



GOVERNING BOARD AGENDA
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, JUNE 12, 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.

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A. CALL TO ORDER

Pledge of Allegiance

B. ROLL CALL

Establishment of a Quorum

BB. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE – SEAN WEIMER

BBB. PUBLIC HEARING – PALOMAR COMMUNITY COLLEGE DISTRICT DRAFT PROPOSAL FOR 2002-2003 ACADEMIC CALENDAR FOR ACADEMIC EMPLOYEES IN THE BARGAINING UNIT REPRESENTED BY THE PALOMAR COLLEGE FACULTY FEDERATION

1. **Open Public Hearing**

2. **PUBLIC HEARING – PALOMAR COMMUNITY COLLEGE DISTRICT DRAFT PROPOSAL FOR 2002-2003 ACADEMIC CALENDAR FOR ACADEMIC EMPLOYEES IN THE BARGAINING UNIT REPRESENTED BY THE PALOMAR COLLEGE FACULTY FEDERATION**

In compliance with Article B, Section 3547 of the California Government Code, the Governing Board of the Palomar Community College District will hold a public hearing on June 12, 2001, so that representatives of the public in this District may have the opportunity to express themselves to the Board regarding the draft of the Initial Proposal for the 2002-2003 academic calendar negotiations. The Draft Proposal is available for review in the President's Office and the Human Resource Services Office. **Exhibits BBB-1, BBB-2**

3. **Close Public Hearing**

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

BE IT RESOLVED, That the Minutes of the Special Meeting held May 4, 2001, be approved.

BE IT RESOLVED, That the Minutes of the Regular Meeting held May 8, 2001, be approved.

BE IT RESOLVED, That the Minutes of the Special Meeting held May 14, 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.

GIFTS

1. **RECOMMENDATION: ACTION – ACCEPT GIFTS**

BE IT RESOLVED, That the following gifts be accepted and that appropriate letters of appreciation be sent:

- a. Two 486 Computers, three CD ROMs, three Ethernet Cards, for use in the Computer Repair classroom, donated by **Chuck Scism**, 370 Apollo Drive, Vista, California 92084-3736. Total cash value as estimated by donor is \$550.00.

- b. Potters' Wheel, Brent, Model B-#89-3428, for student use in the Ceramics Lab, donated by **Carolyn Funes**, Bibliographic Instruction Librarian, Palomar College. Total cash value as estimated by donor is \$700.00.
- c. Flowers to be planted on campus, donated by **Color Spot Nursery**, 2575 Olive Hill Road, Fallbrook, California 92028. Total cash value as estimated by donor is \$429.00.
- d. Fifty plus original television scripts from "Dragnet," "Cagney and Lacey," etc., to be used for training students in cinema and television classes in the Communications Department, donated by **Jane Cook**, 12468 Floresta Court, San Diego, California 92128. Total cash value as estimated by donor is \$500.00.
- e. Miscellaneous electronic items to be used by instructors to train students in the Electronics classes in the Trades and Industry Department, donated by **Jill Hall**, 12817 Via Maura, San Diego, California 92128. Total cash value as estimated by donor is \$1,500.00.
- f. Electronic components, resistors, capacitors, monitors, analog multimeters, computers, etc., to be used by students in Electronics classes in the Trades and Industry Department, donated by **Jill Curtis Lentz, CEO, The Micro Works**, 1942 South El Camino Real, Encinitas, California 92024. No value estimated by donor.
- g. Three AT Keyboards, Packard Bell 486 Computer, IBM Aptiva, including Keyboard, Monitor, and Color Scanner, to be used in the R.O.P. Computer Repair Classroom, donated by **Jim Torta, J & B Computers**, 439 West San Marcos Boulevard, San Marcos, California 92069. Total cash value as estimated by donor is \$100.00.
- h. HP 1000 Computer and Keyboard, to be used in the R.O.P. Computer Repair Classroom, donated by **Sue Mayfield**, Health Services, Palomar College. Total cash value as estimated by donor is \$300.00.

ADMISSIONS AND RECORDS

2. RECOMMENDATION: ACTION – APPROVE RECLASSIFICATION AND DESTRUCTION OF RECORDS

BE IT RESOLVED, That the Spring, 1998, records listed below have exceeded the three-year retention period required for such records and are **reclassified** to "**Class 3 - Disposable Records.**"

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
Drop Rosters and Cards
PAR forms
BOGW applications

Course Request and Add/Drop forms
Attendance Rosters
Community Education Applications
(43.25 total cubic feet)

FISCAL SERVICES

3. RECOMMENDATION: ACTION – AUTHORIZE BUSINESS PROCEDURES

BE IT RESOLVED AND ORDERED by the Governing Board of the Palomar Community College District that the following **business procedures** be authorized, effective July 1, 2001, through June 30, 2002:

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

Jerry R. Patton
Lois B. Meyer

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

Lois B. Meyer

Exhibit D-3

4. RECOMMENDATION: ACTION – AUTHORIZE BANK SIGNATURES

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

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

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

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

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

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

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

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and
Administrative Services

or

Lois B. Meyer, Director, Fiscal Services

and

Sean Weimer, President, Associated Student Government

or

Rebecca Faubus, Vice President of State Affairs, Associated Student Government.

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

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and
Administrative Services

and

Lois B. Meyer, Director, Fiscal Services.

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

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and
Administrative Services

and

Lois B. Meyer, Director, Fiscal Services.

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

Lois B. Meyer, Director, Fiscal Services

Kiely Keane-Alt, Manager, Fiscal Operations

Esperanza Flores, Supervisor, Payroll Services

Cathy Hawkins, Payroll Technician

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

Jerry R. Patton, Assistant Superintendent/Vice President for Finance and
Administrative Services

and

Lois B. Meyer, Director, Fiscal Services

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

Esperanza Flores, Payroll Supervisor,
or
Cathy Hawkins, Payroll Technician,

And

Lois B. Meyer, Director, Fiscal Services,
or
Kiely Keane-Alt, Manager, Fiscal Operations

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

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

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

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

Exhibit D-4

5. **RECOMMENDATION: ACTION – APPROVE REVOLVING CASH EXPENDITURES**

BE IT RESOLVED, That Revolving Cash Expenditures of \$1,490.00, from the General Fund, for the month of April, 2001, be approved. **Exhibit D-5**

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

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

Warrant #76-0028302, dated August 28, 2000, in the amount of \$14.00, to Kevin Griswold, 920 Sycamore Avenue #43, Vista, CA 92083. Voided due to stale dating. **Exhibit D-6**

COMMUNITY SERVICES

7. RECOMMENDATION: ACTION – APPROVE NEW COMMUNITY SERVICES CLASSES AND AGREEMENTS

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

FALL, 2001

- a. Presenter: Angelo, Sandra
Name of Class: Watercolor Pencils
Effective: August 25, 2001
Rate: \$179.96
Terms: Minimum of 10 students
- b. Presenter: Cortez-Karimi, Patsy
Name of Class: Introduction To Excel
Effective: June 14, 2001
Rate: \$288.72
Terms: Minimum of 10 students
- c. Presenter: Howells, John CLU, CHFC, MNSFS
Name of Class: Successful Money Management
Effective: September 12, 2001
Rate: 30% of fees collected
Terms: Minimum of 10 students
- d. Presenter: Kordela, Donna
Name of Class: How to Write a Romance Novel
Effective: September 29, 2001
Rate: \$223.50
Terms: Minimum of 10 students
- e. Presenter: McClintock, Rodalynne
Name of Class: Partnering with your PDA (Palm-Top Computing, Hand-Held Computer Basics)
Effective: October 13, 2001
Rate: 30% of fees collected
Terms: Minimum of 10 students
- f. Presenter: Moreno, Freddy
Name of Class: Windows 2000 Server
Effective: May 25, 2001
Rate: \$2,000.00
Terms: Minimum of 4 students
- g. Presenter: Moreno, Freddy
Name of Class: Network Infrastructure Administration
Effective: July 20, 2001
Rate: \$2,000.00
Terms: Minimum of 4 students
- h. Presenter: Moreno, Freddy
Name of Class: Active Directory Services Administration
Effective: September 14, 2001
Rate: \$2,000.00
Terms: Minimum of 4 students

- i. Presenter: Moreno, Freddy
 Name of Class: Designing Active Directory Services
 Effective: November 9, 2001
 Rate: \$2,000.00
 Terms: Minimum of 4 students

- j. Presenter: Moreno, Freddy
 Name of Class: Designing Network Security
 Effective: January 11, 2002
 Rate: \$2,000.00
 Terms: Minimum of 4 students

- k. Presenter: Roberts, Barbara
 Name of Class: Face Reading
 Effective: September 15, 2001
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- l. Presenter: Russell, Nancy
 Name of Class: Inter/Adv Drawing for Children
 Effective: October 27, 2001
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- m. Presenter: Spier, Nadine
 Name of Class: Hand Rolled Candles
 Effective: September 29, 2001
 Rate: 30% of fees collected
 Terms: Minimum of 10 students

- n. Presenter: Thomsen, Dave
 Name of Class: Squaring Lumber with Accuracy and Safety
 Effective: September 1, 2001
 Rate: \$353.04
 Terms: Minimum of 10 students

- o. Presenter: Thomsen, Dave
 Name of Class: Getting the Most from Your Band Saw
 Effective: September 15, 2001
 Rate: \$353.04
 Terms: Minimum of 10 students

BUSINESS SERVICES

8. **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-8**, 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	0141885	through	0142099	\$ 876,682.46
Travel	0150121	through	0150148	\$ 9,042.00
Advertising/Increases	0160171	through	0160189	\$ 8,288.47
Agreement/Services	0170610	through	0170656	\$ 66,884.70
Repairs	0175073	through	0175085	\$ 3,434.66
Agreement/Annual	0180172	through	0180182	\$ 21,806.08
Utilities	0195054	through	0195058	\$ 25,811.07

\$1,011,949.44

8a. **RECOMMENDATION: ACTION – REVIEW AND APPROVE CONTRACT AND AGREEMENT RENEWALS**

BE IT RESOLVED, That all contract and agreement renewals for the period July 1, 2001, through June 30, 2002, (FY 2001-2002) 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-8a**

PAYROLL

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

BE IT RESOLVED, That the Governing Board hereby approves the Personnel Actions Report for the month of May, 2001, which includes hires and pay rate changes for students and temporary employees. **Exhibit D-9**

PERSONNEL

10. **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:

- William Damelio – Vocational Programs
- Curvis Williams – Regional Occupational Programs
- Dylan McNamara – Earth Sciences

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

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

SPRING, 2001

VOCATIONAL PROGRAMS

Damelio, William	Apprenticeship – Journeyman Lineman Journeyman Certificate 18 Semester Units	Paid by sponsor, Imperial Irrigation District
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SUMMER, 2001

AMERICAN INDIAN STUDIES

DeBose, Joann	American Studies B.A., Social Work M.S., Social Work Ph.D., Sociology	\$38.42
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BUSINESS EDUCATION

Quesada, Joan	Business B.S., Business Education M.S., Educational Administration	\$36.09
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REGIONAL OCCUPATIONAL PROGRAMS

Williams, Curvis	ROP CSIS Course work and 6 years experience in Information Systems discipline	\$34.93
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SPEECH COMMUNICATION/FORENSICS/ASL

Crozier, Zoraida	Speech B.S., Communications M.S., Organizational Public Relations	\$37.26
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FALL, 2001

AMERICAN INDIAN STUDIES

Elliott, Eric	American Indian Studies B.A., German M.A., Linguistics Ph.D., Linguistics	\$38.42
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BUSINESS EDUCATION

Manor, Donald	Business B.B.A., Business Administration M.B.A., Business Administration	\$36.09
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Marovic, Janice	Business B.S., Education 2 + Years Experience	\$34.93
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Payan, Carlos	Business B.A., History 2 + Years Experience	\$34.93
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EARTH SCIENCES

McNamara, Dylan Oceanography \$37.26
B.S., Physics
M.S., Physics

PUBLIC SAFETY PROGRAMS

Poehlman, Michael Administration of Justice \$36.09
B.S., Criminal Justice Administration
M.S., Public Administration

12. **RECOMMENDATION: ACTION – APPROVE CERTIFICATED EMPLOYMENT**

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

a. Name: **FARHANA KARIM**
Position: Teacher II
Department: Child Development Center
New?: Yes
Remarks: Position approved 12/12/00
Sal Rng/Stp: **C/1**
% of Position: 100%
of Mos: 12
Effective: June 13, 2001

b. Name: **SIA KAUFMAN**
Position: Teacher I
Department: Child Development Center
New?: Yes
Remarks: Position approved 7/27/99
Sal Rng/Stp: **C1/1**
% of Position: 100%
of Mos: 12
Effective: June 13, 2001

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

BE IT RESOLVED, That the employment of the following classified employee(s) be approved:

a. Name: **LYNNIS L. WILDERSON**
Position: Education Center Specialist
Department: Borrego Springs
New?: No
Remarks: Replacement
Sal Rng/Stp: **15/1**
% of Position: 25%
of Mos: 12
Effective: June 13, 2001

b. Name: **MARY J. DAWSON**
Position: Senior Office Specialist
Department: Business Services
New?: Yes
Remarks: Position approved 5/8/01; CCCSAT/E-Conference funding.
Sal Rng/Stp: **14/1**
% of Position: 100%
of Mos: 12
Effective: June 13, 2001

- c. Name: **JULIE A. SCHNEIDER-LJUBENKOV**
 Position: Guidance Services Advisor
 Department: EOP&S/Pauma Valley
 New?: Yes
 Remarks: Position approved 1/9/01; PFE funded.
 Sal Rng/Stp: **16/1**
 % of Position: 45%
 # of Mos: 12
 Effective: June 13, 2001
- d. Name: **KARIE L. LORD**
 Position: Student Employment Services Coordinator
 Department: Career Center
 New?: Yes
 Remarks: Position approved 4/10/01; CalWORKs funded.
 Sal Rng/Stp: **24/3**
 % of Position: 100%
 # of Mos: 12
 Effective: June 13, 2001
- e. Name: **PATRICIA J. ROBINSON**
 Position: Tutorial Assistant
 Department: Tutorial Services
 New?: Yes
 Remarks: Position approved 1/9/01; PFE funded.
 Sal Rng/Stp: **9/1**
 % of Position: 45%
 # of Mos: 10
 Effective: June 13, 2001
- f. Name: **JODY HALL**
 Position: Senior Office Specialist
 Department: Upward Bound Program, Escondido Center
 New?: No
 Sal Rng/Stp: **14/1**
 % of Position: 75%
 # of Mos: 12
 Effective: June 14, 2001
- g. Name: **MIREYA GUTIERREZ**
 Position: Guidance Services Advisor
 Department: TRIO/Upward Bound Program, Student Support Programs
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: **16/1**
 % of Position: 100%
 # of Mos: 12
 Effective: June 14, 2001

h. Name: **CHRISTOPHER S. HERRERA**
Position: Police Officer 1
Department: Campus Police Department
New?: Yes
Remarks: Position approved 10/12/99; COPS grant funded.
Sal Rng/Stp: **31/1**
% of Position: 100%
of Mos: 12
Effective: June 13, 2001

i. Name: **STEVEN J. SMITH**
Position: Maintenance Electrician
Department: Facilities/Building Services
New?: Yes
Remarks: Position approved 1/9/01; PFE funded.
Sal Rng/Stp: **27/1**
% of Position: 100%
of Mos: 12
Effective: June 13, 2001

14. **RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF TRAVEL EXPENSES FOR SECOND-LEVEL INTERVIEWS**

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

a. **WILLIAM B. JAHNEL**
For: Airfare, hotel, car rental
To Attend: Second interview for Assistant Professor, History
Location: Houston, Texas, to San Diego, California
Date: May 16, 2001
Amount: \$916.24

b. **DAVID LAUDERBACK**
For: Partial airfare, gas
To Attend: Second interview for Assistant Professor, History
Location: Austin, Texas, to San Diego, California
Date: May 16, 2001
Amount: \$158.36

c. **CRAIG CHAMBERLIN**
For: Airfare, car rental, airport parking
To Attend: Second interview for Assistant Professor, Mathematics
Location: Phoenix, Arizona, to San Diego, California
Date: April 10, 2001
Amount: \$275.45

15. **RECOMMENDATION: ACTION – APPROVE CHANGE TO ACADEMIC POSITION**

BE IT RESOLVED, That the following academic position transfer and title change be approved:

- a. **Position:** **WORKFORCE INVESTMENT ACT COUNSELOR/CONTRACT ADMINISTRATOR**
 Department: Career Center
 Division: Counseling, Guidance, and Career Development
 New?: No
 Remarks: Position was JTPA Counselor/Coordinator in Worksite Education. Continued funding through Lockheed Martin.
 % of Position: 100%
 No Mos: 11
 Effective: July 1, 2001

16. **RECOMMENDATION: ACTION - APPROVE CHANGE TO CLASSIFIED POSITION**

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

- a. **Position:** **INSTRUCTIONAL SUPPORT ASSISTANT II**
 Name: Frances R. Simpson
 Department: Business Education
 New?: No
 Remarks: Increase from 10 mos.; PFE funded.
 Sal Rng/Stp: 22/1
 % of position: 100%
 No Mos: 12
 Effective: June 4, 2001
- b. **Position:** **WELLNESS/FITNESS CENTER COORDINATOR**
 Name: Vacant
 Department: Administrative Services
 New?: No
 Remarks: Position was 100%, no benefits now. Wellness/Fitness Center fees funded.
 Sal Rng/Stp: 46/1
 % of position: 45%
 No Mos: 12
 Effective: June 13, 2001
 Note: Position is in the Supervisory group of the Administrative Association.
- c. **Position:** **PUBLIC INFORMATION ASSISTANT**
 Name: Melinda Finn
 Department: Public Information
 New?: No
 Remarks: Position was 45%, will now include benefits. Funded through elimination of Administrative Secretary position.
 Sal Rng/Stp: 20/3
 % of position: 75%
 No Mos: 12
 Effective: July 1, 2001

17. **RECOMMENDATION: ACTION – APPROVE CLASSIFIED POSITION**

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

- a. **Position:** **FACILITIES SERVICES COORDINATOR**
Department: Facilities
New? Yes
Division: Administrative Services
Remarks: Funded through reorganization of facilities positions.
Range: 44
% of position: 100%
of Mos: 12
Effective: July 1, 2001
Note: Position will be placed in the Supervisory group of the
Administrative Association.

18. **RECOMMENDATION: ACTION – CORRECT EFFECTIVE DATE OF EMPLOYMENT**

- a. Name: **REYNOLD J. TOTLEBEN**
Position: HVAC Technician
Department: Facilities
New?: Yes
Remarks: Position approved 1/9/01; PFE funded.
Sal Rng/Stp: 27/1
% of Position: 100% # of Mos: 12
Effective: May 9, 2001, instead of June 4, 2001 as approved at May 8, 2001,
Governing Board meeting.

19. **INFORMATION: RETIREMENT**

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by Dr. Jack Randall, Interim Superintendent/President, as authorized by the Governing Board, under Group II (receive the employer-paid health benefits as provided to active employees and eligible dependents until the retiree has reached the age of 65) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **ARMIDA O. SHELTON**, Food Service Assistant, Food Services, effective May 10, 2001 (last day in paid status 5/9/01).

20. **RECOMMENDATION: ACTION – APPROVE CLASSIFIED RECLASSIFICATION**

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

- a. **Position:** **FINANICAL AID ADVISOR**
Department: Financial Aid and Scholarships
Name: Judy Hahn
New?: No
Remarks: Position was Financial Aid Assistant, placement 16/3. Funded through reorganization of Financial Aid/Scholarships Department.
Effective: July 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **24/3**

- b. **Position:** **FINANCIAL AID ADVISOR**
Department: Financial Aid and Scholarships
Name: Wesley Luther
New?: No
Remarks: Position was Financial Aid Assistant, placement 16/5. Funded through reorganization of Financial Aid/Scholarships Department.

Effective: July 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **24/5**
- c. **Position:** **FINANCIAL AID SPECIALIST**
Department: Financial Aid and Scholarships
Name: Janeice Pettit
New?: No
Remarks: Position was Student Placement Specialist, placement 16/9 from Student Placement Department. Funded through reorganization of Financial Aid/Scholarships Department.

Effective: July 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **20/9**
- d. **Position:** **FINANCIAL AID SPECIALIST**
Department: Financial Aid and Scholarships
Name: Vacant
New?: No
Remarks: Position was Financial Aid Advisor, range 24.
Effective: June 13, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **20/1**
- e. **Position:** **FINANCIAL AID SPECIALIST**
Department: Financial Aid and Scholarships
Name: Vacant
New?: No
Remarks: Position was Financial Aid Advisor, range 24.
Effective: June 13, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **20/1**
- f. **Position:** **ADMINISTRATIVE SECRETARY**
Department: Transfer Center
Name: Melissa Grant-Lopez
New?: No
Remarks: Position was Office Specialist, placement 10/1. 55% PFE funding, 45% District funding.

Effective: January 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **19/1**

- g. **Position:** **STAFF ASSISTANT**
Department: Admissions, Records, and Veterans' Services
Name: Eleanor Masiello
New?: No
Remarks: Position was Administrative Secretary, placement 19/4.
Effective: July 1, 2000
% of position: 100%
of Mos: 12
Sal Rng/Stp: **23/4**
- h. **Position:** **LIBRARY MEDIA TECHNICIAN II**
Department: Library Media Center
Name: Kelly Patrick
New?: No
Remarks: Position was Library Media Technician I, placement 11/8.
Effective: July 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **15/8**
- i. **Position:** **INSTRUCTIONAL SUPPORT ASSISTANT I**
Department: ESL
Name: Vacant
New?: No
Remarks: Position was Laboratory Technician, 10 months, range 17. 20%
 Matriculation funded and 80% PFE funded.
Effective: June 13, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: **16/1**

21. **RECOMMENDATION: ACTION – APPROVE LEAVES OF ABSENCE**

- a. **BE IT RESOLVED, That JAMES LUNA**, Associate Professor/Counselor, Counseling, Guidance, and Career Development, be granted a 25% personal Leave of Absence **without pay and with no effect on benefits**, effective August 6, 2001, through November 28, 2001.
- b. **BE IT RESOLVED, That KELLY PATRICK**, Library Media Technician I, Library Media Center, be granted a 20% personal Leave of Absence **without pay and with no effect on benefits**, effective August 27, 2001, through December 21, 2001 (to teach).
- c. **BE IT RESOLVED, That WILLIAM H. CHRIST**, Custodian II, Custodial Services at Escondido, be granted a 100% medical Leave of Absence **without pay and with benefits**, effective June 20, 2001, through June 30, 2001.

22. **RECOMMENDATION: ACTION – APPROVE REORGANIZATION OF CLASSIFIED POSITIONS FOR INFORMATION SERVICES**

BE IT RESOLVED, That the following reorganization of positions for Information Services as outlined on **Exhibit D-22** be approved:

- a. **Position:** **MANAGER SYSTEMS AND PROGRAMS**
Department: Information Services
Division: Administrative Services
Range: **63**
% of position: 100%
of Mos: 12
Effective: July 1, 2001
Note: Position will be placed in the Supervisory group of the
 Administrative Association.

- b. **Position:** **MANAGER NETWORK AND MICROCOMPUTERS**
Department: Information Services
Division: Administrative Services
Range: **60**
% of position: 100%
of Mos: 12
Effective: July 1, 2001
Note: Position will be placed in the Supervisory group of the
 Administrative Association.

- c. **Position:** **PROGRAM ANALYST ASSISTANT**
Department: Information Services
Division: Administrative Services
Range: **40**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- d. **Position:** **PROGRAM ANALYST**
Department: Information Services
Division: Administrative Services
Range: **45**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- e. **Position:** **LEAD PROGRAM ANALYST**
Department: Information Services
Division: Administrative Services
Range: **50**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- f. **Position:** **SENIOR PROGRAM ANALYST**
Department: Information Services
Division: Administrative Services
Range: **55**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- g. **Position:** **PRINCIPAL PROGRAM ANALYST**
Department: Information Services
Division: Administrative Services
Range: **60**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- h. **Position:** **DATABASE ADMINISTRATOR**
Department: Information Services
Division: Administrative Services
Range: **60**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- i. **Position:** **IS TECHNICIAN I**
Department: Information Services
Division: Administrative Services
Range: **30**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- j. **Position:** **IS TECHNICIAN II**
Department: Information Services
Division: Administrative Services
Range: **35**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- k. **Position:** **IS NETWORK SPECIALIST**
Department: Information Services
Division: Administrative Services
Range: **40**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- l. **Position:** **IS SENIOR NETWORK SPECIALIST**
Department: Information Services
Division: Administrative Services
Range: **45**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

- m. **Position:** **HELP DESK TECHNICIAN**
Department: Information Services
Division: Administrative Services
Range: **23**
% of position: 100%
of Mos: 12
Effective: July 1, 2001

n. **Position:** **TELECOMMUNICATIONS TECHNICIAN**
 Department: Information Services
 Division: Administrative Services
 Range: **27**
 % of position: 100%
 # of Mos: 12
 Effective: July 1, 2001

Resumption of REGULAR AGENDA

E. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR

EE. ADMINISTRATION OF OATH OF OFFICE TO CHRISTOPHER S. HERRERA, POLICE OFFICER I

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 REVISION OF SHARED GOVERNANCE STRUCTURE**

BE IT RESOLVED, That the **shared governance structure** be revised as indicated on the committee organizational chart and descriptions which are outlined on the named exhibits. **Exhibit H-1**

- a. **Educational Master Planning Committee – Exhibit H-1-a**
- b. **Institutional Review Committee – Exhibit H-1-b**
- c. **Technology Committee – Exhibit H-1-c**
- d. **Facilities Planning Committee – Exhibit H-1-d**
- e. **President’s Advisory Council – Exhibit H-1-e**

- f. **Partnership for Excellence Task Force – Exhibit H-1-f**
- g. **Staff Priorities Committee – Exhibit H-1-g**
- h. **Resource Allocation Committee – Exhibit H-1-h**

2. **RECOMMENDATION: ACTION - APPROVE EDUCATIONAL MASTER PLAN – SOUTHERN EDUCATION CENTER**

BE IT RESOLVED, That the Governing Board hereby reviews and approves the proposed **Educational Master Plan for the Southern Education Center** as outlined on **Exhibit H-2**.

I. **NEW BUSINESS**

1. **INFORMATION: PROPOSED REVISIONS TO BOARD POLICIES 400 (ADMISSIONS) AND 419 (ACADEMIC RENEWAL)**

BE IT RESOLVED, That the additional wording indicated in bold in **Exhibit I-1** be included in **Board Policies 400 and 419**.

2. **RECOMMENDATION: ACTION – APPROVE CHANGE OF SABBATICAL LEAVE**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve the following **change to sabbatical leave**:

Dan Clegg, Mathematics Department
Change from Fall, 2001, only to Full Year, 2001-2002. **Exhibit I-2**

3. **RECOMMENDATION: ACTION – APPROVE UNIVERSITY STUDIES A.A. DEGREE PROGRAM**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approves the implementation of the **University Studies A.A. Degree** program as described on **Exhibit I-3**.

4. **RECOMMENDATION: APPROVE INTRA-BUDGET TRANSFERS**

BE IT RESOLVED AND ORDERED by the Governing Board of the Palomar Community College District that the Vice President for Finance and Administrative Services may make such **transfers between the undistributed reserve and any expenditure classification of the budget of the District for the Fiscal Year 2000-2001 as are necessary** to permit the payment of obligations of the District incurred during the fiscal year. **Exhibit I-4**

5. **RECOMMENDATION: ACTION – APPROVE TEMPORARY TRANSFER OF FUNDS**

WHEREAS, the California Constitution, Article XVI, Section 6, and Education Code Section 85220 provide that the Treasurer of the County shall have the power and it shall be his duty to make such **temporary transfer** from the funds in his custody as may be necessary to provide funds for meeting the obligations incurred for maintenance purposes by any district whose funds are in his custody and are paid out solely through his office; such temporary transfer of funds shall be made only upon resolution adopted by the governing board of the County to make such temporary transfer; such temporary transfer of funds shall not exceed 85% of taxes accruing to the district, shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year, and shall be replaced from the taxes accruing to such district before any other obligation of the district is met from such taxes; and

WHEREAS, on June 12, 2001, the Governing Board will:

[XXX] Adopt a tentative budget

[] Adopt its final budget

for this district for the fiscal year 2001-2002 pursuant to the provisions of the Education Code Sections 85000 et seq., and taxes accruing to the district for said fiscal year are estimated to be \$31,765,977 and 85% of said taxes is \$27,001,080; and

WHEREAS, taxes accrued to this district during the 2000-2001 fiscal year were \$30,840,754; and

WHEREAS, it is necessary to provide funds for meeting the obligations incurred for maintenance purposes by this district;

AND NOW, THEREFORE, IT IS RESOLVED AND ORDERED, pursuant to the provisions of the California Constitution, Article XVI, Section 6, and Education Code Section 85220 as follows:

1. The Board of Supervisors of the County of San Diego is requested to direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in his custody to this district during the 2001-2002 fiscal year to meet obligations incurred for maintenance purposes in the amount of:
 - (a) \$ 4,590,184 for the period from July 1 until August 31 not to exceed 17% of the authorized limit.
 - (b) \$22,410,896 after August 31 but not to exceed a total of 85% of taxes accruing to the district. This amount represents the total available temporary transfer approved by the governing board for the 2001-2002 fiscal year inclusive of the 17% shown in (a) above.
2. If directed by the Board of Supervisors, funds will be transferred to this district by the Treasurer of the County of San Diego in sums as requested by the District Superintendent and certified by him/her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the district, not to exceed the maximum amount herein specified, provided the Treasurer determines that funds in his custody are available for such transfers.
3. The Clerk/Secretary of this Board is directed to file a copy of this resolution with the Board of Supervisors, the County Superintendent of Schools, the County Auditor and Controller and the County Treasurer-Tax Collector.

PASSED AND ADOPTED by the Governing Board of the Palomar Community College District, County of San Diego, State of California, this 12th day of June, 2001, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Darrell L. McMullen, Clerk/Secretary of the Governing Board of the Palomar Community College District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Board at a meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

Date Clerk/Secretary of the Governing Board **Exhibit I-5**

6. **RECOMMENDATION: ACTION – APPROVE ESTABLISHMENT OF GANN LIMIT FOR 2001-2002 FISCAL YEAR**

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

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

WHEREAS, The District must establish a Gann Limit for the 2001-2002 fiscal year in accordance with the provisions of the Gann Amendment and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED, That this Board does provide public notice that the attached calculations and documentation of the 2001-2002 Gann Limit are made in accord with applicable constitutional and statutory law and that this Board does hereby declare that the **appropriations in the 2001-2002 budget do not exceed the limitations imposed by the Gann Amendment;**

AND BE IT FURTHER RESOLVED, That the Superintendent/President provide copies of this resolution along with appropriate attachments to interested citizens of this District.

Exhibit I-6: California Community Colleges 2001-2002 Gann Limit Worksheet showing 2001-2002 Appropriations Limit of \$78,745,256 and a 2001-2002 Appropriations Subject to Limit of \$59,769,340.

7. **RECOMMENDATION: ACTION – APPROVE TENTATIVE BUDGET FOR 2001-2002 FISCAL YEAR**

BE IT RESOLVED, That the **2001-2002 Tentative Budget** for the Palomar Community College District be approved. **Exhibit I-7**

8. **RECOMMENDATION: ACTION – ADOPT NOTICE OF PUBLIC HEARING FOR 2001-2002 ANNUAL FINANCIAL BUDGET REPORT (CFS-311)**

BE IT RESOLVED, That the proposed **2001-2002 Annual Financial and Budget Report** of the Palomar Community College District will be on display and available for public inspection **September 3 through 7, 2001, 8:00 a.m. to 5:00 p.m., Fiscal Services, Room A-2, Administration Building, Palomar College, San Marcos campus.**

BE IT FURTHER RESOLVED, That the Governing Board of the Palomar Community College District will conduct a **Public Hearing** on the **Annual Financial and Budget Report** at a meeting of the Governing Board on Tuesday, **September 11, 2001, 7:00 p.m., Governing Board Room, Palomar College, San Marcos campus.** Said Notice of Public Hearing is to be published by the North County Times on August 8, 9, or 10, 2001. **Exhibit I-8**

9. **RECOMMENDATION: ACTION - RECEIVE BIDS FOR PALOMAR COLLEGE TEMPORARY SERVICES, FIND ULTIMATE STAFFING THE LOWEST RESPONSIVE BIDDER, AND APPROVE AWARD OF AGREEMENT**

BE IT RESOLVED, That the following bid was received by the Palomar Community College District from the firm indicated in response to Notice to Bidders published on April 16 and 20, 2001:

BIDDER

Ultimate Staffing
Carlsbad, California

BE IT FURTHER RESOLVED, That Ultimate Staffing of Carlsbad, California, be and is hereby found to be the lowest responsive bidder to the Palomar Community College District on the aforesaid Temporary Services bid, and an agreement per attached price schedule, **Exhibit I-9**, is hereby authorized between this company and the District, subject to compliance with all insurance requirements. Funding Source: Various Departmental Budgets

10. **RECOMMENDATION: ACTION - RECEIVE BIDS ON TV- STUDIO GENERATOR AND AUTHORIZE CONTRACT WITH LOWEST RESPONSIVE BIDDER**

BE IT RESOLVED, That on June 6, 2001, the Palomar Community College District received bids on the Television Studio Generator Bid, which bid specified a back-up generator power system that can furnish electricity sufficient to maintain the District's educational television operations, and those of the California Community College Satellite Network (CCCSAT), on the air 24 hours a day, 7 days a week, and especially during rolling black outs anticipated during the summer months of 2001.

BE IT FURTHER RESOLVED, That of the bids received by the District on June 6, 2001, the bid of **Electrical Contracting, Inc.**, Escondido, California, in the amount of \$276,000.00 be and is hereby declared to be the lowest responsive bid; and the Palomar Community College District hereby awards a contract to said company for this bid amount, on condition that all bonding and insurance requirements are fulfilled and subject to satisfactory reference checks with the contract sum being funded from the following account: CCCSAT Grant Fund Equipment & Additional Inventory. **Exhibit I-10**

11. **RECOMMENDATION: ACTION - RECEIVE PROPOSALS FOR BANKING SERVICES AND AUTHORIZE CONTRACT FOR BANKING SERVICES**

BE IT RESOLVED, That on May 8, 2001, the Palomar Community College District received proposals from banks in response to its Request for Proposals (RFP) for Banking Services.

BE IT FURTHER RESOLVED, That the proposal of California Bank and Trust be and is hereby accepted by the Palomar Community College District, and a contract is hereby authorized with this Bank for a term of five (5) years effective July 1, 2001, and terminating June 30, 2006, providing for the District's banking services as more fully described in the RFP and proposal of said Bank, the terms of which are hereby accepted. **Exhibit I-11**

12. **RECOMMENDATION: ACTION - RECEIVE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION IN ACCORDANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ON THE PALOMAR COLLEGE STUDENT UNION ADDITION AND CONDUCT PUBLIC HEARING THEREON**

BE IT RESOLVED, That the Palomar Community College District hereby receives the Initial Study by Parsons Engineering Science on the environmental impacts, as identified therein, of the Palomar College Student Union Addition (hereinafter the "Project"), and the mitigated negative declaration supported by the Initial Study, published in accordance with law locally and with the State Clearinghouse where the review period started April 17, 2001, and ended May 16, 2001.

BE IT FURTHER RESOLVED, That no written comments were received by the District from any source, local or State, as to the Initial Study and/or the mitigated negative declaration prior to the meeting of the Governing Board of the District by 4:30 p.m. on May 18, 2001, as provided in the public notice thereof.

BE IT FURTHER RESOLVED, That the Palomar Community College District hereby conducts a public hearing on the mitigated negative declaration of the Project during which the Governing Board of the District shall hear all appeals, if any, as to the appropriateness or adequacy of the mitigated negative declaration as provided in the public notice thereof.

BE IT FURTHER RESOLVED, That after conducting the public hearing on the mitigated negative declaration of the Project there are no appeals requiring further study or response, the Palomar Community College District determines that the Project shall be constructed in accordance with the recommendations of the Initial Study and pursuant to the mitigated negative declaration for said Project. **Exhibit I-12**

13. **RECOMMENDATION: ACTION - APPROVE ADVANCE PAYMENT AND NON-REFUND POLICY FOR PALOMAR COLLEGE PLANETARIUM EVENING SHOWS**

BE IT RESOLVED, That the Palomar Community College District hereby approves a schedule of payments for group reservations of ten or more people at evening shows (doors open at 6:30 p.m., show starts at 7:00 p.m.) at the Palomar College Planetarium with cancellation of group reservations accepted up to one week prior to the scheduled show and a no-refund policy if there is a cancellation any time thereafter:

\$3.00 for Adults

\$2.00 for Children, 5-12 years of age

No one under 5 years of age is allowed to attend evening shows.

Exhibit I-13

14. **RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH JOURNEYS OF DISCOVERY FOR LATIN AMERICA STUDY ABROAD PROGRAM, SPRING, 2002**

BE IT RESOLVED, That an agreement be approved between the Palomar Community College District and Journeys of Discovery, 4025 Camino del Rio South, Suite 200, San Diego, California 92108, for the purpose of conducting the Latin America Study Abroad Program, Spring Semester, 2002, to Peru, Guatemala, and Mexico, departing on January 24, 2002, and returning on April 20, 2002, with classes being offered in Spanish, Art, Photography, and Physical Education. Program price is \$4,995.00 paid by program participants and not from District funds. **Exhibit I-14**

15. **RECOMMENDATION: ACTION – APPROVE AGREEMENT WITH JOURNEYS OF DISCOVERY FOR TRAVEL TO EGYPT AND THE NILE CULTURE AND ART WORKSHOP FIELD TRIP**

BE IT RESOLVED, That an agreement be approved between the Palomar Community College District and Journeys of Discovery, 4025 Camino del Rio South, Suite 200, San Diego, California 92108, for travel arrangements for the Art Department to conduct a 14-day travel workshop (Art 197B Topics in Art) to Egypt and the Nile from January 10 through January 20, 2002, the exact cost to participants remaining to be negotiated with appropriate vendors, and subject to approval by the District. **Exhibit I-15**

16. **RECOMMENDATION: ACTION - FINAL ACCEPTANCE OF WORK COMPLETED ON METAL STORAGE BUILDING (TRADES AND INDUSTRY); AUTHORIZE RELEASE OF BID SECURITY; IN THIRTY-FIVE DAYS, RELEASE THE BONDS; AND RECORD NOTICE OF COMPLETION**

BE IT RESOLVED That the construction of a pre-fabricated metal storage building for the Trades and Industry department on the San Marcos campus, in accordance with the bid awarded by the Palomar Community College District, on August 22, 2000, to Krest Group, Inc., dba Wyatt Construction, (the "Contractor") 350 N. Rancho Avenue, San Bernardino, California 92410, 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 this contract is \$137,110.39; **That** all money due and owing to the Contractor, with the exception of the ten percent (10%) retention of \$13,711.04, (the "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 Krest Group, Inc., dba Wyatt Construction, be returned to this Contractor, and all other bonds be released within the time and in the manner as provided by law. **Exhibit I-16**

17. **RECOMMENDATION: ACTION – FINAL ACCEPTANCE OF WORK COMPLETED ON THE LL BUILDING/LIBRARY/MEDIA CENTER, TELECOMMUNICATIONS-DATA SYSTEM; AUTHORIZE RELEASE OF BID SECURITY; IN THIRTY-FIVE DAYS, RELEASE THE BONDS; AND RECORD NOTICE OF COMPLETION**

BE IT RESOLVED, That the installation of the telecommunications-data system in the LL Building on the San Marcos campus, in accordance with the bid awarded by the Palomar Community College District on February 13, 2001, to ATEL Communications, Inc., 8447 Miramar Mall, San Diego, California 92121-2522, 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 this contract is \$76,426.86; **That** all money due and owing to the Contractor, with the exception of the ten percent (10%) retention of \$7,642.69, (the "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 ATEL Communications, Inc., be returned to this Contractor, and all other bonds be released within the same time and in the manner as provided by law. **Exhibit I-17**

18. **RECOMMENDATION: ACTION - DECLARE OSCILLOSCOPES IN THE ELECTRONICS AND COMPUTER HARDWARE TECHNOLOGY DEPARTMENT SURPLUS**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby declares the oscilloscopes identified in the attached memorandum, 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 shall be offered to students for nominal consideration and to further their studies. Fair market value of the electronic equipment is not sufficient to cover the cost of an advertised auction with any proceeds from the sale deposited to the Trades and Industry/Electronics & Computer Hardware Technology Department Foundation account. **Exhibit I-18**

19. **RECOMMENDATION: ACTION – DECLARE WOODWORKING MACHINES AND CONNIX BOX SURPLUS**

BE IT RESOLVED, That the Governing Board of the Palomar Community College District hereby declares the equipment identified in the attached memorandum, 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 equipment and connix box shall be offered to students for a nominal consideration, or disposed of at the nearest junkyard if necessary. Fair market value of the equipment and connix box is not sufficient to cover the cost of an advertised auction. All proceeds from the equipment shall be deposited to the Cabinetmaking and Furniture Technology Department Foundation account. **Exhibit I-19**

20. **RECOMMENDATION: ACTION - APPROVE AND ACCEPT PLANS AND SPECIFICATIONS SUBMITTED BY SPRINT PCS FOR THE INSTALLATION OF A TRANSMITTING AND RECEIVING BASE STATION OUTSIDE BRUBECK THEATRE**

BE IT RESOLVED, That the plans and specifications are hereby submitted to the Palomar Community College District on behalf of Sprint PCS, pursuant to which it will construct improvements on and near the Brubeck Theatre implementing a transmitter/receiver site previously approved by the Governing Board of the District; said plans and specifications are hereby approved and accepted by the Palomar Community College District; and Dr. John D. Randall, Interim Superintendent/President, is hereby authorized and directed to sign these plans and specifications on behalf of the District, as further evidence of this approval and acceptance. **Exhibit I-20**

21. **INFORMATION: COUNTEROFFER/REJECTION OF DISTRICT'S OFFER TO LEASE OFFICE SPACE AT 1050 LOS VALLECITOS BLVD., SAN MARCOS, CALIFORNIA**

On May 8, 2001, the Governing Board of the Palomar Community College District approved a lease agreement for office space at 1050 Los Vallecitos Blvd., San Marcos, California, (hereinafter the "Property") for approximately 11,650 sq. ft. of office space to accommodate Administrative Services staff (see Item I-8 on Board Agenda of May 8, 2001).

On or about June 1, 2001, the real estate broker working for both parties on this lease transaction communicated a counteroffer from the owners of the property, a true copy of which is attached as back up hereto.

The legal effect of this counteroffer is to reject the terms of the proposed lease agreement approved by the Governing Board on May 8, 2001; and, unless the Board directs staff to engage in further negotiations on the Property, the matter is thereby terminated and no further action need be taken by the District. **Exhibit I-21**

J. INSTRUCTIONAL/OPERATIONAL REPORTS

1. **Update on Public Safety Services and Instruction** – Tom Plotts

K. PERSONNEL

1. **RECOMMENDATION: ACTION – APPROVE ADMINISTRATIVE EMPLOYMENT**

BE IT RESOLVED, That the employment of the following administrative employee(s) be approved:

- a. Name: **PATRICK M. SCHWERDTFEGER**
Position: Interim Dean
Department: Media, Business, and Community Services
New?: No
Remarks: Replacement
Sal Rng/Stp: 75/5
% of Position: 100%
of Mos: 12
Effective: June 18, 2001 – until permanent position is filled.

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

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

- a. Name: **JON K. STONE**
Position: Assistant Professor
Department: Trades and Industry
New?: No
Remarks: Replacement
Sal Rng/Stp: D/1
% of Position: 100%
of Mos: 10
Effective: August 24, 2001
- b. Name: **ROSEMARIE L. CECERE**
Position: Assistant Professor
Department: Communications
New?: Yes
Remarks: Position approved 3/14/00; PFE funded.
Sal Rng/Stp: B/8
% of Position: 100%
of Mos: 10
Effective: August 24, 2001
- c. Name: **ROYA S. LAHIJANI**
Position: Assistant Professor
Department: Life Sciences
New?: Yes
Remarks: Position approved 11/14/00; PFE funded.
Sal Rng/Stp: G/1
% of Position: 100%
of Mos: 10
Effective: August 24, 2001

- d. Name: **DEBORAH S. DOZIER**
 Position: Assistant Professor
 Department: American Indian Studies
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: G/3
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- e. Name: **DEWI D. HOKETT**
 Position: Assistant Professor
 Department: Speech
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: C/5
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- f. Name: **KALYNA K. LESYNA**
 Position: Assistant Professor
 Department: Behavioral Sciences
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: F/4
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- g. Name: **ROGER N. MORRISSETTE**
 Position: Assistant Professor
 Department: Behavioral Sciences
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: G/1
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- h. Name: **MARTIN S. MASON**
 Position: Assistant Professor
 Department: Physics/Engineering
 New?: Yes
 Remarks: Position approved 2/8/00; PFE funded.
 Sal Rng/Stp: E/1
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

- i. Name: **SUZANNA M. GRENZ**
 Position: Assistant Professor
 Department: Economics, History, and Political Science
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: G/4
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

- j. Name: **RENEE C. ROTH**
 Position: Financial Aid Academic Counselor
 Department: Financial Aid Office
 New?: Yes
 Remarks: Position approved 12/12/00; PFE funded.
 Sal Rng/Stp: D/9
 % of Position: 100%
 # of Mos: 11
 Effective: July 2, 2001

- k. Name: **STEVE R. PERRY**
 Position: Assistant Professor
 Department: CSIS
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: B/2
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

- l. Name: **WILLIAM B. JAHNEL**
 Position: Assistant Professor
 Department: Economics, History, and Political Science
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: F/1
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

- m. Name: **CHRISTOPHER R. LOWRY**
 Position: Assistant Professor
 Department: Speech Communication/Forensics/ASL
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: C/1
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

- n. Name: **DEBORAH J. BENNETT**
 Position: Assistant Professor
 Department: Nursing Education Department
 New?: No
 Remarks: Replacement; PFE funded.
 Sal Rng/Stp: C/9
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- o. Name: **MARK J. BEALO**
 Position: Assistant Professor
 Department: Graphic Communications
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: B/3
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- p. Name: **KATHLEEN M. SHEAHAN**
 Position: Assistant Professor
 Department: Foreign Languages
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: C/2
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- q. Name: **RONALD C. MANCAO**
 Position: Assistant Professor/Coach
 Department: Physical Education 75%/Athletics 25%
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: C/4
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001
- r. Name: **CHANTAL R. MAHER**
 Position: Assistant Professor
 Department: Foreign Languages
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: C/1
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

s. Name: **KEVIN R. STRUXNESS**
 Position: Assistant Professor
 Department: Speech/Communication/Forensics/ASL
 New?: Yes
 Remarks: Position approved 11/14/00; PFE funded.
 Sal Rng/Stp: F/3
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001

3. **RECOMMENDATION: ACTION – APPROVE TEMPORARY ACADEMIC EMPLOYMENT**

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

- a. Name: **TIMOTHY J. HEMPLEMAN**
 Position: Assistant Professor
 Department: Mathematics
 New?: No
 Remarks: Sabbatical Leave replacement for Dan Clegg
 Sal Rng/Stp: F/2
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001 - May 24, 2002
 Note: Temporary contract position. Hired in accordance with Education Code Section 87481
- b. Name: **VINCENT L. SALYERS**
 Position: Assistant Professor
 Department: Nursing Education Department
 New?: No
 Remarks: Sabbatical Leave replacement for Marilee Nebelsick-Tagg
 Sal Rng/Stp: F/1
 % of Position: 100%
 # of Mos: 10
 Effective: August 24, 2001 – May 24, 2002
 Note: Temporary contract position. Hired in accordance with Education Code Section 87481

4. **INFORMATION: RECEIPT OF PALOMAR FACULTY FEDERATION'S INITIAL CONTRACT PROPOSAL**

The District acknowledges receipt of the Palomar Faculty Federation's initial contract proposal and will schedule a Public Hearing in compliance with Article B, Section 3547 of the California Government Code at the July 10, 2001, Governing Board meeting. Copies of the proposal are available for review in the President's Office and in the Human Resource Services office. Copies of the proposal will also be made available to the public upon request.

KK. ITEMS PENDING

L. COMMENTS FROM BOARD MEMBERS

M. CLOSED SESSION

1. Conference with Legal Counsel - Existing Litigation, pursuant to Government Code 54956.9a. Name of Case: Joseph Furrow vs. Palomar College, San Diego Superior Court Case No. IN007512
2. Conference with Legal Counsel – pursuant to Government Code Section 54956.9 (c) whereby, based on existing facts and circumstances, the Governing Board will decide whether or not to initiate litigation.
3. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
4. Conference with Designated Representatives regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
5. Conference with Designated Representatives regarding negotiations with PFF/CCE/AFT, pursuant to Government Code 54957.6.
6. Conference with Designated Representatives regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.

N. RECONVENE TO OPEN SESSION

O. ADJOURNMENT