



**GOVERNING BOARD AGENDA**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, FEBRUARY 22, 2000, 7:00 P.M.**

**NOTICE TO PUBLIC:** In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a delegation to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

*The Board meets the second and fourth Tuesdays of every month starting at 7:00 p.m. in the Governing Board Room of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action. The meeting of March 14, 2000, has been changed to the Palomar College Escondido Education Center, Room 505.*

*Anyone having an interest in documents on file should call the Governing Board's Executive Assistant in the President's Office on extension 2104.*

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B.	Roll Call .....	2
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N.	Closed Session .....	12
O.	Reconvene to Open Session .....	12
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**A. CALL TO ORDER**

Pledge of Allegiance

**B. ROLL CALL**

Establishment of a Quorum

**BB. TOUR OF GRAPHIC ARTS FACILITIES**

Vans will be available to transport those who are unable to walk to the site.

**C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES**

**BE IT RESOLVED**, That the Minutes of the Regular Meeting held February 8, 2000, be approved.

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**CONSENT CALENDAR**

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***NOTICE TO PUBLIC: There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be routine and will be approved by one motion.***

**D.**

**GIFTS**

**1. RECOMMENDATION: ACTION – ACCEPTANCE OF GIFTS**

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

- a. Nikon Total Station Theodolite to be used for instruction in the use of modern surveying instruments in Vocational Programs, donated by **Project Design Consultants**, 710 B Street, Suite 800, San Diego, California 92191. Total cash value estimated by donor is \$4,000.00.
- b. Nikon F 33 mm camera, Nikkor f1.4 50 mm lens, and Nikkor f2.8 135 mm lens to be used for astro photography and solar photography and to replace camera equipment that was stolen many years ago, donated by **James Pesavento**, 933 Briant Street, San Marcos, California 92069. Total cash value estimated by donor is \$800.00.

## TRAVEL

### 2. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **George R. Boggs, Ph.D.**  
Advanced Funds? Yes  
For: Transportation, parking, meals, lodging, registration, miscellaneous  
To attend: AACC Annual Convention  
Location: Washington, D.C.  
Date: April 5-11, 2000  
Amount: \$2,627.00  
Budget Acct. No.: 575100-11-211100-66200-10-2000-0000000
- b. **Michele T. Nelson, Ph.D.**  
Advanced Funds? Yes  
For: Mileage, parking, meals, lodging, registration, miscellaneous  
To attend: Learning Paradigm Conference  
Location: San Diego, California  
Date: March 14-17, 2000  
Amount: \$1,068.00  
Budget Acct. No.: 575200-11-111100-66100-10-2000-0000000

## PAYROLL

### 3. RECOMMENDATION: ACTION – APPROVE HIRE AND REHIRE LIST FOR STUDENT AND SHORT-TERM EMPLOYEES

**BE IT RESOLVED**, That the Governing Board approves the **Hire and Rehire List for Student and Short-Term Employees**. Exhibit D-3

## FISCAL SERVICES

### 4. INFORMATION: NARRATIVES FOR FINANCIAL REPORTS

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

### 5. RECOMMENDATION: ACTION - APPROVE REPORT OF REVOLVING CASH EXPENDITURES

**BE IT RESOLVED**, That **Revolving Cash Expenditures**, Check No. 11369, in the amount of \$343.00 from the General Fund, for January, 2000, be approved. Exhibit D-5

### 6. INFORMATION: COUNTY TREASURER'S 2000 POOLED MONEY FUND INVESTMENT POLICY

Memo from Bart J. Hartman, Treasurer-Tax Collector. Exhibit D-6

## NEW WARRANTS

### 7. RECOMMENDATION: ACTION – AUTHORIZE DRAWING NEW WARRANTS

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

- a. Warrant #77-006612, dated June 10, 1999, in the amount of \$155.76, to Ellae Elmwood, 875 Oak Street, Ashland, OR 97520. Voided due to stale dating.
- b. Warrant #76-212746, dated May 24, 1999, in the amount of \$52.00, to Karl S. Grant, 1876 Kurenda Way, Vista, CA 92083. Voided due to stale dating.
- c. Warrant #76-199812, dated April 23, 1999, in the amount of \$328.38, to Kendra Jeffcoat, President's Office. Voided due to stale dating.
- d. Warrant #77-007090, dated July 9, 1999, in the amount of \$549.81, to Stanley Crouch, 2148 Via Del Prado, Vista, CA 92084. Voided due to stale dating.
- e. Warrant #77-001489, dated March 10, 1999, in the amount of \$368.40, to Richard W. Baker, P.O. Box 2092, Capo Beach, CA 92624. Voided due to stale dating.
- f. Warrant #77-002200, dated March 19, 1999, in the amount of \$368.40, to Richard W. Baker, P.O. Box 2092, Capo Beach, CA 92624. Voided due to stale dating.
- g. Warrant #77-003669, dated April 20, 1999, in the amount of \$368.40, to Richard W. Baker, P.O. Box 2092, Capo Beach, CA 92624. Voided due to stale dating.
- h. Warrant #77-005225, dated May 21, 1999, in the amount of \$514.62, to Richard W. Baker, P.O. Box 2092, Capo Beach, CA 92624. Voided due to stale dating.
- i. Warrant #77-007150, dated July 9, 1999, in the amount of \$43.31, to Richard W. Baker, P.O. Box 2092, Capo Beach, CA 92624. Voided due to stale dating.

## BUSINESS SERVICES

### 8. RECOMMENDATION: ACTION - ADOPT RESOLUTION REVIEWING AND APPROVING PURCHASES MADE FOR THE PRIOR SIXTY (60) DAYS

**BE IT RESOLVED, That** all purchase transactions, and contracts entered into on behalf of the Palomar Community College District pursuant to resolutions numbered 96-18423 and 96-18424, adopted June 24, 1997, as detailed on the information spreadsheet lodged herewith as **Exhibit D-8**, be and are hereby reviewed and approved for the following Purchase Order Nos. 0041331 through 0041641, Agreement/Item Nos. 0045135 through 0045181, Travel Nos. 0050026 through 0050055, Advertising/Increase Nos. 0060097 through 0060128, Employment Ad Nos. 0065004 through 0065007, Agreement/Services Nos. 0070344 through 0070423, Repair Nos. 0075069 through 0075082, Maintenance Agreement Nos. 0080074 through 0080206, Utility Nos. 0095052 through 0095052 and Library Order Nos. 0025008 through 0025012 in the total amount of \$1,393,124.73 be approved.

**PERSONNEL**

9. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the Professional Growth Program for Classified Employees, the following employees are granted a \$500.00 annual stipend, prorated on a monthly basis, effective February 1, 2000:

<u>Name</u>	<u>Position</u>	<u>Course of Study</u>
Arlene Bernsen	Education Center Assistant Escondido Education Center	Undergraduate work towards BA degree
Rebecca Gregory	Administrative Secretary Vocational Programs	Classes toward AA degree
Patricia Roberts	Articulation/Project ASSIST Spec. Counseling	Computer classes
Jacqueline Wood	Payroll Assistant II Payroll	Job-related classes

10. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a one-time lump sum stipend of \$2,000 effective February 1, 2000, with the understanding that there is a waiting period of three years before beginning another Professional Growth program.

<u>Name</u>	<u>Position</u>	<u>Course of Study</u>
Dennis Theriault	Food Service Assistant Food Services	Classes towards AA degree

11. **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. **THEOPHILUS L. JONES**, Custodian I, Custodial Services, effective February 5, 2000 (last day worked 2/4/00).
- b. **ALFREDO L. QUIROZ**, Maintenance Technician, Building Services, effective February 5, 2000 (last day worked 2/4/00).

12. **RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINES**

**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:

- Fernandez, Suzanne - Dance
- Paulson, Joel – Anthropology
- Pearson, Magdalena - Russian

13. **RECOMMENDATION: ACTION – APPROVE ADJUNCT FACULTY EMPLOYMENT**

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

**SPRING, 2000**

**COOPERATIVE EDUCATION**

Griffin, Neal	Cooperative Education A.A., General Curriculum B.A., Social Sciences 14 years of experience	\$35.77
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**ENGLISH AS A SECOND LANGUAGE**

Mendez, Maria	ESL/CNED (non-credit) B.A., Sociology	\$33.54
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**FOREIGN LANGUAGES**

Pearson, Magdalena	Russian B.A., French M.A., Linguistics (pending)	\$33.54
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**PERFORMING ARTS**

Fernandez, Suzanne	Dance B.S., Health & Physical Education 20 years of experience	\$33.54
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Simmons, Paula	Music Bachelor of Music Education Master of Music Performance	\$34.65
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**VOCATIONAL PROGRAMS**

Starks, Dennis	Quality Assurance Technology A.A., Electrical Engineering Technology 21 years of experience	Paid by U.S. Postal Service
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**FALL, 2000**

**BEHAVIORAL SCIENCES**

Paulson, Joel	Anthropology B.A., Near Eastern Studies M.A., Near Eastern Studies	\$34.65
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**VOCATIONAL PROGRAMS**

Oreb, Ronald	Water Technology Education A.A., Water Technology/Wastewater B.S., Business B.A., Liberal Studies 3+ years of experience	\$33.54
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**Resumption of  
 REGULAR AGENDA**

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

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

1. **INFORMATION:** Report of the **Faculty Senate**
2. **INFORMATION:** Report of **The Faculty**
3. **INFORMATION:** Report of the **Administrative Association**
4. **INFORMATION:** Report of the **CCE/AFT**
5. **INFORMATION:** Report of the **Associated Student Government**
6. **INFORMATION:** Report of the **Superintendent/President**
7. **INFORMATION:** Report of **Other Organizations and/or Individuals**

**In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a delegation to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.**

**G. COMMUNICATIONS**

1. Letter from **State Senator Dave Kelley** to Dr. Boggs, dated February 4, 2000, thanking him for his letter expressing concern for a fair budget for community colleges. **Exhibit G-1**
2. Letter from **State Senator Ray Haynes** to Dr. Boggs, dated February 11, 2000, thanking him for his letter expressing concern regarding the Governor's budget proposal and funding for community colleges. **Exhibit G-2**
3. Letter from **David Pierce, President, American Association of Community Colleges**, to Dr. Boggs, dated February 11, 2000, thanking him for submitting comments to the Immigration and Naturalization Service regarding the proposed fee collection rule for the CIPRIS program. **Exhibit G-3**

**H. UNFINISHED BUSINESS**

1. **RECOMMENDATION: ACTION - APPROVE PARKING VIOLATION FINES**

**BE IT RESOLVED, That** the Governing Board hereby approves proposed parking violation fines according to the following schedule, effective immediately:

<b>Parking Violation</b>	<b>Proposed Fine</b>	<b>Current Fine</b>
Red Zone	\$ 60.00	\$ 30.00
Yellow Zone	\$ 25.00	\$ 20.00
Green Zone	\$ 25.00	\$ 20.00
No Permit	\$ 30.00	\$ 20.00
Handicapped	\$300.00	\$275.00
Late Fee	Double	\$ 10.00
Fraudulent Permit	\$ 75.00 + purchase permit for \$ 25.00 + suspension + public/ community service. The length of the suspension and public/ community service is to be left to the discretion of the Director of Student Activities.	\$ 20.00 + purchase permit for \$25.00 + suspension.

**I. NEW BUSINESS**

1. **RECOMMENDATION: ACTION - APPROVE AGREEMENTS WITH EVANS & SUTHERLAND COMPUTER CORPORATION, DIGITAL THEATER DIVISION, FOR THE ACQUISITION OF ONE DIGISTAR II PROJECTOR/SYSTEM AND WITH SUN TRUST LEASING CORPORATION FOR THE FINANCING THEREOF**

**WHEREAS**, there is available from the Evans & Sutherland Computer Corporation, Digital Theater Division, a projection system known as the Digistar II, which has had very limited, prior operation as a demonstration device at a trade show; and,

**WHEREAS**, the Palomar College planetarium can use the Digistar II projector and system to replace the existing Spitz A-3-P System, to expand its course offerings, and to broaden its program offerings to high school and college students and their instructors; and,

**WHEREAS**, the Palomar College Foundation, acting on behalf of the President's Associates, has authorized the donation of \$20,000 per year for five years to enable the Palomar Community College District to acquire this Digistar II Projector/System (the "Donation"), with the balance of the funds to come from state ongoing instructional equipment appropriations, therefore,

**BE IT RESOLVED, That** an Agreement is hereby approved between the Palomar Community College District and Evans & Sutherland Computer Corporation, a Utah Corporation, for the purchase of a Digistar II Projector/System, including all hardware, software, installation, and training for operation and maintenance for the Digistar System for a total purchase price of Four Hundred Fifty-Seven Thousand, Nine Hundred Thirty-Seven Dollars and Fifty Cents ( \$457,937.50), which amount includes sales tax.

**BE IT FURTHER RESOLVED, That** a Lease-Purchase Agreement is hereby approved between the Palomar Community College District and Sun Trust Leasing Corporation for funding of the aforesaid purchase of the Digistar II Projector/System in an amount reflective of "Donation," and including all applicable sales/use tax, commencing February 22, 2000, and for a term of five (5) years thereafter, with payment of the lease payments by District from Account No. 2000-41-345800- 19010-10- 1841710- 60010. **Exhibit I-1**

2. **INFORMATION: PROPOSED POLICY ON STUDENT AND VISITOR SYMBOLIC EXPRESSION**

**BE IT RESOLVED, That** the Governing Board hereby approves the attached "Palomar Community College District Policy on Student and Visitor Symbolic Expression." **Exhibit I-2**

3. **INFORMATION: PROPOSED REVISION OF STUDENT WAGE SCALE**

**BE IT RESOLVED, That** the Governing Board hereby approves the attached revision of the Student Wage Scale, increasing the maximum exception wage from \$10.25 to \$15.25 per hour. **Exhibit I-3**

**J. INSTRUCTIONAL/OPERATIONAL REPORTS**

**K. PERSONNEL**

1. **RECOMMENDATION: ACTION - APPROVE CLASSIFIED POSITION**

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

- a. **Position:** **LIBRARY MEDIA TECHNICIAN I**  
**Department:** Library Media Center/Pauma Education Center  
**Division:** Instruction  
**Position #:** 006105      **New?:** Yes  
**Remarks:** PFE funded.  
**Sal Rng/Stp:** **11/1**      **Salary:** **\$460.16/month**  
**% of position:** 25%      **# of Mos:** 10  
**Effective:** February 23, 2000  
**Acct #(s):** S-212200-317100-61200-0611400/100%

2. **RECOMMEDATION: ACTION - APPROVE CLASSIFIED RECLASSIFICATION**

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

- a. **Position:** **PROGRAM RESEARCH SPECIALIST**  
**Department:** Educational Television  
**Name:** Vacant  
**Position #:** 006089      **New?:** No, approved 1/25/00  
**Remarks:** TMAPP/Grant Funded. Range was 30.  
**Effective:** February 23, 2000  
**% of position:** 100%      **# of Mos:** 12  
**Sal Rng/Stp:** **25/1**      **Salary:** **\$2,590.82/month**  
**Acct #(s):** K-212200-318100-61320-1612162/100%  
**Note:** This is a specially funded position; its continuation depends on the availability of funds.

3. **RECOMMENDATION: ACTION – APPROVE LEAVES OF ABSENCE**

- a. **BE IT RESOLVED, That KRISTEEN FUKUNAGA**, Associate Professor, Chemistry, be granted a 100% Personal Leave of Absence **without pay and with no effect on benefits**, effective March 20, 2000, through March 24, 2000.
- b. **BE IT RESOLVED, That YOLANDA AYELE**, Administrative Secretary, Admissions, Records, and Veterans' Services, be granted a 15% Personal Leave of Absence **without pay and no benefits attached to position (45% position)**, effective February 14, 2000, through April 14, 2000.

4. **RECOMMENDATION: ACTION - APPROVE CLASSIFIED EMPLOYMENT**

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

- a. Name: **SHERILYN HARGRAVES**  
Position: Telecommunications Special Grant Project Director  
Department: Educational Television  
Position #: 006094 New?: Yes  
Remarks: CCCSAT-Grant funded  
Sal Rng/Stp: **64/3** Salary: **\$5,419.63/month**  
% of Position: 100% # of Mos: 10  
Effective: February 1, 2000  
Acct #: K-212100-318100-61320-1612190/65%  
A-212100-318100-61320-0000000/35%  
Note: 65% of this position is specially funded, continuation on that portion depends on available funds. 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.
- b. Name: **SUSAN L. DORAN**  
Position: Information Systems Specialist  
Department: Information Services  
Position #: 006096 New?: Yes  
Remarks: Approved on 5/25/99, PFE funded. This is a lateral transfer for Ms. Doran.  
Sal Rng/Stp: 28/11 **Salary: \$3,611.77/month**  
% of position: 100% # of Mos: 12  
Effective: February 23, 2000  
Acct #(s) A-212200-561100-67800-0611400/100%
- c. Name: \_\_\_\_\_  
Position: GEAR UP Specialist  
Department: GEAR UP/Student Support Services  
Position #: 006035 New?: Yes  
Remarks: Approved on 9/14/99  
Sal Rng/Stp: 28/1 **Salary: \$2,788.91/month**  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) K-212200-473100-64300-1112320/100%  
Note: This is a specially funded position; its continuation depends on the availability of funds.
- d. Name: \_\_\_\_\_  
Position: EOP&S Technician  
Department: EOP&S  
Position #: 006082 New?: Yes  
Remarks: Approved on 12/14/99  
Sal Rng/Stp: 16/1 **Salary: \$2,079.83/month**  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) K-212200-473100-64300-1612060/100%  
Note: This is a specially funded position; its continuation depends on the availability of funds.

e. Name: \_\_\_\_\_  
Position: Office Specialist  
Department: Counseling, Guidance and Career Development, Escondido Center  
Position #: 006078 New?: Yes  
Remarks: Approved on 12/14/99, PFE funded.  
Sal Rng/Stp: 10/1 **Salary: \$808.86/month**  
% of position: 45% # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) A-212200-462100-63100-0611400/100%  
Note: Normal work schedule: Monday/Wednesday, 2 p.m. – 7 p.m.;  
Tuesday/Thursday, 3 p.m. – 7 p.m. 3% night differential added  
for hours worked between 6 p.m. and 10 p.m.

f. Name: \_\_\_\_\_  
Position: Police Lieutenant  
Department: Campus Police Department  
Position #: 006074 New?: Yes  
Remarks: Approved on 11/9/99  
Sal Rng/Stp: 36/1 **Salary: \$3,388.41/month**  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) D-212200-543100-67720-1112900/100%  
Note: This is a specially funded position; its continuation depends on  
the availability of funds.

g. Name: \_\_\_\_\_  
Position: Police Officer I  
Department: Campus Police Department  
Position #: 005869 New?: Yes  
Remarks: Approved on 3/23/99  
Sal Rng/Stp: 26/1 **Salary: \$2,656.15/month**  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) D-212200-543100-67720-1112900/100%  
Note: This is a specially funded position; its continuation depends on  
the availability of funds.

h. **Administration of Oath of Office to Police Lieutenant and Police Officer I.**

i. Name: \_\_\_\_\_  
Position: Supervisor, Upward Bound  
Department: TRIO  
Position #: 006010 New?: Yes  
Remarks: Approved on 6/22/99  
Sal Rng/Stp: **45/\_\_\_\_\_** Salary: **\$\_\_\_\_\_ /month**  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) K-212100-473100-64300-112310/100%  
Note: This is a specially funded position; its continuation depends on  
the availability of funds.

- j. Name: \_\_\_\_\_  
Position: Skilled Maintenance Technician  
Department: Building Services  
Position #: 005689      New?: No  
Remarks: Replacement for David Deavitt  
Sal Rng/Stp: 17/1      **Salary: \$2,131.46/month**  
% of position: 100%      # of Mos: 12  
Effective: \_\_\_\_\_  
Acct #(s) K-212200-542100-65100-1812070/100%  
Note: This is a specially funded position; its continuation depends on the availability of funds.
- k. Name: \_\_\_\_\_  
Position: Staff Aide  
Department: EOP&S  
Position #: 006081      New?: Yes  
Remarks: Approved on 12/14/99  
Sal Rng/Stp: 20/1      **Salary: \$2,293.71/month**  
% of position: 100%      # of Mos: 12  
Effective: \_\_\_\_\_  
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.

**L. ITEMS PENDING**

**M. COMMENTS FROM BOARD MEMBERS**

**N. CLOSED SESSION**

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.

**O. RECONVENE TO OPEN SESSION**

**P. ADJOURNMENT**