



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, MARCH 9, 1999, 7:00 P.M.**

**A. CALL TO ORDER**

The regular meeting of the Palomar Community College District Governing Board was called to order by Dr. Rita A. White, President, at 7:01 p.m.

**B. ROLL CALL**

**TRUSTEES PRESENT:**

RITA A. WHITE, ED.D., PRESIDENT  
RALPH G. JENSEN, VICE PRESIDENT  
BARBARA L. HUGHES, SECRETARY  
ROBERT L. DOUGHERTY, JR., M.D., TRUSTEE  
MICHELE T. NELSON, PH.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  
Dr. Jack Miyamoto, Assistant Superintendent/Vice President, Human Resources and Affirmative  
Action  
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  
Dale Wallenius, Chief Advancement Officer, Executive Vice President to the Foundation

**STAFF:**

Barbara Baldrige, Executive Assistant, President's Office  
Dr. Bob Barr, Director, Institutional Research and Planning  
Bruce Bishop, President, The Faculty  
Monika Brannick, Instructor, Mathematics  
Karen Buehler, Community Service Programs  
Ernie Carson, President, CCE/AFT  
Kris Coxsey, Interim Manager, Community Service Programs

Jim Daniels, Associate Professor, Mathematics  
P. J. DeMaris, President, Administrative Association  
Ben Echeverria, Counsel, Contracts, and Special Projects  
Theresa Hogan Egkan, Instructor/Counselor, Counseling  
JoAnn Ellis, Information Services  
Mike Ellis, Director, Facilities  
Kendra Jeffcoat, Special Assistant to the President  
Robert Jones, Instructor, Mathematics  
Jan Kuzmich, Associate Professor/Counselor, Counseling  
Shannon Lienhart, Associate Professor, Mathematics  
Martha Martinez, Instructor, Mathematics  
Wendy Metzger, Associate Professor, Mathematics  
Dr. Michael Norton, Director, Public Information  
Annette Parker, Associate Professor/Chair, Mathematics  
Thomas Plotts, Police Academy Coordinator, Public Safety Programs  
Mary San Agustin, Director, Financial Aid and Scholarships  
Jorge Saavedra, Instructor, Mathematics  
Sandra Schwendler, Supervisor, Purchasing Services  
Susan Snow, Instructor, Mathematics  
Richard Stegman, Associate Professor, CSIS  
Dr. Mark Vernoy, President, Faculty Senate  
Anne Voth, Associate Professor, Mathematics

**GUESTS:**

Lee Baldrige  
Arturo Benavidez, Student  
Tom Chambers, *The Telescope*  
Elaine James, ASG  
Doris Key, Student  
John Picard, Student  
Buddy Rabayo, ASG  
Rachel Ruiz, Administrative Intern, The University of Texas at Austin

**QUORUM ESTABLISHED**

Following the pledge of allegiance to the flag, Dr. White 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, Jensen

**RESOLUTION 98-19374**

**BE IT RESOLVED, That** the Minutes of the Regular Meeting held on February 23, 1999, be approved.

The Vote was unanimous.  
Student Trustee Advisory Vote: Abstain

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**C O N S E N T   C A L E N D A R**

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**D.**

**TRAVEL**

1.     **APPROVE TRAVEL EXPENSES**

MSC   Dougherty, Jensen

**RESOLUTION 98-19375**

**BE IT RESOLVED, That** travel expenses for the following person be approved/ratified:

- a.     **George R. Boggs, Ph.D.**  
Advanced Funds?     Yes  
For:                    Transportation, parking, meals, miscellaneous  
To attend:             International Student Recruitment  
Location:              Osaka, Japan  
Date:                    March 15-22, 1999  
Amount:                \$1,227.00  
Budget Acct. No.:     01-10-20-2000-6630-5201.00-0000

The Vote was unanimous.  
Student Trustee Advisory Vote:   Aye

**FINANCIAL REPORTS**

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

MSC   Dougherty, Jensen

**RESOLUTION 98-19376**

**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 D-2**, be and are hereby reviewed and approved for the following Purchase Order Nos. 941614 through 942002, Agreement/Item Nos. 945177 through 945224, Travel Nos. 950091 through 950102, Reimburse/Adv./Increase Nos. 960538 through 960651, Employment Ad Nos. 965006 through 965006, Agreement Service Nos. 970376 through 970444, Repair Nos. 975066 through 975076, Agreement/Annual Nos. 980204 through 980205, Utility Nos. 995044 through 995047, Film Booking Nos. 920011 through 920014 and Library Order Nos. 925031 through 925033 in the total amount of \$849,310.63 be approved.

The Vote was unanimous.  
Student Trustee Advisory Vote:   Aye

3. **APPROVE SALARY WARRANTS**

MSC Dougherty, Jensen

**RESOLUTION 98-19377**

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

Payroll dated 2-10-99	\$ 362,017.43
Payroll dated 2-19-99	875,282.02
Payroll dated 2-26-99	<u>2,859,305.02</u>

Total for February, 1999	\$4,096,934.47
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**Exhibit D-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PERSONNEL**

4. **GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Dougherty, Jensen

**RESOLUTION 98-19378**

**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:

Betts, William – Administration of Justice  
Brock, Sharon – Emergency Medical Education  
Medina, Carlos – Administration of Justice  
Willis, Julie – Geology

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Jensen

**RESOLUTION 98-19379**

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

**SPRING, 1999**

**EARTH SCIENCES**

Willis, Julie	Geology	\$32.97
	B.S., Geology	
	B.S., Biological Sciences	
	M.S., Environmental Toxicology	

**EMERGENCY MEDICAL EDUCATION**

Brock, Sharon	Emergency Medical Education Nursing Diploma 7+ years of experience	\$31.91
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**PUBLIC SAFETY**

Betts, William	Administration of Justice 5+ years of experience	\$31.91
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Medina, Carlos	Administration of Justice 14 years of experience	\$31.91
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**STUDENT SUPPORT PROGRAMS**

Cowgill, Sheryl	CalWORKs Employment Counselor B.A., Recreation M.A., Education/Counseling and Guidance	\$32.97
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**GIFTS**

6. **ACCEPTANCE OF GIFTS**

MSC Dougherty, Jensen

**RESOLUTION 98-19380**

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

- a. Custom-made furniture for radio/audio equipment, including main desk, three extension units, and one turret to be used at KKSM radio station, donated by **Jack Williams, CEO, Pacific Research and Engineering**, 2070 Las Palmas, Carlsbad, California 92009. Cash value estimated by donor is \$2,780.00.
- b. Gas Chromatograph, Mass Spectrometer, and Data General Printer to be utilized for instructional purposes for Chemistry 220/221 classes, donated by **Marion Lowe**, 410 West 35<sup>th</sup> Street, National City, California 91950. Cash value estimated by donor is \$58,000.00.
- c. Epson Zip Drive for use in the Graphic Communications Computer Lab, donated by **Claudia Hill**, 1550 Via Risa, San Marcos, California 92069. Cash value estimated by donor is \$100.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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**Resumption of  
REGULAR AGENDA**

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

There were no items removed from the Consent Calendar.

**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 reminded the Board that faculty members continue to be very interested in the COLA issue. The Faculty's Meet and Confer Committee will meet with District representatives tomorrow to continue the process. They will reiterate their concern and request for COLA to be granted automatically in the paychecks as soon as the District receives it from the state. Bruce asked for reactions from the Governing Board, either individually or as a group, to this request.

Dr. Dougherty stated that this is a meet and confer issue by state law. Other than speaking in generalities, he felt the Board really should not get into it.

Xavier Corona commented that he feels the Board should stop wasting its time about this issue and get it done. The employees at Palomar are granted the COLA from the state; and when the funds are available, they should be distributed to the employees.

**3. INFORMATION**

Report of the Administrative Association

P. J. DeMaris reported that the Administrative Association is working with its membership to help define the positions in the four subgroups that it represents, develop consistency in the awarding of titles among all four groups based on the type of work being done, and deciding in which of the four groups that position belongs. They are also planning a retreat in June. Dr. White asked what definitions the group is seeking. P. J. responded that some of the definitions are in the Education Code, and that clearly indicates to which of the four groups positions should be assigned. In other places, it is less clear. There seems to be inconsistency in titles among the four groups. They hope to better clarify and have an understanding as to which of the four groups any position should be assigned and to achieve consistency within the titles for each of the four subgroups.

4. **INFORMATION**

**Report of the CCE/AFT**

Ernie Carson stated that he has received some very encouraging signs from the District that this year's COLA negotiations will not be drawn out. He hopes the morale will be boosted as a result of that. The CCE has already asked for consideration to start negotiations.

Ernie asked that the following resolution of the CCE/AFT, which was read at the funeral service of Bobby Janes, be entered into the minutes of this meeting:

**RESOLUTION IN MEMORIUM  
BOBBY EARL JANES, JR.**

**WHEREAS**, God in His infinite Wisdom, has seen fit to call our friend and fellow Union Brother, **Bobby Earl Janes, Jr.**, to his reward, and

**WHEREAS**, **Bobby Earl Janes, Jr.**, has on numerous occasions demonstrated his belief in the importance of the Council of Classified Employees Local 4522 as it related to his fellow Union and non-Union brothers and sisters at Palomar College, and

**WHEREAS**, to those of his immediate relatives and friends, who are most heart-stricken at the loss we have all sustained, we have but little of this world's consolation to offer; we can only sincerely, deeply, and most affectionately sympathize with you in your bereavement. Therefore, be it

**Resolved**, that in the death of **Bobby Earl Janes, Jr.**, Local 4522 has lost an active and beloved member, his family has lost a loving sibling, his mother a devoted son, the community an upright, honorable, and conscientious citizen who knew his duty and dared to do it. And be it further

**Resolved**, that a copy of this **RESOLUTION** be forwarded to the Palomar Community College Governing Board in order that it may be included in the minutes of the March 9, 1999, meeting. And be it further

**Resolved**, that a copy of this **RESOLUTION** be entered in the minutes and the archives of the Council of Classified Employees Local 4522. And be it finally

**Resolved**, that the original **RESOLUTION** be presented to the mother, Eleanor Janes.

Respectfully submitted on this day of February 24, 1999,

Ernest E. Carson, President

Barbara Clay, Secretary

Rick Gommel, Vice President

Cindy Kratcoski, Treasurer

Jo-Anne Lesser, Grievance Officer

5. **INFORMATION**

**Report of the Associated Student Government**

Xavier Corona apologized for missing the last meeting because he was attending the ACCT National Legislative Conference in Washington, D.C. He had an opportunity to learn a great deal from the presentations and from meeting trustees from throughout the United States. He also met the Governor of New Jersey, and he was invited to attend a private meeting of the Congressional Representatives from California with Governor Gray Davis in the basement of the Capitol. Representatives Cunningham and Packard introduced him to everyone in the room as a community college leader from Palomar College.

Xavier reported that the ASG now has a full board and is able to keep the office open a longer period of time. Night students are being better served because there are now night students on the ASG.

This month, the ASG is honoring Women's History Month. The cafeteria has been decorated, and several events will be held in honor of the celebration.

ASG is planning on providing a weekly forum for students to ask questions and share concerns and viewpoints. This will begin in April, following the ASAAC Conference in Washington, D.C. They plan on getting input from the students on their feelings regarding Pell Grants and Financial Aid so they may be better prepared before visiting the Senators and Representatives in Washington.

ASG has set a goal of doing more community outreach and plans on visiting high schools and middle schools.

ASG hopes to pay for a scholarship for students every year.

ASG is planning on having a suggestion box.

ASG would like to have textbooks in the Library for those students who are unable to purchase them, or whose instructors did not provide a copy for the reference section, or whose instructors did not turn in their orders on time.

ASG is currently working on the Springfest, where various bands from Palomar College will be playing on campus. Several of these bands have made CDs and are quite talented.

ASG plans to honor the memory of Bobby Janes by allocating funds to purchase a plaque and a tree to be planted in his memory. Students who have passed away will also be honored in this manner.

ASG members who serve on shared governance committees are now providing written and verbal reports regarding the actions taken at those committee meetings. Xavier stated that it is unfortunate that ASG had not had a representative on the Curriculum Committee; consequently, they were not aware of matters that will be discussed at tonight's meeting.

ASG remains concerned about the lighting on campus and feels that something needs to be done about it. They feel it would be unfortunate if any bad incident were to occur because of poor lighting or unavailability of emergency call boxes in numerous areas. They feel we need to prevent accidents, not wait for one to happen before taking action on this matter. Xavier pointed out that, for the past ten years, \$10,000 is budgeted per year for improvements in the parking lots, which has allowed them to re-light the parking lots, resurface the lots as needed, stripe the lots, or put in call boxes or ticket machines.

Dr. Dougherty stated that, unfortunately, that is not enough money to make all the improvements that need to be made. This would require about \$200,000. The alternative is to consider something like a bond election in a couple of years to make these improvements. The infrastructure change will improve lighting and call boxes on campus but not in the parking lots. He stated that we are lucky not to have had anyone murdered in our parking lots. Xavier stated that he is afraid if we wait until a bond election, it might be too late. He feels we should be proactive and avoid the possibility of an unfortunate incident happening.

Jerry Patton noted that Mike Ellis will present a report at the next Board meeting to give a better understanding of the areas upon which the District should concentrate. His staff has been trying to work on these problems and will be able to show us the foot-candle power that is required by state law, so that we have a better idea of how much money will be required to rectify problems. Mike will also report on the fairly substantial improvements that have been made each year. More than the budgeted \$10,000 is spent each year because Mike has been able to set aside other funds for this purpose.

6. **INFORMATION**

**Report of Superintendent**

Dr. Boggs stated that he is happy to report that PeopleSoft software is now live, and we will be processing our summer registrations using it. He thanked the staff members who have been working on this project for the effort they have put into this massive conversion project.

Dr. Boggs reminded Board members that Palomar will again be participating in the March of Dimes WalkAmerica on Saturday, April 24, at Legoland. Palomar's team has again challenged CSU San Marcos. We have beat them the last three years.

"Westside Story" is playing currently in the Howard Brubeck Theatre. As the reputation of our Performing Arts Department is outstanding, Dr. Boggs is certain it is a fine production.

The President's Associates is hosting a reception at Orfila Vineyards in Escondido on Thursday, March 11, at 5:30 p.m.

The Boehm Gallery is having an opening reception on Friday, March 12, at 7 p.m.

The Police Academy Graduation will take place on Saturday, March 13, at 12 p.m., at Camp Pendleton.

The Board members have been invited to dinner at the Boggs' residence on Saturday, March 13.

The Board will have a Goal-Setting Retreat on Saturday, March 27, at the Vallecitos Water District office, beginning with breakfast at 8:30 a.m.

Dr. Boggs reported that two of our students, Patrick Edwards and Marina Lawrence, have been selected as two of the 17 members of the 1998 Wilson Scholar Athlete Honor Roll. Selections were made from a field of over 23,000 student athletes in the community college system. The awards will be presented on Wednesday, March 24, at the Commission on Athletics convention.

At the last meeting, Dr. Boggs had mentioned that one of Palomar's football players, Robbie Robinson, had been selected as the Scholar Leader Athlete by the National Football Foundation and College Hall of Fame. Doris Pichon attended the event on Friday, March 5, and provided a copy of the program and a photograph of Robbie, which Dr. Boggs circulated among the Board members.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

There were none.

G. **COMMUNICATIONS**

1. Letter from **Jane A. Lynch, California State University, San Marcos**, to Laura Sterling, dated January 27, 1999, thanking Palomar College for its recent donation of a Tandberg Listening Lab. **Exhibit G-1**
2. Letter from **Kristen McKinney, University of California, Los Angeles**, to Dr. Boggs, dated February 16, 1999, commending Bill Flynn and our staff for organizing the professional, well-polished, and smooth-running Virtual Learning Environments and Learning Paradigm Conferences. **Exhibit G-2**

H. **UNFINISHED BUSINESS**

There was none.

I. **NEW BUSINESS**

1. **INFORMATION: COMMUNITY COLLEGE GOVERNANCE POLICIES - A JOINT STATEMENT OF THE BOARD OF GOVERNORS AND TRUSTEES OF COMMUNITY COLLEGE DISTRICTS (CCCT) – DRAFT**

Dr. Boggs noted that CCCT would like the Board to take a position either to support this or to suggest some changes.

Ms. Hughes stated that she is in favor of supporting this statement. She feels there is a need for some formal delineation of responsibilities, and this seems to retain the local Governing Board's authority in places where some people would like to take it away.

Mr. Corona stated that, when this document was first presented at the joint meeting of the Board of Governors and CCCT, he had suggested that some changes be made so that the vision would be geared more toward students and how it would help retain students by maintaining local control. He suggested some changes to Chancellor Nussbaum and David Viar of CCLC.

Ms. Hughes asked Xavier to provide his recommendations for changes prior to the next meeting so that the Board members might have an opportunity to study them in advance.

Dr. Dougherty stated that one of the things in this draft that he thinks should be there involves districts that get into financial trouble and an early-warning system to allow help to be provided. He feels it is important to identify those districts at the earliest possible time so that changes may be made before they get into serious trouble. The Accreditation Commission is also looking at some kind of early-warning system.

This will be on the agenda for information/action at the next meeting. **Exhibit I-1**

2. **EXCUSE ABSENCE OF STUDENT TRUSTEE**

MSC Dougherty, Jensen

**RESOLUTION 98-19381**

**BE IT RESOLVED, That** in accordance with Section 72425(d) of the California Education Code, the Governing Board finds that the absence of **Xavier Corona** from the Governing Board Meeting held February 23, 1999, is excused due to attendance at a conference in Washington, D.C., on behalf of the College.

The Vote was unanimous.  
Student Trustee Advisory Vote: Abstain

3. **INFORMATION: 1999-2000 SABBATICAL LEAVE REQUESTS**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District approve 1999-2000 sabbatical leaves as follows:

**Non-Traditional Equal to One Semester**

P. J. DeMaris, EOPS

**Full Year, 1999-2000**

Bettina Heinz, Chemistry Department  
Irene Stiller, Nursing Education Department

**Fall, 1999**

John Dise, Counseling, Guidance, and Career Development  
Byung Kang, Library  
Loren Lee, Economics, History, and Political Science Department  
Ann Maioroff, English Department  
Mike Michaelson, Computer Science and Information Systems Department  
Steve Miller, Art Department  
Michael Newbrough, Economics, History, and Political Science Department  
Joel Rivera, Foreign Languages Department  
Patricia Waterman, Physical Education/Athletics

**Spring, 2000**

Rebecca Barr, Counseling, Guidance, and Career Development  
Judy Cater, Library  
David Chase, Performing Arts  
Patricia Dixon, American Indian Studies Department  
Judith Dolan, Business Education Department  
Bonnie Dowd, Business Education Department  
Martha Evans, Foreign Languages Department  
Lynn Henson, English as a Second Languages Department  
Charles Ingham, English Department  
Christopher Johnson, Economics, History, and Political Science  
James Luna, Counseling, Guidance, and Career Development

**Exhibit I-3**

Ms. Hughes stated that she enjoyed reading the summaries of these people plans for their leaves.

4. **APPROVE FIELD COURSE TO YELLOWSTONE NATIONAL PARK FOR SUMMER, 1999**

MSC Dougherty, Hughes

**RESOLUTION 98-19382**

**BE IT RESOLVED That** the Palomar Community College District's 1999 field course to Yellowstone National Park be and is hereby approved; that the following courses shall be offered during the field course: (a) Biology 195 A, Field Studies in Natural History (3 units); (b) Biology 195 B, Field Studies in Ecology (3 units); (c) Biology 45A, Field Studies in Natural History (3 units).

**BE IT FURTHER RESOLVED, That** all agreements and contracts necessary to carry out this summer field course to Yellowstone National Park are hereby authorized between the Palomar Community College District and the following vendors: (a) AMFAC Parks & Resorts (campsites and campground rental, Yellowstone National Park); (b) National Park Service (campsites, Coulter Bay Campground, and Grand Teton National Park); (c) Adventure Sports (canoe rental); (d) Leisure Sports (canoe, raft, and trailer rental); (e) Grand Teton Lodge Company (float trip with dinner). Advance deposits as may be required by these vendors, are hereby authorized.

**BE IT FURTHER RESOLVED, That** each student enrolling in the summer field course to Yellowstone National Park shall be responsible for his/her individual travel and expenses to and from Yellowstone National Park; and each shall, in addition, pay a course fee of \$250.00 and registration fees of \$13.00 per credit hour plus a \$2.00 accident insurance fee; each student who enrolls shall be entitled to take one of the 3-unit courses approved for this field course. **Exhibit I-4**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **INFORMATION: CANDIDATES FOR ELECTION TO CCCT BOARD OF DIRECTORS**

Dr. Dougherty stated that, instead of having two seats open for non-incumbents, there are four. Incumbents on that board are usually re-elected because they have done an outstanding job. He suggested that the Board consider voting for Charles Hayden from College of the Desert, as well as all the people from San Diego County because he feels it is important to have one or two voices on that board.

Mr. Corona suggested that the Board consider representatives from other districts outside of San Diego County, because the CCCT board bases its opinion on demographics. They want to be certain the entire state is represented. He feels that the odds of electing another person from this County, in addition to the one from Southwestern College who was elected last year, are slim. He feels we should see what members from other districts the Board would like to endorse and start creating relationships with them.

Dr. Nelson recommended Don Jenkins from Rio Hondo College. He has been on their board for a long time and has been very active statewide. He is a very seasoned, knowledgeable person who is committed to community colleges.

The vote will take place at the April 13, 1999, Governing Board meeting. **Exhibit I-5.**

6. **DECLARE COMPUTERS SURPLUS AND OF INSUFFICIENT VALUE TO DEFRAY COSTS OF SALE; APPROVE DONATION TO LOCAL EDUCATIONAL INSTITUTIONS (unanimous approval required)**

MSC Dougherty, Hughes

**RESOLUTION 98-19383**

**BE IT RESOLVED, That** computers and computer equipment listed in the memorandum of backup to this resolution, the terms of which are by this reference incorporated herein, are declared surplus and available for donation by the Governing Board of the Palomar Community College District, in accordance with District Procedure 552, to local schools and school districts operating within the geographical jurisdiction of the District.

**BE IT FURTHER RESOLVED, That**, in the event that none of the aforesaid local schools or school districts will accept this donation, this donation may then go to the Minnow Lake Foundation, Inc., of San Marcos, California, a nonprofit entity engaged in the operation of day and full-week camps to assist at-risk families. **Exhibit I-6**

The Roll-Call Vote was unanimous (Aye: Jensen, Hughes, White, Nelson, Dougherty).  
Student Trustee Advisory Vote: Aye

7. **APPROVE PLANS AND SPECIFICATIONS BY TMAD ENGINEERS, INC., FOR RENOVATION AND REPLACEMENT OF HVAC, INCLUDING DOMESTIC HOT WATER PROJECTS**

MSC Dougherty, Hughes

**RESOLUTION 98-19384**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby approves the plans and specifications prepared by TMAD Engineers, Inc., for the following scheduled maintenance projects for the San Marcos campus: Buildings M, O, CH, Bookstore and Theatre, and for LS-3, S-11, Building F-Photo Lab and O-Building (domestic hot water).

**BE IT FURTHER RESOLVED, That** bids shall be received for the aforesaid projects in accordance with the plans and specifications approved by the Palomar Community College District.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

8. **RECEIVE BIDS FOR RENOVATION AND REPLACEMENT OF HVAC, PURSUANT TO THE APPROVED PLANS AND SPECIFICATIONS OF TMAD ENGINEERING, INCLUDING DOMESTIC HOT WATER PROJECTS; DECLARATION OF APPARENT LOWEST RESPONSIVE BIDDER; AND AUTHORIZE CONTRACT SUBJECT TO RECEIPT OF ALL REQUIRED BONDS, INSURANCE, AND CONTRACTOR CERTIFICATIONS**

MSC Dougherty, Hughes

**RESOLUTION 98-19385**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby receives bids submitted on March 8, 1999, for the work of construction to renovate and replace HVAC in Buildings M, O, CH, Bookstore, and Theatre, and for LS-3, S-11, Building F-Photo Lab and O-Building (domestic hot water) [the "Project"] in accordance with plans and specifications prepared by TMAD Engineers, Inc., as previously approved by the Board; and,

**BE IT FURTHER RESOLVED, That** Cal-Air, Inc., of San Marcos, California, be and is hereby declared to be the apparent lowest responsive bidder for this Project for a total contract price of \$546,487.00; and that a contract for this amount is hereby authorized with this contractor, on condition that the contractor deliver to the Office of Counsel, Contracts, and Special Projects all required bonds, insurance, and certifications required by the contract documents. Funding is from State Scheduled Maintenance and/or State Hazardous Substance Removal Programs. **Exhibit I-8**

Ben Echeverria reported that only one bid was received, and it was more than the budgeted amount, at \$1,571,013.00. It was, therefore, recommended that the Board accept the aforementioned bid, dropping off the following projects: Bookstore - \$88,401.00, S-11 - \$64,716.00, M Building - \$131,706.00, and Howard Brubeck Theatre - \$739,703.00, leaving a bid balance of \$546,487.00.

Dr. Boggs stated that we are having problems getting bids because there is so much work available that many potential bidders are electing not to respond to a request for a bid or to bid very high. In this case, we can cut the project back considerably so that we can stay within the budget.

Mike Ellis pointed out that two of the items that are being cut back are actually being deferred because we have another 1½ years in which to rebid and reschedule them. We are cutting S-11 because that is currently the dental lab, and there are plans to move this program to the Escondido Center. We are also cutting the Bookstore project. We are on a very tight time line. The biggest problem is that this project has been waiting for the DSA approval for 1½ years, which has taken up half of our time line. We have three years after they award it to select the engineer, give the design, get it approved by the DSA, begin the project, and get it done.

The Roll-Call Vote was unanimous (Ayes: Jensen, Hughes, White, Nelson, Dougherty).  
Student Trustee Advisory Vote: Aye

9. **RECEIVE BIDS FOR AIR BLOWN FIBER, RELOCATION TO TEMPORARY OVERHEAD SERVICE; DECLARATION OF APPARENT LOWEST RESPONSIVE BIDDER; AND AUTHORIZE CONTRACT SUBJECT TO RECEIPT OF ALL REQUIRED BONDS, INSURANCE, AND CONTRACTOR CERTIFICATIONS**

MSC Hughes, Nelson

**RESOLUTION 98-19386**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby receives bids submitted on March 8, 1999, for the work of construction for Air Blown Fiber, Relocation to Temporary Overhead Services in support of the Infrastructure Replacement Project presently underway on the San Marcos campus (hereinafter the "Project"); and,

**BE IT FURTHER RESOLVED, That** Tele-Line Communications, of Riverside, California, be and is hereby declared to be the apparent lowest responsive bidder for this Project for a total contract price of \$31,475.00, plus \$2.28/ft. for additional fiber; and that a contract for this amount is hereby authorized with this contractor, on condition that the contractor deliver to the Office of Counsel, Contracts, and Special Projects all required bonds, insurance, and certifications required by the contract documents. Account No. 05-10-50-5010-7131-6292.00-1555 **Exhibit I-9**

Ben Echeverria reported that we had received four bids on this item. They varied between \$31,475.00 and \$82,594.68.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **APPROVE EXTENSION OF CONTRACT WITH PURKISS ROSE-RSI FOR DESIGN OF ATHLETIC AND PHYSICAL EDUCATION FIELDS AND OPEN-SEATING AMPHITHEATER**

MSC Dougherty, Hughes

**RESOLUTION 98-19387**

**WHEREAS**, on September 8, 1997, by Resolution 97-18541, the Governing Board of the Palomar Community College District approved an agreement between the District and Purkiss Rose-RSI, Landscape Architects (hereinafter the "Design Team") for design and engineering of plans, specifications, and construction documents from which athletic and physical education fields, and an open-seating amphitheater may be constructed on the San Marcos campus; and,

**WHEREAS**, the effective date of the original agreement was made October 1, 1997; and,

**WHEREAS**, the initial work of the Design Team has been completed but there are insufficient funds to undertake the actual work or construction required to implement the plans and specifications produced by the Design Team; and,

**WHEREAS**, work remains for the Design Team to perform, under the original agreement with the District, including but not limited to, assist with preparation of construction documents; coordination with the Vallecitos Water District; submission of construction documents for Division of State Architect plan review and access compliance; assistance with approval of contractor requests for payment, change orders, clarification of drawings, and submittals and approvals required by DSA; and assistance with final project acceptance;

**NOW, THEREFORE, BE IT RESOLVED, That** the term of the agreement between the Palomar Community College District and Purkiss Ross-RSI, effective October 1, 1997, be and is hereby extended to October 1, 1999, in order to provide additional time for the performance of all that is required of the Design Team, and for no additional fees or costs to the District.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS, JANUARY 1, 1999, THROUGH FEBRUARY 28, 1999**

MSC Dougherty, Hughes

**RESOLUTION 98-19388**

**BE IT RESOLVED, That** all contracts and agreements for the period January 1, 1999, through February 28, 1999, entered into on behalf of the Palomar Community College District pursuant to resolutions 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. **Exhibits I-11a, I-11b**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

12. **REJECT BID OF ATLAS FENCE CO. ON INSTALLATION OF DSA-APPROVED  
BASEBALL SAFETY NETTING SYSTEM, SAN MARCOS CAMPUS**

MSC Dougherty, Nelson

**RESOLUTION 98-19389**

**WHEREAS**, the Palomar Community College District advertised a call for bids on the Installation of a DSA-Approved Baseball Safety Netting System for the San Marcos Campus (the "Project") on January 26, 1999, and February 3, 1999; and,

**WHEREAS**, competitive bids were received on February 18, 1999, at 2:00 p.m. in the Office of Counsel, Contracts, and Special Projects of the District; and,

**WHEREAS**, the only vendor to submit a bid was Atlas Fence Company of San Diego, California, in the amount of \$106,565.00; and,

**WHEREAS**, Atlas Fence Company's bid exceeds the available funding for the Project by approximately \$71,565;

**NOW, THEREFORE, BE IT RESOLVED, That** the bid of Atlas Fence Company in the amount of One hundred six thousand, five hundred sixty-five dollars and no cents (\$106,565.00) be and is hereby rejected by the Governing Board of the Palomar Community College District; and,

**BE IT FURTHER RESOLVED, That** the bid security posted by Atlas Fence Company be returned to this bidder with the thanks of the Governing Board to Atlas Fence Company for their efforts in submitting this bid, together with Notice from the Board that the bid is rejected.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

13. **INFORMATION: RESCHEDULE SUMMER, 1999, GOVERNING BOARD MEETINGS**

**BE IT RESOLVED, That** the Governing Board cancel the regular meetings of July 13, July 27, August 10, and August 24, 1999;

**BE IT FURTHER RESOLVED, That** the Governing Board schedule special meetings on July 20 and August 17, 1999.

Dr. Boggs noted that this is being placed on the agenda in order to do some advance planning for vacations. Traditionally, our Board has canceled one or two meetings during the summer. We are recommending that the four aforementioned meetings be canceled and that two special meetings be held in the middle of each of the months of July and August.

This will be brought back to the Board for action at the next meeting.

14. **INFORMATION: PROPOSED REVISION TO BP 402.1 – REGISTRATION PRIORITY SYSTEM**

**BE IT RESOLVED, That** the following revisions be made to BP 402.1:

**BP 402.1**  
***Registration Priority System (89-13819, 94-16943 94-17035)***

Students will be assigned phone-in registration appointments in the following priority scheme:

1. DSP&S, ~~and~~ EOP&S, **and TRIO** Students
  - a. Continuing students.
  - b. New, returning, and transfer students who submit an application and complete assessment and orientation prior to the deadline date.
2. New, returning, transfer, and continuing students who complete orientation and assessment in the immediate period of time prior to the deadline date.
3. Continuing students (students who are actively registered at census the prior semester or actively registered in a course as of the deadline date).
  - a. Assigned appointments on the basis of units completed (0 to 90 units) at the Palomar Community College District as recorded in the student records system. Students with over 90 units are rotated to begin the cycle again.
  - b. Within each unit category, students are assigned in a randomized ID number order.
4. New, returning, or transfer students who are not in category 2.
5. **Non-high school graduates under the age of 18**

Students who prefer to register through walk-in registration will be given first-come, first-served appointments. They also have the option to register during the open registration period. GB 5-22-90, Rev. 3-28-95, Rev. 5-23-95

Mr. Corona reported that after considerable research, he feels this revision should be made.

15. **APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN PALOMAR COMMUNITY COLLEGE DISTRICT AND PALOMAR COLLEGE FOUNDATION TO ENTER INTO AGREEMENT TO AUTHORIZE THE FOUNDATION THE FUND-RAISING AND FISCAL RESPONSIBILITY OF THE COLLEGE'S SCHOLARSHIP PROGRAM**

MSC Dougherty, Hughes

**RESOLUTION 98-19390**

**BE IT RESOLVED, That** the Governing Board approves the memorandum of understanding between the Palomar Community College District and Palomar College Foundation to enter into an agreement to authorize the Foundation the fund-raising and fiscal responsibility of the College's scholarship program.

Under this arrangement, the Foundation will:

1. Coordinate and conduct all activities (fund raising, soliciting donors, cultivating donors) relative to securing, maintaining, and increasing scholarship funds.
2. Establish scholarship criteria, selection, award amounts, and disbursement guidelines with donors.
3. Maintain receipt of funds and records for respective donor scholarship programs.
4. Prepare and distribute all scholarship checks to scholarship recipients; distribute to scholarship recipients checks received at the College that are made payable directly to the recipient.
5. Send award acknowledgment letters with checks to scholarship recipients
6. Coordinate scholarship recipient donor thank-you letters
7. Solicit current donors to increase scholarship funds and establish new donor scholarships.
8. Maintain bank and investment accounts in accordance with donor's stipulations.
9. Plan, organize, and conduct annual scholarship awards night.
10. Maintain and update database of donors and potential donors.

In addition, the Foundation agrees to maintain applicable records, financial transactions and investments within generally accepted accounting principles and under the appropriate California Government Code. The Foundation agrees to hold the College harmless, defend the College, and pay for any judgment for the negligence of the Foundation or Foundation employees.

Under this arrangement, the District will:

1. Coordinate Scholarship Committee that has the responsibilities of selecting recipients according to the donor criteria; participating in the scholarships awards night ceremony activities, such as announcing awards and recipients to the donors, families, and audience.
2. Actively market scholarship opportunities to a wide variety of potential and current students at feeder schools and off-campus centers.
3. Communicate, educate, and assist current and potential students in obtaining scholarships offered at the College and from various outside sources.
4. Remit \$25,000 to the Foundation for services rendered under this agreement.

This arrangement shall be in effect for one year only, beginning March 10, 1999. If at the end of one year, the College wishes to continue this arrangement, the College shall process a new agreement for a subsequent new year. The College shall be the sole determinant in the renewal of this agreement.

Dr. Dougherty asked the actual cost to the College to provide staff to perform these scholarship activities in-house. Jerry Patton reported that Mary San Agustin would need at least one more person to adequately manage the scholarships; and this, including benefits, would add over \$40,000 to the expenses of the College.

Mary San Agustin reported that her department has never had the responsibility of soliciting donors for the scholarship program, and they have been able to stay "status quo" with the existing donors. They feel their office should advertise and recruit students to apply for scholarships, but they do not have the staff or the expertise to solicit donors or provide fund-raising events.

Ms. Hughes asked if the Scholarship Committee that selects the recipients would still be in effect. Dr. Boggs reported affirmatively. Ms. Hughes feels that it should be very clear that the \$25,000 the District would pay the Foundation is not scholarship money and that we are not taking money away from student scholarships to fund the disbursement of them.

Bruce Bishop asked if anyone could speak to the practices of other institutions in terms of to what extent they fund their foundations for this type of thing or if the foundation funds it from the funds that it collects. Dr. Boggs reported that it is quite common to have the fund-raising part of scholarships in a foundation. Donors tend to give the money and designate it for scholarships. They don't want it to go to administering the scholarships. Bruce asked if there is other money within our Foundation that could be utilized to administer scholarships. Dr. Boggs reported that there is a certain amount of discretionary money, but most people give money with a specific purpose in mind. Our fund raisers provide the discretionary money. Dale Wallenius noted that about 85 percent of the money coming into our Foundation is designated; 15 percent is undesignated. That 15 percent is utilized for staffing needs, grants, faculty awards dinners, and similar things that come up. YMCAs and universities always scramble for undesignated money as most donors want to see their money used for specific needs.

Dale stated that the Foundation has the staff to perform the duties in question, and the \$25,000 would help offset the staffing needs to administer designated funds. We cannot use scholarship moneys for this purpose. Since the Foundation has taken over the scholarship program, it has expanded the program to 64 new scholarships worth \$118,000; and they would like to increase this amount even further.

Ms. Hughes stated that she agrees that it is important for the Foundation to be self-supporting. The College formerly performed these duties, and then the Foundation was given the responsibility. This entailed many hours of work that were shifted from the College to the Foundation, and those hours must be paid.

Mr. Corona stated that he is concerned about what would happen if the administrative costs of the program exceed \$25,000. Would the Foundation then request additional funds? Would the Foundation cease the service when it exceeds \$25,000? Dale Wallenius stated that no more than \$25,000 would be requested. Before the transfer of responsibility, the College was administering 151 scholarships and the Foundation was administering 60, or approximately 40 percent. There are presently 275 scholarships offered at Palomar College. Each one has very specific requirements from grade-point average to entrance requirements, etc., and they need a great deal of attention. It was overwhelming for Financial Aid to handle these scholarships, so the District approached the Foundation for assistance in assuming this responsibility. Mr. Corona stated that, because this is a one-year test program, it is vital that the Foundation keep complete records indicating how they have helped the students. He feels the students would be in support of the Foundation handling the scholarships if these conditions were met.

Dr. Dougherty stated that it is important that the entire process be done very well, including apprising students of the scholarships that are available. He agrees that this is probably the best way to handle scholarships.

Ms. Hughes stated that she plans to vote for this tonight, but she would have appreciated seeing it as an information item before it came as an action item.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**J. INSTRUCTIONAL/OPERATIONAL REPORTS**

**1. APPROVE COURSES FOR INCLUSION IN CURRICULUM**

MSC Dougherty, Hughes

**RESOLUTION 98-19391**

**BE IT RESOLVED, That** the following courses, which have been examined by the Curriculum Committee and are being recommended for inclusion in the Palomar College curriculum, be approved:

- a. Course ID: Administration of Justice 211  
A.A. degree/certificate program (elective): Administration of Justice - Corrections, Administration of Justice - Law Enforcement  
Discipline for minimum qualification: Administration of Justice (master's degree not required)  
  
211 Fingerprint Identification  
Three hours lecture (3)  
This course reviews the history and application of fingerprinting for personal identification, including recognition of patterns and classification of fingerprints. The student will also experience practical problems involving locating, developing, lifting, and photographing latent prints. Courtroom testimony and exhibits will also be covered. CSU (Effective Fall, 1999)
- b. Course ID: Computer Science and Information Systems 154  
Prerequisite validated: Yes  
Discipline for minimum qualification: Computer Information Systems (master's degree not required)  
  
154 NT Server 4.0  
One and one-half hours lecture - One hour lecture-laboratory (2)  
Prerequisite: CSIS 152  
This is a required course for the Microsoft Certified Systems Engineer (MCSE) program. It imparts the knowledge and skills necessary to install, configure, customize, optimize, network, integrate, and troubleshoot Windows NT 4.0. This course follows Microsoft Official Curriculum and will help individuals prepare for the Microsoft certification exam 70-067, which is a core requirement for MCSE certification. *May be taken two times.* CSU (Effective Fall, 1999)
- c. Course ID: Computer Science and Information Systems 156  
Prerequisite validated: Yes  
Discipline for minimum qualification: Computer Information Systems (master's degree not required)  
  
156 NT Server 4.0 Enterprise  
One and one-half hours lecture - One hour lecture-laboratory (2)  
Prerequisite: CSIS 154  
This is a required course for the Microsoft Certified Systems Engineer (MCSE) program. It imparts the knowledge and skills necessary to design, implement, and support the Windows NT Server network operating system in a multi-domain enterprise environment. This course follows Microsoft Official Curriculum and will help individuals prepare for the Microsoft certification exam 70-068, which is a core requirement for MCSE certification. *May be taken two times.* CSU (Effective Fall, 1999)

- d. Course ID: English 137  
Recommended preparation validated: Yes  
Preparation for major (required): English  
Discipline for minimum qualifications: English (master's degree required)
- 137 The Literary Magazine: History and Production  
Eight hours lecture-laboratory (4)  
Recommended preparation: Eligibility for ENG 100  
Historical examination of the genre of the literary magazine from the 18th century to the present, with an emphasis on the late 20th century. Also, after selecting and editing material for Palomar College's literary journal, Bravura, students will structure, format, produce, and distribute the magazine. *May be taken four times.* CSU (Effective Fall, 1999)
- e. Course ID: Mathematics 56  
Prerequisite validated: Yes  
Discipline for minimum qualification: Mathematics (master's degree required)
- 56 Beginning/Intermediate Algebra  
Six hours lecture - Two hours laboratory (6)  
Prerequisite: Eligibility determined through the math placement process.  
A review of elementary algebra and in-depth coverage of intermediate algebra intended for the student who has previous experience with algebra. Meets requirement for the A.A. degree. Meets prerequisite requirement for mathematics courses number 100-120, and 135. *Not open to students with credit in MATH 60.* (Effective Fall, 1999)
- f. Course ID: Special Education 35  
Discipline for minimum qualification: Special Education (master's degree required)
- 35 Speech and Language Development: Articulation, Fluency, and Voice Problems  
One and one-half or three hours lecture (1.5, 3)  
For students with communication problems relating to articulation, rate/fluency, and voice. It includes assessment, theory, physiology, and management strategies. *May be taken four times.* (Effective Fall, 1999)
- g. Course ID: Travel Services 90  
A.A. degree/certificate (required): Travel Services  
Discipline for minimum qualification: Travel Services (master's degree not required)
- 90 Computer Systems - Apollo  
Two hours lecture - One and one-half hours laboratory (2.5)  
Instruction in the use of the Apollo Computer System for handling travel arrangements. Course presents the concepts, procedures, and formats necessary for a working understanding of the Apollo Reservation System. (Effective Fall, 1999)

- h. Course ID: Travel Services 91  
A.A. degree/certificate (required): Travel Services  
Discipline for minimum qualification: Travel Services (master's degree not required)
- 91 Computer Systems - Sabre  
Two hours lecture - One and one-half hours laboratory (2.5)  
Instruction in the use of the Sabre Computer System for handling travel arrangements. Course presents the concepts, procedures, and formats necessary for a working understanding of the Sabre Reservation System.  
(Effective Fall, 1999)

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **APPROVE REMOVAL OF COURSES FROM CURRICULUM**

MSC Hughes, Dougherty

**RESOLUTION 98-19392**

**BE IT RESOLVED, That** the following courses, which have been examined by the Curriculum Committee and are being recommended for removal from the Palomar College curriculum, be approved:

- a. Course ID: Administration of Justice 171  
Title: Police Reserve Officer Level II Training  
Reason for deletion: Law and P.O.S.T. regulations changed  
Effective: Fall, 1999
- b. Course ID: Aeronautical Sciences 155  
Title: Airport Fixed Base Operations  
A.A. degree/certificate: Aviation Management, Aeronautical Operations, Aircraft Commercial Pilot  
Reason for deletion: Inactive  
Effective: Fall, 1999
- c. Course ID: Computer Science and Information Systems 50  
Title: PC/MS-DOS  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- d. Course ID: Computer Science and Information Systems 50 R.O.P.  
Title: PC/MS-DOS  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- e. Course ID: Computer Science and Information Systems 52 R.O.P.  
Title: PC/MS-DOS II  
Reason for deletion: Course has been replaced by R CSIS 51  
Effective: Fall, 1999

- f. Course ID: Computer Science and Information Systems 62  
Title: Paradox  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- g. Course ID: Computer Science and Information Systems 62 R.O.P.  
Title: Paradox  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- h. Course ID: Computer Science and Information Systems 70  
Title: Lotus 1-2-3  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- i. Course ID: Computer Science and Information Systems 100  
Title: Computer Concepts  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- j. Course ID: Computer Science and Information Systems 109  
Title: Microcomputer Accounting Systems  
Reason for deletion: Inactive  
Effective: Fall, 1999
- k. Course ID: Computer Science and Information Systems 210  
Title: COBOL Programming  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- l. Course ID: Computer Science and Information Systems 211  
Title: Advanced COBOL Programming  
Reason for deletion: Course is obsolete  
Effective: Fall, 1999
- m. Course ID: Fashion 151  
Title: Fitting and Draping  
Reason for deletion: Inactive  
Effective: Fall, 1999
- n. Course ID: Mathematics 150  
Title: Finite Mathematics  
Reason for deletion: Inactive  
Effective: Fall, 1999
- o. Course ID: Music 140  
Title: Elementary Woodwinds  
Reason for deletion: Inactive  
Effective: Fall, 1999
- p. Course ID: Music 141  
Title: Intermediate Woodwinds  
Reason for deletion: Inactive  
Effective: Fall, 1999

- q. Course ID: Nursing Education 105  
Title: Nursing Trends and Issues  
Reason for deletion: Inactive  
Effective: Fall, 1999
- r. Course ID: Nursing Education 115  
Title: Nursing Process I  
Reason for deletion: Inactive  
Effective: Fall, 1999
- s. Course ID: Nursing Education 116  
Title: Nursing Process II  
Reason for deletion: Inactive  
Effective: Fall, 1999
- t. Course ID: Nursing Education 215A  
Title: Nursing Processing III (Maternity Nursing)  
Reason for deletion: Inactive  
Effective: Fall, 1999
- u. Course ID: Nursing Education 215B  
Title: Nursing Process III (Pediatric Nursing)  
Reason for deletion: Inactive  
Effective: Fall, 1999
- v. Course ID: Nursing Education 215C  
Title: Nursing Process III (Psychiatric-Mental Health Nursing)  
Reason for deletion: Inactive  
Effective: Fall, 1999
- w. Course ID: Psychology 135  
Title: Psychology of Adolescence  
Reason for deletion: Inactive  
Effective: Fall, 1999
- x. Course ID: Special Education 7  
Title: Work Adjustment  
Reason for deletion: Inactive  
Effective: Fall, 1999
- y. Course ID: Special Education 30  
Title: Speech and Language Development: Articulation Problems  
Reason for deletion: Inactive  
Effective: Fall, 1999
- z. Course ID: Special Education 32  
Title: Speech and Language Development: Rate/Fluency Problems  
Reason for deletion: Inactive  
Effective: Fall, 1999

- aa. Course ID: Special Education 333  
Title: Speech and Language Development: Voice Problems  
Reason for deletion: Inactive  
Effective: Fall, 1999
- bb. Course ID: Supervision 105  
Title: Oral Communications for Supervisors  
Reason for deletion: Restructure of Supervision program per advisory committee  
Effective: Fall, 1999
- cc. Course ID: Supervision 110  
Title: Written Communications for Supervisors  
Reason for deletion: Restructure of Supervision program per advisory committee  
Effective: Fall, 1999
- dd. Course ID: Supervision 115  
Title: Management and Organization  
Reason for deletion: Restructure of Supervision program per advisory committee  
Effective: Fall, 1999
- ee. Course ID: Supervision 125  
Title: Introduction to Labor Relations  
Reason for deletion: Restructure of Supervision program per advisory committee  
Effective: Fall, 1999
- ff. Course ID: Supervision 145  
Title: Safety and Health Programs  
Reason for deletion: Restructure of Supervision program per advisory committee  
Effective: Fall, 1999
- gg. Course ID: Supervision 150  
Title: Women in Management  
Reason for deletion: Restructure of Supervision program per advisory committee  
Effective: Fall, 1999

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **APPROVE CHANGES TO MATHEMATICS COMPETENCE REQUIREMENT FOR A.A. DEGREE**

MSC Dougherty, Hughes

**RESOLUTION 98-19393**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District approve the following changes to the Mathematics Competence Requirement for the A.A. Degree:

Mathematics Competence Requirement  
Complete one of the following options:

- Complete with a grade of "C" or better Mathematics ~~50~~ 56 or 60 at Palomar College or the equivalent at another accredited college, or a more advanced math course;
- Achieve an acceptable score on the P.C. Assessment Test - ASSET:
  - a. Minimum score of ~~48~~ 24 on the Intermediate Algebra section.
  - b. Minimum score of ~~40~~ 15 on the College Algebra section;
- Achieve an acceptable score on the P.C. Assessment Test - CPT: Minimum score of 86 on the College-Level Mathematics section;
- Achieve a score of ~~500~~ 550 on the mathematics section of the Scholastic Aptitude Test I (SAT I);
- Achieve a score of ~~47~~ 19 on the mathematics section of the American College Test (ACT);
- Achieve a score of ~~450~~ 500 or higher on the Mathematics General Examination of the College Level Examination Program (CLEP);
- ~~Achieve an acceptable score on the P.C. Assessment Test - CPT. Minimum score of 43 on the College-Level Mathematics section.~~

(Effective Fall, 1999)

Dr. Boggs stated that this is an academic and professional matter about which the Board should give primary recognition to the opinion of the Faculty Senate. He also reminded those present that comments must be limited to no more than five minutes per person.

Discussion ensued wherein the following persons spoke in favor of the proposed changes: Bruce Bishop, John Picard, Tom Chambers, Annette Parker, Diane Michael, Mark Vernoy, Mike Rourke. The following persons spoke in opposition to the proposed changes: Xavier Corona, Jan Kuzmich, Judy Eberhart

Following lengthy discussion, the Board voted to approve the resolution.

The Vote was unanimous.

Student Trustee Advisory Vote: Nay

4. **Community Services Classes Report**

Kris Coxsey presented a report regarding classes being offered under the auspices of the Community Service Programs.

5. **Update on Planning Process**

Dr. Robert Barr outlined the College's planning processes.

**K. PERSONNEL**

1. **APPROVE REHIRING OF PROBATIONARY FACULTY**

MSC Dougherty, Jensen

**RESOLUTION 98-19394**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby approves the rehirng for the 1999-2000 and 2000-2001 academic years the following second-year probationary faculty members:

John Aubert	Earth Sciences
A. Carey Carpenter	Life Sciences
Lihe Chen	English as a Second Language
Lisa Cox	Counseling, Guidance, and Career Development
Lisa DuBois	Earth Sciences
Jose Fernandez	Counseling, Guidance, and Career Development
Russell Filbeck	Trades and Industry
Daniel Finkenthal	Physics and Engineering
Carolyn Funes	Library Media Center
Hugh Gerhardt	Physical Education/Athletics
Hilary Harris	English
Timothy Hernandez	Counseling, Guidance, and Career Development
Shelton Hill	Speech Communication/Forensics/ASL
Mark Hudelson	Art
Robert Jones	Mathematics
Lee Kerckhove	Behavioral Sciences
Nimoli Khurana	English as a Second Language
Mark Lane	Earth Sciences
Patriceann Mead	Performing Arts
Ruben Murcia	Life Sciences
Fergal O'Doherty	English
Lillian Payn	Graphic Communications
Elizabeth Pearson	Life Sciences
Jorge Saavedra	Mathematics
Melissa Smith-Sherwood	Speech Communication/Forensics/ASL
Paul Stachelek	Communications
Robert Sterken	Economics, History, and Political Science
Rocco Versaci	English
Tamara Weintraub	Library Media Center
Mark Whitney	Child Development

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **APPROVE GRANTING OF TENURE**

MSC Dougherty, Hughes

**RESOLUTION 98-19395**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby grants tenure to the following faculty members:

Monika Brannick	Mathematics
Mathews Chakkanakuzhi	Mathematics
Daniel Clegg	Mathematics
Theresa Egkan	Counseling, Guidance, and Career Development
Natarajan Geetha	Chemistry
Gladys Gomez	Foreign Languages
Teresa Laughlin	Economics, History, and Political Science
Michael Mufson	Performing Arts
Sara Thompson	Life Sciences
Sherry Titus	Physical Education and Athletics

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED POSITION**

MSC Hughes, Nelson

**RESOLUTION 98-19396**

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

a. Position: **INSTRUCTIONAL SUPPORT ASSISTANT IV**  
Department: Life Sciences  
Position #: 330753      New?: Yes  
Sal Rng/Stp: 27/A      Salary: **\$1,980.00 month**  
% of position: 75%      # of Mos: 10  
Effective: March 10, 1999  
Acct #(s): 01-10-33-3345-4901-2211.00-0000/100%  
**Note:** Hourly conversion

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Hughes

**RESOLUTION 98-19397**

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

- a. Name: **JULIE KLEIN**  
Position: Instructional Support Assistant IV  
Department: Life Sciences  
Position #: 330753 New?: Yes  
Remarks: Position approved 3/9/99  
Sal Rng/Stp: 27A **Salary: \$1,980.00/ month**  
% of position: 75% # of Mos: 10  
Effective: March 10, 1999  
Acct #(s): 01-10-33-3345-4901-2211.00-0000/100%  
**Note:** Hourly conversion
- b. Name: **JOANN K. ELLIS**  
Position: Information Systems Support Specialist  
Department: Information Services  
Position #: 501671 New?: Yes  
Remarks: Combination of two part-time positions into one full-time position approved on 11/10/98.  
Sal Rng/Stp: 19/A **Salary: \$2,172.00/month**  
% of position: 100% # of Mos: 12  
Effective: March 10, 1999  
Acct #(s) 01-10-50-5050-6780-2111.00-0000/100%
- c. Name: **JUDY K. HAHN**  
Position: Financial Aid Assistant  
Department: Financial Aid & Scholarships  
Position #: 460459 New?: Yes  
Remarks: Position approved on 11/24/98  
Sal Rng/Stp: 16/A **Salary: \$2,019.00/month**  
% of position: 100% # of Mos: 12  
Effective: March 10, 1999  
Acct #(s) 01-10-41-4130-6460-2111.00-1605/65%  
01-10-41-4130-6460-2111.00-0852/35%  
**NOTE:** This is a specially funded position; its continuation depends upon the availability of funds.
- d. Name: **GREGORY D. THOMAS**  
Position: Tutorial Specialist  
Department: Tutorial Services  
Position #: 460750 New?: No  
Remarks: Replacement for Ruth Barnaba  
Sal Rng/Stp: 22/A **Salary: \$1,636.60/month**  
% of position: 70% # of Mos: 11  
Effective: March 10, 1999  
Acct #(s) 01-10-43-4315-6316-2111.00-0000/100%

e.      Name:            **PETER J. LEWIS**  
          Position:        Media Equipment Technician  
          Department:    Library/Media Center  
          Position #:     300552            New?:            No  
          Remarks:        Replacement for Don Sandvik  
          Sal Rng/Stp:    20/A            **Salary:        \$2,226.00/month**  
          % of position:  100%           # of Mos:       12  
          Effective:     March 10, 1999  
          Acct #(s)        01-10-32-3232-6130-2111.00-0000/100%

Dr. Dougherty commented that he is delighted to see progress with hourly conversions, and that it is too bad that we did not have the funds to do these years ago.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**L.      ITEMS PENDING**

There were no items pending.

**M.      COMMENTS FROM BOARD MEMBERS**

Mr. Corona noted that he had attended the Diversity Summit in preparation for the Diversity Conference, of which Palomar is one of the sponsors. He has been selected to be one of the panelists at the conference.

**N.      CLOSED SESSION**

The Board recessed at 9:59 p.m. and went into Closed Session at 10:09 p.m., to discuss:

1.      Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2.      Conference with Real Property Negotiator, pursuant to Government Code 54956.8 - Assessment of potential sites for future Educational Centers.

Closed Session ended at 11:13 p.m.

**O. RECONVENE TO OPEN SESSION**

The meeting reconvened at 11:14 p.m.

1. **APPROVE ISSUANCE OF MARCH 15 NOTICES OF POSSIBLE NON-RENEWAL OF CONTRACT FOR ADMINISTRATORS**

- a. MSC Nelson, Hughes

**RESOLUTION 98-19398**

**BE IT RESOLVED, That** a March 15 Notice of the Possible Non-Renewal of the Contract of the following administrator be approved: Employee #320601, effective July 1, 1999.

The Vote: 4 Aye, 1 Abstain (White)

- b. MSC Nelson, Hughes

**RESOLUTION 98-19399**

**BE IT RESOLVED, That** a March 15 Notice of the Possible Non-Renewal of the Contract of the following administrator be approved: Employee #460301, effective July 1, 1999.

The Vote was unanimous.

**P. ADJOURNMENT**

The meeting was adjourned at 11:15 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary