



GOVERNING BOARD AGENDA
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, APRIL 10, 2001, 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 Tuesday 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
D.	Consent Calendar	2-8
E.	Items Removed from Consent Calendar	8
F.	Hearings	8
G.	Communications	8
H.	Unfinished Business	9-11
I.	New Business	11-16
J.	Instructional/Operational Reports	16-32
K.	Items Pending	32
L.	Comments from Board Members	32
M.	Closed Session	32-33
N.	Reconvene to Open Session	33
O.	Adjournment	33

A. CALL TO ORDER

Pledge of Allegiance

B. ROLL CALL

Establishment of a Quorum

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

- a. **BE IT RESOLVED, That** the Minutes of the Regular Meeting held March 13, 2001, be approved.
- b. **BE IT RESOLVED, That** the Minutes of the Special Meeting held March 27, 2001, be approved.

CONSENT CALENDAR

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.

BUSINESS SERVICES

1. **RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES MADE FOR 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, 1997, as detailed on the information spreadsheet logged herewith as **Exhibit D-1**, be and are hereby reviewed and approved for the following. All purchases listed herein are made against the 2000-2001 fiscal year budget.

Purchase Orders	0141526	through	0141703	\$201,244.01
Travel	0150101	through	0150116	\$ 8,440.71
Advertising/Increases	0160132	through	0160148	\$ 45,158.07
Agreement/Services	0170516	through	0170560	\$175,409.80
Repairs	0175063	through	0175072	\$ 4,604.78
Agreement/Annual	0180170	through	0180171	\$ 3,720.53
Utilities	0195048	through	0195053	\$ 8,566.00
Library Orders	0125020	through	<u>0125027</u>	\$ 5,323.26
				<u>\$452,467.16</u>

PERSONNEL

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

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

- a. **Position: ACCOUNTANT**
Department: Fiscal Services
Division: Administrative Services
New?: Yes
Sal Rng/Stp: 32/1
% of position: 100% # of Mos: 12
Effective: April 11, 2001
Note: CCC Satellite Network funding.

- b. **Position: STUDENT EMPLOYMENT SERVICES COORDINATOR**
Department: Career Center
Division: Counseling, Guidance, & Career Center
New?: Yes
Sal Rng/Stp: 24/1
% of position: 100% # of Mos: 12
Effective: April 11, 2001
Note: CalWORKs funding

3. **RECOMMENDATION: ACTION – APPROVE INTERJURISDICTIONAL EMPLOYEE EXCHANGE AGREEMENT FOR THE SERVICES OF CHARLES D. MAWSON BETWEEN THE CALIFORNIA COMMUNITY COLLEGES CHANCELLOR’S OFFICE AND PALOMAR COMMUNITY COLLEGE DISTRICT**

BE IT RESOLVED, That the Palomar Community College District hereby approves the Interjurisdictional Employee Exchange (IJE) Agreement between the California Community Colleges Chancellor’s Office and the Palomar Community College District for the services of Charles D. Mawson, effective March 19, 2001, and ending March 18, 2002. Mr. Mawson will assume the position of Project Manager, e-Conferencing, in the Educational Television Department. Funding will be provided by the CCCSAT grant.
Exhibit D-3

4. **RECOMMENDATION: ACTION - APPROVE CONTRACT CHANGES**

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

- a. **Name: JENNIFER A. PARIS**
Position: Assistant Professor/Librarian
Department: Library Media Center
New?: No
Remarks: Increase step due to verification of related work experience
Sal Grade/Stp: C/4
% of position: 100% # of Mos: 10
Effective: August 18, 2000

- b. **Name: FREDDY N. RAMIREZ**
Position: Counselor
Department: EOPS
New?: No
Remarks: Increase step due to verification of related work experience
Sal Grade/Stp: C/4
% of position: 100% # of Mos: 11
Effective: January 8, 2001

Note: EOP&S funded.

5. **RECOMMENDATION: ACTION - APPROVE CERTIFICATED EMPLOYMENT**

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

a. Name: **NATALIE A. CADONDON**
Position: Master Teacher
Department: Child Development Center
New?: No
Remarks: Replacement
Sal Rng/Stp: D/1
% of Position: 100% # of Mos: 12
Effective: April 11, 2001

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

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

- a. Name: **CHRISTOPHER J. BROWN**
Position: Production Coordinator
Department: Educational Television
New?: No
Remarks: Increase of position from 60% to 100% approved 12/12/2000.
Replacement.
Sal Rng/Stp: 23/1
% of Position: 100% # of Mos: 12
Effective: April 11, 2001
Note: 40% CCC Satellite Network funding, remainder district funding.
- b. Name: **BILL L. WISNESKI**
Position: Production Coordinator
Department: Educational Television
New?: Yes
Remarks: Position approved 12/12/2000
Sal Rng/Stp: 23/1
% of Position: 45% # of Mos: 12
Effective: April 11, 2001
Note: PFE funded.
- c. Name: **DEBRA J. CLAYPOOL**
Position: Senior Office Specialist
Department: Business Services
New?: No
Remarks: Reclass of position from Range 10 to 14 approved 1/9/2001
Sal Rng/Stp: 14/1
% of Position: 100% # of Mos: 12
Effective: April 11, 2001
- d. Name: **LENTONIO D. PAYTON**
Position: Delivery Worker
Department: Warehouse
New?: No
Remarks: Replacement. Increase of position from 45% to 100% approved 3/13/2001. Voluntary demotion for Mr. Payton.
Sal Rng/Stp: 10/9
% of Position: 100% # of Mos: 12

Effective: April 1, 2001

- e. Name: **GORDANA M. HIGH**
 Position: Accountant
 Department: Fiscal Services
 New?: No
 Remarks: Reclass of position approved 6/13/2000. Replacement.
 Sal Rng/Stp: 32/1
 % of Position: 45% # of Mos: 12
 Effective: April 18, 2001
- f. Name: **WENDY Y. HOMUTH**
 Position: Athletic Advisement Assistant
 Department: Athletics
 New?: Yes
 Remarks: Position approved 9/14/1999
 Sal Rng/Stp: 12/1
 % of Position: 45% # of Mos: 11
 Effective: April 16, 2001
- g. Name: **ROSE E. GOLDEN**
 Position: EOP&S Technician
 Department: EOP&S
 New?: No
 Remarks: Replacement.
 Sal Rng/Stp: 16/1
 % of Position: 100% # of Mos: 12
 Effective: April 11, 2001
 Note: EOP&S/CARE funding
- h. Name: **KATHLEEN A. GRAVES**
 Position: Senior Office Specialist
 Department: Admissions, Records, & Veterans' Services
 New?: No
 Remarks: Replacement.
 Sal Rng/Stp: 14/1
 % of Position: 65% # of Mos: 12
 Effective: April 23, 2001

7. **RECOMMENDATION: ACTION - APPROVE CHANGES TO CLASSIFIED POSITIONS**

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

- a. **Position: COLLEGE HEALTH NURSE**
 Name: Pamela J. Webb
 Department: College Health Services
 New?: No
 Remarks: Increase position from 45% to 80%, decrease months from 12 to
 11. Position will now include benefits.
 Sal Rng/Stp: 35/3
 % of position: 80% No Mos: 11
 Effective: April 11, 2001
 Note: Student Health Services funding

- b. **Position:** **COLLEGE HEALTH NURSE**
 Name: Maria C. Monsalud
 Department: College Health Services
 New?: No
 Remarks: Decrease months from 12 to 11
 Sal Rng/Stp: 35/3
 % of position: 100% No Mos: 11
 Effective: April 11, 2001
 Note: Student Health Services funding
- c. **Position:** **SENIOR OFFICE SPECIALIST**
 Name: Vacant
 Department: Student Support Services/Upward Bound at Escondido
 New?: No
 Remarks: Increase position from 45% to 75%. Position will now include
 benefits.
 Sal Rng/Stp: 14/1
 % of position: 75% No Mos: 12
 Effective: April 15, 2001
 Note: HEA TRIO Upward Bound funding

8. **RECOMMENDATION: ACTION – APPROVE LEAVE OF ABSENCE**

- a. **BE IT RESOLVED, That ARMIDA O. SHELTON**, Food Service Assistant, Food Services, be granted a 100% medical Leave of Absence **without pay and with benefits**, effective April 7, 2001, through May 10, 2001.

9. **INFORMATION: RESIGNATION**

On behalf of the Governing Board of the Palomar Community College District, the following **resignation** has been accepted by Dr. John D. Randall, Interim Superintendent/President, as authorized by the Governing Board on June 10, 1986:

- a. **APRIL L. GROMMO**, Systems Module Functional Specialist, Financial Aid/Scholarships, effective March 28, 2001 (last day worked 3/27/01).

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

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

Diane Martin – English

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

BE IT RESOLVED, That the employment of the following adjunct faculty, at the rate indicated for Spring, 2001, and Summer, 2001 (day and/or evening), be approved; said adjunct faculty is not scheduled to teach more than a 60-percent annual load:

SPRING, 2001

COMMUNITY EDUCATION

Cramer, Sue Rae	Community Education (Non-Credit)	\$36.09
	B.H.S., Speech Pathology & Audiology	
	M.S., Speech Pathology & Audiology	

Miller, Anne	Community Education (Non-Credit) B.A., Latin American Studies J.D., Law	\$38.42
--------------	---	---------

ENGLISH

Martin, Diane	English B.A., English M.S., Education	\$36.09
---------------	---	---------

FAMILY AND CONSUMER SCIENCES

Ladd, Monti	Fashion A.S., Fashion Merchandising B.A., Visual Arts 2 + Years Experience	\$34.93
-------------	---	---------

PUBLIC SAFETY PROGRAMS

Dow, Timothy	Administration of Justice A.S., Administration of Justice B.S., Workforce Education and Development 2 + Years Experience	\$34.93
--------------	---	---------

Garcia, Salvador	Fire Technology B.S., Business Administration M.B.A., Business Administration	\$36.09
------------------	---	---------

Patrick, Matt	Fire Technology A.S., Electronics 6 + Years Experience	\$34.93
---------------	--	---------

STUDENT SUPPORT SERVICES

Nunes, Julie	GEAR-UP A.A., Liberal Arts and Sciences B.A., Liberal Studies, Education 2 + Years Experience	\$34.93
--------------	--	---------

SUMMER, 2001

COMMUNICATIONS

Hahn, Patrick	Radio & Television B.B.A., Business Administration 2+ Years Experience	\$34.93
---------------	--	---------

FISCAL SERVICES

12. **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 #76-022240, dated June 28, 2000, in the amount of \$2,194.87 to **CompuCom**, 7171 Forest Lane, Dallas, TX 75230. Voided due to stale dating. **Exhibit D-12**

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

BE IT RESOLVED, That Revolving Cash Expenditures, Check No. 11385, in the amount of \$200.00 from the General Fund, for January, 2001, be approved. **Exhibit D-13**

DESTRUCTION OF RECORDS

14. **RECOMMENDATION: ACTION – APPROVE DESTRUCTION OF RECORDS**

BE IT RESOLVED, That the Summer/Fall 1997 records listed below have exceeded the retention period required for such records, and

BE IT FURTHER RESOLVED, That the Superintendent/President or his designee is instructed to dispose of the aforementioned records in accordance with Title 5, Section 59025.

Applications	Course Request and Add/Drop forms
Drop Rosters and Cards	Attendance Rosters
PAR forms	Community Education Applications
BOGW applications	(41.15 total cubic feet)

PAYROLL

15. **RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS REPORT**

BE IT RESOLVED, That the Governing Board hereby approves the **Personnel Actions Report for the month of March, 2001**, which includes hires and pay rate changes for students and temporary employees. **Exhibit D-15**

Resumption of REGULAR AGENDA

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 Palomar Faculty Federation**
3. **INFORMATION: Report of The Faculty**
4. **INFORMATION: Report of the Administrative Association**
5. **INFORMATION: Report of the CCE/AFT**
6. **INFORMATION: Report of the Associated Student Government**
7. **INFORMATION: Report of the Superintendent/President**
8. **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

H. UNFINISHED BUSINESS

1. RECOMMENDATION: ACTION – APPROVE HOLIDAY SCHEDULE FOR 2001-2002 FISCAL YEAR

BE IT RESOLVED, That the following **HOLIDAY SCHEDULE** for the **2001-2002 fiscal year** be approved:

Wednesday, July 4, 2001	Independence Day
Monday, September 3, 2001	Labor Day
Friday, November 9, 2001	Veterans' Day
Thursday, November 22, 2001	Thanksgiving Day
Friday, November 23, 2001	Local Holiday
TBA (Winter Recess)	Admission Day
Tuesday, December 25, 2001	Christmas Day
TBA (Winter Recess)	Local Holiday
TBA (Winter Recess)	Local Holiday
Tuesday, January 1, 2002	New Year's Day
Monday, January 21, 2002	Martin Luther King, Jr. Day
February 15, 2002	Lincoln's Birthday
February 18, 2002	Washington's Birthday
March 29, 2002	Spring Holiday
May 27, 2002	Memorial Day

2. RECOMMENDATION: ACTION – APPROVE PROPOSED REVISION OF BP 402.1 – REGISTRATION PRIORITY SYSTEM

BE IT RESOLVED, That the following revisions to **Board Policy 402.1 – Registration Priority System** be approved:

BP 402.1

Registration Priority System

Students will be assigned phone-in registration appointments in the following priority scheme:

1. DSP&S, EOP&S, and TRIO/SSS Students
 - a. Continuing students.
 - b. New, returning, and transfer students who submit an application and complete assessment and orientation prior to the deadline date.
2. New, returning, transfer, and continuing students who complete orientation and assessment in the immediate period of time prior to the deadline date.
3. Continuing students (students who are actively registered at census the prior semester or actively registered in a course as of the deadline date) **are**
 - a. ~~A assigned appointments on the basis of units completed (0 to 90 units) at the Palomar Community College District as recorded in the student records system. Students with over 90 units are rotated to begin the cycle again.~~ **are** assigned appointments on the basis of units completed (0 to 90 units) at the Palomar Community College District as recorded in the student records system. Students with over 90 units are rotated to begin the cycle again.
 - b. ~~Within each unit category, students are assigned in a randomized ID number order.~~ Within each unit category, students are assigned in a randomized ID number order.
4. New, returning, or transfer students who are not in category 2.
5. Non-high school graduates ~~under the age of 18.~~ **age 15 to 18.**

~~Students who prefer to register through walk-in registration will be given first-come, first-served appointments. They also have the option to register during the open registration period.~~

3. **RECOMMENDATION: ACTION – APPROVE PROPOSED REVISION OF BP 411.1 – EVALUATIVE GRADES**

BE IT RESOLVED, That the following revisions to **BP 411.1 – Evaluative Grades** be approved:

BP 411.1

Evaluative Grades

Grade	Explanation	Grade Point
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	1
F	Failing	0
FW	Failing for unofficial withdrawal	0
	<u>For a student who has ceased to participate in a course after the last day to officially drop or withdraw without having achieved a passing grade. The “FW” grade shall be used in determining academic standing.</u>	
CR	Credit (at least satisfactory – A,B,C grades. Units passed but not counted in GPA)	
NC	No credit (less than satisfactory – D or F grades. Units not counted in GPA)	

4. **RECOMMENDATION: ACTION – CAST BALLOT FOR CCCT BOARD OF DIRECTORS ELECTION – 2001**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby casts its ballot in favor of no more than eleven of the following candidates for membership on the CCCT Board of the Community College League of California:

- _____ Don L. Jenkins, Rio Hondo CCD (Incumbent)
- _____ Michele Jenkins, Santa Clarita CCD (Incumbent)
- _____ Michael R. Adams, Antelope Valley CCD
- _____ Maria Nieto Senour, San Diego CCD (Incumbent)
- _____ Mark Takano, Riverside CCD (Incumbent)
- _____ Luis Villegas, Santa Barbara CCD (Incumbent)
- _____ Charles H. Hayden, Jr., Desert CCD (Incumbent)
- _____ Walter G. Howald, Coast CCD
- _____ Tom Clark, Long Beach, CCD (Incumbent)
- _____ Mary Mason, Foothill-DeAnza CCD (Incumbent)
- _____ John Moore, Cerritos CCD (Incumbent)
- _____ Charles Meng, Napa Valley CCD
- _____ Georgia L. Mercer, Los Angeles CCD
- _____ Anita Grier, San Francisco CCD
- _____ Marie Kiersch, San Luis Obispo CCD
- _____ Fernando R. Baca, Barstow CCD
- _____ Judi Beck, Shasta-Tehama-Trinity Joint CCD
- _____ Anthony E. Bugarin, San Joaquin Delta CCD (Incumbent)
- _____ Donald L. Wolfe, West Valley-Mission CCD
- _____ John H. Weed, Fremont-Newark CCD

5. **RECOMMENDATION: ACTION – APPROVE REAFFIRMATION OF VOLUNTARY STUDENT ACTIVITY FEE**

BE IT RESOLVED, That a voluntary student activity fee be offered as of the fall semester 2001. A charge of \$15.00 per semester would include the current \$5.00 fee collected for the PIC card. Each student paying the additional \$10.00 student activity fee would receive a validation sticker to be affixed to their PIC card. Students possessing a student activity fee validation sticker will be entitled to a number of benefits. **Exhibit H-5**

6. **RECOMMENDATION: ACTION - APPROVE SABBATICAL LEAVES**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve the following **2001-2002 sabbatical leaves:**

Full Year, 2001-2002

Marilee Nebelsick-Tagg, Nursing Education Department
Gene Sager, Behavioral Sciences Department
John Tagg, English Department
John Valdez, Multicultural Studies Department

Fall, 2001

Dan Arnsan, Library, Media Center
Dan Clegg, Mathematics Department
Kathleen Clyne, Nursing Education Department
Haydn Davis, Behavioral Sciences Department
David Forsyth, Business Education Department
Mary Ann Giardina-Rodgers, Child Development Department
Teresa Laughlin, Economics, History and Political Science Department
Fred Levine, Art Department
James McAdams, Physical Education/Athletics Departments
Sara Thompson, Life Sciences Department
Mark Walker, Mathematics Department

Spring, 2002

Neil Bruington, Graphic Communications Department
Judy Crowe, Nursing Education Department
Phil de Barros, Behavioral Sciences Department
Theresa Egkan, Counseling Department
Chris Feddersohn, Trades and Industry Department
Maura Gage, Life Sciences Department
Douglas Key, Earth Sciences Department
Linda Locklear, American Indian Studies Department
Wendy Metzger, Mathematics Department

I. **NEW BUSINESS**

1. **RECOMMENDATION: ACTION - RENEW MEMORANDUM OF UNDERSTANDING BETWEEN DISTRICT AND FOUNDATION TO AUTHORIZE FOUNDATION THE FUND-RAISING AND FISCAL RESPONSIBILITY OF THE COLLEGE'S SCHOLARSHIP PROGRAM**

BE IT RESOLVED, That the Governing Board hereby authorizes the **renewal** of the memorandum of understanding between the Palomar Community College District and the **Palomar College Foundation** to continue an agreement to authorize the Foundation the **fund-raising and fiscal responsibility of the College's scholarship program.**

Under this arrangement, the Foundation will continue to:

1. Coordinate and conduct all activities (fund raising, soliciting donors, cultivating donors) relative to securing, maintaining, and increasing scholarship funds.
2. Establish scholarship criteria, selection, award amounts, and disbursement guidelines with donors.
3. Maintain receipt of funds and records for respective donor scholarship programs.
4. Prepare and distribute all scholarship checks to scholarship recipients; distribute to scholarship recipients checks received at the College that are made payable directly to the recipient.
5. Send award acknowledgment letters with checks to scholarship recipients.
6. Coordinate scholarship recipient donor thank-you letters.
7. Solicit current donors to increase scholarship funds and establish new donor scholarships.
8. Maintain bank and investment accounts in accordance with donor's stipulations.
9. Plan, organize, and conduct annual scholarship awards night.
10. Maintain and update database of donors and potential donors.

In addition, the Foundation agrees to maintain applicable records, financial transactions, and investments within generally accepted accounting principles and under the appropriate California Government Code. The Foundation agrees to hold the College harmless, defend the College, and pay for any judgment for the negligence of the Foundation or Foundation employees.

Under this arrangement, the District will continue to:

1. Coordinate the Scholarship Committee that has the responsibilities of selecting recipients according to the donor criteria and participating in the scholarships awards night ceremony activities, such as announcing awards and recipients to the donors, families, and audience.
2. Actively market scholarship opportunities to a wide variety of potential and current students at feeder schools and off-campus centers.
3. Communicate, educate, and assist current and potential students in obtaining scholarships offered at the College and from various outside sources.
4. Remit \$25,000 to the Foundation for services rendered under this agreement.

This arrangement shall be in effect for one year beginning April 10, 2001. If, at the end of one year, the College wishes to continue this arrangement, the College shall process a new agreement for a subsequent new year. The College shall be the sole determinant in the renewal of this agreement. **Exhibit I-1**

2. **RECOMMENDATION: ACTION - EXCUSE ABSENCE OF MEMBER DUE TO ILLNESS**

BE IT RESOLVED, That, in accordance with Section 72425(d) of the California Education Code, the Governing Board finds that the absences of **Ralph Jensen** from the Governing Board meetings held February 13, 2001, and March 13, 2001, are **excused due to illness**.

3. **INFORMATION: REVIEW OF COVENANTS OF RESTRICTION AND LICENSE AGREEMENT FOR DONATION OF "P" MOUNTAIN PROPERTY**

To complete the conditions imposed upon the parcel map of **Lester and Geraldine Ryan**, (hereinafter the "Ryans") **donors of the "P" Mountain property** to the Palomar Community College District, the City of San Marcos is requiring that the Palomar Community College District enter into a **license agreement with the Ryans granting permission to enter upon the "P" Mountain property and construct grading improvement for landscaping and slope stabilization/drainage to prevent erosion and to agree to the Covenants of Restriction to be recorded against the "P" Mountain property** and pursuant to which the **District** as donee will be required to **provide certain services**, among others, to include **trash removal, periodic inspection and reporting, maintenance** of the natural conditions, **liability insurance, fire protection, security against vandalism, misuse of the land, and prevention of the removal of natural vegetation**. The major advantage to the District and to the public is maintenance of the "P" as an historic object and landmark in North San Diego County. An additional provision should be added to the Covenants of Restriction recognizing this object and providing for its continued existence in perpetuity. **Exhibit I-3**

4. **RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH CITY OF CARLSBAD FOR LEASE OF SURPLUS POLICE VEHICLES FOR USE IN PUBLIC SAFETY DEPARTMENT'S POLICE ACADEMY**

BE IT RESOLVED, That an agreement be approved between the Palomar Community College District and the **City of Carlsbad**, for the purpose of allowing the District to **lease** for use in the Public Safety Department's Police Academy **one (1) surplus vehicle, including emergency lighting equipment, per year for five (5) years**. At the end of each year, the District will exchange the existing surplus vehicle for a different surplus vehicle, so that no surplus vehicle is used by the District for more than (12) months.

BE IT FURTHER RESOLVED, That the District will **pay the City of Carlsbad one dollar (\$1.00) per surplus vehicle**, payable upon delivery of the surplus vehicle to the District. This agreement will terminate automatically five (5) years from the date the first surplus vehicle is delivered to the District.

5. **RECOMMENDATION: ACTION - DECLARE COMPUTER EQUIPMENT SURPLUS, AND AUTHORIZE SALE AT COUNTY AUCTION**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby declares the **equipment and other items** identified in **Exhibit I-5**, the terms of which are by this reference incorporated herein, as surplus, in accordance with California Education Code Section 81450; and,

BE IT FURTHER RESOLVED, That the aforesaid surplus equipment and other items shall be disposed of by sale at the **auction** to be held by the County of San Diego on or about May 12, 2001, in accordance with California Education Code Section 81451 and Palomar Community College District, Board Procedure 552.

6. **RECOMMENDATION: ACTION - APPROVE MEMORANDUM OF UNDERSTANDING WITH ESCONDIDO CHARTER SCHOOL DISTRICT**

BE IT RESOLVED, That the Palomar Community College District (hereinafter "College") hereby approves a Memorandum of Understanding with the **Escondido Charter School District** (hereinafter "Charter") effective April 1, 2001, pursuant to which the College will provide one (1) T-One communications data line, one (1) Cisco router 2600, and one (1) Cisco switch (24 part), at a total estimated cost of Six Thousand One Hundred Dollars (\$6,100.00) for use by Charter to receive assessment testing services and orientation programs from College; and in exchange Charter shall reimburse College at the rate of Twenty-Five Dollars (\$25.00) per month for maintenance and fees to operate the Router, and Two Hundred Dollars (\$200.00) per month for maintenance fees for the T-One line, and Charter shall provide four (4) computers, including CPU's, screens, keyboards and printers sufficient to accommodate and process the College data transmitted over the T-One line; said agreement may be terminated by either party upon thirty- (30) days' notice to the other; and all sums expended by College to fund its share of the agreement shall be from the Matriculation Equipment account. **Exhibit I-6**

7. **RECOMMENDATION: ACTION - ACCEPTANCE OF AGREEMENT REGARDING SUB-LEASING OF FACILITIES FROM CITY OF SAN MARCOS AND SAN MARCOS REDEVELOPMENT AGENCY AND AMENDED AND RESTATED AGREEMENTS REGARDING REDEVELOPMENT PROJECT AREAS 1, 2, 3**

BE IT RESOLVED, That the leasehold interest in real property conveyed by the **City of San Marcos** and the **San Marcos Redevelopment Agency** (Lessor) to the Palomar Community College District, (Lessee) a governmental agency, effective December 12, 2000, is hereby accepted by order of the Governing Board of the Palomar Community College District adopted on April 10, 2001, and the District consents to **recordation** thereof by its duly authorized officer hereby declared to be Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services.

BE IT FURTHER RESOLVED, That the Amended and Restated Agreement Regarding Redevelopment Project Areas 1, 2, and 3, entered into between the City of San Marcos, the San Marcos Redevelopment Agency, and the Palomar Community College District effective December 12, 2000, and contained in the agreement entitled "AGREEMENT REGARDING THE SUB-LEASING OF FACILITIES BETWEEN THE CITY OF SAN MARCOS, SAN MARCOS REDEVELOPMENT AGENCY AND PALOMAR COMMUNITY COLLEGE AT THE SAN MARCOS PUBLIC SAFETY CENTER, AND AN AMENDED AND RESTATED AGREEMENT REGARDING REDEVELOPMENT PROJECT AREAS 1, 2, AND 3," is hereby accepted by order of the Governing Board of the Palomar Community College District adopted on April 10, 2001, and the District consents to recordation thereof by its duly authorized officer hereby declared to be Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services. **Exhibit I-7**

8. **RECOMMENDATION: ACTION - APPROVE MONTH-TO-MONTH EXTENSION OF AGREEMENT WITH A. H. VENTURES, INC., DBA LITTLE CAESERS, FOR FOOD COURT VENDING AT SAN MARCOS CAMPUS STUDENT CENTER**

BE IT RESOLVED, That the Palomar Community College District hereby approves a month-to-month extension of the agreement for food service court vendors with A. H. Ventures, Inc., dba Little Caesars, (hereinafter "Vendor") effective July 1, 2001, and thereafter, for a total period not to exceed two (2) years, on the same terms and conditions as the basic agreement that was effective July 1, 1998, and for a three- (3) year term. The basic agreement was for a term of three (3) years following a competitive bid award to Vendor, with an option to renew for up to two (2) additional years. The month-to-month renewal is acceptable to Vendor who understands that the Student Center will be remodeled and upgraded some time within the next two (2) years, thus precluding for some unknown period of time, the operations of Vendor at its present location.

9. **INFORMATION: MINIMUM STANDARDS FOR ASG OFFICERS**

BE IT RESOLVED, That approval be granted to instituting the following minimum standards for ASG officers:

- (1) Minimum cumulative GPA of 2.5 to be eligible for initial appointment or election to ASG.
- (2) Maintain a minimum semester GPA of 2.5.
- (3) Enroll in Leadership and Communication course (3 units) each semester of maintaining an officer position.
- (4) Enroll and complete a minimum of ten (10) units (including the Leadership and Communication course) throughout the officer's tenure in office.
- (5) No more than four units per semester may be taken credit/no credit during the officer's tenure in office.

10. **RECOMMENDATION: ACTION – SET COMPENSATION FOR NON-VOTING STUDENT TRUSTEE FOR 2001-2002**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District in accordance with Board Policy 11.1, hereby sets the compensation for the non-voting Student Trustee for 2001-2002 at \$400.00 per month.

11. **RECOMMENDATION: ACTION – RECOGNIZE FACULTY APPRECIATION WEEK**

WHEREAS, the Faculty provides valuable services to Palomar College students; and

WHEREAS, the Faculty contribute to the establishment and promotion of a positive learning environment, and

WHEREAS, the Faculty play a vital role in achieving the mission of Palomar College; and

WHEREAS, Palomar College's Faculty strives for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby recognizes **May 6-12, 2001**, as **Faculty Appreciation Week**, in conjunction with **California's 19th Annual Day of the Teacher**, and hereby honors our Faculty for their efforts on behalf of our students.

12. **RECOMMENDATION: ACTION - RECOGNIZE CLASSIFIED EMPLOYEES WEEK**

WHEREAS, Classified employees provide valuable services to Palomar College students; and

WHEREAS, Classified employees contribute to the establishment and promotion of a positive learning environment, and

WHEREAS, Classified employees play a vital role in achieving the mission of Palomar College; and

WHEREAS, Classified employees of Palomar College strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby recognizes and wishes to honor the contribution of the classified employees of Palomar College to quality education at Palomar College and recognizes the week of **May 20-26, 2001**, as **Classified Employees Week**.

13. **RECOMMENDATION: ACTION - APPROVE TRAVEL TO ITALY AND SOUTHERN FRANCE FOR ART 197 TOPICS IN ART COURSE AND AUTHORIZE AGREEMENT WITH JOURNEY OF DISCOVERY**

BE IT RESOLVED, That the travel course **ART 197 Topics in Art** is hereby authorized and approved for travel to Italy and Southern France departing on May 24, 2001, and returning on June 11, 2001; and

BE IT FURTHER RESOLVED, That an agreement between the District and **Journey of Discovery**, a Pleasant Holiday Company, be and is hereby approved as necessary to carry out the Art 197 Summer, 2001, Italy/France Travel class, including approval to advance to these vendors any deposits required to secure their contract services, with all funds for participants in this program being paid by the participating students. Estimated costs for the program including airfare are detailed in the backup materials to this resolution, and by this reference incorporated herein. **Exhibit I-13**

J. INSTRUCTIONAL/OPERATIONAL REPORTS

1. **RECOMMENDATION: ACTION – APPROVE ADDITION OF NEW COURSES**

BE IT RESOLVED, That the following new courses be **added** to the curriculum:

1. Course ID: AJ 072
A.A. degree/certificate (required course): Law Enforcement
Discipline for minimum qualifications: Administration of Justice (master's degree not required)
Reviewed by: Subcommittee A

72 Academy Orientation and Leadership

Three hours lecture (3)

Professional orientation, academy regulation, military drill, study skills, and discipline are a part of the academy orientation. Leadership portion of course includes character and qualities of the modern day police officer; how to build on their character to become more aligned to the community's expectations of law enforcement; and developing life organizational skills. (effective Fall, 2001)

2. Course ID: AJ 080
A.A. degree/certificate (required course): Law Enforcement
Discipline for minimum qualifications: Administration of Justice (master's degree not required)
Reviewed by: Subcommittee A

80 Vehicle Operations

Two hours lecture/laboratory (1)

Students will learn how to prevent vehicle collisions; basic defensive driving principles and techniques in order to develop safe driving habits. The successful student will become proficient in the actual operation of the vehicle, and knowledgeable about the dynamic forces at work. (effective Fall, 2001)

3. Course ID: AJ 082
A.A. degree/certificate (required course): Law Enforcement
Discipline for minimum qualifications: Administration of Justice (master's degree not required)
Reviewed by: Subcommittee A

82 First Aid for Law Enforcement

One and one-half hours lecture (1.5)

An overview of emergency medical care terminology and procedures required for peace officers when responding to victims where assessment of immediate condition, appropriate first aid treatment and possible basic life support maneuvers will be required. (effective Fall, 2001)

4. Course ID: ART 244
Prerequisite validated: Yes
A.A. degree/certificate (required course): Illustration; (elective): Graphic Design
Discipline for minimum qualifications: Commercial Arts (master's degree not required)
Reviewed by: Subcommittee A

244 Illustration II Digital Techniques

Six hours lecture/laboratory (3)

Prerequisite: ART 240

Recommended preparation: ART 241

An introduction to concepts and techniques used in the field of digital illustration. Critical thinking and visual problem solving using digital tools as well as the translation of traditional theory and principles will be stressed. Emphasis will be placed on the integration of several computer software programs and traditional media as a means of communicating and applying ideas into the various commercial art marketplaces. *May be taken two times.* CSU (effective Fall, 2001)

5. Course ID: ASL 100L
Prerequisite validated: Yes
Discipline for minimum qualifications: American Sign Language (master's degree not required)
Reviewed by: Subcommittee A

100L American Sign Language I (Lab)

Three hours laboratory (1)

Prerequisite: Completion of, or concurrent enrollment in ASL 100

Individualized program intended for students who wish to further improve their ASL skills. Students will utilize videotapes, software, and workbooks in the American Sign Language/English Interpreting Lab to improve comprehension of basic ASL sentences and stories. Through the use of video recording equipment, students will have the opportunity to improve their expressive signing skills. Lab activities are designed to provide students the opportunity to practice vocabulary and syntax taught in ASL 100. *Grading: Credit/No Credit only. May be taken two times .CSU (effective Fall, 2001)*

6. Course ID: ASL 101L
Prerequisite validated: Yes
Discipline for minimum qualifications: American Sign Language (master's degree not required)
Reviewed by: Subcommittee A

101L American Sign Language II (Lab)

Three hours laboratory (1)

Prerequisite: Completion of, or concurrent enrollment in ASL 101

Individualized program intended for students who wish to further improve their ASL skills. Students will utilize videotapes, software, and workbooks in the American Sign Language/English Interpreting Lab to improve comprehension of ASL sentences and stories. Through the use of video recording equipment, students will have the opportunity to improve their expressive signing skills. Lab activities are designed to provide students the opportunity to practice vocabulary and syntax taught in ASL 101. *Grading: Credit/No Credit only. May be taken two times .CSU (effective Fall, 2001)*

7. Course ID: ASL 205L
Prerequisite validated: Yes
Discipline for minimum qualifications: American Sign Language (master's degree not required)
Reviewed by: Subcommittee A

205L American Sign Language III (Lab)

Three hours laboratory (1)

Prerequisite: Completion of, or concurrent enrollment in ASL 205

Individualized program intended for students who wish to further improve their ASL skills. Students will utilize videotapes, software, and workbooks in the American Sign Language/English Interpreting Lab to improve comprehension of advanced ASL sentences and stories. Through the use of video recording equipment, students will have the opportunity to improve their expressive and receptive signing skills. Lab activities are designed to provide students the opportunity to practice vocabulary and syntax taught in ASL 205. *Grading: Credit/No Credit only. May be taken two times .CSU (effective Fall, 2001)*

8. Course ID: ASL 206L
Prerequisite validated: Yes
Discipline for minimum qualifications: American Sign Language (master's degree not required)
Reviewed by: Subcommittee A

206L American Sign Language IV (Lab)

Three hours laboratory (1)

Prerequisite: Completion of, or concurrent enrollment in ASL 206

Individualized program intended for students who wish to further improve their ASL skills. Students will utilize videotapes, software, and workbooks in the American Sign Language/English Interpreting Lab to improve comprehension of advanced ASL sentences and stories. Through the use of video recording equipment, students will have the opportunity to improve their expressive and receptive signing skills. Lab activities are designed to provide students the opportunity to practice vocabulary and syntax taught in ASL 206. *Grading: Credit/No Credit only. May be taken two times .CSU (effective Fall, 2001)*

9. Course ID: BIOL 215
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Biology – General, Biology – Pre-Professional
Discipline for minimum qualifications: Biological Sciences (master's degree required)
Reviewed by: Subcommittee A

215 Introduction to Biostatistics

Three hours lecture-Three hours laboratory (4)

Prerequisite: A minimum grade of 'C' in MATH 110, and a minimum grade of 'C' in BIOL 201

An introduction to the quantitative analysis of biological data. Founded on the principles of the scientific process, this course provides experience in the design of biological experiments and the appropriate analysis and interpretation of biological data. *This course does not qualify for mathematics credit. CSU (effective Fall, 2001)*

10. Course ID: CFT 142
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

142 The Art and Craft of Planemaking

Four hours lecture/laboratory (2)

Prerequisite: CFT 100

This course will teach students to make wooden hand planes. Through the use of lecture, handouts, demonstrations and videos, the following topics will be covered: the history of planemaking; tuning and using wooden and metal planes; designing a plane; making and tuning laminated planes; cutting, tempering and sharpening a plane iron; designing, making and using a wooden plane. *May be taken three times. (effective Fall, 2001)*

11. Course ID: CFT 143
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

143 Decorative Box Making

Four hours lecture/laboratory (2)

Prerequisite: CFT 105

Concentrates on the skills and techniques needed to make finely crafted heirloom quality boxes. Types of boxes include: jewelry, cigar humidor, and silver chest. Topics include: design, function, selection of materials, construction techniques, partitions, linings, hardware, assembly techniques, hinge installation, and finishing techniques. *May be taken two times.* (effective Fall, 2001)

12. Course ID: CFT 149
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

149 Hand Joinery I

Two hours lecture-Three, six, or nine hours laboratory (3,4,5)

Prerequisite: CFT 105

Exploration of hand tool techniques with application to fine furniture. Skills will be developed through the construction of sample joints and a simple project. Topics include: marking and layout tools, cutting tools, use of the workbench and its accessories, hand saws and their use, Japanese vs. Western tools, dovetail joinery, mortise and tenon joinery, squaring and sizing with a hand plane, sharpening hand tools and building a simple carcass. *May be taken two times.* (effective Fall, 2001)

13. Course ID: CFT 152
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

152 Veneering Technology II

Two hours lecture-Three, six, or nine hours laboratory (3,4,5)

Prerequisite: CFT 151

Study and practice of advanced veneering techniques which includes working with radius shapes, hand and machine marquetry techniques, hammer veneering, and installation of bandings and stringings. Students will demonstrate their abilities in the construction of a small piece of furniture. *May be taken two times.* (effective Fall, 2001)

14. Course ID: CFT 156
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

156 Advanced Classic American Chair Designs

Two hours lecture-Three or six hours laboratory (3,4)

Prerequisite: CFT 155

Chair making which emphasizes the use of traditional chair making tools to shape raw wood into chair parts. Skill development and improved craftsmanship is emphasized while learning to make more complex chairs. Advanced chair designs include: bowback, continuous arm, writing arm and Fanback Windsor chairs; Appalachian style three-slat side chair, four-slat arm chair, and six-slat rocking chair. *May be taken four times.* (effective Fall, 2001)

15. Course ID: CFT 171
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

171 Furniture for the Wood Shop

Four, six or eight hours lecture/laboratory (2,3,4)

Prerequisite: CFT 100

The individual student will be required to design and construct one or more projects from a broad range of furniture-quality accessories for the woodworking shop such as tool totes, tool boxes, chests and cabinets (both stationary and portable), step stools, saw horses or workbench accessories. Particular attention will be paid to artistic and functional design, utility, material selection and joinery techniques. Skills in spindle turning, marquetry and inlay, compound angle joinery, coopering, and veneering will be developed and employed depending on the project selected. *May be taken four times.* (effective Fall, 2001)

16. Course ID: CFT 188
Prerequisite validated: Yes
A.A. degree/certificate program (recommended elective): Cabinetmaking and Millwork – Cabinet and Furniture Technology, Cabinet and Millwork Technology, and Furniture and Wood Technology
Discipline for minimum qualifications: Furnituremaking/Cabinetmaking (master's degree not required)
Reviewed by: Subcommittee A

188 Intermediate Carving

Two, four, six or eight hours lecture/laboratory (1,2,3,4)

Prerequisite: CFT 187

This course examines methods relating to both low and high relief carving, as well as incised lettering. More complex layout and carving techniques are undertaken. Concepts such as setting-in and blocking-out are introduced while modeling, introduced in the beginning course, is more fully developed. *May be taken four times.* (effective Fall, 2001)

17. Course ID: COUN 185
Discipline for minimum qualifications: Counseling (master's degree required)
Reviewed by: Co-Chair

185 Peer Advising

One hour lecture (1)

This class will teach students how to utilize and provide information from the Palomar College catalog, class schedule, student services, and community resources. Topics covered will be: academic policies, interpersonal communication skills, and peer counseling techniques. This course is required for participation in the Palomar Peer Counselor Program. *Grading: Credit/No Credit only.* CSU (effective Fall, 2001)

18. Course ID: CSIS 111
A.A. degree/certificate program (required course): Associate Network Specialist
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

111 Net Prep: Networking Fundamentals

One and one-half hours lecture-One hour lecture/laboratory (2)

An introduction to the fundamental concepts of data communications, telecommunications, and networking. This course is designed to give students a general overview of the principles, configuration, and operation of computer networks. It focuses on the terminology and technologies in current networking environments, including the OSI model, LAN architectures, the client/server model and network operating systems, system architectures, internetworking components, and telecommunications. (effective Fall, 2001)

19. Course ID: CSIS 112
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Associate Network Specialist
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

112 Net Prep: Local Area Networks

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 111

Covers basic LAN structure, including what physical cables are used, how those cables are connected, and how hardware platforms (such as servers and workstations) attach to LANs. Introduction to the major network operating systems and applications that run on LANs. (effective Fall, 2001)

20. Course ID: CSIS 113
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Associate Network Specialist
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

113 Net Prep: Wide Area Networks

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 112

Introduction to the telecommunications concepts (point-to-point, multi-point, and packet switch services) and components used to build WANs. Protocols used to transport voice and data over wide areas including ISDN, Frame Relay, ATM, and SONET are also covered. (effective Fall, 2001)

21. Course ID: CSIS 114
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Associate Network Specialist
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

114 Net Prep: TCP/IP and Network Architectures

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 113

Introduction to the four dominant networking architectures used in corporate networks: TCP/IP, SNA, DecNet, and AppleTalk, with greatest emphasis Falling on TCP/IP, now the most popular and widely used architecture. (effective Fall, 2001)

22. Course ID: CSIS 118
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Associate Network Specialist
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

118 Net Prep: The Internet

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 114

A broad overview of the Internet. This course covers such topics as navigation tools, email, security, management, web servers, web development, and e-Commerce. A review of the Internet's networking architecture, TCP/IP, is also included. (effective Fall, 2001)

23. Course ID: CSIS 130
A.A. degree/certificate program (required course): Cisco
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

130 Cisco Networking Fundamentals

One and one-half hours lecture-One hour lecture/laboratory (2)

Emphasis on the OSI model and industry standards. Includes network topologies, IP addressing, subnet masks, basic network design and cable installation. Preparation for Cisco certification examination. (effective Fall, 2001)

24. Course ID: CSIS 131
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Cisco
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

131 Cisco Router Configuration

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 130

Development of knowledge and skills to install, configure, customize, maintain and troubleshoot Cisco routers and components. Preparation for Cisco certification examination. (effective Fall, 2001)

25. Course ID: CSIS 132
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Cisco
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

132 Cisco Advanced Routing and Switching

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 131

Development of knowledge and skills to configure advanced routing protocols, Local Area Networks (LANs), and LAN switching. Design and management of advanced networks. Preparation for Cisco certification examination. (effective Fall, 2001)

26. Course ID: CSIS 133
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Cisco
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

133 Cisco Wide Area Network Design and Support

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 132

Development of knowledge and skills to design and configure advanced Wide Area Network (WAN) projects using Cisco IOS command set. Preparation for Cisco certification examination. (effective Fall, 2001)

27. Course ID: CSIS 168
Prerequisite validated: Yes
A.A. degree/certificate program (required course): MCSE
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

168 Designing Network Security

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 165

This course provides students with the knowledge and skills necessary to design a security framework for small, medium, and enterprise networks using Microsoft Windows 2000 technologies. (effective Fall, 2001)

28. Course ID: CSIS 169
Prerequisite validated: Yes
A.A. degree/certificate program (required course): MCSE
Discipline for minimum qualifications: Computer Information Systems (master's degree not required)
Reviewed by: Co-Chair

169 Migrating from Windows NT 4.0 to Windows 2000

One and one-half hours lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 165

This course provides Microsoft Windows NT 4.0 support professionals with the knowledge and skills necessary to migrate domains from Windows NT 4.0 to Windows 2000 and to perform domain restructures. (effective Fall, 2001)

29. Course ID: DNCE 147
Prerequisite validated: Yes
Discipline for minimum qualifications: Dance (master's degree required)
Reviewed by: Subcommittee A

147 Repertory

Two hours lecture/laboratory (1)

Prerequisite: Enrollment subject to audition

Recommended preparation: Previous dance training and performance experience and the knowledge and ability to perform different dance styles such as jazz, ballet, modern, musical theatre

Learning, rehearsing, and performing dance routines as an outreach to Palomar College, area high schools, and the community. *May be taken four times.* CSU (effective Fall, 2001)

30. Course ID: ESL 040
Discipline for minimum qualifications: English as a Second Language (master's degree required)
Reviewed by: Subcommittee A

40 Introduction to Academic Reading and Writing

Two hours lecture (2)

A multilevel reading and writing course designed to help students improve their reading and writing skills. This course will provide a review of grammar, paragraph organization and development, and the conventions of academic writing. It will also address reading strategies such as using textual clues to aid comprehension, finding a balance between speed and accuracy, and vocabulary building. *Offered in the Summer session only. May be taken two times.* (effective Summer 2002)

31. This course was approved by the Curriculum Committee on February 21, 2001 as GC 155. However, the course number is not available for use. This course should be numbered GC 164.

Course ID: GC 164
Prerequisite validated: Yes
Discipline for Minimum Qualifications: Graphic Arts (master's degree not required)
Distance Learning: Yes
Reviewed by: Subcommittee A

164 Fireworks 2 (Interactive Web Graphics)

Two hours lecture/laboratory (1)

Recommended Preparation: GC 140 and/or GC 152 and/or GC 154 and/or GC 202

Hands-on course to produce optimized graphics for the Web with Macromedia's Fireworks, a cross-platform production environment: design complex buttons and navigation bars, image maps, slicing complex graphics, animation, batch processing, and scripting; generate HTML and JavaScript automatically; integrate with both Macromedia and non-Macromedia applications. *May be taken four times.* CSU (effective Fall, 2001)

32. Course ID: ID 091
A.A. degree/certificate program (required course): Home Improvement Center Training
Discipline for minimum qualifications: Interior Design (master's degree not required)
Reviewed by: Subcommittee A

91 Estimating for Home Fashions

Three hours lecture (3)

Methods used in estimating materials and labor for home fashion products available at home improvement centers. These include flooring, paint and wall covering, and hard and soft window covering. Methods of communicating detailed information to customers, suppliers and installers. (effective Fall, 2001)

33. Course ID: LS 190
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Paralegal Studies; (elective): Legal Studies
Discipline for minimum qualifications: J.D. or LL.B.
Dually listed with: PLS 190
Reviewed by: Subcommittee A

190 Clinical Studies

Nine hours laboratory (3)

Prerequisite: LS 121 or PLS 121

This course provides the student with an opportunity to gain practical work experience within the legal field. The student will complete 120 hours of work at the internship site and attend three seminars during the semester that will focus on transitioning to the work force. *This course is dually listed as PLS 190.* CSU (effective Fall, 2001)

34. Course ID: LT 115
A.A. degree/certificate program (required course): Library Technology (LT)
Distance Learning: Yes
Discipline for minimum qualifications: Library Science (master's degree required)
Reviewed by: Subcommittee A

115 Library Operational Skills/Public Services

Three hours lecture (3)

This course will prepare the student to provide public service in the circulation area of the library. Students will be introduced to principles and practices of material shelving, interlibrary loan services, circulation of materials, fines, patron records, supervision, handling cash, maintaining statistics, and building security and emergency procedures. CSU (effective Fall, 2001)

35. Course ID: MATH 245
Prerequisite validated: Yes
Discipline for minimum qualifications: Mathematics (master's degree required)
Reviewed by: Subcommittee A

245 Discrete Mathematics

Three hours lecture (3)

Prerequisite: A minimum grade of 'C' in MATH 130 or MATH 140, or a passing score on the appropriate placement test.

The study of propositional and predicate logic, number theory and methods of proof, elements of set theory, relations and functions, the Pigeonhole Principle, sequences, infinite sets, basic counting techniques, permutations, combinations, and applications directed to the field of computer science. CSU (effective Fall,

2001)

36. Course ID: MUS 227
Prerequisite validated: Yes
Discipline for minimum qualifications: Music (master's degree required)
Reviewed by: Subcommittee A

227 Accompanying

Three hours laboratory (1)

Prerequisite: MUS 225 or the passing of equivalency test.

Techniques of, and practical experience in, piano accompaniment for ensembles, vocalists, and instrumentalists. *May be taken four times.* CSU (effective Fall, 2001)

37. Course ID: PE 229
Prerequisite validated: Yes
Discipline for minimum qualifications: Physical Education (master's degree required)
Reviewed by: Subcommittee A

229 Lifeguarding

One and one-half hours lecture (1.5)

Prerequisite: Ability to swim 500 yards continuously

Follows American Red Cross curriculum lifeguard training and professional rescuer CPR. National certifications can be earned upon successful completion of two topic areas. An individual will have basic preparation for aquatic lifeguard job opportunities in California. CSU (effective Fall, 2001)

38. Course ID: PHIL 191
Discipline for minimum qualifications: Philosophy (master's degree required)
Reviewed by: Subcommittee A

191 Verbal Reasoning I

Three hours lecture (3)

Preparation for the Verbal Reasoning section of the Medical College Admission Tests. *May be taken four times.* (effective Fall, 2001)

39. Course ID: PHIL 192
Discipline for minimum qualifications: Philosophy (master's degree required)
Reviewed by: Subcommittee A

192 Verbal Reasoning II

Three hours lecture (3)

Preparation for the Verbal Reasoning section of the Medical College Admission Tests through application of verbal reasoning concepts by learning partners. *May be taken four times.* (effective Fall, 2001)

40. Course ID: PLS 050
Discipline for minimum qualifications: J.D. or LL.B.
Reviewed by: Subcommittee A

50 CLA Exam Preparation

Three hours lecture (3)

Recommended preparation: Completion of Paralegal Studies Program or seven years experience as a paralegal.

An intensive review of substantive and procedural areas of the law to prepare for the Certified Legal Assistant (CLA) examination offered by the National Association of Legal Assistants. Successful completion of this examination certifies competence in the paralegal field and has been adopted by California as

the qualifying standard for paralegals seeking advanced certification in specialty areas of practice. *Grading: Credit/No Credit only.* (effective Fall, 2001)

41. Course ID: PLS 190
Prerequisite validated: Yes
A.A. degree/certificate program (required course): Paralegal Studies; (elective): Legal Studies
Discipline for minimum qualifications: J.D. or LL.B.
Dually listed with: LS 190
Reviewed by: Subcommittee A

190 Clinical Studies

Nine hours laboratory (3)

Prerequisite: LS 121 or PLS 121

This course provides the student with an opportunity to gain practical work experience within the legal field. The student will complete 120 hours of work at the internship site and attend three seminars during the semester that will focus on transitioning to the work force. *This course is dually listed as LS 190.* CSU (effective Fall, 2001)

42. Course ID: RTV 050
Discipline for minimum qualifications: Mass Communication (master's degree required); Broadcasting Technology (master's degree not required)
Reviewed by: Subcommittee A

50 Basic Television Acting

Three hours laboratory (1)

Practice and performance in the basics of television acting. Special emphasis on movement for the camera, emotion, gestures, voice, techniques to copy interpretation, audition processes, agent and industry information. Prepares the actor for basic television acting through a variety of on-camera exercises and final productions. *May be taken three times.* (effective Fall, 2001)

43. Course ID: RTV 275
Prerequisite validated: Yes
A.A. degree/certificate (required course): Digital Media; (elective): Radio and Television
Discipline for minimum qualifications: Broadcasting Technology (master's degree not required)
Reviewed by: Subcommittee A

275 Avid Editing for Television and Film

Six hours lecture/laboratory (3)

Prerequisite: RTV 170 and RTV 270

Principles and techniques of editing video and film projects using Avid technology. Digitizing source material, storyboarding, timeline, audio editing, importing and exporting graphics, outputting, and media management. CSU (effective Fall, 2001)

44. Course ID: SUPV 075
A.A. degree/certificate program (elective): Supervision
Discipline for Minimum Qualification: Business (master's degree required)
Reviewed by: Subcommittee A

75 Leadership and Communication

One hour lecture (1)

Designed for the United States Marine Staff Non-Commissioned Officers Academy. Provides Marine Sergeants with tools and techniques to develop their leadership skills through effective and clear written communication. Emphasis is on selecting and using resources, organization of written ideas, employing appropriate rules of grammar and punctuation in military communication,

avoiding common errors and using tools for editing and correcting written communication. (effective Fall, 2001)

45. Course ID: SUPV 080
A.A. degree/certificate program (elective): Supervisions
Discipline for Minimum Qualification: Business (master's degree required)
Reviewed by: Subcommittee A

80 Written Communication Skills for First Line Supervisors

One hour lecture (1)

Designed for the United States Marine Staff Non-Commissioned Officers Academy. Provides Marine Staff Sergeants with tools and techniques to enhance their leadership skills through effective and clear written communication. Emphasis is on written assessment of personal leadership skills and abilities. (effective Fall, 2001)

46. Course ID: SUPV 085
A.A. degree/certificate program (elective): Supervision
Discipline for Minimum Qualification: Business (master's degree required)
Reviewed by: Subcommittee A

85 Technical and Professional Writing for Supervisors

One hour lecture (1)

Designed for the United States Marine Staff Non-Commissioned Officers Academy. Provides Marine Gunnery Sergeants with tools and techniques to enhance their leadership skills through effective and clear written communication. Emphasis is on creating leadership and professional articles for military publications. (effective Fall, 2001)

2. **RECOMMENDATION: ACTION – APPROVE DELETION OF COURSES**

BE IT RESOLVED, That the following courses be **deleted** from the curriculum:

1. Course ID: CSIS 150
Title: Networking Essentials
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive
Effective date: Fall, 2001
2. Course ID: CSIS 152
Title: NT Workstation 4.0
Prerequisite for: CSIS 154
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive
Effective date: Fall, 2001
3. Course ID: CSIS 154
Title: NT Server 4.0
Prerequisite for: CSIS 156; CSIS 158
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive
Effective date: Fall, 2001
4. Course ID: CSIS 156
Title: NT Server 4.0 Enterprise
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive

Effective date: Fall, 2001

5. Course ID: CSIS 158
Title: Internetworking with TCP/IP
Prerequisite for: CSIS 159
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive
Effective date: Fall, 2001
6. Course ID: CSIS 159
Title: Internet Information Server 4.0
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive
Effective date: Fall, 2001
7. Course ID: CSIS 161
Title: Network and Operating System Essentials
Prerequisite for: CSIS 162
A.A. degree/certificate program: MCSE
Page: 142
Reason for deletion: Inactive
Effective date: Fall, 2001
8. Course ID: EME 115
Title: Emergency Medical Technician Refresher Course with Exam
A.A. degree/certificate program: Emergency Medical Technician
Page: 165
Reason for deletion: Same course as EME 116
Effective date: Fall, 2001
9. Course ID: RTV 110L
Title: Broadcast Writing Laboratory
Prerequisite for: RTV 110
A.A. degree/certificate program: Radio and Television
Page: 229
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
10. Course ID: RTV 120L
Title: Television Fundamentals Laboratory
Prerequisite for: RTV 120
A.A. degree/certificate program: Radio and Television
Page: 229
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
11. Course ID: RTV 124L
Title: Television Staging and Lighting Laboratory
Prerequisite for: RTV 124
A.A. degree/certificate program: Radio and Television
Page: 229
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001

12. Course ID: RTV 130L
Title: Radio Production Laboratory
Prerequisite for: RTV 130; RTV 230; RTV 230L
A.A. degree/certificate program: Radio and Television
Page: 229
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
13. Course ID: RTV 140L
Title: Radio News Laboratory
Prerequisite for: RTV 140
A.A. degree/certificate program: Radio and Television
Page: 229
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
14. Course ID: RTV 150L
Title: Broadcast Acting Laboratory
Prerequisite for: RTV 150
A.A. degree/certificate program: Radio and Television
Page: 229
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
15. Course ID: RTV 160L
Title: Radio-TV Advertising Laboratory
Prerequisite for: RTV 160
A.A. degree/certificate program: Radio and Television
Page: 230
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
16. Course ID: RTV 170L
Title: Non-Linear Video Editing and Computer Applications Laboratory
Prerequisite for: RTV 170
A.A. degree/certificate program: Radio and Television
Page: 230
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
17. Course ID: RTV 220L
Title: Television Directing Laboratory
Prerequisite for: RTV 220
A.A. degree/certificate program: Radio and Television
Page: 230
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001

18. Course ID: RTV 230L
Title: Radio Programming Laboratory
Prerequisite for: RTV 230
A.A. degree/certificate program: Radio and Television
Page: 230
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
19. Course ID: RTV 240L
Title: Television News Laboratory
Prerequisite for: RTV 240
A.A. degree/certificate program: Radio and Television
Page: 230
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
20. Course ID: RTV 270L
Title: Computer Video Editing Laboratory
Prerequisite for: RTV 270
A.A. degree/certificate program: Radio and Television
Page: 230
Reason for deletion: Proposed change in co-requisite instructional methodology from lecture to lecture/laboratory combination.
Effective date: Fall, 2001
21. Course ID: SPCH 155
Title: Beginning Intercollegiate Forensics
Prerequisite for: SPCH 156
A.A. degree/certificate program: Speech Communication
Page: 245
Reason for deletion: Inactive
Effective date: Fall, 2001
22. Course ID: SPCH 156
Title: Intermediate Intercollegiate Forensics
A.A. degree/certificate program: Speech Communication
Page: 245
Reason for deletion: Inactive
Effective date: Fall, 2001

K. ITEMS PENDING

L. COMMENTS FROM BOARD MEMBERS

M. CLOSED SESSION

1. Conference with Legal Counsel – Approve Terms of Settlement of Existing Litigation, pursuant to Government Code 54956.9a. Name of Case: Mahoney vs. Palomar College et al, San Diego Superior Court Case No. GIN003736
2. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
3. Conference with Designated Representatives regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.

4. Conference with Designated Representatives regarding negotiations with PFF/CCE/AFT, pursuant to Government Code 54957.6.
5. Conference with Designated Representatives regarding discussion with Unrepresented Employees, pursuant to Government Code 54957.6.
6. Conference with Real Property Negotiator, pursuant to Government Code 54956.8.
Property: San Diego Gas & Electric Utility Easement in Escondido
7. Student Suspension, pursuant to Education Code Sections 76031 and 66017 and Board Policy 430.3.

N. RECONVENE TO OPEN SESSION

O. ADJOURNMENT