



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, OCTOBER 26, 1999, 7:00 P.M.**

**A. CALL TO ORDER**

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

**B. ROLL CALL**

**TRUSTEES PRESENT:**

RITA A. WHITE, ED.D., PRESIDENT  
RALPH G. JENSEN, VICE PRESIDENT  
BARBARA L. HUGHES, SECRETARY  
ROBERT L. DOUGHERTY, JR., M.D., TRUSTEE  
MICHELE T. NELSON, PH.D., TRUSTEE  
BUDDY RABAYA, STUDENT TRUSTEE

**EXECUTIVE AND SENIOR ADMINISTRATORS PRESENT:**

Dr. George R. Boggs, Superintendent/President  
Diane Michael, Assistant Superintendent/Vice President, Instruction  
Joseph Madrigal, Assistant Superintendent/Vice President, Student Services  
Jerry Patton, Assistant Superintendent/Vice President, Finance and Administrative Services  
Dr. Jack Miyamoto, Assistant Superintendent/Vice President, Human Resources and Affirmative Action  
Judy Eberhart, Dean, Counseling, Guidance, and Career Development  
Gene Jackson, Dean, Arts and Languages  
Paul Kelly, Dean, Vocational Technology  
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences

**STAFF:**

Barbara Baldrige, Executive Assistant, President's Office  
Norma Bean, President, Administrative Association  
Ernie Carson, President, CCE/AFT  
Ben Echeverria, Counsel, Contracts, and Special Projects  
Judy Fish, Director, R.O.P.  
Katherine Gannett, Manager, Library Staff and Services  
Kendra Jeffcoat, Special Assistant to the President  
Ellie Masiello, Interim Manager, Community Services Programs

Dr. George Mozes, Director, Library and Educational Television  
Dr. Michael Norton, Director, Public Information  
Dr. Mark Vernoy, President, Faculty Senate

**GUESTS:**

Lee Baldrige  
Tom Chambers, Editor, *The Telescope*  
John Hossick, Student  
Mike Paisner, *The Telescope*  
Sue Prior, United Way  
Karen Smith, *North County Times*

**QUORUM ESTABLISHED**

Following the pledge of allegiance to the flag, Dr. White declared a quorum present, and the meeting proceeded with the order of business.

A TAPED RECORD OF THE PROCEEDINGS OF THIS MEETING IS ON FILE IN THE PRESIDENT'S OFFICE FOR THIRTY DAYS OR UNTIL THE MINUTES OF THE MEETING HAVE BEEN APPROVED BY THE GOVERNING BOARD, WHICHEVER IS LONGER.

**C. APPROVAL OF MINUTES**

MSC Dougherty, Jensen

**RESOLUTION 99-19760**

**BE IT RESOLVED, That** the Minutes of the Regular Meeting held on October 12, 1999, be approved with the following correction:

Page 7, paragraph 2, last sentence should read: "We hope to turn Palomar's trend around as early as next semester."

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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**CONSENT CALENDAR**

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**D.**

**GIFTS**

1. **ACCEPTANCE OF GIFTS**

MSC Dougherty, Jensen

**RESOLUTION 99-19761**

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

- a. One Hewlett-Packard Draft Pro DXL Pen Plotter for plotting of flight paths on new flight simulators in the Aeronautical Sciences Department, donated by **Linear Corporation**, 2055 Corte Del Nogal, Carlsbad, California 92009 (P.O. Box 9003, Carlsbad, California 92018). No cash value estimated by donor.
- b. Fire brick (unused) for ceramic kilns, gas burner, and gas pipe to be used to build ceramic kilns in the Art Department, donated by **Susan Ting**, 912 Bonita Drive, Encinitas, California 92024. Cash value as estimated by donor is \$3,600.00.
- c. One 96-97 Hyundai Elantra factory-style spoiler, one 93-95 Dodge Stealth factory-style spoiler, and one 95-97 Chevrolet Monte Carlo three-piece factory-style spoiler to be used for instructional display and student training in the R.O.P. Auto Body Program, donated by **The Mark J. Leonard Revocable Trust, dba M & L Auto Trim**, 12078 Eastbourne Road, San Diego, California 92128. Cash value as estimated by donor is \$1,325.00.
- d. One Hewlett-Packard Plotter, pins, cables, and instruction books to be used to print student projects in the Drafting Lab, donated by **Mary L. Smith**, 1207 Valencia Drive, Escondido, California 92025. No cash value estimated by donor.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

**TRAVEL**

2. **APPROVE TRAVEL EXPENSES**

MSC Dougherty, Jensen

**RESOLUTION 99-19762**

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

- a. **Barbara L. Hughes**
- |                   |   |
|-------------------|---|
| Advanced Funds?   | Yes   |
| For:              | Mileage, parking, meal  |
| To attend:        | National Wrestling Hall of Fame Award Ceremony<br>honoring John Woods |
| Location:         | San Diego, California   |
| Date:             | November 9, 1999  |
| Amount:           | \$64.00   |
| Budget Acct. No.: | 575200-11-111100-66100-10-2000-0000000                                |

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**COMMUNITY SERVICES**

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

MSC Dougherty, Jensen

**RESOLUTION 99-19763**

**BE IT RESOLVED, That** the following new classes and agreements be approved between the Palomar Community College District and personnel for providing Community Services classes:

**Spring/2000**

- a. Presenter: Berenda, Sue  
Name of class: Picture Framing for Beginners  
Effective: March 25, 2000  
Rate: 30% of fees collected  
Terms: Minimum of 10 students
- b. Presenter: Pat Bowen  
Name of class: How to Become a Medical Transcriptionist  
Effective: February 5, 2000  
Rate: 30% of fees collected  
Terms: Minimum of 10 students
- c. Presenter: Jerrie Carli  
Name of class: Taking Control: A Financial Management Workshop for Women  
Effective: February 5, 2000  
Rate: \$20 per student  
Terms: Minimum of 10 students

- d.     Presenter:             David A. Gabbe  
       Name of Class:       That's A Wrap  
       Effective:            February 22, 2000  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
  
- e.     Presenter:             Llyn Mallen, MFT, Joy Nordquist, MFT  
       Name of Class:       Power Thinking 2000: Programming Yourself for  
                              Success  
       Effective:            April 29, 2000  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
  
- f.     Presenter:             Mark Nordquist, Joy Nordquist, Coach  
       Name of Class:       The FUNdamentals: How to Break Free & Enjoy Life  
       Effective:            March 4, 2000  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students
  
- g.     Presenter:             Linda Sabo  
       Name of Class:       Writing for TV/Film  
       Effective:            May 6, 2000  
       Rate:                 \$259.36  
       Terms:                Minimum of 10 students
  
- h.     Presenter:             Linda Sabo  
       Name of Class:       Shoot Video Like A Pro  
       Effective:            May 13, 2000  
       Rate:                 \$259.36  
       Terms:                Minimum of 10 students
  
- i.     Presenter:             Josie Wells  
       Name of Class:       Homeopathy  
       Effective:            March 4, 2000  
       Rate:                 30% of fees collected  
       Terms:                Minimum of 10 students

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## 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, Jensen

**RESOLUTION 99-19764**

**BE IT RESOLVED, That the Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** for the quarter ended September 30, 1999, be approved. **Exhibit D-5**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE QUARTERLY FINANCIAL STATUS REPORT**

MSC Dougherty, Jensen

**RESOLUTION 99-19765**

**BE IT RESOLVED, That the California Community Colleges Quarterly Financial Status Report (DFS-311Q)** for the quarter ended September 30, 1999, be approved. **Exhibit D-6**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PERSONNEL**

7. **APPROVE SHORT-TERM/SUBSTITUTE EMPLOYEE LIST**

MSC Dougherty, Jensen

**RESOLUTION 99-19766**

**BE IT RESOLVED, That the Short-Term/Substitute Employee List** be approved. **Exhibit D-7**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **APPROVE STUDENT EMPLOYEE LIST**

MSC Dougherty, Jensen

**RESOLUTION 99-19767**

**BE IT RESOLVED, That the Student Employee List** be approved. **Exhibit D-8**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Jensen

**RESOLUTION 99-19768**

**BE IT RESOLVED, That**, the employment of the following adjunct faculty, at the rate indicated for the **Fall, 1999, and Spring, 2000, semesters** (day and/or evening), be approved; said adjunct faculty are not scheduled to teach more than a 60-percent load:

**FALL, 1999**

**ECONOMICS/HISTORY & POLITICAL SCIENCE**

Tong, Yueting	Economics M.S., Applied Economics Candidate in Philosophy, Economics	\$35.07
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**ENGLISH**

Dalrymple, William	English B.A., English M.F.A., Creative Writing	\$33.97
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**MATHEMATICS**

Rooney, John	Mathematics B.S., Business M.B.A., Business Administration M.S., Business Administration D.B.A., Business Administration California Community College Instructor Credential: Mathematics	\$36.16
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**SPRING, 2000**

**BEHAVIORAL SCIENCES**

Dickerson, Stephen	Philosophy B.A., Philosophy M.A., Philosophy Ph.D., Philosophy	\$36.16
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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**Resumption of  
REGULAR AGENDA**

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

There were no items removed from the Consent Calendar.

**F. HEARINGS OF INDIVIDUALS, GROUPS, AND DELEGATIONS**

1. **INFORMATION**

**Report of the Faculty Senate**

There was no report.

2. **INFORMATION**

**Report of The Faculty**

Dr. Mark Vernoy reported that The Faculty will meet tomorrow to discuss and, hopefully, vote on the proposed salary-enhancement plan; however, it will most likely go to a mail ballot of all faculty members. This would take at least ten days.

3. **INFORMATION**

**Report of the Administrative Association**

Norma Bean reported that she is proud to be serving as President of the Administrative Association this year and to be representing such a fine group of people. She noted that the Association also believes there are outstanding people within the Association, the Classified Staff, and the Faculty. They have some concerns, however, that the work units are being overly stressed in recent times with some of the PeopleSoft implementation problems. They have concerns both at the administrative level and for those they supervise. The workloads are such that there are institution-wide concerns for the mental health and well-being of all of these people. She requested that the District encourage employees to take advantage of the EASE program and whatever other services are available for counseling, etc. She hopes the College values its employees enough to get them the support they need to continue making their valued contributions to the institution.

4. **INFORMATION**

**Report of the CCE/AFT**

Ernie Carson requested that if the Board approves the resolution on tonight's agenda to offer the Supplemental Early Retirement Plan, the District consider providing a presentation to the Classified Staff as there are many questions that he is unable to answer.

Ernie also concurred with Norma Bean's remarks regarding concern about the stress level of Classified Staff members and the College in general. He noted that chair massages were being given by the representatives of Kaiser Permanente during the recent benefits open enrollment. He feels this would be a nice benefit for employees who are stressed.

5. **INFORMATION**

**Report of the Associated Student Government**

Buddy Rabaya reported that some ASG members attended a conference in San Jose last weekend.

One of the ASG board members became President of the Republican Caucus.

Red Ribbon Week is taking place now, October 23-29.

Halloween Escape will take place on October 29 in the Student Union. The theme is "The devil made me do it." There will also be a costume contest and a department decorating contest.

Some members of ASG also helped clean up the Boys and Girls Club last Saturday.

This Saturday, ASG will be assisting Frank Puchi in welcoming visiting students and their parents from San Marcos High School.

November 3, 10 a.m. to 1 p.m., will be "Volunteer Day" when ASG will be asking organizations to come to campus to recruit students. Twenty different organizations have responded that they will attend.

The ASG board is looking at two petitions they have received. One is to create a designated smoking area; the second is to extend the library's hours of operation during final exams.

The ASG is also trying to get students involved in cleaning up the student union and the restrooms.

6. **INFORMATION**

**Report of Superintendent**

Dr. Boggs reported that Wayne Armstrong's web site, "Wayne's Word," has received an award as the featured site for Study Web, being named as one of the best educational resources on the web. Study Web is one of the Internet's premiere sites for educational resources for students and teachers.

At an earlier Board meeting, Dr. Boggs had reported that one of our Phi Theta Kappa students, Rudolfo Geronimo, has been published in *Noto Bene 1999*. Dr. Boggs circulated the issue so that Board members could see Rudy's work. His entry was one of 27 selected out of 1,600 articles submitted.

Dr. Boggs pointed out the many achievements of our Phi Theta Kappa chapter that were mentioned at their conference. Dr. Boggs circulated the conference brochure, which indicates the many awards received by Palomar and our students. **Exhibit F-6**

Diane Michael reported that the CIO organization held its fall conference in San Diego last week. Dr. Boggs was the lunch speaker on the subject of the CIO-CEO leadership team, which was very well received. Diane thanked Dr. Boggs for presenting for the group.

7. **INFORMATION**

**Report of Other Organizations and/or Individuals**

There were none.

G. **COMMUNICATIONS**

There were none.

**H. UNFINISHED BUSINESS**

1. **APPROVE ACCREDITATION MIDTERM RESPONSE**

MSC Dougherty, Hughes

**RESOLUTION 99-19769**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby approves the Accreditation Midterm Response draft attached herewith as **Exhibit H-1**.

Diane Michael presented the updated draft of the Accreditation Midterm Response and answered questions of Board members. The final response is due on November 1. Copies of the final, bound report will be forwarded to the Board members when it is completed.

Dr. Nelson requested that the Board be given copies of the various unit reports of program review.

Dr. Nelson would like further explanation of the way budget allocations are tied into program review. Diane explained that the first year, the unit plans will become their budget request for the year. Those items will be examined by the Resource Allocation Committee and recommendations made.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**I. NEW BUSINESS**

1. **EXCUSE ABSENCES OF TRUSTEES**

MSC Dougherty, Hughes

**RESOLUTION 99-19770**

a. **BE IT RESOLVED, That**, in accordance with Section 72425(d) of the California Education Code, the Governing Board finds that the absence of **Buddy Rabaya** from the Governing Board Meeting held October 12, 1999, is excused because of serious illness of a family member.

b. **BE IT RESOLVED, That**, in accordance with Section 72425(d) of the California Education Code, the Governing Board finds that the absence of **Barbara Hughes** from the Governing Board Meeting to be held November 9, 1999, is excused because she will be attending John Woods' induction into the National Wrestling Hall of Fame on behalf of the Governing Board

The Vote was unanimous.  
Student Trustee Advisory Vote: Abstain

2. **INFORMATION: REPORT ON HEARINGS OF THE JOINT LEGISLATIVE COMMITTEE TO DEVELOP A MASTER PLAN FOR EDUCATION**

**Education Master Plan Update from Community College League. Exhibit I-2**

Dr. Boggs stated that this item is in the packet for information so that Board members may see what is being discussed at the state level as the master plan is being reviewed.

3. **APPROVE MOU FOR FISCAL YEAR 1999-2000 WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR R.O.P. PROGRAMS AND SERVICES FUNDED BY THE CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION ACT OF 1998 (VATEA)**

MSC Dougherty, Jensen

**RESOLUTION 99-19771**

**BE IT RESOLVED, That** a Memorandum of Understanding (MOU) is approved between the **San Diego County Superintendent of Schools** (County) and the Palomar Community College District (District) for Fiscal Year 1999-2000, pursuant to which Regional Occupational Programs and services will be provided by the District and funded through the County under the Carl D. Perkins **Vocational and Applied Technology Education Act of 1998** (VATEA); initial funding to be paid to the District shall be \$87,772.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE SUMMER PROGRAM IN PARIS, FRANCE, THROUGH ACCENT INTERNATIONAL CONSORTIUM FOR ACADEMIC PROGRAMS ABROAD LIMITED, FOR SUMMER 2000**

MSC Dougherty, Jensen

**RESOLUTION 99-19772**

**BE IT RESOLVED: That** a summer program to Paris, France be approved through a contract with **Accent International Consortium** (ACCENT), including departure from the United States on June 30, 2000, and return departure from Paris on July 31, 2000. The academic program shall include French language courses, civilization, conversation and tutorials as described in the Program Contract included with the backup hereto and by this reference incorporated herein. The total cost of this program is \$2,700.00, including a non-refundable first payment of \$250.00 due with the application that includes a \$100.00 refundable security deposit which may be taken as a late payment penalty if all amounts due are not received by ACCENT on or before May 1, 2000. Airfare is not included in the program costs stated above.

**BE IT FURTHER RESOLVED, That** advance deposits, as may be required, are hereby authorized from existing balances, if any, and participant funds, including funds collected for the non-refundable first payments, and authorization is given to the office of Counsel, Contracts and Special Projects to enter into any contracts necessary to carry out this program. **Exhibit I-4**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE TELECOURSE DEVELOPMENT AND PRODUCTION AGREEMENTS WITH DAN SOURBEER**

MSC Dougherty, Jensen

**RESOLUTION 99-19773**

**BE IT RESOLVED, That** the following agreement between the Palomar Community College District (hereinafter the "District") and the individual contractor named below be and is hereby approved:

**AGREEMENT with** Dan Sourbeer for the design, development and production of thirty-six (36), thirty-minute lessons for the telecourse entitled, BIOL 101, General Biology.

**BE IT FURTHER RESOLVED, That** the term of aforesaid Agreement shall be from August 23, 1999, through December 3, 1999, with all intellectual property rights to the telecourse belonging to the District, and the aforesaid individual contractor is entitled to a fifty-percent (50%) of net proceeds from the sale, licensing, or lease of said telecourse, after the District has recovered all costs of production and all reasonable out of pocket costs and expenses.

**BE IT FURTHER RESOLVED, That** Mr. Sourbeer be entitled to thirty-six (36) hours of design, pre-production and production compensation at his hourly rate of \$45.12 for a total of \$1,624.32 with payment thereof from Account No. A-144100-11-318100 61320-10-2000-0000000.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE EXTENSION OF SERVICES AGREEMENT FOR IMPLEMENTATION OF PEOPLESOFT WITH THE HUNTER GROUP AND AUTHORIZE ADDITIONAL FUNDING THROUGH AMENDMENT TO LEASETEC AGREEMENT**

MSC Dougherty, Jensen

**RESOLUTION 99-19774**

**BE IT RESOLVED, That the** Palomar Community College District hereby authorizes an extension of the existing agreement with The Hunter Group for implementation of the PeopleSoft programs, through December 31, 1999; and,

**BE IT FURTHER RESOLVED, That** the Governing Board of the Palomar Community College District also approves borrowing additional funds in the amount of \$420,000.00 through an amendment to the existing agreement with Leasetec Municipal Corporation of Boulder, Colorado, to fund the aforesaid extension of The Hunter Group agreement through December 31, 1999.

Ms. Hughes asked what additional services would be provided through the extension of this agreement. Jerry Patton described the additional services to be performed by the consultants and gave an update on the progress of the implementation of the PeopleSoft project. He noted that even though there have been numerous problems, we are finally beginning to "see the light at the end of the tunnel." He noted that expenditures for technology are rising in all colleges; and, by comparison, ours are not excessive.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**J. INSTRUCTIONAL/OPERATIONAL REPORTS**

**1. United Way Report**

Katherine Gannett, Sue Prior, and Kendra Jeffcoat reported the results of previous United Way campaigns at Palomar College and described the campaign planned for this year. Katherine gave each Board member a packet of information about this year's campaign. She also pointed out that the lives of one out of three people are touched by a United Way/CHAD agency.

**K. PERSONNEL**

**1. APPROVE RECLASSIFICATIONS**

MSC Dougherty, Jensen

**RESOLUTION 99-19775**

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

a.     **Position:**           **ARTICULATION/PROJECT ASSIST SYSTEMS SPECIALIST**  
Department:    Counseling  
Name:            Patricia A. Roberts  
Position #:      **005745**            New?:            No  
Remarks:        Position was Staff Aide, range 20  
Sal Rng/Stp:    **26/4**                Salary:           **\$3,074.44/month**  
% of position:  100%                # of Mos:        12  
Effective:       January 1, 2000  
Acct #(s):      A-212200-462100-63100-0000000/100%

- b.     **Position:**     **DIRECTOR OF TRIO PROGRAMS**  
Department:     Student Support Services, Upward Bound Programs  
Name:             Vacant  
Position #:       5547                     New?:             No  
Remarks:         Replacement for Suzanne Gavin  
                    Position title was TRIO Counselor/Coordinator  
Effective:         September 15, 1999  
% of position:    100%                     # of Mos:         12  
Sal Rng/Stp:     **53/A**                     Salary:           **\$3,669.73/month**  
Acct #(s):       K-122100-473100-64300-1112300/50%  
                    K-122100-473100-64300-1112310/50%  
NOTE:             This is a specially funded position, continuation depends on  
                    available funds. Position is currently a faculty position  
                    performing the administrative duties of Director of TRIO  
                    Programs.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

Mark Vernoy stated that the Faculty Senate is opposed to changing the Director of TRIO Programs from a faculty position to an administrative position. Joe Madrigal pointed out that the faculty ranks did gain an additional member with the reassignment of P. J. DeMaris. Mark stated that he did not agree with this because Ms. DeMaris was reassigned last year before this reclassification was proposed and that the reassignment was not done with this reclassification in mind.

Dr. Dougherty noted that this issue has come up before, and the issue is not the number of faculty but whether or not it is determined that a faculty member or counselor is really performing an administrative role. It makes sense to place them where they seem to belong. As time goes by, jobs on this campus change from one type of classification to another because of an evolution in the work assignment. It appears that the duties of the position in question are more the duties of an administrator, rather than a faculty member.

Dr. Boggs stated that he has discussed this matter with Mark, and he appreciates Mark's concerns, and he understands the Faculty Senate's position. We have researched this with the federal officials since we have added the Upward Bound grant, and their regulations state that this should be an administrative position. We have taken this reclassification through the shared governance process by way of the Staff Priorities Committee.

2. **APPROVE CLASSIFIED POSITIONS**

MSC Dougherty, Jensen

**RESOLUTION 99-19776**

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

- a. **Position: ADMINISTRATIVE SECRETARY**  
Department: Health Services  
Division: Student Support Programs  
Position #: **6065** New?: Yes  
Sal Rng/Stp: **19/1** Salary: **\$1,007.04/month**  
% of position: 45% # of Mos: 12  
Effective: October 27, 1999  
Acct #(s): K-231100-474100-64400-812090/100%  
NOTE: This is a specially funded position; its continuation depends on the availability of funds.
- b. **Position: OFFICE SPECIALIST**  
Department: American Indian Studies  
Division: Human Arts and Sciences  
Position #: **6066** New?: Yes  
Sal Rng/Stp: **10/1** Salary: **\$449.37/month**  
% of position: 25% # of Mos: 10  
Effective: October 27, 1999  
Acct #(s): A-212200-362100-60910-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **APPROVE FUNDED ACADEMIC CONTRACT**

MSC Dougherty, Jensen

**RESOLUTION 99-19777**

**BE IT RESOLVED, That** the following funded Academic Contract be approved:

- a. Name: **JOAN GIPSON-FREDIN**  
Position: Project Director/Coordinator  
Department: Student Support Programs  
Sal Rng/Stp: 51/4 **Salary: \$4,050.08/month**  
Acct #: K-123400-471100-64510-1612160/100%  
NOTE: This contract constitutes service pursuant to California Education Code Section 87470 and 87471, and such service is not included in computing the service required for the attainment of, or eligibility to, classification as a regular employee.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Jensen

**RESOLUTION 99-19778**

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

- a. Name: **MICHELLE LaVIGUEUR**  
Position: Admissions Assistant  
Department: Admissions, Records & Veterans' Services  
Position #: 005471 New?: No  
Remarks: Replacement for Jane Stiles  
Sal Rng/Stp: 16/1 **Salary: \$2,079.83/month**  
% of position: 100% # of Mos: 12  
Effective: November 8, 1999  
Acct #(s): K-212200-441100-63200-1612120/100%  
NOTE: This is a specially funded position; its continuation depends on the availability of funds.
- b. Name: **KATHERINE L. SYLVESTER**  
Position: Admissions Assistant  
Department: Admissions, Records & Veterans' Services  
Position #: 005476 New?: No  
Remarks: Replacement for Beth McConnell  
Sal Rng/Stp: 16/1 **Salary: \$2,079.83/month**  
% of position: 100% # of Mos: 12  
Effective: November 1, 1999  
Acct #(s): A-212200-421100-62100-0000000/100%
- c. Name: **DEBRA W. SHINTO**  
Position: Admissions Assistant  
Department: Admissions, Records & Veterans' Services  
Position #: 005481 New?: No  
Remarks: Replacement for Cindy Shand  
Sal Rng/Stp: 16/1 **Salary: \$2,079.83/month**  
% of position: 100% # of Mos: 12  
Effective: November 1, 1999  
Acct #(s): A-212200-421100-62100-0000000/100%
- d. Name: **YVONNE S. BIRDELL**  
Position: Admissions Assistant  
Department: Admissions, Records & Veterans' Services  
Position #: 006023 New?: Yes  
Remarks: Approved on 7/27/99  
Sal Rng/Stp: 16/1 **Salary: \$935.92/month**  
% of position: 45% # of Mos: 12  
Effective: October 27, 1999  
Acct #(s): A-212200-424100-62100-0811400/100%  
NOTE: This is a specially funded position; its continuation depends on the availability of funds. Normal work schedule: Monday – Thursday, 3:00 p.m. – 7:30 p.m. 3% differential paid for hours worked between 6:00 p.m. and 10:00 p.m.

e. Name: **ESTELA GIBSON**  
Position: Senior Office Specialist  
Department: Health Services Department  
Position #: 005853 New?: No  
Remarks: Replacement for Christina Sexton  
Sal Rng/Stp: 14/1 **Salary: \$1,980.79/month**  
% of position: 100% # of Mos: 12  
Effective: October 27, 1999  
Acct #(s) K-212200-474100-64400-1812090/100%  
**Note:** This is a specially funded position; its continuation depends on the availability of funds.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. Item was removed from agenda.

6. **APPROVE SUPPLEMENTAL EARLY RETIREMENT PLAN FOR ELIGIBLE FACULTY, ADMINISTRATORS, AND CLASSIFIED UNIT EMPLOYEES**

MSC Dougherty, Jensen

**RESOLUTION 99-19779**

**WHEREAS**, California Government Code Section 53224 authorizes districts to make contributions to retirement plans; and

**WHEREAS**, the District desires to provide retirement benefits to its employees under such a plan;

**THEREFORE, BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby establishes a retirement plan for certain eligible employees of the District, effective July 1, 2000.

**BE IT RESOLVED FURTHER, That** the Board hereby adopts that certain plan known as the Palomar Community College District Supplemental Employee Retirement Plan, effective July 1, 2000.

**BE IT RESOLVED FURTHER, That** the District shall make all contributions to the Plan to fund said benefits.

**BE IT RESOLVED FURTHER, That**, for purposes of the limitations on contributions and benefits under the Plan, as prescribed by section 415 of the Internal Revenue Code of 1986, as amended, the "limitation year" shall be the Plan Year, as defined under the terms and provisions of the Plan.

**BE IT RESOLVED FURTHER, That** the Board hereby appoints Keenan & Associates as the contract administrator to assist the District in the implementation and administration of the Plan.

**BE IT RESOLVED FURTHER, That** the Board hereby authorizes and directs the Assistant Superintendent/Vice President of Human Resources to take the following actions:

- a. Execute the Plan and any and all other documents necessary or proper to implement the Plan.
- b. Contract with Keenan & Associates as contract administrator to provide all services described in the contract.
- c. Obtain a favorable determination letter under Section 401(a) of the Internal Revenue Code of 1986, as amended, from the Internal Revenue Service; and execute any and all documents, including any amendment to the Plan, necessary or proper to obtain such favorable determination letter.
- d. Enter into any other contract or agreement which he or she deems necessary or proper to administer the Plan and to attain and maintain the income tax qualification of the Plan under the Internal Revenue Code of 1986, as amended.

**Exhibit K-6**

Jack Miyamoto briefly discussed the ramifications of this plan. It is an early retirement incentive plan, and the financial impact on the District would be zero because the plan would not be offered unless the requisite numbers are met in order to make the plan fiscally feasible. Several vendors made presentations to the Benefits Committee, and the committee recommended Keenan & Associates as the contract administrator. Jack noted that separate meetings will be held for each employee group within a week regarding the plan's details and options. After those meetings have taken place, STRS and PERS will hold meetings on campus for those persons who are interested in considering the possibility of retiring near the close of this school year.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**L. ITEMS PENDING**

There were no items pending.

**M. COMMENTS FROM BOARD MEMBERS**

Dr. Dougherty reported on the 1999 Association of Community College Trustees' Convention, which he, Dr. White, and Dr. Boggs recently attended in Atlanta, Georgia. One of the things he found of interest was a discussion on the need to orient the campus to a new police department. Dr. Dougherty will speak with Tom Plotts regarding setting up such a program here.

Dr. Dougherty also described the cumbersome procedure ACCT used to elect board members. He asked the Board's permission to compose a letter to ACCT on behalf of the Board outlining suggestions to improve the election process and its fairness.

Dr. Dougherty also noted that one district had given away a piece of real property owned by the district to a non-profit organization. He expressed his concern with such an action.

**N. CLOSED SESSION**

The Board recessed at 8:07 p.m. and went into Closed Session at 8:13 p.m., to discuss:

1. Item was removed from agenda.
2. Item was removed from agenda.
3. Item was removed from agenda.
4. Item was removed from agenda.
5. Public Employee Performance Evaluation, pursuant to Government Code 54957.
  - a. Superintendent/President

Closed Session ended at 8:42 p.m.

**O. RECONVENE TO OPEN SESSION**

The meeting reconvened at 8:43 p.m. There was no reportable action.

**P. ADJOURNMENT**

The meeting was adjourned at 8:43 p.m.

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President

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Secretary