



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, SEPTEMBER 14, 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  
BUDDY RABAYA, STUDENT TRUSTEE

**TRUSTEE ABSENT:**

MICHELE T. NELSON, PH.D., TRUSTEE

**EXECUTIVE AND SENIOR ADMINISTRATORS PRESENT:**

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  
Bill Flynn, Dean, Community Learning Resources  
Gene Jackson, Dean, Arts and Languages  
Paul Kelly, Dean, Vocational Technology  
Doris Pichon, Dean, Human Arts and Sciences  
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences  
Lise Telson, Dean, Student Support Programs

**STAFF:**

Barbara Baldrige, Executive Assistant, President's Office  
Bruce Bishop, President, The Faculty  
Ron Bonner, Admissions Assistant, International Students  
Lisa Cox-Romain, International Student Counselor/Coordinator  
Mary Ann Drinan, Associate Professor/Chair, Economics, History & Political Science  
Ben Echeverria, Counsel, Contracts, and Special Projects  
JoAnn Ellis, Information Services  
Mike Ellis, Director, Facilities

Sherilyn Hargraves, Manager, Educational Television  
Lee Hoffmann, Vice President, Administrative Association  
Kelley Hudson-Maclsaac, Manager, Facility Planning/Environmental Health and Safety  
Kenneth Jay, Director, Business Services  
Kendra Jeffcoat, Special Assistant to the President  
Cynthia Kratoski, CCE/AFT  
Jean Landmesser, Professor/Director, Dental Assisting  
Herman Lee, Director, Enrollment Services, Admissions, Records, and Veterans' Services  
Lois Meyer, Director, Fiscal Services  
Dr. George Mozes, Director, Library/ETV  
Dr. Michael Norton, Director, Public Information  
Yasue O'Neill, International Student Advisor, Admissions, Records, and Veterans' Services  
Thomas Plotts, Police Academy Coordinator, Public Safety  
Shayla Sivert, Associate Professor, English as a Second Language/International Student  
Marketing and Recruiting  
Don Thompson, Health and Safety Technician  
Dr. Mark Vernoy, President, Faculty Senate

**GUESTS:**

Lee Baldrige  
Dr. Joel Barrack, San Diego County Dental Society  
Tom Chambers, Editor, *The Telescope*  
Tom Cornish, WFI  
Dr. Richard Codington, President, San Diego County Dental Association  
Dr. William Jungman, Dental Assisting Advisory Board  
Dr. Larry Michel, Dental Assisting Advisory Board

**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.

**BB. PUBLIC HEARING - PROPOSED 1999-2000 BUDGET**

1. **Open Public Hearing**

The hearing was opened at 7:01 p.m.

2. **Presentation of Proposed 1999-2000 Budget**

Jerry Patton presented the proposed budget for the fiscal year 1999-2000.

3. **PUBLIC HEARING ON PROPOSED 1999-2000 BUDGET**

There were no comments made.

4. **Close the Discussion and Public Hearing**

The hearing was closed at 7:28 p.m.

5. **APPROVE ADOPTION OF ANNUAL FINANCIAL AND BUDGET REPORT**

MSC Dougherty, Jensen

**RESOLUTION 99-19694**

**BE IT RESOLVED, That** the Palomar Community College District **Annual Financial and Budget Report**, (Financial Report for Fiscal Year 1998-1999, Budget Report for Fiscal Year 1999-2000) be approved. **Exhibits BB-5a, BB-5b**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

C. **APPROVAL OF MINUTES**

MSC Dougherty, Jensen

**RESOLUTION 99-19695**

**BE IT RESOLVED, That** the Minutes of the Regular Meeting held on August 24, 1999, be approved.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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**C O N S E N T   C A L E N D A R**

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D.

**FINANCIAL REPORTS**

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

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

2. **APPROVE SALARY WARRANTS**

MSC Dougherty, Hughes

**RESOLUTION 99-19696**

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

Payroll dated 8-9-99	\$ 41,193.48
Payroll dated 8-10-99	210,483.16
Payroll dated 8-20-99	848,948.33
Payroll dated 8-31-99	<u>2,981,192.63</u>
Total for August, 1999	\$4,081,817.60

**Exhibit D-2**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PERSONNEL**

3. **APPROVE STUDENT EMPLOYEE LIST**

MSC Dougherty, Hughes

**RESOLUTION 99-19697**

**BE IT RESOLVED, That the Student Employee List** be approved. **Exhibit D-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Dougherty, Hughes

**RESOLUTION 99-19698**

**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:

Ambers, Jr., Charles – Africana Studies  
Barclay, Sharon - Drafting  
Cooke, Jeffrey - Astronomy  
Drozd, Loriann – Medical Assisting  
Edgington, Stacey - Economics  
Johnson, John - Geography  
Kirchhoff, Colleen – Physical Education  
McCarthy, Steven - Geography  
Padilla, Myriam - Spanish  
Talone, Anita - Drafting  
Tsung, Thomas – Astronomy

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Hughes

**RESOLUTION 99-19699**

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

**FALL, 1999**

**ART**

Bliss, Harry

Art  
B.A., Art  
Master of Fine Arts

\$50.57

**BEHAVIORAL SCIENCES**

Henry, James	Psychology B.A., Psychology M.A., Rehabilitation Counseling Ph.D., Education	\$36.16
Kelley, Robert	Psychology B.S., Computer Science B.A., Psychology M.A., Psychology	\$33.97
Schachat, Carol	Psychology B.A., English M.A., Psychology	\$33.97
Wu, Chi-Cheng	Psychology B.A., Psychology Ph.D., Psychology	\$36.16

**BUSINESS EDUCATION**

Murphey, John	Paralegal Studies B.S., Chemical Engineering J.D., Law	\$36.16
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**CHILD DEVELOPMENT**

Hawkins, Diane	Child Development B.S., Child Development M.A., Human Development	\$33.97
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**COMMUNICATIONS**

Drake, Theodore	Photography A.A., Photography A.A., Radio & Telecommunication B.F.A., Fine Arts 3+ years of experience	\$32.88
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**COMPUTER SCIENCE & INFORMATION SYSTEMS**

Burgher, Ronald	CSIS A.S., Biology B.S., Outdoor Recreation M.S., Computers & Education Ph.D., Education	\$36.16
Pebdani, Ardeshir	CSIS B.S., Electrical Engineering M.S., Computer Engineering Ph.D., Computer Engineering	\$36.16

**COOPERATIVE EDUCATION**

Noeske, Patti	Cooperative Education B.S., Education M.S., Counseling	\$33.97
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**EARTH SCIENCES**

Cooke, Jeffrey	Astronomy B.S., Astronomy Doctorate Program (Department of Physics)	\$32.88
Johnson, John	Geography B.A., Geography M.U.P. Urban & Regional Planning M.B.A., Business Administration	\$36.16
McCarthy, Steven	Geography B.A., Geography M.A., Geography (pending)	\$32.88
Tsung, Thomas	Astronomy B.A., Secondary Education; Mathematics M.A., Secondary School Teacher	\$33.97

**ECONOMICS/HISTORY & POLITICAL SCIENCE**

Akabogu-Collins, May	Economics B.A., Economics M.B.A., Finance Ph.D., Economics	\$36.16
Edgington, Stacey	Economics B.A., Economics M.A., Economics (pending)	\$32.88
O'Connor, William	Economics A.A., Art B.A., Economics M.S., Economics	\$33.97

**ENGLISH**

Alessi, Anna-Marie	English A.A., Liberal Studies B.A., English M.A., English	\$33.97
Gibson, M. Diane	English B.A., English M.A., English	\$51.63
Keel, Lawrence	English B.A., English B.A., Philosophy M.A., Professional Writing M.A., English	\$36.16
Perales, Dara	English B.A., English M.A., Literature & Writing Studies	\$33.97

Powers, Miguel	English B.A., English M.A., English Ph.D., English (pending)	\$33.97
<b>FOREIGN LANGUAGES</b>		
Padilla, Myriam	Spanish B.A., Spanish M.A., Spanish Literature (pending)	\$32.88
Stangeland, Lisa	French B.A., French Literature M.A., French	\$33.97
<b>LIFE SCIENCES</b>		
Drozd, Loriann	Medical Assisting 10 years of experience	\$32.88
<b>MATHEMATICS</b>		
Castrapel, Rick	Mathematics B.A., Mathematics M.A., Applied Mathematics	\$33.97
Veldkamp, Arnold	Mathematics B.A., Mathematics M.A., Mathematics M.Ed., Mathematics	\$36.16
Zuzelo, Paul	Mathematics B.A., Mathematics M.A., Mathematics	\$33.97
<b>MULTICULTURAL STUDIES</b>		
Ambers, Charles, Jr.	Africana Studies B.A., Social Science M.A., Education	\$33.97
<b>PHYSICAL EDUCATION</b>		
Kirchhoff, Colleen	Physical Education B.A., Mathematics 15 years of experience	\$32.88
<b>PHYSICS &amp; ENGINEERING</b>		
Smith, James	Engineering B.S., Electrical Engineering M.S., Electrical Engineering	\$33.97
<b>PUBLIC SAFETY</b>		
Clayton, William	Fire Technology B.S. Marketing M.S., Business Administration Community College Limited Service Credential: Fire Science 40+ years of experience	\$33.97

**REGIONAL OCCUPATIONAL PROGRAMS**

Powell, Douglas	ROP CSIS A.A., Liberal Arts & Sciences B.S., Business Administration 5+ years of experience	\$32.88
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**SPEECH COMMUNICATION/FORENSICS/ASL**

McCollum, Lisa	Speech B.A., Speech Communication M.A., Speech Communication	\$33.97
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McHale, Carol	American Sign Language B.A., Communicative Disorders M.A., Communicative Disorders	\$33.97
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**TRADES & INDUSTRY**

Barclay, Sharon	Drafting 20+ years of experience	\$32.88
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Eilerman, Matthew	Drafting B.A., Theatre 12+ years of experience	\$32.88
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Talone, Anita	Drafting B.A., Drama M.S., Electronic Commerce (pending)	\$32.88
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT**

MSC Dougherty, Hughes

**RESOLUTION 99-19700**

**BE IT RESOLVED, That** the employment of the following Child Development Center Associate Teacher, at the rate indicated for the Fall, 1999, semester, be approved:

**CHILD DEVELOPMENT CENTER**

Pecoraro, Penny	Associate Teacher Child Development Teacher Permit (pending)	\$6.58
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. Item removed from agenda.

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**BUSINESS SERVICES**

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

MSC Dougherty, Hughes

**RESOLUTION 99-19701**

**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-8**, be and are hereby reviewed and approved for the following Purchase Order Nos. 0040101 through 0040324, Agreement/Item Nos. 0045013 through 0045045, Travel Nos. 0050007 through 0050009, Reimburse/Adv./Increases Nos. 0060002 through 0060009, Agreement/Services Nos. 0070004 through 0070112, Repair Nos. 0075002 through 0075016, Agreement/Annual Nos. 0080002 through 0080006, Utility Nos. 0095010 through 0095014, and Library Order Nos. 0025002 through 0025004 in the total amount of \$1,230,920.66 be approved.

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**

Dr. Mark Vernoy reported that the Senate had met a couple of weeks ago. Normally, they would have met again the first Monday; however, that was a holiday. They have sent out the proposed revision of the Sexual Harassment Policy, prepared by Dr. Miyamoto, to be sunshined among their members. They are receiving comments about the policy; consequently, Dr. Miyamoto will attend the next Senate meeting to discuss the revision.

Depending on the outcome of an item later on the agenda, they may be looking for a new President of The Faculty. This could take a month or so.

2. **INFORMATION**

**Report of The Faculty**

Bruce Bishop reported that depending upon the outcome of the later item, this is likely to be his last Board meeting as President of The Faculty. He stated that it has been a pleasure to serve in that capacity and to meet regularly with the Governing Board.

3. **INFORMATION**

**Report of the Administrative Association**

Lee Hoffmann reported that the Association is having a brown-bag get-together tomorrow in the Victory Garden. Their first general meeting will be scheduled early next month. They are continuing to meet regarding several issues that have arisen.

4. **INFORMATION**

**Report of the CCE/AFT**

There was no report.

5. **INFORMATION**

**Report of the Associated Student Government**

Buddy Rabaya reported that the ASG is happy that Bruce Bishop is to be their new advisor. Bruce has already given Buddy good direction.

The ASG has a busy month scheduled. Activities include Comet Week and elections. September 9 was the Inter-Club Council officer training with 14 clubs represented. They also held an advisor luncheon the following week.

The "campus-wide day" will be tomorrow in the Student Union, 10 a.m. to 2 p.m. All the clubs can get together and sell food, as well as have more than one vendor on campus.

On Thursday, a Bone Marrow Drive will be held from 10 a.m. to 4 p.m. in the Student Lounge.

The ASG election will be held September 21-22, 8 a.m. to 8 p.m. Hopefully, there will be a good turnout of voters.

ASG is working on Homecoming with the hopes of having a dance in conjunction with the activities of Comet Week, October 4-8.

6. **INFORMATION**

**Report of Superintendent**

Diane Michael circulated a post card that Dr. Boggs had received from Xavier Corona, former student trustee, who is now a student at UC Berkeley. Xavier stated that Palomar prepared him well for the experience at Berkeley. He will be taking a director's position with the student government and hopes to keep on going from there.

Bill Flynn has an article regarding implementing the learning paradigm in the latest edition of the *Community College Journal*.

The San Diego County R.O.P., which accredits our R.O.P. programs, recently received a six-year accreditation. Judy Fish and her faculty and staff participated in the accreditation visit. They are to be commended for helping achieve this.

Dale Wallenius has been selected to receive the "Foundation Network Eagle Award." It will be presented to him at the closing luncheon of the Council for Resource Development at the upcoming meeting of the Network for Community College Foundations.

The next Police Academy graduation is scheduled for Saturday, October 30, 10 a.m., at the Camp Pendleton Base Theater.

Diane Michael gave to Dr. White the ACCT election materials at this time.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

There were none.

At this time, Dr. White moved the Operational Reports forward on the agenda.

J. **INSTRUCTIONAL/OPERATIONAL REPORTS**

1. **Environmental Health and Safety Department Report**

Kelley Hudson-Maclsaac reported on the activities of this department.

2. **International Student Program**

Joe Madrigal introduced Herman Lee, who, in turn, introduced the following members of the International Students Program, who reported on their activities in serving and recruiting international students: Yasue O'Neill, Shayla Sivert, Lisa Cox-Romain, Ron Bonner. **Exhibit J-2**

At this time, Dr. White moved New Business, item 2, forward on the agenda.

I. **NEW BUSINESS**

2. **INFORMATION: FEASIBILITY OF DEVELOPING A DENTAL HYGIENE PROGRAM**

Dr. Mike Rourke presented a report regarding the feasibility of developing a dental hygiene program at the Escondido Center, as well as other uses to which the space might be converted. **Exhibits I-2a, I-2b**

Dr. Randy Jungman, Dr. Joel Barrack, Dr. Richard Codington, and Dr. Larry Michel discussed the need for dental hygienists and the lack of programs to prepare them.

A suggestion to work with Southwest College in determining the start-up costs for their program was made by Dr. Dougherty. Ms. Hughes suggested the possibility of utilizing contract education to provide this training.

**G. COMMUNICATIONS**

1. Letter from **Robbie Bos, National Council for Staff, Program & Organizational Development**, to Dr. Boggs, dated August 23, 1999, notifying him of and thanking him for supporting Nancy Galli's election to their Executive Board. **Exhibit G-1**

Dr. White commented that we are very proud of Nancy Galli.

2. Letter from **Rachael Lohman, National Association of Student Financial Aid and Administrators**, to Lise Telson, dated July 26, 1999, thanking her for serving as a presenter at their conference in Las Vegas. **Exhibit G-2**

3. Letter from **Ray Taylor, ACCT President**, to Dr. White, dated August 26, 1999, suggesting the Board decide who will serve as the voting delegate and alternate at the ACCT Annual Convention, October 13-16, 1999, Atlanta, Georgia. **Exhibit G-3**

At this time, no Board member has planned to attend the convention.

**H. UNFINISHED BUSINESS**

1. **APPROVE GOVERNING BOARD GOALS FOR THE PALOMAR COMMUNITY COLLEGE DISTRICT – 1999-2000**

MSC Dougherty, Hughes

**RESOLUTION 99-19702**

**BE IT RESOLVED**, That the Governing Board of the Palomar Community College District approve the Governing Board Goals for 1999-2000 as outlined below:

**Governing Board Goals for the Palomar Community College District  
1999-2000**

**Philosophy.** The Governing Board of the Palomar Community College District establishes annual goals to guide District and College decision making. The Governing Board is committed to setting all of its goals within the context of the Palomar College Mission and Vision Statements and the developing Educational Master Plan. The College exists to promote and support student learning. The themes of empowerment, learning, evaluation, discovery, and growth as outlined in the Mission and Vision Statements should be the basis of all decision making and planning.

The Governing Board is also committed to the concept of shared governance, to setting an example for high ethical standards, and to maintaining an environment of mutual respect for individuals in all of its actions. Within these parameters, the Governing Board sets the goals for 1999-2000. The Board recognizes that many of these goals identify issues that may take longer than one year to address completely but expects to see progress toward goal achievement.

**I. Mission Achievement: *Improve and increase our defining contributions to our community and society.***

**A. Access and Educational Outcomes: *Improve access and educational success.***

Key Performance Indicators:

1. Increased student learning.
2. Increased participation rates from all communities served.
3. Increased student transfer readiness rate without compromising academic standards.
4. Increased number of degrees and certificates awarded without compromising academic standards.
5. Increased course completion rates without compromising academic standards.
6. Increased student retention rates without compromising academic standards.
7. Increased Basic Skills improvement rates.
8. Equalized success rates for students by ethnicity.
9. Development of institutional assessment of student learning.

**B. Community Service and Economic Development: *Improve service to the community and enhance its economy and quality of life.***

Key Performance Indicators:

1. Increased service learning opportunities and student participation.
2. Increased level of involvement in economic and workforce development within our District.
3. Increased efforts to enhance citizenship and the quality of life in the communities we serve.

**II. Resources, Budget, and Compensation: *Increase revenues, achieve budget stability, and improve employee compensation.***

**A. Budget Stability: *Plan for and achieve budget stability.***

Key Performance Indicators:

1. Balanced budget and projections for future balanced budgets while maintaining adequate reserves.
2. Resources allocated in accordance with strategic plan.
3. Improved room utilization.
4. More effective and efficient class scheduling.
5. Improved student retention rate without compromising academic standards.
6. Improved participation rates from all communities served.
7. Improved efficiencies in support areas.

**B. Resource Development: *Secure resources and revenues that supplement our reliance on state apportionment funding.***

Key Performance Indicators:

1. Completed feasibility study for a capital bond campaign.
2. Increased database of donors and potential donors.
3. Increased annual cash contributions, deferred and planned gifts, charitable remainder trusts, and donations of equipment and supplies.
4. Increased numbers of successful grant applications.
5. Expanded worksite education (contract education) services to local businesses and agencies.

**C. Compensation: *Develop a plan to improve employee salaries.***

Key Performance Indicator:

1. Approved revenue sharing plan directing a specific percentage of resources identified from enrollment growth, increased efficiencies, and student retention to increases in employee salaries without compromising quality or District values.

**III. Educational Master Plan: *Integrate plans from all areas of the College into a comprehensive institutional plan.***

Key Performance Indicators:

1. Approved Educational Master Plan linking the District's goals with the department goals into a comprehensive institutional strategic plan.
2. Effective link between Institutional Review and Educational Master Planning in which review outcomes are incorporated into the Educational Master Plan.
3. A Staffing Plan, identifying important staffing needs, as a component of the Educational Master Plan.
4. Resources allocated in accordance with the Educational Master Plan.

**A. Institutional Review: *Implement an ongoing system to review all College programs continuously.***

Key Performance Indicators:

1. Institutional review process that measures for each unit under review progress on achieving unit and District goals and objectives, recommendations to correct any discovered performance deficiencies, and recommendations to maintain, increase, or decrease the functions and funding of the unit under review.
2. Resources allocated in accordance with findings from the institutional review process.

**B. Services to Students: *Streamline student services and improve convenience to students and safety and security for students, employees, and the public.***

Key Performance Indicators:

1. Environment that is helpful, efficient, safe, and friendly in meeting the needs of students.
2. Streamlined and automated processes to improve accessibility of services to students.
3. Improved level of lighting on campus and in parking lots.
4. Preliminary plans for the remodeling of the Student Union.
5. Expanded extracurricular involvement for students to improve student retention.

**C. Technology Plan: *Implement and fund new technologies as needed to enhance student learning and to increase institutional efficiency and staff capability.***

Key Performance Indicators:

1. Improved academic technology support services for the development of student learning programs.
2. Fully implemented PeopleSoft administrative software.
3. Ability to access and project information from the Internet in every classroom.
4. Means to project computerized presentation programs in every classroom.
5. Adequate maintenance, service, and replacement of technological software and equipment.
6. Program of ongoing technology training and education for faculty and staff.
7. Line item in the budget for replacement and maintenance of technological equipment.

**IV. Education Center Identification/Acquisition: *Identify and acquire a site for the Southern Educational Center.***

Key Performance Indicator:

1. Approval by the California Community Colleges Chancellor's Office and the California Postsecondary Education Commission of the District's plan to locate a Southern Education Center.

**V. Legislative Advocacy: *Continue to develop positive relationships with our legislators and their staffs.***

Key Performance Indicators:

1. Increase in number of legislators and legislative staff members to visit Palomar College.
2. Maintenance of regular contacts with legislators on issues of importance to Palomar College.

**VI. Commitment to Diversity: *Implement both the Faculty and Staff Diversity Plan and the Student Equity Plan.***

Key Performance Indicators:

1. Increased ethnic diversity of all categories of faculty and staff.
2. Matched ethnic diversity of student body to District population.
3. Equalized success rates for students by ethnicity.

Ms. Hughes stated that she appreciates all the feedback and revisions that have been made.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**I. NEW BUSINESS**

1. **INFORMATION: PROPOSAL TO SCHEDULE GOVERNING BOARD MEETINGS ONLY ONCE EACH MONTH, BEGINNING WITH THE MONTH OF 1999, AND REVISE BOARD PROCEDURE 12.3 IN ACCORDANCE WITH THIS CHANGE**

**Governing Board Procedure 12.3 currently reads:**

**“The Governing Board meets on the second and fourth Tuesday of each month at 7:00 p.m.”**

It was agreed that, because of the absence of Dr. Nelson, this item be placed on the agenda for discussion at the next Governing Board meeting.

2. This item was covered earlier on the agenda.
3. **CANCEL GOVERNING BOARD MEETING SCHEDULED FOR DECEMBER 28, 1999**

MSC Dougherty, Jensen

**RESOLUTION 99-19703**

**BE IT RESOLVED, That** the Governing Board meeting scheduled for December 28, 1999, be canceled.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE AGREEMENT WITH RON LEVERETTE, DBA KATHCO VIDEO, FOR FILMING OF ALL HOME AND AWAY GAMES AND TWO-A-DAYS (FOOTBALL)**

MSC Dougherty, Jensen

**RESOLUTION 99-19704**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District approve an agreement between the Palomar Community College District and **Ron Leverette, DBA Kathco Video**, for the filming of all home and away games and two-a-days (football) during the period of August 17, 1999, and December 4, 1999, at the total contract price of \$2,120.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **RECEIVE BIDS ON THE CHILD DEVELOPMENT CENTER REMODEL/DSA UPGRADE (BANK BUILDING) ESCONDIDO CENTER, DECLARE LOWEST BIDDER, AND AUTHORIZE CONTRACT SUBJECT TO RECEIPT OF ALL REQUIRED BONDS, INSURANCE, AND CERTIFICATIONS**

MSC Dougherty, Jensen

**RESOLUTION 99-19705**

**BE IT RESOLVED, That** the Palomar Community College District received competitive bids from the following contractors for the amounts stated on September 1, 1999, in response to its advertised bid for the construction and remodel of the child care center, Escondido Center:

- |   |              |
|---|--------------|
| 1. Whitaker Construction Corporation<br>San Diego, California | \$227,202.00 |
| 2. Good & Roberts, Inc.<br>Vista, California                  | \$328,201.00 |

**BE IT FURTHER RESOLVED, That** the bid of **Whitaker Construction Corporation**, of San Diego, California, in the aforesaid sum of \$227,202.00 is hereby declared the lowest responsive bidder, and a contract is hereby authorized with said Corporation for this amount, subject to receipt by the District of all bonds, insurance certificates, and certifications and positive reference. The contract shall be funded from Account No. 15-565500-41-634300-71400-11-1641200 and 15-565500-41-634300-71400-11-0611400.

**Exhibit I-5**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **ACCEPT PROPOSAL FROM SPRINT PCS FOR GROUND LEASE, UTILITY EASEMENTS, AND INGRESS-EGRESS ACCESS TO THE EXTERIOR OF THE BRUBECK THEATRE AND ADJOINING PROPERTY**

MSC Dougherty, Jensen

**RESOLUTION 99-19706**

**WFI**, a telecommunications outsourcing firm, with offices in San Diego, presents a proposal to the Governing Board of the Palomar Community College District dated August 10, 1999, (see back-up material for the details), pursuant to which their client, **Sprint PCS**, proposes to lease approximately three hundred (300) square feet of ground space outside of the Brubeck Theatre located on the San Marcos campus of the District, and to acquire easements for utilities and for ingress and egress to service said easements. The purpose of the lease and easements will be to install a transmitting and receiving base station at this location and from which Sprint PCS will provide wireless voice and data services, e.g., wireless telephone, paging, modem transmission message services to its customers along the Highway 78 corridor. The initial term of the lease would be five (5) years with options to renew for up to four (4) additional five- (5) year terms with an increase in fees paid for each renewal period of fifteen percent (15%). The yearly rent for the first five- (5) year term is proposed to be Ten Thousand Dollars (\$10,000) per year, or Fifty-Thousand Dollars (\$50,000) for the first five (5) years. If all four (4), five- (5) year options are exercised and with the added 15% for each term, the total income stream over the thirty (30) years would be \$437,686.92.

**BE IT RESOLVED, That WFI** and its engineers, on behalf of **Sprint PCS**, shall submit plans and specifications for approval by the District prior to undertaking of construction and that the approval of the aforesaid agreement by the Governing Board of the Palomar Community College District is contingent upon the District's prior approval of all plans and specifications. **Exhibit I-6**

Mr. Tom Cornish, representing WFI, briefly described the site to be utilized and the equipment to be installed.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVE FIELD COURSE TO YELLOWSTONE NATIONAL PARK FOR SUMMER, 2000**

MSC Dougherty, Hughes

**RESOLUTION 99-19707**

**BE IT RESOLVED, That** the Palomar Community College District's 2000 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, Field Studies in Natural History, 3 units; (b) Biology 195B, 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 cabin rentals, Yellowstone National Park); (b) National Park Service (campsites, Coulter Bay Campground, Grand Teton National Park); (c) Dornan's Moose Enterprise (canoe rentals, some meals); (d) Leisure Sports (canoe, raft, and trailer rentals); (e) Grand Teton Lodge Company (cabin rentals, Grand Teton National Park; possible float with dinner); (f) Triangle X Ranch (river float with dinner). Advance deposits as may be required by these vendors are hereby authorized.

**BE IT FURTHER RESOLVED, That** estimated cost per student is between \$460.00-\$590.00 depending on lodging options and availability. Fee includes lodging and activities. Student must provide own means of transportation and meals. **Exhibit I-7**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **FINAL ACCEPTANCE OF WORK COMPLETED ON HVAC REPLACEMENT PROJECTS IN BUILDINGS O, CH, LS-3, F (PHOTO LAB) BY CAL-AIR, INC. OF SAN MARCOS, CA; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASE THE BONDS; AND RECORD NOTICE OF COMPLETION**

MSC Dougherty, Jensen

#### **RESOLUTION 99-19708**

**BE IT RESOLVED That** the HVAC Replacement projects for Buildings O, CH, LS-3, F (Photo Lab) on the San Marcos campus, in accordance with the bid awarded by the Palomar Community College District, on March 9, 1999, to **Cal-Air, Inc.**, (the "Contractor"), San Marcos, California 92069, be accepted; and the project is hereby found to be completed. **That** the Superintendent/President be authorized to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board; **That** the total amount of this contract is \$546,487.00; **That** all money due and owing to the Contractor, with the exception of the ten percent (10%) retention of \$54,648.70, (the "Retention") be paid, and that following the expiration of thirty-five (35) calendar days from the date of this resolution, the Retention be paid to the Contractor, providing no liens are filed within this period; and **That** the bid security posted by Cal-Air, Inc., be returned to this Contractor and all other bonds be released, within the time and in the manner as provided by law.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. **RECEIVE BIDS ON THE REBID OF THE HVAC REPLACEMENT PROJECT "M" BUILDING AND BRUBECK THEATRE, SAN MARCOS CAMPUS; DECLARE LOWEST BIDDER AND AUTHORIZE CONTRACT SUBJECT TO RECEIPT OF ALL REQUIRED BONDS, INSURANCE, AND CERTIFICATIONS**

MSC Dougherty, Jensen

**RESOLUTION 99-19709**

**BE IT RESOLVED, That** the Palomar Community College District received competitive bids from the following contractors for the amounts stated, on August 30, 1999, in response to its advertised bid for the HVAC Replacement Projects "M" Building and Brubeck Theatre:

- |   |              |
|---|--------------|
| 1. Lemon Grove Sheet Metal Works, Inc.<br>Lemon Grove, California | \$453,000.00 |
| 2. General Air Conditioning, Inc.<br>San Diego, California        | \$457,262.00 |

**BE IT FURTHER RESOLVED, That** the bid of **Lemon Grove Sheet Metal Works, Inc.**, of Lemon Grove, California, in the aforesaid sum of \$453,000.00 is hereby declared the lowest responsive bidder, and a contract is hereby authorized with said Corporation for this amount, subject to receipt by the District of all bonds, insurance certificates, and certifications and positive reference. The contract shall be funded from Account No. 19-542100-41-565500-71400-10-2000-0841300 and 19-542100-41-565500-71400-10-2000-1641400. **Exhibit I-9**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **APPROVE AGREEMENT FOR CHANCELLOR'S OFFICE TAX OFFSET PROGRAM (COTOP)**

MSC Dougherty, Jensen

**RESOLUTION 99-19710**

**BE IT RESOLVED, That**, in accordance with Government Code Sections 12419.5 and 12419.7, an agreement be approved between the Palomar Community College District and the Chancellor's Office of the California Community Colleges, pursuant to which the Chancellor's Office shall collect outstanding student financial aid and proper non-financial aid obligations owed the District. The District will pay to the Chancellor's Office an amount equal to, but not greater than, twenty-five percent (25%) of the amount which the Chancellor's Office collects on behalf of the District from the Franchise Tax Board. The term of this contract shall be from November 1, 1999, through the end of the 2000 interagency program-processing year as defined by the Franchise Tax Board.

**Exhibit I-10**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **DECLARE SPECIFIED ITEMS OF COMPUTER HARDWARE AND RELATED EQUIPMENT SURPLUS PROPERTY OF INSUFFICIENT VALUE TO DEFRAY COSTS OF SALE, AND APPROVE DONATION THEREOF TO SCHOOLS WITHIN JURISDICTION OF THE DISTRICT, PURSUANT TO CALIFORNIA EDUCATION CODE SECTION 81452**

MSC Dougherty, Hughes

**RESOLUTION 99-19711**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District, by unanimous vote of those members present, finds that the property listed in the memorandum attached hereto as back-up, the terms of which are by this reference incorporated herein, is surplus property of insufficient value to defray the costs of arranging a sale; and,

**BE IT FURTHER RESOLVED, That** in accordance with District Procedure 552, and the provisions of California Education Code Section 81451, the aforesaid property may be donated to the elementary and/or secondary schools located within the jurisdictional area of the District, on a first-come, first-served basis, so long as no previous donations have been made to the specific schools by the District within the preceding twelve months from the date of this resolution. **Exhibit I-11**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC Dougherty, Jensen

**RESOLUTION 99-19712**

**BE IT RESOLVED, That** all contracts and agreements for the period July 1, 1999, through August 31, 1999, and 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. **Exhibit I-12**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

13. **INFORMATION: AWARD OF GEAR UP GRANT**

GEAR UP Grant - Funded through the U.S. Department of Education

Effective Date: September 1, 1999 – August 31, 2004

Total Funding: \$4,509,232

Community Partners: San Marcos Middle School, San Marcos High School, Boys and Girls Club of San Marcos, Cox Communications, North County Times, and San Marcos Chamber of Commerce

Purpose: To support low-income youth to become aware of the importance of adequately preparing early for college. **Exhibit I-13**

14. **REJECT CLAIM**

MSC Dougherty, Jensen

**RESOLUTION 99-19713**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District rejects the claim for personal injuries filed by Aubrey W. Boyd, Attorney at Law, on behalf of his client **Gloria Williams** and refers it to the District's Claims Administrator for handling.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

15. **APPROVE ANNUAL DISTANCE EDUCATION REPORT**

MSC Dougherty, Hughes

**RESOLUTION 99-19714**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby approves the Annual Distance Education Report. **Exhibit I-15**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**J. INSTRUCTIONAL/OPERATIONAL REPORTS**

These items were covered earlier on the agenda.

**K. PERSONNEL**

1. **APPROVE DEPARTMENT CHAIR/DIRECTOR STIPENDS REFLECTING COLA INCREASES SINCE 1995/1996**

MSC Hughes, Dougherty

**RESOLUTION 99-19715**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District approve Department Chair/Director stipends reflecting COLA increases since 1995/1996, effective Fall semester, 1999. Stipends will be subject to all future COLA increases.

Department Chairs/Directors with 20% Assigned Time:	\$3,452
Department Chairs/Directors with 40% Assigned Time:	\$3,682
Department Chairs/Directors with 60% Assigned Time:	\$3,912
Department Chairs/Directors with 80% Assigned Time:	\$4,142

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **APPROVE CLASSIFIED POSITIONS**

MSC Hughes, Dougherty

**RESOLUTION 99-19716**

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

- a. Position: **INSTRUCTIONAL SUPPORT ASSISTANT I**  
Department: Disabled Student Services and Programs  
Position #: 6028 New?: Yes  
Sal Rng/Stp: 16/1 Salary: **\$935.92.00/month**  
% of position: 45% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): K-212200-472100-64200-1612030/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds.**
- b. Position: **INSTRUCTIONAL SUPPORT ASSISTANT I**  
Department: Disabled Student Services and Programs  
Position #: 6029 New?: Yes  
Sal Rng/Stp: 16/1 Salary: **\$935.92.00/month**  
% of position: 45% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): K-212200-472100-64200-1612030/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds.**
- c. Position: **DISABLED STUDENT ASSISTANT**  
Department: Disabled Student Services and Programs  
Position #: 6030 New?: Yes  
Remarks: Hourly conversion.  
Sal Rng/Stp: 16/1 Salary: **\$935.92.00/month**  
% of position: 45% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): K-212200-472100-64200-1612030/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds.**
- d. Position: **INSTRUCTIONAL SUPPORT ASSISTANT I**  
Department: Computer Science and Information Systems  
Position #: 6031 New?: Yes  
Remarks: Hourly conversion.  
Sal Rng/Stp: 16/1 Salary: **\$1,247.89/month**  
% of position: 60% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): A-221000-343200-07040-0000000/100%

- e. Position: **GEAR UP SPECIALIST**  
Department: GEAR UP/Student Support Services  
Position #: 6035 New?: Yes  
Sal Rng/Stp: 28/1 Salary: **\$2,788.91/month**  
% of position: 100% # of Mos: 12  
Effective: September 15, 1999  
Acct #(s): K-212200-473100-64300-1112320/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds**
- f. Position: **AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETER**  
Department: Disabled Student Services and Programs  
Position #: 6032 New?: Yes  
Remarks: Hourly conversion.  
Sal Rng/Stp: 31/1 Salary: **\$2,248.93/month**  
% of position: 75% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): K-212200-472100-64200-1612030/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds.**
- g. Position: **AMERICAN SIGN LANGUAGE /ENGLISH INTERPRETER**  
Department: Disabled Student Services and Programs  
Position #: 6033 New?: Yes  
Remarks: Hourly conversion.  
Sal Rng/Stp: 31/1 Salary: **\$1,199.43/month**  
% of position: 40% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): K-212200-472100-64200-1612030/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds**
- h. Position: **AMERICAN SIGN LANGUAGE /ENGLISH INTERPRETER**  
Department: Disabled Student Services and Programs  
Position #: 6034 New?: Yes  
Remarks: Hourly conversion.  
Sal Rng/Stp: 31/1 Salary: **\$2,099.00/month**  
% of position: 70% # of Mos: 10  
Effective: September 15, 1999  
Acct #(s): K-212200-472100-64200-1612030/100%  
**NOTE: This is a specially funded position; continuation depends on availability of funds**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. Item was removed from agenda.

4. **APPROVE CLASSIFIED RECLASSIFICATIONS**

MSC Hughes, Dougherty

**RESOLUTION 99-19717**

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

- a. **Position:** **ATHLETIC ADVISEMENT ASSISTANT**  
Department: Counseling, Guidance and Career Development  
Name: Vacant  
Position #: 5833                      New?: No  
Remarks: Job title was formerly Transfer Education Advisor, Range 20.  
Position was approved August 11, 1998.  
Effective: September 15, 1999  
% of position: 45%                      # of Mos: 11  
Sal Rng/Stp: 12/1                      Salary: **\$849.15/month**  
Acct #(s): A-212200-463100-63400-0000000/100%  
**NOTE:** **This is a final determination of classification.**
- b. **Position:** **FINANCIAL AID ADVISOR**  
Department: Financial Aid  
Name: Vacant  
Position #: 5564                      New?: No  
Remarks: Job title was formerly Financial Aid Assistant, Range 16  
Effective: September 15, 1999  
% of position: 100%                      # of Mos: 12  
Sal Rng/Stp: 24/1                      Salary: **\$2,527.61/month**  
Acct #(s): K-212200-475100-64600-1612000/55%  
A-212200-475100-64600-0000000/45%  
**NOTE:** **This is a 55% specially funded position; continuation depends on availability of funds.**
- c. **Position:** **STUDENT SUPPORT SERVICES/UPWARD BOUND ASSISTANT**  
Department: TRIO Student Support Services/Upward Bound  
Name: Marilyn Surbeck  
Position #: 5552                      New?: No  
Remarks: Job title was formerly TRIO Assistant. Range 14 to remain the same. Position title and account code change only.  
Effective: September 15, 1999  
% of position: 100%                      # of Mos: 12  
Sal Rng/Stp: 14/6                      Salary: **\$2,464.39/mo**  
Acct #(s): K-212200-473100-64300-1112300/50%  
K-212200-473100-64300-1112310/50%  
**NOTE:** **This is a specially funded position; continuation depends on availability of funds.**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Hughes, Dougherty

**RESOLUTION 99-19718**

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

- a. Name: **GERALD SWAIM**  
Position: Instructional Support Assistant I  
Department: Computer Science and Information Systems  
Position #: 6031 New?: Yes  
Remarks: Hourly conversion position  
Sal Rng/Stp: **16/1** Salary: **\$1,247.89/month**  
% of Position: 60% # of Mos: 10  
Effective: September 15, 1999  
Acct #: A-221000-343200-07040-0000000/100%
- b. Name: **BEVERLY CARSON**  
Position: Disabled Student Assistant  
Department: Disabled Student Services and Programs  
Position #: 6028 New?: Yes  
Remarks: Hourly conversion position  
Sal Rng/Stp: **16/1** Salary: **\$935.92/month**  
% of Position: 45% # of Mos: 10  
Effective: September 15, 1999  
Acct #: K-212200-472100-64200-1612030/100%  
**Note: This is a specially funded position; continuation depends on availability of funds.**
- c. Name: **BRAD TENNY**  
Position: American Sign Language/English Interpreter  
Department: Disabled Student Services and Programs  
Position #: 6032 New?: Yes  
Remarks: Hourly conversion position  
Sal Rng/Stp: **31/1** Salary: **\$2,248.92/month**  
% of Position: 75% # of Mos: 10  
Effective: September 15, 1999  
Acct #: K-212200-472100-64200-1612030/100%  
**Note: This is a specially funded position; continuation depends on availability of funds.**
- d. Name: **CHARLOTTE OHST**  
Position: American Sign Language/English Interpreter  
Department: Disabled Student Services and Programs  
Position #: 6033 New?: Yes  
Remarks: Hourly conversion position  
Sal Rng/Stp: **31/1** Salary: **\$1,199.43/month**  
% of Position: 40% # of Mos: 10  
Effective: September 15, 1999  
Acct #: K-212200-472100-64200-1612030/100%  
**Note: This is a specially funded position; continuation depends on availability of funds.**

- e.      Name:           **KARYN PARHAM**  
          Position:      American Sign Language/English Interpreter  
          Department:   Disabled Student Services and Programs  
          Position #:    6034                New?:                Yes  
          Remarks:     Hourly conversion position  
          Sal Rng/Stp:   **31/1**               Salary:               **\$2,099.00/month**  
          % of Position: 70%                # of Mos:            10  
          Effective:    September 15, 1999  
          Acct #:       K-212200-472100-64200-1612030/100%  
          **Note:**       **This is a specially funded position; continuation depends on availability of funds.**
- f.      Name:           **TERRI L. WALLACE**  
          Position:      Senior Accounting Assistant  
          Department:   Fiscal Services  
          Position #:    005728            New?:                No  
          Remarks:     Replacement for Valerie Smith  
          Sal Rng/Stp:   **20/1**               Salary:               **\$2,293.71/month**  
          % of position: 100%               # of Mos:            12  
          Effective:    September 20, 1999  
          Acct #(s)     A-212200-551100-67200-0811011/50%  
                          A-212200-551100-67200-0811202/50%  
          **Note:**       Normal work schedule: Monday – Thursday, 11:00 a.m. – 8:00 p.m.; Friday, 8:30 a.m. – 5:30 p.m. 3% differential paid for hours worked between 6:00 p.m. and 10:00 p.m. This is a specially funded position; its continuation depends on the availability of funds.
- g.      Name:           **BARBARA L. GILBERT**  
          Position:      Administrative Secretary  
          Department:   Worksite Education  
          Position #:    005830            New?:                No  
          Remarks:     Replacement for LaDonna Bodden  
          Sal Rng/Stp:   **19/1**               Salary:               **\$2,237.87/month**  
          % of position: 100%               # of Mos:            12  
          Effective:    September 15, 1999  
          Acct #(s)     K-212200-356100-70100-1812510/100%  
          **Note:**       This is a specially funded position; its continuation depends on the availability of funds.
- h.      Name:           **DONNA J. GOYER**  
          Position:      Institutional Research Analyst  
          Department:   Institutional Research and Planning  
          Position #:    005979            New?:                Yes  
          Remarks:     Approved on 5/25/99, P.F.E. funded  
          Sal Rng/Stp:   **53/2**               Salary:               **\$3,855.16/month**  
          % of position: 100%               # of Mos:            12  
          Effective:    September 27, 1999  
          Acct #(s)     A-212100-313100-66310-0000000/100%

- i. Name: **ANNIE M. BARNES**  
Position: Curriculum Schedules Technician  
Department: Instruction  
Position #: 005029 New?: No  
Remarks: Replacement for Barbara Quas  
Sal Rng/Stp: 23/1 **Salary: \$2,466.50/month**  
% of position: 100% # of Mos: 12  
Effective: September 20, 1999  
Acct #(s) A-212200-311100-60910-0000000/100%
- j. Name: **CINDY L. SHAND**  
Position: Records Assistant  
Department: Admissions, Records, & Veterans' Services  
Position #: 005474 New?: No  
Remarks: Replacement for Yvonne Hudson. This is a transfer for Ms. Shand.  
Sal Rng/Stp: **16/22** Salary: **\$3,016.48/mo**  
% of position: 100% # of Mos: 12  
Effective: September 15, 1999  
Acct #(s) A-212200-421100-62100-0000000/100%
- k. Item was removed from agenda.
- l. Name: **DANA M. JONES**  
Position: Supervisor, Upward Bound  
Department: TRIO  
Position #: 006010 New?: Yes  
Remarks: Approved on 6/22/99  
Sal Rng/Stp: **45/1** Salary: **\$3,012.27/month**  
% of position: 100% # of Mos: 12  
Effective: September 27, 1999  
Acct #(s) K-212100-473100-64300-112310/100%  
**Note:** This is a specially funded position; its continuation depends on the availability of funds.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE LEAVES OF ABSENCE**

MSC Hughes, Dougherty

**RESOLUTION 99-19719**

- a. **BE IT RESOLVED, That JO-ANNE LESSER**, Senior Administrative Secretary, Student Support Services, be granted a 25% Leave of Absence **without pay and with no effect on benefits**, effective August 2, 1999, through December 17, 1999 (to teach).

- b. **BE IT RESOLVED, That LOUISE BOEHM**, Associate Professor, Art Department, be granted a 66.6% personal Leave of Absence **without pay and with no effect on benefits**, effective August 30, 1999, through December 18, 1999.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **RESCIND LEAVE OF ABSENCE**

MSC Hughes, Dougherty

**RESOLUTION 99-19720**

- a. **BE IT RESOLVED, That** the 15% personal Leave of Absence (to teach) for **MARJORY A. ADCOCK**, Graphic Specialist II, Graphic Communications, from August 21, 1999, through December 18, 1999, be rescinded.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **APPROVE ADMINISTRATIVE APPOINTMENTS**

MSC Hughes, Dougherty

**RESOLUTION 99-19721**

**BE IT RESOLVED, That** the appointment of the following educational administrators be approved:

- a. Name: **RHONDA SUZANNE GAVIN**  
Position: Director of E.O.P.S.  
Department: Extended Opportunity Programs & Services  
Position #: 005546 New?: No  
Remarks: Replacement for P. J. DeMaris.  
Sal Rng/Stp: 66/2 **Salary: \$5,313.36/month**  
% of position: 100% # of Mos: 12  
Effective: September 7, 1999  
Acct #(s) A-123400-473100-64300-0000000/100%
- b. Name: **BRUCE E. BISHOP**  
Position: Interim Director, Student Activities  
Department: Student Activities  
Position #: 005486 New?: No  
Remarks: Replacement for Jim Bowen.  
Sal Rng/Stp: 67/12 **Salary: \$6,769.44/month**  
% of position: 100% # of Mos: 12  
Effective: September 15, 1999, to June 30, 2000  
Acct #(s) A-123400-451100-64910-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. **INFORMATION: RESIGNATION**

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

- a. **RHONDA SUZANNE GAVIN**, TRIO Coordinator/Counselor, effective September 6, 1999 (to accept EOPS Director position.)

10. **APPROVE CORRECTION TO ACADEMIC CONTRACTS**

MSC Hughes, Dougherty

**RESOLUTION 99-19722**

**BE IT RESOLVED**, That the correction to the salary of the following academic contracts be approved:

- a. Name: **DEBORAH J. BENNETT**  
Position: Assistant Professor, Nursing Education  
Department: Nursing Education  
Position #: 005297 New?: No  
Remarks: Increased step placement due to verification of previous related work experience.  
Sal Rng/Stp: C/8 Salary: **\$4,814.69/month**  
% of position: 100% # of Mos: 10  
Effective: August 20, 1999  
Acct No(s): A-133100-348200-12030-0000000/100%
- b. Name: **VIRGIL E. WATSON**  
Position: Assistant Professor, Physical Education  
Department: Physical Education/Athletice  
Position #: 006001 New?: Yes  
Remarks: Increased step placement due to verification of previous related work experience.  
Sal Rng/Stp: D/7 Salary: **\$4,814.69/month**  
% of position: 100% # of Mos: 10  
Effective: August 20, 1999  
Acct No(s): A-111000-431200-08350-0611400/25%  
A-111000-367300-08350-0611400/75%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

L. **ITEMS PENDING**

There were no items pending. At this time, the Board viewed a short video that aired on cable television this summer regarding Palomar's ETV and the CCCSAT.

M. **COMMENTS FROM BOARD MEMBERS**

Mr. Jensen reported that he had been in the Virgin Islands last week.

Dr. White mentioned that the memorial service held for Buddy Ashbrook was nicely handled.

**N. CLOSED SESSION**

The Board recessed at 9:28 p.m. and went into Closed Session at 9:35 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference with Designated Representatives regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference with Designated Representatives regarding discussion with Unrepresented Employees - Faculty, pursuant to Government Code 54957.6.
4. Conference with Designated Representatives regarding discussion with All Other Unrepresented Employees, pursuant to Government Code 54957.6.
5. Public Employee Performance Evaluation, pursuant to Government Code 54957.
  - a. Superintendent/President

Closed Session ended at 10:20 p.m.

**O. RECONVENE TO OPEN SESSION**

The meeting reconvened at 10:21 p.m. There was no reportable action taken during Closed Session.

**P. ADJOURNMENT**

The meeting was adjourned at 10:21 p.m.

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President

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Secretary