



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, APRIL 27, 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 7:00 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

RITA A. WHITE, ED.D., PRESIDENT
BARBARA L. HUGHES, SECRETARY
ROBERT L. DOUGHERTY, JR., M.D., TRUSTEE

TRUSTEES ABSENT:

RALPH G. JENSEN, VICE PRESIDENT
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
(arrived at 7:35 p.m.)
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

STAFF:

Barbara Baldrige, Executive Assistant, President's Office
Norma Bean, Vice President, Administrative Association
Bruce Bishop, President, The Faculty
Ernie Carson, President, CCE/AFT
Mike Ellis, Director, Facilities
Kendra Jeffcoat, Special Assistant to the President

Lois Meyer, Director, Fiscal Services
Dr. George Mozes, Director, Library and Educational Television
Dr. Michael Norton, Director, Public Information
Thomas Plotts, Police Academy Coordinator, Public Safety Programs
Sandra Schwendler, Supervisor, Purchasing Services
Dr. Mark Vernoy, President, Faculty Senate

GUESTS:

Lee Baldrige
Tom Chambers, Editor, *The Telescope*
Rachel Ruiz, Administrative Intern, The University of Texas at Austin
Michelle Yates, *The Telescope*

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 Hughes, Dougherty

RESOLUTION 98-19454

BE IT RESOLVED, That the Minutes of the Regular Meeting held on April 13, 1999, be approved.

The Vote was unanimous.

CONSENT CALENDAR

D.

1. ACCEPTANCE OF GIFTS

MSC Dougherty, Hughes

RESOLUTION 98-19455

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

- a. Coleman furnace to be used as a training aid in the Air Conditioning, Heating, and Refrigeration R.O.P. program, donated by **Action Air Conditioning and Heating**, 1232 Keystone Way, Vista, California 92083. Cash value as estimated by donor is \$340.00.

- b. Bosch 1613VS plunge router, two Amana 10 x 50T combo saw blades, and a Delta 60T carbide saw blade for use in the Cabinet and Furniture Technology program, donated by **Philip Stivers**, 2132 Vintage Place, Escondido, California 92027. Cash value as estimated by donor is \$245.00
- c. Two concrete patio tables with three benches each to be used to increase outdoor seating capacity in front of the student union, donated by **Ben and Kate Echeverria**, Vista, California 92084. Cash value as estimated by donor is \$1,200.00
- d. Sheet glass in various colors and sizes to be used in Stained Glass Art classes, donated by **Richard Andrews**, 7733 Hershel, Suite D, La Jolla, California 92037. Cash value as estimated by donor is \$500.00

The Vote was unanimous.

2. **APPROVE TRAVEL EXPENSES**

MSC Dougherty, Hughes

RESOLUTION 98-19456

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

- a. **Xavier E. Corona**
Advanced Funds? Yes
For: Mileage, parking
To attend: CCCT Board Meeting
Location: San Diego, California
Date: April 9-10, 1999
Amount: \$56.85
Budget Acct. No.: 01-10-10-1000-6620-5201.00-0000
Note: These expenses are reimbursable from CCCT
- b. **Xavier E. Corona**
Advanced Funds? Yes
For: Mileage, parking, transportation, meals, lodging, registration
To attend: CCCT Annual Conference
Location: Burlingame, California
Date: May 7-8, 1999
Amount: \$596.00
Budget Acct. No.: 01-10-10-1000-6620-5201.00-0000
- c. **George R. Boggs, Ph.D.**
Advanced Funds? Yes
For: Transportation, parking, meals, lodging, registration, miscellaneous
To attend: NISOD Conference
Location: Austin, Texas
Date: May 22-25, 1999
Amount: \$1,370.00
Budget Acct. No.: 01-10-20-2000-6630-5201.00-0000

The Vote was unanimous.

COMMUNITY SERVICES CLASSES

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

MSC Dougherty, Hughes

RESOLUTION 98-19457

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:

SUMMER/1999

- | | | |
|----|----------------|--|
| a. | Presenter: | Reddick, Marshall Ph.D. |
| | Name of Class: | Purchasing Distressed REO Foreclosure Properties |
| | Effective: | September 25, 1999 |
| | Rate: | 30% of fees collected |
| | Terms: | Minimum of 10 students |
| b. | Presenter: | Nelson, Richard |
| | Name of Class: | Discover the Pageant of the Masters |
| | Effective: | August 20, 1999 |
| | Rate: | \$200.00 |
| | Terms: | Minimum of 25 students |
| c. | Presenter: | Nelson, Richard |
| | Name of Class: | Rose Parade 2000 |
| | Effective: | January 1, 2000 |
| | Rate: | \$200.00 |
| | Terms: | Minimum of 25 students |

The Vote was unanimous.

FINANCIAL REPORTS

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

Memo from Lois Meyer, Director, Fiscal Services. Exhibit D-4

5. **APPROVE QUARTERLY REPORT OF CHIEF FINANCIAL OFFICER REGARDING DISCLOSURE OF DISTRICT INVESTMENTS**

MSC Dougherty, Hughes

RESOLUTION 98-19458

BE IT RESOLVED, That the **Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** for the quarter ended March 31, 1999, be approved. **Exhibit D-5**

The Vote was unanimous.

6. **APPROVE QUARTERLY FINANCIAL STATUS REPORT**

MSC Dougherty, Hughes

RESOLUTION 98-19459

BE IT RESOLVED, That the California Community Colleges **Quarterly Financial Status Report (DFS-311Q)** for the quarter ended March 31, 1999, be approved. **Exhibit D-6**

The Vote was unanimous.

7. **INFORMATION: BUDGET TRANSFER TRANSACTIONS**

Report of **Budget Transfer Transactions** from March 1 through 31, 1999. **Exhibit D-7**

8. **INFORMATION: BUDGET REPORT - UNRESTRICTED REVENUE AND UNRESTRICTED EXPENDITURES**

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

9. **APPROVE REVISED BUDGETS**

MSC Dougherty, Hughes

RESOLUTION 98-19460

BE IT RESOLVED, That the March 31, 1999, **Budgets** for the General Fund (restricted and unrestricted), Capital Outlay Projects Fund, Child Center Fund, Energy Conservation Fund, Trust Fund, and Post-Retirement Benefit Fund be approved. **Exhibit D-9**

The Vote was unanimous.

PERSONNEL

10. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 98-19461

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

SPRING, 1999

FOREIGN LANGUAGES

Jaurena, Maria-Victoria

Spanish
B.A., Hispanic Studies
M.A., Teaching Foreign Language

\$32.97

SUMMER, 1999

BEHAVIORAL SCIENCES

Saponjic, Shawna	Psychology B.S., Psychology M.S., Psychology Ph.D., Psychology	\$35.10
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The Vote was unanimous.

**Resumption of
REGULAR AGENDA**

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

Dr. Mark Vernoy reported that the Faculty Senate has recommended that next year, the Partnership for Excellence Task Force consist of 50 percent faculty members appointed by the Faculty Senate, because all of the goals relate directly to academic and professional matters. All of the other constituent groups would still be represented on the task force.

2. INFORMATION

Report of The Faculty

Bruce Bishop reported that the representatives of the faculty in the meet and confer process met with District representatives and received their offer of enhancements to the salary schedule and other issues on April 20. The Faculty met on Wednesday, April 21, to discuss faculty salary issues. At that meeting, two motions came forward and passed unanimously. Bruce, as President of The Faculty, was directed to demand that the Faculty Senate reject the District's offer for a .5 percent pay increase. The Faculty suggested to the Faculty Senate that they propose an alternative amount salary increase to the Governing Board for consideration. The Faculty has directed Bruce to urge the Faculty Senate that if this demand of the alternative amount is not met, they would urge the Faculty Senate to order the faculty to cease participation in the meeting processes here at Palomar College. The second motion directed Bruce to request that the Governing Board schedule a special meeting to address the single business agenda item of faculty salary issues. The meeting must take place within ten days of the April 21 meeting of The Faculty. Bruce sent the letter on April 22, and ten business days would be May 6. Bruce has also been directed to call a second meeting of The Faculty for May 12 in order to apprise them of the Governing Board and District's response to these demands.

At the Faculty Senate meeting on May 3, Bruce will present the aforementioned motions to the Senate for their action. There is a meet and confer meeting scheduled for Wednesday, May 5.

Dr. Boggs suggested that the Board hold a special meeting on Tuesday, May 4, at 7 p.m. Members present indicated that would be acceptable to them.

3. **INFORMATION**

Report of the Administrative Association

Norma Bean reported that the Executive Council of the Administrative Association met this week and is in the process of planning a general membership meeting with Dr. Jack Miyamoto. The meeting is tentatively scheduled for May 7, 3 p.m., in the Governing Board Room.

4. **INFORMATION**

Report of the CCE/AFT

Ernie Carson made the following report:

“Roberta Posner was selected by the Palomar College Performing Arts Department as Palomar’s 1999 Volunteer Employee of the Year. She was honored at a ceremony today at the Sheraton Harbor Island Hotel, along with approximately 81 other honorees from 61 business and educational institutions in San Diego County. These institutions include The Chula Vista High School for the Creative & Performing Arts, Balboa Theatre Foundation, California Ballet Company, Carlsbad Community Theatre, East County Performing Arts Center, La Jolla Symphony and Chorus, Old Globe Theatre, Southwestern College, and the San Diego Ballet Playwrights’ Project. The honoring event, called Star Awards ’99, was put on by The San Diego Performing Arts League.

“The CCE/AFT conducted elections for the 1999-2000 term with the following results:

President – Ernie Carson
Vice President – Cindy Kratcoski
Secretary – Barbara Clay
Treasure – Dolores Sylva
Grievance Officer – Carmen Eckman

The newly elected officers will assume their offices on July 1, and I expect the CCE executive council to continue our efforts to work in harmony with the District and the other respective units.

“This past Saturday, I attended a symposium called Building National, State, and Local AFT Political Power. The meeting was held at the Poway Federation of Teachers office on Pomerado Road. Those in attendance included: Escondido Federation of Teachers, Local 1278; San Diego Community College Guild, Local 1931; UC San Diego Local 2034; Poway Federation of Teachers, Local 2357; Naval Technical Training Instructional AFT, Local 4727; and San Diego Adult Educators, Local 4289. Various speakers included Michael Nye, Secretary-Treasurer, California Federation of Teachers; Kenneth Burt, Political Director CFT; Kim Moran, Deputy Political Director, American Federation of Teachers; and Jerry Berkowitz Secretary-Treasurer San Diego/Imperial Valley Central Labor Council.

“Speakers included Donald Cohen, Director, San Diego-Imperial Counties Labor Council, who spoke on ‘Building Community Coalitions.’ The Labor Council includes various CFT Locals and other employee groups such as the State Employees Trade Council, Local 1268; Steelworkers, Local 1506; Longshoreman, Local 29; Laundry and Dry Cleaning, Local 52; and the Association of Student Employees, Local Lodge 389. Although our Local is a part of the Labor Council, we have not been an active participant. But, as of this past weekend, I renewed the commitment of Local 4522 to become an active member of the Labor Council. Afterwards, I briefly mentioned Palomar’s intent to test the waters with regard to a bond issue. I was told that, if needed, the Labor Council could help us with a telephone bank, i.e., placing phone calls requesting support from voters in our District. We would have people representing steelworkers, firemen, managers, secretaries, construction workers, ditch diggers, etc., assisting us with our phone calls.

“California State Assemblyperson Charlene Zettel was also present at our meeting and spent almost two hours conversing with us and answering questions. Assemblyperson Zettel, a Republican and former Poway City Council member, was heavily supported by the CFT. As you know, the CFT has historically supported democratic candidates. But as a board member, her voting record caught the eye of the CFT, and the rest is history. The meeting attendees were primarily educational and faculty members; therefore, a lot of the conversation with Assemblyperson Zettel centered on class-size reduction.

“Near the conclusion of this particular topic, I stated that, as a leader and as a classified employee, I have learned that I not only need to look out for the needs of the classified staff but also for the needs of Palomar College. Therefore, I support the class-size reduction remarks. But I also asked Assemblyperson Zettel that, when she looked for money to fund additional faculty, she please consider funds for additional classified staff, because smaller classes will mean more classrooms for an already undersized classified facilities staff. Assemblyperson Zettel appeared to be very concerned and appreciative of my remarks.”

5. **INFORMATION**

Report of the Associated Student Government

There was no report.

6. **INFORMATION**

Report of Superintendent

Dr. Boggs recognized April Hernandez, a Palomar student, who has been named a recipient of *Guidepost Magazine’s* Young Writers Grace Award. He noted that April’s achievement is a considerable one. The competition for the prizes was entered by 5,300 high school juniors and seniors from all over the world, and only 20 students whose stories reveal their extraordinary strength of character in facing difficult situations were chosen to receive the award. Dr. Boggs presented April with a framed certificate commemorating her achievement.

Dr. Boggs congratulated Buddy Rabaya, who has recently been elected ASG President for the coming year. As such, Buddy will also serve as the Student Trustee on the Governing Board for the next year. Dr. Boggs also congratulated K. J. Tosaya, who has been elected ASG Executive Vice President.

Dr. Boggs reported that Joe Madrigal has been selected as a member of the Education Committee for the San Marcos Chamber of Commerce. Joe also serves as President of the San Marcos Rotary Club. We appreciate his community service.

Dr. Boggs reported that Stan Levy has been appointed to the Library Board of Trustees for the City of Escondido. Stan also serves on the Escondido High School Curriculum Council. We appreciate his being a very active community member.

Dr. Boggs reported that Tom Craft has been honored as "Coach of the Year" by the California Collegiate Football Coaches Association. Tom accepted the plaque at the CCFA Hall of Fame banquet in Visalia.

Dr. Boggs noted that Jay Alperson has been named the winner of a "1999 Technology Education Award, first place: Best Use of Lesson Using Multimedia Technology" from the Community College Foundation. His entry was "Grouping: Using Frequency Distributions to See Your Data." This award was accompanied by a \$500 check.

Dr. Boggs also reported that Mark Vernoy has been invited to participate in The National Forum on Psychology Partnerships in June, 1999, at James Madison University in Harrisonburg, Virginia. The event is sponsored by the American Psychological Association. Distinguished psychology teachers from high schools through graduate institutions will convene to discuss ways that academic partnerships can promote more effective psychology education. The participants will formulate strategies that address compelling issues influencing the direction of psychology education in the 21st century. Participants were selected based on their long-standing contributions and leadership in the psychology community.

Dr. Boggs reported that Jerry Patton would be late to tonight's meeting because he has been attending a meeting on equalization at the Chancellor's Office in Sacramento today. Palomar is one of the low-revenue districts, so this is an important topic for us. Jerry is going back to Sacramento tomorrow to attend a legislative hearing on capital outlay with the Assembly Budget Subcommittee. Our Science High-Technology Building plans will be under consideration at that hearing. Dr. Boggs spoke with Assembly Member Charlene Zettel about this matter earlier today.

Dr. Boggs announced that Dr. Harry Mahan, retired faculty member in social sciences and behavioral sciences, who taught at Palomar for 21 years, passed away on April 19, 1999.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

There were none.

G. **COMMUNICATIONS**

1. Letter from **Vangie Burt, Chairman, "Music of the Night" annual fund-raising dinner, Children's Action League**, to Kendra Jeffcoat, dated April 12, 1999, commending our student, Linda Isakson, and Palomar's Phi Theta Kappa chapter for their assistance. **Exhibit G-1**

2. Letter from **Raymond N. Haynes, State Senator**, to Dr. Boggs, dated April 9, 1999, regarding SCA 1, relating to general obligation bonds for school facilities. **Exhibit G-2**
3. Letter from **Carmen Saunders and Mike Basalo, Counselors, San Pasqual High School**, to John Dise, dated March 25, 1999, thanking him for the program he provided on March 24. **Exhibit G-3**
4. Letter from **Victoria P. Morrow, Vice-Chancellor, California Community Colleges**, to Dr. Boggs, dated April 13, 1999, notifying him that Palomar has been selected to host the California Community Colleges Satellite Network for the 1998-2000 Program Years. **Exhibit G-4**

Dr. Boggs stated that it is quite an honor for Palomar College to be selected as the representative of the California Community Colleges for a satellite uplink connection. He thanked the staff members who were involved in writing the successful grant.

Dr. Boggs noted that we sent our TRIO grant proposal today. This is a large federal grant that involved the hard work of a lot of dedicated staff members.

H. UNFINISHED BUSINESS

1. **APPROVE PROPOSED POLICY ON RESTRICTIONS GOVERNING THE EMPLOYMENT OF APPLICANTS WITH CRIMINAL RECORDS**

MSC Dougherty, Hughes

RESOLUTION 98-19462

RESTRICTIONS GOVERNING THE EMPLOYMENT OF APPLICANTS WITH CRIMINAL RECORDS

Policy Statement

The Palomar Community College District shall not employ an applicant for any position under any of the following circumstances:

1. There is a conviction of any sex offense or controlled substance offense, which prohibits employment under Education Code Sections 87405 and 88022. An applicant may be employed under the exceptions in Education Code Sections 87405 and 88022.
2. There is a conviction of a felony or of any crime involving moral turpitude within the previous five years. There are no exceptions.
Note: The California Supreme Court has held that "criminal acts involving intentional dishonesty for the purpose of personal gain are acts involving moral turpitude."
3. There is a conviction of a felony or of any crime involving moral turpitude more than five years ago unless there is substantial evidence presented that the person has been rehabilitated. The burden of proof is on the applicant, and the decision of the Governing Board is final.
4. There is a conviction of any felony involving physical violence toward another. There are no exceptions.

5. There is a conviction of any misdemeanor involving physical violence toward another within the previous five years. There are no exceptions.
6. There is a conviction of any misdemeanor involving physical violence against another more than five years ago unless there is substantial evidence presented that the person has been rehabilitated. The burden of proof is on the applicant, and the decision of the Governing Board is final.
7. There are two or more convictions for driving under the influence of alcohol or a controlled substance within the previous five years. There are no exceptions.
8. There is a conviction of any crime that involves treason against the United States. There are no exceptions.

The Vote was unanimous.

2. **TABLE REAFFIRMATION OF BP 11.1 – GOVERNING BOARD – SERVICES**

MSC to table until the next regular meeting Dougherty, White

RESOLUTION 98-19463

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby reaffirms its intent to provide health and welfare benefits to the student trustee as currently specified in Board Policy 11.1:

BP 11.1

Services (79-7791)

Governing Board members, including the non-voting student member, are compensated for their services within the limits established by law. Those who so elect receive health and welfare benefits extended to District employees. Adopted compensation is found in Section B. EC 72023.7, 72425; GB 3-11-80

Ms. Hughes stated that she planned to vote “no” on this because she doesn't think the student member needs to have health insurance like the other Board members do. They are not voting members and they are not elected members. It was suggested that the item be tabled until the next regular meeting when more Board members are present.

The Vote was unanimous.

3. **APPROVE RESPONSE TO CALIFORNIA CITIZENS COMMISSION ON HIGHER EDUCATION EXECUTIVE SUMMARY**

MSC Dougherty, Hughes

RESOLUTION 98-19464

BE IT RESOLVED, That the response on behalf of the Governing Board of the Palomar Community College District to the California Citizens Commission on Higher Education Executive Summary that is attached herewith as **Exhibit H-3** be approved and forwarded to the Board of Governors and Community College League of California.

Dr. Dougherty stated that he thought the letter was extremely well worded and stated the Board's feelings in a positive way.

Dr. Boggs noted that there is a correction of the fees from \$11 to \$12 a unit needed on the second page of the letter.

The Vote was unanimous.

4. **APPROVE DISTRICT LEGISLATIVE PRIORITIES TO BE SENT TO CHANCELLOR'S OFFICE**

MSC Hughes, Dougherty

RESOLUTION 98-19465

BE IT RESOLVED, That the Palomar Community College District legislative priorities as outlined on the attached **Exhibit H-4** be approved by the Governing Board and forwarded to the Chancellor's Office.

The Vote was unanimous.

I. **NEW BUSINESS**

1. **INFORMATION: PROPOSED POLICY GOVERNING POLITICAL ACTIVITIES ON CAMPUS**

The following proposed policy is recommended for approval:

"Palomar College encourages freedom of expression and the free flow and exchange of information and ideas. The College seeks to protect academic freedom and supports free and unfettered scholarly inquiry. In compliance with these requirements, the College encourages faculty, staff, and student involvement with others in support of candidates for offices or in the furtherance of other political activities."

The accompanying procedures for this proposed policy are discussed in the Purpose, Summary of Legal Requirements and Restrictions, and Guidelines for Political Activities sections of **Exhibit I-1**.

J. **INSTRUCTIONAL/OPERATIONAL REPORTS**

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

MSC Dougherty, Hughes

RESOLUTION 98-19466

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

1. Course ID: Administration of Justice 70
Prerequisite validated: Yes
Discipline for minimum qualification: Administration of Justice (master's degree not required)

70 Police Academy Orientation
Two hours lecture-laboratory (1)
Prerequisite: Acceptance to Law Enforcement Certification Program
Professional orientation, academy regulation, military drill, study skills, and discipline. (effective Fall, 1999)
2. Course ID: Administration of Justice 75
Discipline for minimum qualification: Administration of Justice (master's degree not required)

75 Spanish for Law Enforcement
Three hours lecture (3)
Basic conversational Spanish with emphasis on law enforcement situations. (effective Fall, 1999)
3. Course ID: Administration of Justice 172
Prerequisite validated: Yes
Discipline for minimum qualifications: Administration of Justice (master's degree not required)

172 Police Reserve Officer III Course
Four hours lecture - Six hours lecture-laboratory (7)
Prerequisite: Free from felony or domestic violence conviction, valid driver's license, minimum 18 years of age
A 170-hour course of instruction mandated and certified by Commission on Peace Officers Standards and Training (POST) for individuals functioning as a Level III Reserve Police Officer. Includes professional orientation, criminal law and procedures, communications, first aid, firearms, vehicle operations, defensive tactics, officer safety, report writing, and fitness. CSU (effective Fall, 1999)
4. Course ID: Administration of Justice 173
Prerequisite validated: Yes
Discipline for minimum qualification: Administration of Justice (master's degree not required)

173 Police Reserve Officer II Course
Seven hours lecture - Six hours lecture-laboratory (10)
Prerequisite: AJ 172, free from felony or domestic violence conviction, valid driver's license, minimum 18 years of age
A 226-hour course of instruction mandated and certified by the Commission on Peace Officers Standards and Training (POST) for individuals functioning as a Level II Police Officer. Course includes criminal law, firearms, patrol procedures, defensive tactics, and communications and report writing. CSU (effective Fall, 1999)

5. Course ID: Administration of Justice 174
Discipline for minimum qualification: Administration of Justice (master's degree not required)
Prerequisite validated: Yes

174 Police Reserve Officer I Course
Six hours lecture - Sixteen hours lecture-laboratory (14)
Prerequisite: AJ 173, free from felony or domestic violence conviction, valid driver's license, minimum 18 years of age
A 360-hour course of instruction mandated and certified by the Commission on Peace Officers Standards and training (POST) for individuals functioning as a Level I Police Officer. Topics include victimology, juvenile laws and procedures, controlled substances, alcohol beverage control (ABC) law, vehicle operations, patrol techniques, crowd control, domestic violence, traffic law and accident investigation, criminal investigation, gangs, and police fitness. CSU (effective Fall, 1999)
6. Course ID: Administration of Justice 210
A.A. degree/certificate program (elective): Administration of Justice - Corrections, Law Enforcement
Discipline for minimum qualification: Administration of Justice (master's degree not required)

210 Basic Crime Scene Forensic Science
Three hours lecture (3)
Introduces various specialized disciplines including the crime lab functions, forensic instrumentation, forensic photography, crime scene processing, drug analysis, hair and fiber analysis, questioned documents, and fingerprint usage. CSU (effective Fall, 1999)
7. Course ID: Administration of Justice 211
A.A. degree/certificate program (elective): Administration of Justice - Corrections, 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)
8. Course ID: Anthropology 220
Recommended preparation validated: Yes
Disciplines for minimum qualifications: Anthropology (master's degree required); Engineering Technology (master's degree required)

220 Advanced Archaeological Surveying
Two hours lecture - Two hours lecture-laboratory (3)
Recommended preparation: ANTH 210
Advanced archaeological survey techniques including sample survey, site relocation, and the use of Global Positioning System (GPS) and laser transit hardware and software for site recordation, data conversion, site mapping, and the completion of a mapping program. CSU (effective Fall, 1999)

9. Course ID: Business 122
Disciplines for minimum qualification: Computer Information Systems (master's degree not required); Office Technologies (master's degree not required); Public Relations (master's degree not required)

122 Call Center Services
Three hours lecture (3)
Preparation for employment in a call center. Includes purpose and effectiveness of a call center; technologies used; ergonomics; professional procedures; customer service and customer psychology; and interpersonal and telecommunication skills. CSU (effective Fall, 1999)
10. Course ID: Business 190
Discipline for minimum qualification: Business Education (master's degree required)

190 Internet for Business
Two hours lecture-laboratory (1)
Basic concepts of navigating the Internet and Intranet including terminology, bookmarks/favorites, copying/pasting, web pages, search sites/engines, file transfer, e-mail, and attachments with practical applications designed for the business environment. Class Schedule will designate software package covered. *May be taken two times.* CSU (effective Fall, 1999)
11. Course ID: Cabinet and Furniture Technology 155
A.A. degree/certificate (recommended preparation): Cabinet and Millwork: Furniture and Wood Technology, Cabinet and Furniture Technology.
Disciplines for minimum qualifications: Furniture Making (master's degree not required); Cabinet making (master's degree not required)

155 Classic American Chair Designs
Four, six, or eight hours lecture-laboratory (2,3,4)
Chair making which emphasizes the use of traditional chair-making tools to shape raw wood into chair parts. Topics include the history of Windsor and Ladder Back chair designs; harvesting raw materials from a tree; proper sharpening of the hand tools; shaping, steam bending, kiln drying and assembling the chair parts; seat weaving; and traditional finishing appropriate to each chair style. *May be taken four times.* CSU (effective Fall, 1999)
12. Course ID: Cabinet and Furniture Technology 198
Prerequisite validated: Yes
A.A. degree/certificate (recommended elective): Cabinet and Millwork: Furniture and Wood Technology; Cabinet and Millwork: Cabinet and Furniture Technology.
Disciplines for minimum qualifications: Furniture Making (master's degree not required); Cabinet Making (master's degree not required)

198 Advanced Wood Finishing
Four, six or eight hours lecture-laboratory (3)
Prerequisite: CFT 195
Wood finishing history, processes, and application of multiple colors and complex finishes on furniture. Topics include media, solvents and tools used to apply media, faux finishes, gilding, coloring the finishing materials, turning broken or missing parts, and veneer repair. CSU (effective Fall, 1999)

13. Course ID: Child Development 102
A.A. degree/certificate (recommended elective): Child Development
Discipline for minimum qualifications: Child Development/Early Childhood
Education (master's degree required)

102 Parents as Partners in the Early Years
Three hours lecture (3)
Assists teachers and child-care providers in developing a family-centered
approach to parent involvement. Explores different kinds of families, working
with families of diverse cultures and families with children with special needs.
Includes communication skills, home visits, conferences, group meetings, and
stages of parenting. CSU (Effective Fall, 1999)
14. Course ID: Child Development 104
A.A. degree/certificate (recommended elective): Child Development
Discipline for minimum qualifications: Child Development/Early Childhood
Education (master's degree required)

104 Guidance for Young Children
Three hours lecture (3)
Designed to increase understanding of children's behavior. Explores effective
techniques for dealing with issues of separation, peer interaction, fears,
frustrations and aggression. Emphasizes teaching children pro-social
interactions, self control, and decision making skills. CSU (Effective Fall, 1999)
15. Course ID: Child Development 195
Prerequisite validated: Yes
A.A. degree/certificate (recommended elective): Child Development
Discipline for minimum qualifications: Child Development/Early Childhood
Education (master's degree required)

195 Adult Supervision/Mentor Teacher
Three hours lecture (3)
Prerequisite: CHDV 100, 105 and 115
Methods and principles of supervising student teachers in early childhood
classrooms. Emphasizes the role of the experienced classroom teacher who
functions as a mentor to new teachers while simultaneously addressing the
needs of children, parents, and other staff. CSU (effective Fall, 1999)
16. Course ID: Computer Science and Information Systems 117
Discipline for minimum qualification: Computer Information Systems (master's
degree not required)

117 Introduction to Visual Basic
Three hours lecture - Two hours laboratory (3)
Students design, create, test, and run computer applications using Visual Basic.
Emphasis is on learning the fundamentals of the Visual Basic interface and how
to solve problems using structured design logic and the sequence, decision, and
repetition procedural language control structure. Selected additional features of
the Visual Basic interface and procedural language are included to provide a
foundation for the study of more advanced courses. CSU (effective Fall, 1999)

17. Course ID: Computer Science and Information Systems 139
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

139 Advanced Web Site Development
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 137
This course will focus on web-based application development using advanced features of HTML, Dynamic HTML, and XML. *May be taken two times.* CSU (effective Summer, 1999)
18. Course ID: Computer Science and Information Systems 150
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)

150 Networking Essentials
One and one-half hours lecture - One hour lecture-laboratory (2)
This is a required course for the Microsoft Certified Systems Engineer (MCSE) program. It imparts knowledge and skills required for a foundation in current networking technology for local area networks, wide area networks, and the Internet. This course follows Microsoft Official Curriculum and will help individuals prepare for the Microsoft certification exam 70-058, which is a core requirement for MCSE certification. *May be taken two times.* CSU (effective Fall, 1999)
19. Course ID: Computer Science and Information Systems 152
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

152 NT Workstation 4.0
One and one-half hours lecture - One hour lecture-laboratory (2)
This is a required course for the Microsoft Certified Systems Engineer (MCSE) program. It imparts the knowledge and skills necessary to support Microsoft Windows NT 4.0. This course follows Microsoft Official Curriculum and will help individuals prepare for the Microsoft certification exam 70-073, which is a core requirement for MCSE certification. *May be taken two times.* CSU (effective Summer, 1999)
20. Course ID: Computer Science and Information Systems 158
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

158 Internetworking with TCP/IP
One and one-half hours lecture - One hour lecture (2)
Prerequisite: CSIS 154
This is an elective course for the Microsoft Certified Systems Engineer (MCSE) program. It imparts the knowledge and skills required to set up, configure, use, and support Transmission Control Protocol/Internet Protocol (TCP/IP) on Microsoft Windows NT 4.0. This course follows Microsoft Official Curriculum and will help individuals prepare for the Microsoft certification exam 70-059. *May be taken two times.* CSU (effective Fall, 1999)

21. Course ID: Computer Science and Information Systems 159
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

159 Internet Information Server 4.0
One and one-half hours lecture - One hour lecture-laboratory (2)
Prerequisite: CSIS 158
This is a required course for the Microsoft Certified Systems Engineer (MCSE) program. Students will gain an understanding of the product's architecture and perform the procedures to install, configure, and implement an Internet Information Server. This course follows Microsoft Official Curriculum and will help individuals prepare for the Microsoft certification exam 70-087. *May be taken two times.* CSU (effective Fall, 1999)
22. Course ID: Computer Science and Information Systems 188
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

188 Outlook
Two hours lecture-laboratory (1)
This course introduces students to the fundamental and advanced skills of Microsoft Outlook software. Will help prepare individuals who are seeking to become a Microsoft Outlook Proficient Specialist and Microsoft Outlook Expert Specialist. *May be taken two times.* CSU (effective Summer, 1999)
23. Course ID: Computer Science and Information Systems 190
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

190 JavaScript
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 137
Introduces the skills required to design Web-based applications using the JavaScript scripting language such as writing small scripts; working with data types; creating interactive forms using various form objects; and using the advanced features of JavaScript including loops, frames, and cookies. *May be taken two times.* CSU (effective Summer, 1999)
24. Course ID: Computer Science and Information Systems 192
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)

192 Internet Programming with Java
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 137
Introduction to the Java programming language and its utility in creation of dynamic web pages. Topics covered include construction of object-oriented applications, Java applets, graphics, fonts, colors, and user interfaces with AWT. *May be taken two times.* CSU (effective Summer, 1999)

25. Course ID: Computer Science and Information Systems 194
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 194 Perl and CGI Scripting
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 137
This course develops basic competency in the Perl programming language. It focuses on using Perl to developing web-based Internet and Intranet applications. Topics of study include Perl for UNIX, Perl for Win32, CGI standards, HTML forms, scalar and array variables, control structures, file I/O, regular expressions, user-defined functions, formatted I/O, and running systems processes. *May be taken two times.* CSU (effective Summer, 1999)
26. Course ID: Computer Science and Information Systems 214
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 214 Intermediate Visual Basic
Three hours lecture - Two hours laboratory (3)
Prerequisite: CSIS 117
An intermediate-level programming language which provides for building special purpose Windows applications using the Graphical User Interface of Windows. Includes extensive practice using programming logic control structures in designing algorithms and a wide array of Visual Basic objects in implementing the three-step approach to building Windows applications in Visual Basic. CSU (effective Fall, 1999)
27. Course ID: Computer Science and Information Systems 218
Prerequisite validated: Yes
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
- 218 Visual Basic for Applications
Four hours lecture-laboratory (2)
Prerequisite: CSIS 217
This course is designed to apply skills developed in previous Microsoft Office and Visual Basic programming classes. Includes learning the Visual Basic for Applications model to programmatically create integrated Microsoft Word and Excel applications. CSU (effective Fall, 1999)
28. Course ID: Computer Science and Information Systems 252
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 252 Introduction to Oracle
Two hours lecture - Two hours lecture-laboratory (3)
An introduction to relational database concepts including the design and creation of database structures to store, retrieve, update, and display data. CSU (effective Fall, 1999)

29. Course ID: Computer Science and Information Systems 254
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 254 Oracle Database Design
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 252
A top-down, systematic approach to the development of Oracle relational databases. CSU (effective Fall, 1999)
30. Course ID: Computer Science and Information Systems 256
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 256 Oracle Database Administration
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 252
Introduces the key tasks and functions required of an Oracle database administrator in a production environment. CSU (effective Fall, 1999)
31. Course ID: Computer Science and Information Systems 264
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 264 TCP/IP Internet Architecture and Protocols
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 260
This course will focus on the basic concepts and architecture of Transmission Control Protocol/Internet Protocol (TCP/IP). Topics covered will include an overview of TCP/IP, LAN technologies, packet networks, IP addressing, Control Protocol/Internet Protocol (TCP/IP), Transport Layer, Gateway, Routing, Application Layer Protocols, Internet Mail Protocols, how TCP/IP works with LAN and WAN protocols, the Domain Name Service (DNA), Network File System (NFS), Network Information Systems (NIS), and managing TCP/IP. *May be taken two times.* CSU (effective Fall, 1999)
32. Course ID: Computer Science and Information Systems 266
Prerequisite validated: Yes
Discipline for minimum qualification: Computer Information Systems (master's degree not required)
- 266 Implementing and Administering Web Servers
Two hours lecture - Two hours lecture-laboratory (3)
Prerequisite: CSIS 264
Explores issues dealing with building and managing a web server. Topics will include web server and network issues, TCP/IP connectivity, server setup, web site administration, security, Internet commerce, and the function of the webmaster. *May be taken two times.* CSU (effective Fall, 1999)

33. Course ID: Dance 127
A.A. degree/certificate (elective): Dance
Discipline for minimum qualification: Dance (master's degree required)
- 127 Beginning Spanish Flamenco Dance
Two hours lecture-laboratory (1)
Study of specific Spanish dance styles, castanets, steps, and techniques of Spanish/Flamenco dance. *May be taken four times.* CSU (effective Fall, 1999)
34. Course ID: Dance 128
Prerequisite validated: Yes
A.A. degree/certificate (elective): Dance
Discipline for minimum qualification: Dance (master's degree required)
- 128 Intermediate Spanish Flamenco Dance
Two hours lecture-laboratory (1)
Prerequisite: DNCE 127
Study of different Spanish dance styles including regional, classical, Spanish/Flamenco, traditional and modern. *May be taken four times.* CSU (effective Fall, 1999)
35. Course ID: Dance 132
Prerequisite validated: Yes
A.A. degree/certificate (elective): Dance
Discipline for minimum qualification: Dance (master's degree required)
- 132 Tap Dance III
Two or three hours lecture-laboratory (1,1.5)
Prerequisite: DNCE 130 and 131
Advanced skills in tap dance with focus on new trends and styles. *May be taken four times.* CSU (effective Fall, 1999)
36. Course ID: Dance 173
A.A. degree/certificate (recommended elective): Dance
Disciplines for minimum qualification: Dance (master's degree required); Music (master's degree required); Theatre Arts (master's degree required)
- 173 Musical Theatre Scenes
Three hours laboratory (1)
Rehearsal and performance of solo and group scenes from Broadway musicals dating from the 1930s to the present. *May be taken two times. This course is dually listed as MUS 173 and TA 173.* CSU (effective Fall, 1999)
37. Course ID: Dance 184
A.A. degree/certificate (recommended elective): Dance
Discipline for minimum qualification: Dance (master's degree required)
- 184 Introduction to Kinesiology
Three hours lecture (3)
Designed to provide students with sound knowledge of body structures, systems, and functions. Identify the technical demands of dance and sports and evaluate and implement approaches to long-range development as dancers/athletes. Experiential anatomy will be introduced with concepts necessary to develop analytical skills of the student. CSU (effective Fall, 1999)

38. Course ID: Dance 197G
Prerequisite validated: Yes
Recommended preparation validated: Yes
A.A. degree/certificate (elective): Dance
Discipline for minimum qualification: Dance (master's degree required)
- 197G Ethnic Dance Production
Two or three hours lecture-laboratory (1,1.5)
Prerequisite: Enrollment subject to audition
Recommended preparation: Concurrent enrollment in DNCE 101
Rehearsal and performance for dance concerts. *May be taken four times.* CSU (effective Fall, 1999)
39. Course ID: Dance 197J
Prerequisite validated: Yes
Recommended preparation validated: Yes
A.A. degree/certificate (elective): Dance
Discipline for minimum qualification: Dance (master's degree required)
- 197J Tap Dance Production
Three hours lecture-laboratory (1.5)
Prerequisite: Enrollment subject to audition
Recommended preparation: Concurrent enrollment in DNCE 131 or 132.
Rehearsal and performance for dance concerts. *May be taken four times.* CSU (effective Fall, 1999)
40. Course ID: Diesel Mechanics Technology 54
A.A. degree/certificate (elective): Diesel Technology
Discipline for minimum qualification: Diesel Mechanics (master's degree not required)
- 54 Heavy-Duty Electricity
Six hours lecture-laboratory (3)
Heavy-duty electricity systems principles and service. Topics of study include electrical theory, batteries, wiring diagrams, 12V and 24V starters, alternators and electrical troubleshooting, and test equipment. *May be taken two times.* (effective Fall, 1999)
41. Course ID: Diesel Mechanics Technology 81
A.A. degree/certificate (elective): Diesel Technology
Discipline for minimum qualification: Diesel Mechanics (master's degree not required)
- 81 Basic Hydraulics
Two hours lecture-Three hours laboratory (3)
Basic hydraulic system principles and service. Topics of study include hydraulic theory, safety requirements, hydraulic diagrams and ISO symbols, component operation, service and repair troubleshooting, and test equipment usage. *May be taken two times.* (effective Fall, 1999)

42. Course ID: Drafting Technology 135
Discipline for minimum qualification: Drafting (master's degree not required)
- 135 Architectural Materials and Methods of Construction
Six hours lecture-laboratory (3)
An introduction to the use and application of building construction materials and processes. CSU (effective Fall, 1999)
43. Course ID: Electronics and Computer Hardware Technology 130
Discipline for minimum qualification: Electronic Technology (master's degree not required)
- 130 Electronic Principals, Components, and Circuits
Nine hours lecture - Nine hours lecture-laboratory (13.5)
Fundamentals of DC and AC: Ohm's Law, Kirchoff's Laws, Thevenin's Theorem, magnetism, transformers, capacitance, inductance, tuned circuits, linear and non-linear, analog, discrete semiconductors; diodes, power supplies, transistors, amplifiers, and integrated circuits; thyristors, frequency effects, operational amplifiers, feedback, non-linear OPAMPS, oscillators, power supplies, and communication circuits. Laboratory covers application of theory, use of test equipment, circuit design, construction techniques and troubleshooting carried through traditional workstation procedures and by the computer simulation program. CSU (effective Fall, 1999)
44. Course ID: Electronics and Computer Hardware Technology 220
Prerequisite validated: Yes
Discipline for minimum qualification: Electronic Technology (master's degree required)
- 220 Electronic Digital Computers and Telecommunication Systems
Nine hours lecture-Nine hours lecture-laboratory (13.5)
Prerequisite: ECHT 130
Fundamental logic functions will be studied in various combinational and sequential logic circuits. The architecture and programming of the digital microprocessor will be emphasized. Interfacing of microprocessors and PCs (personal computers) to peripherals. Upgrading of desktop PCs. Designing, testing, and troubleshooting of computer systems and special projects. Communication of information using analog/digital electronic circuits and systems. AM, FM, PM modulation techniques, transmission lines, antennas, testing and troubleshooting, as they relate to radio, radar, TV, computers, modems, networks (Internet, World Wide Web [WWW]), satellites, cellular phones, and fiber optic systems will be addressed. CSU (effective Fall, 1999)

45. Course ID: Emergency Medical Education 197A
Discipline for minimum qualification: Emergency Medical Technologies
(master's degree not required)
- 197A Emergency Medical Education Workshop: Emergency Medical Technician-Paramedic
Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture, laboratory, or lecture-laboratory may be scheduled by the department. Refer to Class Schedule. (.5-6)
Workshops to provide upgrading of knowledge and skills relative emergency medical technician-paramedic. Will provide paramedic continuing education hours for classroom time. See Class Schedule for specific topic covered. Course title will designate subject covered. *May be taken four times.* CSU (effective Fall, 1999)
46. Course ID: Emergency Medical Education 197B
Discipline for minimum qualification: Emergency Medical Technologies
(master's degree not required)
- 197B Emergency Medical Education Workshop: Emergency Medical Technician-Basic
Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture, laboratory, or lecture-laboratory may be scheduled by the department. Refer to Class Schedule. (.5-6)
Workshops to provide upgrading of knowledge and skills relative to emergency medical technician-basic. Will provide EMT continuing education hours for classroom time. See Class Schedule for specific topic covered. Course title will designate subject covered. *May be taken four times.* CSU (effective Fall, 1999)
47. Course ID: Emergency Medical Education 197C
Discipline for minimum qualification: Emergency Medical Technologies
(master's degree not required)
- 197C Emergency Medical Education Workshop: Changes in Emergency Medicine
Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture, laboratory, or lecture-laboratory may be scheduled by the department. Refer to Class Schedule. (.5-6)
Workshops to provide upgrading of knowledge and skills relative to changes in emergency medicine. Will provide EMT or paramedic continuing-education hours for classroom time as indicated by topic. See Class Schedule for specific topic covered. Course title will designate subject covered. *May be taken four times.* CSU (effective Fall, 1999)

48. Course ID: Emergency Medical Education 197D
Discipline for minimum qualification: Emergency Medical Technologies
(master's degree not required)
- 197D Emergency Medical Education Workshop: Updates in San Diego County EMS
Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture, laboratory, or lecture-laboratory may be scheduled by the department. Refer to Class Schedule. (.5-6)
- Workshops to provide upgrading of knowledge and skills pertinent to updates in San Diego County EMS. Will provide EMT or paramedic continuing education hours for classroom time as indicated by topic. See Class Schedule for specific topic covered. Course title will designate subject covered. *May be taken four times.* CSU (effective Fall, 1999)
49. Course ID: English 135
Prerequisite validated: Yes
Preparation for transfer (required): English Major
Discipline for minimum qualification: English (master's degree required)
- 135 Introduction to Creative Writing
Four hours lecture (4)
Prerequisite: Eligibility for ENG 100
Provides practice, instruction, and analytical research in writing fiction and poetry. Students submit both creative and analytical writing which will be presented for workshop discussion and critique. Lectures present a variety of prose and verse forms. CSU (effective Fall, 1999)
50. Course ID: English 136
Prerequisite validated: Yes
Preparation for transfer (required): English Major
Discipline for minimum qualification: English (master's degree required)
- 136 Intermediate Creative Writing
Four hours lecture (4)
Prerequisite: Eligibility for ENG 100
Provides practice, instruction, and analytical research in writing fiction and poetry. Students submit both creative and analytical writing which will be presented for workshop discussion and critique. Lectures present a variety of prose and verse forms. CSU (effective Fall, 1999)
51. Course ID: Geography 130
Discipline for minimum qualification: Geography (master's degree required)
- 130 Introduction to Mapping and Geographic Information Systems (GIS)
Three hours lecture (3)
Introduction to the mapping sciences with a primary focus on Geographic Information Systems (GIS). Course will cover the history, structure, applications, hardware and software, and basic operations of GIS in order to provide a foundation for the use of GIS software. Related geographic technologies to be examined include mapping, aerial and satellite imagery, and global positioning systems (GPS). CSU (effective Fall, 1999)

52. Course ID: Geography 131
Discipline for minimum qualification: Geography (master's degree required)
- 131 Geographic Information Systems Software Applications
Three hours lecture (3)
In-depth training in the use of ArcView Geographic Information System (GIS) software. Special focus on applications for resource management, urban planning, business, medicine, and science research. CSU (effective Fall, 1999)
53. Course ID: Graphic Communications 163
Prerequisite validated: Yes
Discipline for minimum qualification: Graphic Arts (master's degree not required)
- 163 Advanced CorelDRAW
Six hours lecture-laboratory (3)
Prerequisite: GC 152, 153, or 162
This course focuses on the interrelationship of bitmap and vector-based programs used to create both print and electronic publishing products and expedite workflow using the Internet and electronic publishing. Includes advanced exploration and use of the CorelDRAW Suite together with Photoshop, Illustrator, Painter, Acrobat, and Freehand in the creative execution of printed materials and graphics for electronic publishing on the Internet. *May be taken four times.* CSU (effective Fall, 1999)
54. Course ID: Graphic Communications 212
Prerequisite validated: Yes
Discipline for minimum qualification: Graphic Arts (master's degree not required)
- 212 Intermediate Page Layout for the Internet
Six hours lecture-laboratory (3)
Prerequisite: GC 202 or 215
Multimedia web-site design and production using advanced WYSIWYG editor that permits editing hypertext markup language (HTML) and generation of JavaScript and animation within the application. Includes mechanics for site production as well as methodologies for project planning and management. *May be taken four times.* CSU (effective Fall, 1999)
55. Course ID: History 121
Discipline for minimum qualification: History (master's degree required)
- 121 History of California
Three hours lecture (3)
The history of California from the origins of the native peoples to the present. Course focuses on the events and people who shaped the development of California with an emphasis on the many diverse cultural elements (native peoples, Hispanics, Anglo-Americans, Asians, African-Americans, Pacific Islanders, and women) involved. CSU (effective Fall, 1999)

56. Course ID: Music 134
Prerequisite validated: Yes
Discipline for minimum qualification: Music (master's degree required)
- 134 Palomar Women's Chorus
Three hours laboratory (1)
Prerequisite: Enrollment subject to audition
Rehearsal and performance of standard choral literature for women's voices.
Trips to college choir festivals and performances in the community and at Palomar College. *May be taken four times.* CSU (effective Fall, 1999)
57. Course ID: Music 173
A.A. degree/certificate (recommended elective): Dance
Disciplines for minimum qualification: Dance (master's degree required); Music (master's degree required); Theatre Arts (master's degree required)
- 173 Musical Theatre Scenes
Three hours laboratory (1)
Rehearsal and performance of solo and group scenes from Broadway musicals dating from the 1930s to the present. *May be taken two times. This course is dually listed as DNCE 173 and TA 173.* CSU (effective Fall, 1999)
58. Course ID: Optical Technology 70 R.O.P.
Prerequisite validated: Yes
Disciplines for minimum qualification: Vision Care Technology (master's degree not required)
- 70 Ophthalmic Medical Assisting I
Four hours lecture-laboratory (2)
Prerequisite: R OT 50
Introduction to assisting in the ophthalmic medical environment. Topics include ophthalmic exam, ophthalmic drugs, structure, function and common diseases of the eye and related tissues, optics and refraction, ocular motility, and visual fields. (effective Fall, 1999)
59. Course ID: Optical Technology 75 R.O.P.
Prerequisite validated: Yes
Discipline for minimum qualification: Vision Care Technology (master's degree not required)
- 75 Ophthalmic Medical Assisting II
Four hours lecture-laboratory (2)
Prerequisite: R OT 70
Intermediate-level training in the ophthalmic health field. Includes keratometry, topography, refractometry, retinoscopy, slit lamp examination, tonometry, visual field testing, ultra-sound A-Scan measurements, intraocular implant calculations, and ultra-sound B-Scan examination. (effective Fall, 1999)

60. Course ID: Special Education 26
Recommended preparation validated: Yes
Discipline for minimum qualification: Special Education (master's degree required)
- 26 Composition Skills and Strategies for the Intermediate Writer
One and one-half or three hours lecture (1.5,3)
Recommended preparation: ENG 10 or eligibility for ENG 50
This class is designed to help students with disabilities improve their intermediate composition skills through methods and strategies specific to their disabilities. *May be taken two times.* (effective Fall, 1999)
61. Course ID: Special Education 41
Recommended preparation validated: Yes
Discipline for minimum qualifications: Special Education (master's degree required)
- 41 Advanced Adapted Computers for Students with Disabilities
Four hours lecture-laboratory (2)
Recommended preparation: SPED 40
Provides training in more advanced software for students with disabilities by using their prescribed access technology. *May be taken three times.* (effective Fall, 1999)
62. Course ID: Supervision 160
Disciplines for minimum qualification: Business (master's degree required);
Industrial Relations (master's degree not required)
- 160 Total Quality Management for Supervisors
Three hours lecture (3)
A leadership course designed to provide skills, knowledge, and abilities needed to implement and monitor a quality management program. Topics include customer expectations, strategic planning, leadership, continuous improvement, employee empowerment, teamwork, the communication process, and issues related to organizational and behavioral change. CSU (effective Fall, 1999)
63. Course ID: Supervision 161
Disciplines for minimum qualification: Business (master's degree required);
Industrial Relations (master's degree not required)
- 161 Project Management for Supervisors
Three hours lecture (3)
Management of projects to support organizational goals and objectives. Topics include project management concepts; the importance of project planning and effective resource allocation; cost estimating and budgeting; scheduling; negotiation; project performance measurement, evaluation, and control. CSU (effective Fall, 1999)

64. Course ID: Supervision 162
Disciplines for minimum qualification: Business (master's degree required);
Industrial Relations (master's degree not required)
- 162 Effective Communication for Supervisors
Three hours lecture (3)
Provides instruction in the use of appropriate techniques, skills, resources, and tools which supervisors apply to effectively communicate with the work team. Includes improving written and oral skills, evaluating the skills of others for appropriate hiring and team selection decisions, and improving listening and nonverbal skills. CSU (effective Fall, 1999)
65. Course ID: Supervision 163
Disciplines for minimum qualifications: Business (master's degree required);
Industrial Relations (master's degree not required)
- 163 Team Building, Interpersonal Dynamics, and Empowerment for Supervisors
Three hours lecture (3)
An overview of team processes and interpersonal relationships in the work environment. Topics include the delegation of authority and empowerment, work groups, team building, employee involvement, employee morale, and the importance of communication skills in the delegation, sharing, and execution of work. CSU (effective Fall, 1999)
66. Course ID: Supervision 164
Disciplines for minimum qualifications: Business (master's degree required);
Industrial Relations (master's degree not required)
- 164 Production, Inventory, and Control Procedures for Supervisors
Three hours lecture (3)
Explores the strategic importance of strong supervision in production and inventory operations. Evaluates the advantages and disadvantages of maintaining large amounts of inventory and provides tools, methods, and procedures to control costs. CSU (effective Fall, 1999)
67. Course ID: Supervision 170
Disciplines for minimum qualifications: Business (master's degree required);
Industrial Relations (master's degree not required)
- 170 Covey: Seven Habits of Highly Effective People
Three hours lecture (3)
A leadership course designed to empower people and organizations with the skills and competencies necessary to increase personal and interpersonal effectiveness based upon specific principles as defined by the work and writings of Stephen R. Covey. CSU (effective Fall, 1999)
68. Course ID: Supervision 171
Disciplines for minimum qualifications: Business (master's degree required);
Industrial Relations (master's degree not required)
- 171 Covey: Principle-Centered Leadership
Three hours lecture (3)
Application of principles of effectiveness so as to empower persons and organizations to meet the daily challenges and move consistently and steadily toward their mission. CSU (effective Fall, 1999)

69. Course ID: Supervision 172
Disciplines for minimum qualification: Business (master's degree required);
Industrial Relations (master's degree not required)
- 172 Covey: First Things First - From Time Management to Life Leadership
One-half hour lecture (.5)
Principles and processes of a life-management system to enhance one's
effectiveness in a private, public, and work environment. CSU (effective Fall,
1999)
70. Course ID: Theatre Arts 173
A.A. degree/certificate (recommended elective): Dance
Disciplines for minimum qualification: Dance (master's degree required); Music
(master's degree required); Theatre Arts (master's degree required)
- 173 Musical Theatre Scenes
Three hours laboratory (1)
Rehearsal and performance of solo and group scenes from Broadway musicals
dating from the 1930's to the present. *May be taken two times. This course is
dually listed as DNCE 173 and MUS 173.* CSU (effective Fall, 1999)
71. Course ID: Welding 160
Prerequisite validated: Yes
A.A. degree/certificate (required): Welding Technology
Discipline for minimum qualification: Welding (master's degree not required)
- 160 Metal Layout for Fabrication
One hour lecture - Three hours laboratory (2)
Prerequisite: Completion of, or concurrent enrollment in, WELD 100.
This course provides students with knowledge of basic layout, fitup, fabrication,
safe operation of shop equipment, and use of layout tools for geometric
construction. Student will work from drawings or sketches to prepare, form, or
cut multiple parts and assemble simple weldments according to welding symbol
information. *May be taken four times.* CSU (effective Fall, 1999)
72. Course ID: Welding 170
Prerequisite validated: Yes
Discipline for minimum qualification: Welding (master's degree not required)
- 170 Metal Sculpture
Two hours lecture - Four hours laboratory (3)
Prerequisite: Completion of, or concurrent enrollment in, WELD 100.
This course is designed to provide students with the knowledge and skills
necessary to safely set up and operate the equipment necessary to construct
conceptual metal sculpture. Students will learn cutting, welding, and allied
processes to separate, join, and form metals to produce their projects. *May be
taken four times.* CSU (effective Fall, 1999)

The Vote was unanimous.

2. Item was removed from agenda.

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

MSC Dougherty, Hughes

RESOLUTION 98-19467

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

1. Course ID: Administration of Justice 160
Title: Tactical Firearms and Survival Skills
Reason for deletion: Inactive
Effective: Fall, 1999
2. Course ID: Computer Science and Information Systems 115
Title: Programming Fundamentals with BASIC
Reason for deletion: Replaced by CSIS 117
Effective: Fall, 1999
3. Course ID: Computer Science and Information Systems 115 R.O.P.
Title: Programming Fundamentals with BASIC
Reason for deletion: Inactive
Effective: Fall, 1999
4. Course ID: Computer Science and Information Systems 185 R.O.P.
Title: PowerPoint
Reason for deletion: Inactive
Effective: Fall, 1999
5. Course ID: Computer Science and Information Systems 216
Title: Visual Basic I
Reason for deletion: Replaced by CSIS 214
Effective: Fall, 1999
6. Course ID: Computer Science and Information Systems 216 R.O.P.
Title: Visual Basic I
Reason for deletion: Inactive
Effective: Fall, 1999
7. Course ID: English 235
Title: Creative Writing
Reason for deletion: Inactive
Effective: Fall, 1999
8. Course ID: English 236
Title: Creative Writing
Reason for deletion: Inactive
Effective: Fall, 1999
9. Course ID: French 220
Title: Masterpieces of French Literature in English Translation
Reason for deletion: Inactive
Effective: Fall, 1999

10. Course ID: French 225
Title: An Introduction to the French Novel
Reason for deletion: Inactive
Effective: Fall, 1999
11. Course ID: French 230
Title: An Introduction to Contemporary French Literature
Reason for deletion: Inactive
Effective: Fall, 1999
12. Course ID: Russian 120
Title: Russian Civilization: Pre-Revolutionary Russia
Reason for deletion: Inactive
Effective: Fall, 1999
13. Course ID: Russian 121
Title: Russian Civilization: The Soviet Union/Russia
Reason for deletion: Inactive
Effective: Fall, 1999
14. Course ID: Russian 220
Title: Masterpieces of Russian Literature in English Translation
Reason for deletion: Inactive
Effective: Fall, 1999
15. Course ID: Russian 235
Title: An Introduction to Dostoevski
Reason for deletion: Inactive
Effective: Fall, 1999
16. Course ID: Special Education 6
Title: Vocational Preparation
Reason for deletion: Inactive
Effective: Fall, 1999

The Vote was unanimous.

4. **APPROVE A.A. DEGREE MAJORS/CERTIFICATE PROGRAMS FOR INCLUSION IN CURRICULUM**

MSC Hughes, Dougherty

RESOLUTION 98-19468

BE IT RESOLVED, That the following A.A. degree majors/certificate programs that have been examined by the Curriculum Committee and recommended for inclusion in the Palomar College curriculum be hereby approved:

1. Title: Bookkeeping, Accounting Clerk
Discipline: Business
Effective: Fall, 1999

Bookkeeping, Accounting Clerk

Courses required for a Certificate of Achievement

Provides a program to prepare the student for an entry-level Bookkeeping, Accounting Clerk position.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the required program courses.

	Required Courses	Units
BUS 105	Bookkeeping Fundamentals	3
ACCT 110	Microcomputer Accounting Systems	2
ACCT 115	Sales Tax, Payroll Taxes, and Employee Benefits	2
	TOTAL UNITS	7

2. Title: Call Center Representative
Discipline: Business
Effective: Fall, 1999

Call Center Representative

Courses required for a Certificate of Achievement

Provides a program to prepare the student for an entry-level position in a call services center.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the required program courses.

	Required Courses	Units
CSIS 170	Windows	1
BUS 100	Introduction to Business	3
BUS 122	Call Center Services	3
BUS 125	Business English	3
BUS 140	Salesmanship	3
	TOTAL UNITS	13

3. Title: Digital Prepress Operator
Discipline: Graphic Communications
Effective: Fall, 1999

Digital Prepress Operator

Courses required for a Certificate of Achievement

Prepares students to pursue entry-level employment in the printing industry in prepress, press, and finishing processes.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the certificate program courses.

	Required Courses	Units
GC 180	Digital Prepress and Press I	3
GC 182	Digital Prepress and Press II	3
GC 185	Advanced Offset Press	3
	TOTAL UNITS	9

4. Title: Fashion Merchandising Sales Associate
Discipline: Fashion

Fashion Merchandising Sales Associate

Courses required for a Certificate of Achievement

This certificate is intended to prepare students for immediate employment in the fashion industry as a sales associate. It is intended to be completed in one semester.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the certificate program courses.

	Required Courses	Units
FASH 100	Fashion Industry	3
FASH 105	Fashion Analysis and Clothing Selection	3
FASH 115	Visual Merchandising I	3
SUPV 172	Covey: First Things First - From Time Management to Life Leadership	.5
	TOTAL UNITS	9.5

5. Title: Internet Publisher
Discipline: Graphic Communications
Effective: Fall, 1999

Internet Publisher

Courses required for a Certificate of Achievement

Prepares students with specific skills necessary for entry-level employment in the field of multimedia design and production. Topics in multimedia authoring which includes production skills and authoring systems, multimedia design, content development and visual design of multimedia productions.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the required program courses.

	Required Courses	Units
GC 140	Digital Imaging with PhotoShop	3
GC 202	Page Layout for the Internet	3
GC 206	Multimedia for the Internet	3
GC 215	Web Publishing	3
	TOTAL UNITS	12

6. Title: Internet Technologies
Discipline: Computer Science and Information Systems
Effective: Fall, 1999

Internet Technologies

Courses required for a Certificate or an A.A. Degree Major

This program introduces students to broad-based issues within the Web development industry.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the required program courses.

	Required Courses	Units
CSIS 137	Introduction to Internet	2
CSIS 139	Advanced Web Site Development	3
CSIS 260	Introduction to Data Communications	3
CSIS 190	JavaScript	3
CSIS 192	Internet Programming with Java	3
CSIS 194	Perl and CGI Scripting	3
CSIS 264	TCP/IP Internet Architecture and Protocols	3
CSIS 266	Implementing and Administering Web Servers	3
	TOTAL UNITS	23

7. Title: Networking Specialist (MCSE)
Discipline: Computer Science and Information Systems
Effective: Fall, 1999

Networking Specialist (MCSE)

Courses required for a Certificate of Achievement

Microsoft Certified Systems Engineers (MCSE) are qualified to effectively plan, implement, maintain, and support information systems in a wide range of computing environment using Microsoft Windows NT and other Microsoft advanced systems and workgroup products. Requires passage of six exams, four covering networking basics and operating systems, and two covering Microsoft products and technologies.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the certificate program courses.

	Required Courses	Units
CSIS 150	Networking Essentials	2
CSIS 152	NT Workstation 4.0	2
CSIS 154	NT Server 4.0	2
CSIS 156	NT Server 4.0 Enterprise	2
CSIS 158	Internetworking with TCP/IP	2
CSIS 159	Internet Information Server 4.0	2
	TOTAL UNITS	12

8. Title: Oracle Database
Discipline: Computer Science and Information Systems
Effective: Fall, 1999

Oracle Database

Courses required for a Certificate of Achievement

Oracle is the most widely used relational database management system in the world. This certificate offers a series of courses designed to provide the fundamentals to become successful in the use of this powerful database system.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the certificate program courses.

	Required Courses	Units
CSIS 252	Introduction to Oracle	3
CSIS 254	Oracle Database Design	3
CSIS 256	Oracle Database Administration	3
	TOTAL UNITS	9

9. Title: UNIX Operating System
Discipline: Computer Science and Information Systems
Effective: Fall, 1999

UNIX Operating System

Courses required for a Certificate of Achievement

This certificate program in UNIX is designed for those currently in the computer industry who want to upgrade their skills, and for those with basic computer literacy who want to enter this fast-growing field. Being fluent in UNIX can make the difference in winning a job or promotion, as more personnel directors regard knowledge and fluency in UNIX principles as key criteria for job recruitment and selection.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the certificate program courses.

	Required Courses	Units
CSIS 225	UNIX Operating System	2
CSIS 226	Advanced UNIX Operating Systems	2
CSIS 227	UNIX System Administration	2
	TOTAL UNITS	6

10. Title: Visual Basic
Discipline: Computer Science and Information Systems
Effective: Fall, 1999

Visual Basic

Courses required for a Certificate of Achievement

This certificate is designed for individuals interested in acquiring the advanced programming skills necessary to design and implement Visual Basic programs.

In order to earn a certificate, student must achieve a minimum grade of 'C' in each of the certificate program courses.

	Required Courses	Units
CSIS 117	Introduction to Visual Basic	3
CSIS 214	Intermediate Visual Basic	3
CSIS 217	Advanced Visual Basic	3
CSIS 218	Visual Basic for Applications	2
	TOTAL UNITS	11

The Vote was unanimous.

K. PERSONNEL

1. **APPROVE PARTICIPATION IN PUBLIC EMPLOYEES RETIREMENT SYSTEM
GOLDEN HANDSHAKE FOR ELIGIBLE FACULTY MEMBERS**

MSC Dougherty, Hughes

RESOLUTION 98-19469

WHEREAS the Governing Board of the Palomar Community College District has determined, in accordance with Government Code 20586, that the best interests of the District would be served by encouraging the retirement of faculty members, in that the retirement will result in a net savings to the District and no net costs to the Public Employees Retirement System; and

WHEREAS the Governing Board of the Palomar Community College District has considered requests from eligible faculty members to offer the Public Employees Retirement System Golden Handshake option as well as the availability of faculty to fill positions vacated pursuant to the program;

THEREFORE, BE IT RESOLVED, That the Governing Board of the Palomar Community College District adopt the Public Employees Retirement System Golden Handshake provisions of Government Code Section 20686, with the period of participation for 1998-99 to begin on May 14, 1999, and end August 20, 1999, for Public Employees Retirement System-eligible faculty members. Notification of intent to retire under the provisions of the Public Employees Retirement System Golden Handshake must be received in Human Resource Services between May 14, 1999, and August 14, 1999, with the actual retirement date effective not later than August 20, 1999. The District agrees to pay the present value of the additional allowance and purchasing power supplemental payment in the time period and manner specified by the Public Employees Retirement System.

The Vote was unanimous.

2. **APPROVE CLASSIFIED RECLASSIFICATION**

MSC Dougherty, Hughes

RESOLUTION 98-19470

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

- a. **Position:** **INSTRUCTIONAL COMPUTER LAB TECHNICIAN**
Department: Escondido Education Center
Name: Vacant
Position #: 340757 **New?:** No
Remarks: Was Instructional Support Assistant I, range 16
Effective: April 28, 1999
% of position: 80% **# of Mos:** 12
Sal Rng/Stp: **25/A** **Salary:** **\$2,012.00 month**
Acct #(s): 01-11-31-3117-4930-2211.00-0000/100%

The Vote was unanimous.

3. **APPROVE LEAVES OF ABSENCE**

MSC Dougherty, Hughes

RESOLUTION 98-19471

- a. **BE IT RESOLVED, That CYNTHIA J. SMITH**, Academic Department Assistant, Reading Services, be granted a 100% Personal Leave of Absence **without pay and without benefits**, effective May 17, 1999, through November 15, 1999.
- b. **BE IT RESOLVED, That DEBORAH E. BROOKS**, Accounting Assistant, Facilities, be granted a 50% Medical Leave of Absence **without pay and with no effect on benefits**, effective April 9, 1999, through April 30, 1999.

The Vote was unanimous.

4. **APPROVE CLASSIFIED POSITION DECREASE**

MSC Dougherty, Hughes

RESOLUTION 98-19472

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

- a. **Position:** **EDUCATION CENTER ASSISTANT**
Department: English as a Second Language/Fallbrook Education Center
Name: Vacant
Position #: 310854 **New?:** No
Sal Rng/Stp: 13/A **Salary:** **\$844.20 per month**
% of position: 45% **# of Mos:** 11
Remarks: Decrease position from 50%, 11 months, to 45%, 11 months
Effective: April 28, 1999
Acct #(s): 01-14-36-3696-6013-2111.00-0000/100%

The Vote was unanimous.

5. **APPROVE CLASSIFIED POSITIONS**

MSC Dougherty, Hughes

RESOLUTION 98-19473

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

- a. **Position: ACCOUNTING ASSISTANT**
Department: CalWORKs
Division: Vocational Technology
Position #: 005884 New?: Yes
Sal Rng/Stp: **16/A** Salary: **\$2,019.00 per month**
% of position: 100% # of Mos: 12
Effective: July 1, 1999
Acct #(s): 01-10-38-3805-6475-2111.00-1659/50%
 01-10-38-3805-6499-2111.00-1659/50%
NOTE: This is a specially funded position; continuation depends upon available funds.
- b. **Position: OFFICE SPECIALIST**
Department: English as a Second Language/Fallbrook Education Center
Division: Arts & Languages
Position #: 005883 New?: Yes
Sal Rng/Stp: **10A** Salary: **\$785.25 month**
% of position: 45% # of Mos: 11
Effective: April 28, 1999
Acct #(s): 01-14-36-3696-6013-2111.00-0000/100%
- c. **Position: EDUCATION CENTER ASSISTANT**
Department: Mt Carmel/Poway Education Centers
Division: Community Learning Resources
Position #: 005885 New?: Yes
Sal Rng/Stp: **13/A** Salary: **\$469.00 month**
% of position: 25% # of Mos: 12
Effective: July 1, 1999
Acct #(s): 01-21-31-3140-6014-2111.00-0000/100%

The Vote was unanimous.

6. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 98-19474

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

- a. Name: **JEFFREY D. O'BRYANT**
Position: Information Systems Specialist
Department: Information Services
Position #: 501670 New?: Yes
Remarks: Approved on 10/13/98
Sal Rng/Stp: 28/A **Salary: \$676.75**
% of position: 25% # of Mos: 12
Effective: April 28, 1999
Acct #(s) 01-10-50-5050-6780-2111.00-0000/100%
- b. Name: **DAVID F. BROWN**
Position: Information Systems Specialist
Department: Information Services
Position #: 501669 New?: Yes
Remarks: Approved on 10/13/98
Sal Rng/Stp: 28/A **Salary: \$2,030.25**
% of position: 75% # of Mos: 12
Effective: April 28, 1999
Acct #(s) 01-10-50-5050-6780-2111.00-0000/100%
- c. Name: **KYLEIGH C. HAWKE**
Position: American Sign Language/English Interpreter
Department: Speech Communication/Forensics/American Sign Language
Position #: 311353 New?: Yes
Remarks: Approved on 12/8/98
Sal Rng/Stp: 31/A **Salary: \$2,910.00/month**
% of position: 100% # of Mos: 10
Effective: May 3, 1999
Acct #(s) 01-10-36-3675-2107-2211.00-0000/50%
01-10-41-4120-2107-2416.00-1601/50%

The Vote was unanimous.

L. **ITEMS PENDING**

There were no items pending.

M. **COMMENTS FROM BOARD MEMBERS**

Dr. Dougherty noted that the Fire Academy graduation is being held in the Brubeck Theatre next Monday at 7 p.m.

Dr. Dougherty reported that the Economic Development Association of Poway had its meeting today. The next meeting will probably be a showcase for Poway City government offerings in terms of recreational and educational programs. Wilma Owens and Teri Safranek were also in attendance at today's meeting.

Dr. Dougherty reported that he will be attending the National Conference on Diversity in San Diego at the end of this week, and Doris Pichon has asked him to participate on one of the panels. Next week, he will be attending the CCCT Annual Conference in Burlingame, where Dr. Boggs is speaking twice and Dr. Dougherty will be serving on a panel regarding regional associations. The Inland Valleys Trustee and CEO Association will have a meeting in conjunction with the CCCT meeting. Dr. Dougherty stated that he thinks it is very important for CEOs and Trustees to meet in an informal, pleasant atmosphere to discuss ways districts can work together in a friendly and cooperative manner for the benefit of both the students and the taxpayers.

N. CLOSED SESSION

The Board recessed at 7:35 p.m. and went into Closed Session at 7:44 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference with Designated Representatives regarding discussion with Unrepresented Employees - Faculty, pursuant to Government Code 54957.6.
District Representatives: Diane Michael and Jack Miyamoto

Closed Session ended at 8:26 p.m.

O. RECONVENE TO OPEN SESSION

The meeting reconvened at 8:27 p.m.

1. **PUBLIC EMPLOYEE DISMISSAL**

MSC Hughes, Dougherty

RESOLUTION 98-19475

BE IT RESOLVED, That the Governing Board approve the termination of employment of employee #502665, Maintenance Technician, Building Services, a probationary classified employee, effective April 28, 1999.

The Vote was unanimous.

P. ADJOURNMENT

The meeting was adjourned at 8:28 p.m.

President

Secretary