 Report of **Budget Transfer Transactions** from May 1 through 31, 1998. **Exhibit CC-7**
8. **INFORMATION: BUDGET REPORT - UNRESTRICTED REVENUE AND UNRESTRICTED EXPENDITURES**

 Budget Reports: Unrestricted Revenue (Exhibit CC-8a) and Unrestricted Expenditures (Exhibit CC-8b)

9. **APPROVE REPORT OF REVOLVING CASH EXPENDITURES**

MSC Jensen, Dougherty

RESOLUTION 97-18992

BE IT RESOLVED, That Revolving Cash Expenditures, Check Nos. 11308 through 11311, in the amount of \$100.00 from the General Fund, for May, 1998, be approved. **Exhibit CC-9**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

10. **GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Jensen, Dougherty

RESOLUTION 97-18993

BE IT RESOLVED, That, on the recommendation of the Faculty Senate Equivalency Committee, the following individual be granted equivalency to minimum qualifications for the discipline listed:

Allen, Douglas – Fire Technology

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Jensen, Dougherty

RESOLUTION 97-18994

BE IT RESOLVED, That the employment of the following adjunct faculty, at the rate indicated for the Spring, Summer, and Fall, 1998, semesters (day and/or evening), be approved; said adjunct faculty are not scheduled to teach more than a 60-percent load:

SPRING, 1998

PUBLIC SAFETY PROGRAMS

Allen, Douglas	Fire Technology	\$31.20
	California Community College Credential:	
	Fire Science & Police Science (Valid for Life)	
	32+ years of experience	

SUMMER, 1998

ART DEPARTMENT

Sanders, Val	Art A.B., Art M.A., Art (Teaching)	\$47.29
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COUNSELING DEPARTMENT

Kerkhoff, Gloria	Counseling B.S., Elementary Education M.Ed., Counseling	\$32.24
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FALL 1998

ART DEPARTMENT

Cottone-Kolthoff, Carol	Art B.F.A., Drawing & Painting M.F.A., Art	\$32.24
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Hulgin, Wayne	Art A.A., Graphic Design B.F.A., Art (Painting) M.F.A., Art	\$32.24
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COMMUNICATIONS

Wilson, Melinda	Telecommunication Technology A.B., Drama (Design for Television) 2 years of experience	\$31.20
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ENGLISH/SECOND LANGUAGE

Bravender, Joanna	ESL B.A., Biology M.S., Computer & Education Professional Certificate in Teaching ESL	\$32.24
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GRAPHIC COMMUNICATIONS

Staunton, James	Graphic Arts B.A., Fine Arts/Psychology 18 years of experience	\$31.20
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DENTAL ASSISTING

Collins, Laura	Dental Technology A.A., Psychology B.V.E., Vocational Education 16+ years of experience	\$31.20
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The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **INFORMATION: RETIREMENT**

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by Dr. George R. Boggs, Superintendent/President, as authorized by the Governing Board on June 10, 1986, under Group II of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **VIRGINIA (Ginger) L. BENING**, Academic Department Assistant, Art, effective September 1, 1998. (last day worked 8/31/98)

**Resumption of
REGULAR AGENDA**

D. **CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR**

There were no items removed from the Consent Calendar.

E. **OPERATIONAL REPORTS**

F. **HEARINGS OF INDIVIDUALS, GROUPS, AND DELEGATIONS**

1. **INFORMATION**

Report of the Faculty Senate

Dr. Mark Vernoy thanked the Administrative Association for its recent retreat, which he attended, and congratulated the winners for their awards.

2. **INFORMATION**

Report of The Faculty

There was no report.

3. **INFORMATION**

Report of the Administrative Association

George Mozes reported that the Administrative Association held a very successful retreat on June 12 with one of the largest turnouts. The new officers of the Association are P. J. DeMaris, President, Norma Bean, Vice President, and Kelley Hudson-MacIsaac, Secretary. The Administrative Association Employee of the Year is Lynda Halttunen. Employee anniversary awards were also given at the retreat. A workshop on "Coping with Change" was enjoyed by all. The Association was happy to welcome representatives of the other employee groups to the retreat.

Dr. Mozes reported that, as he is retiring as President, this will be the last Board meeting at which he will report on the Association's activities.

4. **INFORMATION**

Report of the CCE/AFT

There was no report.

5. **INFORMATION**

Report of the Associated Student Government

Xavier Corona remarked that two weeks ago he had commented that a program was to be removed from the computers in the CAI lab. He contacted David Gray in the lab who noted that they have removed Professional Writer from the computers in the Library, and some disabled students are having trouble adjusting to using Microsoft Word. He also asked Jane Mills of DSP&S what is being used in their lab, and she responded that Word and WordPerfect are being used at this time. DSP&S is planning to work with the CAI lab to perhaps implement WordPerfect in the CAI lab so that students may have access to the same programs in both facilities.

The ASACC Conference was held recently in San Diego. Dr. Boggs addressed the group at its opening ceremony. Howard Kaloogian and Bob Filner were also present to speak to the students. There were representatives from many states at the conference. Students in attendance gained a great deal of knowledge at the conference.

Xavier noted that he had discussed the infrastructure changes that are soon to be started on campus with Joe Madrigal. Xavier is concerned regarding safety and lighting on the campus, and he has discussed this with Dr. Boggs. Xavier would like to see more lighting provided on campus when the new wiring is installed as there are many areas that are rather dark at night.

ASG is still working on the preparation of the newsletter to be published in both English and Spanish, which they hope to publish during the first month of the Fall Semester. They are looking at newsletters from other colleges in order to get ideas to improve their publication.

6. **INFORMATION**

Report of Superintendent

Dr. Boggs thanked George Mozes for his good work in leading and representing the Administrative Association for the past two years.

Dr. Boggs circulated a copy of the ASACC newsletter, which features Jim Bowen, who was chosen ASACC Advisor of the Year, on the front page with a photograph.

Dr. Boggs received some good news this morning from Dale Wallenius that the Palomar College Foundation has just received a grant of \$50,000 from the Everett Health Foundation to provide scholarships for nursing students of Hispanic backgrounds.

Palomar College was featured in PeopleSoft's newsletter for higher education for the Spring, 1998, edition because of our implementation project here. Dr. Boggs circulated a copy of the newsletter.

The most recent enrollment report for Summer Session shows us down .48% from last summer in potential weekly student contact hours. Enrollment during the day is down about 4%, but the evening student enrollment is up about 1_%. These figures seem to change daily, and he will inform the Board when we receive our census figures.

After the last Board meeting, Dr. Dougherty asked Dr. Boggs to see if there was a phone number that Board members who were going to be late or unable to be present at a meeting could call after the meeting begins to report their absence. It has been determined that the employees at extension 2179 in the Counseling office will allow us to use their number for this purpose. The Counseling department employees will relay such messages to Dr. Boggs.

Board members were given copies of the Officeholder and Candidate Campaign Statement, which must be completed by each Board member and returned to Barbara Baldrige by July 24 so that they may be forwarded to the Registrar of Voters before the July 31 deadline. There are criminal penalties for not filing on time.

Board members were given copies of the Board Self-Evaluation form, which will be utilized at the July 11 special meeting of the Board. The meeting will take place at the Escondido Education Center Conference Room and will begin with breakfast at 8:30 a.m. He asked that members look at the form prior to that meeting.

The Board was given the "Year in Review" report in their packets this evening, which outlines the progress made in meeting the goals set by the Board earlier in the year.

Evaluation forms for the Superintendent/President were given to Board members at the last meeting and are due to Harold Scofield so that he can prepare a compilation of the responses.

Dr. Boggs reported that he had received a call from Gloria McLeod, a trustee with the Chaffey Community College District, representing the California Latino Trustees Association, which is planning to have a meeting in conjunction with the ACCT Conference in San Francisco in September. She is requesting that Districts around the state co-sponsor the meeting for the California Latino Trustees Association by donating \$100. Dr. Dougherty suggested that this be placed on the agenda for the next meeting.

Dr. Boggs asked Gene Jackson to comment on his research regarding the CAI lab computer software situation that Xavier had mentioned earlier. Gene reported that the consensus is that Professional Writer, the program that has been removed from the computers, is probably not an appropriate program for the CAI lab. It had been on the computers since 1979. It seems to make sense to use Word as it is the most commonly used software in the workplace.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

There were none.

G. **COMMUNICATIONS**

1. Letter from **Assemblyman Howard Kaloogian** to Dr. Boggs, dated May 28, 1998, regarding his efforts to lobby his colleagues to place on the November ballot a statewide bond that will provide funding to rebuild our education infrastructure.
Exhibit G-1

2. Letter from **Assemblyman Howard Kaloogian** to Dr. Boggs, dated June 4, 1998, stating his opposition to SB 1848, which involves temporary academic employees in the community colleges, as well as an update on the 1998-99 budget proposals. **Exhibit G-2**
3. Letter from **State Senator Raymond Haynes** to Dr. Boggs, dated June 5, 1998, thanking him for his letter expressing support for AB2804. **Exhibit G-3**
4. Letter from **State Senator Raymond Haynes** to Dr. Boggs, dated June 5, 1998, thanking him for his letter expressing opposition to SB 1848. **Exhibit G-4**
5. Letter from **State Senator Dave Kelley** to Dr. Boggs, dated June 5, 1998, thanking him for his letter expressing opposition to SB 1848. **Exhibit G-5**
6. Letter from **Magie Li, Department of Social Services, Community Care Licensing**, to Dr. Boggs, dated June 5, 1998, expressing appreciation for the outstanding presentation made by Sandy Tucker and Dr. Mark Whitney at their Directors' Workshop. **Exhibit G-6**
7. Letter from **David S. Lane, WalkAmerica Chair, March of Dimes**, to Dr. Boggs, dated June 10, 1998, thanking him and Palomar's employees for their terrific WalkAmerica participation, especially JoAnne Giese for heading up our team. **Exhibit G-7**

H. UNFINISHED BUSINESS

1. **APPROVE TEMPORARY NAME CHANGE OF MEDIA, BUSINESS, AND COMMUNITY SERVICES DIVISION TO COMMUNITY LEARNING RESOURCES DIVISION**

MSC Dougherty, Jensen

RESOLUTION 97-18995

BE IT RESOLVED, That the name of the Media, Business, and Community Services Division temporarily be changed to Community Learning Resources Division.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE HOLIDAY SCHEDULE FOR 1998-1999**

MSC Dougherty, Jensen

RESOLUTION 97-18996

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approves the following Holiday Schedule for the 1998-99 school year:

Friday, July 3, 1998	Independence Day
Monday, September 7, 1998	Labor Day
Friday, November 13, 1998	Veterans' Day
Thursday, November 26, 1998	Thanksgiving
Friday, November 27, 1998	Local Holiday
Thursday, December 24, 1998	Admissions Day
Friday, December 25, 1998	Christmas Day
Wednesday, December 30, 1998	Local Holiday
Thursday, December 31, 1998	Local Holiday
Friday, January 1, 1999	New Year's Day
Monday, January 18, 1999	Martin Luther King, Jr. Day
Friday, February 12, 1999	Lincoln Day
Monday, February 15, 1999	Washington Day
Friday, April 2, 1999	Spring Holiday
Monday, May 31, 1999	Memorial Day

The College will be closed for business on December 28 and December 29. Employees must use vacation, compensatory time, or leave without pay on those days.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

I. **NEW BUSINESS**

1. **EXCUSE ABSENCE OF MEMBER DUE TO ILLNESS**

MSC Dougherty, Jensen

RESOLUTION 97-18997

BE IT RESOLVED, That, in accordance with Section 72425(d) of the California Education Code, the Governing Board finds that the absence of **Rita White** from the Governing Board Meeting held June 9, 1998, is excused due to illness.

The Vote: 4 Aye, 1 Abstain (White)
Student Trustee Advisory Vote: Aye

2. **RECEIVE BIDS FOR DIGITAL NON-LINEAR EDITING SYSTEM, FIND TELEVIDEO SAN DIEGO THE APPARENT LOWEST RESPONSIVE BIDDER, AND APPROVE AWARD OF AGREEMENT**

MSC Dougherty, Jensen

RESOLUTION 97-18998

BE IT RESOLVED, That the following bid was received by the Palomar Community College District from the firm indicated in response to Notice to Bidders published on May 25 and June 1, 1998:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Televideo San Diego 4783 Ruffner Street San Diego, CA 92111	\$100,805.36

BE IT FURTHER RESOLVED, That Televideo San Diego of San Diego, California, be and is hereby found to be the lowest responsive bidder to the Palomar Community College District on the aforesaid digital non-linear editing system bid, and an agreement in the amount of \$100,805.36 excluding applicable sales tax, is hereby authorized between this company and the District, subject to compliance with all insurance requirements. Funding Sources: 01-10-32-3206-6131-6491.00-1624 - \$39,223.09 and 01-10-32-3206-6131-6491.00-1920 - \$61,582.27

Dr. Mozes explained the purpose for needing a digital non-linear editing system in ETV.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **INFORMATION: REVIEW OF CONTINUING RESOLUTIONS TO PURCHASE SUPPLIES, EQUIPMENT, AND SERVICES (EDUCATION CODE SECTION 81656) AND TO CONTRACT (EDUCATION CODE SECTION 81655) & THE ELECTION TO BECOME SUBJECT TO THE UNIFORM CONSTRUCTION COST ACCOUNTING PROCEDURE (EDUCATION CODE SECTION 22010 ET SEQ.)**

Memo from Ben Echeverria, Counsel, Contracts & Special Projects, reviewing the application of Board Resolutions 96-18423, 96-18424, and 96-18425; and reporting to the Board as requested by the Board at the time these Resolutions were adopted by the Board at its regular meeting of June 24, 1997. **Exhibit I-3**

Ms. Hughes extended her thanks to Ben Echeverria for providing this synopsis of activities.

4. **APPROVE DELEGATION OF AUTHORITY TO PURCHASE SUPPLIES, EQUIPMENT, SERVICES, AND TO CONTRACT TO PAT BARRETT, MANAGER, FOOD SERVICES, AND MICHAEL SCHAEFFER, MANAGER, BOOKSTORE (EDUCATION CODE SECTIONS 81655 & 81656)**

MSC Dougherty, White

RESOLUTION 97-18999

WHEREAS, under California Education Code Sections 81655, the District Superintendent or his designee, with Governing Board approval, may delegate the **power to contract on behalf of the District**; and,

WHEREAS, under California Education Code Section 81656, the Governing Board, by a majority vote, may adopt a rule delegating to any officer or employee of the District the authority to purchase supplies, materials, apparatus, equipment, and services, without the requirement to engage in competitive bidding when the value thereof is \$52,900 or less and,

WHEREAS, under California Public Contract Code Section 20660, the District may purchase perishable food stuffs and seasonal commodities needed in the operation of the cafeteria and food services, in accordance with rules and regulations for the purchase adopted by the Governing Board of the District; and,

WHEREAS, under California Education Code Section 81651, the Governing Board may purchase supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, or periodicals in any amount needed for the operation of the schools of the District without taking estimates or advertising for bids; and,

WHEREAS, under California Education Code Section 81676.5, the Governing Board has authorized and established the bookstore of the District; and,

WHEREAS, the District provides for management services to the food service and cafeteria by its current employees, **Patricia Barrett, Manager, Food Services**, and for the Bookstore operation by **Michael Schaeffer, Manager, Bookstore**.

NOW THEREFORE BE IT RESOLVED, That Patricia Barrett, an employee of the District, be and is hereby designated, pursuant to the aforesaid provisions of the California Education Code (Sections 81655, 81656) and the Public Contract Code (Section 20660), to purchase supplies, materials, apparatus, equipment, services, perishable foodstuffs, and seasonal commodities necessary and required to operate and maintain the food service and cafeteria operations of the District.

BE IT FURTHER RESOLVED, That Michael Schaeffer, an employee of the District, be and is hereby designated, pursuant to the aforesaid provisions of the California Education Code (Sections 81655, 81656, and 81651), to purchase supplies, materials, apparatus, equipment, services, supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, and periodicals necessary and required to operate and maintain the bookstore operations of the District.

BE IT FURTHER RESOLVED, That the authority conferred under this resolution be and is hereby specifically limited to the described operations of the food service, cafeteria, and bookstore, and is also limited by the following time limitations: effective July 1, 1998, and through the last day of the current fiscal year, terminating June 30, 1999, unless otherwise modified and/or terminated by further resolution of this Board prior to that termination date.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

Dr. Dougherty commented that he is very pleased with the excellent job that these two people are doing in their respective areas.

5. **ADOPT RESOLUTION REVIEWING AND APPROVING CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS PURSUANT TO BOARD RESOLUTIONS 96-18423 AND 96-18424 ADOPTED JUNE 24, 1997**

MSC Dougherty, Jensen

RESOLUTION 97-19000

BE IT RESOLVED, That all contracts and agreements for the period May 1, 1998, through June 17, 1998, and entered into on behalf of the Palomar Community College District, pursuant to Resolution 96-18423 and 96-18424, adopted June 24, 1997, as detailed on the information spreadsheet lodged in support hereof, the terms of which are incorporated herein, be and are hereby reviewed and approved. **Exhibit I-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **DECLARATION OF LOWEST RESPONSIVE BIDDER ON THE EAST WING/ESCONDIDO CENTER REMODEL/DSA UPGRADE AND AUTHORIZE CONTRACT SUBJECT TO CONFIRMATION OF BONDING AND INSURANCE**

MSC Dougherty, White

RESOLUTION 97-19001

BE IT RESOLVED, That Whitaker Construction Corporation be and hereby is declared to be the lowest responsive bidder, in the amount of \$275,000.00, on the East Wing of the Escondido Center, Remodel and Department of State Upgrade project on which sealed bids were received on June 15, 1998, by the Palomar Community College District. Authorize award of contract to this bidder on condition that all required bonding and insurance requirements are met in a timely manner. Account No. 05-11-51-5100-6511-6271.00-0954 **Exhibit I-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **ACCEPT INCREASE IN FUNDING FROM CALIFORNIA DEPARTMENT OF EDUCATION FOR CHILD DEVELOPMENT SERVICES AND APPROVE AMENDMENT TO AGREEMENT NUMBER GCAM-7010, GENERAL CHILD CARE AGREEMENT**

MSC Dougherty, Hughes

RESOLUTION 97-19002

BE IT RESOLVED, That the Fiscal Year 1997-98 Agreement, designated as GCAM-7010, and **Amendment #1** between the Palomar Community College District and the **California Department of Education** be further amended effective July 1, 1997, to increase the Maximum Rate per child day of enrollment payable pursuant to the agreement, by deleting reference to \$21.72 and inserting \$21.86 in place thereof; for the Maximum Reimbursable Amount (MRA) payable under the agreement, by deleting reference to \$164,269.00 and inserting \$165,357.00 in place thereof; for the Maximum State Funds available, by deleting reference to \$123,202.00 and inserting \$124,018.00 in place thereof; and the Maximum Match available, by deleting reference to \$41,067.00 and inserting \$41,339.00 in place thereof. All other terms and conditions of the underlying agreement of the same date shall remain unchanged except as are set forth on the proposed Amendment, a true copy of which is provided as backup to this resolution, the provisions of which are incorporated by this reference as though set forth in full here at. **Exhibit I-7**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **ACCEPT INCREASE IN FUNDING FROM CALIFORNIA DEPARTMENT OF EDUCATION FOR CHILD DEVELOPMENT SERVICES AND APPROVE AMENDMENT TO AGREEMENT NUMBER GPRE-7218, STATE PRE-SCHOOL -DAY PROGRAM**

MSC Dougherty, Hughes

RESOLUTION 97-19003

BE IT RESOLVED, That the Fiscal Year 1997-98 Agreement, designated as GPRE-7218, **Amendment #1** (Inflation) and **Amendment #2** (Reduction) between the Palomar Community College District and the **California Department of Education**, be further amended effective July 1, 1997, to increase the Maximum Rate per child day of enrollment payable pursuant to the agreement, by deleting reference to \$14.98 and inserting \$15.08 in place thereof; and for the Maximum Reimbursable Amount (MRA) payable under the agreement, by deleting reference to \$29,820.00 and inserting \$30,017.00 in place thereof. All other terms and conditions of the underlying agreement of the same date shall remain unchanged except as are set forth on the proposed Amendment, a true copy of which is provided as backup to this Resolution, the provisions of which are incorporated by this reference as though set forth in full here at. **Exhibit I-8**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **ACCEPT INCREASE IN FUNDING FROM CALIFORNIA DEPARTMENT OF EDUCATION FOR CHILD DEVELOPMENT SERVICES AND APPROVE AMENDMENT TO AGREEMENT NUMBER GWAP-7053, STATE PRE-SCHOOL FULL-DAY PROGRAM**

MSC Dougherty, Hughes

RESOLUTION 97-19004

BE IT RESOLVED, That the Fiscal Year 1997-98 Agreement, designated as GWAP-7053, between the Palomar Community College District and the **California Department of Education** shall be amended effective July 1, 1997, to increase the Maximum Rate per child day of enrollment payable pursuant to the agreement, by deleting reference to \$23.47 and inserting \$23.63 in place thereof; for the Maximum Reimbursable Amount (MRA) payable under the agreement, by deleting reference to \$70,901.00 and inserting \$71,370.00 in place thereof; and within the MRA, the allowable start-up costs by deleting reference to \$11,351.00 and inserting \$11,426.00 in place thereof. All other terms and conditions of the underlying agreement of the same date shall remain unchanged, except as are set forth on the proposed Amendment, a true copy of which is provided as backup to this Resolution, the provisions of which are incorporated by this reference as though set forth in full here at. **Exhibit I-9**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **APPROVE PAYMENT TO CENTER FOR NEIGHBORHOOD TECHNOLOGY PRIOR TO DELIVERY OF SERVICES**

MSC Dougherty, White

RESOLUTION 97-19005

BE IT RESOLVED, That payment of \$850.00 be made to the **Center for Neighborhood Technology**, 2125 West Avenue, Chicago, Illinois 60647. Services (a small-business seminar) are an element of the **Regional Environmental Business Resource and Assistance Center (REBRAC) grant** and will be completed on September 24, 1998. Payment prior to completion of services is required because funds must be spent in FY97-98. Fees will be paid from account #01-10-38-3890-0958-5106.00-1640.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **APPROVE GANN AMENDMENT/PROPOSITION 4 LIMIT**

MSC Dougherty, Jensen

RESOLUTION 97-19006

WHEREAS, In November, 1979, the California electorate did adopt **Proposition 4**, commonly called the **Gann Amendment**; and,

WHEREAS, The provisions of that amendment establish maximum appropriation limitations, commonly called "**Gann Limits**" for public agencies, including school districts; and

WHEREAS, The District must establish a **Gann Limit for the 1998-99** fiscal year in accordance with the provisions of the Gann Amendment and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED, That this Board does provide public notice that the attached calculations and documentation of the **1998-99 Gann Limit** are made in accord with applicable constitutional and statutory law, and that this Board does hereby declare that the appropriations in the 1998-99 budget do not exceed the limitations imposed by the Gann Amendment;

AND BE IT FURTHER RESOLVED, That the Superintendent/President provide copies of this Resolution, along with appropriate attachments to interested citizens of this District.

Attachment: California Community Colleges 1998-99 Gann Limit Worksheet showing 1998-99 Appropriations Limit of \$65,098,400.00 and a 1998-99 Appropriations Subject to Limit of \$50,855,860.00. **Exhibit I-11**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **APPROVE TENTATIVE BUDGET FOR 1998-99**

MSC Dougherty, White

RESOLUTION 97-19007

BE IT RESOLVED, That the 1998-99 **Tentative Budget** for the Palomar Community College District be approved. **Exhibit I-12**

Ms. Hughes asked when a report will be presented about actions taken in Sacramento. Jerry Patton reported that the Joint Conference Committee is in a dilemma because of the vehicle licensing fee situation. That seems to be dominating all the conversation in Sacramento right now. We will know more later regarding any restrictive or categorical program increases.

Dr. Dougherty asked if the amount of the bonds for new school buildings has been determined. Jerry responded that the last amount he heard was \$9.2 billion. The Chancellor's Office put out three different lists of projects. The first list enumerates the projects to be done if we get \$150 million a year as we normally do; the second is \$200 million; and the third is \$250 million.

Mr. Scofield asked if our new science building was included in any of these lists. Jerry responded that it could possibly make it when the bond comes to a vote this fall. When the lists were put together, our project had not made it through the process at the Chancellor's Office to even be considered. Our contact at the Chancellor's Office indicated that it had a pretty good chance of making it if the increased higher bond is approved.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **AUTHORIZE PERSONS TO DEPOSIT/WITHDRAW FUNDS**

MSC Dougherty, Hughes

RESOLUTION 97-19008

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited in The First Pacific National Bank, San Marcos, California for **Palomar Community College Financial Aids, Federal Account, for Palomar Community College Financial Aids, Non-Federal Account, for Palomar Community College Bookstore Account, and for Palomar Community College Cafeteria Account** are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the **Palomar Community College Transfer Account** currently deposited in The First Pacific National Bank, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services or
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the **Palomar Community College Revolving Cash Fund** in The First Pacific National Bank, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services or
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the **Associated Students of Palomar College** in The First Pacific National Bank, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services or
Lois B. Meyer, Director, Fiscal Services
and
Xavier E. Corona, President, Associated Student Government
or
Oscar Lopez, Vice President of Associated Student Government.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the **Palomar College Financial Aids Account** in City National Bank of Torrance, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **EOPS Emergency Loan Fund** in The First Pacific National Bank, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **Palomar Community College District in the San Diego County Treasury** are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the **Palomar College Payroll Account** (automatic payroll deposit account) in The First Pacific National Bank, San Marcos, California, are two of the following:

Lois B. Meyer, Director, Fiscal Services
Kiely Keane-Alt, Manager, Fiscal Operations
Esperanza Flores, Supervisor, Payroll Services
Cathy Hawkins, Payroll Technician.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **Palomar Community College District, State of California--Cal Grants Account** in The First Pacific National Bank, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **Palomar Community College District, Payroll Electronic Funds Transfer Account for State Taxes** in The First Pacific National Bank, San Marcos, California, are as follows:

Esperanza Flores, Payroll Supervisor, or
Cathy Hawkins, Payroll Technician, and
Lois B. Meyer, Director, Fiscal Services, or
Kiely Keane-Alt, Manager, Fiscal Operations.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **Palomar College Bookstore Sales Tax Account** in The First Pacific National Bank, San Marcos, California, are two of the following:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services,
Lois B. Meyer, Director, Fiscal Services,
Kiely Keane-Alt, Manager, Fiscal Operations,
Carol L. Jackson, Supervisor, Auxiliary Services Accounting.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **Palomar College/Tenancies, Escondido Center Account**, in The First Pacific National Bank, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for
Finance and Administrative Services and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the **Palomar College Payroll Electronic Funds Transfer-Federal Taxes Account** in The First Pacific National Bank, San Marcos, California, are as follows:

Lois B. Meyer, Director, Fiscal Services,
Kiely Keane-Alt, Manager, Fiscal Operations,
Esperanza Flores, Supervisor, Payroll Services, or
Janien Lau-Thompson, Payroll Assistant.

The Vote was unanimous.
Student Trustee Advisory Vote: Abstain

J. INSTRUCTIONAL REPORTS

There were none.

K. PERSONNEL

1. APPROVE ACADEMIC CONTRACT AMENDMENT

MSC Dougherty, Hughes

RESOLUTION 97-19009

BE IT RESOLVED, That the following contract revision be approved:

a. Name: **DR. HAYDN N. DAVIS**
Position: Department Chair-40%/Academic Technology Resources
Coordinator-60%
Department: Behavioral Sciences-40%/Library Media Center-60%
Position #: 350301-40% New?: No
300401-60%
Remarks: Replacement for Jay Alperson/Continuing Chair
Rng/Stp: G/23 Salary: **\$64,848.00 annual salary**
% of Position: 100% # of Mos: 10
Effective: August 21, 1998
Acct #: 01-10-35-3525-1211-1111.00-0000/40%
01-10-32-3215-6115-1236.00-0000/60%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. APPROVE CLASSIFIED POSITION

MSC Dougherty, Hughes

RESOLUTION 97-19010

BE IT RESOLVED, That the following classified position be approved:

a. Position: **SENIOR OFFICE SPECIALIST**
Department: Admissions, Records, and Veterans' Services
Position #: 410274 New?: Yes
Sal Rng/Stp: 14/A Salary: **\$846.00/month**
% of position: 45% # of Mos: 12
Effective: June 24, 1998
Acct #(s): 01-10-40-25-6421-2111.00-1670/100%
NOTE: This is a specially funded position; continuation depends on available funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED POSITIONS' INCREASE**

MSC Dougherty, White

RESOLUTION 97-19011

approved: **BE IT RESOLVED, That** the increase of the following classified positions be

- a. Position: **COLLEGE HEALTH NURSE**
Department: Student Health Services
Name: Vacant
Position #: 460551 New?: No
Sal Rng/Stp: 35/A Salary: **\$3,138.00/month**
% of position: 100% # of Mos: 12
Remarks: Increase position from 100%, 11 months, to 100%, 12 months
Effective: June 24, 1998
Acct #(s): 01-10-41-4140-6440-2114.00-1876/%
NOTE: This is a specially funded position; continuation depends on available funds.
- b. Position: **COLLEGE HEALTH NURSE**
Department: Student Health Services
Name: Vacant
Position #: 460552 New?: No
Sal Rng/Stp: 35/A Salary: **\$3,138.00/month**
% of position: 100% # of Mos: 12
Remarks: Increase position from 100%, 11 months, to 100%, 12 months
Effective: June 24, 1998
Acct #(s): 01-10-41-4140-6440-2114.00-1876/%
NOTE: This is a specially funded position; continuation depends on available funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE REORGANIZATION OF POSITION**

MSC as amended Dougherty, White

RESOLUTION 97-19012

BE IT RESOLVED, That the following reorganization of a position be approved:

- a. Position: **FINANCIAL AID ADVISOR**
Department: Financial Aid/Scholarships
Name: Barbara Clay
Position #: 460652 New?: No
Remarks: Transferring of position within Division
Sal Rng/Stp: 24/P Salary: **\$3,280.00/month**
Full-time?: Yes # of Mos: 11
Effective: July 1, 1998
Acct #: 01-10-41-4130-6460-2111.00-0000/100%
NOTE: Position Career Development Coordinator will be removed from Student Placement and transferred to Financial Aid/Scholarships as a Financial Aid Advisor. Ms. Clay will move with the position.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Jensen

RESOLUTION 97-19013

BE IT RESOLVED, That the classified employment of the following person be approved:

- a. Name: **MARSHA DOUGHTY**
Position: Academic Evaluator/Advisor
Department: Admissions, Records & Veterans Services
Position #: 410272 New?: No
Remarks: Replacement for Marilyn Surbeck; this is a lateral transfer for Ms. Doughty.
Sal Rng/Stp: 20/N **Salary: \$2,906.00/month**
% of position: 100% # of Mos: 12
Effective: July 6, 1998
Acct #(s): 01-10-40-4010-6210-2111.00-0915/100%
Note: This position is specially funded; its continuation depends on available funds. Normal work schedule: Monday – Thursday, 10:30 a.m. – 7:30 p.m.; Friday, 7:30 a.m. – 4:30 p.m.

- b. Name: **MARILYN SURBECK**
Position: TRIO Assistant
Department: Extended Opportunity Programs & Services
Position #: 460351 New?: No
Remarks: Replacement for Freddy Ramirez. This is a voluntary demotion for Ms. Surbeck and supercedes her resignation approved on 6/9/98.
- | | | | |
|----------------|--------------------------------------|----------------|-------------------------|
| Sal Rng/Stp: | 14/E | Salary: | \$2,286.00/month |
| % of position: | 100% | # of Mos: | 12 |
| Effective: | July 1, 1998 | | |
| Acct #(s) | 01-10-43-4314-6430-2111.00-1104/100% | | |
- Note:** This position is specially funded and its continuation depends on available funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **GRANT LEAVES OF ABSENCE**

MSC as amended Dougherty, Jensen

RESOLUTION 97-19014

- a. Item was deleted from agenda.
- b. **BE IT RESOLVED, That KELLY PATRICK**, Library Media Technician I, Library Media Center, be granted a 7.5% personal Leave of Absence **without pay and with no effect on benefits**, effective June 24, 1998, through August 19, 1998.
- c. **BE IT RESOLVED, That KELLY PATRICK**, Library Media Technician I, Library Media Center, be granted a 10% personal Leave of Absence **without pay and with no effect on benefits**, effective August 24, 1998, through December 15, 1998.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVE TEMPORARY CERTIFICATED SALARY SCHEDULE**

MSC Dougherty, Jensen

RESOLUTION 97-19015

BE IT RESOLVED, That the temporary salary schedule shown below be adopted for Child Development Center new certificated positions of Program Coordinator and Site Supervisor for the period of July 1, 1998, through June 30, 1999.

PALOMAR COLLEGE
 CHILD DEVELOPMENT CENTER
 TEMPORARY SALARY SCHEDULE
 (Effective 7/1/98 – 6/30/99)

Step	Range 1 Monthly	Range 1 Annual	Range 1 Hourly	Range 2 Monthly	Range 2 Annual	Range 2 Hourly
A/1	2,050.00	24,600.00	12.50	2,968.25	35,619.00	18.10

8. **APPROVE TEMPORARY CERTIFICATED POSITIONS**

MSC as amended Dougherty, White

RESOLUTION 97-19016

BE IT RESOLVED, That the following temporary certificated positions be approved:

- a. Position: **PROGRAM COORDINATOR**
 Department: Child Development Instruction and Services Center
 Position #: 350510 New?: Yes
 Remarks: Temporary one-year position
 Sal Rng/Stp: 2/A Salary: **\$2,968.25/month**
 % of Position: 100% # of Mos: 12
 Effective: July 1, 1998, through June 30, 1999
 Acct #(s): 06-10-42-4250-6920-1119.00-1617/100%
NOTE: Temporary contract position for 1998-99 academic year.

- b. Position: **SITE SUPERVISOR**
 Department: Child Development Instruction and Services Center
 Position #: 350511 New?: Yes
 Remarks: Temporary one-year position.
 Sal Rng/Stp: 1/A Salary: **\$2,050.00/month**
 % of Position: 100% # of Mos: 12
 Effective: July 1, 1998, through June 30, 1999
 Acct #(s): 06-10-42-4250-6920-1119.00-1617/100%
NOTE: Temporary contract position for 1998-99 academic year.

Ms. Hughes asked if the purpose of this item was to make these two positions match the salary schedule. Jerry Patton reported that the new salary schedule that is being considered is not yet ready for presentation to the Board. This allows us to fill these two positions as an interim.

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

Ms. Hughes commented that she is impressed that Xavier Corona has followed up on student concerns. She stated that she also feels there is a need for better lighting on campus. She would like to see emergency call boxes throughout the campus, as well.

Ms. Hughes noted that we are looking at air quality in the Library again. She asked that an update report be presented to the Board on the status of this matter.

Mr. Jensen told George Mozes that they would miss him.

Mr. Corona reported that there will be a meeting of Region 10 of CalSACC at Grossmont College on June 25. He is currently the chair of Region 10. Marisol Feliz-Marquez, Palomar's Vice President of State Affairs, is running for Vice-Chair of Region 10 for next year.

Mr. Corona still plans to run for the student member position of the CCCT and requested the help of the Board in recommending him for this position. The student trustees elect this person in August. Dr. Dougherty suggested that the Board send a letter to all student trustees statewide expressing why we support Xavier and encouraging them to vote for him. Dr. Boggs will prepare the letter and present it for signatures of the Board members at the July 11 retreat. Jerry Patton cautioned against expending general fund money for this and suggested that Foundation money be used for this. Joe Madrigal suggested that the student representation fee be used for this. Dr. Boggs stated that we need to get permission from the ASG to use those funds, but he feels it would be an appropriate use. Xavier will have Marilyn Lunde send out the letters.

Dr. Boggs will check the legality of donating from District funds to the Latino Trustees Association, as noted earlier in the meeting. Ms. Hughes stated that making such a donation would set a precedent. Once we do one of these, it encourages other groups to ask for donations.

N. CLOSED SESSION

The Board recessed at 7:50 p.m. and went into Closed Session at 7:54 p.m., to discuss:

1. Conference with Designated Representatives regarding discussion with All Other Unrepresented Employees, pursuant to Government Code 54957.6.
 - a. Executive Administrators
2. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
3. Conference with Real Property Negotiator, pursuant to Government Code 54956.8.

Closed Session ended at 8:48 p.m.

RECONVENE TO OPEN SESSION

The meeting reconvened at 8:50 p.m. There was no reportable action taken during Closed Session.

1. **APPROVE EMPLOYMENT CONTRACT - DIANE G. MICHAEL**

MSC as amended Hughes, Dougherty

RESOLUTION 97-19019

BE IT RESOLVED, That the Governing Board of the Palomar Community College District renew and extend the Employment Contract for **Diane G. Michael**, Assistant Superintendent/Vice President for Instruction, effective July 1, 1998, through June 30, 2000.

2. **SALARY.** The Assistant Superintendent/Vice President for Instruction shall be compensated in accordance with the Administrative Salary Schedule established and approved by the Board
- a) Annual salary effective July 1, 1998, of **\$101,160.00 (78/L)**, payable in twelve (12) equal payments beginning July 31, 1998, and continuing through June 30, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE EMPLOYMENT CONTRACT - JOSEPH L. MADRIGAL**

MSC as amended Hughes, Jensen

RESOLUTION 97-19020

BE IT RESOLVED, That the Governing Board of the Palomar Community College District renew and extend the Employment Contract for **Joseph L. Madrigal**, Assistant Superintendent/Vice President for Student Services, effective July 1, 1998, through June 30, 2000.

2. **SALARY.** The Assistant Superintendent/Vice President for Student Services shall be compensated in accordance with the Administrative Salary Schedule established and approved by the Board
- a) Annual salary effective July 1, 1998, of **\$101,160.00 (78/L)**, payable in twelve (12) equal payments beginning July 31, 1998, and continuing through June 30, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE EMPLOYMENT CONTRACT - JERRY R. PATTON**

MSC Jensen, Hughes

RESOLUTION 97-19021

BE IT RESOLVED, That the Governing Board of the Palomar Community College District renew and extend the Employment Contract for **Jerry R. Patton**, Assistant Superintendent/Vice President for Finance and Administrative Services, effective July 1, 1998, through June 30, 2000.

2. **SALARY.** The Assistant Superintendent/Vice President for Finance and Administrative Services shall be compensated in accordance with the Administrative Salary Schedule established and approved by the Board
 - a) Annual salary effective July 1, 1998, of **\$101,160.00 (78/L)**, payable in twelve (12) equal payments beginning July 31, 1998, and continuing through June 30, 1999.

8. **TRAVEL.** Necessary transportation and travel expenses at the rate of \$416.00 per month net after taxes will be provided in accordance with policies duly adopted by the Board.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

O. **ADJOURNMENT**

The meeting was adjourned at 8:57 p.m.

President

Secretary