



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, APRIL 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
Dr. Jack Miyamoto, Assistant Superintendent/Vice President, Human Resources and Affirmative Action
Judy Eberhart, Dean, Counseling, Guidance, and Career Development
Bill Flynn, Dean, Community Learning Resources
Gene Jackson, Dean, Arts and Languages
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, R.O.P.

Anne Hohman, President, The Faculty
Kenneth Jay, Director, Business Services
Dr. Kendra Jeffcoat, Special Assistant to the President
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 Programs/Campus Police Department
James Stoney, Police Lieutenant, Campus Police
Dr. Mark Vernoy, President, Faculty Senate

GUESTS:

Lee Baldrige
Leta Bowen, KKSM Radio
Jeffrey Eustis
Bruce Kauffman, *North County Times*
Paul Malone, Assistant City Manager, City of San Marcos
Laura Mitchell, *The Telescope*
Division Chief Todd Newman, City of San Marcos Fire Department
Chief Tom Schultheis, CSU San Marcos Police Department
Chief Larry Webb, City of San Marcos Fire Department

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.

At this time, Mr. Jensen moved item I-5 forward on the agenda.

I. NEW BUSINESS

5. **INFORMATION: POTENTIAL TENANCY WITH CITY OF SAN MARCOS REGIONAL EMERGENCY SERVICES TRAINING CENTER**

Tom Plotts introduced several guests to discuss the San Marcos Emergency Services Training Center and answer questions.

City of San Marcos Regional Emergency Services Training Center/Relocation of Palomar College Police & Fire Academies, Fire Technology Program, and main Public Safety Services Center.

The new Regional Emergency Services Training Center is an ultra-modern facility offering unparalleled training opportunities for fire and police personnel in San Diego County. The center is conveniently located off the 78 freeway in San Marcos and features a state-of-the-art fire-drill tower and fully equipped instructional building in the same complex as the City's new law-enforcement facility and existing Sheriff's helipad. The 4.5 acre facility is owned and operated by the City of San Marcos and is available to other public agencies and private organizations on an annual subscription (guaranteed dates and hours) or hourly rental basis. Facilities may be rented alone or in combination. Completion of the facility is March, 2001.

Instructional Building:

The 5,100-square-foot instructional building offers two primary classrooms, each of which will accommodate 60 students. Both classrooms can be subdivided into one thirty-five- (35) and one twenty-five- (25) seat space, offering exceptional class sizing flexibility. All classrooms are equipped with a full complement of traditional audio-visual equipment and overhead digital-projection capabilities for computer-aided instruction. Additionally, one classroom is configured with in-floor data and electrical ports for group computer instruction and wireless telecommunications technology for remote-access learning. Other amenities include dedicated Police Academy Training Officer and Fire Technology Adjunct Faculty offices, break room, and sheltered patio area adjoining the drill ground. Among other applications, the building will accommodate physical testing, CPR and first-aid instructional programs.

The facility has a state-of-the-art, five- (5) story drill tower that is unlike anything else available to fire academies/agencies in San Diego County today. This extremely flexible facility offers reconfigurable floor plans (Levels 1 through 3) for unlimited search-and-rescue training opportunities. Other features include:

- Pump test facility
- Environmental/burn room
- Ventilation prop (Level 3 roof)
- Artificial smoke capability (Levels 1 through 3)
- Concrete staging apron and drill ground
- Night lighting (parking lot intensity)

The drill ground features an all-weather prop area for vehicle extrication and controlled propane/natural gas training exercises. The tower facility meets all requirements for State of California Rescue Systems 1 Training and the North County Regional Physical-Abilities Test.

Public Safety Services:

The City has contracted with the San Diego County Sheriff's Department for law enforcement services since the City incorporated in 1963. The new complex will include several structures. The largest, at 31,000 square feet, will house the new Sheriff's Station. Initially, the Department will lease approximately 22,000 square feet. The remaining office space is being offered to CSU San Marcos Police Department and Palomar College Police Department to fulfill law-enforcement facility accreditation requirements. This joint facility will also include dedicated areas for public-safety instructional administrative offices required under the California Peace Officer Standards and Training Commission and the California State Fire Marshal's Office.

Contract Emergency Dispatch Services:

The Public Safety Services/Instructional Administrative Offices will include a fully operational Communication Center operated under CSU San Marcos Police Department. The Communication Center fulfills all accreditation requirements under the California Peace Officer Standards and Training Commission. This effective and economical plan for a communication system will allow employees listed on our current disaster preparedness plan (Incident Command System) to communicate effectively during an incident of school violence or a disaster on campus. The District would eliminate the idea of staffing our own dispatch center and replace it with a contractual agreement with CSU San Marcos Police Department. They would handle all of our public-safety dispatching for the District. The communications system will allow Palomar College to communicate directly through radios with the City of San Marcos Fire Department, the San Diego Sheriff's Department, and the Escondido Police Department in the event of a fire or medical emergency. In addition, the system will accomplish the following:

Additional Benefits:

- City will bill facility space directly to redevelopment funds.
- Move would free three additional faculty offices.
- All psychomotor skills activities for the Fire Academy will be at one facility, instead of five throughout the County.
- Plenty of on-site parking (easy access).
- Free up parking spaces on the San Marcos campus.
- Plenty of storage space for instructional equipment.
- Decrease instructional equipment expenditures due to equipment being available on site from the San Diego Sheriff's Department and the City of San Marcos Fire Department.
- Save the District construction costs for the approved Physical Skills Training Facility.

C. APPROVAL OF MINUTES

MSC Dougherty, White

RESOLUTION 99-20046

BE IT RESOLVED, That the Minutes of the Regular Meeting held on April 11, 2000, be approved with the following correction:

Page 22, item I-2, third paragraph, first sentence, should read: "Ms. Hughes stated that she is concerned that we may be paying for a classified employee in the Foundation office, who does a lot of this work, and whose salary is coming out of the general fund."

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

CONSENT CALENDAR

D.

COMMUNITY SERVICES

1. **APPROVE NEW CLASSES AND AGREEMENTS FOR COMMUNITY SERVICES CLASSES**

MSC Dougherty, Nelson

RESOLUTION 99-20047

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

Summer/2000

- a. Presenter: James Cosper
Name of class: California Notary Public
Effective: June 24, 2000
Rate: 30% of fees collected
Terms: Minimum of 10 students

- b. Presenter: Meade, Mary
Name of class: Web Page Design
Effective: July 8, 2000
Rate: \$153.04
Terms: Minimum of 10 students

- c. Presenter: Meade, Mary
Name of class: Web Page Design for Kids & Teens
Effective: July 15, 2000
Rate: \$114.78
Terms: Minimum of 10 students

- d. Presenter: Meade, Mary
Name of class: Intro to the Internet for Kids & Teens
Effective: July 8, 2000
Rate: \$114.78
Terms: Minimum of 10 students

- e. Presenter: Meade, Mary
Name of class: Adv Web Pages
Effective: July 22, 2000
Rate: \$153.04
Terms: Minimum of 10 students

- f. Presenter: Meade, Mary
 Name of class: Adv Web Pages for Kids & Teens
 Effective: July 22, 2000
 Rate: \$114.78
 Terms: Minimum of 10 students
- g. Presenter: Schneider, Julie
 Name of class: Drawing for Kids
 Effective: July 5 to Aug 9, 2000
 Rate: 30% of fees collected
 Terms: Minimum of 10 students
- h. Presenter: Schneider, Julie
 Name of class: Cartooning for Kids
 Effective: July 5 to Aug 9, 2000
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

TRAVEL

2. APPROVE TRAVEL EXPENSES

MSC Dougherty, Nelson

RESOLUTION 99-20048

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, miscellaneous
 To attend: ACE Board Meeting
 Location: Sea Island, Georgia
 Date: June 25-28, 2000
 Amount: \$1,068.00
 Budget Acct. No.: 575100-11-211100-66200-10-2000-0000000
- b. **Robert L. Dougherty, Jr., M.D.**
 Advanced Funds? Yes
 For: Transportation, parking, meals, lodging, miscellaneous
 To attend: Inland Valleys Trustee and CEO Association's
 "Legislative Lobby Days"
 Location: Sacramento, California
 Date: May 1-2, 2000
 Amount: \$414.00
 Budget Acct. No.: 575200-11-111100-66100-10-2000-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

DESTRUCTION OF RECORDS

3. **APPROVE DESTRUCTION OF RECORDS**

MSC Dougherty, Nelson

RESOLUTION 99-20049

BE IT RESOLVED, That the Governing Board approves the destruction of the following records:

Summer/Fall 1996 Applications, Course Request and Add/Drop Forms, Drop Rosters and Cards, Attendance Rosters, Community Education Applications, PAR Forms, and BOGW Applications. The approximate cubic feet is 37.36.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

FINANCIAL REPORTS

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

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

5. **APPROVE QUARTERLY REPORT OF CHIEF FINANCIAL OFFICER REGARDING DISCLOSURE OF DISTRICT INVESTMENTS**

MSC Dougherty, Nelson

RESOLUTION 99-20050

BE IT RESOLVED, That the Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments as of March 31, 2000, be approved. Exhibit D-5

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

MSC Dougherty, Nelson

RESOLUTION 99-20051

BE IT RESOLVED, That Revolving Cash Expenditures, Check Nos. 11372 through 11374, in the amount of \$741.29 from the General Fund, for May, 2000, be approved. Exhibit D-6

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BUSINESS SERVICES

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

MSC Dougherty, Nelson

RESOLUTION 99-20052

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-7**, be and are hereby reviewed and approved for the following Purchase Order Nos. 0041937 through 0042061, Agreement/Item Nos. 0045221 through 0045227, Travel Nos. 0050065 through 0050098, Advertising/Increase Nos. 0060141 through 0060149, Employment Ad Nos. 0065008 through 0065011, Agreement/Services Nos. 0070489 through 0070531, Repair Nos. 0075095 through 0075097, Maintenance Agreement Nos. 0080207 through 0080212, Utility Nos. 0095056 through 0095065 and Library Order Nos. 0025023 through 0025030 in the total amount of \$735,603.73 be approved.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

8. **APPROVE ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Nelson

RESOLUTION 99-20053

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

SPRING, 2000

DISABLED STUDENT PROGRAMS & SERVICES

Jansky, Marlene	Special Education	\$35.77
	B.A., Psychology	
	M.S., Counseling	
	11 years of experience	

FAMILY & CONSUMER SCIENCES

Schillig, Bridgette	Fashion	\$33.54
	A.A., Merchandising/Marketing	
	16 years of experience	

SUMMER, 2000

ENGLISH

Remsburg, Elizabeth	English A.A., General Studies B.A., Literature M.A., English	\$34.88
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The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

MSC Dougherty, Nelson

RESOLUTION 99-20054

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

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

10. **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. **YVONNE BIRDSSELL**, Admissions Assistant, Admissions, Records, and Veterans' Services, effective April 14, 2000 (last day worked 4/13/00).
- b. **SANDRA L. TUCKER**, Assistant Professor, Child Development, effective May 20, 2000 (last day worked 5/19/00).
- c. **MARJEAN TINSLEY**, Human Resource Assistant II, Human Resource Services, effective May 2, 2000 (last day worked 5/1/00).

11. **INFORMATION: RETIREMENTS**

On behalf of the Governing Board of the Palomar Community College District, the following retirements under the Supplemental Employee Retirement Plan (SERP) have been accepted by Dr. George R. Boggs, Superintendent/President, as authorized by the Governing Board on October 26, 1999:

Faculty

Retiring under Group I of the Retirement Health and Dental Plan (receive the same fully employer-paid lifetime health benefits as provided to active employees and eligible dependents for life of the retiree):

- a. **RICHARD AUFMANN**, Professor, Mathematics, effective May 20, 2000 (last day worked 5/19/00).
- b. **DOROTHIE BLETH**, Professor, Performing Arts, effective May 20, 2000. (last day worked 5/19/00)
- c. **ADELE FLORES**, Counselor, Extended Opportunity Programs and Services, effective May 20, 2000 (last day worked 5/19/00).
- d. **HULDA GOODSON**, Professor, Child Development, effective May 20, 2000 (last day worked 5/19/00).
- e. **A. DANA HAWKES**, Professor, Communications, effective May 20, 2000 (last day worked 5/19/00).
- f. **THOMAS HUMPHREY**, Professor, Business Education and Computer Sciences/Information Systems, effective May 20, 2000 (last day worked 5/19/00).
- g. **JEROME LATULIPPE**, Professor, Trades and Industry, effective May 20, 2000 (last day worked 5/19/00).
- h. **FRANK MCGUERTY**, Professor, Cooperative Education, effective May 20, 2000 (last day worked 5/19/00).
- i. **RICHARD MUCHOW**, Professor, Business Education, effective May 20, 2000 (last day worked 5/19/00).

Retiring under Group II of the Retirement Health and Dental Plan (receive the same fully employer-paid health benefits as provided to active employees and eligible dependents until the retiree has reached the age of 65):

- j. **CARL TUCKER**, Professor, Trades and Industry, effective May 20, 2000 (last day worked 5/19/00).
- k. **LOIS WUNDERLEY**, Professor, Behavioral Sciences, effective May 20, 2000 (last day worked 5/19/00).

It should be noted that these eleven faculty employees represent 255 years of service at Palomar College.

Administrative Association Employees

Retiring under Group I of the Retirement Health and Dental Plan (receive the same fully employer-paid lifetime health benefits as provided to active employees and eligible dependents for life of the retiree):

- l. **JAMES CLAYTON**, Director, Escondido Education Center, effective July 1, 2000 (last day worked 6/30/00).
- m. **EUGENIA CROUCH**, Supervisor, Bookstore Operations, Bookstore, effective July 1, 2000 (last day worked 6/30/00).
- n. **BETTY ELLIS**, Supervisor, Child Care Operations, Child Development Center, effective July 1, 2000 (last day worked 6/30/00).
- o. **RONALD JORDAN**, Director, Placement Services, Student Placement, effective July 1, 2000 (last day worked 6/30/00).
- p. **CATHERINE OTT**, Manager, Human Resource Services, effective May 1, 2000 (last day worked 4/28/00).
- q. **JUNE RADY**, Assistant Director, Escondido Education Center, effective July 1, 2000 (last day worked 6/30/00).
- r. **PHILLIP RYAN**, Manager, Facilities, effective July 1, 2000 (last day worked 6/30/00).
- s. **MARLYS USHER**, Administrative Assistant, Human Resource Services, effective July 1, 2000 (last day worked 6/30/00).

Retiring under Group II of the Retirement Health and Dental Plan (receive the same fully employer-paid health benefits as provided to active employees and eligible dependents until the retiree has reached the age of 65):

- t. **NANCY CORLETT**, Manager, Admissions and Registration, Admissions, Records, and Veterans' Services, effective July 1, 2000 (last day worked 6/30/00).
- u. **PEGGY DI BATTISTA**, Supervisor, Admissions, Admissions, Records, and Veterans' Services, effective April 29, 2000 (last day worked 4/28/00).
- v. **CAROL STROECKER**, Supervisor, Admissions, Admissions, Records, and Veterans' Services at Escondido Center, effective July 1, 2000 (last day worked 6/30/00).

It should be noted that these eleven Administrative Association employees represent 260 years of service at Palomar College.

Classified Unit Employees

Retiring under Group I of the Retirement Health and Dental Plan (receive the same fully employer-paid lifetime health benefits as provided to active employees and eligible dependents for life of the retiree):

- w. **LETTY BREWSTER**, Graphics Specialist II, Graphic Communications, effective July 1, 2000 (last day worked 6/30/00).
- x. **MARY BRINDLEY**, Administrative Secretary, Public Safety Programs, effective July 1, 2000 (last day worked 6/30/00).
- y. **JOHNNY CORONA**, Financial Aid Advisor, Financial Aid and Scholarships, effective July 1, 2000 (last day worked 6/30/00).
- z. **PETER DURST**, Senior Programmer Analyst, Information Services, effective July 1, 2000 (last day worked 6/30/00).
- aa. **LOIS GAINES**, Instructional Support Assistant III, Reading Services, effective July 1, 2000 (last day worked 6/30/00).
- bb. **CHERYL HUETTL**, Academic Department Assistant, Earth Sciences, effective June 13, 2000 (last day worked 6/12/00).
- cc. **SHIRLEY JORDAN** (Escobedo), Campus Services Assistant, Instruction, effective July 1, 2000 (last day worked 6/30/00).
- dd. **ROBERTA POSNER**, Academic Department Assistant, Business Education, effective June 30, 2000 (last day worked 6/29/00).

Retiring under Group II of the Retirement Health and Dental Plan (receive the same fully employer-paid health benefits as provided to active employees and eligible dependents until the retiree has reached the age of 65):

- ee. **JESSIE BOOTH**, Administrative Secretary, Escondido Education Center, effective May 2, 2000 (last day worked 5/1/00).
- ff. **EVE BORREGO**, Food Services Assistant, Food Services, effective July 1, 2000 (last day worked 6/30/00).
- gg. **AUDREY ELLIS**, Custodian I, Custodial Services, effective July 1, 2000 (last day worked 6/30/00).
- hh. **JUDITH HOPKINS**, Administrative Secretary, Facilities, effective June 1, 2000 (last day worked 5/31/00).
- ii. **SHIRLEY JOHNSTON**, Human Resource Assistant II, Human Resource Services, effective July 1, 2000 (last day worked 6/30/00).
- jj. **VALERIE PARKER**, Bookstore Assistant II, Bookstore, effective July 1, 2000 (last day worked 6/30/00).
- kk. **LUCILLE RAGUSA**, Instructional Support Assistant II, Reading Services, effective June 1, 2000 (last day worked 5/31/00).
- ll. **ESTHER SEDDIG**, Admissions Assistant, Admissions, Records, and Veterans' Services, effective July 1, 2000 (last day worked 6/30/00).
- mm. **DORIS SMITH**, Bookstore Assistant I, Bookstore, effective July 1, 2000. (last day worked 6/30/00)
- nn. **JANICE VANCE**, Bookstore Assistant II, Bookstore, effective July 1, 2000 (last day worked 6/30/00).
- oo. **BARBARA WHITE**, Payroll Assistant II, Payroll Services, effective May 1, 2000 (last day worked 4/28/00).

Approved by the Board on 3/28/00

Retired under Group I:

- a. **PATRICIA WHATLEY**, Administrative Secretary, Cooperative Education, effective April 3, 2000 (last day worked 3/31/00).

Retired under Group II:

- b. **JOANNE WAHL**, Academic Department Assistant, Behavioral Sciences, effective April 1, 2000 (last day worked 3/31/00).

Approved by the Board on 4/11/00

Retired under Group II:

- a. **KENNETH DYCHES**, Library Media Technician II, Library Media Center, effective April 1, 2000 (last day worked 3/31/00).
- b. **JENNIE GALVAN**, Food Services Assistant, Food Services, effective April 15, 2000 (last day worked 4/14/00).
- c. **GLENOLA MILLS**, Food Services Assistant, Food Services, effective April 5, 2000 (last day worked 4/4/00).

It should be noted that these twenty-four Classified Unit employees represent 370 years of service at Palomar College.

**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

There was no report.

2. **INFORMATION**

Report of The Faculty

There was no report.

3. **INFORMATION**

Report of the Administrative Association

Norma Bean noted that she wanted to publicly acknowledge the contribution that these 46 employees have made to the District. She commended them for all the years of service to Palomar College. We are losing a lot of experience as these employees exit. They and their expertise will be missed. She hopes that we will not forget them and their numerous contributions.

Mr. Jensen added that the faculty members retiring represent 355 years of service, the administrative employees represent 260 years, and the classified employees represent 370 years, for a total of 985 years of experience at Palomar.

4. **INFORMATION**

Report of the CCE/AFT

Ernie Carson noted that he also wished to commend the retiring members of the classified staff for their total of 370 years at Palomar. The CCE is planning a recognition outing during late May. He hopes the Board members will be able to attend. Invitations will be sent as soon as possible.

5. **INFORMATION**

Report of the Associated Student Government

Diane Vasquez reported that the ASG elections are taking place today and tomorrow.

6. **INFORMATION**

Report of Superintendent

Dr. Boggs displayed an article and photo that appeared in the *San Diego Union Tribune* recently regarding our Trades and Industry Department's woodworking program and the wood miser that makes use of trees that have been cut down and would formerly have been placed in a landfill or similar area. Dr. Boggs discussed this with Chris Feddersohn, one of the instructors in this program. They will be constructing a wood-frame facility to house the wood miser this summer and are looking for funding for the project. They will have a fund-raising project called "Fund the Beam Team," wherein contributors can have a beam named for them. For a contribution of \$500, you can be part of the Big Beam Team; for \$100, you can be a Support Beam Team member; for \$25, you can be a Peg Team member. Diane Michael added that they would be happy to receive even lower contributions.

Ron Jordan negotiated with the *North County Times* to have some ads placed regarding the Community Job Fair on Wednesday, May 3, 9 a.m. to 1 p.m. It is co-hosted by the San Marcos Chamber of Commerce and Palomar College.

Dr. Boggs reported that one of our students, Ramon Paniagua, was selected to attend the 11th Annual National Student Leadership Congress, June 10-15, in Washington, D.C. This was a nation-wide competition for TRIO students, and it is quite an honor that he was selected to represent us.

Dr. Boggs congratulated *The Telescope* in their competition with other student newspapers at the Journalism Association of Community Colleges conference. This year's conference was the largest ever, with over 500 students attending. *The Telescope* won 11 awards, including two first-place awards.

A note of appreciation has been received in appreciation for Dale Wallenius, who was a recent speaker at the Lake San Marcos Republican Women's Club. Dale also is organizing a Friends of Palomar College group at Lake San Marcos. The group had its first meeting last week and had an excellent turnout of people who have a lot of good feelings about Palomar College.

Dr. Boggs congratulated Tom Ventimiglia, Counselor, on the publication of his new book, *Live, Thrive, and Produce Like Never Before*. This is an eight-week program that Tom is using in one of his counseling classes.

Dr. Boggs congratulated Dean Lise Telson for being an important contributor to the latest 4C/SD conference, the staff and organizational development group in California.

Dr. Boggs congratulated Will Gullette, Professor of Communications, for his photography which appears in the latest issue of *San Diego Home and Garden*.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

There were none.

G. **COMMUNICATIONS**

There were none.

H. **UNFINISHED BUSINESS**

There was none.

I. **NEW BUSINESS**

1. **RENEW APPROVAL/ADOPTION OF FAIR POLITICAL PRACTICES COMMISSION'S STANDARD CONFLICT OF INTEREST CODE**

MSC Dougherty, Hughes

RESOLUTION 99-20055

BE IT RESOLVED, That the Governing Board of the Palomar Community College District renew the approval/adoption of the Fair Political Practices Commission's Standard Conflict of Interest Code. **Exhibit I-1a, I-1b**

It was noted that this is the required biennial review of our Conflict of Interest Code and the list of designated employees and Governing Board members to whom the policy applies.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **SET COMPENSATION FOR NON-VOTING STUDENT TRUSTEE FOR 2000-2001**

MSC Dougherty, Hughes

RESOLUTION 99-20056

BE IT RESOLVED, That the Governing Board of the Palomar Community College District in accordance with Board Policy 11.1, hereby sets the compensation for the non-voting Student Trustee for 2000-2001 at \$400.00 per month.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

3. **INFORMATION: APPROVE PARKING FEE PROPOSAL**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approves the parking fee schedule indicated as Proposal #4 on **Exhibit I-3a**. Parking Permit Survey of other institutions is **Exhibit I-3b**

Ms. Hughes questioned why our parking fee seems to be higher than the others listed on the survey. Tom Plotts noted that the other schools shown are receiving augmentation from the general fund and income from parking fees and fines. The amount of money from the general fund dictates the direction we will go for budget stabilization. Tom pointed out that the other colleges could raise their fees and fines during the next five years, also.

Dr. Dougherty asked if some of this is for safety items and was assured by Tom Plotts that it is. Tom has included \$60,000 per year in his proposal for budget stabilization that is earmarked for future parking improvements and the general maintenance of the lots. With this plan, we will be able to increase the beautification on campus, the repaving of the parking lots, and also earmark some money for future parking improvements. It is important to note that, in this proposal, we will be upgrading the utilities and lighting in the parking lots to address some safety concerns. In order to do that, we must at least double, and possibly triple, the utilities fees that are paid out of this fund.

4. **INFORMATION: APPROVE PROPOSED PARKING POLICY**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approves the adoption of the following parking policy, effective May 22, 2000:

a. Parking will be enforced seven days a week, 24 hours a day, with the following exceptions:

- Staff Lots 1 and 2, Monday through Friday, 6 to 10 p.m.
- Staff Lots 1 and 2, Saturday and Sunday, 1 to 10 p.m.
- Staff Lot 4, Monday through Friday, 2:30 to 5 p.m.
- Staff Lot 4, Saturday, 11 a.m. to 4 p.m.
- General Parking Lots 3, 3b, 14, Monday through Friday, 12 to 5 p.m.
- General Parking Lots 3, 3b, 14, Saturday, 11 a.m. to 4 p.m.

The above exceptions do not apply to students in Staff Lots.

- b. All events involving parking lots will be charged the daily fee per parking space taken by the event. All events must be cleared by the Parking Task Force, specifying lots to be used and arrangements for payment.
- c. With the exception of those with a valid staff permit, anyone parking on campus must park in a General Parking Lot and display an appropriate permit.
- d. Visitor and vendor parking passes will be issued only by Campus Police.

Ms. Hughes asked how this policy differs from our current policy. Tom Plotts stated that our current policy read that no permits are required from 6:30 p.m. on in lots 1 and 2, which are staff lots. Also, no permits are required for athletic events in lots 3, 3b, and 14 during the hours of 1:30 to 6:30 p.m. Also, parking rules have been enforced only Monday through Friday, not during the weekends. There are a considerable number of students who attend classes on Saturdays. The old policy did not address activities within a parking lot. The task force received considerable input from ASG related to this being an equality issue. The wear and tear on the lots occur on Saturdays as well as during the week. If we address it as a seven-days-a-week issue, in the long run, it will benefit the students because we won't have to raise the fees as much.

5. Item was covered earlier in the meeting.

6. **REIMBURSE TRAVEL EXPENSES FOR SECOND-LEVEL INTERVIEW**

MSC Dougherty, Hughes

RESOLUTION 99-20057

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve reimbursement of travel expenses for second-level interview for the following:

- a. Name: **DANIEL RUSSOW**
For: Mileage reimbursement
To Attend: Second interview for Assistant Professor, Mathematics
Location: Yuma, Arizona, to San Diego, California
Date: April 5, 2000
Amount: \$130.00
Budget Account No. 575400-11-611100-66600-10-2000-0611400/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVE LETTER OF INTENT TO JEFFERY EUSTIS FOR DIPLEXING ON KKSM-AM TOWERS**

MSC Dougherty, White

RESOLUTION 99-20058

BE IT RESOLVED, That a letter of intent is hereby approved by the Palomar Community College District in favor of **Jeffery N. Eustis** of Palo Alto, California, expressing the District's intention to enter into a lease with Mr. Eustis, upon approval of the Federal Communications Commission, of his application for permission to diplex with KKSM-AM.

BE IT FURTHER RESOLVED, That the aforesaid letter of intent shall contain the following general terms and conditions:

- (1) Mr. Eustis shall become a tenant and shall pay rent to the District for use of the KKSM-AM towers located in Oceanside, California, the sum of \$2,000 per month for a five- (5) year initial lease term, with COLA in years two (2), three (3), four (4) and five (5); subject to automatic renewal of said lease for up to three (3) additional five- (5) year terms.
- (2) Mr. Eustis shall pay an additional sum of \$150 per month as rent on a portion of the District's equipment room at the Oceanside transmitter site, if there is sufficient space at that location to accommodate Mr. Eustis's transmitter equipment, subject to the same length of lease and COLA as stated in paragraph (1), above;
- (3) The lease between Mr. Eustis and the District may be terminated at any time by the District for cause, e.g., failure to pay rent or to abide by the District's rules and regulations; and Mr. Eustis may terminate the lease with or without cause upon ninety- (90) days prior written notice to the District;
- (4) All diplexing equipment shall be purchased and installed by Mr. Eustis at no charge to the District, and Mr. Eustis shall provide his own liability insurance on said equipment, naming the District as an additional insured thereon;
- (5) Mr. Eustis shall obtain separate utilities, including power via a separate meter, to his equipment, doing so at his own expense, and shall maintain his own equipment on a schedule to be reasonably determined by the District, e.g., 12 midnight to 6:00 a.m.;
- (6) Mr. Eustis shall pay one-half of the estimated \$4,000 to \$5,000 fee for a consulting engineer to determine the structural integrity of the towers, a determination not related to this diplexing proposal but one with which the District has a concern as to its own operations;
- (7) Mr. Eustis shall pay up to \$5,000 to the District as reimbursement for the District's staff time and for an independent consulting engineer selected by the District to review and approve the diplexing technical specifications prepared by Mr. Eustis' engineers as part of his application to the FCC;
- (8) The District agrees that Mr. Eustis may assign his rights under his lease/diplexing agreement to a third party, subject to prior review and approval by the District, which shall not unreasonably be withheld;

- (9) Mr. Eustis shall have a right of first refusal, or an option to purchase the District's interests in KKSM-AM at an agreed-upon fair-market price established by an MAI appraiser of such interests, and for a sum mutually agreed to by the District and Mr. Eustis;
- (10) Counsel for the District is authorized to execute the letter of intent, the lease, and any and all other documents necessary to carry out this resolution, including all required documents to be submitted to the FCC. **Exhibit I-7**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **REJECT PROPOSAL OF THE ASTOR BROADCAST GROUP FOR A LOCAL MARKETING AGREEMENT**

MSC Dougherty, Hughes

RESOLUTION 99-20059

WHEREAS, at the regular meeting of the Governing Board of the Palomar Community College District on March 14, 2000, as Item I-2, INFORMATION: TWO PROPOSALS REGARDING KKSM-AM, we presented to the Board for information only; and,

WHEREAS, the first proposal by Jeffery Eustis of Palo Alto, California, to become a tenant of the District's station's tower site, and to diplex from these towers, has been presented to the Governing Board of the District at its regular meeting of April 25, 2000, and has been approved subject to various stipulated terms and conditions; and,

WHEREAS, the second proposal by **Astor Broadcast Group** of Carlsbad, California, has been considered, evaluated, and discussed by the District's communications department and the staff of KKSM-AM;

NOW THEREFORE BE IT RESOLVED, That the Palomar Community College District hereby rejects the proposal by Astor Broadcast Group of Carlsbad, California, to enter into a local marketing agreement and to allow Astor to use a portion of the prime-time broadcast time of KKSM-AM for its own programming, with the understanding that this rejection shall be without prejudice to later discussions between the District and Astor Broadcast Group that may lead to other, less restrictive understandings and agreements.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **APPROVE PLANS AND SPECIFICATIONS FOR SPRINT INSTALLATION AT HOWARD BRUBECK THEATRE**

MSC Dougherty, Hughes

RESOLUTION 99-20060

BE IT RESOLVED, That, in accordance with the intent of the prior approval given by the Palomar Community College District to Sprint for the installation of an antenna on the Howard Brubeck Theatre, with supporting equipment on the ground at the rear of said facility, and subject to the critique and recommendations of the Director of Facilities of the District, and the comments of the Division of the State Architect, the final plans and specifications for the Sprint Project as revised on March 29, 2000, to address the aforesaid recommendations and comments, be and are hereby approved, and construction of said installation is authorized to proceed. **Exhibit I-9**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **REVIEW AND APPROVE CASH ACCOUNT EXPENDITURES FROM PALOMAR COLLEGE FOOD SERVICES JANUARY THROUGH MARCH, 2000**

MSC Dougherty, Hughes

RESOLUTION 99-20061

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 January 1, 2000, through March 31, 2000, and as detailed in the Check Register that is filed in support hereof, be and are hereby reviewed, ratified, and approved. **Exhibit I-10**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **ACCEPT GRANT FROM THE LEAGUE FOR INNOVATION IN THE COMMUNITY COLLEGE AND APPROVE AGREEMENT WITH VANGUARD LEARNING COLLEGES**

MSC Dougherty, Nelson

RESOLUTION 99-20062

BE IT RESOLVED, That the Palomar Community College District hereby accepts a grant in the amount of Thirty Thousand Dollars (\$30,000.00) from the League for Innovation in the Community College and approves an agreement with Vanguard Learning Colleges for the District to join 11 other community colleges as Vanguard Learning Colleges. Vanguard Colleges will be incubators and catalysts for other education institutions around the world to assist them to transform into more learning-centered institutions. **Exhibit I-11**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **ACCEPT INCREASE OF 1999-2000 CARL D. PERKINS VTEA, TITLE I-C FUNDS**

MSC Dougherty, Nelson

RESOLUTION 99-20063

BE IT RESOLVED, That the Carl D. Perkins VTEA, Title I-C funds allocated for the 1999-2000 fiscal year, be increased in the amount of Five Hundred Fifty Dollars (\$550.00) for a total final allocation of Three Hundred Twenty-Eight Thousand, Two Hundred Fifty-Four Dollars (\$328,254.00), are hereby accepted by the Palomar Community College District. **Exhibit I-12**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **ACCEPT AND APPROVE CHANGE ORDER #1 FOR HOWARD BRUBECK THEATRE AND M-BLDG. HVAC RENOVATIONS**

MSC Dougherty, White

RESOLUTION 99-20064

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve Change Order #1, in the amount of \$23,546.00, pertaining to the Howard Brubeck Theatre and M-Bldg. HVAC Renovations; in accordance with the original contract approved by the Governing Board on September 14, 1999, as detailed in the accompanying memorandum in support hereof. Funding for this change order is from Account Numbers 565500-41-542100-71400-10-2000-0841300 (50%) and 565500-41-542100-71400-10-2000-1641400 (50%). **Exhibit I-13**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. **ACCEPT REBATE FROM U. S. ENVIRONMENTAL PROTECTION AGENCY AS A DE MINIMIS SETTLER OF CASMALIA DISPOSAL SITE SETTLEMENT AND REBATE THE CHANCELLOR'S OFFICE LIKE AMOUNT**

MSC Dougherty, Hughes

RESOLUTION 99-20065

WHEREAS, the Palomar Community College District authorized the settlement of a disputed claim involving a toxic-waste disposal site, commonly known as the Casmalia Disposal Site; and,

WHEREAS, the previous de minimis settlement authorized by the District resulted in the payment by the District of the sum of \$6,745.00, which funds were transmitted to the Custodian for the Casmalia Resources Site on March 3, 1999; and

WHEREAS, the Chancellor's Office, California Community Colleges, reimbursed the District for its settlement funds in the amount of \$6,745.00 as cost mandated by a federal agency; and,

WHEREAS, on or about April 7, 2000, the District received notice from the U.S. Environmental Protection Agency that, following a review by the Agency, the amount of the District's contribution as a de minimis settler, has been reduced by \$2,320.00, and funds in that amount have been delivered to the District;

NOW THEREFORE BE IT RESOLVED, That the Palomar Community College District acknowledges the reduction in its required settlement amount as a de minimis settler in the Casmalia matter, accepts the rebate in the amount of \$2,320.00 and directs that said funds be deposited into the applicable District account and that a like amount be credited to the Chancellor's Office, California Community Colleges, from which source the District has been reimbursed for the earlier and larger settlement amount of \$6,745.00. **Exhibit I-14**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. **DECLARE CERTAIN COMPUTER HARDWARE AND ACCESSORIES AS SURPLUS, AND AUTHORIZE LOCAL AUCTION**

MSC Dougherty, Hughes

RESOLUTION 99-20066

BE IT RESOLVED, That the computer hardware and accessories of the Palomar Community College District, set forth in detail in the accompanying memorandum dated April 12, 2000, the terms of which are incorporated herein by this reference, are declared surplus, and shall be offered for sale at a local public auction to be conducted by District staff on May 12, 2000, in accordance with District Procedure 552 and California Education Code Section 81450. **Exhibit I-15**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

16. **INFORMATION: PROPOSED REVISION OF BP 102, SEXUAL HARASSMENT**

BE IT RESOLVED, That the Palomar Community College District's Sexual Harassment Policy 102 be revised as indicated below:

**BP 102
Sexual Harassment**

A. Introduction

~~Sexual harassment of students or employees in the academic and work environments violates both federal and state law and this District Policy, and it will not be tolerated. It also violates federal and state law and this Policy to retaliate against any individual for filing a complaint of sexual harassment, or for participation in the investigation or resolution of a formal or informal, written or oral, complaint of sexual harassment.~~

It is the policy of the Palomar Community College District, in keeping with efforts to establish and maintain an environment in which the dignity and worth of all members of the college community are respected, that sexual harassment of students and employees is unacceptable conduct and will not be tolerated.

This Policy applies to the unlawful harassment of any student on the basis of sex by any employee of the District including, but not limited to, classroom conditions, grades, academic standing, scholarships, recommendations, employment opportunities, disciplinary action, or any other aspect of college life within the control of the District or its employees.

This Policy also applies to the unlawful sexual harassment of any employee with respect to all terms and conditions of employment with the District, including but not limited to hiring, placement, evaluation, promotion, disciplinary action, layoff, recall, transfer, leaves of absence, training opportunities, compensation, work assignments, and hours of work, shifts, or workload.

~~No other policy, contract, or other agreement of the District shall be construed to supersede, modify, or to be inconsistent with this Policy.~~

~~Faculty and staff members~~ Employees and ~~students~~ who violate this Policy may be subject to corrective measures and to disciplinary action up to and including termination of employment. ~~Students~~ who violate this Policy may be subject to corrective measures, including discipline, up to and including expulsion.

B. Dissemination of Policy

This Policy shall be posted in prominent locations on the college campuses and in the District Office, incorporated into orientation materials for new students, and for new and current faculty and staff. Questions regarding this Policy should be directed to the Assistant Superintendent/Vice President, Human Resources and Affirmative Action.

C. Definitions

1. **Sexual harassment** is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature, ~~when:~~ It occurs when:
 - 2- a. Submission to the conduct is procured by force, threat, intimidation, trick or surprise, or is made a term or condition of an individual's employment, or status as a student;
 - 3- b. Submission to the conduct or rejection or avoidance of the conduct by an individual in the making of employment or academic decisions regarding that individual is used as a basis for a positive or adverse decision or one which maintains the status quo;
 - 4- c. The conduct is intended to and/or does interfere with or have a negative effect on the individual's work or educational performance, or creates an intimidating, hostile or offensive educational or work environment; or
 - 5- d. The conduct takes place in the presence of another, or others, between people of the same or different gender and fits one of the above definitions. The presence of another, or others, includes e-mail, voice mail, as well as written material.

~~D.~~

2. **Forms of Sexual Harassment**

- 4- a. “Quid pro quo” sexual harassment occurs when a person in a position to effectively recommend, grant, deny, or adversely effect the terms or conditions of employment or a student’s status, educational, or career opportunities, offers or suggests that such effects are conditional on an individual’s willingness to engage in or tolerate the unwelcome sexual conduct.

- 2- b. “Hostile environment” sexual harassment occurs when the unwelcome sexual conduct is sufficiently severe or pervasive so as to alter the conditions of an individual’s learning or work environment, unreasonably interfere with an individual’s academic or work performance, or create an intimidating, hostile, or abusive learning or work environment.

~~E.D.~~ **Examples of Prohibited Sexual Harassment**

1. **Verbal harassment** – Includes, but is not limited to, unwelcome derogatory comments, remarks, slurs, jokes or innuendo based on sex or of a sexual nature and may include, but is not limited to, unwelcome sexual comments, obscenities or innuendo regarding an individual’s body, physical appearance, attire, sexual prowess, marital status or sexual orientation; unwelcome or repeated flirting, or proposals to meet, date, or engage in conversations which include the verbal statements defined above; demands for sexual favors, or verbal abuse, threats or intimidation of a sexual nature; or patronizing or ridiculing statements which convey derogatory attitudes toward or are demeaning to a particular gender.

2. **Physical harassment** - Includes, but is not limited to, unwelcome and offensive touching, assault, impeding or blocking free movement, attempting to kiss or kissing, patting, stroking, grabbing, or invading the space of another; pinching, leering, ~~staring~~, unnecessarily brushing against, whistling or making sexual signs or gestures toward or in the presence of another.

3. **Visual harassment** - Includes, but is not limited to, the display or circulation of sexually derogatory, demeaning, or offensive posters, pictures, cards, cartoons, graffiti, drawings, or gestures; or reading sexually derogatory materials, computer graphics or electronic media transmission.

4. **Solicitation of sexual favors** - Includes, but is not limited to, unwelcome sexual advances, demands, suggestions or requests for sexual acts or favors.

F.E. Sexual Harassment in the Classroom.

~~Faculty members, students and staff are on notice that sexual harassment of students by instructors or other employees may take any of the forms identified above and may also occur in the classroom. In addition, sexual harassment may result from a teaching style which includes a significant or exaggerated focus on sexually explicit materials, jokes, innuendo, language, obscenities or subjects, particularly where the materials, jokes, subjects, innuendo, language or obscenities is/are unrelated to or only marginally related to a necessary part of the curriculum, or are completely unnecessary in order to teach skills, or convey information. If a faculty member wishes to use sexually explicit material in the classroom to stimulate dialogue, as a part of classroom materials or lessons, or as a teaching style or technique, the faculty member should first review such uses with an administrator in order to assure that the material and/or style, technique, or the manner in which used does not violate this Policy. This Policy supersedes any inconsistent policy or practice regarding academic freedom and, any such policy or practice shall not be construed to be in conflict with this Policy.~~

G.F. E. Complaints of Sexual Harassment

Complaints of sexual harassment filed by students or employees will be investigated and resolved in accordance with the Sexual Harassment Complaint Procedure set forth in Section II herein. If the investigation results in a determination that disciplinary action or corrective measures are necessary or appropriate, the District, in its sole discretion, may impose such action or measures in accordance with law which may include, but is/are not limited to, warning, reprimand, suspension without pay, dismissal or any other preventive or corrective measure deemed appropriate by the District.

H.G. F. District Responsible Officer

The District Assistant Superintendent/Vice President of Human Resources and Affirmative Action is the District Responsible Officer ("Responsible Officer") who is responsible for receiving complaints of sexual harassment, coordinating the timely investigation and resolution of such complaints in accordance with this Policy, and assuring compliance with all state and federal complaint procedures and reporting requirements. The Responsible Officer shall take steps to assure the confidentiality of complaints, and that access to complaint and investigative information is confined to those individuals and entities with a need to know, or where the information is otherwise permitted or required to be released in accordance with law.

I.H. G. Sexual Harassment Complaint Investigators

The District Responsible Officer and/or designee(s) shall investigate singularly or in a team only those complaints which are not resolved at the informal complaint level and which, additionally, do not identify as the harasser a supervisor or administrator in a position superior to that of any designated investigator(s). Where appropriate, the Responsible Officer may recommend that the Governing Board appoint another person or organization not employed by the District to conduct the investigation under contract with the District. Neither the Responsible Officer nor any investigator will be appointed to investigate any complaint in which the officer or investigator is named as a percipient witness, is accused in the complaint of sexual harassment or retaliation, as defined above, or is otherwise implicated by the allegations in the complaint.

Dr. Miyamoto commented that we currently have a policy regarding sexual harassment, BP 102, but it needs updating with some of the new federal guidelines and terminology. This revision has been through the governance process, including the Faculty, Administrative Association, and Classified Employees.

J. INSTRUCTIONAL/OPERATIONAL REPORTS

K. PERSONNEL

1. APPROVE CLASSIFIED EMPLOYMENT

MSC Dougherty, Hughes

RESOLUTION 99-20067

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

- a. Name: **MICHEALE WHITE**
Position: Library Media Technician I
Department: Library Media Center, Pauma Education Center
Position #: 006105 New?: Yes
Remarks: Approved on 2/22/00, PFE funded.
Sal Rng/Stp: 11/1 **Salary: \$460.16/month**
% of position: 25% # of Mos: 10
Effective: May 1, 2000
Acct #(s) S-212200-317100-61200-0611400/100%
Note: Normal work schedule: Monday/Tuesday, 1:00 p.m. – 6:00 p.m.
- b. Name: **PATRICIA J. TRUJILLO**
Position: Senior Library Media Technician
Department: Library/Media Center
Position #: 005050 New?: No
Remarks: Replacement for Peggy Nimmo
Sal Rng/Stp: 19/1 **Salary: \$2,237.87/month**
% of position: 100% # of Mos: 12
Effective: May 1, 2000
Acct #(s) A-212200-317100-61200-0000000/100%
Note: Normal work schedule: Monday – Thursday, 11:30 a.m. – 9:00 p.m.;
Saturday, 8:30 a.m. – 1:00 p.m. 3% differential paid for hours worked between the hours of 6:00 p.m. and 10:00 p.m.
- c. Name: **LASEA USINI**
Position: Assessment Assistant
Department: Counseling, Guidance and Career Development
Position #: 005740 New?: No
Remarks: Replacement for Carolyn McConnell. This is a transfer for Ms. Usini.
Sal Rng/Stp: 16/2 **Salary: \$2,184.14/month**
% of position: 100% # of Mos: 12
Effective: May 1, 2000
Acct #(s) A-212200-462100-63100-0000000/100%

- d. Name: **DAVID J. CLAYTON**
 Position: Instructional Computer Lab Technician
 Department: Escondido Education Center
 Position #: 006110 New?: Yes
 Remarks: Approved on 3/28/00, PFE funded. This is a promotion for Mr. Clayton.

 Sal Rng/Stp: 25/1 **Salary: \$2,590.85/month**
 % of position: 100% # of Mos: 12
 Effective: May 1, 2000
 Acct #(s) B-222000-354200-49300-0611400/100%
 Note: Normal work schedule: Monday – Thursday, 1:00 p.m. – 10:00 p.m.; Friday, 8:00 a.m. – 5:00 p.m. 3% differential paid for hours worked between the hours of 6:00 p.m. and 10:00 p.m.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE ACADEMIC EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 99-20068

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

- a. Name: **SUSAN B. ZOLLIKER**
 Position: Assistant Professor
 Department: English
 Position #: 005998 New?: Yes
 Remarks: Approved on 2/23/99, PFE funded
 Sal Rng/Stp: C/7 **Salary: \$4,732.15/month**
 % of position: 100% # of Mos: 10
 Effective: August 18, 2000
 Acct #(s) A-324200-15010-111000-0611400/100%
- b. Name: **CRAIG B. THOMPSON**
 Position: Assistant Professor
 Department: English
 Position #: 005999 New?: Yes
 Remarks: Approved on 2/23/99, PFE funded
 Sal Rng/Stp: G/1 **Salary: \$4,374.06/month**
 % of position: 100% # of Mos: 10
 Effective: August 18, 2000
 Acct #(s) A-324200-15010-111000-0611400/100%

c. Name: **JON S. PANISH**
Position: Assistant Professor
Department: English
Position #: 006098 New?: Yes
Remarks: Approved on 2/8/2000, PFE funded
Sal Rng/Stp: G/1 **Salary: \$4,374.06/month**
% of position: 100% # of Mos: 10
Effective: August 18, 2000
Acct #(s): A-324200-15010-111000-0611400/100%

At this time, Diane Michael discussed each of these person's education, background, and experience.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED RECLASSIFICATION**

MSC Dougherty, Hughes

RESOLUTION 99-20069

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

a. **Position: GRAPHICS SPECIALIST I**
Department: Graphic Communications
Name: Vacant
Position #: 005367 New?: No
Remarks: Position was Graphics Specialist II, grade 23.
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **21/1** Salary: **\$2,349.56/month**
Acct #(s): A-212200-355100-67750-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE LEAVES OF ABSENCE**

MSC Dougherty, Hughes

RESOLUTION 99-20070

a. **BE IT RESOLVED, That CYNTHIA WATSON**, Associate Professor, English as a Second Language, be granted a 100% Medical Leave of Absence **without pay and with benefits**, effective March 24, 2000, through May 19, 2000.

b. Item was removed from agenda.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

L. ITEMS PENDING

There were no items pending.

M. COMMENTS FROM BOARD MEMBERS

Dr. Dougherty commented that he recommends visiting the exhibits in the Boehm Gallery. It was also noted that the opening reception for the Student Art Exhibit is Friday night, April 28, 5 to 8 p.m. In addition, there is a Student Photography Exhibit opening the same evening at 6 p.m. at the San Marcos Civic Center.

Mr. Jensen commented that *The Telescope* is a wonderful paper, but, in the future, if they are going to quote him, he would like them to put the quotation marks around what he actually said.

N. CLOSED SESSION

There was no closed session.

1. Item was removed from agenda.
2. Item was removed from agenda.
3. Item was removed from agenda.
4. Item was removed from agenda.

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT

The meeting was adjourned at 7:48 p.m.

President

Secretary