



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, NOVEMBER 10, 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 7:00 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  
Jerry Patton, Assistant Superintendent/Vice President, Finance and Administrative Services  
Bill Flynn, Dean, Community Learning Resources  
Paul Kelly, Dean, Vocational Technology  
Doris Pichon, Dean, Human Arts and Sciences  
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences  
Lise Telson, Dean, Student Support Programs  
Dale Wallenius, Chief Advancement Officer, Executive Vice President to the Foundation

**STAFF:**

Jenny Al-Shafie, Office Specialist, Business Education  
Barbara Baldrige, Executive Assistant, President's Office  
Norma Bean, Vice President, Administrative Association  
Bruce Bishop, President, The Faculty  
Ernie Carson, President, CCE/AFT  
Kris Coxsey, Interim Manager, Community Service Programs  
Kathy Davis, Information Services  
Jimmy Diaz, Custodian II, Custodial Services  
Kathleen Dunham, Instructional Support Assistant III, Business Education  
Ben Echeverria, Counsel, Contracts, and Special Projects  
JoAnn Ellis, Information Services  
Mike Ellis, Director, Facilities

Judy Fish, Director, ROP  
Kendra Jeffcoat, Special Assistant to the President  
Dr. George Mozes, Director, Library/ETV  
Dr. Michael Norton, Director, Public Information  
Meredith Oliver, Bookstore Assistant I/Data Entry  
Valerie Parker, Bookstore Assistant II  
Tom Plotts, Police Academy Coordinator, Public Safety Programs  
June Stadler, Coordinator, ESL/Non-Credit Matriculation  
Dr. Mark Vernoy, President, Faculty Senate

**GUESTS:**

Lee Baldrige  
Shigehiro Kondo, *The Telescope*  
Peter Mojica, ASG Vice President, ICC Chair  
Dr. Michele Nelson, Trustee-Elect  
Buddy Rabaya, ASG  
Yukiwo Tara, *The Telescope*  
K. J. Tosaya, Student  
Gary Warth, *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 Jensen, Dougherty

**RESOLUTION 98-19194**

**BE IT RESOLVED, That** the Minutes of the Regular Meeting held on October 27, 1998, be approved.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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**C O N S E N T   C A L E N D A R**

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CC.

1.     **ACCEPTANCE OF GIFTS**

MSC   Jensen, Dougherty

**RESOLUTION 98-19195**

letter of     **BE IT RESOLVED, That** the following gifts be accepted and that an appropriate appreciation be sent:

- a.     High-temperature textiles (silico fabrics that withstand temperatures up to 3000°), to be used in covering tongs in hot glass area, experimental in slump glass and jewelry, donated by **John Gallagher**, 665 Via Rancho Parkway, Escondido, California 92029. Cash value estimated by donor is \$650.
- b.     Audio studio custom cabinets, 9' x 10' with equipment racks and lights, to be used at KKSM radio station to house multiple audio units; lights to be used in Q-1, donated by **Granite Bridge Studio**, Keith Castiglione, 10180 Fraternal Court, San Diego, California 92121. Cash value estimated by donor is \$3,000.
- c.     Radio broadcast station equipment to be used in the Communications Department, donated by **Jack H. Rabell**, 2860 North Victoria Drive, Alpine, California 91901. Cash value estimated by donor is \$5,800.
- d.     One 1992 Toyota vehicle, for use in the Trades and Industry Department, donated by **Thomas and Marianne Mann**, 5410 Estate Ridge Road, Anaheim, California 92807. No cash value estimated by donor.
- e.     Computer, Pentium 90, with Western Digital hard drives, 525MB and 425MB, 3\_” floppy drive, 4x CD, 2MB video, to be used as the web server in the Business Education Department, donated by **John Leahy**, 11131 Calgary Way, Valley Center, California 92082. Cash value estimated by donor is \$500.

The Vote was unanimous.  
Student Trustee Advisory Vote:   Aye

**FINANCIAL REPORTS**

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

**Memo from Lois Meyer, Director, Fiscal Services. Exhibit CC-2**

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

MSC Jensen, Dougherty

**RESOLUTION 98-19196**

**BE IT RESOLVED, That Revolving Cash Expenditures**, Check Nos. 11326 through 11328, in the amount of \$866.56 from the General Fund, for October, 1998, be approved. **Exhibit CC-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE SALARY WARRANTS**

MSC Jensen, Dougherty

**RESOLUTION 98-19197**

**BE IT RESOLVED, That the following Salary Warrants** be approved:

Payroll dated 10-9-98	\$ 428,343.32
Payroll dated 10-20-98	950,682.17
Payroll dated 10-30-98	<u>2,810,533.08</u>

Total for October, 1998	\$4,189,558.57	<b>Exhibit</b>
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CC-4

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **INFORMATION: BOOKSTORE BALANCE SHEET AND INCOME STATEMENT**

**Bookstore Balance Sheet** as of September 30, 1998, and **Income Statement** for the quarter ended September 30, 1998. **Exhibit CC-5**

6. **INFORMATION: FOOD SERVICES BALANCE SHEET AND OPERATING STATEMENT**

**Food Services Balance Sheet** as of September 30, 1998, and **Operating Statement** for the quarter ended September 30, 1998. **Exhibit CC-6**

7. **INFORMATION: ASSOCIATED STUDENTS BALANCE SHEET, COMPARATIVE STATEMENT OF INCOME AND EXPENSES, TRUST FUND BALANCES, AND REPORT OF CURRENT LIABILITIES AND ACCOUNTS RECEIVABLE**

**Associated Students Balance Sheet, Comparative Statement of Income and Expenses, Trust Fund Balances, and Report of Current Liabilities and Accounts Receivable**, as of September 30, 1998. **Exhibit CC-7**

8. **INFORMATION: TRUST FUND 20 BALANCE SHEET AND REPORT OF INCOME AND EXPENDITURES**

**Trust Fund 20 Balance Sheet and Report of Income and Expenditures** as of September 30, 1998. **Exhibit CC-8**

9. **INFORMATION: STATE FINANCIAL AID TRUST FUND BALANCE**

**State Financial Aid Trust Fund Balance** as of September 30, 1998, **Report of Income and Expenditures** for the three months ended September 30, 1998. **Exhibit CC-9**

10. **REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY (60) DAYS**

MSC Jensen, Dougherty

**RESOLUTION 98-19198**

**BE IT RESOLVED, That** all purchase transactions and contracts entered into on behalf of the Palomar Community College District pursuant to resolutions numbered 96-18423 and 96-18424, adopted June 24, 1997, as detailed on the information spreadsheet lodged herewith as **Exhibit CC-10**, be and are hereby reviewed and approved for the following Purchase Order Nos. 940664 through 940968, Agreement/Item Nos. 945050 through 945102, Travel Nos. 950049 through 950059, Reimburse/Adv/Increases Nos. 960209 through 960275, Repair Nos. 975026 through 975040, Agreement/Annual Nos. 980089 through 980130, and Utility Nos. 995034 through 995034 in the total amount of \$413,202.86 be approved.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10a. **INFORMATION: FINANCIAL AID FUND BALANCE, BALANCE SHEET, REPORT OF INCOME AND EXPENDITURES, ACCOUNTS RECEIVABLE AND CURRENT LIABILITIES, AND STATUS OF PROGRAM ALLOCATIONS**

**Financial Aid Fund Balance** for the three months ended September 30, 1998, **Balance Sheet** as of September 30, 1998, **Report of Income and Expenditures** for the three months ended September 30, 1998, **Accounts Receivable and Current Liabilities** as of September 30, 1998, and **Report of Status of Program Allocations** as of September 30, 1998. **Exhibit CC-10a**

**PERSONNEL**

11. **GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Jensen, Dougherty

**RESOLUTION 98-19199**

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

Bowen, Leta – Electronics & Computer Hardware Technology  
Lamson, Mark – Dance

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

12. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Jensen, Dougherty

**RESOLUTION 98-19200**

**BE IT RESOLVED, That** the employment of the following adjunct faculty, at the rate indicated for the Fall, 1998, and Spring, 1999, semesters (day and/or evening), be approved; said adjunct faculty are not scheduled to teach more than a 60-percent load:

**FALL 1998**

**BUSINESS EDUCATION**

Black, Karen	Paralegal Studies B.S., Business Administration (Real Estate) J.D., Law LL.M., Taxation	\$32.97
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Bowen, Patricia	Office Information Systems A.A., Medical Transcription 6+ years of experience	\$31.91
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Mandel, Loren	Paralegal Studies B.S., Business Administration LL.B., Law	\$32.97
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**DISABLED STUDENT PROGRAMS & SERVICES**

Mathers, Susan Paula	Counselor A.A., Mental Health B.S., Occupational Therapy M.S., Rehabilitation Counseling	\$32.97
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**ECONOMICS, HISTORY, & POLITICAL SCIENCE**

Butler, Keith	Economics B.A., Economics M.B.A, Business Administration	\$32.97
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**ENGLISH AS A SECOND LANGUAGE**

Gonzalez, Jesus	Counseling A.S., Administration of Justice B.S., Criminal Justice Administration M.H.S., Community Counseling	\$32.97
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Pongsrikul, Barbara	ESL A.A., Business Management B.S., Ornamental Horticulture M.A., Education	\$32.97
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Rodriguez Jr., Arthur	Counseling	\$32.97
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**EXTENDED OPPORTUNITY PROGRAMS & SERVICES**

Rodriguez Jr., Arthur	Counseling	\$32.97
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**GRAPHIC COMMUNICATIONS**

Lentz, Jon	Graphic Communications B.A., Classical Studies 6 years of experience	\$31.91
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**PERFORMING ARTS**

Lamson, Mark	Dance 16 years of experience	\$31.91
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**TRADES & INDUSTRY**

Bowen, Leta	Electronics & Computer Hardware Tech. Certificate, Computer Electronics Certificate, Consumer Electronics 6+ years of experience	\$31.91
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**SPRING 1999**

**SPEECH COMMUNICATION, FORENSICS, ASL**

Naughton, Karen	ASL B.A., Deaf Studies M.A., Linguistics	\$32.97
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

13. **INFORMATION: RESIGNATION**

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

- a. **FLORENTINA M. RONQUILLO**, College Health Nurse, Student Health Services, effective October 23, 1998. (last day worked 10/12/98)

**COMMUNITY SERVICE CLASSES**

14. **APPROVE NEW CLASSES AND AGREEMENTS FOR COMMUNITY SERVICES CLASSES**

MSC Jensen, Dougherty

**RESOLUTION 98-19201**

**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:

**Spring/1999**

- a. Presenter: Berquist, Michelle  
Name of Class: How to Start a Home-Based Day Care Business  
Effective: April 12, 1999  
Rate: 30 % of fees collected  
Terms: Minimum of 10 students
- b. Presenter: Davidson, Ken  
Name of Class: Hooking Up Your Cable Box, VCR, TV, DVD/CD, or DSS  
Effective: January 30, 1999  
Rate: 30% of fees collected  
Terms: Minimum of 10 students
- c. Presenter: Fujawa, Judy  
Name of class: Books Here, Books There, Books Everywhere!  
Effective: February 10, 1999  
Rate: 30% of fees collected  
Terms: Minimum of 10 students
- d. Presenter: Fujawa, Judy  
Name of Class: Inquiring Parents Want to Know  
Effective: March 10, 1999  
Rate: 30% of fees collected  
Terms: Minimum of 10 students
- e. Presenter: Fujawa, Judy  
Name of Class: I Have an Idea!  
Effective: April 7, 1999  
Rate: 30% of fees collected  
Terms: Minimum of 10 students
- f. Presenter: Griswold, Lorraine  
Name of Class: Taking Control - A Financial Management Workshop for Women  
Effective: February 25, 1999  
Rate: \$20 per student  
Terms: Minimum of 10 students

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- g.     Presenter:             Hardman, Patrick  
       Name of Class:       Instant Piano  
       Effective:            January 23, 1999  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
- h.     Presenter:             Hardman, Patrick  
       Name of Class:       Keyboards Kool & Kwik  
       Effective:            January 23, 1999  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
- i.     Presenter:             Hasler, Willeen  
       Name of Class:       Challenges of the 21<sup>st</sup> Century for Office  
                                  Professionals  
       Effective:            March 13, 1999  
       Rate:                 \$75  
       Terms:                Minimum of 10 students
- j.     Presenter:             Holmgren, Maxine  
       Name of Class:       Personality! It's all in the Family!  
       Effective:            April 10, 1999  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
- k.     Presenter:             Leichliter, Michael  
       Name of Class:       Swimming Pool Service and Repair  
       Effective:            May 8, 1999  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
- l.     Presenter:             Lewellyn, Harry  
       Name of Class:       Anza-Borrego Desert 4WD Tour  
       Effective:            February 23, 1999  
       Rate:                 50% of fees collected  
       Terms:                Minimum of 10 students
- m.     Presenter:             Rodriquez, Arturo  
       Name of Class:       How to Buy Bargain Real Estate on Sale  
       Effective:            February 27, 1999  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
- n.     Presenter:             Rodriquez, Arturo  
       Name of Class:       How to Sell Your Own Property  
       Effective:            May 8, 1999  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
- o.     Presenter:             Smith, Ray  
       Name of Class:       The Ultimate Tennis Crash Course for Beginners  
       Effective:            February 6, 1999  
       Rate:                 50% of fees collected  
       Terms:                Minimum of 6 students

- p.     Presenter:             Smith, Ray  
       Name of Class:       Doubles for the Volleyer Who Wants to Win  
       Effective:            March 20, 1999  
       Rate:                 50% of fees collected  
       Terms:                Minimum of 6 students
- q.     Presenter:             Smith, Ray  
       Name of Class:       Play Better Singles in One Day  
       Effective:            March 27, 1999  
       Rate:                 50% of fees collected  
       Terms:                Minimum of 6 students

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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**Resumption of  
REGULAR AGENDA**

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**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**

There was no report.

2.     **INFORMATION: Report of The Faculty**

Bruce Bishop stated that he continues to speak to a variety of staff members of Palomar College, and they continue to share with him their concern about the lack of COLA to the classified staff. He hopes that the Board will once again consider separating the issues in negotiation with the classified staff from COLA, and settle it in the spirit of the holidays. Hopefully, these employees will have their COLA prior to the holidays and the issue will be resolved.

Dr. White suggested that this be done and moved that the item be on the agenda for discussion and action at the next meeting. The motion died for lack of a second.

Dr. Boggs pointed out that this is a subject of negotiations and should be discussed in closed session.

3. **INFORMATION: Report of the Administrative Association**

Norma Bean reported that the COLA request of the Administrative Association will be considered tonight. The Association also hopes for a speedy negotiation with the classified unit, so that they, too, might reach a mutual agreement.

Another concern of the Administrative Association is that on tonight's agenda, in some of the positions, the word "Coordinator" is used. There was general concern that there is a need to visit how certain job titles are used. The word "Coordinator" is used in some faculty positions and some classified positions, and now, administrative positions. The group hopes that this matter might be discussed.

Mr. Scofield asked how we arrive at titles. Jerry Patton reported that, in the Anderson classification study process, job titles, job content, and salary placement were reviewed. In regard to administrative positions, titles were arrived at several years ago during the Ewing Study. We are still following the same process.

4. **INFORMATION: Report of the CCE/AFT**

Ernie Carson reported that 16 members of CCE/AFT had attended a conference this past weekend in Long Beach. Several workshops were conducted, including "Reinvigorating Your Union," "Job Reclassifications," and "Effective Communications." The input the group received not only makes them stronger union people, but also helps them become better employees and family members. The AFT has promoted positive results from these recent workshops during the past few years.

Ernie thanked those who helped the CCE in their participation during the last election. The NEA/CTA office on Grand Avenue in San Marcos made their phone banks available to the CCE. He also thanked those who handed out fliers. Ernie stated that one vote does make a difference, and we can help shape our own destiny.

5. **INFORMATION: Report of the Associated Student Government**

Xavier Corona reported that the ASG had served coffee and donuts to over 600 students on the evenings of October 26, 27, and 28 and distributed information about ASG.

ASG recently hosted a forum with a high-school board candidate and a candidate for superior court judge.

ASG also had a "Disco Fever" event that drew many children from the Boys' and Girls' Club to our campus. Marisol Feliz-Marquez, VP of State Affairs, who works at the Boys' and Girls' Club, encouraged them to come to enjoy the activities. Several of the children indicated to her that they want to come to Palomar someday. The ASG is helping to promote the College both on and off campus.

Last week was Comet Week. ASG gave out over 350 hot dogs, soft drinks, and chips to day and night students. Students from the ESL Department indicated that this was the first time they have felt they are a part of something. Many persons have volunteered to help the ASG promote the College.

ASG attended the Homecoming Game and made banners for the successful Homecoming Dance. The dance was the first held on campus for many years. Xavier thanked Campus Patrol, Facilities, Marilyn Lunde, Lisa Cox, ASG officers, and Pat Barrett and the Food Services staff for their extra efforts for this event.

CCCT will have an agenda item for its next meeting regarding the attempt by CalSACC to take 25 percent of student representation fees from those colleges that have such a fee. Xavier will give a report at that meeting on this item.

ASG is preparing for a conference in Florida where they will meet student government leaders from across the nation to gather ideas on how to better represent our students and help in promoting student success.

Xavier noted students are concerned about trees being removed from the campus or relocated because of the infrastructure project. Students are also concerned about how Bookstore changes may affect them.

The ASG has also received complaints about the restructuring of the campus, gates, noise level during the day, poor lighting at night, and temporary fences. ASG will attempt to improve communication with the students so that they understand the necessity of these temporary inconveniences that will benefit the campus in the long-term.

CalSACC has appointed Buddy Rabaya, Brent Melton, and Israel Cervantes to serve on Chancellor's Office committees.

Xavier again mentioned his request to make the Bookstore more accessible for disabled persons. His proposal for an electric door is being forwarded to the Resource Allocation Committee to look into funding.

Dr. Dougherty stated that he feels what the ASG is doing by handing out ice cream and donuts is sending a message to students that somebody here cares about them. Some students feel very much alone when they start college. To have some symbol that we care about them and are interested in them goes a long way. He congratulated ASG on its programs to do that. He stated that, during the last few years, more has been done to welcome students than was done during the first 30 years of the institution.

6. **INFORMATION: Report of Superintendent**

Dr. Boggs reported that he received good news today that the Chancellor's Office is recommending to the Board of Governors 13 new projects for approval at the November meeting. Palomar College's high-tech science lab and lecture building is one of them. They are recommending funding for planning in 1999-2000 and working drawings in 2000-2001. There is no guarantee, however, that construction funding will come from Proposition 1A; however, we will be lobbying to do that.

Dr. Boggs congratulated Patty Deen and Al Trujillo, from our Earth Sciences Department, along with Anna Wilder O'Neil, a teacher at La Costa Canyon High School, for presenting, "An Introduction to Ocean Drilling, Including the Use of Computer-Assisted Instruction for Grades 9-12," at the Second Annual Spotlight on Science Conference sponsored by California State University at San Marcos.

Dr. Boggs received a message forwarded from Bill Medove, a recruiter for Mammoth Mountain Resort, commending Ron Jordan and Barbara Clay for our recent Career Fair. Mr. Medove reported that he met and interviewed some great applicants and hired a few of them on the spot.

Dr. Boggs announced that Robert Roseen, former Governing Board member and Foundation Board member, has passed away in Georgia. Services will be held at Christ the King Lutheran Church in Fallbrook on November 18, at 11 a.m.

Dr. Boggs noted that a reception has been scheduled to welcome Dr. Jack Miyamoto to the campus and to honor Harold Scofield for his eight years of service as a Governing Board member on November 24, 5 to 6:30 p.m., in the Staff Lounge.

Dr. Boggs congratulated Michele Nelson and welcomed her to the Board.

Dr. Boggs thanked Harold Scofield for his work on behalf of the Board over the years.

Dr. Boggs reported that David Viar, from CCLC, is available to come for a Board retreat on Saturday, January 23. David is willing to bring a trustee with him, such as Carol Smith, who participated in a previous Board retreat. Dr. Dougherty stated that Carol was outstanding, and he would like to have her appear again. Ben Echeverria will also attend to bring the Board up to date on the most recent changes in the Brown Act.

Dr. Boggs asked the Board members to start thinking about a retreat to develop the District Goals for 1999. He suggested March 13, 20, or 27. Mr. Scofield stated that it would be appreciated if the faculty, administration, and classified staff could be represented at this retreat to provide input toward the goals. Dr. Boggs noted that he had sent an E-mail to the President's Advisory Council members with last year's goals and asked for suggestions for the goals for next year.

Dr. Dougherty reported that he has enjoyed having the retreats in Escondido, but since the Library there now has books in it, they have had to meet in a very small conference room. He suggested meeting at other public agencies, such as Pomerado Hospital or Rancho Bernardo High School, which would be convenient to most of the Board members. Dr. Boggs stated that the Vallecitos Water District in San Marcos has a nice facility, and some retreats have been held at Lake San Marcos. Mr. Corona suggested having it at one of the education centers because he thinks not all the Board members may be familiar with some of the centers, other than Escondido or the San Marcos campus. Dr. Boggs stated that we have had meetings at some of the other education centers in the past, such as the Pauma Indian Reservation and Mt. Carmel.

Jerry Patton announced that the legislative proposal to extend the STRS Golden Handshake past the December 31, 1998, failed to pass this year. STRS notified the District early in October that a District Governing Board could pass a resolution authorizing the Golden Handshake with a window in the Spring. The Staff Benefits Committee voted overwhelmingly to pass on a recommendation to the Board that this be done. Jerry passed this on to the Board as an information item and plans to have it on the agenda for the next meeting as an action item.

Jerry Patton stated that the Department of Education has notified the District that our funding for financial aid this month is running about two weeks late. Several of our students have suffered hardship as a result of this. Consequently, he has authorized Lois Meyer to advance the funds out of the General Fund and write the checks for our students. The electronic fund transfer of \$449,000 should hit our bank on November 11. Mr. Scofield asked why the federal government was late with the funds. Jerry stated that our original request was somehow rerouted and one of their computers failed. Many other colleges have experienced the same delay that we have.

7. **INFORMATION: Report of Other Organizations and/or Individuals**

Kathy Davis addressed the Board at this time: "My name is Kathy Davis and I have been a classified employee at Palomar for the past eight years. I have been attending several of the Governing Board meetings recently and have heard several individuals speak regarding the District's proposal that ties the COLA for the classified employees with the outsourcing of the Bookstore. As I have sat here listening, one analogy keeps coming to mind, and that is a medical one. The Bookstore is an ailing patient, the District is the physician, and the classified unit is the family. The physician (District) has been pouring medication, in this case money, into the patient for a number of years, just treating the symptoms, not the disease. Now, by tying the classified employees' COLA to the treatment (outsourcing), the physician is asking the family (the classified employees) to "pull the plug" without giving them any alternative treatment options.

"I do not profess to be an expert on the financial ills of the Bookstore, and it would probably be safe to say that most classified unit employees are not experts, but we are being asked to make a choice between a raise and outsourcing Bookstore services. Maybe outsourcing is the 'cure,' but why should the classified unit employees be forced to make the decision to 'pull the plug'?"

"'Shared governance' is a popular term used at Palomar, and it seems to me that this structure should be utilized here and a task force should be organized to look into alternative 'treatments.' COLA is a cost-of-living adjustment and should not be tied to any other issues.

"The Faculty have already received their COLA, and the Administrative Association's COLA is on the agenda tonight. I urge the District to give the classified employees what they have already given the other groups. I would like to see the classified COLA on the agenda for the next Governing Board meeting. Thank you."

G. **COMMUNICATIONS**

1. Letter from **Governor Pete Wilson**, to Dr. Boggs and others, dated October 23, 1998, thanking him for his correspondence regarding AB 2804. **Exhibit G-1**
2. Letter from **Jack Miyamoto, President, ACCCA Board of Directors**, to Lise Telson, dated October 21, 1998, thanking her for including him in the Mentor Program. **Exhibit G-2**

H. **UNFINISHED BUSINESS**

1. **REMOVE FROM THE TABLE RESOLUTION TO APPROVE VIDEO CONFERENCE PRODUCTION AGREEMENT WITH PUBLIC BROADCASTING SERVICE**

MSC Dougherty, Jensen

**RESOLUTION 98-19202**

**BE IT RESOLVED, That** the resolution to approve the video conference production agreement with the Public Broadcasting Service be removed from the table.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **APPROVE VIDEO CONFERENCE PRODUCTION AGREEMENT WITH PUBLIC BROADCASTING SERVICE**

MSC Dougherty, Jensen

**RESOLUTION 98-19203**

**BE IT RESOLVED, That** an agreement be approved between the Palomar Community College District ("District") and the Public Broadcasting Service ("PBS"), a nonprofit corporation, for the production of a video conference to be produced by the District on February 4, 1999, with revenues from teleconference licensing fees and any earned income from sales of video cassettes of the telecourse to be shared equally between District and PBS.

**BE IT FURTHER RESOLVED, That** all rights, copyrights, permissions, personnel services, and facilities required for the production of the video conference are the responsibility of the District, and the District shall be responsible for all costs associated with the production, licensing, and obtaining the copyright in the name of District. Funding for these costs shall be from that portion of the net revenues of the Third Learning Paradigm Conference (to be held in San Diego on January 9-12, 1999), allocated to promoting future conferences and related activities.

**BE IT FURTHER RESOLVED, That** the District grants to PBS the rights to market and license the video course to PBS customers and to reproduce and distribute ancillary materials or authorize reproduction of the ancillary materials by PBS customers. The District also grants to PBS the right to record the video conference and to duplicate the video conference for an additional license fee and to distribute the video conference by electronic transmission, including via satellite, and to authorize PBS customers to record and/or duplicate the videogram by what is known as "license off-satellite recording." **Exhibit H-1**

Dr. Dougherty stated that he appreciates the detailed financial information supplied by Bill Flynn. He is confident that this will be, at the very least, a break-even thing. Ms. Hughes stated that it looks like the costs are approximately \$12,000. She asked what the total profits of the Learning Paradigm Conference were last year. Bill Flynn responded that the net profit was \$74,900.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

I. **NEW BUSINESS**

1. **INFORMATION: CHANCELLOR'S OFFICE DISTANCE EDUCATION INSTITUTIONAL SURVEY**

**Exhibit I-1**

2. **INFORMATION: OFFER HYATT LEGAL PLAN ON VOLUNTARY BASIS TO BENEFIT-ELIGIBLE EMPLOYEES AND RETIREES**

The Consortium Hyatt Legal Plan to benefit-eligible employees and retirees will be made available on a voluntary basis. The Plan's effective date will be January 1, 1999.

Ms. Hughes asked if this came to the Board because some employees are interested in doing this. Jerry Patton responded that JPA, our fringe benefits consortium, presented this to the Staff Benefits Committee. Ben Echeverria also reviewed it. It is not a panacea for providing legal services, but all employee groups felt that, because it is voluntary, it should be offered.

3. **RECEIVE BIDS FOR THE HOWARD BRUBECK THEATRE SUBSTATION INSTALLATION PROJECT, DECLARE SERVICE ELECTRICAL SYSTEMS, INC. THE APPARENT LOWEST BIDDER, AND AUTHORIZE A CONTRACT WITH SERVICE ELECTRICAL SYSTEMS, INC.**

MSC Dougherty, Hughes

**RESOLUTION 98-19204**

**BE IT RESOLVED, That** the following bids were received by the Palomar Community College District on October 26, 1998, for the Howard Brubeck Theatre Substation Installation Project ("Project") as follows: (1) Service Electrical Systems, Inc., of Poway, \$26,200.00; (2) Steiny & Company, Inc., of El Cajon, \$41,000.00, and (3) Saturn Electric, Inc., of San Diego, \$41,411.00; and,

**BE IT FURTHER RESOLVED, That** Service Electrical Systems, Inc. (SESI) of Poway be and is hereby declared to be the lowest responsive bidder for the Project; and a contract for the amount of \$26,200.00 is hereby authorized with SESI, subject to its submission of all required certificates of insurance and bonding.

**BE IT FURTHER RESOLVED, That** the additive of \$13,000.00 for excess insurance on the Project, as contained in the bid of SESI, be and is hereby declined on condition that the basic GLC Policy of SESI of \$1,000,000.00 be maintained throughout the construction of the Project and for one year following the completion thereof. Account Nos. 05-10-64-6400-7100-6200.00-0644 (22.22%) and 05-10-64-6400-7100-6200.00-1644 (77.78%) **Exhibit I-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **ACCEPT OFFER TO DONATE LAND IN BORREGO SPRINGS TENDERED BY IRENE H. ULEVITCH**

MSC Dougherty, Jensen

**RESOLUTION 98-19205**

**BE IT RESOLVED, That** the Offer of Irene H. Ulevitch to donate to the Palomar Community College District the unimproved real property located in Borrego Springs, California, as more specifically described below, be and is hereby accepted, subject to the terms and conditions stated in the Offer, a true and correct copy of which is lodged in support of this Resolution. The following parcel numbers are identified on the San Diego County Assessor's Map No. 142-21:

Parcel Number 142 210 05 00 consisting of 156.46 Acres  
Parcel Number 142 210 04 00 consisting of 78.23 Acres  
Parcel Number 142 210 02 00 consisting of 58.23 Acres

**BE IT FURTHER RESOLVED, That** this donation has the approval of the Palomar College Foundation whose Board of Directors shall acknowledge to Irene H. Ulevitch the acceptance of this generous donation to the Palomar Community College District in accordance with conditions stated in the Offer, and with the express understanding that should the Property not be used for District purposes, including, but not limited to educational purposes, revenue generating purposes, business, and/or agricultural research and development, and like uses of benefit to the District, title to the Property shall revert to the Donor or to her estate if she then be deceased.

**BE IT FURTHER RESOLVED, That** as an additional condition to acceptance of this Offer, District shall not be required to make any improvements on or to the Property for a period of twenty-one (21) years from the date of death of the Donor, or develop or exploit the property in any way for said period, in order to retain title thereto from Donor; all other terms and conditions of the Offer being satisfied and/or waived. This additional condition of acceptance shall be communicated to Donor who shall acknowledge her agreement to it prior to executing deeds to the Property in favor of the District.

**BE IT FURTHER RESOLVED, That**, when the District first makes real property improvements on the Property, an acknowledgment be made on the site of said improvements, recognizing the donation of the Property in the name of Irene Helen Siben.

Dr. Dougherty stated that he has concerns about this to protect the donor. It is very important from the viewpoint of reducing income taxes to be certain that there is an appraisal, and Ben Echeverria has strongly advised the donor to have this done in a timely manner. Otherwise, the IRS is very dubious about such donations. Secondly, the IRS is starting to investigate things that are going to occur in the future and has been describing some of these donations as a sham because nothing happens right away and it's not clear that anything will happen. It is important from the viewpoint of the donor's taxes that the College has some kind of plan for its use of the property. He stated that we cannot just accept the land and say, "Maybe someday we'll do something with it." The IRS likes to see statements such as, "We plan to put these buildings in this place when the population of the community has grown, and there is this need. . . ." They want us to state the reason why we are interested. Right now, we hold classes in Borrego Springs in borrowed classrooms. When facilities are shared, there are inconveniences for all parties. The Borrego School District has been very generous in sharing their facilities with the College at a reasonable cost. In the long-run and when the population warrants, it would be better for the College to have its own classrooms.

Dr. Dougherty felt that this kind of statement needs to be in an agreement within the next few months to show clearly why the College is interested in acquiring the land. He feels we should have some kind of plan and that it should be incorporated in a letter from the College to the donor saying, "Here is how we plan to use the property on a long-range basis and when. It is contingent on the continued growth of Borrego Springs and on state and other funding."

Dr. Boggs stated that we should be as general as possible in any kind of letter we write because we would want to be able to take advantage of opportunities. The donor will allow us to utilize the land for revenue generation purposes as well as for instructional purposes, so we don't want to tie our hands by adding additional constraints to the donation.

Dr. Dougherty stated that he would not want to narrow down that we will put this size building on exactly this area, but he feels a general letter showing that it is a bona fide transaction should be sent. The letter should state that, in the long run, we want to have an education center in Borrego Springs because of the increase in population and the inconvenience to the school district in sharing their property. He stated the IRS would be happy with that general statement.

Mr. Scofield asked if anyone has looked at the property, and Ben Echeverria reported that Jerry Patton, Mike Ellis, and he had driven out to see it during the summer. It is flat desert land with relatively sparse vegetation. Dr. Dougherty stated that he also looked at the land some time ago.

Ms. Hughes asked what kind of projected costs are involved in accepting this donation. Ben Echeverria stated that we would have the cost of acquiring a title insurance policy, which would be considerably less than \$5,000. Also, the property is near the end of one runway of the Borrego Springs Airport. It is extremely difficult to put college structures on land that is impacted that directly by an airport. There are also seismic considerations. Those types of explorations should be made before a decision is made as to how to use it. The donor has given us a great deal of leeway on how to use the land. Ms. Hughes asked whether or not we would need to insure the land in case someone is injured on it or pay taxes on it. Ben replied that we are a non-tax-paying entity, and it would be covered under our existing insurance policy.

Dr. Dougherty wondered if the airport might be interested in leasing or otherwise acquiring use of the land beyond the end of the runway, which would not be the majority of the donated property. Ben stated that the donor is rather particular about the College developing it for our own purposes. If we tried to sell it, the money would go back to her or her estate.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE ATTENDANCE AND EXPENSES OF HIGH SCHOOL TEACHERS AT TECH PREP CONFERENCE IN PORTLAND, OREGON**

MSC Dougherty, Hughes

**RESOLUTION 98-19206**

**BE IT RESOLVED, That** the Palomar Community College District hereby approves the attendance by Sally Robinson, a Rancho Bernardo High School teacher, and Gwen Luoto, a San Marcos High School teacher at a Tech Prep Conference in Portland, Oregon from November 8 through 10, 1998, and hereby authorizes payment of expenses in an amount not to exceed \$1,000.00 for each of these individuals to be funded through Account No. 01-10-38-3801-6012-5201.00-1498.

Bruce Bishop asked what account this is coming from. Dr. Boggs and Paul Kelly stated that this is a tech-prep grant that we administer. Ms. Hughes stated that it is a federal grant for which the Board supervises the distribution of the money for staff development of high school teachers. Paul noted that there is a great deal of interaction with our feeder high schools, with more than half the money going to them. This is a restricted fund for only tech prep use. Bruce noted that there are faculty members who have been told that there are not sufficient funds for them to attend conferences, and they are full-time employees of Palomar College.

Mr. Jensen asked how the teachers from San Marcos and Rancho Bernardo were selected. Paul stated that we sent a letter stating that the first four individuals who contacted us could go. Only these two individuals came forward. Tech prep is different this year in that it is a specific grant for specific activities. In accepting the grant, we agreed to send high school faculty members to workforce development conferences.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE MOU FOR FISCAL YEAR 1998-99 WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR REGIONAL OCCUPATIONAL PROGRAMS AND SERVICES FUNDED BY CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION ACT OF 1990 (VATEA)**

MSC Dougherty, Hughes

**RESOLUTION 98-19207**

**BE IT RESOLVED, That** a Memorandum of Understanding (MOU) is approved between the San Diego County Superintendent of Schools (County) and the Palomar Community College District (District) for Fiscal Year 1998-99, pursuant to which Programs and services will be provided by the District through the Regional Occupational Programs and funded through the County under the Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA); initial funding to be paid to the District shall be \$86,251.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVE ACADEMIC PROGRAMS IN MADRID, SPAIN, FOR SUMMER, 1999, AND AUTHORIZE AGREEMENTS WITH ESTUDIO INTERNACIONAL SAMPERE AND BONNEVILLE TRAVEL, LLC**

MSC Dougherty, Hughes

**RESOLUTION 98-19208**

**BE IT RESOLVED, That** the Palomar Community College District (District) program for Summer Spanish Classes in Madrid, Spain, is hereby authorized and approved for classes, listed in the backup materials to this resolution, to be conducted from May 31, 1999 to June 25, 1999; and,

**BE IT FURTHER RESOLVED, That** agreements between the District and Estudio Internacional Sempere of Madrid, Spain and Bonneville Travel, LLC, of Newport Beach, California, be and are hereby approved as necessary to carry out the Summer Spanish Class program in Madrid, including approval to advance to these vendors any deposits required to secure their contract services; with all funds for participants in this program being paid by the participating students. Estimated costs for the program including airfare are detailed in the backup materials to this resolution, and by this reference incorporated herein. **Exhibit I-7**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **APPROVE ACADEMIC PROGRAMS IN CENTRAL EUROPE FOR SUMMER, 1999, AND AUTHORIZE AGREEMENTS WITH GO AHEAD VACATIONS, INC.**

MSC Dougherty, White

**RESOLUTION 98-19209**

**BE IT RESOLVED, That** the Palomar Community College District (District) programs for Art, Photography, and Culture Classes in Central Europe (Salzburg, Vienna, Budapest, Prague, Berlin, and Amsterdam) is hereby authorized and approved for classes, which are listed in the backup materials to this resolution, to be conducted from May 30, 1999, to June 20, 1999; and,

**BE IT FURTHER RESOLVED, That** agreements between the District and Go Ahead Vacations, Inc., Cambridge, Massachusetts, a wholly owned subsidiary of EF Group, be and are hereby approved as necessary to carry out the Art, Photography, and Culture travel class program in Central Europe, including approval to advance to these vendors any deposits required to secure their contract services, with all funds for participants in this program being paid by the participating students. Estimated costs for the program, including airfare, are detailed in the backup materials to this resolution, and by this reference incorporated herein. **Exhibit I-8**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. **REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

MSC Dougherty, White

**RESOLUTION 98-19210**

**BE IT RESOLVED, That** all contracts and agreements for the period September 1, 1998, through October 30, 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-9**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **APPROVE AGREEMENT WITH CALIFORNIA STATE UNIVERSITY/SAN MARCOS**

MSC Dougherty, Jensen

**RESOLUTION 98-19211**

**BE IT RESOLVED, That** an agreement between California State University, San Marcos (CSUSM) and the Palomar Community College District (PCCD) for CSUSM students to be taught PCCD courses, by PCCD instructors, in an effort to bring CSUSM students up to competency levels to succeed in additional CSUSM course work be ratified and approved. The term of this Agreement shall be effective August 27, 1998, and shall be automatically renewed each July 1 for a period of one (1) fiscal year, unless terminated in writing by either party prior to April 1 before the desired June 30 termination date. This program is being created as a pilot project between PCCD and CSUSM. **Exhibit I-10**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

J. **INSTRUCTIONAL REPORTS**

K. **PERSONNEL**

1. The item was removed from the agenda.

2. **APPROVE ACADEMIC EMPLOYMENT**

MSC Dougherty, Jensen

**RESOLUTION 98-19212**

**BE IT RESOLVED, That** the employment of the following academic employee be approved:

- a. Name: **RHONDA SUZANNE GAVIN**  
Position: TRIO Counselor/Coordinator  
Department: Student Support Programs  
Position #: 460302 New?: No  
Remarks: Replacement for Phil Baum  
Sal Rng/Stp: D/8 **Salary: \$53,272.20 annually, pro-rated for 98/99 academic year**  
  
% of position: 100% # of Mos: 11  
Effective: November 16, 1998  
Acct #(s) 01-10-43-4314-6430-1221.00-1104/100%  
**Note:** This is a specially funded position; pursuant to California Education Code Section 87470, service is not included in computing the service required for the attainment of, or eligibility to, classification as a regular employee.

Lise Telson briefly discussed Ms. Gavin's education, background, and experience.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Jensen

**RESOLUTION 98-19213**

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

- a. Name: **DAVID C. DEAVITT**  
Position: Skilled Maintenance Technician  
Department: Facilities  
Position #: 502661 New?: No  
Remarks: Replacement for Carl Kane  
Sal Rng/Stp: 17/A **Salary: \$2,023.00/month**  
% of position: 100% # of Mos: 12  
Effective: November 19, 1998  
Acct #(s) 01-10-51-5110-6510-2111.00-1840/100%  
**Note:** This is a specially funded position; its continuation depends on available funds. Normal work schedule: Thursday – Sunday, 7:00 a.m. – 5:30 p.m.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye



- b.     **Position:**       **EDUCATION CENTER COORDINATOR**  
Department: Mt Carmel Education Center  
Name: Kris Coxsey  
Position #: 340852           New?: No  
Remarks: Position was Education Center Coordinator, range 19  
Effective: July 1, 1997  
% of position: 100%           # of Mos: 12  
Sal Rng/Stp: **19/D**           Salary: **\$2,459.00 month**  
Acct #(s): 01-21-31-3140-6014-2111.00-0000/100%  
**NOTE:** The retro to 7/1/97 is a result of the classification study approved by the Board on May 12, 1998.
- c.     **Position:**       **CAMPUS SERVICES ASSISTANT**  
Department: Instruction  
Name: Shirley Escobedo  
Position #: 300157           New?: No  
Remarks: Position was Senior Secretary, range 17  
Effective: January 1, 1996  
% of position: 100%           # of Mos: 12  
Sal Rng/Stp: **19/T**           Salary: **\$2,844.00 month**  
Acct #(s): 01-10-30-3000-6010-211.00-0000/100%  
**NOTE:** The retro to 1/1/96 is a result of a pending reclassification submitted in accordance with the CCE/AFT policies.
- d.     **Position:**       **CAMPUS SERVICES ASSISTANT**  
Department: Instruction  
Name: Shirley Escobedo  
Position #: 300157           New?: No  
Remarks: Position was Campus Services Assistant, range 19  
Effective: July 1, 1997  
% of position: 100%           # of Mos: 12  
Sal Rng/Stp: **19/U**           Salary: **\$3,049.00 month**  
Acct #(s): 01-10-30-3000-6010-211.00-0000/100%  
**NOTE:** The retro to 7/1/97 is a result of the classification study approved by the Board on May 12, 1998.
- e.     **Position:**       **ENROLLMENT SERVICES SYSTEM SPECIALIST**  
Department: Admissions & Records  
Name: Richard Gommel  
Position #: 410256           New?: No  
Remarks: Position was Admissions & Records Technician, range 18  
Effective: January 1, 1997  
% of position: 100%           # of Mos: 12  
Sal Rng/Stp: **28/F**           Salary: **\$3,192.00 month**  
Acct #(s): 01-10-40-4010-6210-2111.00-0000/100%  
**NOTE:** The retro to 1/1/97 is a result of a pending reclassification submitted in accordance with the CCE/AFT policies.

- f.     **Position:**       **ENROLLMENT SERVICES SYSTEM SPECIALIST**  
Department: Admissions & Records  
Name: Richard Gommel  
Position #: 410256       New?: No  
Remarks: Position was Enrollment Services System Specialist, range 28  
Effective: July 1, 1997  
% of position: 100%       # of Mos: 12  
Sal Rng/Stp: **26/I**       Salary: **\$3,213.00 month**  
Acct #(s): 01-10-40-4010-6210-2111.00-0000/100%  
**NOTE:** The retro to 7/1/97 is a result of the classification study approved by the Board on May 12, 1998.
- g.     **Position:**       **ASSESSMENT COORDINATOR**  
Department: Counseling  
Name: Diane McAllister  
Position #: 450253       New?: No  
Remarks: Position was Assessment Technician, range 19  
Effective: July 1, 1996  
% of position: 100%       # of Mos: 12  
Sal Rng/Stp: **20/J**       Salary: **\$2,714.00 month**  
Acct #(s): 01-10-40-4025-6322-2111.00-1670/100%  
**NOTE:** The retro to 7/1/96 is a result of a pending reclassification submitted in accordance with the CCE/AFT policies.
- h.     **Position:**       **ASSESSMENT COORDINATOR**  
Department: Counseling  
Name: Diane McAllister  
Position #: 450253       New?: No  
Remarks: Position was Assessment Coordinator, range 20  
Effective: July 1, 1997  
% of position: 100%       # of Mos: 12  
Sal Rng/Stp: **20/J**       Salary: **\$2,798.00 month**  
Acct #(s): 01-10-40-4025-6322-2111.00-1670/100%  
**NOTE:** The retro to 7/1/97 is a result of the classification study approved by the Board on May 12, 1998.
- i.     **Position:**       **ACCOUNTING TECHNICIAN**  
Department: Fiscal Services  
Name: Becky McCluskey  
Position #: 501164       New?: No  
Remarks: Position was Accounting Assistant II/Cashier, range 16  
Effective: January 1, 1996  
% of position: 100%       # of Mos: 12  
Sal Rng/Stp: **22/H**       Salary: **\$2,718.00 month**  
Acct #(s): 01-11-31-3117-6014-2111.00-0000/100%  
**NOTE:** The retro to 1/1/96 is a result of a pending reclassification submitted in accordance with the CCE/AFT policies.

- j.     **Position:**        **ACCOUNTING TECHNICIAN**  
Department:    Fiscal Services  
Name:            Becky McCluskey  
Position #:     501164            New?:            No  
Remarks:       Position was Accounting Technician, range 22  
Effective:      July 1, 1997  
% of position:  100%            # of Mos:       12  
Sal Rng/Stp:   **22/I**            Salary:          **\$2,914.00 month**  
Acct #(s):     01-11-31-3117-6014-2111.00-0000/100%  
**NOTE:**        The retro to 7/1/97 is a result of the classification study approved by the Board on May 12, 1998.
- k.     **Position:**        **SKILLED MAINTENANCE TECHNICIAN**  
Department:    Building Services  
Name:            Vacant  
Position #:     502661            New?:            No  
Remarks:       Position was Maintenance Technician, range 13  
Effective:      November 11, 1998  
% of position:  100%            # of Mos:       12  
Sal Rng/Stp:   **17/A**            Salary:          **\$2,023.00 month**  
Acct #(s):     01-10-51-5110-6510-2111.00-1840/100%  
**NOTE:**        This is a specially funded position; continuation depends on available funds.
- l.     **Position:**        **INFORMATION SERVICES SUPPORT SPECIALIST**  
Department:    Information Services  
Name:            Vacant  
Position #:     501671            New?:            Yes  
Remarks:       Combine positions #501671 (45%) and #501672 (45%) approved 10/13/98 into one 100% position. Position #501672 will be deleted.  
Effective:      November 11, 1998  
% of position:  100%            # of Mos:       12  
Sal Rng/Stp:   **19/A**            Salary:          **\$2,124.00 month**  
Acct #(s):     01-10-50-5050-6780-2111.00-0000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6.     **APPROVE CERTIFICATED SALARY SCHEDULE FOR CHILD DEVELOPMENT CENTER**

MSC   Dougherty, Jensen

**RESOLUTION 98-19216**

**BE IT RESOLVED, That** the salary schedule shown as **Exhibit K-6** be adopted for the Child Development Center certificated positions.

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 we should have introduced Dr. Michele Nelson earlier, and that he is delighted she was present.

Dr. Dougherty thanked *The Telescope* for endorsing his candidacy for re-election to the Board. He thanked the students and the employee groups for co-sponsoring the candidate forums on October 22. Robert Hahn did a great job of running the second forum in a dignified manner, and Dr. Dougherty thinks they were able to share some viewpoints. He looks forward to continuing on the Board.

Mr. Corona thanked the ASG board members who have been regularly attending the Governing Board meetings. He also thanked the ASG for the time they have donated during the past couple of weeks to make the events successful.

Mr. Corona stated that he has some concerns regarding Partnership for Excellence. He is the only student on the task force. There have been some great proposals, some great answers to "holes" that need to be filled, and there have been some guidelines given to them to follow. He feels a lot of the proposals are "holes" that the District should already have taken care of, but now we want to use Partnership for Excellence funds for that purpose. The thing that troubles him is that he thinks the District should have provided the task force with a list of concerns that need the most help to guide the group on what they should focus upon. There are many proposals with great ideas, but he has not seen any direction from the District stating "these are the students we have lost." He would like the District to identify the number of students who need more help in individual departments. He has talked to student trustees at other colleges recently and has spoken with CCLC today to learn more information about how the funds may be used. Part of it may be used for salary or to create new faculty positions. He thinks there has been no guidance from the District to the task force telling them where we need the most help. Right now, we have many people asking for money because they all need help. He feels the District should have prepared an information sheet saying that this is where we most need the funds. He feels this would have provided a better focus on how to deal with these funds. He would appreciate receiving such a document before the task force goes any further in evaluating the proposals. He feels that if the District has a list of priorities they would like to see fulfilled, the task force can do a better job of addressing the target areas that will benefit both faculty and students to continue the success needed for the District and to meet the criteria the state has provided.

Dr. Boggs responded that this is precisely the charge of the task force – to do exactly what Mr. Corona has suggested. Diane Michael, Co-Chair of the task force, stated that the department chairs and directors have been apprised of all of the Partnership for Excellence information since the first information came from the Chancellor's Office early last year. The task force sent out a request for proposals. One of the concerns of the task force members is that this should not be outside of the regular governance process and that we have goals and plans for all the different departments and programs. The proposals being forwarded to the task force should be in line with those plans, which they have been working on for years. They are all, indeed, things that people have been wanting for a long time, but we have simply not had the money to achieve them. This task force is looking at the proposals to see which ones will best move us along toward the objectives for which the Partnership for Excellence money was designed. She and Mark Vernoy, Co-Chair, agreed that all of this has been done.

Ms. Hughes stated that what Mr. Corona is describing sounds like our Educational Master Plan. Diane Michael agreed that these are pulled from the plans of the departments and programs. Mark Vernoy stated that the task force is attempting to be certain that all of the proposals that are eventually approved are consistent with the Educational Master Plan and the Five-Year Plans. There are over 40 proposals requesting over \$4.5 million. Many people went through a lot of work and delved into their plans to identify the kinds of things that were most important. They made their proposals based on those things, as far as we know. Right now, the task force is looking at the proposals to determine the ones they think merit support from Partnership for Excellence money, those they think could get support from other sources, and those that are not as important as others. The task force is sorting through the proposals before actually recommending for funding. All of the ones that are eventually funded will be based on the Educational Master Plan and the Five-Year Plans. Mark stated that he feels the task force is doing exactly what they should be doing and working through the shared governance process.

Mr. Scofield stated that he feels the Board has directed the distribution of these funds by putting it in the hands of a task force to work through the shared governance process. Mark Vernoy stated that the task force will make recommendations that will come back through the Educational Master Planning Committee and the President's Advisory Council to the Board, which will then have the final word on funding.

Dr. Dougherty stated that he didn't think that Mr. Corona intended for the Governing Board to provide guidelines or priorities. He was simply saying that the task force could work faster if there were some prioritization before it reached them. Unfortunately, committees at this institution tend to work more slowly. Diane Michael stated that the task force received the proposals only one week ago, and the group has already met once since then and has reviewed about one-third of them. She feels the group is working as quickly as they can. Dr. Dougherty stated that setting priorities is tough, but he can understand Mr. Corona's feeling that things seem to be going slowly.

Mr. Corona stated that he may not be expressing himself correctly. What he is asking for is compiled data indicating specifically that this money is for student success and to better help students. He would like to see a list of the areas in which the District is lacking. He wants to see what we have been putting off or neglecting and where the most help is needed. If this had been done, there would have been more focus on the areas that need help. He stated that he is not saying that the Governing Board should be telling the group how to spend the money. He stated that the District should have already had data gleaned from research that they could have provided to the task force.

Diane Michael stated that the aforementioned plans are the various units' evaluations of where they need to go. What they have brought forward to the task force are those areas that they have not been able to address and feel specifically meet the criteria of funding by the Partnership for Excellence funds. Diane stated that the group is really doing what Mr. Corona has suggested be done.

Mark Vernoy stated that Bob Barr had attended a couple of the meetings and provided the group with research data regarding the retention rate during the first couple of semesters, which seems to be the key to almost all student success. In a sense, Mark stated, he feels Mr. Corona may be right in that we don't collect enough data on the right kinds of things; but the research and planning people here do the best they can with the kinds of reports they can access. In fact, one of the requests the task force has received is for more researchers.

Mark Vernoy stated that Partnership for Excellence funds were not anticipated; in fact, the Statewide Academic Senate fought this proposal and was hoping that it would not be funded in this way. The manner in which the College must report numbers to the state takes up a large amount of the time of the people who do the research and planning. Because of that, we don't have a long-term database from which to draw. He stated that the kind of data Mr. Corona suggested we need will have to be developed, maintained, and tracked in the future if we are going to be able to show that we have the kinds of outcomes that we expect to have from these proposals.

Mr. Corona asked that the task force keep in mind the statistics that Bob Barr had presented to the group. He feels that only part of these statistics were considered by the group. He would like to have something in writing provided to the task force to remind them why we are losing students during the first two semesters. He feels if a packet designed to remind them had been provided as they were going through the proposals, they would not have lost sight of the vision. Those statistics are vital because we are going to be responsible for proving it afterward.

Mr. Scofield congratulated Dr. Michele Nelson on her election to the Governing Board.

Mr. Scofield stated that it has been a great eight years working with the faculty and staff of Palomar. He knows the College will still be in good hands when he leaves. The courses and the policies that have been established will serve the College well. The outcome is that students have a great place to get an education. He stated that there are a lot of great people here that do their very best, and it has been a pleasure working with all of them. This will continue to be a great institution for an education. He wished the very best to everyone at Palomar.

**N. CLOSED SESSION**

The Board recessed at 8:13 p.m. and went into Closed Session at 8:23 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 8:48 p.m.

**O. RECONVENE TO OPEN SESSION**

The meeting reconvened at 8:49 p.m.

1. **APPROVE APPLICATION OF COST-OF-LIVING ADJUSTMENT TO ADMINISTRATIVE SALARY SCHEDULE**

MSC Dougherty, Jensen

**RESOLUTION 98-19217**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District approve a 2.26% cost-of-living adjustment across the salary schedule for employees on the **Administrative Salary Schedule**, retroactive to July 1, 1998, for those employed on the day of Board approval of this agreement.

**BE IT FURTHER RESOLVED, That** the Administrative Salary Schedule for Fiscal Year 1998-99 be approved. **Exhibit O-1**

The Vote was unanimous.

**P. ADJOURNMENT**

The meeting was adjourned at 8:50 p.m.

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President

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Secretary