



**GOVERNING BOARD AGENDA**  
**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.**

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

*The Board meets the second and fourth Tuesdays of every month starting at 7:00 p.m. in the Governing Board Room of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action.*

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

A.	Call to Order .....	2
B.	Roll Call .....	2
C.	Minutes .....	2
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**A. CALL TO ORDER**

Pledge of Allegiance

**B. ROLL CALL**

Establishment of a Quorum

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

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

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**CONSENT CALENDAR**

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

D.

**TRAVEL**

1. **RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES**

**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

**PAYROLL**

2. **RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS HISTORY**

**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**

3. **RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANT**

**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.

## FISCAL SERVICES

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

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

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

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

## CONTRACTS

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

**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**

## 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. **RECOMMENDATION: ACTION - GRANT EQUIVALENCY FOR DISCIPLINES**

**BE IT RESOLVED, That**, on the recommendation of the Faculty Senate Equivalency Committee, the following individuals be granted **equivalency** to minimum qualifications for the disciplines listed:

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

9. **RECOMMENDATION: ACTION - APPROVE ADJUNCT FACULTY EMPLOYMENT**

**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 B.A., Psychology M.A., Industrial/Organizational Psychology	\$35.65
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**BUSINESS EDUCATION**

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

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

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

Albertson, Ann	Community Education (Non-Credit) B.A., Speech & Hearing M.A., Communicative Disorders California Community College Credential – Textiles, Textile Services & Related Technologies 11 years of experience	\$34.65
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Hydrusko, Carol	Community Education (Non-Credit) B.A., Human Relations 4+ years of experience	\$33.54
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**COMPUTER SCIENCE/INFORMATION SYSTEMS**

Bromley, William	Computer Science Information Systems B.S., Nuclear Technology 14 years of experience	\$33.54
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Pistone, Joseph	Computer Science Information Systems B.A., Philosophy M.A., Education - Curriculum & Instruction	\$34.65
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**COUNSELING**

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

Magby, Kristin	English B.A., English M.S., English	\$34.65
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**LIFE SCIENCES**

Lowe, Andrew	Biology B.S., Biological Sciences M.S., Biology (Pending)	\$33.54
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**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
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**PHYSICAL EDUCATION**

Silberman, Steven	Physical Education B.A., Physical Education M.Ed., Physical Education	\$34.65
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**PUBLIC SAFETY**

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

**BUSINESS SERVICES**

10. **RECOMMENDATION: ACTION - REVIEW AND APPROVE PURCHASES MADE FOR THE PRIOR SIXTY DAYS**

**BE IT RESOLVED, That all purchase transactions and contracts** entered into on behalf of the Palomar Community College District, pursuant to resolutions numbered 96-18423 and 96-18424, adopted June 24, 2000, 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		1,578.31
				\$	<u>975,987.23</u>

11. **RECOMMENDATION: ACTION - APPROVE EXTENSION OF AGREEMENT WITH J & H MARSH & MCLENNAN**

**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

12. **RECOMMENDATION: ACTION - APPROVE EXTENSION OF AGREEMENT WITH MAGINNIS AND ASSOCIATES, INC.**

**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

13. **RECOMMENDATION: ACTION - APPROVE EXTENSION OF AGREEMENT WITH HOLLANDIA DAIRY**

**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.

14. **RECOMMENDATION: ACTION - APPROVE EXTENSION OF CONTRACT WITH STUDENT INSURANCE**

**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.

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**Resumption of  
REGULAR AGENDA**

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

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

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

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

**G. COMMUNICATIONS**

1. Letter from **State Senator 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**

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

**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**

3. **RECOMMENDATION: ACTION - AUTHORIZE BLANKET PURCHASE AGREEMENTS WITH COMPANIES LISTED**

**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**

4. **RECOMMENDATION: ACTION - RECEIVE BIDS FOR CCCSAT TELEVISION/BROADCASTING EQUIPMENT, FIND THE APPARENT LOWEST RESPONSIVE BIDDERS, AND APPROVE AWARD OF AGREEMENT**

**BE IT RESOLVED, That** the following bid(s) were received by the Palomar Community College District from the firm(s) indicated in response to Notice to Bidders published on June 15 and June 21, 2000:

<b><u>BIDDER(S)</u></b>	<b><u>AMOUNT OF BID</u></b>
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**BE IT FURTHER RESOLVED, That** \_\_\_\_\_ of \_\_\_\_\_, be and is hereby found to be the apparent lowest responsive bidder to the Palomar Community College District on the aforesaid **CCCSAT Television/Broadcasting Equipment**, and an agreement in the amount of \$\_\_\_\_\_ is hereby authorized between this company and the District, subject to compliance with all insurance requirements. **Exhibit I-4** will be distributed at the meeting.

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%

5. **RECOMMENDATION: ACTION - APPROVE YOUTH ORCHESTRA'S PERFORMANCE TOUR OF EUROPEAN CITIES**

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**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**

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

**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**

7. **RECOMMENDATION: ACTION – ACCEPT 2000-2001 VTEA FUNDS, TITLE II, TECH PREP ALLOCATION**

**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**

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

**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**

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

**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**

10. **RECOMMENDATION: ACTION – 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**

**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.

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

**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**

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

**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.

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

**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.

14. **RECOMMENDATION: ACTION – APPROVE TENTATIVE BUDGET**

**BE IT RESOLVED, That** the 2000-2001 **Tentative Budget** for the Palomar Community College District be approved. (Information will be distributed at the meeting.)

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

**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             |

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

**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

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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 27<sup>th</sup> day of June, 2000. Funding source: 565100-11-355400-67750-10-2001-0811432. **Exhibit I-16**

**J. INSTRUCTIONAL/OPERATIONAL REPORTS**

1. **On-Line Tutoring and Tutorial Programs** – Lise Telson, Joan Gipson-Fredin, Ruth Barnaba

**K. PERSONNEL**

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

**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 #:** \_\_\_\_\_ **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 #:      \_\_\_\_\_            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 #:      \_\_\_\_\_            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 #:      \_\_\_\_\_            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 #:      \_\_\_\_\_            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 #:      \_\_\_\_\_            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%
- g.     **Position:**           **PEOPLESOFT - INFORMATION SYSTEMS**  
                  **ANALYST/INSTRUCTION**  
Department:    Instruction  
Division:        Instruction  
Position #:      \_\_\_\_\_            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:** **PEOPLESOFT - INFORMATION SYSTEMS  
ANALYST/FINANCIAL AID**  
Department: Financial Aid and Scholarships  
Division: Student Support Programs  
Position #: \_\_\_\_\_ 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 #: \_\_\_\_\_ 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 #: \_\_\_\_\_ 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 #: \_\_\_\_\_ 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%

2. **RECOMMENDATION: ACTION – APPROVE CLASSIFIED EMPLOYMENT**

**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 transfer 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: \_\_\_\_\_  
Position: Marketing Services Coordinator  
Department: Educational Television  
Position #: 006088 New?: Yes  
Sal Rng/Stp: 25/1 **Salary: \$2,590.82/month**  
Remarks: This is a specially funded position; continuation depends upon available funding.  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_, 2000  
Acct #(s) K-212200-318100-61320-1612190/100%
- d. Name: \_\_\_\_\_  
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: \_\_\_\_\_, 2000  
Acct #(s) B-212200-317100-61200-0611400/75%  
B-212200-317100-61200-0000000/25%
- e. Name: **LEAH LAMPRO**  
Position: Instructional Support Assistant III  
Department: Reading Services  
Position #: 005168 New?: No  
Remarks: Replacement for Lois Gaines. This is a 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.
- f. Name: **LINDA A. BALKO**  
Position: Peoplesoft - Information Systems Analyst/Instruction  
Department: Instruction  
Position #: \_\_\_\_\_ 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 #: \_\_\_\_\_ 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 #: \_\_\_\_\_ 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. Name: \_\_\_\_\_  
Position: Program Research Specialist  
Department: Educational Television  
Position #: 006089 New?: Yes  
Remarks: Approved on 1/25/00. This is a specially funded position; continuation depends upon available funding.  
Sal Rng/Stp: 25/1 Salary: **\$2,929.05/month**  
% of position: 100% # of Mos: 12  
Effective: \_\_\_\_\_, 2000  
Acct #(s) K-212200-318100-61320-1612162/100%

3. **RECOMMENDATION: ACTION - APPROVE CLASSIFIED RECLASSIFICATIONS**

**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 #:       006047             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%
- c.     **Position:**         **ACCOUNTS PAYABLE SUPERVISOR - 75%/AUDITOR - 25%**  
Department:     Fiscal Services-75%/Administrative Services-25%  
Name:             Susan J. Coleman  
Position #:       005576             New?:             No  
Remarks:         Position was 100% Internal Auditor, grade same  
Effective:         July 1, 2000  
% of position:    100%             # of Mos:         12  
Sal Rng/Stp:     **52/8**             Salary:           **\$4,582.45/month**  
Acct #(s):       A-212100-551100-67200-0000000/75%  
                    A-212100-511100-66500-0000000/25%
- d.     **Position:**         **PEOPLESOFT - INFORMATION SYSTEMS ANALYST/HUMAN RESOURCES**  
Department:     Human Resource Services  
Name:             Cheryl A. Santa Cruz  
Position #:       006114             New?:             No  
Remarks:         Position title same, range was 31.  
Effective:         July 1, 2000  
% of position:    100%             # of Mos:         12  
Sal Rng/Stp:     **34/2**             Salary:           **\$3,388.41/month**  
Acct #(s):       A-212200-611100-66600-0000000/100%

4.     **RECOMMENDATION: ACTION - APPROVE TITLE CHANGE IN CLASSIFIED POSITION**

**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?:             \_\_\_\_\_  
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%

5. **RECOMMENDATION: ACTION - APPROVE NEW ADMINISTRATIVE POSITIONS**

**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 #: \_\_\_\_\_ 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 #: \_\_\_\_\_ 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.

6. **RECOMMENDATION: ACTION – APPROVE ACADEMIC EMPLOYMENT**

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

- a. Name: \_\_\_\_\_  
Position: Assistant Professor, Music  
Department: Performing Arts  
Position #: 006092 New?: Yes  
Remarks: Approved on 2/8/00, PFE funded.  
Sal Rng/Stp: \_\_\_\_\_ Salary: \$ \_\_\_\_\_/month  
% of position: 100% # of Mos: 10  
Effective: August 18, 2000  
Acct #(s) \_\_\_\_\_/100%
- a. Name: \_\_\_\_\_  
Position: Athletic Counselor/Assistant Professor  
Department: Athletics/Counseling  
Position #: 006101 New?: Yes  
Remarks: Approved on 2/8/00, PFE funded.  
Sal Rng/Stp: \_\_\_\_\_ Salary: \$ \_\_\_\_\_/month  
% of position: 100% # of Mos: 11  
Effective: August 18, 2000  
Acct #(s) A-11100-431200-08350-0611400/39%  
K-12200-441100-63200-1612120/61%

7. **RECOMMENDATION: ACTION - APPROVE TEMPORARY CONTRACT EXTENSIONS**

**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

L. **ITEMS PENDING**

M. **COMMENTS FROM BOARD MEMBERS**

N. **CLOSED SESSION**

- 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 Legal Counsel - Anticipated Litigation, pursuant to Government Code 54956.9.

O. **RECONVENE TO OPEN SESSION**

P. **ADJOURNMENT**