



GOVERNING BOARD MINUTES
ORGANIZATIONAL AND REGULAR MEETINGS, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, DECEMBER 14, 1999, 7:00 P.M.

A. CALL TO ORDER

The organizational meeting of the Palomar Community College District Governing Board was called to order by Ralph G. Jensen, Vice President, at 7:00 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

RALPH G. JENSEN, VICE PRESIDENT
BARBARA L. HUGHES, SECRETARY (arrived at 7:07 p.m.)
ROBERT L. DOUGHERTY, JR., M.D., TRUSTEE
MICHELE T. NELSON, PH.D., TRUSTEE
DIANE VASQUEZ, STUDENT TRUSTEE

TRUSTEE ABSENT:

RITA A. WHITE, ED.D., PRESIDENT

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
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
Norma Bean, President, Administrative Association
Ernie Carson, President, CCE/AFT
Steven Crouthamel, Professor, American Indian Studies
Ben Echeverria, Counsel, Contracts, and Special Projects
JoAnn Ellis, Information Systems Support Specialist, Information Services
Mike Ellis, Director, Facilities

Judy Fish, Director, Regional Occupational Programs
Sherilyn Hargraves, Manager, Educational Television
Anne Hohman, President, The Faculty
Kenneth Jay, Director, Business Services
Linda Rose Locklear, Chair/Professor, American Indian Studies
Stan Malley, Director, Information Services
Dr. George Mozes, Director, Library and Educational Television
Dr. Michael Norton, Director, Public Information
Michelle Taramasco, Staff Assistant, Educational Television
Dr. Mark Vernoy, President, Faculty Senate

GUESTS:

Lee Baldrige
John Fairbank
Catherine V. Lew
Michael Paisner, Student
Steve Rubin, *North County Times*

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Mr. Jensen 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. ELECTION OF OFFICERS

1. **ELECTION OF PRESIDENT**

MSC Dougherty, Nelson

RESOLUTION 99-19822

BE IT RESOLVED, That Ralph G. Jensen be elected President of the Governing Board of the Palomar Community College District, effective December 14, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **ELECTION OF VICE PRESIDENT**

MSC Dougherty, Nelson

RESOLUTION 99-19823

BE IT RESOLVED, That Barbara L. Hughes be elected Vice President of the Governing Board of the Palomar Community College District, effective December 14, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **ELECTION OF SECRETARY**

MSC Dougherty, Jensen

RESOLUTION 99-19824

BE IT RESOLVED, That Michele T. Nelson be elected Secretary of the Governing Board of the Palomar Community College District, effective December 14, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BBB. APPOINTMENT OF SECRETARY TO THE BOARD

1. **APPOINTMENT OF SECRETARY TO THE BOARD**

MSC Dougherty, Nelson

RESOLUTION 99-19825

BE IT RESOLVED, That Dr. George R. Boggs, Superintendent/President, be appointed as Secretary to the Governing Board of the Palomar Community College District, effective December 14, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BBBB. ESTABLISHMENT OF DATE, TIME, AND PLACE OF MEETINGS

1. **ESTABLISH DATE, TIME, AND PLACE OF MEETINGS**

MSC Dougherty, Nelson

RESOLUTION 99-19826

BE IT RESOLVED, That the Regular Meetings of the Governing Board of the Palomar Community College District shall be held on the **second and fourth Tuesdays** of each month, beginning at **7 p.m.**, in the **Governing Board Room, Student Services Center, San Marcos Campus.**

Dr. Dougherty requested that the minutes reflect that the Governing Board had previously canceled the regularly scheduled meeting of December 28, 1999.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BBBBB. ADJOURNMENT OF ORGANIZATIONAL MEETING

The Organizational Meeting was adjourned at 7:04 p.m.

C. CONVENE REGULAR MEETING

The Regular Meeting was called to order at 7:04 p.m.

CC. APPROVAL OF MINUTES

MSC Dougherty, Nelson

RESOLUTION 99-19827

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

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

At this time, Mr. Jensen moved item J-1 forward on the agenda.

J. INSTRUCTIONAL/OPERATIONAL REPORTS

1. American Indian Studies Program Report

Linda Locklear and Steve Crouthamel presented a report on the activities of the American Indian Studies Program. A demonstration displaying the web page of the department was given.

CCC. REPORT OF POLLSTER

John Fairbank presented his report on the results of the poll his organization recently performed to assist the College in determining the feasibility of putting a bond proposal on the ballot in 2000.

Mr. Jensen requested that Board members be given a hard copy of the report.

Catherine Lew stated that a citizens' advisory committee is being planned to convene right after the first of the year. They hope to include some public safety representatives as well as local educators and representatives from the business community. Over the next several weeks, steps will be taken to educate the internal campus family more about the needs. They will continue to educate the public and receive input as they evaluate their next steps. She stated that consensus and a team-building spirit on the part of employees is imperative to the success of a bond campaign. During the next six months students, staff, and faculty will be involved in the planning and discussions. They will take a localized approach, community by community.

CONSENT CALENDAR

D.

GIFTS

1. **ACCEPTANCE OF GIFTS**

MSC Dougherty, Hughes

RESOLUTION 99-19828

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

- a. One graphic equalizer (ADC) for use in the KKSM production studio (Q-3), donated by **Rob Branch**, 7170 Rock Valley Court, San Diego, California 92122. Total cash value as estimated by donor: \$175.00.
- b. One JVC video recorder, one Pioneer receiver, and one G.E. television to be used in theatrical production, "Wireless City," donated by **Robert Gilson**, 1133 Via Valle Vista, Escondido, California 92029-7713. Total cash value as estimated by donor: \$475.00.
- c. One Packard Bell 486 CPU, 14-inch monitor, and keyboard for use in the R.O.P. computer repair classroom, donated by **Joyce Lanza**, 2374 Pio Pico Drive, Carlsbad, California 92008-1038. Total cash value as estimated by donor: \$650.00.
- d. One 1988 Nissan four-door to be used in automotive training classes, donated by **David A. Chase**, 1815 Hygeia Avenue, Leucadia, California 92024. No cash value estimated by donor.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

2. **APPROVE SHORT-TERM/SUBSTITUTE AND STUDENT EMPLOYEE LISTS**

MSC Dougherty, Hughes

RESOLUTION 99-19829

BE IT RESOLVED, That the **Short-Term/Substitute and Student Employee Lists** be approved. **Exhibit D-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 99-19830

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

COMMUNITY EDUCATION

Leeg, Janine	Community Education (non-credit) A.A., Art B.A., Art M.A., Art 2 years of experience	\$33.97
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EARTH SCIENCES

Garcia, Hernan	Oceanography B.S., Oceanography M.S., Oceanography Ph.D., Oceanography	\$36.16
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SPRING, 2000

BEHAVIORAL SCIENCES

Parello, Leila	Philosophy B.A., Philosophy M.A., Philosophy	\$33.97
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COMMUNICATIONS

Shaw, Sheilina	Radio & Television A.A., Radio & Television 6 years of experience	\$32.88
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EARTH SCIENCES

Thomas, William	Geography B.A., Geology M.A., Geography Ph.D., Geography	\$36.16
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ECONOMICS, HISTORY & POLITICAL SCIENCE

Gastil, George	History B.A., History M.A., History	\$33.97
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ENGLISH

Robeson, Kimberly	English B.A., English M.A., English	\$33.97
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GRAPHIC COMMUNICATIONS

Alexander, Ronald Graphic Communications \$33.97
B.S., Business Administration, Management
M.A., Industrial Arts

MULTICULTURAL STUDIES

Herrera-Berkowitz, Gladis Multicultural Studies \$33.97
B.A., Political Science
M.A., History

PHYSICS & ENGINEERING

Baum, Hiam Physics \$33.97
B.S., Physics
M.S., Physics

PUBLIC SAFETY

Blacklock, Jason Administration of Justice \$32.88
A.A., General Studies
B.A., Business
10 years of experience

SPEECH COMMUNICATION/FORENSICS/ASL

Erbe, Kevin Speech \$33.97
B.A., Speech Communication
M.A., Speech Communication

McMurren Pollack, Patricia Speech \$33.97
B.A., Speech Communication
M.A., Communication

VOCATIONAL PROGRAMS

Uzelac, William Environmental Technology \$33.97
A.S., Supervision
B.S., Business Administration
M.B.A., Business Administration

Walsh, Laurie Wastewater Treatment & Disposal \$32.88
B.S., Civil Engineering
4 years of experience

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BUSINESS SERVICES

4. **APPROVE EXTENSION OF AGREEMENT WITH ADVANCED WEB OFFSET**

MSC Dougherty, Hughes

RESOLUTION 99-19831

BE IT RESOLVED, That an agreement between the Palomar Community College District and **Advanced Web Offset** of Vista, California, be extended for the purpose of providing **printing of year 2000 class schedules** in the estimated amount of \$99,228.00 (the amount may be modified if the District makes additions and/or deletions to the estimated pages or number of class schedules required). Funding source: Account No. 585750-11-212200-67120-10-2000-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

MSC Dougherty, Hughes

RESOLUTION 99-19832

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-5**, be and are hereby reviewed and approved for the following Purchase Order Nos. 0040907 through 0041167, Agreement/Item Nos. 0045086 through 0045115, Advertising/Increase Nos. 0060066 through 0060076, Agreement/Services Nos. 0070265 through 0070311, Repair Nos. 0075058 through 0075063, Utility Nos. 0095044 through 0095048, Film Booking Nos. 0020006 through 0020012, and Library Order No. 0025007 in the total amount of \$1,140,818.37 be approved.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

DESTRUCTION OF RECORDS

6. **CONFIRM THE CLASSIFICATION OF RECORDS TO CLASS 3 – DISPOSABLE, AND AUTHORIZE DESTRUCTION THEREOF, PURSUANT TO TITLE 5, § 59028 CALIFORNIA ADMINSTRATIVE CODE**

MSC Dougherty, Hughes

RESOLUTION 99-19833

BE IT RESOLVED, That those records identified in the backup memorandum hereto, the substance of which is incorporated by this reference, have been certified by the Director of Fiscal Services, as designee of the Superintendent of the District, as accurate in detail; and,

BE IT FURTHER RESOLVED, That the aforesaid records are hereby confirmed to be Class 3 - Disposable and may be destroyed in accordance with Title 5, Division 6, Chapter 10, § 59021 et seq. of the California Code of Regulations. **Exhibit D-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

**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 Senate has requested its representatives on the Benefits Committee to recommend that the District consider making a benefits package available to adjunct faculty members as allowed under recently passed legislation and in a way that is fiscally responsible.

Mark introduced Anne Hohman, the newly elected President of The Faculty.

2. **INFORMATION**

Report of The Faculty

There was no report.

3. **INFORMATION**

Report of the Administrative Association

Norma Bean reported that the Administrative Association will have its second general membership meeting of the year this Thursday. They will review the goals set for the year and discuss what benchmarks they have reached and where they are headed in the future.

Norma thanked the Board for considering making December 28 a paid holiday this year.

4. **INFORMATION**

Report of the CCE/AFT

Ernie Carson reported that classified employees are participating in various year-end activities ranging from setup and preparation for Spring and Summer, 2000, to a wide range of holiday activities.

The CCE is currently awaiting a decision from the Public Employment Relations Board (PERB) on the CSEA issue.

Ernie reported that this has been a very interesting year for classified employees. Uppermost on everyone's mind is PeopleSoft. Although we have yet to declare total victory in our "PeopleSoft War," the classified staff is noticing that software stability is gradually becoming a reality.

Ernie stated that, while his comments in previous meetings have been about the impact of PeopleSoft on staff, students, faculty, and administrators, he would like to take a moment to tell the ASG President, Diane Vasquez, that the classified staff really appreciates the patience and understanding the students have exhibited during these difficult times. The students could have turned the days of our classified staff into nightmares. Choosing not to do so and go down that path is symbolic of the character and makeup of our student body.

5. **INFORMATION**

Report of the Associated Student Government

Diane Vasquez reported that ASG is planning a retreat for January 13 and will be working on the "Welcome Week" plan.

6. **INFORMATION**

Report of Superintendent

Dr. Boggs welcomed Anne Hohman to the meetings.

Dr. Boggs announced that Kendra Jeffcoat has successfully defended her doctoral dissertation.

Dr. Boggs attended a luncheon today with Sam Stein and several of the nursing students who have received Sam's scholarship. It is heartwarming to listen to these students, many of whom are single parents who could not have gone to college without the kind of help that Sam provides with these scholarships.

Last night, Dr. Boggs attended the ESL awards ceremony at the Escondido Center. The instructors gave awards to their most-outstanding students. It was another heartwarming event where he saw what we are doing for many of these students. The students presented him with a publication they produced that shows pictures of the students and tells a little bit about each of them.

Dr. Boggs read part of a message to John Woods that he received from the Athletic Director at Bakersfield College regarding Palomar's recent participation in the Potato Bowl. "John, I want you to know that I was so impressed with your whole school this weekend, but especially how Coach Craft, the players, and his staff, including you, handled themselves after the game. It was total class. You and I know that this isn't always the case. The people I've talked to say this is one of the best Potato Bowls ever. If Palomar College is indicative of the class and ability of the Mission Conference, then we want in. John, you, as Athletic Director, can be very proud of your organization." Dr. Boggs stated that this kind of message is important to him because it shows the kind of work that our coaches do in instilling important values in our players.

Dr. Boggs reported that he had received a note from an outstanding alumna, Teresa Chamberlain. She came to Palomar as an economically disadvantaged student, entered our TRIO program, was a financial aid student, and was in Phi Theta Kappa. She had a dream of going to Mt. Holyoke, and the dream came true. She received her Bachelor's degree there and went on to get her Master's degree at Marlboro. She now has a career in web site development. She is another success story from Palomar.

Photos of Palomar's Child Development Center are featured in a book, "*Revisiting Children's Outdoor Environments*," which is published in Canada.

Dr. Boggs informed the Board that the next meeting is scheduled for January 11, 2000. He will be in Guam for an Accreditation Commission meeting on that date, and Diane Michael will be assuming his responsibilities in his absence.

The national legislative seminar will be held in Washington, D.C., February 26-29, 2000. The registration deadline is January 7. We are trying to conserve our resources, but if anyone is interested in attending, it would be good to get the registration in early. We have had trouble getting in the right hotel when reservations are not made in a timely manner.

7. **INFORMATION**

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

Michael Paisner addressed the Board at this time regarding a complaint he presented to the District.

G. **COMMUNICATIONS**

There were none.

H. **UNFINISHED BUSINESS**

There was none.

I. NEW BUSINESS

1. **APPROVE PERSONS AUTHORIZED TO DEPOSIT/WITHDRAW FUNDS DEPOSITED TO ASG ACCOUNT**

MSC Dougherty, Hughes

RESOLUTION 99-19834

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Associated Students of Palomar College account in California Bank and Trust, San Marcos, California, are:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services,

or

Lois B. Meyer, Director, Fiscal Services,

and

Diane Vasquez, President, Associated Student Government,

or

Shannon Gyde, Vice President, Associated Student Government

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

2. **REJECT CLAIM**

MSC Dougherty, Nelson

RESOLUTION 99-19835

BE IT RESOLVED, That the Governing Board of the Palomar Community College District rejects the claim filed by Douglas E. Geyman, on behalf of his client, **Jeffrey Ferguson**, and refers it to the District's Claims Administrator for handling.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

3. **APPROVE EXTENSION OF AGREEMENTS WITH NORTH COUNTY VENDING, INC., FOR OUTDOOR VENDING SNACKS**

MSC Dougherty, Nelson

RESOLUTION 99-19836

WHEREAS, the Palomar Community College District awarded a competitively bid vending machine contract to North County Vending, Inc., effective September 1, 1997, and for an initial term of three (3) years, expiring on October 31, 2000, and with two additional, one-year options; and,

WHEREAS, it is in the best interest of the District that all vending machine contracts for snack and beverages be synchronized as to expiration dates; and it will permit the District to go out to public bid on the entire snack and soft drink requirements of the District, vending, and cafeteria, thereby creating greater competition due to greater volume;

NOW, THEREFORE, BE IT RESOLVED, That the contract with North County Vending, Inc., for snack vending machines is hereby extended to October 31, 2001.

Ms. Hughes asked who is responsible for the safety and upkeep of these machines. Jerry Patton reported that there are 28 machines on campus. In each of the agreements, the contractor is required to firmly attach the machines to both the concrete and strapped in the back to be sure it doesn't fall over.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE EXTENSION OF AGREEMENT WITH J.D.V. SERVICES FOR OUTDOOR VENDING MACHINES**

MSC Dougherty, Hughes

RESOLUTION 99-19837

WHEREAS, the Palomar Community College District awarded a vending machine contract to J. D. V. Services to supply soft drink products, including brand names such as Snapple and Gatorade, as well as bottled water, to its San Marcos campus and Escondido Center, effective February 1, 1997, and for an initial term of three (3) years, expiring on March 31, 2000; and,

WHEREAS, it is in the best interest of the District that all vending machine contracts for snack and beverages be synchronized as to expiration dates; and it will permit the District to go out to public bid on the entire snack and soft drink requirements of the District, vending, and cafeteria, thereby creating greater competition due to greater volume;

NOW, THEREFORE, BE IT RESOLVED, That the contract with J.D.V. Services for soft drink products and bottled water in vending machines is hereby extended to October 31, 2001.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **REVIEW AND APPROVE CASH ACCOUNT EXPENDITURES FROM THE PALOMAR COLLEGE CAFE FOR THE PERIOD JULY THROUGH SEPTEMBER, 1999**

MSC Dougherty, Nelson

RESOLUTION 99-19838

BE IT RESOLVED, That, pursuant to the resolution of the Governing Board of the Palomar Community College District providing for review and approval on a sixty-day (60) basis, the purchase transactions of the District food service operations, for the period July 1, 1999, through September 30, 1999, and as detailed in the Check Register that is filed in support hereof, be and are hereby reviewed, ratified, and approved. **Exhibit I-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVE CONSULTING SERVICES AGREEMENT WITH KATZ & ASSOCIATES FOR ASSISTANCE IN IMPLEMENTATION OF CCCSAT PUBLIC ADVISORY GROUP SELECTION AND ACTIVITIES**

MSC Dougherty, Nelson

RESOLUTION 99-19839

BE IT RESOLVED, That an agreement be approved between the Palomar Community College District and Katz & Associates of La Jolla, California, for consulting services in connection with the implementation of the CCCSAT Grant, Public Advisory Group (PAG), including selection of PAG members, development of goals, objectives, committee framework, and implementation activities as appropriate for the CCCSAT Grant.

BE IT FURTHER RESOLVED, That the term of this agreement shall commence December 15, 1999, and shall terminate December 15, 2000, subject to renewal/extension for additional one-year terms, not to exceed a total of all terms of five (5) years, upon the mutual agreement of the parties; with consideration for the initial term in an amount not to exceed Forty Thousand Dollars (\$40,000.00) payable to said consultant, including all expenses and costs. Funding Source: Account Number K 500010-1612190-12-318100-61320-10 (2000)

Ms. Hughes asked the reason a consulting firm was needed. Sherilyn Hargraves referred to the handout that Board members received prior to the meeting. Because of the magnitude of the project, it was felt that this assistance is needed. **Exhibit I-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **AUTHORIZE APPLICATION TO STATE OF CALIFORNIA, DEPARTMENT OF SOCIAL SERVICES, COMMUNITY CARE LICENSING DIVISION, FOR ESCONDIDO CHILD DEVELOPMENT CENTER LICENSE**

MSC Dougherty, Nelson

RESOLUTION 99-19840

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby authorizes an application to the State of California, Department of Social Services, Community Care Licensing Division, for a Child Development Center to be opened and operated at the Escondido Education Center of the District, located in the City of Escondido, County of San Diego, State of California, effective January 1, 2000; and,

BE IT FURTHER RESOLVED, That the Superintendent of the Palomar Community College District, George R. Boggs, PhD, or his designee, is hereby authorized and approved to execute the licensing application and any and all other documents necessary to complete the application and obtain the license in a timely manner.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **APPROVE AGREEMENT WITH CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION FOR LOAN OF WOODMIZER PORTABLE SAWMILL AND AN EBAC PORTABLE WOOD-DRYING KILN**

MSC Dougherty, Hughes

RESOLUTION 99-19841

BE IT RESOLVED, That an agreement is approved between the Palomar Community College District and the California Department of Forestry and Fire Protection for a loan to the District of a Woodmizer Portable Sawmill and an Ebac portable drying-kiln for the purpose of providing demonstrations to local government officials including city officials from surrounding communities with information on opportunities to utilize urban wood resources and information on proper planning, management, and utilization of municipal urban forests and their biomass resources. The equipment will also be used in the Cabinet and Furniture Making instructional program. The equipment will be under the direct supervision and control of the District's Trades and Industry Department, effective upon delivery of the equipment to the San Marcos campus and for a period of two (2) years thereafter, with an option to extend the loan agreement for additional terms upon mutual agreement of the parties. There is no cost to the District for this loan agreement.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **APPROVE REVISED ACADEMIC CALENDAR FOR 2000-2001**

MSC Dougherty, Hughes

RESOLUTION 99-19842

BE IT RESOLVED, That the Governing Board approves the revised academic calendar for 2000-2001 as shown in **Exhibit I-9**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

J. **INSTRUCTIONAL/OPERATIONAL REPORTS**

1. Item was covered earlier in the meeting.

K. **PERSONNEL**

1. **APPROVE REDUCED WORKLOAD**

MSC Dougherty, Hughes

RESOLUTION 99-19843

BE IT RESOLVED, That the following academic reduced contract be approved:

- a. **JAMES M. DANIELS**, Associate Professor, Mathematics, reduce contract from 100% to 60% effective for the 2000/2001 academic year through 2002/2003. Contract will be reduced from 60% to 50% effective with the 2003/2004 academic year through 2006/2007. This is in accordance with the Reduced Workload Plan agreement adopted by the Governing Board July 22, 1980.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **LEAVE OF ABSENCE**

MSC Dougherty, Hughes

RESOLUTION 99-19844

- a. **BE IT RESOLVED**, That **JORGE PIMINTEL**, Custodian I, Custodial Services, be granted a 100% Medical Leave of Absence **without pay and with benefits**, effective November 17, 1999, through May 31, 2000. (Leave may end early pending release from Doctor)

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE ADMINISTRATIVE RECLASSIFICATION**

MSC Dougherty, Hughes

RESOLUTION 99-19845

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

- a. **Position:** **DIRECTOR**
Department: Marketing Communications
Name: Norma Bean
Position #: 005025 New?: No
Remarks: Position was range 52, step 5, title Manager
Effective: January 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **56/4** Salary: **\$4,582.16/month**
Acct #(s): A-212100-212200-6712-0000000/100%
Note: Position will be removed from the Supervisory group and placed in the Director level of the Administrative Association.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE CLASSIFIED POSITIONS**

MSC Dougherty, Hughes

RESOLUTION 99-19846

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

- a. **Position:** **OFFICE SPECIALIST**
Department: Counseling, Guidance, and Career Development
Division: Student Services
Position #: 006078 New?: Yes
Remarks: Funded through PFE
Sal Rng/Stp: **10/1** Salary: **\$808.86/month**
% of position: 45% # of Mos: 12
Effective: January 3, 2000
Acct #(s): A-212200-4621000-63100-0611400/100%
- b. **Position:** **TRANSFER CENTER ADVISOR**
Department: Counseling, Guidance, and Career Development
Division: Student Services
Position #: 006079 New?: Yes
Remarks: Funding through PFE
Sal Rng/Stp: **20/1** Salary: **\$1,032.17/month**
% of position: 45% # of Mos: 12
Effective: January 3, 2000
Acct #(s): A-212200-462100-63100-0611400/100%

- c. **Position:** **EOP&S TECHNICIAN**
Department: EOP&S
Division: Student Support Programs
Position #: 006082 New?: Yes
Sal Rng/Stp: **16/1** Salary: **\$2,079.83/month**
% of position: 100% # of Mos: 12
Effective: January 3, 2000
Acct #(s): K-212200-473100-64300-1612060/100%
Note: This is a specially funded position; its continuation depends on
the availability of funds.
- d. **Position:** **STAFF AIDE**
Department: EOP&S
Position #: 006081 New?: Yes
Remarks: EOP&S funded
Sal Rng/Stp: 20/1 Salary: **\$2,293.71/month**
% of position: 100% # of Mos: 12
Effective: January 3, 2000
Acct #(s): K-212200-473100-64300-1612060/75%
 K-212200-473100-64300-1612050/25%
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. **APPROVE CLASSIFIED RECLASSIFICATION**

MSC Dougherty, Hughes

RESOLUTION 99-19847

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

- a. **Position:** **INSTRUCTIONAL SUPPORT ASSISTANT IV**
Department: Communications
Name: Patrick Hahn
Position #: 005354 New?: No
Remarks: Position was Instructional Support Assistant II, range 22.
Effective: January 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **27/2** Salary: **\$2,857.39/month**
Acct #(s): A-221000-3236000-6030-0000000/100%
- b. **Position:** **MAINTENANCE TECHNICIAN**
Department: Custodial Services/Escondido
Name: Abelardo Martinez
Position #: 005837 New?: No
Remarks: Position was Custodian I, range 8.
Effective: January 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **13/2** Salary: **\$2,075.25/month**
Acct #(s): B-212200-542200-6530-0000000/100%

- c. **Position:** **ADMINISTRATIVE SECRETARY**
Department: Vocational Programs
Name: Rebecca Gregory
Position #: 005231 New?: No
Remarks: Position was Apprenticeship Program Assistant, range 14.
Effective: January 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/3** Salary: **\$2,466.50/month**
Acct #(s): A-212200-339150-6091-00611100/100%
Note: This is a specially funded position; its continuation depends on the availability of funds.
- d. **Position:** **ADMINISTRATIVE SECRETARY**
Department: ROP
Name: Stacy Adame
Position #: 005695 New?: No
Remarks: Position was ROP Specialist, range 14.
Effective: January 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/9** Salary: **\$2,853.18/month**
Acct #(s): K-212200-337100-6340-01812080/100%
Note: This is a specially funded position; its continuation depends on the availability of funds.
- e. **Position:** **ADMINISTRATIVE SECRETARY**
Department: Community Services
Name: Karen Buehler
Position #: 005313 New?: No
Remarks: Position was Community Services Program Assistant, range 13.
Effective: January 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/3** Salary: **\$2,466.50/month**
Acct #(s): K-212200-353100-6820-01812000/100%
Note: This is a specially funded position; its continuation depends on the availability of funds.
- f. Item was removed from the agenda.

Ms. Hughes asked for assurance that each of these reclassifications had gone through the appropriate committees and was assured by Dr. Miyamoto that they had followed the process.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 99-19848

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

- a. Name: **THOMAS R. FOX, JR.**
Position: Instructional Support Assistant I
Department: Disabled Student Programs and Services
Position #: 006028 New?: Yes
Remarks: Approved on 9/14/99.
Sal Rng/Stp: 16/1 **Salary: \$935.92/month**
% of position: 45% # of Mos: 10
Effective: January 18, 2000
Acct #(s) K-212200-472100-64200-1612030/100%
Note: This is a specially funded position; its continuation depends on the availability of funds. Normal Work schedule: Monday, 10:00 a.m. – 4:00 p.m.; Tuesday and Thursday, 11:00 a.m. – 3:00 p.m.; Friday, 10:00 a.m. – 2:00 p.m.
- b. Name: **JEANNE A. FREEMAN**
Position: Instructional Support Assistant I
Department: Disabled Student Programs and Services
Position #: 006029 New?: Yes
Remarks: Approved on 9/14/99.
Sal Rng/Stp: 16/1 **Salary: \$935.92/month**
% of position: 45% # of Mos: 10
Effective: January 18, 2000
Acct #(s) K-212200-472100-64200-1612030/100%
Note: This is a specially funded position; its continuation depends on the availability of funds. Normal Work schedule: Monday and Wednesday (Escondido campus), 10:00 a.m. – 1:00 p.m.; Tuesday and Thursday (San Marcos campus), 9:30 a.m. – 3:30 p.m.
- c. Name: **MICHELLE A. TARAMASCO**
Position: Staff Assistant
Department: Educational Television (CCCSAT)
Position #: 006057 New?: Yes
Remarks: Approved on 9/28/99.
Sal Rng/Stp: 23/1 **Salary: \$2,466.50/month**
% of position: 100% # of Mos: 12
Effective: December 15, 1999
Acct #(s) K-212200-318100-613200-1612190/100%
Note: This is a specially funded position; its continuation depends on the availability of funds.

- d. Name: **ANGELA M. CERDA**
Position: Accounting Technician
Department: Educational Television (CCCSAT)
Position #: 006056 New?: Yes
Remarks: Approved on 9/28/99.
Sal Rng/Stp: 22/1 **Salary: \$2,408.55/month**
% of position: 100% # of Mos: 12
Effective: December 15, 1999
Acct #(s) K-212200-318100-613200-1612190/100%
Note: This is a specially funded position; its continuation depends on the availability of funds.
- e. Name: **CRYSTAL L. SANFORD**
Position: Administrative Secretary
Department: Student Support Programs/Financial Aid
Position #: 006047 New?: Yes
Remarks: Approved on 9/28/99; primarily PFE funded (\$10,000/year District funded)
Sal Rng/Stp: 19/1 **Salary: \$2,237.87/month**
% of position: 100% # of Mos: 12
Effective: January 3, 2000
Acct #(s) K-212200-471100-64510-0611400
A-212200-471100-64510-0000000/\$10,000 per year

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVE DECEMBER 28, 1999, AS A PAID HOLIDAY FOR ALL PERMANENT AND PROBATIONARY STAFF**

MSC Dougherty, Hughes

RESOLUTION 99-19849

WHEREAS, the Governing Board of the Palomar Community College District wishes to acknowledge the Palomar College staff for their additional duties, responsibilities, and hard work associated with the infrastructure project and the PeopleSoft software conversion and to demonstrate their sincere appreciation;

THEREFORE BE IT RESOLVED, That the Governing Board of the Palomar Community College District, approve December 28, 1999, as a paid holiday for all permanent and probationary staff.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

Ernie Carson stated, "Since the 1999-2000 holiday calendar was inadvertently published and distributed without a Council of Classified Employees (CCE) vote, I have been like a gnat in Dr. Miyamoto's ear. For me to have been persistent on this issue since the August time frame can only be attributed to my taking notes from past ASG president, Xavier Corona.

“But on a serious note, I’ve always felt that, in lieu of complicating this issue with a delayed CCE vote, if the District were to grant the staff a paid holiday on December 28, this would send out a tremendous message. With the advent of PeopleSoft, the classified staff employees, along with our brothers and sisters in the other units, have been performing feats that approach the level of miracles. Walking through the various departments on campus, you could see the daily display of a ‘can-do attitude,’ the daily display of ‘we’ve got to put on a positive face for our students,’ and the daily display of ‘although I am frustrated, I’ve got to make this damn thing work.’

“My continuous message to Dr. Miyamoto was, ‘Let’s do something to show the employees that the District does care.’ Although this is a special one time resolution and is referencing just one day, I’ve had several senior employees tell me that this is the first time that the classified staff has not had to use a vacation or comp day in order to be paid during the holiday season.

“Within the past week, as the rumors began to fly and anticipation began to arise that the chances of getting an extra paid day might actually happen, the smiles and the upbeat moods and the words of disbelief were worth their weight in gold.

“You all will probably never fully realize the extent of my gratitude. I’ll say this again because it is actually music to my ears, and I can never say this enough: For the first time, your classified employees will not have to sacrifice a vacation day or a comp day in order to receive pay when the College is officially closed for the December holiday season. And being a true union person, it is my hope that this gesture by the District will eventually become one of our future collective bargaining pillars.

“In closing, and on behalf your classified employees, I would like to sincerely say to the Governing Board members, Dr. Boggs, and his executive administration, ‘Thank you, thank you, thank you.’ You may think that you’ve taken a small step, but this is one step that will echo through every hall, every building, and every site of our illustrious institution.”
Respectfully submitted, Ernie Carson, President, CCE/AFT Local 4522.

L. ITEMS PENDING

M. COMMENTS FROM BOARD MEMBERS

Dr. Dougherty wished everyone a happy holiday season.

Dr. Nelson wished everyone a very happy and restful holiday filled with joy, friendship, and family.

Ms. Hughes reported that she enjoyed the Art Sale and purchased a number of gifts there.

Ms. Hughes thanked Dale Wallenius for her copy of the Foundation’s calendar.

Ms. Vasquez wished everyone a great vacation.

Mr. Jensen offered congratulations to Kendra Jeffcoat and welcomed Anne Hohman.

MM. SPECIAL MEETING OF FINANCE CORPORATION (see separate minutes)

N. CLOSED SESSION

The Board recessed at 8:42 p.m. and went into Closed Session at 8:47 p.m., to discuss:

1. Conference with Legal Counsel - Possible Litigation, pursuant to Government Code 54956.9(c).
2. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
3. Conference with Designated Representatives regarding discussion with All Other Unrepresented Employees, pursuant to Government Code 54957.6.
4. Conference with Designated Representatives regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
5. Conference with Real Property Negotiator, pursuant to Government Code 54956.8.
Negotiator: Jerry Patton

Closed Session ended at 9:24 p.m.

O. RECONVENE TO OPEN SESSION

The meeting reconvened at 9:25 p.m.

1. **AUTHORIZE AGREEMENT REGARDING SAN MARCOS REDEVELOPMENT AGENCY FOR SETTLEMENT DISCUSSIONS REGARDING SHARE OF TAX INCREMENTS**

MSC Hughes, Nelson

RESOLUTION 99-19850

BE IT RESOLVED, That the Governing Board authorize Dr. George R. Boggs and Jerry R. Patton to execute a procedural agreement with the San Marcos Redevelopment Agency for settlement discussions regarding the Palomar Community College District's share of tax increments.

The Vote was unanimous.

5. **AUTHORIZE EXPENDITURE OF UP TO \$10,000 FOR ENVIRONMENTAL STUDY OF
DONATED PROPERTY IN BORREGO SPRINGS**

MSC Hughes, Dougherty

RESOLUTION 99-19851

BE IT RESOLVED, That the Governing Board authorize the expenditure of up to \$10,000.00 for an environmental study of donated property in Borrego Springs, California.

The Vote was unanimous.

P. **ADJOURNMENT**

The meeting was adjourned at 9:26 p.m.

President

Secretary