



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, SEPTEMBER 22, 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 7:03 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

HAROLD E. SCOFIELD, PRESIDENT
RITA A. WHITE, ED.D., VICE PRESIDENT
RALPH G. JENSEN, SECRETARY
BARBARA L. 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
Bill Flynn, Dean, Community Learning Resources
Gene Jackson, Dean, Arts and Languages
Paul Kelly, Dean, Vocational Technology
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences
Doris Pichon, Dean, Human Arts and Sciences
Lise Telson, Dean, Student Support Programs

STAFF:

Barbara Baldrige, Executive Assistant, President's Office
Bruce Bishop, President, The Faculty
Ernie Carson, President, CCE/AFT
Jeannie Crouch, Supervisor, Bookstore Operations
Kathy Davis, Information Services, CCE/AFT
P. J. DeMaris, President, Administrative Association
Jimmy Diaz, Custodian II, CCE/AFT
Ben Echeverria, Counsel, Contracts, and Special Projects

Lynn Ginsburg, Director, Business Services
Carol Jackson, Supervisor, Auxiliary Services – Accounting, Fiscal Services
Kendra Jeffcoat, Special Assistant to the President
Stan Malley, Director, Information Services
Lois Meyer, Director, Fiscal Services
Dr. George Mozes, Director, Library/Educational Television
Sandy Nanninga, Supervisor, Admissions
David Neeley, Bookstore Systems Technician
Dr. Michael Norton, Director, Public Information
Tom Plotts, Police Academy Coordinator, Public Safety Programs
Frank Puchi, Associate Professor/Counselor, Counseling
Dr. Mark Vernoy, President, Faculty Senate

GUESTS:

Lee Baldrige
Elaine James, ASG
Peter Mojica, ASG
Dr. Michele Nelson, Governing Board Candidate
Brad Peterson
Yukiwo Tara, Reporter, *The Telescope*
Gary Warth, Reporter, *North County Times*

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 Dougherty, White

RESOLUTION 98-19131

BE IT RESOLVED, That the Minutes of the Regular Meeting held on September 8, 1998, be approved with the following correction:

Page 25, paragraph 9, first sentence, should read: "The Chancellor sent a memo stating that there need to be more students on committees at the state level."

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

CC. AWARD PRESENTATION

At this time, on behalf of the San Diego Business Journal, Dr. Boggs asked Judy Eberhart to present the Journal's Multicultural Heritage Award for 1998 to Frank Puchi for the Future Teacher Diversity Corps at Palomar College.

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

CCC.

FINANCIAL

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

Memo from Lois Meyer, Director, Fiscal Services. **Exhibit CC-1**

2. **APPROVE REPORTS OF REVOLVING CASH EXPENDITURES**

MSC Jensen, Dougherty

RESOLUTION 98-19132

BE IT RESOLVED, That Revolving Cash Expenditures, Check Nos. 11317 through 11319, in the amount of \$1,000.00 from the General Fund, for July, 1998, be approved. **Exhibit CC-2a**

BE IT RESOLVED, That Revolving Cash Expenditures, Check Nos. 11320 through 11321, in the amount of \$318.20 from the General Fund, for August, 1998, be approved. **Exhibit CC-2b**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **INFORMATION: TRAVEL CLAIM TRANSACTIONS**

Report of **Travel Claim Transactions** from 7/1/98 to 8/31/98. **Exhibit CC-3**

RECLASSIFICATION/DESTRUCTION OF RECORDS

4. **APPROVE RECLASSIFICATION/DESTRUCTION OF RECORDS**

MSC Jensen, Dougherty

RESOLUTION 98-19133

BE IT RESOLVED, That the records listed below have exceeded the three-year retention period required for such records and are reclassified to "Class 3 - Disposable Records."

BE IT FURTHER RESOLVED, That the Superintendent/President or his designee is instructed to dispose of the aforementioned records in accordance with Title 5, Section 59025.

Description	Fiscal Year	Cubic Feet
Applications, Course Request and Add/Drop Forms, Drop Rosters and Cards, Attendance Rosters, Community Education Applications, PAR Forms, and BOGW Applications	1995	25.54

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

PERSONNEL

5. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD**

In accordance with the Professional Growth Program for Classified Unit Employees, the following employee is granted a **one-time lump sum stipend of \$2,000.00**, effective September 1, 1998, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Name	Position	Course of Study
Victoria de la Torre	Benefits Specialist Human Resource Services	Enhance verbal and written communication skills and develop computer knowledge

6. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a **\$500.00 annual stipend**, prorated on a monthly basis, effective September 1, 1998:

Name	Position	Course of Study
S. Paige Barrett	Academic Evaluator/Advisor Admissions and Records	Classes toward A.A. in Liberal Arts and Sciences

7. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Jensen, Dougherty

RESOLUTION 98-19134

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

FALL, 1998

BUSINESS EDUCATION

Shuttleworth, Kenneth	Real Estate	\$35.10
	B.S., Marketing	
	M.B.A., Real Estate	
	D.B.A., Business Administration	

COMMUNICATIONS

Abercrombie, Dinae Radio & Television \$31.91
A.A., Telecommunications
B.A., Sociology
14 years of experience

FAMILY & CONSUMER SCIENCES

Wilkins, Becky Fashion \$31.91
B.S., Home Economics
11 years of experience

FOREIGN LANGUAGES

Duran, Yvonne Spanish \$34.03
B.A., Spanish
M.A., Spanish

GRAPHIC COMMUNICATIONS

Fontanella, Judith Graphic Communications \$34.03
B.S., Home Economics
M.A., Child Development
15 years of experience

PUBLIC SAFETY PROGRAMS

Shaver III, Lewis Administration of Justice \$31.91
B.A., Criminal Justice
7 years of experience

TRADES & INDUSTRY

Polentz, Christopher Art Welding \$34.03
B.A., Fine Arts
13 years of experience

Smith, Robert Automotive Technology \$31.91
A.S., Industrial Technology
B.A., Industrial Arts
20 years of experience

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **INFORMATION: RESIGNATION**

On behalf of the Governing Board of the Palomar Community College District, the following **resignation** has been accepted by Dr. George R. Boggs, Superintendent/President, as authorized by the Governing Board on June 10, 1986:

- a. **DON R. SANDVIK**, Media Equipment Technician, Library Media Center, effective September 14, 1998. (last day in paid status 8/14/98)

**Resumption of
REGULAR AGENDA**

D. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR

There were no items removed from the Consent Calendar.

E. OPERATIONAL REPORTS

There were none.

F. HEARINGS OF INDIVIDUALS, GROUPS, AND DELEGATIONS

1. INFORMATION

Report of the Faculty Senate

Dr. Mark Vernoy stated that he hopes the Board is working toward being able to grant COLA to everybody on an automatic basis, rather than having to hassle with it every year.

Mark stated that he had attended the Partnership for Excellence workshop recently with several people from the College. They received background on program-based funding and program-based budgeting, which he had not realized were different. It seemed clear that in other states that have tried this concept, not everyone is happy with it because it doesn't sound like a very good way to fund education. He learned that the money is not restricted, and we can do what we like with it. Some districts are using it to get themselves out of the "red," and some districts plan to build buildings with it. He hopes we can put it to good use to improve student learning here on campus.

2. INFORMATION

Report of The Faculty

Bruce Bishop shared the responses he has received from other faculty and staff members regarding the last Board meeting's discussion about the possibility of cutting salaries in Auxiliary Services. He summarized the responses as "dismay" and "absolute surprise" that this would be one of the possible directions the District would consider going. It seems to be not just a classified staff issue as the faculty members are very concerned about it as well.

3. **INFORMATION**

Report of the Administrative Association

P. J. DeMaris agreed with Mark Vernoy and Bruce Bishop and stated that she has also received a great deal of response from the members of the Administrative Association stating concern with the proposal of salary cuts. In the Administrative Association, eight employees are involved. They were dismayed and disheartened that this information seemed to appear out of nowhere. They are more optimistic, having started the meet-and-confer process, that something positive will come out of this. If nothing else, it will bring everyone together in a collegial manner to look at the problem and develop as many solutions as possible. They look forward to working with all of the employee groups, as well as the administration and the Board, in trying to look at alternatives that don't impact the employees - those who were the least involved in the current situation.

4. **INFORMATION**

Report of the CCE/AFT

Ernie Carson stated that he agreed with the sentiments that have already been expressed and hopes that the Board considers the morale factor of the CCE as it is definitely at a "low." A person can do only so much "cheerleading" to keep morale up, but they are trying to do so. Hopefully, we can come to a resolution on this issue soon.

Ernie stated that he had recently attended the state council meeting of the CFT in San Francisco. Currently, the classified employees have a \$600 death benefit, as opposed to the faculty members who get \$6,000. Legislation was approved that classified employee units can negotiate to get either a \$2,000, \$4,000, or \$5,000 death benefit. They will probably be submitting something to the District soon in this regard.

5. **INFORMATION**

Report of the Associated Student Government

Xavier Corona introduced Elaine James, ASG Vice President of Social Events.

All of the ASG standing committees have met and are busy with projects such as reconstructing their constitution to help them work more effectively, planning events, and working with campus committees consisting of staff and faculty.

ASG is hosting an ice cream social on September 25, 11 a.m. to 2 p.m. The cheerleaders will be present, and KKSM will provide music.

Many students are concerned that the North County Transit District will be eliminating several night routes from Palomar College to the Escondido Transit Center, and from Escondido to Ramona and Pala. He understands that some DSP&S students may be affected by this, as well as other students. The ASG will meet with the student who is gathering all the information from the NCTD at next Wednesday's meeting.

Elections are currently being held for Senator, Treasurer, and Vice President/Chair of ICC positions.

Regarding the unfinished parking lot near the Wellness Center, Xavier noted that there was a feature in *The Telescope* recently about parking. He hopes that the lot will be completed before the end of the year.

ASG's Retreat will be held on September 26, 8:30 a.m. to 2:30 p.m.

Xavier was also in San Francisco this past weekend to attend the CCCT Board Meeting. It was quite an experience, and many good ideas were expressed. A great deal of time was spent analyzing the California Citizens' Commission on Higher Education recommendations. **Exhibit F-5a** The CCCT Board will discuss this issue again at its November meeting. They also discussed campus bookstores and the fact that several other colleges are experiencing problems similar to those of Palomar. David Viar and other individuals are going to be gathering suggestions on how to eliminate these problems. They will also provide information on ideas that have worked successfully for other schools and the effect of conversions from district bookstores to private ventures.

Xavier stated that only fifty percent of the student trustees in California have an advisory vote on their Boards. They all would like to have an advisory vote. He also understands that the revisions being made to the Education Code will allow student trustees to make and second motions.

In a discussion of Partnership for Excellence, it was noted that, if it is left to each district to decide how to spend the funds, they might not use it in the manner in which it was intended. CCCT would like to create a document indicating how the funds may be used to best achieve student success that would please everyone. They also discussed the possibility of using some of these funds to create paid office hours for part-time faculty so that students might benefit from the opportunity to meet with these instructors before or after class.

Regarding the addition to the admission form, "I am interested in participating on the Student Government," it has been decided to change it to read, "I am interested in participating on the Student Government and/or clubs on campus."

Xavier thanked Kendra Jeffcoat for the help she has been giving him during their bi-weekly meetings.

Xavier distributed copies of a proposal for an automatic door at the bookstore. He asked the Board members to review it and give him any feedback at ext. 2689.

Exhibit F-5b

Mr. Scofield asked if this could be funded under the Americans with Disabilities Act. Jerry Patton stated that in the budget bill that was passed, there are funds that would include ADA and scheduled maintenance. The Chancellor's Office has not yet indicated how much ADA we will receive this year, if any. We would try to purchase this door from those funds if they become available.

6. **INFORMATION**

Report of Superintendent

Dr. Boggs circulated a copy of the September, 1998, issue of the *ASACC Alert* that has a photograph in which our Student Trustee, Xavier Corona, appears along with several notable individuals. **Exhibit F-6**

Dr. Boggs received a copy of a letter from Coastline Community College thanking Bill Flynn for being the presenter at their faculty orientation day on September 3. The President of the college is talking with their academic senate president and professional development committee to begin implementing the learning paradigm ideas at their college.

The Citizens' Commission on Higher Education will be conducting a public hearing and forum in San Diego on Thursday, October 1, 9 a.m. to 4 p.m., at the University of San Diego. Board members were invited to attend or testify.

Dr. Boggs circulated two large books containing recent and historical news clippings about the College that have been prepared by Kitty Grage, a retiree from the Public Information Office. Dr. Boggs commended Kitty for donating her time and paying for the binding of these documents.

The Governor still has not acted on AB 2398 (Ducheny and Runner). It would provide funds for equalizing adult education funds.

The bond issue will be on the November ballot as a supplemental issue. If it passes, it would provide \$190 million per year for four years for higher education.

During a recent trip to Washington, D.C., Dr. Boggs met with and addressed some issues with our federal legislators. There is a provision in the Senate version of the Higher Education Reauthorization Act that would limit the number of years that a student could be eligible for Pell Grants to three years for community colleges. He was trying to convince our legislators that the average student at Palomar College takes about six years to get a two-year degree, and he would not want to see students lose their financial-aid eligibility after three years. He also argued for extending the period of time that a welfare recipient could remain on TANF and go to school to 24 months. The current maximum is 12 months. In 12 months, it is difficult to acquire the necessary skills to get a good enough job to remain off welfare and become a contributing member of society. We are also trying to get Congress to give us some relief from the Hope Tax Credit reporting requirements that are very burdensome. Our position is that the individual taxpayer claiming this credit should provide this information, rather than the institution. At the federal level, we are trying to convince our representatives to do something to bring fairness toward the California students and taxpayers as California is not getting its fair share of federal funding because of our low tuition and fees. We are suggesting that other factors might be considered, such as cost of living and cost of textbooks.

Palomar's football team is off to a great start and will play the defending national champions, Mt. San Antonio College, next week.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

David Neeley spoke on behalf the classified and administrative employees of Palomar College bookstore and food services, as follows:

"We wish to reiterate our concerns over the District's proposal to the CCE/AFT and Administrative Association. First, however, we would like to extend our deepest appreciation to our fellow classified, administrative, and faculty members for the overwhelming support that we have had for the last two weeks. This display of solidarity has been truly encouraging during the past few weeks, and for that, we extend our thanks. We would also like to thank Jerry Patton for attending our staff meeting and keeping us as informed as he is able.

"Now, down to business. The question on everyone's mind is 'what to do with the bookstore and cafeteria.' The District's current proposal falls well short of the mark in providing the answer. Revenues are down, expenses are relatively low, salaries are relatively high, and so cut the salaries and your problems are solved, right? Unfortunately, it's not that simple. Arbitrarily cutting salaries will not solve the problem. It will only address the symptom. Among other things, the situation can be tied to actions taken by the District as far back as 15 years, which have snowballed into what we have today. To force current employees to pay for such actions is not even in the realm of fairness. Although we all loathe the concept of forming yet another committee, this seems the only fair and sensible way to find a solution. Such a committee should be comprised of representatives from the District, The Faculty, the Administrative Association, the CCE/AFT, the students, and most important, the employees of the bookstore and food services. After all, it's our livelihood that's on the line; and we have the right to fight for it. With this in mind, we submit that the conditions in the current District proposal to the CCE/AFT and Administrative Association are unjustified and, at the very least, premature. At the last Governing Board meeting, the statement was made and greatly reinforced that this is not a unit issue; it's a Palomar College family issue. In all honesty, at the moment, my fellow employees and I feel like unwanted stepchildren. If this is the message the Governing Board wishes to convey, then, by all means, proceed with your current course of action. If, however, your message is different, then show us. Remove the conditions from the COLA and allow it to be distributed immediately. And then, allow us to work together to solve the problem. Thank you."

Brad Peterson spoke regarding DSP&S students and the removal of Professional Write software from the computers in the Library CAI lab:

"I'm happy that ADA was already mentioned once in this meeting. For a fairly good number of years, up until the beginning of summer of this year, in the Computer Aided Instructional Laboratory in the lower level of the Library, two word processing programs were available, Microsoft and a program called "Professional Write." At the beginning of summer, Professional Write was removed from the computer system in the Library. The relevance of this, of course, is that Professional Write had been used rather heavily by students with disabilities, such as dyslexia and any other disability that made the use of Microsoft either difficult, extremely frustrating, or extremely discouraging for them. It's my understanding that some discussion was held about replacing Professional Write with a word processing software that would be much easier for disabled students to use than Microsoft Word, which, just parenthetically I may say, is both frustrating and discouraging even for very professional users of Microsoft products. The laboratory personnel had indicated that Professional Write would not be deleted from the computer system until the end of summer. But despite these indications, Professional Write was deleted at the beginning of summer. And now we're a few weeks into the new semester, and the concern is that the absence of an easier-to-use word processing module than Microsoft Word may put a handicap on top of the disabilities that already afflict many students. Since these days, with the progress of technology being what it is, it is pretty well expected that written assignments for almost all classes will be prepared on the computer, in testimony to which, the Library itself has only one typewriter. That is coming to be in the realm of the dinosaur. This being the case, we wanted to call to the Board's attention the fact that we are already launched into a new semester; and there is still no Professional Write, there has been no

replacement to date, and, yet, already students are having to prepare written assignments. It's my understanding that there are somewhere between 1,500 and 2,000 students on campus who are indeed disabled, and a number of them have approached me over the past few months and have indicated the burden that it would create for them to be confined exclusively to Microsoft. Apparently, the attorney general of the United States and several states, also, feel that Microsoft doesn't have the best policies in the world. I had some correspondence earlier this summer with the Director of Disabled Student Services who assured me that Bill Gates has given assurances that Microsoft will be made more accessible and more friendly for disabled persons, but I believe that Bill Gates may have other things on his mind. I would not want the disabled students to have to wait for the realization of Bill Gates' assurances. I thank you for giving me the opportunity to bring this to your attention."

Dr. Boggs asked if we have any indication that we are looking at replacement software. Gene Jackson reported that Microsoft Word is not that difficult to use, and Ron Haines, Director of DSP&S, recommends it. Gene stated that he had checked with Ron prior to removing Professional Write from the computers. In addition, software programs that allow for big screen type are not compatible with Professional Write. It also had a very small dictionary and no grammar checker. The company that made it has gone out of business, so we can no longer get it. Professional Write also does not run on Windows 98. Ron Haines agrees that it would be a disservice to the disabled students to use such an antiquated software program. Dr. Boggs noted that this was a rather old software program (1984).

Mr. Corona stated that he has spent some time researching this and has spoken with David Gray of the Library CAI lab and Jane Mills of the DSP&S computer lab. He understood that they were going to work together and reference information on seeking a program that would be accessible at both places so that the students wouldn't have one program at the DSP&S laboratory and a different one in the CAI lab. Apparently, this has not been developed yet. He will call them and report back to the Board at the next meeting.

Mr. Scofield suggested that, when a new software program is found, a laminated reference card be prepared for the quick reference of students, to assist them when they don't recognize an icon.

Dr. White stated that computers have been around for quite awhile, and if we're not using the proper kind of equipment for our students, we had better "get on the ball." It is ridiculous to expect students to be using outmoded or insufficient equipment.

Dr. Dougherty stated that he suspects this is a very complicated issue, but he agrees with Dr. White. He feels the best answer is to allow Gene Jackson to prepare a report for the next meeting to see where we are. Dr. Boggs suggested that DSP&S also be involved to be certain that we have a thorough report. Dr. Dougherty noted that the next meeting may be too soon; if so, it could be done another time.

G. COMMUNICATIONS

1. Letter from **State Senator David G. Kelley**, to Dr. Boggs, dated September 1, 1998, thanking him for his letter expressing opposition to AB 954. **Exhibit G-1**
2. Letter from **Senator Barbara Boxer**, to Dr. Boggs, dated August 26, 1998, thanking him for his letter regarding the adult job training and education bill and the Wellstone Amendment to S. 1882. **Exhibit G-2**

H. UNFINISHED BUSINESS

There was none.

I. NEW BUSINESS

1. DECLARE CERTAIN WELDING DEPARTMENT MACHINERY AND EQUIPMENT SURPLUS AND AUTHORIZE LOCAL AUCTION

MSC Dougherty, White

RESOLUTION 98-19135

BE IT RESOLVED, That twenty-six (26) items, having a total fair market value in excess of \$2,500.00 as detailed in the list which is filed herewith and incorporated herein by reference, consisting of welding machinery and equipment located in the Welding Department of the San Marcos Campus of Palomar College, be and are hereby declared surplus in accordance with District Procedure No. 552. Said machinery and equipment shall be sold at a local auction as an entire lot and by sealed bids to be submitted to the Office of Counsel, Contracts, and Special Projects of the District, after being advertised in accordance with said District Procedure No. 552. The District reserves the right to accept any bid that constitutes fair and adequate consideration for the lot, or it may reject all bids.

BE IT FURTHER RESOLVED, That, in the event no bids are received on the lot or that the bids received are not deemed to constitute fair and adequate consideration, the entire lot shall be transferred to the San Diego County Purchasing Agent, and sold at County auction in accordance with California Education Code Section 81451. **Exhibit I-1**

Dr. Dougherty reminded Jerry Patton and Ben Echeverria that Donovan State Correctional Facility can use items of nominal value. This time, however, he feels we should sell the items because of their value.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. APPROVE AMENDMENT EXTENDING AGREEMENT WITH STEPHENSON, WORLEY, GARRATT, SCHWARTZ, HEIDEL & PRAIRIE, LLP, FOR SPECIALIZED LEGAL SERVICES

MSC Dougherty, Hughes

RESOLUTION 98-19136

BE IT RESOLVED, That the agreement between the Palomar Community College District and the law firm of Stephenson, Worley, Garratt, Schwartz, Heidel & Prairie, LLP, originally approved by the Governing Board of the District on June 28, 1994, and amended on May 28, 1996, be and is hereby extended for the period September 1, 1998, to June 30, 1999. The hourly rate to be charged under this amended agreement shall be \$110.00. All other terms and conditions of the original agreement shall remain the same.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE AGREEMENT WITH THE CITY OF SAN MARCOS, COMMUNITY SERVICES DEPARTMENT, FOR USE OF WALNUT GROVE PARK BY EOPS**

MSC Dougherty, Hughes

RESOLUTION 98-19137

BE IT RESOLVED, That an agreement between the Palomar Community College District and the City of San Marcos, Community Services Department, for park usage (P 955) dated July 30, 1998, reserving Walnut Grove Park for the EOPS students' and children's Christmas Party, be and is hereby ratified and approved, and authorization is hereby given for advance payment of any required deposits to carry out this event, from Account No. 01-10-41-4116-6430-5604.00-1620.

Dr. Dougherty noted that no amount is shown. Ben Echeverria stated that it is left open because payment must be made in advance. He thinks the deposit is \$150.00.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **DECLARE CERTAIN AUDIO VISUAL EQUIPMENT SURPLUS AND AUTHORIZE LOCAL AUCTION**

MSC Dougherty, White

RESOLUTION 98-19138

BE IT RESOLVED, That twenty-four (24) items, as detailed in the list which is filed herewith and incorporated herein by reference, consisting of audio visual equipment located in the Warehouse of the San Marcos Campus of Palomar College, be and is hereby declared surplus property, no longer needed by the District. In accordance with District Procedure No. 552, this equipment shall be included in the San Diego County Auction, scheduled for October 10, 1998, and offered for sale by the San Diego County Purchasing Agent thereat as provided in California Education Code Section 81451. **Exhibit I-4**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE SUBSTITUTION OF SUBCONTRACTORS AS REQUESTED BY HELIX ELECTRIC, INC. ON THE SAN MARCOS CAMPUS INFRASTRUCTURE PROJECT**

MSC Dougherty, Hughes

RESOLUTION 98-19139

WHEREAS, The contract for the Construction of the San Marcos Campus Infrastructure Project (the "Project") was awarded to Helix Electric, Inc. ("Helix") by the Governing Board of the Palomar Community College District (the "District") at its regular meeting held on July 14, 1998 and subject to the approval by the Office of State Chancellor, California Community Colleges; and

WHEREAS, The Office of the State Chancellor and the State Department of Finance issue their written approval of the Project on August 18, 1998 and Notice to Proceed was issued by the District to Helix on that date with August 31, 1998 as the official date to proceed with the work of construction; and

WHEREAS, Helix listed Walther Electric (“Walther”) of Ceres, California, as a subcontractor for the “overhead work and telecommunications” constituting eight percent (8%) of the work (the “listed work”) to be done by Helix on the Project; and,

WHEREAS, Walther has refused to execute a written contract with Helix, and has refused to meet the bond requirements of Helix; and

WHEREAS, Grounds exist pursuant to California Public Code, Section 4107 for Helix to request the permission from the District to substitute a subcontractor or subcontractors to perform the listed work, that was to have been performed by Walther; and

WHEREAS, Helix notified the District on September 16, 1998 of the aforesaid refusals of Walther’s, and Helix has request permission from the District to substitute two (2) subcontractors in place and instead of Walther to perform the listed work; and,

WHEREAS, It is in the public interest and in the best interests of Helix and the District to approve this requested substitution of subcontractors;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Governing Board of the Palomar Community College District (the “Board”) finds that Walther Electric (“Walther”) of Ceres, California, was listed as a subcontractor on the bid of Helix Electric, Inc. (“Helix”) that this Board accepted on July 14, 1998 for the work of construction referenced above (the “Project”); and,
2. Based upon the credible and sufficient evidence presented to it by Helix, the Board finds Walther failed and refused to execute a written contract with Helix, and failed and refused to furnish the required bonds to Helix for the Project; and
3. Helix has requested permission pursuant to the provisions of California Public Contract Code, Section 4107, to substitute the following subcontractors in place and instead of Walther on the Project:
 - A. ProCal Electric of Twenty-Nine Palms, California 3% of the Work
 - B. Pacific Comtel of Escondido, California 5% of the Work
4. The Board finds that sufficient, credible evidence exists to grant the request of Helix to substitute the aforesaid subcontractors in place and instead of Walther; and,
5. The Board hereby grants the request of Helix, consents to the substitution of the above named subcontractors, ProCal Electric, and Pacific Comtel, in place and instead of Walther for eight percent (8%) of the work as listed on Helix’s original bid and contract; and,

6. The Board further resolves and directs that all notices to Walther as required under law be given , before this substitution of subcontractors authorized herein shall become effective, and following Walther's failure to file written objections within the time provided in Section 4107 of the Public Contract Code.
7. In the event Walther fails to file written objections with the Board within five (5) working days of notice of this action, it shall be deemed that Walther consents to the requested substitutions. If Walther files timely written objections with this Board, a hearing on said objections shall be had before this Board at its next regularly scheduled meeting, or at a special meeting called for this purpose, with prior notice thereof to all parties concerned.
Exhibit I-5

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

J. INSTRUCTIONAL REPORTS

There were none.

K. PERSONNEL

1. **APPROVE CLASSIFIED POSITION**

MSC Dougherty, Hughes

RESOLUTION 98-19140

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

- a. Position: **SENIOR OFFICE SPECIALIST**
Department: Admissions, Records, and Veterans' Services
Position #: 410156 New?: Yes
Sal Rng/Stp: 14/A Salary: **\$846.00 month**
% of position: 45% # of Mos: 12
Effective: October 1, 1998
Acct #(s): 01-10-40-4010-6210-2111.00-0915/100%
NOTE: Hours: Monday-Thursday, 1:30 pm-6 pm. This is a specially funded position; continuation depends on available funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE CLASSIFIED RECLASSIFICATION**

MSC Dougherty, White

RESOLUTION 98-19141

BE IT RESOLVED, That the reclassification of the following classified positions be approved in accordance with the implementation of the classification study as approved by the Governing Board on May 12, 1998:

- a. **Position:** **SENIOR LIBRARY MEDIA TECHNICIAN**
Department: Library Media Center
Name: L. Lea Ayala
Position #: 300353 New?: No
Remarks: Position was range 16, title same
Effective: July 1, 1997
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/R** Salary: **\$2,960.00 month**
Acct #: 01-10-32-3210-6120-2111.00-0000/100%
NOTE: The retro to 7/1/97 is a result of the classification study.
- b. **Position:** **SENIOR LIBRARY MEDIA TECHNICIAN**
Department: Library Media Center
Name: Robert Call
Position #: 300354 New?: No
Remarks: Position was range 16, title same
Effective: July 1, 1997
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/E** Salary: **\$2,582.00 month**
Acct #: 01-10-32-3210-6120-2111.00-0000/100%
NOTE: The retro to 7/1/97 is a result of the classification study.
- c. **Position:** **SENIOR LIBRARY MEDIA TECHNICIAN**
Department: Library Media Center
Name: Jane Johnson
Position #: 300357 New?: No
Remarks: Position was range 16, title same
Effective: July 1, 1997
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/E** Salary: **\$2,582.00 month**
Acct #: 01-10-32-3210-6120-2111.00-0000/100%
NOTE: The retro to 7/1/97 is a result of the classification study.
- d. **Position:** **SENIOR LIBRARY MEDIA TECHNICIAN**
Department: Library Media Center
Name: Hugh McKinney
Position #: 300355 New?: No
Remarks: Position was range 16, title same
Effective: July 1, 1997
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/N** Salary: **\$2,835.00 month**
Acct #: 01-10-32-3210-6120-2111.00-0000/100%
NOTE: The retro to 7/1/97 is a result of the classification study.

- e. **Position:** **INSTRUCTIONAL SUPPORT ASSISTANT III**
Department: Foreign Languages
Name: Laura Sterling
Position #: 310951 New?: No
Remarks: Position was range 24, title same
Effective: July 1, 1997
% of position: 100% # of Mos: 12
Sal Rng/Stp: **25/G** Salary: **\$3,084.00 month**
Acct #: 01-10-36-3631-1102-2211.00-0000/15%
 01-10-36-3632-1103-2211.00-0000/20%
 01-10-36-3633-1106-2211.00-0000/10%
 01-10-36-3634-1105-2211.00-0000/50%
 01-10-36-3635-1109-2211.00-0000/5%
- NOTE:** The retro to 7/1/97 is a result of the classification study.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED POSITION DECREASE**

MSC Dougherty, White

RESOLUTION 98-19142

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

- a. **Position:** **TUTORIAL SPECIALIST**
Department: Tutoring Services
Name: Vacant
Position #: 460750 New?: No
Remarks: Decrease position from 100% 11 months to 70%, 11 months
Effective: September 23, 1998
% of position: 70% # of Mos: 11
Sal Rng/Stp: 22/A Salary: **\$1,600.20 per month**
Acct #: 01-10-43-4315-6316-2111.00-0000/100%
- b. **Position:** **TUTORIAL ASSISTANT**
Department: Tutoring Services
Name: Vacant
Position #: 460751 New?: No
Remarks: Decrease position from 56% 11 months to 40%, 11 months
Effective: September 23, 1998
% of position: 40% # of Mos: 11
Sal Rng/Stp: 9/A Salary: **\$665.60 per month**
Acct #: 01-10-43-4315-6316-2111.00-0000/100%

Ms. Hughes asked if this is an in-house reorganization as she noted we are decreasing some positions and increasing another position. Jerry Patton answered affirmatively, noting that this has been discussed with Ernie Carson.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE CLASSIFIED POSITION INCREASE**

MSC Dougherty, Hughes

RESOLUTION 98-19143

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

- a. Position: **TUTORIAL ASSISTANT**
Department: Tutoring Services
Name: Monique Scaduto
Position #: 460752 New?: No
Sal Rng/Stp: 9/B Salary: **\$1,248.00 per month**
% of position: 75% # of Mos: 11
Remarks: Increase position from 45%, 11 months, to 75%, 11 months
Effective: October 1, 1998
Acct #(s): 01-10-43-4315-6316-2111.00-0000/100%
NOTE: Increase of position will include benefits.

Dr. Dougherty asked at what level people receive benefits. Jerry Patton responded 50%. Dr. Dougherty stated that he is glad we are doing this for this person.

The Vote was unanimous.
Student Trustee Advisory Vote: Abstain

5. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 98-19144

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

- a. Name: **MARIA VICTORIA MONSALUD**
Position: College Health Nurse
Department: Health Services
Position #: 460551 New?: No
Remarks: Replacement for Maureen Brewer
Sal Rng/Stp: 35/A Salary: **\$3,138.00 month**
% of position: 100% # of Mos: 12
Effective: September 30, 1998
Acct #(s): 01-10-41-4140-6440-2114.00-1876/100%
Note: This is a specially funded position; its continuation depends on available funds.

- e. Name: **CYNTHIA A. KAPTEIN**
Position: Education Center Specialist
Department: Fallbrook/Camp Pendleton Education Centers
Position #: 340550 New?: No
Remarks: Replacement for Cynthia Smith
Sal Rng/Stp: 13/A **Salary: 1,926.00 month**
% of position: 100% # of Mos: 12
Effective: September 23, 1998
Acct #(s) 01-14-31-3145-6014-2111.00-0000/70%
01-17-31-3141-6014-2111.00-0000/30%
- Note:** Normal work schedule: 1:30 pm – 10:00 pm, Monday – Thursday, at the Fallbrook Education Center; 8:00 am – 4:30 pm, Friday, at the Camp Pendleton Education Center. 3% added to base salary for hours worked between 6:00 pm and 10:00 pm.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

L. ITEMS PENDING

There were no items pending.

M. COMMENTS FROM BOARD MEMBERS

Dr. Dougherty stated that he also was in San Francisco last weekend and had difficulty finding a hotel.

Dr. Dougherty stated that this Saturday, he will be traveling to Redlands for his 50th high school reunion.

Ms. Hughes stated that she thoroughly enjoyed Saturday's President's Associates event, "Palomar Goes to the Orient Express." It was a very nice evening, and it was exciting to see how much money they raised for the students of Palomar College. Dr. Boggs stated that we don't have a final count yet, but it should be well over \$60,000.

Dr. White also echoed Ms. Hughes comments about the delightful evening last Saturday.

Mr. Scofield stated that he had a delightful time at the President's Associates event.

Mr. Jensen asked if anyone is planning on pursuing one of the Microsoft grants. Mike Rourke reported that CSIS is considering applying for one of them.

Mr. Corona commented that he would like the Board to know that, as a student, he feels it is detrimental to think about decreasing the salaries of anyone on this campus without letting them be involved in the decision. He asked that the Board consider making a decision tonight or create a committee that will involve all of the groups necessary to make an agreement that is feasible for the District and the employees. Not only does Palomar need these employees, but also the students need these employees. They are not only employees; they are moms, dads, and brothers; and people depend on them. When we play with people's paychecks, we affect not only them but also everyone who is connected to them. He urged the Board to please consider that in making their decisions.

Mr. Corona introduced Peter Mojica, who is currently serving as the appointed Vice President and Chair of ICC, and is also a wrestler for Palomar.

N. CLOSED SESSION

The Board recessed at 7:55 p.m. and went into Closed Session at 8:02 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference with Designated Representatives regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference with Designated Representatives regarding discussion with All Other Unrepresented Employees, pursuant to Government Code 54957.6.

Closed Session ended at 8:29 p.m.

O. RECONVENE TO OPEN SESSION

The meeting reconvened at 8:30 p.m. There was no reportable action.

P. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

President

Secretary