



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, JANUARY 25, 2000, 7:00 P.M.**

**A. CALL TO ORDER**

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

**B. ROLL CALL**

**TRUSTEES PRESENT:**

RALPH G. JENSEN, PRESIDENT  
BARBARA L. HUGHES, VICE PRESIDENT  
MICHELE T. NELSON, PH.D., SECRETARY  
ROBERT L. DOUGHERTY, JR., M.D., TRUSTEE  
RITA A. WHITE, ED.D., TRUSTEE  
DIANE VASQUEZ, 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  
Judy Eberhart, Dean, Counseling, Guidance, and Career Development  
Paul Kelly, Dean, Vocational Technology  
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences  
Dr. Doris Pichon, Dean, Human Arts and Sciences  
Lise Telson, Dean, Student Support Programs

**STAFF:**

Barbara Baldrige, Executive Assistant, President's Office  
Norma Bean, President, Administrative Association  
Bruce Bishop, Interim Director, Student Activities  
Ernie Carson, President, CCE/AFT  
Ben Echeverria, Counsel, Contracts, and Special Projects  
Judy Fish, Director, ROP  
Sherilyn Hargraves, Manager, Educational Television  
Anne Hohman, President, The Faculty  
Kenneth Jay, Director, Business Services  
Stan Malley, Director, Information Services

Lois Meyer, Director, Fiscal Services  
Dr. George Mozes, Director, Library and Educational Television  
Dr. Michael Norton, Director, Public Information  
Thomas Plotts, Director, Public Safety Program/Campus Police Department  
Teri Safranek, Manager, Worksite Education and Training  
Joe Schaeffer, Professor, Trades and Industry/ROP  
Dr. Mark Vernoy, President, Faculty Senate

**GUESTS:**

Lee Baldrige  
Lynn Malain, Western Truck School  
Michael Paisner, Student

**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.

**C. APPROVAL OF MINUTES**

MSC Dougherty, Nelson

**RESOLUTION 99-19880**

**BE IT RESOLVED, That** the Minutes of the Regular Meeting held on January 11, 2000, be approved.

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, Hughes

**RESOLUTION 99-19881**

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

- a. Hewlett-Packard computer, monitor, and keyboard for use in the computer repair program, donated by **Joyce Lanza**, 2374 Pio Pico Drive, Carlsbad, California 92008. Total cash value as estimated by donor is \$650.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**TRAVEL**

2. **APPROVE TRAVEL EXPENSES**

MSC Dougherty, Hughes

**RESOLUTION 99-19882**

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

- a. **George R. Boggs, Ph.D.**  
Advanced Funds? Yes  
**For: Transportation, parking, meals, lodging, registration, miscellaneous**  
To attend: ACCT National Legislative Seminar  
Location: Washington, D.C.  
Date: February 26-29, 2000  
Amount: \$1,860.00  
Budget Acct. No.: 575100-11-211100-66200-10-2000-0000000

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## FISCAL SERVICES

### 3. AUTHORIZE DRAWING NEW WARRANTS

MSC Dougherty, Hughes

#### RESOLUTION 99-19883

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District authorize the Disbursing Officer to draw new warrants as follows:

- a. Warrant #77-006057, dated May 28, 1999, in the amount of \$100.00 to Lutheran Brotherhood Securities Corporation, 625 Fourth Avenue South, Minneapolis, MN 55415. Voided due to stale dating.
- b. Warrant #76-213999, dated May 24, 1999, in the amount of \$18.25 to Jeanette R. Perry, 3 Monarch, Irvine, CA 92064. Voided due to stale dating.
- c. Warrant #76-214884, dated May 24, 1999, in the amount of \$39.00 to Gina M. Watkins, 740 Breeze Hill Road #212, Vista, CA 92083. Voided due to stale dating.
- d. Warrant #77-998475, dated December 17, 1998, in the amount of \$373.46 to Kenneth C. Shuttleworth, 2267 Country Creek, San Marcos, CA 92069. Voided due to stale dating.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## PERSONNEL

### 4. GRANT EQUIVALENCY FOR DISCIPLINES

MSC Dougherty, Hughes

#### RESOLUTION 99-19884

**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:

- a. Herrmann, Cheryl - Mathematics
- b. Moreno-Dubon, Freddy – Computer Science & Info Systems
- c. Pedroza, Jose Carlos - Spanish

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Hughes

**RESOLUTION 99-19885**

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

**SPRING, 2000**

**ART**

Guaragna, Ashley	Art B.F.A., Fine Arts/Studio Art M.F.A., Fine Arts/Art	\$33.97
Moran, Sheila	Art B.F.A., Fine Arts/Sculpture M.A., Art	\$33.97

**BUSINESS EDUCATION**

Dietz, Melora	Business B.S., Business Administration 31 years of experience	\$32.88
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**CHEMISTRY**

Lee, Tsung-Yi	Chemistry Ph.D., Chemistry	\$36.16
Tsay, Hwai-Min	Chemistry M.S., Chemistry M.S.E., Engineering Ph.D., Chemistry	\$36.16

**COMPUTER SCIENCE AND INFORMATION SYSTEMS**

Donahue, Carol	CSIS A.A., Info Systems B.S., Computer Science 4 years of experience	\$32.88
Kraft, Patricia	CSIS B.S., Physical Education M.S., Computer Science	\$33.97
Lycan, Ron	CSIS B.S., Electrical and Computer Engineering M.S., Information Systems 2 years of experience	\$33.97
Moreno-Dubon, Freddy	CSIS A.A., Computer Science 3 years of experience	\$32.88

**ECONOMICS, HISTORY, AND POLITICAL SCIENCE**

Martinie, Francis	History B.S., Economics B.A., History M.A., History M.S., Guidance and Counseling	\$53.73
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**ENGLISH**

Cowper, David	English B.A., Religion M.A., English	\$33.97
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Hermanns, Linda	English B.S., English M.A., Education	\$40.54
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Jameson, Jeannine	B.A., English M.A., Literature and Writing Studies	\$33.97
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Moustafa, Magda	English M.A., English	\$35.07
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Ornelas, Tricia	English B.A., Psychology M.A., English	\$33.97
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**ENGLISH AS A SECOND LANGUAGE**

Ramirez, Ofelia	ESL/CNED (non-credit) B.A., Liberal Studies	\$32.88
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Santos, Gloria	ESL/CNED (non-credit) B.A., Sociology	\$32.88
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Villegas, Gloria	ESL/CNED (non-credit) B.A., Liberal Studies B.C.L.A.D. Credential, Bilingual, Cross-cultural, Language & Academic Development	\$32.88
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**FOREIGN LANGUAGES**

Fernald, Jutta	Spanish B.A., Spanish M.A., Spanish	\$33.97
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Pedroza, Jose Carlos	Spanish A.A., General Education B.A., Telecommunications/Spanish M.A., Telecommunications	\$33.97
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**GRAPHIC COMMUNICATIONS**

Modica, Catherine	Graphic Communications B.S., Computer Science	\$32.88
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**MATHEMATICS**

Herrmann, Cheryl	Mathematics B.A., Mathematics M.A., Education/Secondary Education	\$33.97
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Horne, Honorata	Mathematics M.S., Mathematics	\$33.97
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**PUBLIC SAFETY**

Prior, Tracy	Administration of Justice B.A., Communication Studies J.D., Law	\$36.16
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**SPEECH COMMUNICATION/FORENSICS/ASL**

Gibbons-Anderson, Joan	Speech B.S., Speech Communication M.A., Speech Communication	\$33.97
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**VOCATIONAL PROGRAMS**

Abos, II, Ralph	Quality Assurance Technology B.S., Business Management 18 years of experience	Paid by the U.S. Postal Service
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Morozowsky, Jr., Martin	Parks & Recreation Management B.S., Ornamental Horticulture 4 years of experience	\$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 99-19886**

**BE IT RESOLVED, That** the employment of the following Child Development Center Teacher, at the rate indicated for the Spring, 2000, semester, be approved.

**CHILD DEVELOPMENT CENTER**

Dickey, Sheri	Teacher Child Development Center Permit (pending)	\$8.95
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PAYROLL**

7. **APPROVE REHIRE, HIRE, AND PAY RATE CHANGE LISTS**

MSC Dougherty, Hughes

**RESOLUTION 99-19887**

**BE IT RESOLVED, That** the lists of employees hired, rehired, or having pay rate changes be approved. **Exhibit D-7**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**CASHIER**

8. **APPROVE REPORT OF REVOLVING CASH EXPENDITURES**

MSC Dougherty, Hughes

**RESOLUTION 99-19888**

**BE IT RESOLVED, That Revolving Cash Expenditures**, Check Nos. 11367 through 11368, in the amount of \$563.00 from the General Fund, for December, 1999, be approved. **Exhibit D-8**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**RESIGNATIONS**

9. **INFORMATION: RESIGNATIONS**

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

- a. **KIRSTEN R. COOPER**, Graphic Specialist I, Graphic Communications, effective January 22, 2000 (last day worked 1/21/00)
- b. **JANICE M. BURTON**, Academic Department Assistant, Art, effective January 15, 2000 (last day worked 1/14/00)

**NARRATIVE – FISCAL SERVICES**

10. **INFORMATION: NARRATIVE OF FINANCIAL REPORTS**

**Narrative from Lois Meyer, Director, Fiscal Services. Exhibit D-10**

**BUSINESS SERVICES**

11. **APPROVE EXTENSION OF CONTRACT WITH DELL MARKETING, L.P.**

MSC Dougherty, Hughes

**RESOLUTION 99-19889**

**BE IT RESOLVED, That** a contract for providing computer equipment between the Palomar Community College District and **Dell Marketing, L.P.**, One Dell Way RR\*, Box 8708, Round Rock, TX 78682 (originally approved by the Governing Board on February 24, 1999) be extended. (This is the second year of a three-year contract.)

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 thanked Ernie Carson and CCE for inviting him to the meeting last Thursday.

**2. INFORMATION**

Report of **The Faculty**

Anne Hohman reported that The Faculty is having its first meeting on Wednesday. She is in the process of polling the faculty members on things of interest or of concern to them and will report back to the Board.

**3. INFORMATION**

Report of the **Administrative Association**

Norma Bean stated that she was pleased to see the Salary Enhancement Plan for the Administrative Association on tonight's Board agenda with a recommendation for approval. The plan has been shared with members of the group, and most comments were very positive. However, she did receive comments from members requesting that she reiterate their concerns that, although they are very pleased with the plan, they would have appreciated being a part of the initial planning discussions and hope that the administration will consider that in the future. This would indicate that all of the employee groups are regarded with a sense of importance, and we operate in a spirit of collegiality.

**4. INFORMATION**

Report of the **CCE/AFT**

Ernie Carson reported that on Thursday, January 20, 40 paraprofessional and school-related personnel spent the day visiting our campus. This group of classified employees was primarily made up of AFT union presidents from New York, Florida, Michigan, New Mexico, Oregon, and numerous other states. The group was led by Tom Moran, AFT's national director of organizing. The purpose of their visit to Palomar was to give them a first-hand look at work being done by our classified staff. They were particularly interested in observing programs and activities that we believe are unique to Palomar. They were looking for evidence of effective use of technology and its effect on the working conditions of our classified staff. They were also looking for evidence of effective interaction between classified employees and students and evidence of a good working relationship between faculty and classified employees. They were also interested in seeing evidence of union presence.

The working conditions of our classified employees are also being compared to the working conditions of other AFT classified employees, K-12 and college. The day started with a welcome and introductions in the Governing Board Room.

Ernie extended his appreciation to Dr. Boggs, Dr. Mark Vernoy, and Norma Bean for taking time out of their busy schedules to extend words of welcome and address questions from the group. After breakfast, the group was divided into smaller groups and proceeded to tour the campus and visit the foreign languages lab, reading lab, ETV, and student services. The guests were astounded by the way in which the classified staff and faculty greeted them at each stop. All the visitors were extremely complimentary and amazed at our ETV's commitment, equipment, and participation in distance learning. One of the topics of the day was PeopleSoft and its impact on employees and how we have grown from day one to where we are today, from problem resolution to working with the system.

After lunch, the guests toured the arboretum. They then attended the classified staff meeting and a reception following the meeting. Food Services, led by Pat Barrett, did a fantastic job in providing food.

The visitors had a meeting on Friday morning and will send a report on their visit to Ernie.

5. **INFORMATION**

**Report of the Associated Student Government**

Diane Vasquez reported that the new ICC Chairperson is Jennifer Mapes.

ASG is contacting our representatives to set up appointments to meet with them or their representatives when ASG goes to Washington, D.C., in March.

The ASG retreat went very well. They learned more about parliamentary procedure from Bruce Bishop.

6. **INFORMATION**

**Report of Superintendent**

Dr. Boggs reported that today's credit head count is 20,406 students, which is down 1.2% from last Spring. The total head count as of today is 21,987.

Dr. Boggs reminded those present that this Thursday, at 5:30 p.m., the Foundation Kick-off will be held at the Edwards Cinema stadium theaters in San Marcos. They will be announcing a \$1 million gift to the Foundation to fund scholarships. They will also be recognizing some of our major donors. Those who would like to attend were asked to contact Dale Wallenius.

Dr. Boggs distributed the announcement of the PBS Teleconference, which will be held here at Palomar on February 24, 2-4 p.m., in the Educational Television facility. The topic is "Emerging Issues in Accreditation." Those who would like to attend were asked to contact Bill Flynn to reserve a place.

Dr. Boggs extended his congratulations to Garrett Pavelko, a Palomar College student, who has been selected as scholar/leader/athlete by the National Football Foundation and College Hall of Fame for 1999-2000. The award will be presented at a March 17 even in San Diego.

Dr. Boggs congratulated Bill Flynn for his and Larry Warford's article, "New Game, New Rules – Strategically Positioning your College to Meet the Workforce Development Challenge," which was printed in a December abstract of the National Council for Continuing Education and Training. Dr. Boggs distributed copies to those present.

Dr. Boggs congratulated the Palomar College Cheerleading Squad for placing second in the community college division at the United States National Championships in Orlando, Florida, January 5-10, 2000.

Dr. Boggs reminded the Board members that nominations are due for the CCCT Board of Directors by February 15, 2000.

Dr. Boggs reported that he had received a call today from Chuck Hayden, Trustee from the Desert Community College District, to say that the Inland Valleys Trustee and CEO Association is meeting Sunday, February 6, 4:30-5:30 p.m., in conjunction with the CCLC Legislative Conference in Sacramento. Chuck is attempting to organize a Monday evening, February 7, dinner for local legislators. Anyone interested in attending either the meeting or the dinner was asked to notify Dr. Boggs.

One of our Board members has requested that the Board tour the Child Development Center at our Escondido Education Center. This could be done by holding a Board meeting at the Escondido Center and touring the Child Development Center in conjunction with that meeting. An attempt will be made to plan the tour on March 14 or 28, 2000.

A tour of Graphic Communications has been requested for February 22, 2000. Arrangements will be made to provide transportation to Graphics for this tour at the beginning of the Board meeting that evening.

Dr. Boggs announced that the Annual SDICCCA Trustees Dinner will take place on February 17, 2000, 6-9 p.m., at Southwestern College. Board members were asked to let him know if they plan to attend.

The Dome floor is in, but the bleachers have not been installed. The Department of the State Architect will not allow us to install the new bleachers until the restrooms are remodeled to provide handicapped access. The Board members agreed to wait for a tour of the new Dome floor until the bleachers have been installed.

Dr. Dougherty requested that a Board meeting be scheduled at the Pauma Education Center. Diane Michael will check on convenient dates for the Center's staff and the tribal authorities.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

Michael Paisner addressed the Board at this time regarding a complaint he had filed with the District. He stated that he had not yet received a letter from Dr. Miyamoto. Dr. Boggs provided Michael with a copy of the letter that had gone out to him last week. This semester, he will be the representative from *The Telescope* to the Governing Board and will be attending Board meetings regularly. Michael asked that each Board member provide him with a business card so that he might reach them when necessary.

G. **COMMUNICATIONS**

1. Letter from **Senator Dianne Feinstein** to Dr. Boggs, dated January 11, 2000, thanking him for attending a luncheon to exchange thoughts and ideas with her. **Exhibit G-1**
2. Letter from **James H. Thayer, Census 2000**, to Dr. Boggs, dated January 10, 2000, thanking him for attending their grand opening and supporting the endeavor to take the 2000 census. **Exhibit G-2**
3. Letter from **Senator Dianne Feinstein** to Dr. Boggs, dated December 17, 1999, thanking him for sharing his views about federal funding for education. **Exhibit G-3**
4. Letter from **Serafin Zasueta and Omero Suarez, San Diego and Imperial Counties Community Colleges Association**, to the CSU Enrollment Management Subcommittee, dated January 14, 2000, regarding SDSU's announcement of impact status and its decision to raise academic standards. **Exhibit G-4**

H. **UNFINISHED BUSINESS**

There was none.

I. **NEW BUSINESS**

1. **ADOPT STATE-WIDE AVERAGE RATE OF \$130 PER UNIT FOR 2000-2001 NONRESIDENT TUITION FEE AND CHARGE NONRESIDENT STUDENTS \$22 PER UNIT FOR CAPITAL OUTLAY, MAINTENANCE, AND EQUIPMENT EXPENDITURES NOT COVERED IN NONRESIDENT TUITION FEE, BEGINNING WITH SUMMER, 2000**

MSC Dougherty, Nelson

**RESOLUTION 99-19890**

**BE IT RESOLVED, That** the Palomar Community College District shall adopt the State-wide Average Rate of \$130 per unit of credit for the 2000-2001 Nonresident Tuition Fee for all nonresident students.

**BE IT FURTHER RESOLVED, That** the Palomar Community College District charge nonresident students who are both citizens and residents of a foreign country \$15 per unit of credit for the 2000-2001 Fiscal Year. This \$15 fee is for the purposes of capital outlay, maintenance, and equipment expenditures which are not covered in the above calculated Nonresident Tuition Fee and is authorized under Education Code 76141.

**BE IT FURTHER RESOLVED, That** both fees be effective beginning with the Summer, 2000, session. **Exhibit I-1**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **INFORMATION: PROPOSAL TO DELETE BP 436 – STUDENT PUBLICATIONS**

**BE IT RESOLVED, That** Board Policy 436 – Student Publications (as shown below) be deleted as the editors of student publications are no longer selected in this manner.

**BP 436  
Student Publications**

The administration is directed to create a Student Publications Board whose purpose it shall be to ensure the selection of responsible editors for all student publications and to approve the staff members of each publication. The Student Publications Board shall only have authority to select and remove personnel. It shall not have censorship authority.

Dr. Nelson asked about the current practice of selecting editors of student publications. Diane Michael reported that Gene Jackson has stated that the Editor in Chief of *The Telescope* is selected by the advisor, the photographic advisor, and a former *Telescope* editor who is a student. The other editorial positions are selected by the Editor in Chief and the advisor.

3. **INFORMATION: AB 537 – NONDISCRIMINATION: SEXUAL ORIENTATION**

**BE IT RESOLVED, That** the words “sexual orientation” be added to the bases of prohibited discrimination in applicable Governing Board policies as required by AB 537, which was signed into law on October 2, 1999. A copy of AB 537 is attached. **Exhibit I-3**

4. **ACCEPT AND APPROVE CHANGE ORDER #3 FOR INFRASTRUCTURE REPLACEMENT/UPGRADE PROJECT**

MSC Dougherty, Hughes

**RESOLUTION 99-19891**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District hereby approves Change Order #3, in the amount of \$32,650.36, pertaining to the Infrastructure Replacement/Upgrade Project; original contract approved by the Governing Board on July 14, 1998, as detailed on the accompanying memorandum in support hereof. Funding for this change order is from Account Number 61200-41-541100-71200-10-2000-1641300. **Exhibit I-4**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **REVIEW AND APPROVE CASH ACCOUNT EXPENDITURES FROM THE PALOMAR COLLEGE FOOD SERVICES FOR THE PERIOD OCTOBER THROUGH DECEMBER, 1999**

MSC Dougherty, White

**RESOLUTION 99-19892**

**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 October 1, 1999, through December 31, 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. **FINAL ACCEPTANCE OF WORK COMPLETED ON REMODELING OF CHILD DEVELOPMENT CENTER, ESCONDIDO CENTER, BY WHITAKER CONSTRUCTION CORPORATION OF SAN DIEGO; AUTHORIZE RELEASE OF BID SECURITY; IN THIRTY-FIVE DAYS, RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

MSC Dougherty, White

**RESOLUTION 99-19893**

**BE IT RESOLVED, That** the remodel of the Child Development Center, Escondido Center, in accordance with the bid awarded by the Palomar Community College District, on September 14, 1999, to Whitaker Construction Corporation (the "Contractor"), 2340 Tampa Avenue, Suite F, El Cajon, CA 92020, 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 \$227,202 and one (1) change order in the amount of \$2,288.35; **That** all money due and owing to the Contractor, with the exception of the ten (10%) retention of \$22,720, (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 Whitaker Construction Corporation be returned to this Contractor and all other bonds be released within the time and in the manner as provided by law.

Diane Michael reported that the Center opened January 18, and there are 34 children enrolled. The Center is licensed for 46 children.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVE AND ACCEPT PLANS AND SPECIFICATIONS PREPARED BY PARSONS ENGINEERING SCIENCE, INC., FOR THE REDESIGN OF PARKING LOT 11 AND PARKING LOT 12 (NE SECTION)**

MSC Dougherty, White

**RESOLUTION 99-19894**

**BE IT RESOLVED, That** the plans and specifications prepared by Parsons Engineering Science, Inc., for the redesign and striping of Parking Lot 11 and Parking Lot 12 (NE corner) to increase parking and access to the San Marcos campus of the Palomar Community College District, be and are hereby approved and accepted; and George R. Boggs, Ph.D., Superintendent of the District is approved to sign these plans and specifications on behalf of the District, as further evidence of this approval and acceptance.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

8. **APPROVE AGREEMENT [CE00079] WITH WESTERN TRUCK SCHOOL FOR FACILITIES TO OPERATE COURSES OF INSTRUCTION IN TRUCK DRIVING THROUGH WORKSITE EDUCATION**

MSC Dougherty, Hughes

**RESOLUTION 99-19895**

**BE IT RESOLVED, That** an agreement, CE00079, is hereby approved between the Palomar Community College District (hereinafter "District") and the Western Truck School, a division of California Truck School, Inc., (hereinafter "Western") for the use of District facilities to offer courses of instruction through worksite education leading to certification and licensing of truck drivers. The term of this agreement is from the effective date of January 26, 2000, to January 25, 2001, with option to renew at the sole discretion of the District, for additional one-year terms. Western shall remit to the District the sum of Five-Hundred Dollars (\$500.00) per student upon graduation of each student from the program. Western shall provide indemnity and insurance to the District in an amount of at least One Million Dollars (\$1,000,000.00) GLC, and shall defend the District against all claims and actions arising out of the program. **Exhibit I-8**

Mr. Lynn Malain of Western Truck School explained that they would be using only our facilities. They have their own 160-hour state-approved course, and most of their instructors have been driving for 14 or 15 years. But to get certified by the state, they must go through a 160-hour training course. Palomar will be providing classroom and parking lot facilities for their use. Mr. Malain stated that any damage done by their trucks would be repaired at their expense. Joe Schaeffer stated that he is particularly interested in this agreement because it will provide his department with equipment that they could not have otherwise obtained. This will allow our students to perform maintenance and perform diagnostics on the trucks.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

9. **REJECT CLAIM**

MSC Dougherty, Hughes

**RESOLUTION 99-19896**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District rejects the claim for damages filed by Andrea Naested, Esq., on behalf of her client, **Donald N. Davidson**, and refers it to the District's Claims Administrator for handling.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **AUTHORIZE PAYROLL DEDUCTIONS TO PURCHASE TAX-SHELTERED ANNUITIES FROM IDEX MUTUAL FUNDS**

MSC Dougherty, White

**RESOLUTION 99-19897**

**BE IT RESOLVED, That** Idex Mutual Funds, Post Office Box 9015, Clearwater, FL 33758-9015, be and is hereby approved as a tax-sheltered annuity and is added to the District's approved list for such vendors.

**BE IT FURTHER RESOLVED, That** payroll deductions are authorized for the purpose of purchasing tax-sheltered annuities from Idex Mutual Funds, Post Office Box 9015, Clearwater, FL 33758-9015.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**J. INSTRUCTIONAL/OPERATIONAL REPORTS**

1. Item was removed from agenda.

**K. PERSONNEL**

**1. APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Hughes

**RESOLUTION 99-19898**

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

- a. Name: **MARTHA E. COLLINS**  
Position: Office Specialist  
Department: American Indian Studies  
Position #: 006066 New?: Yes  
Remarks: approved on 10/26/99  
Sal Rng/Stp: **10/1** Salary: **\$449.37/month**  
% of position: 25% # of Mos: 10  
Effective: February 1, 2000  
Acct #(s) A-212200-362100-60910-0000000/100%  
Note: Normal work schedule: Tuesday and Thursday, 8 a.m. – 1 p.m.
- b. Name: **JOHANNA SEARS**  
Position: Administrative Secretary  
Department: Health Services  
Position #: 006065 New?: Yes  
Remarks: Approved on 10/26/99  
Sal Rng/Stp: **19/1** Salary: **\$1,007.04/month**  
% of position: 45% # of Mos: 12  
Effective: February 1, 2000  
Acct #(s) K-231100-474100-64400-1812090/100%  
Note: This is a specially funded position; its continuation depends on the availability of funds. Normal work schedule: Monday – Wednesday, 7:30 a.m. – 1:30 p.m.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**2. APPROVE ACADEMIC CHAIR/DIRECTOR STIPEND**

MSC Dougherty, Hughes

**RESOLUTION 99-19899**

**BE IT RESOLVED, That** the following stipends be approved:

- a. Name: **MARC NEWMAN**  
Position: Forensics Coach  
Department: Speech Communications/Forensics/ASL  
Mos: 10  
Stipend: **\$498.40/month**  
Effective: August 21, 1999, through May 18, 2000

- b.      Name:            **SARA THOMPSON**  
          Name:            **ANDREA TAUPIER**  
          Position:          Chair  
          Department:      Life Sciences  
          Position #:        005257  
          Percent:           60%                    No. Mos:            5  
          Stipend:            **\$391.20/month**  
          Effective:        January 18, 2000, through May 18, 2000  
          **NOTE:**            Ms. Thompson will remain chair with the assigned time of 60%;  
                                 Ms. Taupier will receive the stipend.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3.      **APPROVE CONTRACT CHANGE**

MSC    Dougherty, Hughes

**RESOLUTION 99-19900**

**BE IT RESOLVED, That** the changes for the following academic contracts be approved:

- a.      **Position:**        **COORDINATOR**  
          Name:            Dr. Margaret Gunther  
          Department:      Professional Development  
          Position #:        005069                    New?:                No  
          Sal Rng/Stp:      **G/27**                    Salary:                **\$7,115.16/month**  
          % of position:    80%                    No. Mos:              5  
          Effective:        January 18, 2000  
          Acct No(s):        A-123400-312100-60200-0000000/100%  
          **NOTE:**            Dr. Gunther will remain 20% as Chair/Professor, Family and  
                                 Consumer Sciences.
- b.      **Position:**        **ASSOCIATE PROFESSOR**  
          Name:            Bonnie Ann Dowd  
          Department:      Business Education  
          Position #:        005329                    New?:                No  
          Sal Rng/Stp:      E/15                    Salary:                **\$6,253.05/month**  
          % of position:    100%                    No Mos:              5  
          Effective:        January 18, 2000  
          Acct No(s):        A-123400-711400-60300-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE ADMINISTRATIVE RECLASSIFICATION**

MSC Dougherty, Hughes

**RESOLUTION 99-19901**

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

- a. **Position:** **PUBLIC SAFETY COORDINATOR**  
Department: Public Safety Programs  
Name: Vacant  
Position #: **005742** New?: No  
Remarks: Position was Police Academy Coordinator  
Effective: April 1, 2000  
% of position: 100% # of Mos: 12  
Sal Rng/Stp: **56/1** Salary: **\$3,952.09/month**  
Acct #(s): A-123400-336100-60100-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE ADMINISTRATIVE POSITION**

MSC Dougherty, Hughes

**RESOLUTION 99-19902**

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

- a. **Position:** **TELECOMMUNICATIONS SPECIAL GRANT PROJECT DIRECTOR**  
Department: Educational Television  
Name: Sherilyn J. Hargraves  
Position #: 006094 New?: Yes  
Remarks: CCCSAT-Grant funded. At the conclusion of the CCCSAT-Grant funding on June 30, 2003, if no additional funds are generated to support this new position, Sherilyn Hargraves will be reassigned to Manager, Educational Television, in the supervisory group of the Administrative Association.  
Effective: February 1, 2000  
% of position: 100% # of Mos: 12  
Sal Rng/Stp: **64/1** Salary: **\$4,813.95/month**  
Acct #(s): K-212100-318100-61320-1612190/65%  
A-212100-318100-61320-0000000/35%  
Note: 65% of this position is specially funded; continuation of that portion depends upon available funds. Position will be placed in the classified administrators group of the Administrative Assn.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE CLASSIFIED RECLASSIFICATION**

MSC Dougherty, Hughes

**RESOLUTION 99-19903**

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

- a. Item was removed from agenda.
- b. **Position: STAFF ASSISTANT**  
Department: Student Health Services  
Name: Margery McCrory  
Position #: **005566** New?: No  
Remarks: Position was Administrative Secretary, range/step 19/8  
Effective: January 1, 2000  
% of position: 100% # of Mos: 12  
Sal Rng/Stp: **23/8** Salary: **\$3,119.75/month**  
Acct #(s): K-212200-474100-64400-1812090/100%  
Note: Since this is a specially funded position, continuation depends on available funds.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVE LEAVES OF ABSENCE**

MSC Dougherty, Hughes

**RESOLUTION 99-19904**

- a. **BE IT RESOLVED, That AJEJANDRO CUATOK**, Supervisor, Student Support Services, TRIO/SSS, be granted a 15% Personal Leave of Absence **without pay and with no effect on benefits**, effective January 18, 2000, through May 19, 2000 (teaching).
- b. **BE IT RESOLVED, That AUDREY L. ELLIS**, Custodian I, Custodial Services, be granted a 100% Medical Leave of Absence **without pay and with benefits**, effective December 10, 1999, through June 10, 2000.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **APPROVE CLASSIFIED POSITIONS**

MSC Dougherty, Hughes

**RESOLUTION 99-19905**

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

- a. **Position:** **MARKETING SERVICES COORDINATOR**  
Department: Educational Television  
Division: Instruction  
Position #: 006088      New?: Yes  
Remarks: CCCSAT-Grant funded  
Sal Rng/Stp: **25/1**      Salary: **\$2,590.82/month**  
% of position: 100%      # of Mos: 12  
Effective: January 26, 2000  
Acct #(s): K-212200-318100-61320-1612190/100%  
Note: This is a specially funded position; continuation depends upon available funds.
- b. **Position:** **PROGRAM RESEARCH SPECIALIST**  
Department: Educational Television  
Division: Instruction  
Position #: 006089      New?: Yes  
Remarks: CCCSAT-Grant funded  
Sal Rng/Stp: **30/1**      Salary: **\$2,929.05/month**  
% of position: 100%      # of Mos: 12  
Effective: January 26, 2000  
Acct #(s): K-212200-318100-61320-1612162/100%  
Note: This is a specially funded position; continuation depends upon available funds.
- c. **Position:** **WEBMASTER**  
Department: Educational Television  
Division: Instruction  
Position #: 006090      New?: Yes  
Remarks: CCCSAT-Grant funded  
Sal Rng/Stp: **35/1**      Salary: **\$3,306.23/month**  
% of position: 100%      # of Mos: 12  
Effective: January 26, 2000  
Acct #(s): K-212200-318100-61320-1612190/100%  
Note: This is a specially funded position; continuation depends upon available funds.

- d.     **Position:**       **ON-SITE ENGINEER**  
Department:    Educational Television  
Division:        Instruction  
Position #:     006091           New?:            Yes  
Remarks:       CCCSAT-Grant funded  
Sal Rng/Stp:   **40/1**           Salary:           **\$3,736.11/month**  
% of position:  100%           # of Mos:        12  
Effective:      January 26, 2000  
Acct #(s):     K-212200-318100-61320-1612190/60%  
                  A-212200-318100-61320-0000000/40%  
Note:           60% of this position is specially funded; continuation of that  
                  portion depends on available funds.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9.     **APPROVE NEW ACADEMIC POSITION**

MSC   Dougherty, Hughes

**RESOLUTION 99-19906**

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

- a.     **Position:**       **ASSISTANT PROFESSOR/COUNSELOR**  
Department:    Counseling, Guidance, and Career Development  
Division:        Student Services  
Position #:     006087           New?:            Yes  
Remarks:       PFE funded  
Full-time?:    100%           No Mos:        11  
Effective:      July 5, 2000  
Acct # (s):     A-122100-462100-63100-0611400/100%
- b.     **Position:**       **ASSISTANT PROFESSOR**  
Department:    Reading Services  
Division:        Arts and Languages  
Position #:     006095           New?:            Yes  
Remarks:       PFE funded  
Full-time?:    100%           No Mos:        10  
Effective:      August 1, 2000  
Acct # (s):     A-328200-49300-111000-0611400/100%
- c.     **Position:**       **ASSISTANT PROFESSOR**  
Department:    Mathematics  
Division:        Mathematics and the Natural and Health Sciences  
Position #:     005282           New?:            Yes  
Remarks:       PFE funded  
Full-time?:    100%           No Mos:        10  
Effective:      August 1, 2000  
Acct # (s):     A-111000-342200-17010-0611400/100%

- d. Position: **ASSISTANT PROFESSOR**  
Department: Graphic Communications  
Division: Community Learning Resources  
Position #: 006097      New?: Yes  
Remarks: PFE funded  
Full-time?: 100%      No Mos: 10  
Effective: August 1, 2000  
Acct # (s): A-111000-355200-09360-0611400/100%
- e. Position: **ASSISTANT PROFESSOR**  
Department: Child Development  
Division: Human Arts and Sciences  
Position #: 005803      New?: Yes  
Remarks: PFE funded  
Full-time?: 100%      No Mos: 10  
Effective: August 1, 2000  
Acct # (s): A-111000-364200-13051-0611400/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **APPROVE CLASSIFIED POSITION INCREASE**

MSC Dougherty, Hughes

**RESOLUTION 99-19907**

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

- a. Position: **INFORMATION SYSTEMS SPECIALIST**  
Department: Information Services  
Name: Vacant  
Position #: 006096      New?: No  
Remarks: Increase position from 75% to 100%. Approved 5/25/99. PFE funded  
Sal Rng/Stp: 28/1      Salary: **\$2,788.91/month**  
% of position: 100%      # of Mos: 12  
Effective: January 26, 2000  
Acct #(s): A-212200-561100-67800-0611400/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **APPROVE THE SALARY ENHANCEMENT PLAN AND SALARY INCREASE FOR ADMINISTRATIVE ASSOCIATION MEMBERS, SENIOR ADMINISTRATORS, AND EXECUTIVE ADMINISTRATORS**

MSC Dougherty, Hughes

**RESOLUTION 99-19908**

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District approve the Administrative Association/College Salary Enhancement Plan commencing on July 1, 1999, and ending June 30, 2004, **and** a 2% increase across the Administrative Salary Schedule, effective July 1, 1999. **Exhibit K-11**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

**L. ITEMS PENDING**

There were no items pending.

**M. COMMENTS FROM BOARD MEMBERS**

Ms. Hughes asked about the procedure used to move an employee from the classified staff to the supervisory group of the Administrative Association. Is it initiated from Human Resources, initiated from a department, or initiated by an employee? Dr. Boggs reported that Dr. Miyamoto had notified him that the initiation may be from either the supervisor of the employees or the employees themselves proving that the job responsibilities have changed. Then, the request is studied and taken through a process. Item K-6a was removed from the agenda of this meeting at the request of the CCE/AFT, because it is customary to discuss such requests with CCE prior to bringing them to the Board.

Dr. Nelson stated that, from a student's perspective, she found the beginning of the semester very smooth. She made changes in classes, used the PAR system, and everything worked beautifully.

Dr. Dougherty was notified recently about a \$1.2 million bequest for scholarships that would be announced at the Foundation event. Dr. Dougherty would like to recognize the family and friends at an appropriate event, similar to the event held at the Escondido Education Center's Library, so that we honor the person who willed the money to us.

**N. CLOSED SESSION**

The Board recessed at 7:32 p.m. and went into Closed Session at 7:37 p.m., to discuss:

1. Consider conferring honorary degree, pursuant to Education Code 72122.
2. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.

Closed Session ended at 7:59 p.m.

**O. RECONVENE TO OPEN SESSION**

The meeting reconvened at 8:00 p.m. There was no reportable action.

**P. ADJOURNMENT**

The meeting was adjourned at 8:00 p.m.

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President

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Secretary