



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
PAUMA EDUCATION CENTER
PAUMA VALLEY CALIFORNIA
TUESDAY, JUNE 13, 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 7:01 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
SHANNON GYDE, 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
Paul Kelly, Dean, Vocational Technology

STAFF:

Barbara Baldrige, Executive Assistant, President's Office
Norma Bean, President, Administrative Association
Ernie Carson, President, CCE/AFT
Ben Echeverria, Counsel, Contracts, and Special Projects
Naida Garcia, Education Center Specialist, American Indian Studies, Pauma Education Center;
Rincon Band
Judy Fish, Director, Regional Occupational Programs
Linda Locklear, Chair/Professor, American Indian Studies
Lois Meyer, Director, Fiscal Services
Dr. Michael Norton, Director, Public Information
Dr. Mark Vernoy, President, Faculty Senate

Michele White, Librarian, Pauma Education Center

GUESTS:

Lee Baldrige
Linda Bojorquez, Vice Chair, Pauma Band
Yolanda Espinoza, Education Director, Pauma Band
Steve Graziano, Student
Bruce Kaufmann, *North County Times*
Henry Rodriguez, La Jolla Band
Maria H. Villalobos, Concerned Citizen and Taxpayer
Nancy L. Wingo, 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, Hughes

RESOLUTION 99-20129

BE IT RESOLVED, That the Minutes of the Regular Meeting held on May 23, 2000, be approved with the following correction:

Page 8, second paragraph, last sentence should read: "Shannon plans to work with Bruce Bishop in the fall on having ASG members go to our local high schools to speak to their student body officers about Palomar College and our ASG."

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

At this time, Mr. Jensen asked Linda Locklear to introduce members of the American Indian Bands present; and Ms. Locklear asked Henry Rodriguez to offer a traditional native American blessing.

Naida Garcia conducted a brief tour of the Palomar College facilities located at the Pauma Reservation.

C O N S E N T C A L E N D A R

D.

FINANCIAL REPORTS

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

Memo from Lois Meyer, Director, Fiscal Services. Exhibit D-1

2. **APPROVE DRAWING NEW WARRANTS**

MSC Dougherty, Nelson

RESOLUTION 99-20130

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 #76-213263, dated May 24, 1999, in the amount of \$3.00, to **Enid Krieger**, 4900 Demeter Way, Oceanside, CA 92056. Voided due to stale dating.
- b. Warrant #76-213264, dated May 24, 1999, in the amount of \$3.00, to **Carl Krieger**, 4900 Demeter Way, Oceanside, CA 92056. Voided due to stale dating.
- c. Warrant #76-214018, dated May 6, 1999, in the amount of \$52.00, to **Gina M. Pilli**, 7920 Barnhill Circle, Severn, MD 21144. Voided due to stale dating.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

COMMUNITY SERVICES

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

MSC Dougherty, Nelson

RESOLUTION 99-20131

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**:

FALL/2000

- a. Presenter: Lewellyn, Harry
Name of Class: The Indian Rock Art Adventure
Effective: October 3, 2000
Rate: 50% of fees collected
Terms: Minimum of 10 students
- b. Presenter: Miller, Ileen
Name of Class: Food Facts
Effective: September 16, 2000
Rate: 30% of fees collected
Terms: Minimum of 10 students
- c. Presenter: Reschan, Rob
Name of Class: Long Term Health Care
Effective: September 16, 2000
Rate: No Fee
Terms: Minimum of 10 students

- d. Presenter: Schmid, Dawn
 Name of Class: SAT Prep. Course
 Effective: September 9, 2000
 Rate: \$231.00
 Terms: Minimum of 10 students

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

4. 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. **GLORIA L. KERKHOFF**, Senior Academic Evaluation/Advisor, Admissions, Records, and Veterans' Services, effective July 5, 2000 (last day worked 7/4/00 as Classified Staff, will be Assistant Professor/Counselor starting 7/5/00).
- b. **BARBARA L. GILBERT**, Administrative Secretary, Worksite Education, effective June 3, 2000 (last day worked 6/2/00).
- c. **REBECA MARQUEZ**, Buyer, Purchasing Services, effective June 10, 2000 (last day worked 6/9/00).

5. GRANT EQUIVALENCY FOR DISCIPLINES

MSC Dougherty, Nelson

RESOLUTION 99-20132

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:

Hartvigsen, Jim	Diesel Mechanics Technology
Wynn, Christopher	Administration of Justice

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. APPROVE ADJUNCT FACULTY EMPLOYMENT

MSC Dougherty, Nelson

RESOLUTION 99-20133

BE IT RESOLVED, That the employment of the following **adjunct faculty**, at the rate indicated for the **Spring, 2000, Summer, 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

PUBLIC SAFETY

Ballard, Timothy James

Fire Technology
A.A., Fire Science
6 years of experience

\$33.54

SUMMER, 2000

ENGLISH

Minamide, Elaine

English
B.A., English and Composition
M.A., Teaching ESL

\$34.65

CHEMISTRY

Brunzie, Gerald

Chemistry
M.S. Analytical Chemistry
Ph.D. Analytical Chemistry

\$36.88

TRADES AND INDUSTRY

Hartvigsen, Jim Paul

Diesel MechanicTechnology
Equivalent to A.A.
6 years experience

\$33.54

ECONOMICS/HISTORY/POLITICAL SCIENCE

Niedzwiecki Narges

History
B.A. Political Science/History
M.A. History

\$34.65

FALL, 2000

ECONOMICS/HISTORY/POLITICAL SCIENCE

Wienke, Linne

Economics
B.A., Economic
M.A. International Affairs

\$34.65

BUSINESS EDUCATION

Ferguson, Wendy

Business Education
B.A. History
2 years experience

\$33.54

TRADES AND INDUSTRY

Peterson, Donald

Welding
B.A. Sociology
2 years experience

\$33.54

PUBLIC SAFETY

Wynn, Christopher

Administration of Justice
Equivalent to A.A.
6 years experience

\$33.54

ENGLISH AS A SECOND LANGUAGE

Reyes, Myrna

CNED

B.B.A. Business Administration

M.B.A. Business Administration

\$34.65

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

**Resumption of
REGULAR AGENDA**

E. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR

There were no items removed from the Consent Calendar.

F. HEARINGS OF INDIVIDUALS, GROUPS, AND DELEGATIONS

1. **INFORMATION**

Report of the Faculty Senate

There was no report.

2. **INFORMATION**

Report of The Faculty

There was no report.

3. **INFORMATION**

Report of the Administrative Association

Norma Bean reported that the Administrative Association recently held its year-end retreat at the Gemological Institute of America in Carlsbad. Distinguished employees were recognized with their service pins. Nominees for Administrative Employee of the Year were recognized, with the winner being Scott McClure. Dean Bill Flynn did a wonderful job as the speaker for the retreat. He discussed the seven changes he sees forthcoming to community colleges.

She also noted that Lee Hoffmann will serve as President of the Association, effective July 1.

4. **INFORMATION**

Report of the CCE/AFT

Ernie Carson reported that the state CCE may offer Palomar College the opportunity to host the annual CCE conference on October 21-22.

5. **INFORMATION**

Report of the Associated Student Government

Shannon Gyde reported that ASG will hold its next meeting the end of July or the beginning of August. ASG is discussing ways to recruit students to run for the seven vacant senator offices in the fall. She also reported that she had attended a facilities renovation meeting and now understands the need for a bond and how to promote it.

6. **INFORMATION**

Report of Superintendent

Dr. Boggs thanked Norma Bean for her good job this year as President of the Administrative Association.

Dr. Boggs reported that today's credit enrollment head count for summer session is up 5.2% over the same period last year. The total head count is up 11.4%. It looks like we've turned the corner in terms of enrollment.

Dr. Boggs congratulated one of our students, Patrick de la Cruz, who was selected as one of 11 students from across the United States to participate in an advanced Filipino Abroad Program. This is an all-expense-paid educational program for six weeks to students who are at least at intermediate level in Filipino language. This is the first student from San Diego County and the first community college student ever to receive this scholarship.

There was an article in the *Christian Science Monitor* called "Weird Plants," where Wayne Armstrong was cited. He is one of our most-published authors. Wayne was also cited in an article in the *North County Times* about high school students he was advising who are creating an exhibit at Jack's Pond Park.

Former Palomar College radio and television students were nominated for ten Emmy Awards this year by NATAS.

Bill Flynn has authored an abstract of an earlier article that he wrote with Larry Warford from Lane Community College in Oregon, "New Game, New Rules: The Workforce Development Challenge."

Budget: We've been spending a great deal of time advocating and trying to get the Conference Committee to do what we would like them to do and, then, trying to get through to the Governor, which is a very difficult thing to do. We can be overall very encouraged by the Conference Committee's actions. They have increased the growth percentage to 4% over the Governor's May Revise Budget of 3%. The Conference Committee did not include the \$80 million for human resources infrastructure. The main reason is that the Department of Finance told them they were sure the Governor would veto that. They have, instead, increased COLA by 1% to 4.17%. We don't know how the Governor will feel about that. He may agree to keep the COLA at 4.17%, which will help us a little to recoup the 12% lost in COLA during the 90s. The Conference Committee has raised their Partnership for Excellence allocation to equal the Governor's May Revise allocation of \$155 million, which brings us up to full funding requested by the Chancellor's Office for PFE. The most likely item to be scrutinized is the \$5 million for office hours for adjunct faculty. CCLC and the Chancellor's Office feel that might be somewhat vulnerable. The Conference Committee increased the one-time funds from \$50 million to \$100 million. If that stays, that will go into our current year budget for instructional equipment and maintenance.

Dr. Boggs reported that we have requested some capital project funding through our legislators. Charlene Zettel and Bill Morrow have both taken forward the \$31 million science building project. The chances of that not going through are very good because of the tax rebate.

Chancellor Tom Nussbaum has invited the local districts to propose items for the legislative program for 2000-2001. The Chancellor's Office would like to have our recommendations by July 21. If there are legislative items you recommend that our district propose, we would want to have those discussed at the next Board meeting.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

There were none.

G. **COMMUNICATIONS**

1. Letter from **Patricia Bates, Assemblywoman**, to Dr. Boggs, dated May 16, 2000, thanking him for his letters urging support of various bills important to Palomar College and increased funding for community colleges. **Exhibit G-1**
2. Letter from **Dave Kelley, State Senator**, to Dr. Boggs, dated May 19, 2000, thanking him for his e-mail expressing the need for funding for Palomar College and concern about the Proposition 98 split in the May revision of the budget. **Exhibit G-2**
3. Letter from **Ethan A. Singer, San Diego State University**, to Dr. Boggs, dated May 19, 2000, informing him that for Spring 2001 through Spring 2002, upper-division transfer students from Palomar College will be considered "local" students for the purpose of admission to SDSU. **Exhibit G-3**
4. Letter from **Barbara Boxer, U.S. Senator**, to Dr. Boggs, dated May 23, 2000, thanking him for keeping her informed of his concerns. **Exhibit G-4**
5. Letter from **Charlene Zettel, Assemblywoman**, to Dr. Boggs, dated May 26, 2000, thanking him for visiting Sacramento and meeting with her regarding his concerns for Palomar College and the community college system. **Exhibit G-5**
6. Letter from **Greg Woods, U.S. Department of Education**, to Dr. Boggs, received June 5, 2000, thanking him for his role in the continued success of the Direct Loan Program. **Exhibit G-6**
7. Letter from **Charlene Zettel and Howard Kaloogian, Assemblymembers**, to Senator Steve Peace, dated June 6, 2000, expressing support for allocating funds for a High-Tech Laboratory Classroom Building at Palomar College. **Exhibit G-7**
8. Press release regarding **Assembly Speaker Robert Hertzberg's** appointment of **Mervyn Dymally** as his Liaison to Community Colleges. **Exhibit G-8**
9. Letter from **Andrew Porter, National Institute for Science Education**, to Dr. Boggs, dated May 16, 2000, containing a status report and thanking him for his efforts on their National Advisory Board. **Exhibit G-9**

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. APPROVE ESTABLISHMENT OF LIMITS IN ACCORDANCE WITH PROPOSITION 4, COMMONLY CALLED THE GANN AMENDMENT

MSC Dougherty, Nelson

RESOLUTION 99-20134

WHEREAS, In November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment; and,

WHEREAS, The provisions of that amendment establish maximum appropriation limitations, commonly called "**Gann Limits**" for public agencies, including school districts; and

WHEREAS, The District must establish a Gann Limit for the 2000-2001 fiscal year, in accordance with the provisions of the Gann Amendment and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED, That this Board does provide public notice that the attached calculations and documentation of the 2000-2001 Gann Limit are made in accord with applicable constitutional and statutory law and that this **Board does hereby declare that the appropriations in the 2000-2001 budget do not exceed the limitations imposed by the Gann Amendment;**

AND BE IT FURTHER RESOLVED, That the Superintendent/President provide copies of this resolution along with appropriate attachments to interested citizens of this District. **Exhibit I-1** (California Community Colleges' 2000-2001 Gann Limit Worksheet showing 2000-2001 Appropriations Limit of \$71,072,399 a 2000-2001 Appropriations Subject to Limit of \$52,933,823)

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. APPROVE INTRA-BUDGET TRANSFER AT CLOSE OF FISCAL YEAR 1999-2000

MSC Dougherty, Hughes

RESOLUTION 99-20135

BE IT RESOLVED AND ORDERED, That the Governing Board of the Palomar Community College District authorizes the Vice President for Finance and Administrative Services to make such **transfers between the undistributed reserve and any expenditure classification or classification of the budget** of the District for the fiscal year 1999-2000 as are necessary to permit the payment of obligations of the District incurred during said fiscal year.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **ADOPT NOTICE OF PUBLIC HEARING FOR 2000-2001 ANNUAL FINANCIAL BUDGET REPORT (CFS-311)**

MSC Dougherty, Nelson

RESOLUTION 99-20136

BE IT RESOLVED, That the proposed 2000-2001 **Annual Financial and Budget Report** of the Palomar Community College District will be **on display** and available for public inspection on **September 4 through 8, 2000, 8:00 a.m. to 5:00 p.m.**, Fiscal Services, Room A-2, Administration Building, Palomar College.

BE IT FURTHER RESOLVED, That the Governing Board of the Palomar Community College District will conduct a **Public Hearing** on the Annual Financial and Budget Report at a meeting of the Governing Board on Tuesday, **September 12, 2000, 7:00 p.m.**, Governing Board Room, Palomar College. Said Notice of Public Hearing is to be published by the North County Times on August 9, 10, or 11, 2000.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **AUTHORIZE BUSINESS PROCEDURES**

MSC Dougherty, White

RESOLUTION 99-20137

BE IT RESOLVED AND ORDERED, That the Governing Board of the Palomar Community College District authorizes the following business procedures, effective July 1, 2000, through June 30, 2001:

- a. Persons authorized, pursuant to the provisions of the Education Code Section 85232, to sign any and all school orders in the name of the District, drawn on the funds of the District:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

- b. Person authorized to receive mail from the Accounting Section of the San Diego County Office of Education:

Lois B. Meyer, Director, Fiscal Services.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **AUTHORIZE BANK SIGNATURES**

MSC Dougherty, White

RESOLUTION 99-20138

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited in California Bank & Trust, San Marcos, California, for Palomar Community College Financial Aids, Federal Account, for Palomar Community College Bookstore Account, and for Palomar Community College Cafeteria Account are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the Palomar Community College Transfer Account currently deposited in California Bank & Trust, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the Palomar Community College Revolving Cash Fund in California Bank & Trust, San Marcos, California, are as follows:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

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

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, or
Lois B. Meyer, Director, Fiscal Services, and
Shannon Gyde, President, Associated Student Government, or
Anastasia Benzel, Executive Vice President, Associated Student Government.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the EOP&S Emergency Loan Fund in California Bank & Trust, San Marcos, California, are:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Palomar Community College in the San Diego County Treasury are:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds currently deposited to the Palomar College Payroll Account (automatic payroll deposit account) in California Bank & Trust, San Marcos, California, are two of the following:

Lois B. Meyer, Director, Fiscal Services
Kiely Keane-Alt, Manager, Fiscal Operations
Esperanza Flores, Supervisor, Payroll Services
Cathy Hawkins, Payroll Technician.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Palomar Community College, State of California - Cal Grants Account in California Bank & Trust, San Marcos, California, are:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Palomar Community College, Payroll Electronic Funds Transfer Account for State Taxes, in California Bank & Trust, San Marcos, California, are as follows:

Esperanza Flores, Payroll Supervisor, or
Cathy Hawkins, Payroll Technician, and
Lois B. Meyer, Director, Fiscal Services, or
Kiely Keane-Alt, Manager, Fiscal Operations.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Palomar Community College Bookstore Sales Tax Account in California Bank & Trust, San Marcos, California, are two of the following:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services,
Lois B. Meyer, Director, Fiscal Services,
Kiely Keane-Alt, Manager, Fiscal Operations,
Carol L. Jackson, Supervisor, Auxiliary Services Accounting.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Palomar College/Tenancies, Escondido Center, in California Bank & Trust, San Marcos, California, are:

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services, and
Lois B. Meyer, Director, Fiscal Services.

BE IT RESOLVED, That persons authorized to deposit/withdraw funds deposited to the Palomar College Payroll Electronic Funds Transfer - Federal Taxes account in California Bank & Trust, San Marcos, California, are:

Lois B. Meyer, Director, Fiscal Services,
Kiely Keane-Alt, Manager Fiscal Operations,
Esperanza Flores, Supervisor, Payroll Services, or
Janien Lau-Thompson, Payroll Assistant.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **INFORMATION: MEETING OF INLAND VALLEYS' COMMUNITY COLLEGE TRUSTEE AND CEO ASSOCIATION**

The next meeting of the **Inland Valleys' Community College Trustee and CEO Association** will take place on **Monday, July 24, 4 – 9 p.m., in Palm Desert.**

Dr. Dougherty stated that he plans to attend the meeting.

7. **APPROVE PAYMENT OF INCREASED DUES TO INLAND VALLEYS' COMMUNITY COLLEGE TRUSTEE AND CEO ASSOCIATION**

MSC Dougherty, Hughes

RESOLUTION 99-20139

BE IT RESOLVED, That the Governing Board hereby approves paying dues to the **Inland Valleys' Community College Trustee and CEO Association, increased** from \$50.00 per year to **\$200.00 per year.**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

8. **APPROVE REIMBURSEMENT OF TRAVEL EXPENSES FOR SECOND-LEVEL INTERVIEW**

MSC Dougherty, White

RESOLUTION 99-20140

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. **RICK A. RAMIREZ**

For:	Rental car and airfare
To Attend:	Second interview for Assistant Professor/Counselor
Location:	Sacramento to San Marcos, California
Dates:	May 5, 2000
Amount:	\$260.85
Budget Account No.	575400-11-611100-66600-10-2000-0611400

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

9. **ACCEPT WORK ON AMERICAN SIGN LANGUAGE LAB PROJECT AND AUTHORIZE FILING OF NOTICE OF COMPLETION**

MSC Dougherty, Nelson

RESOLUTION 99-20141

WHEREAS, The Governing Board of the Palomar Community College District awarded a contract to **CEAVCO Audio-Visual Company, Inc.** of Lakewood, Colorado, (hereinafter "CEAVCO") on February 8, 2000, to **furnish and install a laboratory** for use in the District's **American Sign Language** program (herein the "Project"); and,

WHEREAS, CEAVCO has undertaken the work on this Project and has substantially completed it, and there remains only minor punch-list items to be completed, and the provision of training at a time mutually convenient to the District and CEAVCO;

NOW THEREFORE BE IT RESOLVED, That the Palomar Community College District hereby accepts the laboratory equipment and the installation, and deems the Project substantially complete, subject to performance of minor punch-list items and the provision of training; and,

BE IT FURTHER RESOLVED, That the Superintendent/President is hereby authorized to execute and record a Notice of Completion on the Project and the retention shall be released upon the expiration of thirty-five (35) calendar days from the date of recordation of the notice of completion.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **APPROVE AGREEMENT WITH COMPUSHOW FOR DATA AUTOMATION OF PALOMAR COLLEGE INTERNSHIP PROGRAM**

MSC Dougherty, Hughes

RESOLUTION 99-20142

BE IT RESOLVED, That an agreement is hereby approved between the Palomar Community College District and **Jim Schnelker, doing business as "CompuShow,"** (hereinafter the "Contractor") for the design of **software to automate the internship program** of Palomar College making applications of students accessible from the world wide web, including the establishment of a data base with automatic updating capability (hereinafter, the "Project"); and,

BE IT FURTHER RESOLVED, That, in consideration for the services of the Contractor in connection with the completion of this Project, the District shall compensate the Contractor in the amount of Three Thousand Dollars (\$3,000.00) to be paid from Account # K-231100-331200-64920-1612150 upon completion of the services and delivery of a functional project to the District; and,

BE IT FURTHER RESOLVED, That the District shall have the right to use the software designed by the Contractor, without further or additional consideration, through a perpetual license from the Contractor, with the understanding and agreement that all intellectual property rights are retained by the Contractor and that the name of the District, College, and the logo of the Internship program all remain the exclusive property of the District and are not licensed to the Contractor who agrees not to use them, or any of them, in his marketing to outside third parties. **Exhibit I-10**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **RECEIVE BID ON PRE-FABRICATED METAL STORAGE BUILDING FOR FURNITURE TECHNOLOGY PROGRAM OF TRADES AND INDUSTRY, REJECT BID, AND REBID THE PROJECT**

MSC Dougherty, Nelson

RESOLUTION 99-20143

BE IT RESOLVED, That the Palomar Community College District hereby receives the bid of **GMS Construction, Inc.**, San Diego, California, the only bid received on this project, the substance of which is hereby incorporated here by this reference, and rejects the bid of **GMS Construction, Inc.**, in the amount of \$139,296.00 as it exceeds the available funding for the project by approximately \$40,000.00. **Exhibit I-11**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **APPROVE INTERIM AGREEMENT WITH CITY OF OCEANSIDE TO PROVIDE ADMINISTRATIVE PARKING CITATION DISPOSITION SERVICES**

MSC Dougherty, Hughes

RESOLUTION 99-20144

BE IT RESOLVED, That an interim agreement between the **City of Oceanside** and Palomar Community College District be approved for the purpose of the City of Oceanside providing the District with a **second-level administrative hearing process for parking citations**. The City of Oceanside shall be compensated by the District at the rate of \$35.20 for each administrative review by personal conference with an administrative examiner and \$25.20 for each review by mail. The term of this agreement shall be from June 7, 2000, through December 7, 2000. Services will be paid for through Accounts # 888960-11-553200-67260-08-2000-0811020 and 585100-11-543100-69500-10-2000-081120.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **ACCEPT GRANT FROM COUNTY BOARD OF SUPERVISORS**

MSC Dougherty, Nelson

RESOLUTION 99-20145

BE IT RESOLVED, That the Palomar Community College District hereby accepts a grant in the amount of \$51,000.00 from the **County Board of Supervisors** to install **interpretive centers at six selected county parks**. The interpretive centers would consist of a combination of text, drawings, and exhibits describing the unique ecology of each site. **Exhibit I-13**

Dr. Boggs noted that we were contacted by Pam Slater, a member of the Board of Supervisors, whose daughter attended Palomar College. Pam advised us that the County has block grant money available with some rough guidelines. The proposal was then submitted through Gene Jackson. We will express our appreciation to Supervisor Slater and Gene Jackson. A letter will be sent to Pam Slater expressing our appreciation.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. **ACCEPT GRANT FROM CALIFORNIA ARTS COUNCIL**

MSC Dougherty, Nelson

RESOLUTION 99-20146

BE IT RESOLVED, That the Palomar Community College District hereby accepts a grant in the amount of \$4,450.00 from the **California Arts Council** in support of two performances and workshops for art and fashion students by artist, **Sha Sha Higby**. **Exhibit I-14**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. **APPROVE FOREIGN LANGUAGE PROGRAM TO BEIJING, CHINA**

MSC Dougherty, Nelson

RESOLUTION 99-20147

BE IT RESOLVED, That approval is hereby given for Palomar College to conduct a **foreign language program** of course work to **Beijing, China**, in the **Summer, 2001, semester**. The cost of the program is approximately \$2,700.00, including tuition, room and board, visa fee, international and domestic airfares, local transportation, tour service, trips and excursions occurring in China, admissions, etc., but excluding all Palomar College fees.

BE IT FURTHER RESOLVED, That an agreement be approved between the Palomar Community College District and **Beijing Language and Cultural University** for this foreign language program to Beijing and that approval is hereby given for any further agreements, including those for ground and air transportation, necessary to carry out this program. **Exhibit I-15**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

16. **APPROVE AGREEMENT WITH GREG HEDGECOCK, DBA U-RIDE, FOR COORDINATION OF AND INSTRUCTION IN CALIFORNIA MOTORCYCLE TRAINING PROGRAM**

MSC Dougherty, White

RESOLUTION 99-20148

BE IT RESOLVED, That an agreement is hereby approved between the Palomar Community College District and **Greg Hedgecock**, individually and **doing business as U-Ride**, pursuant to which Mr. Hedgecock will perform services as a qualified instructor, and, in his U-Ride business capacity, act as co-coordinator of the California Motorcycle Training Program (hereinafter the "Program"), previously approved by the Governing Board; and,

BE IT FURTHER RESOLVED, That the term of this agreement shall be from June 14, 2000, and until terminated by either party upon thirty- (30) days' prior written notice to the other, with compensation for all services rendered, instructional and coordination, in the amount of thirty-five percent (35%) of the net fees collected for the Program, and upon invoice from Mr. Hedgecock to the District; funding to be made from Account # 12-10-353200-68200-230010-1812000. **Exhibit I-16**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

J. INSTRUCTIONAL/OPERATIONAL REPORTS

1. **Diversity Report**

Dr. Jack Miyamoto presented an update on diversity in faculty hiring. **Exhibit J-1**

K. PERSONNEL

1. **APPROVE TRANSFER OF CLASSIFIED POSITION**

MSC Dougherty, Hughes

RESOLUTION 99-20149

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

a. Name: **MICHAEL L. JORDAN**
Position: Telecommunications Technician
Department: Information Services
Position #: **005734** New?: No
Remarks: Position was approved 3/27/96 under Building Services
Sal Rng/Stp: 27/4 **Salary: \$3,149.24/month**
% of position: 100% # of Mos: 12
Effective: May 10, 2000
Acct #(s): A-212200-562100-67750-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE CLASSIFIED POSITION**

MSC Dougherty, Hughes

RESOLUTION 99-20150

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

a. **Position: STAFF ASSISTANT**
Department: GEAR UP/Student Support Services
Division: Student Support Programs
Position #: 006118 New?: Yes
Sal Rng/Stp: **23/1** Salary: **\$2,466.50/month**
% of position: 100% # of Mos: 12
Effective: June 14, 2000
Acct #(s): K-212200-473100-64990-1112320/100%

NOTE: This is a specially funded position; continuation depends on available funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED RECLASSIFICATION**

MSC Dougherty, Hughes

RESOLUTION 99-20151

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

- a. **Position:** **CONSTRUCTION/WEEKEND SUPERVISOR**
Department: Building Services
Name: Michael T. Hill
Position #: 005777 New?: No
Remarks: Position title is the same, grade was 42
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **48/2** Salary: **\$3,476.60/month**
Acct #(s): A-212100-541100-65110-0000000/100%
- b. **Position:** **SUPERVISOR, ADMISSIONS**
Department: Admissions & Records
Name: Sandra J. Nanninga
Position #: 005469 New?: No
Remarks: Position title same, grade was 45
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **46/12** Salary: **\$4,114.97/month**
Acct #(s): A-212100-422100-62100-0000000/100%
- c. **Position:** **ADMINISTRATIVE SECRETARY**
Department: TRIO/Student Support Services
Name: Marilyn E. Surbeck
Position #: 005552 New?: No
Remarks: Position was TRIO Assistant, grade 14
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/7** Salary: **\$2,806.83/month**
Acct #(s): K-212200-473100-64300-1112300/50%
K-212200-473100-64300-1112310/50%
NOTE: This is a specially funded position; continuation depends on available funds.
- d. **Position:** **ADMINISTRATIVE SECRETARY**
Department: Campus Police
Name: Patricia G. Ward
Position #: 005683 New?: No
Remarks: Position was Senior Office Specialist, grade 14
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/6** Salary: **\$2,783.64/month**
Acct #(s): A-212200-543100-69500-0811020/50%
K212200-543100-69500-1812070/50%
NOTE: This is a specially funded position, continuation depends on available funds.

- e. **Position:** **ACCOUNTANT**
Department: Fiscal Servcies
Name: Vacant
Position #: 005823 New?: No
Remarks: Position was Senior Accounting Assistant, grade 20
Effective: June 14, 2000
% of position: 45% # of Mos: 12
Sal Rng/Stp: **32/1** Salary: **\$1,383.50/month**
Acct #(s): A-212200-551100-67200-0000000/100%
- f. **Position:** **HUMAN RESOURCE ASSISTANT I**
Department: Human Resource Services
Name: Position will be vacant on 7/1/00
Position #: 005021 New?: No
Remarks: Position was Human Resource Assistant II, grade same
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **16/1** Salary: **\$2,079.83/month**
Acct #(s): A-212200-611100-66600-0000000/100%
- g. **Position:** **HUMAN RESOURCE ASSISTANT II**
Department: Human Resource Servcies
Name: Vacant
Position #: 005022 New?: No
Remarks: Position title same, grade 16
Effective: June 14, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **18/1** Salary: **\$2,184.14/month**
Acct #(s): A-212200-611100-66600-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE CONTRACT CHANGE**

MSC Dougherty, Hughes

RESOLUTION 99-20152

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

- a. **Position:** **CHAIR**
Name: Mary Ann Drinan
Department: Economics, History, and Political Science
Remarks: Increase chair assigned time from 40%
Position #: 005439
Stipend: **\$3,990.00 per semester**
% of position: 60%
No of mos: 10
Effective: July 1, 1999

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE LEAVES OF ABSENCE**

MSC Dougherty, Hughes

RESOLUTION 99-20153

- a. **BE IT RESOLVED, That ALEJANDRO CUATOK**, Supervisor, Student Support Services, Student Support Services/TRIO, be granted a 20% Personal Leave of Absence **without pay and with no effect on benefits**, effective July 10, 2000, through August 17, 2000 (to teach).
- b. **BE IT RESOLVED, That CORAZON CORDOVA**, Instructional Support Assistant IV, Chemistry, be granted a 100% personal Leave of Absence **without pay and with no effect on benefits**, effective June 19, 2000, through July 27, 2000.
- c. **BE IT RESOLVED, That LOIS FAIRBANKS**, Administrative Secretary, Counseling, Guidance, and Career Development, be granted a 100% Medical Leave of Absence **without pay and with no effect on benefits**, effective May 23, 2000, through November 23, 2000.
- d. **BE IT RESOLVED, That MICHELLE EMPTAGE**, EOP&S Technician, Extended Opportunity Programs & Services, be granted a 50% Medical Leave of Absence **without pay and with no effect on benefits**, effective May 10, 2000, through June 7, 2000.
- e. **BE IT RESOLVED, That MICHELLE EMPTAGE**, EOP&S Technician, Extended Opportunity Programs & Services, be granted a 100% Medical Leave of Absence **without pay and with no effect on benefits**, effective June 8, 2000, through July 2, 2000.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVE CORRECTION TO LEAVE OF ABSENCE DATES**

MSC Dougherty, Hughes

RESOLUTION 99-20154

BE IT RESOLVED, That MICHELLE A. BARTON, Research Analyst, Institutional Research and Planning, 100% Medical Leave of Absence **without pay and with no effect on benefits**, effective dates be changed from April 26, 2000, through July 18, 2000, to May 1, 2000, through July 18, 2000 (leave approved 5/9/00).

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **DENY REQUEST FOR LEAVE**

MSC Dougherty, Hughes

RESOLUTION 99-20155

BE IT RESOLVED, That the request for leave of absence for **JORGE PIMENTEL**, Custodian I, Custodial Services, be disapproved and that Mr. Pimentel's name be placed on a re-employment list, effective June 1, 2000, and until September 1, 2003, in accordance with Education Code Section 88195.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **APPROVE ACADEMIC EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 99-20156

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

a.	Name:	JENNIFER A. PARIS		
	Position:	Librarian/Assistant Professor		
	Department:	Library/Media Center		
	Position #:	006102	New?:	Yes
	Remarks:	Approved on 2/8/00, PFE funded.		
	Sal Rng/Stp:	C/1	Salary:	\$3,658.43/month
	% of position:	100%	# of Mos:	10
	Effective:	August 18, 2000		
	Acct #(s)	A-125000-61200-317100-0611400/100%		

At this time, Diane Michael discussed Ms. Paris' education, background, and experience.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **APPROVE CLASSIFIED EMPLOYMENT**

MSC Dougherty, Hughes

RESOLUTION 99-20157

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

- a. Name: **MICHELLE R. USHER**
Position: Senior Office Specialist
Department: Child Development Center/Escondido
Position #: 006076 New?: Yes
Remarks: Approved on 11/23/99
Sal Rng/Stp: 14/A **Salary: \$1,980.79/month**
% of position: 100% # of Mos: 12
Effective: June 14, 2000
Acct #(s) V-212200-364300-69200-0000000/100%
- b. Name: **SHEILA A. ATKINS**
Position: Payroll Assistant II
Department: Payroll Services
Position #: 005599 New?: No
Remarks: Replacement for Barbara White
Sal Rng/Stp: 18/1 **Salary: \$2,184.14/month**
% of position: 100% # of Mos: 12
Effective: June 12, 2000
Acct #(s) A-212200-551100-67200-0000000/100%
- c. Name: **BRIAN G. ENGLEMAN**
Position: Office Specialist
Department: Regional Occupational Programs (ROP)
Position #: 005812 New?: No
Remarks: Replacement for Sheryl Webber
Sal Rng/Stp: 10/1 **Salary: \$1,797.46/month**
% of position: 100% # of Mos: 12
Effective: June 14, 2000
Acct #(s) K-212200-337350-63400-1812080/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **APPROVE CONTRACT RENEWALS FOR ASSISTANT SUPERINTENDENTS/VICE PRESIDENTS**

MSC Dougherty, Hughes

RESOLUTION 99-20158

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve the **contracts** for the following **Assistant Superintendents/Vice Presidents** effective July 1, 2000, through June 30, 2002, with the following changes:

DIANE G. MICHAEL, Assistant Superintendent/Vice President for Instruction

- a. **SALARY PLACEMENT: 79/16 on the Administrative Salary Schedule**
- b. Delete **EXPENSE ALLOWANCE: \$214.36** per month, net after taxes, and include this amount in salary.
- c. **Annual step advancements will continue as provided under the provisions of the Administrative Salary Schedule, with yearly increments equal to normal step advancements from 79/16 on July 1, 2000.**

JOSEPH L. MADRIGAL, Assistant Superintendent/Vice President for Student Services

- a. **SALARY PLACEMENT: 79/16 on the Administrative Salary Schedule**
- b. Delete **EXPENSE ALLOWANCE: \$214.36** per month, net after taxes, and include this amount in salary.
- c. **Annual step advancements will continue as provided under the provisions of the Administrative Salary Schedule, with yearly increments equal to normal step advancements from 79/16 on July 1, 2000.**

JERRY R. PATTON, Assistant Superintendent/Vice President for Finance and Administrative Services

- a. **SALARY PLACEMENT: 79/16 on the Administrative Salary Schedule**
- b. Delete **EXPENSE ALLOWANCE: \$222.07** per month, net after taxes, and include this amount in salary.
- c. **Annual step advancements will continue as provided under the provisions of the Administrative Salary Schedule, with yearly increments equal to normal step advancements from 79/16 on July 1, 2000.**

DR. JACK MIYAMOTO, Assistant Superintendent/Vice President for Human Resources and Affirmative Action

- a. **SALARY PLACEMENT: 79/10 on the Administrative Salary Schedule, plus \$1,200 annual stipend for Doctorate.**
- b. Delete **EXPENSE ALLOWANCE: \$207.79** per month, net after taxes, and include this amount in salary.
- c. **Annual step advancements will continue as provided under the provisions of the Administrative Salary Schedule, with yearly increments equal to normal step advancements from 79/10 on July 1, 2000.**

Exhibit K-10

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **APPROVE REDUCTION IN FORCE**

MSC Dougherty, Nelson

RESOLUTION 99-20159

WHEREAS, due to lack of work and/or lack of funds, the Governing Board hereby finds that it is in the best interests of the District to reduce and/or eliminate the following position, which is held by a regular classified employee of the District, pursuant to Education Code sections 88014, 88015, 88017, 88117, and 88127; and also Board Policy Administrative Team Handbook – 26 entitled, “Reduction in Force”:

EXECUTIVE SECRETARY POSITION (ONE FTE)

AND WHEREAS, due to lack of work and/or lack of funds, the Governing Board finds that it is in the best interests of the District to reduce and/or eliminate the above-designated position;

NOW, THEREFORE, BE IT RESOLVED, That the above-designated position, number 00005457, shall be reduced and/or eliminated as of July 15, 2000;

BE IT FURTHER RESOLVED, That the Governing Board sincerely regrets this action but is taking this action in compliance with applicable law and in the best interests of the District;

BE IT FURTHER RESOLVED, That the Superintendent/President or designee is authorized and directed to give timely and proper layoff notices to all affected employees.

ADOPTED, this thirteenth day of June, 2000, by the Governing Board of the Palomar Community College District.

_____/_____
Secretary To The Board / Date

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

L. ITEMS PENDING

There were no items pending.

M. COMMENTS FROM BOARD MEMBERS

Ms. Gyde thanked everyone for being patient with her.

Dr. White commented that it was a lovely ride out to this meeting with beautiful scenery.

Ms. Hughes thanked those present for having the Board visit the reservation and education center.

Mr. Jensen noted that he was impressed with the changes made since the last time he was here.

Dr. Nelson stated that this was her first visit, and she has found it very enjoyable.

Dr. Nelson reported that she had attended the San Diego Youth Orchestra concert conducted by Robert Gilson. It was absolutely magnificent. He takes 130+ adolescents and turns them into an incredible orchestra. The program was dynamic and inspirational. Palomar does a great job of publicizing its programs.

Dr. Nelson noted that she and her fellow trustees have received a lot of mail recently from members of the Auto Body Advisory Committee regarding our need to relocate this program. She is concerned about this situation. Although ROP does not generate FTES and we are pressed for space, she is worried about moving this program off campus. She would like to learn more about it and has many questions. She is certain the Advisory Committee is very involved, but were they apprised of the situation at the meeting this year? Were they involved in some way in the dialogue or conversations about the solution to the problem? Are there alternatives to moving them off campus? Can there be shared space? This isn't a high-profile program, but it is a program that trains people in a short period of time for a growing industry. She understands that, from initial conversations, Cabinet and Furniture Making has tentative plans to relocate into this space. She understands that this is a high-demand, high-FTES-generating program, such as English, Math, ESL, or other programs. But we're telling our community that we don't have space to offer this class. This also brings up many other questions to her. Do programs and departments still own rooms? How is the schedule generated? Is it done by computer now?

Dr. Nelson asked if all rooms are being scheduled from 8 a.m. to 10 p.m., Monday through Saturday. The prevailing wisdom at Palomar is that afternoon classes and Saturday classes do not fill. She feels it is worthy to point out that our colleagues to the south and west, throughout the County have scheduled, marketed, and filled high-demand general education classes and special programs in late afternoons and on Saturdays. She feels strongly that we owe it to our constituents to maximize our instructional facilities. Are we enrolling to the maximum allowed by the fire marshal, considering the fact that there are limitations by accrediting bodies that lab stations or other special considerations such as safety – are we really maximizing our facilities?

Dr. Dougherty commented that he has also received letters from the members of the Advisory Committee members. He is comfortable moving the Auto Body program off campus, but he thinks it is important that we work as hard and fast as we can to find suitable facilities.

Dr. Dougherty reported that at the CCCT Conference in Pasadena, it was noted that legislators feel that they could go on any community college campus on a Friday afternoon and see very few people. That is hard to explain. He would like us research through Bob Barr what we might do, if anything, to get more afternoon classes and fill them. It is an uphill battle, and all the community colleges seem to have some of that problem.

Dr. Dougherty commented that the CCCT meeting had valuable sessions that he and Dr. Boggs attended. He learned that Kay Albiani, recently elected to the CCCT Board, is a past president of the California School Board Association. She agrees with him that our trustee association needs to meet annually with their Board of Directors and be building friendships so that we can support K-12 and vice versa. We have everything to gain by working together, not only on the budget but in preparing students for transfer, etc.

Dr. Dougherty recently attended the San Diego County School Board Association meeting. He enjoyed the opportunity to meet with other districts' trustees.

Diane Michael reported that the Advisory Committee of ROP was not involved in the decision to relocate the program. Their meeting was prior to that decision being made. Diane has been working with Kelley Hudson-Maclsaac regarding room utilization. We have offered classes in the afternoons; we have tried all kinds of mixes. We have had to cancel English and Math classes in the afternoons. Despite heavy advertising, our students, for whatever reasons, have not taken them. We have changed our mix so that our afternoons are quite heavily scheduled, but there are a number of rooms that are not used well. Given flat or declining enrollments, they hired a consultant to help. Cabinet and Furniture Making is certainly one of our prime programs. People from there begin their own businesses. They identified an 8 to 10 Monday through Friday schedule wherein they could produce a great deal of FTES. That is not the only room she has identified. They changed another room that had almost no enrollment to the ASL lab. N-5 is being redone; the ceilings will be dropped, and it will be better able to be scheduled. T-7 and T-9 are poorly utilized right now, and we are going to drop the ceilings and make them into useful rooms. As far as trying to share space, T-7 is actually in better shape than the Auto Body area. We schedule classes in there, but as soon as another room opens, they move out because it is not a good learning environment. She has identified a number of areas. You may hear other unhappy people because, when you take away someone's space that they have used, they're not happy. Diane feels we must identify those areas that are productive so that we don't have to turn back millions of dollars to the state because we haven't grown. The only way she feels we can grow is to identify those programs that can expand. For those rooms that are poorly utilized, we will add classes when our students are willing to take them. The other rooms she has identified are more general purpose rooms that can be used for Math, English, and other high-demand classes. We are looking at weekend college. We've done the fast track. One of our problems is that several years ago, we tried to expand too fast to capture the growth, consequently diluting our classes so that our enrollment per section actually decreased. So we had higher expenses, and we didn't get the growth that we anticipated. We are in a balancing mode right now. We are cutting back on some offerings to increase the WSCH for FTES in various departments and expanding in those areas where we can. Computer Science would be a wonderful area to expand, but we're hampered by lack of instructors. We are looking at all of these items and trying to balance the needs of the community with those of the College. She has asked Paul Kelly to work with Judy Fish to try to find another place that the Auto Body program can be relocated. They are meeting next Tuesday at Camp Pendleton to see if it could be moved there.

Paul Kelly stated that the letter is quite broad because we do not know where we are going, and he doesn't want to make a promise he can't fulfill to members of the community. The only thing he has been able to tell them is that we are attempting to move it. We know that it will require between 3,500 and 5,500 square feet. There is thought that we might be able to go to Camp Pendleton, and we will work on that. There is a lot of research to be done on this matter. He wants to take as much time as possible over the summer because the program would have to move one year from now. There may be a chance that some of the sections could be put at high schools. However, some of those ROPs have Auto Body programs and they just hired Auto Body teachers last year. We're looking for ideas, so if someone has a good idea, he is open to listening to it. Ms. Hughes suggested contacting high schools because some of them may have the facility but no teacher. Paul reported that the ones we knew about have replaced their teachers and are happy with them. Others are afraid of competition from us, because they don't want to see their programs diluted. Paul will try to be as creative as possible on this matter. Ms. Hughes stated that she hopes we find a suitable location, because it is a real need in the community and a place where people can find gainful employment.

Ms. Hughes asked for an explanation of ROP funding. Paul Kelly reported that the County Superintendent of Schools collects the ADA from ROP. Judy Fish stated that it is state funding, but we're based on ADA, which is comparable to FTES. The contract generally stipulates that the institution provides the facilities and ROP will provide all instructional costs, including materials and equipment. In rooms that we share with College programs, we both benefit from shared purchases. In spaces that only ROP uses, they fund it totally. ROP programs are totally funded by tax dollars as they come down through the system. The College can't count the FTES, and ROP can't count the ADA as that would be double dipping. ROP also pays an indirect fee to the districts that they contract with for support services. More than half of the current ROP programs are not on campus. We have a Shadowridge facility that is 3 or 4 miles west of the campus, and about \$100,000 of money that is diverted from instruction is going into maintaining that on an annual basis.

Diane Michael answered Dr. Nelson's earlier question as to whether rooms are totally used by departments. The answer is no, not in all cases. We will identify those rooms where there is a mismatch, and we are working to maximize this also. Dr. Nelson stated that she really appreciates the answers to her questions, especially in light of the fact that we are considering going to our community for a bond issue.

N. CLOSED SESSION

The Board recessed at 8:20 p.m. and went into Closed Session at 8:28 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference with Designated Representatives regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference with Designated Representatives regarding discussion with Unrepresented Employees - Faculty, pursuant to Government Code 54957.6.
4. Conference with Designated Representatives regarding discussion with All Other Unrepresented Employees, pursuant to Government Code 54957.6.

Closed Session ended at 8:53 p.m.

O. RECONVENE TO OPEN SESSION

The meeting reconvened at 8:54 p.m. There was no reportable action.

P. ADJOURNMENT

The meeting was adjourned at 8:54 p.m.

President

Secretary