



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, JUNE 27, 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
SHANNON GYDE, STUDENT TRUSTEE

EXECUTIVE AND SENIOR ADMINISTRATORS PRESENT:

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
Bill Flynn, Dean, Community Learning Resources
Gene Jackson, Dean, Arts and Languages
Dr. Doris Pichon, Dean, Human Arts and Sciences
Lise Telson, Dean, Student Support Programs

STAFF:

Jenny Al-Shafie, Office Specialist, Business Education
Barbara Anaya, Outreach Coordinator, Marketing
Barbara Baldrige, Executive Assistant, President's Office
Mike Barber, Accounting Assistant, Fiscal Services
Ruth Barnaba, Tutoring Services Program Coordinator
Norma Bean, President, Administrative Association; Director, Marketing Communications
Bruce Bishop, Interim Director, Student Activities
Leslie Briggs, Academic Department Assistant, Chemistry, Physics, and Engineering
Theo Brockett, Interim Manager, Human Resource Services
Ernie Carson, President, CCE/AFT; Senior Programmer Analyst, Information Services

Mea Daum, Performing Arts Publicity/Program Coordinator
James Diaz, Custodian II
Mike Dimmick, Information Systems Specialist, Information Services

Mary Ann Drinan, Chair/Associate Professor, Economics, History, and Political Science
Kathleen Dunham, Instructional Support Assistant III, Business Education
Ben Echeverria, Counsel, Contracts, and Special Projects
Carmen Eckman, Grievance Officer, CCE/AFT; Academic Department Assistant, Life Sciences
Anders Egense, Boyle Engineering Corporation
JoAnn Ellis, Information Systems Support Specialist, Information Services
Mike Ellis, Director, Facilities
Joan Gipson-Fredin, Project Director/Coordinator, Student Services
Rick Gommel, Enrollment Services Systems Specialist, Admissions
Sherry Gordon, Associate Professor, Business Education
Toni Griffith, Staff Aide, Emergency Medical Education
Sherilyn Hargraves, Manager, Educational Television/Director, Telecommunications Special Grant Project
Anne Hohman, President, The Faculty; Associate Professor, English
Maureen Holden, Scholarship Assistant, Financial Aid and Scholarships
Kenneth Jay, Director, Business Services
Dr. Kendra Jeffcoat, Special Assistant to the President
Cynthia Kratcoski, Vice President, CCE/AFT; Financial Aid Advisor
Leah Lampro, Staff Assistant, EOP&S
Kimberly Loya, Academic Department Assistant, Performing Arts
Dr. Ann Maioroff, Professor, English
Stan Malley, Director, Information Services
Sue Mayfield, College Health Nurse, Health Services
Becky McCluskey, Accounting Technician, Fiscal Services
Lois Meyer, Director, Fiscal Services
Glenna Mitchell, Senior Library Media Technician
Dr. George Mozes, Director, Library and Educational Television
Dr. Michael Norton, Director, Public Information
Meredith Oliver, Library Media Technician II
Thomas Plotts, Director, Public Safety Programs/Campus Police Department
Bobbi Posner, Academic Department Assistant, Business Education
Connie Rodriguez, Television Technician, Educational Television
Nancy Russell, Academic Department Assistant, Economics, History, and Political Science
Margie Ruzich, Chair/Professor, Child Development
Johanna Sears, Administrative Secretary, Health Services
Dolores Silva, Treasurer, CCE/AFT; Academic Department Assistant, Communications
Michelle Taramasco, Staff Assistant, Educational Television
Mary Thomson, Library Media Technician II
Dr. Mark Vernoy, President, Faculty Senate; Professor/Chair, Behavioral Sciences

GUESTS:

Lee Baldrige
Gloria Floren, NCHCA
Vicki Golich, NCHCA
Bruce Kauffman, *North County Times*

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Mr. Jensen declared a quorum present, and the meeting proceeded with the order of business.

A TAPED RECORD OF THE PROCEEDINGS OF THIS MEETING IS ON FILE IN THE PRESIDENT'S OFFICE FOR THIRTY DAYS OR UNTIL THE MINUTES OF THE MEETING HAVE BEEN APPROVED BY THE GOVERNING BOARD, WHICHEVER IS LONGER.

C. APPROVAL OF MINUTES

MSC Dougherty, White

RESOLUTION 99-20160

BE IT RESOLVED, That the Minutes of the Regular Meeting held June 13, 2000, be approved.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

CONSENT CALENDAR

D.

TRAVEL

1. **APPROVE TRAVEL EXPENSES**

MSC Dougherty, Nelson

RESOLUTION 99-20161

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

- a. **Robert L. Dougherty, Jr., M.D.**
Advanced Funds? Yes
For: **Mileage, parking, meals, lodging, miscellaneous**
To attend: Inland Valleys' Trustee and CEO Association Retreat
Location: Rancho Mirage, California
Date: July 24, 2000
Amount: \$280.00
Budget Acct. No.: 575200-11-111100-66100-10-2000-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PAYROLL

2. **APPROVE PERSONNEL ACTIONS HISTORY**

MSC Dougherty, Nelson

RESOLUTION 99-20162

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve the **Personnel Actions History** for the month of **May, 2000**. **Exhibit D-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE DRAWING NEW WARRANT**

MSC Dougherty, Nelson

RESOLUTION 99-20163

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

- a. Warrant #77995224, dated October 20, 1998, in the amount of \$841.41, to Carmen M. Bedia, 605 Amigas Road, Ramona, California 92065. Voided due to stale dating.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

FISCAL SERVICES

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

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

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

MSC Dougherty, Nelson

RESOLUTION 99-20164

BE IT RESOLVED, That Revolving Cash Expenditures, Check No. 11377, in the amount of \$490.40 from the General Fund, for May, 2000, be approved. **Exhibit D-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

CONTRACTS

6. **REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

MSC Dougherty, Nelson

RESOLUTION 99-20165

BE IT RESOLVED, That all contracts and agreements for the period May 1, 2000, through June 30, 2000, and entered into on behalf of the Palomar Community College District pursuant to resolution 96-18423 and 96-18424, adopted June 24, 1997, as detailed on the information spreadsheet lodged in support hereof, the terms of which are incorporated herein, be and are hereby reviewed and approved. **Exhibit D-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

7. 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. **CAROLE A. FITZPATRICK**, Accounting Assistant, Disabled Student Programs and Services, effective August 16, 2000 (last day worked 8/15/00).
- b. **ROBERT E. STERKEN, JR.**, Assistant Professor, Economics, History, and Political Science, effective June 20, 2000 (last day worked 5/19/00).
- c. **DORIS F. PICHON**, Dean, Human Arts and Sciences, effective July 6, 2000 (last day worked 7/5/00).
- d. **KENDRA A. JEFFCOAT**, Special Assistant to the President, President's Office, effective August 1, 2000 (last day worked 7/31/00).
- e. **VERONICA ORAVEC-RUIZ**, Senior Office Specialist, Child Development Center at Escondido Education Center, effective May 27, 2000 (last day worked 5/26/00).

8. GRANT EQUIVALENCY FOR DISCIPLINES

MSC Dougherty, Nelson

RESOLUTION 99-20166

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:

Bea, Michael – Administration of Justice
Hydrusko, Carol – Community Education
Lowe, Andrew – Biology
Lundquist, Jessica – Oceanography
Rapoport, Scott - Oceanography

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. APPROVE ADJUNCT FACULTY EMPLOYMENT

MSC Dougherty, Nelson

RESOLUTION 99-20167

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

SUMMER, 2000

BEHAVIORAL SCIENCES

Wanzung, Karen Psychology \$35.65
B.A., Psychology
M.A., Industrial/Organizational Psychology

BUSINESS EDUCATION

Gilbert, Barbara Office Technology \$33.54
B.S., Business Education
6 years of experience

CHILD DEVELOPMENT

Goodson, Hulda Child Development \$53.73
B.M., Education
M.E., Elementary Education
Ph.D., Education
California Community College Credential in Basic Education,
Nursery School & Preschool Education, Professional Education

COMMUNICATIONS

Hawkes, Dana Mass Communication \$53.48
B.A., Psychology
Master of Divinity
M.A., Radio & Television
California Community College Credential in Communication
Services & Related Technologies, including Printing

COMMUNITY EDUCATION

Albertson, Ann Community Education (Non-Credit) \$34.65
B.A., Speech & Hearing
M.A., Communicative Disorders
California Community College Credential – Textiles,
Textile Services & Related Technologies
11 years of experience

Hydrusko, Carol Community Education (Non-Credit) \$33.54
B.A., Human Relations
4+ years of experience

COMPUTER SCIENCE/INFORMATION SYSTEMS

Bromley, William Computer Science Information Systems \$33.54
B.S., Nuclear Technology
14 years of experience

Pistone, Joseph Computer Science Information Systems \$34.65
B.A., Philosophy
M.A., Education - Curriculum & Instruction

COUNSELING

Lee, Marjorie Counseling \$34.65
B.A., Speech Pathology
M.A., Counseling

EARTH SCIENCES

| | | |
|--------------------|---|---------|
| Lundquist, Jessica | Oceanography B.S., Atmospheric Sciences M.S., Oceanography (pending) | \$33.54 |
| Rapoport, Scott | Oceanography B.S., Mechanical Engineering Master of Engineering, Bioengineering | \$34.65 |

ECONOMICS, HISTORY & POLITICAL SCIENCES

| | | |
|----------------|---|---------|
| Simpson, Brian | Economics B.S., Aerospace Engineering M.A., Economics Ph.D., Economics | \$36.88 |
|----------------|---|---------|

ENGLISH

| | | |
|----------------|---|---------|
| Magby, Kristin | English B.A., English M.S., English | \$34.65 |
|----------------|---|---------|

LIFE SCIENCES

| | | |
|--------------|---|---------|
| Lowe, Andrew | Biology B.S., Biological Sciences M.S., Biology (Pending) | \$33.54 |
|--------------|---|---------|

MATHEMATICS

| | | |
|----------------|--|---------|
| Magby, Quincy | Mathematics B.S., Mathematics M.S., Mathematics | \$34.65 |
| Staley, Seanne | English B.A., Education with distinction in Math & Education M.A., Mathematics | \$34.65 |

PERFORMING ARTS

| | | |
|------------|-------------------------------------|---------|
| Jaeb, Mary | Music B.M., Music M.M., Music | \$34.65 |
|------------|-------------------------------------|---------|

PHYSICAL EDUCATION

| | | |
|-------------------|---|---------|
| Silberman, Steven | Physical Education B.A., Physical Education M.Ed., Physical Education | \$34.65 |
|-------------------|---|---------|

PUBLIC SAFETY

| | | |
|--------------|---|---------|
| Bea, Michael | Administration of Justice Equivalent to A.A. 6+ years of experience | \$33.54 |
|--------------|---|---------|

REGIONAL OCCUPATIONAL PROGRAMS

| | | |
|----------------|--|---------|
| Olivas, Gerald | Computer Information Systems B.A., Urban Planning M.A., Public Information Systems Ed.D., Computer Education Californis Community College Credential in Computer And Related Technologies | \$36.88 |
|----------------|--|---------|

| | | |
|-------------------------|------------------------|---------|
| Warczakowski, Joseph M. | Computer Repair | \$33.54 |
| | Equivalent to B.S. | |
| | 20 years of experience | |

FALL, 2000

ENGLISH

| | | |
|----------------|------------------------------------|---------|
| Hurst, Barbara | English | \$34.65 |
| | B.A., Literature & Writing Studies | |
| | M.A., Literature & Writing Studies | |

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

BUSINESS SERVICES

10. **REVIEW AND APPROVE PURCHASES MADE FOR THE PRIOR SIXTY DAYS**

MSC Dougherty, Nelson

RESOLUTION 99-20168

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-10**, be and are hereby reviewed and approved for the following. All purchases listed herein are made against the 1999-2000 fiscal year budget.

| | | | | |
|-----------------------|---------|---------|---------|----------------------------|
| Purchase Orders | 0042325 | through | 0042692 | \$589,069.10 |
| Agreement/Items | 0045267 | through | 0045289 | 73,161.98 |
| Travel | 0050103 | through | 0050113 | 3,113.74 |
| Advertising/Increases | 0060165 | through | 0060205 | 31,400.18 |
| Agreement/Services | 0070549 | through | 0070678 | 276,027.32 |
| Repairs | 0075121 | through | 0075124 | 1,636.60 |
| Library Orders | 0025034 | through | 0025035 | <u>1,578.31</u> |
| Total | | | | <u><u>\$975,987.23</u></u> |

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

11. **APPROVE EXTENSION OF AGREEMENT WITH J & H MARSH & MCLENNAN**

MSC Dougherty, Nelson

RESOLUTION 99-20169

BE IT RESOLVED, That an agreement between the Palomar Community College District and **J & H Marsh & McLennan** of La Jolla, California, be extended for the purpose of providing **miscellaneous property and liability insurance** for the period July 1, 2000, through June 30, 2001. Amount of said contract is estimated to be \$30,289.00. Final determination after audit. Funding source: 535200-11-533100-67710-10-2001-0000000

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

12. **APPROVE EXTENSION OF AGREEMENT WITH MAGINNIS AND ASSOCIATES, INC.**

MSC Dougherty, Nelson

RESOLUTION 99-20170

BE IT RESOLVED, That an agreement between the Palomar Community College District and **Maginnis and Associates, Inc.**, of Chicago, Illinois, be extended for the purpose of providing **student malpractice insurance** for the period August 25, 2000, through August 25, 2001, in the estimated amount of \$4,472.00. Final determination after audit. Funding source: 535600-11-533100-67710-10-2001-0000000

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

13. **APPROVE EXTENSION OF AGREEMENT WITH HOLLANDIA DAIRY**

MSC Dougherty, Nelson

RESOLUTION 99-20171

BE IT RESOLVED, That an agreement between the Palomar Community College District and **Hollandia Dairy** of San Marcos, California, be extended for the purpose of providing **dairy products** for the period July 1, 2000, through June 30, 2001, in the estimated amount of \$50,250.00.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

14. **APPROVE EXTENSION OF CONTRACT WITH STUDENT INSURANCE**

MSC Dougherty, Nelson

RESOLUTION 99-20172

BE IT RESOLVED, That a contract between the Palomar Community College District and **Student Insurance**, 11661 San Vicente Boulevard, Los Angeles, California 90049-0033, be extended for the purpose of providing the District's **student accident insurance** for the period August 1, 2000, through August 1, 2001, in the amount of \$87,151.00. Funding sources: 535500-11-533100-67710-10-2001-0000000 - \$39,747.00; and 535500-12-474100-64400-10-2001-1812090 - \$47,404.00.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

**Resumption of
REGULAR AGENDA**

E. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR

There were no items removed from the Consent Calendar.

F. HEARINGS OF INDIVIDUALS, GROUPS, AND DELEGATIONS

1. **INFORMATION**

Report of the Faculty Senate

Dr. Mark Vernoy congratulated Dr. Doris Pichon and Dr. Kendra Jeffcoat on their new positions. The College will miss them, and we appreciate all they've done for the College.

2. **INFORMATION**

Report of The Faculty

Anne Hohman echoed congratulations to Dr. Pichon and Dr. Jeffcoat.

3. **INFORMATION**

Report of the Administrative Association

Norma Bean also echoed congratulations to Dr. Pichon and Dr. Jeffcoat. Norma stated that both women have given her great inspiration.

4. **INFORMATION**

Report of the CCE/AFT

Ernie Carson echoed the congratulations offered by the other leaders to Dr. Pichon and Dr. Jeffcoat.

Ernie Carson gave the following report: "I would like to start my report tonight with the acknowledgment of the passing of Lois Fairbanks. She was a valued classified employee and will be missed. Our thoughts and prayers are with her family.

"The CCE/AFT would also like to take this time to extend congratulations to Dean Doris Pichon on her selection as president of Spokane Community College in Spokane, Washington. Congratulations also to Kendra Jeffcoat who is moving on to be the Dean of Social and Behavioral Sciences and Multicultural Studies at Mesa College in San Diego.

"The report that I am giving tonight is, without a doubt, the hardest that I have had to give to date. In speaking for the union, I find myself in the unpleasant position of myself and the union being easily mistaken as speaking out against some of my fellow classified employees who have various responsibilities within their respective PeopleSoft areas. But that is definitely not the case. I am speaking for the union with concern about the process and not the people involved in these various positions.

"While the classified staff's outcry of concern has been focused on the process of job placement, along with the concern of using the reclassified salary as a basis for additional salary calculation, instead of the original base salary that was involved with the PeopleSoft positions, this is also the union's concern. But our concern goes a lot deeper.

"Some of you may recall that, during the 1996-1997 time frame, the classified staff was involved in a classification study conducted by Andersen Consulting. Approximately 12-13 years had gone by since a classification study had been performed; and, as a result, the classified staff's salary schedule and job range placement were in total chaos. Throughout those 12-13 years, numerous job classes became scattered throughout various ranges on our salary schedule. In several instances, we found the rationale, fairness, and reasonableness involving the placement of job classifications was unexplainable.

"Andersen Consulting originally estimated the classification study would take approximately 6 months. Due to events that followed, the study abruptly concluded in approximately a year. The study was followed by negotiations which should rank at the top of Palomar's and the CCE/AFT's list as being the most intensive and most depressing that have ever taken place. During the course of those negotiations, one unfair labor practice charge was filed, one executive administrator left the College, and three nights after signing the tentative agreement, our CCE/AFT vice president, who was also a member of the negotiation team, suffered a heart attack.

"The reason I took a step back into history was to make a point. With the advent of PeopleSoft, the College is bearing witness to the fact that numerous job descriptions are being impacted. As reclassifications are processed, and as new jobs are created, the CCE/AFT is insisting that great care and consideration be given to the established processes for job placement and salary administration as previously exercised by the District and defined in the Palomar Council of Classified Employees Handbook. While we ask for nothing more, we will not accept anything less. It's about all employees being respected and treated fairly by the process.

“Speaking of being treated fairly, after seeing the PeopleSoft positions on the Board agenda last week, several unhappy and concerned personnel from Information Services met with Dr. Boggs in his office to say that enough is enough. They stated that, as a result of the 1997 classification study, the technical people within the classified staff have been waiting for three years to have their salaries properly reviewed. And to see the PeopleSoft positions appear on the agenda while they are still waiting to be dealt with made them question their worth and value to the District. They quoted Section F of the May 13, 1999, tentative agreement. It states: ‘The District and CCE/AFT agree to participate in a classified position salary survey with 16 comparable community college districts. The purpose of the study will be to compare Palomar College’s classified position salaries with other comparable community college districts. This data will assist the District in developing a plan to become more efficient, as well as assisting in the development of strategies for a long-term salary improvement plan. The study will begin and conclude with the fiscal year 1999-2000.’ It was signed by the District and CCE/AFT and dated May 17, 1999.

“This clause in the 1999 tentative agreement was developed because, at the conclusion of the classification study and the signing of the April 16, 1998, tentative agreement, it was determined by Andersen, the District, and the CCE/AFT that the technical positions within the classified staff were not adequately reviewed, analyzed, and in some cases not even understood by the Andersen interviewers. Therefore, something had to be done, and that’s why the reevaluation of the technical positions was included in the 1999 tentative agreement with the District.

“I would like to reiterate that PeopleSoft is having a serious impact on the classified staff. On numerous occasions, you have all heard classified personnel address this Board about concerns of treating the classified staff in a fair and equitable manner when other employee groups are involved.

“I sit before you now to ask that you and the District take this even further. Treat us fairly within our own ranks. The support of PeopleSoft is continuing to take its mental and physical toll on the classified staff. I ask, once again, please don’t let improper salary placement and job opportunities drive a wedge within the classified staff because, as humans, we can only take so much. We have feelings; we bleed when cut, and we cry when we are hurt. But we are also responsible, reasonable, and accountable adults and have the mental capacity to understand when something is done properly. We may not like a certain action, but if it is done properly, we to learn to live with it.

“If the Board concludes that the PeopleSoft positions should be considered tonight and passed without conclusive evidence of valid job descriptions and justifiable salary placement, then this should also send a strong message that the technical positions should be reclassified and ranked likewise. All we want is recognition and respect.”

5. **INFORMATION**

Report of the Associated Student Government

Shannon Gyde reported that she has been in contact with some of the ASG officers, and they have scheduled their first meeting for the Wednesday prior to the opening of the fall semester.

6. **INFORMATION**

Report of Superintendent

In Dr. Boggs' absence, Diane Michael reported that Dr. Boggs had received a post card from Xavier Corona. Xavier reports that he got an A+ and three A's last semester. He has been at the College of William and Mary on a scholarship learning to be a parliamentarian.

Ms. Michael reported that there was a special awards breakfast this morning at the Del Mar Fair, honoring student work. As usual, Palomar students won several awards, as follows: Michael D. Emiston – Special Award – CAD & NON-CAD; Mark L. Davis and Joyce Charlene Pumphrey – Special Awards – Other Projects; Anne Elpin – Best of Show – Internet Publishing – Individual; Anne Elpin – Best of Class – Internet Publishing – Individual; Hitomi Koganemori – Best of Show – Multimedia – Individual and Best of Class – Multimedia – Individual; Joseph A. Carroll – General Technology – Special Award – Energy/Power/Transportation; John Bosio and Robert Howard, Jr. – Special Awards – Woods; Laurie Hatfield and Ken Minasian – Runners-Up – Woods; Tyme and Charles Stegmuller – Special Award – Other Projects; Susan V. Davey – Graphic Arts – Best of Show and Special Award; Gladis Villagomez, Cynthia Hamada, and Gayle Hays – Runners-Up – Graphic Arts; Elizabeth Loynd – Printing Industries of America Award – Graphic Arts; *The Telescope* – Newspapers – Best of Show - Best of Class – Community College Feature, Editorial & Focus; Doug J. Andrews – Creative Photography; Monica F. Charlebois and Doug J. Andrews – Special Award - Photography; Peter J. Cheroske and Melisa R. Cogdell – Runners-Up – Photography; Elizabeth Osborne – Special Award – Video; Dennis Schlentz, Tim McKibben, David Thomsen, and Chris Feddersohn – “Standards of Excellence” Award – Woodworking.

Ms. Michael reported that she had attended the service this afternoon for Lois Fairbanks. It was a very nice service attended by many of our faculty and staff members. We will miss her.

Scott McClure was named the Administrative Association Employee of the Year.

Jerry Patton requested the Board's approval to send a letter of intent to the City of San Marcos stating our plans for leasing part of their new facilities for our Campus Police Department and Public Safety Department. The Board agreed that this should be done. If an agreement is reached, it will be brought back to the Board for ratification before entering into the agreement.

Ms. Hughes stated that she has a real reservation about locating our Campus Police off campus. She thinks it would be much better for the campus if they were actually on the premises.

Ms. Michael reported that our enrollment for summer is up. We are up 19% in FTES for our six- and eight-week classes from summer, 1999, and up 16% in FTES for six- and eight-week classes from summer, 1998. It looks as if we've turned around. Everyone has been working hard to get growth again.

7. **INFORMATION**

Report of Other Organizations and/or Individuals

The following persons spoke in agreement with Ernie Carson's remarks and expressed concern regarding agenda items K-1, g-k; K-2, f-h; and K-3, d: Cynthia Kratcoski, Toni Griffith, Anne Hohman, Mike Dimmick, and Bobbi Posner.

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

J. INSTRUCTIONAL/OPERATIONAL REPORTS

1. **On-Line Tutoring and Tutorial Programs**

Joan Gipson-Fredin, Lise Telson, and Ruth Barnaba presented a demonstration of the on-line tutoring that is now available to students.

G. COMMUNICATIONS

1. Letter from **State Senator Don Perata**, to Dr. Boggs, dated June 6, 2000, thanking him for writing to express his support for AB 1197. **Exhibit G-1**
2. Letter from **Marcie M. Marsh, March of Dimes WalkAmerica**, to Dr. Boggs, dated June 8, 2000, thanking him for Palomar's support of WalkAmerica 2000. **Exhibit G-2**
3. Letter from **Dr. William Boyce**, to Governor Gray Davis, dated June 9, 2000, urging him to provide additional funding for California's community colleges. **Exhibit G-3**
4. Letter from **Lynn Schenk, Governor's Office**, to Dr. Boggs, dated June 7, 2000, thanking him for sharing his concerns about the 2000-2001 State budget. **Exhibit G-4**
5. Letter from **Congressman "Duke" Cunningham**, to Dr. Boggs, dated June 8, 2000, thanking him for contacting him regarding Title IV funds. **Exhibit G-5**

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. **INFORMATIONAL REPORT: The Harvard Institute**

Kendra Jeffcoat presented a report on her recent attendance at the Harvard Institute and encouraged the Board and administration to consider sending other employees in the future.

2. **APPROVE MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO WORKFORCE INVESTMENT BOARD FOR A "ONE-STOP CAREER CENTER NETWORK"**

MSC Dougherty, Hughes

RESOLUTION 99-20173

BE IT RESOLVED, That the Palomar Community College District hereby approves a Memorandum of Understanding ("MOU") with the **San Diego Workforce Investment Board** effective July 1, 2000, and ending June 30, 2001, for the purpose, among others, of continuing the operation of the North Inland Workforce Center for the coming fiscal year, subject to the allocation and commitment of adequate funding thereof, to be administered through Lockheed Martin IMS, Welfare Reform Services of San Diego. **Exhibit I-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **AUTHORIZE BLANKET PURCHASE AGREEMENTS WITH COMPANIES LISTED**

MSC Dougherty, Nelson

RESOLUTION 99-20174

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorizes **Blanket Purchase Agreements** for the period of July 1, 2000, through June 30, 2001, with the companies listed. Funding sources: within department budget allocations.
Exhibit I-3

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **RECEIVE BIDS FOR CCCSAT TELEVISION/BROADCASTING EQUIPMENT, FIND JOHN M. NIREN OF VIDEOTAPE PRODUCTS, INC., FOR LOTS A, B, AND F, AND DON LOVE OF TELEVIDEO SAN DIEGO FOR LOTS C, D, AND E THE APPARENT LOWEST RESPONSIVE BIDDERS, AND APPROVE AWARD OF AGREEMENT**

MSC Dougherty, Nelson

RESOLUTION 99-20175

BE IT RESOLVED, That the following bids were received by the Palomar Community College District from the firms indicated in response to Notice to Bidders published on June 15 and June 21, 2000:

| <u>BIDDERS</u> | <u>AMOUNT OF BID</u> |
|--------------------------|-----------------------------|
| <u>Lot A</u> | |
| Hoffman Video Systems | \$116,063.00 |
| Videotape Products, Inc. | \$108,271.58 |
| Televideo San Diego | \$114,612.00 |
| Preco, Inc. | NO BID |
| Grass Valley Group | \$124,115.00 |
| <u>Lot B</u> | |
| Hoffman Video Systems | \$ 42,114.00 |
| Videotape Products, Inc. | \$ 47,923.94 |
| Televideo San Diego | \$ 48,720.00 |
| Preco, Inc. | NO BID |
| Grass Valley Group | NO BID |
| <u>Lot C</u> | |
| Hoffman Video Systems | \$ 10,769.00 |
| Videotape Products, Inc. | \$ 10,720.00 |
| Televideo San Diego | \$ 10,445.00 |
| Preco, Inc. | NO BID |
| Grass Valley Group | NO BID |

Lot D

| | |
|--------------------------|--------------|
| Hoffman Video Systems | \$ 14,694.00 |
| Videotape Products, Inc. | NO BID |
| Televideo San Diego | \$ 14,640.00 |
| Preco, Inc. | NO BID |
| Grass Valley Group | NO BID |

Lot E

| | |
|--------------------------|--------------|
| Hoffman Video Systems | \$ 80,998.00 |
| Videotape Products, Inc. | NO BID |
| Televideo San Diego | \$106,900.00 |
| Preco, Inc. | \$114,266.17 |
| Grass Valley Group | NO BID |

Lot F

| | |
|--------------------------|--------------|
| Hoffman Video Systems | \$253,513.00 |
| Videotape Products, Inc. | \$146,234.60 |
| Televideo San Diego | \$202,642.00 |
| Preco, Inc. | NO BID |
| Grass Valley Group | \$216,342.50 |

BE IT FURTHER RESOLVED, That John M. Niren of Videotape Products, Inc., for lots A, B, and F, and Don Love of Televideo San Diego for Lots C, D, and E, be and are hereby found to be the apparent lowest responsive bidders to the Palomar Community College District on the aforesaid **CCCSAT Television/Broadcasting Equipment**, and an agreement in the amount of \$302,430.12, plus tax, is hereby authorized between Videotape Products, Inc., and the District, and the amount of \$131,985.00, plus tax, is hereby authorized between Televideo San Diego and the District, for the total amount of \$434,415.12, plus tax, subject to compliance with all insurance requirements. Funding Sources: 642100-12-318100-61320-10-2000-1612190 – 97%; 642300-12-318100-61320-10-2000-1612190 – 2%; 441000-12-318100-61320-10-2000-1612190 – 1%.

Exhibit I-4

Sherilyn Hargraves thanked the Purchasing Department for their assistance in this matter.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE YOUTH ORCHESTRA'S PERFORMANCE TOUR OF EUROPEAN CITIES**

MSC Dougherty, White

RESOLUTION 99-20176

BE IT RESOLVED, That the Governing Board hereby approves the **Youth Orchestra's** performance tour of European cities departing on July 3, 2000, and returning on July 19, 2000. (Class Section 50495, 97D Music Topics) **Exhibit I-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **ACCEPT 2000-2001 VTEA FUNDS, TITLE I, PART C, TENTATIVE ALLOCATION**

MSC Dougherty, Nelson

RESOLUTION 99-20177

BE IT RESOLVED, That the Palomar Community College District hereby accepts the 2000-01 **Vocational and Technical Education Act (VTEA), Title I, Part C, tentative funding allocation** in the amount of **\$266,731.00**. The period of expenditure for these funds is July 1, 2000, through June 30, 2001. **Exhibit I-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **ACCEPT 2000-2001 VTEA FUNDS, TITLE II, TECH PREP ALLOCATION**

MSC Dougherty, Nelson

RESOLUTION 99-20178

BE IT RESOLVED, That the Palomar Community College District hereby accepts the 2000-01 **Vocational and Technical Education Act (VTEA), Title II, Tech Prep allocation** in the amount of **\$71,000.00**. The period of expenditure for these funds is July 1, 2000, through June 30, 2001. **Exhibit I-7**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **APPROVE 2000-2001 CHILD DEVELOPMENT CONTRACT BETWEEN PALOMAR COMMUNITY COLLEGE DISTRICT AND CALIFORNIA DEPARTMENT OF EDUCATION**

MSC Dougherty, Nelson

RESOLUTION 99-20179

BE IT RESOLVED, That the agreement between the Palomar Community College District and the California Department of Education for the 2000-2001 **Child Development Contract** Number GCAM-0010, Campus Child Care, be and is hereby approved. This contract is effective from July 1, 2000, through June 30, 2001. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$22.88 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) OF \$173,077.00. Maximum State Funds available are \$129,813.00 and Maximum Match Required is \$43,264.00. **Exhibit I-8**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **ACCEPT AND APPROVE CHANGE ORDER #6 FOR INFRASTRUCTURE REPLACEMENT/UPGRADE PROJECT**

MSC Dougherty, Nelson

RESOLUTION 99-20180

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby approves **Change Order #6**, in the amount of \$22,022.44, pertaining to the **Infrastructure Replacement/Upgrade Project**. The original contract was approved by the Governing Board on July 14, 1998, as detailed on the accompanying memorandum in support hereof. Funding for this change order is from Account No. 61200-41-541100-71200-10-2000-1541300. **Exhibit I-9**

Dr. Dougherty commented that he thinks it is to Mike Ellis' credit that the change orders have been relatively minimal for a project of this size and under budget. When he sees in the newspaper that an organization had a horrible cost override, he is delighted that we have the staff and Boyle Engineering behind us to keep things within budget. He is pleased that, financially, we did not have more trouble with the infrastructure project.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **APPROVE FINAL ACCEPTANCE OF WORK COMPLETED ON INFRASTRUCTURE REPLACEMENT/UPGRADE PROJECT; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; AND RECORD NOTICE OF COMPLETION**

MSC Dougherty, Nelson

RESOLUTION 99-20181

BE IT RESOLVED That the **infrastructure upgrade/replacement project** on the San Marcos campus, in accordance with the bid awarded by the Palomar Community College District, on July 14, 1998, to **Helix Electric, Inc.** (the "Contractor"), 8260 Camino Santa Fe, San Diego, CA 92121, be accepted; and the project is hereby found to be completed; that the Superintendent/President be authorized to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board; that the total amount of the contract is \$10,649,962.77; that all money due and owing to the Contractor, with the exception of the five (5%) retention be paid, and that following the expiration of thirty-five (35) calendar days from the date of this resolution, the Retention be paid to the Contractor, providing no liens are filed within this period; and that the bid security posted by Helix Electric, Inc., be returned to this Contractor within the time and in the manner as provided by law. Project will be paid from Account No. 61200-41-541100-71200-10-2000-1541300.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **TERMINATE LEASE AT 1350 GRAND AVENUE, SAN MARCOS, FOR CCCSAT OFFICE SPACE BASED ON CONSTRUCTIVE EVICTION AND BREACH OF COVENANT OF QUIET ENJOYMENT**

MSC Dougherty, Hughes

RESOLUTION 99-20182

WHEREAS, The Governing Board of the Palomar Community College District acted at its regularly scheduled meeting on November 9, 1999, to approve the lease of office space located at 1350 Grand Avenue, San Marcos, California 92069, for approximately 1,350 square feet of **office space**, Unit 125 (hereinafter the "Property"), from GBU Enterprises, Ltd., to be used by the **California Community College Satellite Network (CCCSAT)** for administrative offices; and,

WHEREAS, Unknown to the CCCSAT personnel, the Property was and is impacted by noxious, airborne materials in the form of inorganic mineral dust consisting primarily of silica, iron, gypsum and calcium hydroxide from the operation by a fellow tenant's adjoining business making it unfit for occupancy by said staff for the purposes intended under the lease; and,

WHEREAS, The CCCSAT staff put the owner of the Property on notice of the noxious, airborne materials, and the owner attempted to make certain temporary repairs to the Property to cleanse the inside air of said materials, but said efforts have been and continue to be ineffective in eradicating the problem, with continued exposure of CCCSAT staff to these unhealthy particulates and materials on a daily basis during their attempts to continue to occupy the Property under the lease; and,

WHEREAS, California law provides an implied covenant of quiet enjoyment in every commercial lease, which covenant is broken by the landlord of the leased property and a constructive eviction occurs if the tenant surrenders possession of the property within a reasonable time after an act of eviction has occurred; and,

WHEREAS, The inability of the owner of the subject Property to correct the act of allowing the aforesaid noxious airborne materials to enter the Property, after reasonable notice from CCCSAT staff of the existence thereof, constitutes a breach of the implied covenant of quiet enjoyment and thereby constructively evicts CCCSAT staff from its continued occupancy and use thereof;

NOW, THEREFORE, BE IT RESOLVED, That, effective July 15, 2000, the Palomar Community College District shall **terminate** the aforesaid **lease** with **GBU Enterprises** for the property located at 1350 Grand Avenue, San Marcos, California 92069, on the grounds stated above; and,

BE IT FURTHER RESOLVED, That the Office of Counsel for the District be and is hereby authorized and directed to pursue the District's claim for damages, including loss of use of the Property, tenant improvements made to the Property during the term of CCCSAT's occupancy, and all other consequential and recoverable damages suffered by the District and CCCSAT; and to pursue an independent claim for damages against the fellow tenant/adjoining business operator located at 1370 Grand Avenue, San Marcos, California 92069, creating the source of the noxious airborne materials. **Exhibit I-11**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **APPROVE LEASE OF COMMERCIAL OFFICE SPACE AT 365 SOUTH RANCHO SANTA FE ROAD, SAN MARCOS, FOR CCCSAT ADMINISTRATIVE OFFICES**

MSC Dougherty, Nelson

RESOLUTION 99-20183

BE IT RESOLVED, That the Palomar Community College District hereby approves a commercial office lease for CCCSAT administrative offices with NetReit, a California Corporation, for approximately 1,550 sq. ft., located at 365 So. Rancho Santa Fe Road, Unit 104, San Marcos, California 92069, effective July 1, 2000, and for a period of three (3) years thereafter, terminating on June 30, 2003, at a base rent of Two Thousand Five Hundred Seventeen Dollars and Twenty Cents (\$2,517.20), plus 6.4% of the Common Maintenance Area Charges (CAMS); and,

BE IT FURTHER RESOLVED, That advance deposit in the amount of Five Thousand Thirty Four Dollars and Forty Cents (\$5,034.40) consisting of first month's rent of \$2,517.20 plus a security deposit in like amount, be and is hereby authorized and approved for delivery upon execution by the parties of the lease, with all deposits and rents to be funded from Account No. 562000-12-318100-61320-10-2001-1612190.

BE IT FURTHER RESOLVED, That the aforesaid Base Rent shall be adjusted for cost of living as follows: (a) Months 13-24, \$2,617.89/month and (b) Months 25-36, \$2,722.60/month; and, in addition, the District may terminate the lease at the end of any year if the CCCSAT Grant for the next succeeding year is not funded, but only on condition that the District remit to the owner a pro-rata share of the cost to the owner of the initial tenant improvements and the real estate commissions paid by the owner for the instant lease, an amount equal to approximately \$6,000 per year for each of the three (3) years of the lease, following which this obligation shall cease and shall not apply to any renewals of this lease.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **APPROVE AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR OPERATION OF REGIONAL OCCUPATIONAL PROGRAMS, FY 2000-2001**

MSC Dougherty, Nelson

RESOLUTION 99-20184

BE IT RESOLVED, That an agreement is hereby approved between the Palomar Community College District (hereinafter the "District") and the **San Diego County Superintendent of Schools** for the operation of the **Regional Occupational Programs** courses and services for fiscal year 2000-2001 (effective July 1, 2000, and terminating June 30, 2001), with an estimated budget, including carry-over, in the amount of One Million, Five Hundred Seventy Two Thousand, Four Hundred Twenty Four Dollars (\$1,572,424.00), and the Superintendent/President of the District is hereby authorized to execute the agreement on behalf of the District.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. **APPROVE TENTATIVE BUDGET**

MSC Dougherty, Nelson

RESOLUTION 99-20185

BE IT RESOLVED, That the 2000-2001 **Tentative Budget** for the Palomar Community College District be approved. **Exhibit I-14**

Jerry Patton noted that this tentative budget gives authority for spending in July, August, and part of September. Jerry will come back in September with the final budget and a detailed report of the financial status of the College and our best estimate of revenues and expenditures. The budget must be in the Chancellor's Office on or before September 30.

Dr. Nelson noted that she had spoken to Dr. Boggs about the possibility of Jerry Patton presenting a detailed workshop with some projections on the budget at a Board retreat.

Dr. Dougherty requested that, after the Governor decides what he is going to delete and leave in the budget, Jerry or Dr. Boggs keep the Board informed of the implications for this District, because, at this point, there could be a great many changes. Jerry responded that the changes that are likely are in the areas of restricted types of budgets and things such as PFE. According to the Department of Finance and the administrative offices, the Governor supports growth at 4% and COLA at 4.17%. Those two are the items that really impact our general fund. The others, with the exception of PFE, are all categorical. Jerry stated that this is one of the better budgets we've seen in a long time.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

MSC Dougherty, Nelson

RESOLUTION 99-20186

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. | JENNIFER A. PARIS | |
| | For: | Rental car, airfare, hotel, parking, food |
| | To Attend: | Second interview for Librarian/Assistant Professor |
| | Location: | Iowa City, Iowa to San Marcos, California |
| | Dates: | May 22, 2000 |
| | Amount: | \$831.15 |
| | Budget Account No. | 575400-11-611100-66600-10-2000-0611400 |

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

16. **AUTHORIZE CONTRACTING PURSUANT TO THE CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT #4-96-36-0014B / #GS-26F-1005B OCE' OFFICE SYSTEMS AGREEMENT**

MSC Dougherty, Hughes

RESOLUTION 99-20187

WHEREAS, the State of California Department of General Services entered CMAS Contract #4-96-36-0014B, the **Oce'- USA Agreement** which makes available to the Palomar Community College District as a District which may purchase or contract under the agreement at the same price and upon the same terms and conditions as the State of California Department of General Services, Procurement Division pursuant to the CMAS program, and

WHEREAS, the Palomar Community College District wishes to contract for **lease of one (1) Oce' 6165, three (3) Oce' 3165NC, and one (1) Oce' 3155NC copiers**, and

WHEREAS, the Governing Board has determined it to be in the best interests of the District to contract for the above-stated items from the agreement entered by the State of California Department of General Services, and

WHEREAS, the State of California Department of General Services waived its right to require other districts to draw warrants for such contracts in favor of the State of California Department of General Services,

NOW, THEREFORE, BE IT RESOLVED, That lease agreements between the Palomar Community College District and **Oce'-USA**, 3655 Nobel Drive, Suite 140, San Diego, California 92122, for one (1) Oce' 6165, three (3) Oce' 3165NC, and one (1) Oce' 3155NC copiers, for use in the District's Duplication Centers, are hereby authorized and approved and are subject to all terms and conditions and documents as specified in the CMAS Contract Number 4-96-36-0014B / GSA # GS-26F-1005B. The terms of these agreements will commence on July 1, 2000, through June 30, 2001. The District will make monthly payments in the amount of \$13,540.45 (excluding sales tax) per month, or a payment total of \$162,485.40 over the term of the agreement. The copiers will be ordered against the State of California Department of General Services CMAS Contract Number 4-96-36-0014B / GSA # GS-26F-1005B. (Charges for the use of the copiers will be used to support the lease payments.)

NOW, THEREFORE, BE IT FURTHER RESOLVED, That the Vice President for Finance and Administrative Services or the Director of Business Services are hereby authorized to execute the necessary contract documents with Oce'-USA naming the District as the contract party.

PASSED AND ADOPTED by the Governing Board of the Palomar Community College District of San Diego County, California, this 27th day of June, 2000. Funding source: 565100-11-355400-67750-10-2001-0811432. **Exhibit I-16**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

J. INSTRUCTIONAL/OPERATIONAL REPORTS

This item was covered earlier in the meeting.

K. PERSONNEL

1. APPROVE CLASSIFIED POSITIONS

MSC Hughes, Dougherty

RESOLUTION 99-20188

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

- a. **Position:** **AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETER**
Department: Disabled Student Programs and Services
Division: Student Support Programs
Position #: 006119 New?: Yes
Sal Rng/Stp: **31/1** Salary: **\$1,349.36/month**
% of position: 45% # of Mos: 10
Effective: August 1, 2000
Acct #(s): A-212200-472100-64200-0000000/100%
- b. **Position:** **AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETER**
Department: Disabled Student Programs and Services
Division: Student Support Programs
Position #: 006121 New?: Yes
Sal Rng/Stp: **31/1** Salary: **\$1,349.36/month**
% of position: 45% # of Mos: 10
Effective: August 1, 2000
Acct #(s): A-212200-472100-64200-0000000/100%
- c. **Position:** **AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETER**
Department: Disabled Student Programs and Services
Division: Student Support Programs
Position #: 006126 New?: Yes
Sal Rng/Stp: **31/1** Salary: **\$1,349.36/month**
% of position: 45% # of Mos: 10
Effective: August 1, 2000
Acct #(s): A-212200-472100-64200-0000000/100%
- d. **Position:** **AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETER**
Department: Disabled Student Programs and Services
Division: Student Support Programs
Position #: 006122 New?: Yes
Sal Rng/Stp: **31/1** Salary: **\$1,349.36/month**
% of position: 45% # of Mos: 10
Effective: August 1, 2000
Acct #(s): A-212200-472100-64200-0000000/100%
- e. **Position:** **AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETER**
Department: Disabled Student Programs and Services
Division: Student Support Programs
Position #: 006123 New?: Yes
Sal Rng/Stp: **31/1** Salary: **\$749.65/month**
% of position: 25% # of Mos: 10
Effective: August 1, 2000
Acct #(s): A-212200-472100-64200-0000000/100%

f. **Position:** **FINANCIAL AID SPECIALIST**
Department: Financial Aid/Scholarships
Division: Student Support Programs
Position #: 006123 New?: Yes
Remarks: PFE funded
Sal Rng/Stp: **20/1** Salary: **\$1,146.86/month**
% of position: 50% # of Mos: 12
Effective: July 1, 2000
Acct #(s): A-212200-475100-64600-0611400/100%

Ernie Carson reported that the CCE would like to go on record, once again, as being very concerned when positions go to the Board at 45%. They would prefer to see classified employees being hired as close to full time as possible.

Lise Telson noted that these are interpreter positions in the Disabled Students Program. Interpreters are used all days and nights and must be available as required by law. The only way to provide that coverage is by hiring people for part-time hours.

Cynthia Kratoski suggested that the positions be made 50% so that the employees would receive benefits.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

POSTPONE ACTION ON CLASSIFIED POSITIONS

MSC White, Hughes

RESOLUTION 99-20189

BE IT RESOLVED, That action on the following **classified positions** be **postponed**:

g. **Position:** **PEOPLESFT - INFORMATION SYSTEMS
ANALYST/INSTRUCTION**
Department: Instruction
Division: Instruction
Position #: 006129 New?: Yes
Sal Rng/Stp: **34/1** Salary: **\$3,226.16/month**
% of position: 100% # of Mos: 12
Effective: July 1, 2000
Acct #(s): A-212200-311100-60910-0000000/100%

h. **Position:** **PEOPLESFT - INFORMATION SYSTEMS
ANALYST/FINANCIAL AID**
Department: Financial Aid and Scholarships
Division: Student Support Programs
Position #: 006130 New?: Yes
Sal Rng/Stp: **34/1** Salary: **\$3,226.16/month**
% of position: 100% # of Mos: 12
Effective: July 1, 2000
Acct #(s): A-212200-475100-64600-0611400/100%

- i. **Position:** **PEOPLESOFT - INFORMATION SYSTEMS
ANALYST/ENROLLMENT SERVICES**
Department: Admissions, Records, and Veterans' Services
Division: Student Services
Position #: 006131 New?: Yes
Sal Rng/Stp: **34/1** Salary: **\$3,226.16/month**
% of position: 100% # of Mos: 12
Effective: July 1, 2000
Acct #(s): A-212200-421100-62100-0000000/100%
- j. **Position:** **PEOPLESOFT - INFORMATION SYSTEMS
ANALYST/STUDENT FINANCIALS**
Department: Fiscal Services
Division: Finance and Administrative Services
Position #: 006132 New?: Yes
Sal Rng/Stp: **34/1** Salary: **\$3,226.16/month**
% of position: 100% # of Mos: 12
Effective: July 1, 2000
Acct #(s): A-212200-551100-67200-0000000/100%
- k. **Position:** **PEOPLESOFT - INFORMATION SYSTEMS
ANALYST/FINANCIALS**
Department: Fiscal Services
Division: Finance and Administrative Services
Position #: 006133 New?: Yes
Sal Rng/Stp: **34/1** Salary: **\$3,226.16/month**
% of position: 100% # of Mos: 12
Effective: July 1, 2000
Acct #(s): A-212200-551100-67200-0000000/100%

Ms. Hughes stated that she fully understands the administration's need to fill these positions. She understands why the process is not being followed, but no one was here to answer her questions about why the salary placement is where it is and why there isn't a job description for positions that we're setting up. She stated that she always asks when this is done, "Are we following procedure?" She would, therefore, like to see them postponed for one month.

Mr. Jensen noted that this should have been addressed over two years ago when the people were pulled off their normal jobs. However, we did not anticipate the problems we were to have.

Ms. Hughes stated that she understands that there is some problem with the salary ranking of other information/computer positions. During a month's time, some of that problem could be worked out before a vote is taken to approve these positions.

Diane Michael noted that Dr. Miyamoto is on vacation, or he would be here to address these questions. She suggested that, if there are questions the Board would like him to address, the matter should be postponed to the next meeting so that he could provide those answers.

Dr. Dougherty stated that we have employees who have been underpaid for some months now. We will not have another Board meeting until July 25, which is four weeks away. Unless these people vacate their present positions, we cannot hire someone to replace them. He regrets the way things have happened. At this point, he feels we should go ahead and make the requested changes now. In fairness to at least two groups of people and recognizing that the way things have been done appear to be not entirely fair to a number of people, he thinks we are in a situation in which there is no completely equitable action.

Dr. Nelson stated that she feels it is important to recognize that technology is going to drive change, and we have a lot of rigid, bureaucratic jobs in place that are going to require some modification. We must be able to adapt to it. She has concerns about the way this procedure/process has been handled. However, she doesn't feel we have to be so rigid that we can't recognize that some people have evolved to meet these needs and could be placed in the positions. She understands the concerns that have been voiced. She also understands that there is disagreement.

Cynthia Kratoski stated that these people are already being paid out of class for these positions. Mike Dimmick noted that they are being paid at the correct salary range now. Mike encouraged postponing the matter so that this may be clarified. It is being proposed that these people come in at range 34, but the Board approved programming staff several months ago that are in range 31, 3 steps below these positions. These are the people who actually programmed PeopleSoft. Without Jack here, we don't know whether Johnson & Associates placed them or Jack placed them. Mike stated that he had tried to obtain job descriptions from Human Resources this morning so that he could compare them to the other I.S. positions, and he was told that there were none.

Mr. Jensen stated that he is inclined to agree that we need to have Jack answer some questions.

Jerry Patton stated that there are a lot of unanswered questions here. The need for these positions is tremendous. Without knowing the detail about where the grade and placement was, he still feels strongly that these persons with two-years' experience will most likely be the ones who are hired. We certainly want to be sure this is the correct placement. Jerry stated that he also wanted to echo what Ernie Carson had suggested earlier; we do need to go back to look at the I.S. positions, which we had indicated at the time of the classification study needed to be examined more closely. Everyone was concerned about the process that Johnson used when they made the placements in I.S. Jerry knows that his own people will be very upset because they need these positions filled desperately. But, in light of doing the right thing, it might be prudent to let Jack respond to the concerns.

The Vote: 4 Aye, 1 Nay (Dougherty)
Student Trustee Advisory Vote: Aye

2. **APPROVE CLASSIFIED EMPLOYMENT AND LATERAL TRANSFER**

MSC Hughes, Dougherty

RESOLUTION 99-20190

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

- a. Name: **STEPHANIE B. ZIMMERMAN**
Position: Administrative Secretary
Department: Educational Television
Position #: 006107 New?: Yes
Remarks: Approved on 3/14/00. This is a specially funded position; continuation depends upon available funding.
Sal Rng/Stp: 19/1 **Salary: \$2,237.87/month**
% of position: 100% # of Mos: 12
Effective: July 17, 2000
Acct #(s) K-212200-318100-61320-1612190/100%
- b. Name: **SHERI L. FRANKFURTH**
Position: Academic Department Assistant
Department: Behavioral Sciences
Position #: 005399 New?: No
Remarks: Replacement for Joanne L. Wahl. This is a promotion for Ms. Frankfurth.
Sal Rng/Stp: 19/11 **Salary: \$2,899.55/month**
% of position: 100% # of Mos: 12
Effective: July 17, 2000
Acct #(s) A-212200-363100-60910-0000000/100%
- c. Name: **MICHELLE TARAMASCO**
Position: Marketing Services Coordinator
Department: Educational Television
Position #: 006088 New?: Yes
Sal Rng/Stp: 25/2 **Salary: \$2,720.42/month**
Remarks: This is a specially funded position; continuation depends upon available funding. This position is a requirement of the CCCSAT grant.
% of position: 100% # of Mos: 12
Effective: June 29, 2000
Acct #(s) K-212200-318100-61320-1612190/100%
- d. Name: **JOAN MORSE**
Position: Library Media Technician II
Department: Library/Escondido Education Center
Position #: 006111 New?: Yes
Remarks: Approved on 3/28/00
Sal Rng/Stp: 15/1 **Salary: \$811.70/month**
% of position: 40% # of Mos: 11
Effective: July 19, 2000
Acct #(s) B-212200-317100-61200-0611400/75%
B-212200-317100-61200-0000000/25%

Norma Bean commented that the use of the word, "promotion," is inaccurate as promotion does not exist at Palomar College. All persons must apply and compete for positions. This wording has been changed in the Administrative Association Handbook this year.

BE IT RESOLVED, That the lateral transfer of the following person be approved:

e. Name: **LEAH LAMPRO**
 Position: Instructional Support Assistant III
 Department: Reading Services
 Position #: 005168 New?: No
 Remarks: Replacement for Lois Gaines. This is a lateral transfer for Ms. Lampro.
 Sal Rng/Stp: 25/16 **Salary: \$3,491.67/month**
 % of position: 100% # of Mos: 12
 Effective: July 1, 2000
 Acct #(s) A-221000-328200-60910-0000000/100%
 Note: Normal work schedule: Monday – Friday, 7:30 a.m. – 4:30 p.m. plus one Saturday per month in lieu of Friday.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

POSTPONE ACTION ON CLASSIFIED EMPLOYMENT

MSC Dougherty, Hughes

RESOLUTION 99-20191

BE IT RESOLVED, That action on the employment of the following **classified employees be postponed.**

f. Name: **LINDA A. BALKO**
 Position: Peoplesoft - Information Systems Analyst/Instruction
 Department: Instruction
 Position #: 006129 New?: Yes
 Remarks: Position approved 6/27/00
 Sal Rng/Stp: **34/5** Salary: **\$3,922.59/month**
 % of Position: 100% # of Mos: 12
 Effective: July 1, 2000
 Acct #: A-212200-311100-60910-0000000/100%

g. Name: **APRIL L. BULLOCK**
 Position: Peoplesoft – Information Systems Analyst/Financial Aid
 Department: Financial Aid and Scholarships
 Position #: 006130 New?: Yes
 Remarks: Position approved 6/27/00
 Sal Rng/Stp: **34/3** Salary: **\$3,559.10/month**
 % of Position: 100% # of Mos: 12
 Effective: July 1, 2000
 Acct #: A-212200-475100-64600-0611400/100%

h. Name: **RICHARD L. GOMMEL**
Position: Peoplesoft - Information Systems Analyst/Admissions and Records
Department: Admissions, Records, and Veterans' Services
Position #: 006131 New?: Yes
Remarks: Position approved 6/27/00
Sal Rng/Stp: **34/4** Salary: **\$3,736.11/month**
% of Position: 100% # of Mos: 12
Effective: July 1, 2000
Acct #: A-212200-421100-62100-0000000/100%

i. item was removed from agenda.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE CLASSIFIED RECLASSIFICATIONS**

MSC Dougherty, Nelson

RESOLUTION 99-20192

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

a. **Position: ADMINISTRATIVE SECRETARY**
Department: CalWORKs
Name: B. Karen Richhart
Position #: 005977 New?: No
Remarks: Position was Accounting Assistant, grade 16.
Effective: July 1, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/4** Salary: **\$2,590.82/month**
Acct #(s): K-212200-331200-64920-1612020/75%
K-212200-331200-73251-1612020/25%
NOTE: This is a specially funded position; continuation depends on available funds.

b. **Position: ADMINISTRATIVE SECRETARY**
Department: Student Services/Student Support Programs
Name: Vacant
Position #: 006127 – Student Services – 50%
006047 - Student Support Programs – 50%
New?: No
Remarks: Position title same, range same, department was 50% Student Support Programs and 50% Financial Aid
Effective: June 28, 2000
% of position: 100% # of Mos: 12
Sal Rng/Stp: **19/1** Salary: **\$2,237.87/month**
Acct #(s): A-212200-471100-64510-0611400/41%
A-212200-411100-66400-0000000/59%

4. **APPROVE TITLE CHANGE IN CLASSIFIED POSITION**

MSC Dougherty, Nelson

RESOLUTION 99-20194

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

- a. **Position:** **ADMISSIONS TECHNICAL SUPERVISOR**
Name: Sandra J. Nanninga
Department: Admissions, Records, and Veterans' Services
Remarks: Position title was Supervisor, Admissions.
Position #: 005469 New?: No
Sal Rng/Stp: 46/12 Salary: **\$4,114.97/month**
% of position: 100% No Mos: 12
Effective: July 1, 2000
Acct No(s): A-212100-422100-62100-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE NEW ADMINISTRATIVE POSITIONS**

MSC Dougherty, Nelson

RESOLUTION 99-20195

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

- a. **Position:** **DIRECTOR GEAR UP/FEDERAL STUDENT SUPPORT PROGRAMS**
Department: Student Support Programs/GEAR UP
Position #: 006124 New?: Yes
Remarks: Position will be placed in the Educational Administrators group of the Administrative Association.
Sal Rng/Stp: 68/1 Salary: **\$5,419.63/month**
% of position: 100% # of Mos: 12
Effective: June 28, 2000
Acct # (s): K-123400-471200-64990-111320/100%
NOTE: This is a specially funded position; continuation depends on available funds.
- b. **Position:** **FIRE TECHNOLOGY SUPERVISOR**
Department: Public Safety Programs
Position #: 006125 New?: Yes
Sal Rng/Stp: 51/1 Salary: **\$1,603.65/month**
Full-time?: 45% # of Mos: 12
Effective: July 1, 2000
Acct # (s): A- 212100-336300-21330-0000000/100%
NOTE: Position is Classified and will be placed in the Supervisory group of the Administrative Association.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVE ACADEMIC EMPLOYMENT**

MSC Dougherty, Nelson

RESOLUTION 99-20196

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

- a. Name: **SERVIO MARIN**
Position: Assistant Professor, Music
Department: Performing Arts
Position #: 006092 New?: Yes
Remarks: Approved on 2/8/00, PFE funded.
Sal Rng/Stp: G/7 **Salary: \$5,447.78/month**
% of position: 100% # of Mos: 10
Effective: August 18, 2000
Acct #(s) A-111000-327300-10030-0611400/100%
- b. Name: **STEVEN D. WHITE**
Position: Athletic Counselor/Assistant Professor
Department: Athletics/Counseling
Position #: 006101 New?: Yes
Remarks: Approved on 2/8/00, PFE funded.
Sal Rng/Stp: C/3 **Salary: \$4,016.31/month**
% of position: 100% # of Mos: 11
Effective: August 18, 2000
Acct #(s) A-111000-431200-08350-0611400/39%
K-122100-441100-63200-1612120/61%

Diane Michael briefly discussed Mr. Marin's education, background, and experience.

Joe Madrigal briefly discussed Mr. White's education, background, and experience.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

7. **APPROVE TEMPORARY CONTRACT EXTENSIONS**

MSC Dougherty, Nelson

RESOLUTION 99-20197

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve a temporary extension of the contracts for the following employees, effective July 1, 2000, to July 31, 2000. These are specially funded positions and continuation depends on availability of funds. Funds will be reimbursed by CalWORKs, pending approval of the state CalWORKs budget.

- a. Employee No. 005828, CalWORKs Program Manager
b. Employee No 005829, TANF/CalWORKs Counselor/Case Manager

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 a decision must be made soon regarding whether or not to go for a bond campaign this year. He suggested that this be discussed at a Board retreat so that a decision could be made at the July Board meeting.

Dr. Nelson gave the following report: "Attending the League-for-Innovation-sponsored Vanguard Learning Project as part of Palomar's team was a wonderful and very powerful experience for me. It was a chance to learn more about our College, our wonderful accomplishments, and the dedicated faculty and staff who have made our participation possible. It is because of their creative and innovative accomplishments that Palomar has been selected for this opportunity to interact with 12 other colleges across the U.S. and Canada in a synergistic environment that allows us to share what we do well and learn from others about where those areas are in which they lead or excel. For the next three years, we will be having conversations with our counterparts at these colleges, making staff-to-staff connections and exploring within our Palomar community as we look at

- our organizational culture,
- our staff recruitment and development process,
- how we use technology to improve and expand our students' learning,
- our core learning outcomes and our assessment strategies, and
- our strategies for our under-prepared learners.

"Clearly, I am a learner, being the newest member of the Board; but I think we all saw ourselves as learners in a profoundly rich interactive environment. Yet, it was with a sense of great pride that we also were there to celebrate the tremendous accomplishments of Palomar.

"I believe strongly that this project will allow us to leverage our involvement into additional grants and funding from the Chancellor's Office as well as other sources. We are the only California participant. Congratulations to our outstanding, dedicated, creative, and hardworking faculty and staff. Thanks also for the opportunity to participate."

Dr. Nelson also suggested that the Board should have a retreat in the near future to discuss the budget and goals.

Ms. Hughes commented regarding the request for district involvement in the System 2000-2001 Legislative Program that the Chancellor sends out. She feels we should put forth a concerted effort to eliminate all the part-time faculty on all campuses. This is a state-wide problem, and we need to find a way to fund it. This should be the number one priority for us. She suggested that we draft a letter to the Chancellor stating that this is our priority.

Mr. Jensen commented that the Board hates to see Dr. Pichon and Dr. Jeffcoat leave.

N. 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

As there was no closed session, it was not necessary to reconvene.

P. ADJOURNMENT

The meeting was adjourned at 9:04 p.m.

President

Secretary