



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, SEPTEMBER 11, 2001, 7:00 P.M.

A. CALL TO ORDER

Dr. Michele T. Nelson, President, called the regular meeting of the Palomar Community College District Governing Board to order at 7:00 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

MICHELE T. NELSON, PH.D., PRESIDENT
ROBERT L. DOUGHERTY, JR., M.D., VICE PRESIDENT
DARRELL L. McMULLEN, M.B.A., SECRETARY
RALPH G. JENSEN, B.A., TRUSTEE
SILVERIO H. HARO, ED.M., TRUSTEE
SEAN WEIMER, STUDENT TRUSTEE

EXECUTIVE AND SENIOR ADMINISTRATORS PRESENT:

Dr. Sherrill L. Amador, Superintendent/President
Diane Lutz, Assistant Superintendent/Vice President, Instruction
Joseph Madrigal, Assistant Superintendent/Vice President, Student Services
Jerry Patton, Assistant Superintendent/Vice President, Finance and Administrative Services
Dr. Jack Miyamoto, Assistant Superintendent/Vice President, Human Resources and Affirmative Action
Judy Eberhart, Dean, Counseling, Guidance, and Career Development
Pat Schwerdtfeger, Interim Dean, Media, Business, and Community Services
Gene Jackson, Dean, Arts and Languages
Wilma Owens, Interim Dean, Vocational Technology
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences
Dr. Mark Vernoy, Interim Dean, Human Arts and Sciences

STAFF PRESENT:

Barbara Baldrige, Executive Assistant, President's Office
Chris Barkley, President, Faculty Senate; Associate Professor, English
Norma Bean, Director, Escondido Center
Bruce Bishop, Director, Student Affairs
Ben Echeverria, Counsel, Contracts, and Special Projects
JoAnn Ellis, Information Services Support Specialist
Mike Ellis, Director, Facilities

Marsha Gable, Supervisor, Upward Bound, Student Support
Robert Gordon, Information Services
Sherilyn Hargraves, Telecommunications Special Grant Project Director
T. J. McGann, Supervisor, Facilities Operations, Escondido Center
Lois Meyer, Director, Fiscal Services
Mary Millet, Co-President, PFF/AFT; Adjunct Faculty, English
Dr. George Mozes, Director, Library and Educational Television
Dr. Michael Norton, Director, Public Information
Thomas Plotts, Director, Public Safety Programs/Campus Police Department
Robin Retana, Coordinator, GEAR UP
Mollie Smith, President, Administrative Association; Interim Director, Vocational Programs
Susan Snow, Associate Professor, Mathematics

GUESTS:

Lee Baldrige
Wes Dawson, Student, Taxpayer
Henry Eimstad, Strata Information Group
Rebecca Faubus, ASG Vice President of State Affairs
Bruce Kauffman, *North County Times*
Leo Melena, ASG Senator
Eve Rifkin, ASG
Don Sullins, Consultant, Information Services, Strata Information Group

QUORUM ESTABLISHED

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

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

MOMENT OF SILENCE

Dr. Amador asked that those present observe a moment of silence in remembrance of the lives lost in today's terrorist attacks in New York, Pennsylvania, and Washington, D.C., as well as in memory of Dr. Nancy Jessop and Bill Christ, Palomar employees who have recently passed away.

BB. PUBLIC HEARING - PROPOSED 2001-2002 BUDGET

1. **Presentation of Proposed 2001-2002 Budget**

Jerry Patton gave a detailed presentation of the proposed 2001-2002 budget.

2. **OPEN PUBLIC HEARING ON PROPOSED 2001-2002 BUDGET**

The hearing was opened for public comment at 7:25 p.m. There were no public comments.

3. **Close Public Hearing**

The hearing was closed at 7:25 p.m.

4. **APPROVE ADOPTION OF ANNUAL FINANCIAL AND BUDGET REPORT**

MSC Dougherty, McMullen

RESOLUTION 01-20734

BE IT RESOLVED, That the Palomar Community College District **Annual Financial and Budget Report**, (Financial Report for Fiscal Year 2000-2001, Budget Report for Fiscal Year 2001-2002) be approved.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

BBB. PUBLIC HEARING – PALOMAR COMMUNITY COLLEGE DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION

1. 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 September 11, 2001, so that representatives of the public in this district may have the opportunity to express themselves to the Board regarding the Palomar Community College District's Initial Proposal. The Palomar Community College District's initial proposal is available for review in the President's Office and in the Human Resource Services Office.

2. **OPEN PUBLIC HEARING ON DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION**

The hearing was opened for public comment at 7:26 p.m. There were no public comments.

3. **Close Public Hearing**

The hearing was closed at 7:26 p.m.

C. APPROVAL OF MINUTES

MSC Dougherty, Jensen

RESOLUTION 01-20735

BE IT RESOLVED, That the Minutes of the Regular Meeting held on August 14, 2001, be approved.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

D. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA

The following items were removed from or changed on the agenda:

1. Page 10, Item H-14-r:
Title should be **Information Services Network Specialist** (Michael Dimmick)

2. Page 15, Item H-15-w:
Item should be **removed** from the agenda
3. Page 15, Item H-17:
Lee Kerckhove, Chair, Behavioral Sciences, stipend should be **\$4,317.00**
Cynthia Poole, Chair, Counseling, stipend should be **\$3,824.00**
4. Page 16, Item H-17:
Delete the name of **Anne Voth** (no one in the position currently)
5. Page 17, Item H-18-c:
Suzanna M. Grenz, Assistant Professor, Department should be **Economics, History, and Political Science**
6. Page 27, Item H-31:
Should read: **RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH STRATA INFORMATION GROUP FOR MANAGEMENT SERVICES TO DISTRICT INFORMATION SERVICES**

E. REPORT OF THE GOVERNING BOARD PRESIDENT

Dr. Nelson reported that the Board had held a very productive retreat on Saturday, September 8, discussing how the strategic plan will work and how change theory will affect the College. It was very exciting, very upbeat, and very promising. It was a fine meeting and well prepared.

F. REPORTS OF THE GOVERNING BOARD MEMBERS

Mr. Haro encouraged everyone to donate blood in light of today's disasters.

Mr. Jensen agreed with Dr. Nelson that the Board's recent retreat had been very productive.

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

Dr. Amador reported that she had kept Palomar open today because, after counsel with the Vice Presidents regarding the impact of closing as opposed to not closing, her decision was to keep the campus open. Her personal feeling and that of several others is that the purpose of terrorism is to cause panic and to make us feel, as Americans, unsafe and chaotic in our behavior. She felt it was good to have the College open so that students who wanted to would be able to talk to teachers, counselors, and staff members if they had concerns. It is a good opportunity in such a tragic event that we are able to discuss it in the classrooms and relate it to what we are teaching. Normal behavior seemed to be the best for everyone. She was out on campus and observed students going to the library to study, to the cafeteria to have lunch, and walking across campus. She felt we had a productive day and is glad she made the decision to keep the campus open. The flag will remain at half-mast for the rest of the week.

According to Herman Lee, our headcount is 28,268 at census, which is the highest in the 55-year history of Palomar College. That is up 9.6% over census of last fall. We were up 8% last year over all. The WSCH we have at this point is about 9%, but we don't know exactly what the FTES is yet. Dr. Amador commended the staff and the faculty for handling about 10% more students than last year during the first two weeks of the semester.

Dr. Amador received a report during the SDICCCA meeting recently noting that Palomar had sent the largest increase of students transferred to Cal State San Marcos (314) of any SDICCCA college. That was a 15% increase over last year.

Dr. Amador reported that she, too, thought the Board retreat was very productive. The Board was engaged during the entire meeting as they talked about what they will be doing in the next six months or so. Because of her goal to be outcomes based in what is done, the Board retreat had the following outcomes:

- Confirmed the roles of the Governing Board and the CEO in planning
- Recognized institutional change theory in the proposed planning process
- Gained an understanding of the College's model for strategic planning
- Assessed their 2000-2001 Board Goals and where their performance was in terms of an institution
- Determined the 2001-2002 Board Goals, which will be presented in a draft form at the October 9 meeting.

1. **REPORT OF VICE PRESIDENT OF STUDENT SERVICES**

Joe Madrigal reported that the District previously applied for and received a five-year Gear-Up grant from the United States Department of Education. They notified the District that the grant has been awarded for the third budget period of September 1, 2001, through August 31, 2002, in the amount of \$928,318.00. The total performance period runs from September 1, 1999, through August 31, 2004, for a total of \$4,509,232.00.

Mr. Madrigal also reported that the District also previously applied for and received a four-year TRIO, Upward Bound grant from the United States Department of Education. They notified the District that the Grant has been awarded for the third budget period of September 01, 2001, through August 31, 2001, in the amount of \$211,562.00. The total performance period runs from September 1, 1999, through August 31, 2004, for a total of \$627,962.00.

Mr. Madrigal introduced Marsha Gable, Upward Bound Supervisor, and Robin Retana, GEAR UP Coordinator.

CONSENT CALENDAR

H.

BUSINESS SERVICES

1. **REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY DAYS**

MSC Dougherty, Jensen

All **purchase transactions and contracts** entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-1**, are hereby reviewed and approved. All purchases listed are made against the 2001-2002 fiscal year budget.

Purchase Orders	0240067	through	0240131	\$179,550.29
Travel	0250003	through	0250016	5,242.49
Advertising/Increases	0260015	through	0260024	19,934.21
Agreement/Services	0270055	through	0270111	664,125.14
Repairs	0275007	through	0275019	8,443.49
Agreement/Annual	0280000	through	0280070	132,899.70
Utilities	0295016	through	0295045	957,304.77
Film Bookings	0220001	through	0220003	87.32
Library Orders	0225009	through	0225009	686.45
				<u>\$1,968,273.86</u>

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PAYROLL

2. **APPROVE PERSONNEL ACTIONS HISTORY**

MSC Dougherty, Jensen

The Personnel Actions History report, which includes hires and pay rate changes for short-term and student employees for the month of August, 2001, is hereby approved.
Exhibit H-2

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

GIFTS

3. **ACCEPT GIFTS**

MSC Dougherty, Jensen

The following **gifts** are hereby accepted and an appropriate letter of appreciation will be sent:

- a. Plants to landscape the campus, donated by **Altman Plants**, 3742 Bluebird Canyon Road, Vista, California 92084. No cash value estimated by donor.

- b. Amana refrigerator/freezer to be used for storage of medical supplies in the Emergency Medical Education Department, donated by **S. Guendert**, 4640-A Los Alamos, Oceanside, California 92057. Total cash value as estimated by donor is \$200.00.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

TRAVEL

4. APPROVE TRAVEL EXPENSES

MSC Dougherty, Jensen

Travel expenses for the following persons are hereby approved/ratified:

- a. **Robert L. Dougherty, Jr., M.D.**
Advanced Funds? Yes
For: Mileage
To attend: Inland Valley Trustees and CEO Association Meeting
Location: Riverside, California
Date: September 14, 2001
Amount: \$55.20
Budget Acct. No.: 575200-11-111100-66100-10-2002-0000000

- b. **Michele T. Nelson, Ph.D.**
Advanced Funds? Yes
For: Mileage, parking, meals, registration, miscellaneous
To attend: Association of Community College Trustees Annual Convention
Location: San Diego, California
Date: October 10-13, 2001
Amount: \$910.00
Budget Acct. No.: 575200-11-111100-66100-10-2002-0000000

- c. **Silverio H. Haro, Ed.M.**
Advanced Funds? Yes
For: Mileage, parking, meals, registration, miscellaneous
To attend: Association of Community College Trustees Annual Convention
Location: San Diego, California
Date: October 10-13, 2001
Amount: \$899.66
Budget Acct. No.: 575200-11-111100-66100-10-2002-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

DRAW NEW WARRANTS

5. **DRAW NEW WARRANTS**

MSC Dougherty, Jensen

The Governing Board authorizes the Disbursing Officer to draw **new warrants** as follows:

- a. Warrant #77-031103, dated November 9, 2000, in the amount of \$2,660.76, to Traci Sickinger, 202 Meadow Vista Way, Encinitas, California 92024-4320. Voided due to stale dating.
- b. Warrant #76-039594, dated January 11, 2001, in the amount of \$432.00, to Lina King, 822 Heatherwood Lane #2, Vista, CA 92083. Voided due to stale dating.
- c. Warrant #76-031215, dated September 22, 2000, in the amount of \$33.00, to Jennifer W. Dunn, 26374 Hwy 78, Ramona, CA 92065. Voided due to stale dating.
- d. Warrant #76-022716, dated July 14, 2000, in the amount of \$65.00, to Christopher Terry, PO Box 230132, Encinitas, CA 92023. Voided due to stale dating.

Exhibit H-5

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

FISCAL SERVICES

6. **APPROVE QUARTERLY FINANCIAL STATUS REPORT**

MSC Dougherty, Jensen

RESOLUTION 01-20736

BE IT RESOLVED, That the California Community Colleges **Quarterly Financial Status Report** (CCFS-311Q) for quarter ended June 30, 2001, be approved. **Exhibit H-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVE REVOLVING CASH EXPENDITURES**

MSC Dougherty, Jensen

Revolving Cash Expenditures, for the month of July, 2001, are hereby approved.
Exhibit H-7

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

8. **RATIFY THE TENTATIVE FY 2001-2002 SALARY SCHEDULES FOR CONTRACT AND ADJUNCT FACULTY REPRESENTED BY THE PALOMAR FACULTY FEDERATION, CFT/AFT.**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the tentative FY 2001-2002 **salary schedules for contract and adjunct faculty** represented by Palomar Faculty Federation, CFT/AFT, that reflect the 3.87% COLA effective July 1, 2001. **Exhibit H-8**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a **\$500 annual stipend**, prorated on a monthly basis, effective September 1, 2001:

Name	Position	Course of Study
Marcela Gomez	Sr. Office Specialist ESL	Associate of Arts & Certificate-OIS

10. **APPROVE REDUCTION IN FORCE**

MSC Dougherty, Jensen

RESOLUTION 01-20737

WHEREAS, due to lack of work and/or lack of funds, the Governing Board hereby finds that it is in the best interest of the District to reduce and/or eliminate the following position, which is held by a regular "Confidential" classified employee of the District, pursuant to Education Code Sections 88014, 88015, 88117, and 88127; and also Administrative Team Handbook Board Policy - Administration 26.D.

SECRETARY TO THE PRESIDENT POSITION

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

NOW, THEREFORE, BE IT RESOLVED, That the above-designated position, number 00005013, shall be reduced and/or eliminated as of October 15, 2001.

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

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

ADOPTED, this eleventh day of September, 2001, by the Governing Board of the Palomar Community College District.

_____/_____
Secretary To The Board / Date

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **INFORMATION: RESIGNATIONS**

On behalf of the Governing Board of the Palomar Community College District, the following **resignations** have been accepted by Dr. Sherrill L. Amador, Superintendent/President, as authorized by the Governing Board on June 10, 1986:

- a. **LINDA A. ALLEN**, Office Specialist, Office of Student Affairs, effective September 1, 2001 (last day worked 8/31/01)
- b. **NATALIE A. CADONDON**, Master Teacher, Child Development Center, effective August 25, 2001 (last day worked 8/24/01)
- c. **NANCY R. CAMPBELL**, Grant Support Technician, Vocational Technology, effective September 8, 2001 (last day worked 9/7/01)
- d. **REYNOLD J. TOTLEBEN**, HVAC Technician, Building Services, effective August 14, 2001 (last day worked 8/13/01)
- e. **CHARLES J. JASA**, Instructional Support Assistant I, effective May 23, 2001 (last day worked 5/22/01)
- f. **BONNIE J. WILLIAMS**, Academic Department Assistant, Dental Assisting, effective September 5, 2001 (last day worked 9/4/01)

12. **RATIFY CHANGE TO CLASSIFIED POSITIONS**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the **change** of the following **classified positions**:

- a. **Position:** STAFF ASSISTANT
Name: Margery M. McCrory
Department: College Health Services
New?: No
Remarks: Decrease position from 100% 12 months
Sal Rng/Stp: 23/10
% of position: 80%
No Mos: 11
Effective: November 1, 2001

- b. **Position:** **ACCOUNTANT**
Name: Gordana M. High
Department: Fiscal Services
New?: No
Remarks: Increase position from 45%, position will now include medical
 benefits
Sal Rng/Stp: 32/1
% of position: 75%
No Mos: 12
Effective: September 1, 2001
- c. **Position:** **TUTOR**
Name: Leticia L. Murillo
Department: Tutoring Services
New?: No
Remarks: Increase position from 10 months
Sal Rng/Stp: 15/2
% of position: 75%
No Mos: 12
Effective: September 1, 2001
- d. **Position:** **TUTOR**
Name: Richard D. Sauerheber
Department: Tutoring Services
New?: No
Remarks: Increase position from 70%
Sal Rng/Stp: 15/3
% of position: 80%
No Mos: 10
Effective: September 1, 2001
- e. **Position:** **TUTORIAL SPECIALIST**
Name: Gregory D. Thomas
Department: Tutoring Services
New?: No
Remarks: Increase position from 90%
Sal Rng/Stp: 22/3
% of position: 100%
No Mos: 11
Effective: September 1, 2001
- f. **Position:** **TUTORIAL ASSISTANT**
Name: Vacant
Department: Tutoring Services
New?: No
Remarks: Decrease position from 75%
Sal Rng/Stp: 9/1
% of position: 50%
No Mos: 11
Effective: September 1, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **RATIFY CLASSIFIED RECLASSIFICATIONS**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the **reclassification** of the following **classified positions**:

- a. **Position:** **INSTRUCTIONAL SUPPORT ASSISTANT III**
Department: Disabled Student Programs & Services
Name: Vacant
New?: No
Remarks: Position was Instructional Support Assistant I, grade 16
Effective: September 4, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: 25/1
- b. **Position:** **SENIOR ACCOUNTING ASSISTANT**
Department: CalWORKs
Name: Vacant
New?: Reclass
Remarks: Position was Administrative Secretary, grade 19
Effective: September 4, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: 20/1
- c. **Position:** **EXECUTIVE ASSISTANT TO SUPERINTENDENT/GOVERNING BOARD**
Department: President's Office
Name: Barbara A. Baldrige
New?: No
Remarks: Position was Executive Assistant, same grade; change in title only
Effective: September 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: 50/6
- d. **Position:** **INSTRUCTIONAL SUPPORT ASSISTANT II**
Department: Career Center
Name: Eddie J. Tubbs
New?: No
Remarks: Position was Career Center Advisor, grade 20
Effective: September 1, 2001
% of position: 100%
of Mos: 12
Sal Rng/Stp: 22/2

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. **RATIFY REORGANIZATION/RECLASSIFICATION OF I.S. DEPARTMENT**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the **reorganization/reclassification of employees** of the **Information Services Department effective July 1, 2001:**

a. **Position: MANAGER SYSTEMS & PROGRAMMING**
Name: Scott R. McClure
Sal Rng/Stp: 63/15
% of position: 100%
No Mos: 12

b. **Position: MANAGER NETWORK & TECHNICAL SERVICES**
Name: Jose I. Vargas
Sal Rng/Stp: 60/2
% of position: 100%
No Mos: 12

c. **Position: PROGRAMMER ANALYST**
Name: Suzanne A. Szames
Sal Rng/Stp: 45/2
% of position: 100%
No Mos: 12

d. **Position: PROGRAMMER ANALYST**
Name: Robert C. Gordon
Sal Rng/Stp: 45/1
% of position: 100%
No Mos: 12

e. **Position: PROGRAMMER ANALYST**
Name: Mark S. Hopkins
Sal Rng/Stp: 45/1
% of position: 100%
No Mos: 12

f. **Position: PROGRAMMER ANALYST**
Name: Ernest E. Carson
Sal Rng/Stp: 45/4
% of position: 100%
No Mos: 12

g. **Position: PROGRAMMER ANALYST**
Name: Gay Y. Gilchrist
Sal Rng/Stp: 45/10
% of position: 100%
No Mos: 12

h. **Position: PROGRAMMER ANALYST**
Name: Richard M. Reyes
Sal Rng/Stp: 45/1
% of position: 100%
No Mos: 12

- i. **Position:** **LEAD PROGRAMMER ANALYST**
Name: Herminio J. Arevalo
Sal Rng/Stp: 50/1
% of position: 100%
No Mos: 12

- j. **Position:** **DATABASE ADMINISTRATOR**
Name: Leonora L. Carandang
Sal Rng/Stp: 55/2
% of position: 100%
No Mos: 12

- k. **Position:** **INFORMATION SERVICES TECHNICIAN**
Name: Elena Foster
Sal Rng/Stp: 30/3
% of position: 100%
No Mos: 12

- l. **Position:** **INFORMATION SERVICES TECHNICIAN**
Name: David P. Garcia
Sal Rng/Stp: 30/1
% of position: 100%
No Mos: 12

- m. **Position:** **INFORMATION SERVICES TECHNICIAN**
Name: David J. O'Bryant
Sal Rng/Stp: 30/4
% of position: 100%
No Mos: 12

- n. **Position:** **INFORMATION SERVICES TECHNICIAN**
Name: Long H. Tran
Sal Rng/Stp: 30/1
% of position: 100%
No Mos: 12

- o. **Position:** **INFORMATION SERVICES NETWORK ASSISTANT**
Name: Juan M. Aviles
Sal Rng/Stp: 35/3
% of position: 100%
No Mos: 12

- p. **Position:** **INFORMATION SERVICES NETWORK ASSISTANT**
Name: Gary L. Peterson
Sal Rng/Stp: 35/4
% of position: 100%
No Mos: 12

- q. **Position:** **INFORMATION SERVICES NETWORK SPECIALIST**
Name: David F. Brown
Sal Rng/Stp: 40/1
% of position: 100%
No Mos: 12

- r. **Position:** **INFORMATION SERVICES NETWORK SPECIALIST**
Name: Michael J. Dimmick
Sal Rng/Stp: 40/2
% of position: 100%
No Mos: 12
- s. **Position:** **INFORMATION SERVICES NETWORK SPECIALIST**
Name: Richard F. Sanchez
Sal Rng/Stp: 40/5
% of position: 100%
No Mos: 12

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. Item was removed from the Consent Calendar by Dr. Nelson.

16. **RATIFY INCREASE OF CHAIR/DIRECTOR STIPENDS REFLECTING 3.87% COLA, EFFECTIVE JULY 1, 2001**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the **increase of the Chair/Director stipends** reflecting the **3.87% COLA**, effective July 1, 2001:

Department Chairs/Directors with 20% Assigned Time: \$3,810.00
Department Chairs/Directors with 40% Assigned Time: \$4,064.00
Department Chairs/Directors with 60% Assigned Time: \$4,317.00
Department Chairs/Directors with 80% Assigned Time: \$4,571.00

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

17. Item was removed from the Consent Calendar by Mr. McMullen.

18. **RATIFY CORRECTION TO ACADEMIC CONTRACTS**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **correction** to the following **academic contracts**:

- a. Name: **BAHRAM ALIDAEI**
Position: Assistant Professor
Department: Mathematics
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: D/4
% of position: 100%
of Mos: 10
Effective: August 24, 2001

- b. Name: **KEVIN R. STRUXNESS**
Position: Assistant Professor
Department: Speech Communication/Forensics/ASL
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: F/8
% of position: 100%
of Mos: 10
Effective: August 24, 2001
- c. Name: **SUZANNA M. GRENZ**
Position: Assistant Professor
Department: Economics, History, and Political Science
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: G/8
% of position: 100%
of Mos: 10
Effective: August 24, 2001
- d. Name: **KARAN K. HUSKEY**
Position: Assistant Professor
Department: Counseling, Guidance and Career Development
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: C/4
% of position: 100%
of Mos: 11
Effective: July 1, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

19. **GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Dougherty, Jensen

On the recommendation of the Faculty Senate Equivalency Committee, the Governing Board grants equivalency to minimum qualifications for the disciplines listed for the following individuals:

Christopher Hayashi – Behavioral Sciences
Jacquelin Smith Winter – Behavioral Sciences
Bonnie Kristell – Communications
Tuhin Ghosh – Computer Science and Information Systems
Stephanie Iseri-Fitzpatrick – English as a Second Language
Jennifer Elbert-Rasmussen – Foreign Languages
Bethanie Pleasnick - Mathematics
Paul Groom – Physical Education
Carlos Hernandez – Physical Education
Scott Lawson – Physical Education
Cord Taylor – Physical Education
David Creamer – Regional Occupational Programs
Thomas Kaine – Trades and Industry

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

20. **RATIFY ADJUNCT FACULTY EMPLOYMENT**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following adjunct faculty, at the rates indicated for Fall, 2001 (day and/or evening); said adjunct faculty is not scheduled to teach more than a 60-percent annual load:

FALL 2001

ART

Contreras, Julian O.	Art B.A., Business Administration M.A., Philosophy	\$37.49
----------------------	--	---------

BEHAVIORAL SCIENCES

Bankard, Joseph	Philosophy B.A., Philosophy M.A., Philosophy	\$37.49
-----------------	--	---------

Hayashi, Christopher	Psychology B.A., Psychology and American Studies Graduate level coursework	\$36.29
----------------------	--	---------

Hilmert, Clayton	Psychology B.A., Psychology and Religion M.A., Psychology	\$38.70
------------------	---	---------

McGrath, Carol	Sociology B.A., Ethnic Studies and Sociology M.A., Sociology	\$37.49
----------------	--	---------

Rose, Fredric	Psychology B.A., Psychology Ph.D., Psychology	\$39.91
---------------	---	---------

Phillips, Judith	Psychology B.S., Medical Technology M.A., Psychology	\$37.49
------------------	--	---------

Schnelker, Barbara	Psychology A.B., Sociology M.A., Sociology	\$55.82
--------------------	--	---------

Winter, Jacquelin Smith	Religious Studies B.A., Bible and World Religions M.A., Comparative Religion	\$37.49
-------------------------	--	---------

BUSINESS EDUCATION

Anspach, Kathleen Office Information Systems \$37.49
A.B., Elementary Education
M.A., Human Behavior
California Community College Credential:
Office Services and Related Technologies

Gerhardt, Cheryl Accounting \$37.49
B.S., Business Administration
M.B.A., Business Administration

Levin, Robert Paralegal Studies \$39.91
B.A., English
J.D., Law

Lissy, Serena Accounting \$37.49
B.S., Business Administration (Accounting)
M.B.A., Business Administration

COMMUNICATIONS

Koenig, Roman Journalism \$37.49
A.A., Journalism
B.A., Political Science
M.A., Television, Film, and New Media Production

Kristell, Bonnie Radio and Television \$36.29
Coursework and 6 + years' experience in
Communications discipline

LaPaglia, Charles Radio and Television \$36.29
B.S., Radio - Television
2 + years' experience

COMPUTER SCIENCE & INFORMATION SYSTEMS

Ander, Shier Computer Science and Information Systems \$36.29
B.S., Mathematics
2 + years' experience

Burwick, Paul Computer Science and Information Systems \$36.29
A.A., Liberal Arts
6 + years' experience

Ghosh, Tuhin Computer Science and Information Systems \$36.29
B.A., Computer Science
2 + years' experience

Reilly, Jeannie Computer Science and Information Systems \$36.29
B.A., Industrial Arts
2 + years' experience

EARTH SCIENCES

Witztum, Elizabeth	Geography B.A., Environmental Biology & Management M.A., Geography	\$37.49
--------------------	--	---------

ECONOMICS, HISTORY & POLITICAL SCIENCE

Craig, Robert	History B.S., English and History M.A., History Ph.D., History	\$39.91
---------------	---	---------

Gordon, Robert	Economics B.A., Political Science and Psychology M.A., Economics	\$37.49
----------------	--	---------

Standard, Wendy	History B.A., History M.A., History	\$37.49
-----------------	---	---------

Suzuki, Keiko	Economics B.A., Economics M.A., Applied Economics	\$37.49
---------------	---	---------

ENGLISH

Byrkit, Rebecca	English B.A., Creative Writing M.F.A., Creative Writing	\$37.49
-----------------	---	---------

Craig, Robert	English B.S., English and History M.A., History Ph.D., History	\$39.91
---------------	---	---------

Tschudy, Darlene	English B.S., Mathematics Education M.A., English and American Literature	\$37.49
------------------	---	---------

ENGLISH AS A SECOND LANGUAGE

Gordon, Jo	English as a Second Language (non-credit) B.A., English - Literature 2+ years' experience	\$36.29
------------	---	---------

Iseri-Fitzpatrick, Stephanie	English as a Second Language B.A., East Asian Languages and Cultures M.S., Education	\$37.49
------------------------------	--	---------

Price, Patricia	Humanities B.A., Art History M.A., English Ph.D., English	\$39.91
-----------------	--	---------

Shaw, Douglas	English as a Second Language B.S.L., Chinese M.A., Teaching English to Speakers of Other Languages	\$37.49
---------------	--	---------

Thomson, Trevyan	English as a Second Language B.A., Liberal Arts M.A., Teaching English as a Second Language	\$37.28
FAMILY and CONSUMER SCIENCES		
Chancey, Marilee	Fashion B.A., English M.A., English	\$36.29
Morse, David	Food Services B.A., History 2 + years' experience	\$36.29
Wilkins, Joyce	Food Services B.S., Human Nutrition M.S., Dietetics California Community College Credential: Foods, Food Services and Related Technologies	\$38.70
FOREIGN LANGUAGE		
Elbert-Rasmussen, Jennifer	Spanish B.A., Spanish and International Relations Coursework and 5 + years' experience in Foreign Languages discipline	\$36.29
GRAPHIC COMMUNICATIONS		
Lemmon, Rhonda	Graphic Communications B.A., Art, Multimedia 2 + years' experience	\$36.29
LIBRARY		
Gray, Marjo	Library Technology B.S., Biology M.S., Library Science	\$37.49
LIFE SCIENCES		
Moran, Virginia	Biology B.S., Field Biology M.S., Botany	\$37.49
MATHEMATICS		
Burgess, Douglas	Mathematics B.S., Mathematics M.A., Mathematics	\$37.49
Larson, Gregory S.	Mathematics B.A., Philosophy M.S., Mathematics	\$37.49
Pleasnick, Bethanie	Mathematics B.S., Mathematics Coursework and 2 + years' experience in Mathematics discipline	\$36.29

Spence, Timothy	Mathematics B.S., Mathematics M.S., Mechanical Engineering California Community College Credential: Mathematics	\$37.49
NURSING		
Abdulhadi, Laura L.	Nursing B.S., Nursing M.S., Nursing	\$37.49
Russo, Paul	Nursing B.S.N., Nursing M.S.N., Nursing	\$37.49
PERFORMING ARTS		
Jorgensen, Larry	Theater Arts B.A., English M.A., Communication Arts California Community College Credential: Theater Arts and Related Technologies	\$37.49
PHYSICAL EDUCATION		
Groom, Paul	Physical Education Eminence in the Physical Education discipline, emphasis, Cheerleading	\$36.29
Hernandez, Carlos	Physical Education Eminence in the Physical Education discipline, emphasis, Soccer	\$36.29
Lawson, Scott	Physical Education Eminence in the Physical Education discipline, emphasis, Swimming	\$36.29
Taylor, Cord	Physical Education B.S., Physical Education Coursework and 6 + years' experience in Physical Education discipline	\$36.29
PUBLIC SAFETY		
White, Duane	Administrative Justice B.A., Criminal Justice M.A., Human Behavior	\$37.49
REGIONAL OCCUPATIONAL PROGRAMS		
Creamer, David H.	ROP Graphic Communications Coursework and 6 + years' experience in the Graphic Communications discipline	\$36.29
SPEECH, COMMUNICATIONS, FORENSICS and ASL		
Johnson, Susan Q.	Speech B.S., Mass Communications M.S., Communications	\$37.49

Smith, Paul	Speech B.A., Theater Arts M.A., Speech Communications	\$37.49
Thomton-Stockton, Heather	Speech B.A., Speech Communications M.A., Speech Communications	\$37.49
Zaworski-Burke, Kathleen	Speech B.A., Social Sciences B.A., Speech & Theater Arts M.A., Oral Communications	\$37.49
TRADES AND INDUSTRY		
Vargas, Ronald	Industrial Technology A.A., Liberal Arts & Sciences A.A., Diesel Technology 6 + years' experience	\$36.28
Eveland, Michael	Electronic Technology B.S., Electrical Engineering M.S., Electrical Engineering	\$37.49
Kaine, Michael	Automotive Technology Coursework and 6 + years' experience in Trades and Industry discipline, emphasis Automotive Technology	\$36.29
VOCATIONAL PROGRAMS		
Blair, Bonnie	Supervision A.A., General Studies 6 + years' experience	\$36.29
Jones, Joseph	Supervision A.A., Business Management B.A., Criminal Justice 2 + years' experience	\$36.29
Nikzad, Tahmoores	Construction Inspection B.S., Civil Structure M.S., Civil Engineering	\$37.49
Simmons, Cherril A.	Supervision B.A., Environmental Studies 2 + years' experience	\$36.29
Whartenberg, Michael	Surveying A.A., Surveying 6 + years' experience	\$36.29

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

21. **RATIFY CERTIFICATED EMPLOYMENT**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment** of the following **certificated employee**:

- a. Name: **JANET A. ROSS**
Position: Master Teacher I
Department: Child Development Center
New?: No
Remarks: Replacement
Sal Rng/Stp: D1/1
% of Position: 100%
of Mos: 12
Effective: September 4, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

22. **RATIFY CLASSIFIED EMPLOYMENT**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment** of the following **classified employees**:

- a. Name: **ANTOWYN J. CAULEY**
Position: Custodian I
Department: Custodial Services
New?: No
Remarks: Replacement
Sal Rng/Stp: 8/1
% of Position: 100%
of Mos: 12
Effective: August 22, 2001
- b. Name: **DANIEL F. DRYDEN**
Position: Administrative Secretary
Department: Student Support Services/TRIO
New?: No
Remarks: Replacement; funded - TRIO.
Sal Rng/Stp: 19/1
% of Position: 100%
of Mos: 12
Effective: August 20, 2001

- c. Name: **NICHOLAS R. GREEN**
 Position: Instructional Support Assistant I
 Department: CSIS at Escondido College Center
 New?: Yes
 Remarks: Position approved 12/12/00; funded - PFE.
 Sal Rng/Stp: 16/1
 % of Position: 100%
 # of Mos: 12
 Effective: August 20, 2001
- d. Name: **ANN MARIE B. JOHNSTON**
 Position: Financial Aid Specialist
 Department: Financial Aid & Scholarships
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: 20/1
 % of Position: 100%
 # of Mos: 12
 Effective: August 16, 2001
- e. Name: **SHELLY M. RUFIN**
 Position: Financial Aid Specialist
 Department: Financial Aid & Scholarships
 New?: No
 Remarks: Replacement
 Sal Rng/Stp: 20/1
 % of Position: 100%
 # of Mos: 12
 Effective: September 4, 2001
- f. Name: **SHELLI DOUGLASS**
 Position: Senior Office Specialist
 Department: Educational Television
 New?: Yes
 Remarks: Position approved 7/10/01; funded - CCCSAT.
 Sal Rng/Stp: 14/1
 % of Position: 100%
 # of Mos: 12
 Effective: August 30, 2001
- g. Name: **TAWN M. GREGG**
 Position: Administrative Secretary
 Department: Counseling
 New?: No
 Remarks: Replacement; funded - PFE.
 Sal Rng/Stp: 19/6
 % of Position: 100%
 # of Mos: 12
 Effective: September 26, 2001

- h. Name: **JUDITH M. HARZEWSKI**
 Position: Community Service Officer
 Department: Campus Police
 New?: Yes
 Remarks: Position approved 2/13/01
 Sal Rng/Stp: 11/1
 % of Position: 100%
 # of Mos: 12
 Effective: September 24, 2001
- i. Name: **TRICIA C. FRADY**
 Position: Accountant
 Department: Fiscal Services
 New?: Yes
 Remarks: Position approved 4/10/01; funded - CCCSAT.
 Sal Rng/Stp: 32/1
 % of Position: 100%
 # of Mos: 12
 Effective: September 24, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

23. **RATIFY ACADEMIC EMPLOYMENT**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the **employment** of the following **academic employee**:

- a. Name: **MARI STEFFENSMEIER**
 Position: WIA Counselor/Contract Administrator
 Department: Counseling, Guidance, & Career Development
 New?: No
 Remarks: Replacement; funded - Lockheed Martin.
 Sal Rng/Stp: C/1
 % of Position: 100%
 # of Mos: 11
 Effective: September 12, 2001
 Note: Hired in accordance with Education Code Section 87481.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

24. **RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

MSC Dougherty, Jensen

The Governing Board ratifies the recommendation of the Superintendent/President that the following employee be granted a \$50.00 per month stipend effective August 1, 2001, as a designated **bilingual interpreter** for the District:

- a. **YOLANDA WILSON**, Instructional Support Assistant I, English as a Second Language

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

FINANCE AND ADMINISTRATIVE SERVICES

25. **AUTHORIZE LEASE REVENUE BOND PROCEEDS IN DISTRICT'S LOCAL AGENCY INVESTMENT FUND**

MSC Dougherty, Jensen

RESOLUTION 01-20738

BE IT RESOLVED, That the Palomar Community College District acknowledges that a Local Agency Investment Fund ("LAIF") was created in the State Treasury by the Statutes of 1976 wherein the District may deposit District funds for investment by the State Treasurer; the District finds it in its best interests to deposit and withdraw proceeds from bonds, notes, certificates of participation, or other forms of indebtedness ("proceeds") in its LAIF in accordance with Government Code Section 16429.1; the District authorizes the deposit and withdrawal of the District's proceeds in the LAIF in the State Treasury in accordance with Section 16429.1 for the purpose of investment; the District approves U.S. Bank Trust, National Association, as its Trustee/Fiscal Agent and its authorized agent for these LAIF deposits and withdrawals; and the form of the Resolution as set forth in the backup memorandum is hereby approved by the District.
Exhibit H-25

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

CONTRACTS AND AGREEMENTS

26. **REVIEW AND RATIFY CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

MSC Dougherty, Jensen

The Governing Board hereby reviews and ratifies all **contracts and agreements** for the period July 1, 2001, through August 31, 2001, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-26**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

27. **AWARD VENDING CONTRACT TO PEPSI BOTTLING GROUP FOR BEVERAGES, BULK PRODUCTS, AND WATER FOR SAN MARCOS CAMPUS AND ESCONDIDO CENTER**

MSC Dougherty, Jensen

The Governing Board hereby approves a contract to be awarded to **The Pepsi Bottling Group**, 7995 Armour Street, San Diego, California 92111, for beverages, bulk products, and water to be furnished to the San Marcos campus and Escondido Center, for a five-year period, effective November 1, 2001, through October 31, 2006, for the following consideration:

- (a) Guaranteed cash payments for exclusive vending dispenser and bottled beverage rights:
Year 1: \$125,000; Year 2: \$25,000; Year 3: \$25,000; Year 4: \$25,000;
Year 5: \$25,000
- (b) Guaranteed Commission Rate of 55% of gross vending sales or Guaranteed Annual Rate of \$50,000 paid upfront of each contract year, whichever is the higher of the commission rate or guaranteed annual rate. **Exhibit H-27**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

28. **AWARD VENDING CONTRACT FOR SNACKS AND COFFEE TO NORTH COUNTY VENDING, INC., FOR SAN MARCOS CAMPUS AND ESCONDIDO CENTER**

MSC Dougherty, Jensen

The Governing Board hereby approves a contract to be awarded to **North County Vending, Inc.**, 511 Olive Avenue, Vista, California 92083, for snacks and coffee through vending machines to be furnished to the San Marcos campus and Escondido Center for a five-year period, effective November 1, 2001, through October 31, 2006, for the following consideration:

- (a) Guaranteed cash payments for exclusive vending rights for snack products: \$1,000 for each contract year;
- (b) Minimum Guarantee of \$14,000 or 20% commission, whichever is higher, for Year 1; Minimum Guarantee of \$14,000 or 20% commission, whichever is higher, for Year 2; and Minimum Guarantee of \$15,000 or 20% commission, whichever is higher, for Years 3-5;
- (c) Guaranteed cash payment for exclusive rights to provide coffee vending machine: \$100.00 plus \$2,500 minimum commission or 20% commission, whichever is higher, for Years 1-5. **Exhibit H-28**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

29. **APPROVE AGREEMENT WITH SAN DIEGO COUNTY REGIONAL COMMUNICATION SYSTEM**

MSC Dougherty, Jensen

The Governing Board hereby approves a customer service agreement with the **San Diego County Regional Communications System** ("RCS") effective July 1, 2001, and for a period of five (5) years, terminating on June 30, 2006, subject to a prior termination by either party upon thirty- (30) days' written notice to the other; the District shall pay RCS at the rate of \$61.10 per radio, per month, which rate shall be reviewed annually in January and is subject to adjustment to reflect the actual cost of operations. Currently there are twenty-three (23) radios in services at the District. Expenditures will be paid from the Parking Fund account. **Exhibit H-29**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

30. **APPROVE EASEMENT AGREEMENT FOR MAINTENANCE PURPOSES ON "P" MOUNTAIN**

MSC Dougherty, Jensen

The Governing Board hereby approves the **Easement Agreement for Maintenance Purposes for "P" Mountain**, as described in the Agreement that is attached as back-up and by this reference incorporated; this Agreement shall be recorded with the San Diego County Recorder's Office; and Jerry R. Patton, Assistant Superintendent/Vice President of Finance and Administrative Services is hereby authorized to execute this Agreement for the District and to sign any and all documents necessary to record this interest in the name of the District. **Exhibit H-30**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

31. **APPROVE AGREEMENT WITH STRATA INFORMATION GROUP FOR MANAGEMENT SERVICES TO DISTRICT INFORMATION SERVICES**

MSC Dougherty, Jensen

The Governing Board hereby approves a consulting services/management agreement with **Strata Information Group** in accordance with California Government Code Section 53060 effective September 1, 2001, and through the end of the fiscal year ending June 30, 2002, for a monthly consideration of Eighteen Thousand Dollars (\$18,000.00), including all normal and customary travel and expenses, subject to annual renewal for up to four (4) additional years, for an amount not to exceed Two Hundred Sixteen Thousand Dollars (\$216,000.00) annually, to be funded from the salary savings from vacant positions in the Information Services Department, including the vacant position of Director of Information Services. **Exhibit H-31**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

32. Item was removed from agenda.

CCCSAT/E-CONFERENCING GRANT

33. **APPROVE INCREASE IN LEASED SPACE AT 365 RANCHO SANTA FE, SAN MARCOS, BUSINESS OFFICE OF CCCSAT, FOR OFFICES OF E-CONFERENCING GRANT ADMINISTRATION STAFF**

MSC Dougherty, Jensen

In order to accommodate staff to administer the E-Conferencing Grant (RFA No. 00-0079), the Governing Board hereby approves **an increase in the leased space at 365 Rancho Santa Fe, San Marcos**, California, currently used by the California Community Colleges Satellite Network, by an additional 1,382 sq. ft., @ \$1.50 per square foot and at an additional monthly rental of \$2,073.00, for a term commencing on or about September 12, 2001, and terminating on September 30, 2004, with all of the terms and conditions of the existing lease remaining the same; an increase in security deposit is hereby authorized commensurate with the additional square footage; and all rent and deposits shall be paid from the Rents & Leases/Land & Bldg. account. **Exhibit H-33**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

Resumption of REGULAR AGENDA

I. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

15. **RATIFY NEW CLASSIFIED POSITIONS**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the following **new classified positions**:

- a. **Position: DIGITAL SATELLITE NETWORK MANAGER**
Department: Educational Television
Division: Instruction
Remarks: Funded - 66.66% CCCSAT & E-Conferencing Grant, 33.34% District
Range: 58/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the Administrative Association.

- b. **Position:** **BROADCAST OPERATIONS MANAGER**
Department: Educational Television
Division: Instruction
Remarks: Funded - 40% CCCSAT, 60% District
Range: 56/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
 Administrative Association
- c. **Position:** **WEB SERVICES MANAGER**
Department: Educational Television
Division: Instruction
Remarks: Funded - E-Conferencing Grant
Range: 60/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
 Administrative Association
- d. **Position:** **WEB ANALYST**
Department: Educational Television
Division: Instruction
Remarks: Funded - E-Conferencing Grant
Range: 43/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
- e. **Position:** **DATABASE TECHNICIAN**
Department: Educational Television
Division: Instruction
Remarks: Funded - E-Conferencing Grant
Range: 27/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
- f. **Position:** **WEB DESIGNER**
Department: Educational Television
Division: Instruction
Remarks: Funded - E-Conferencing Grant
Range: 27/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001

- g. **Position:** **CLIENT SERVICES MANAGER**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT and E-Conferencing Grant
Range: 52/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
Administrative Association
- h. **Position:** **CLIENT SERVICES ASSISTANT**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT and E-Conferencing Grant
Range: 15/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
- i. **Position:** **MARKETING SERVICES MANAGER**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT and E-Conferencing Grant
Range: 56/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
Administrative Association
- j. **Position:** **FISCAL ADMINISTRATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT and E-Conferencing Grant
Range: 52/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
Administration Association
- k. **Position:** **LEGAL COORDINATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - E-Conferencing Grant
Range: 20/1
% of position: 60%
of Mos: 12
Effective: September 12, 2001

- l. Position: MARKETING SERVICES ASSISTANT**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT and E-Conferencing Grant
Range: 20/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001

- m. Position: SATELLITE & TELEVISION BROADCAST CONTROL OPERATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT
Range: 23/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001

- n. Position: SATELLITE & TELEVISION BROADCAST CONTROL OPERATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT
Range: 23/1
% of position: 45%
of Mos: 12
Effective: September 12, 2001

- o. Position: SATELLITE & TELEVISION BROADCAST CONTROL OPERATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT
Range: 23/1
% of position: 45%
of Mos: 12
Effective: September 12, 2001

- p. Position: SATELLITE & TELEVISION BROADCAST CONTROL OPERATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT
Range: 23/1
% of position: 45%
of Mos: 12
Effective: September 12, 2001

- q. **Position:** **RESEARCH & DEVELOPMENT MANAGER**
Department: Educational Television
Division: Instruction
Remarks: Funded - E-Conferencing Grant
Range: 60/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
 Administrative Association
- r. **Position:** **POLICE ACADEMY TRAINING OFFICER**
Department: Public Safety Programs
Division: Vocational Technology
Range: 25/1
% of position: 45%
of Mos: 12
Effective: September 12, 2001
- s. **Position:** **POLICE ACADEMY TRAINING OFFICER**
Department: Public Safety Programs
Division: Vocational Technology
Range: 25/1
% of position: 45%
of Mos: 12
Effective: September 12, 2001
- t. **Position:** **SENIOR ADMINISTRATIVE SECRETARY**
Department: Escondido College Center
Division: Media, Business, and Community Services
Range: 23/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
- u. **Position:** **ADMINISTRATIVE COORDINATOR**
Department: Educational Television
Division: Instruction
Remarks: Funded - CCCSAT and E-Conferencing Grant
Range: 44/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the supervisory group of the
 Administrative Association.
- v. **Position:** **OFFICE ASSISTANT/PRESIDENT'S OFFICE**
Department: President's Office
Division: President's Office
Range: 37/1
% of position: 100%
of Mos: 12
Effective: September 12, 2001
Note: Position will be placed in the confidential group of the
 Administrative Association.

w. Item was removed from agenda.

Dr. Nelson asked for clarification of what would happen to these positions should the funding be discontinued. Dr. Miyamoto responded that the managers will be part of the Administrative Association, and those that are classified will be part of the classified service. Managers serve at the pleasure of the Board. Should the funding be discontinued, the managerial positions are very specific to that area, and we do not have duplications in those jobs; consequently, those jobs would go away and they would have no employment rights at the College. Classified employees, however, would become part of our regular staff. It is, of course, the hope of Sherilyn Hargraves that the funding will continue.

The Vote was unanimous.
 Student Trustee Advisory Vote: Abstain

17. **RATIFY ASSIGNED TIME TO ACADEMIC CONTRACT**

MSC Dougherty, Jensen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding **assigned time** for faculty for the 2001-2002 academic year:

Name	Position	%	Stipend
Locklear, Linda	Chair, American Indian Studies	20%	\$3,810.00
Durrant, Doug	Chair, Art	60%	\$4,317.00
Kerckhove, Lee	Chair, Behavioral Sciences	40%	\$4,317.00
Dowd, Bonnie Ann	Chair, Business Education	60%	\$4,317.00
Phillips, Ron	Chair, Chemistry	20%	\$3,810.00
Ruzich, Margie	Chair, Child Development	20%	\$3,810.00
Stachelek, Paul	Chair, Communications	40%	\$4,064.00
Pistone, Walter	Chair, Computer Science & Information Systems	40%	\$4,064.00
McDonough, Bruce	Chair, Cooperative Education	20%	\$3,810.00
Poole, Cynthia	Chair, Counseling	20%	\$3,824.00
Landmesser, Jean	Director, Dental Assisting	20%	\$3,810.00
Trujillo, Alan	Chair, Earth Sciences	40%	\$4,064.00
Drinan, Mary Ann	Chair, Economics, History, & Political Science	60%	\$4,317.00
Moffat, Deborah	Director, Emergency Medical Education	40%	\$4,064.00
Quintero, Jack	Chair, English	60%	\$4,317.00
Henson, Lynne	Chair, English as a Second Language	60%	\$4,317.00
Gunther, Margaret	Chair, Family & Consumer Sciences	20%	\$3,810.00
Ulman, Tim	Chair, Foreign Languages	60%	\$4,317.00
Payn, Lillian	Chair, Graphic Communications	20%	\$3,810.00
Gilardi, James	Chair, Life Sciences	60%	\$4,317.00
Metzger, Wendy	Chair, Mathematics	80%	\$4,571.00
Rangel, Jose	Chair, Multicultural Studies	20%	\$3,810.00
Eckhart, Judith	Chair, Nursing Education	60%	\$4,317.00
Gilson, Robert	Chair, Performing Arts	60%	\$4,317.00
Vetter, Bob	Chair, Physical Education	60%	\$4,317.00
Nakajima, Takashi	Chair, Physics & Engineering	20%	\$3,810.00
Levy, Stan	Director, Reading Services	20%	\$3,810.00
Newman, Marc	Chair, Speech Communication/Forensics/ASL	40%	\$4,064.00
Kirby, Steve	Chair, Trades & Industry	60%	\$4,317.00

Arguello, Michael	Academic Technology Resource Coordinator	80%
de Barros, Philip	Archaeology Coordinator	20%
Brannick, Monika	Curriculum Committee Co-Chair	20%
Hohman, Anne	Director, English Lab	50%
Lane, Mark	Director, Planetarium	20%
Pesavento, James	Director, Planetarium	30%
Paes de Barros, Deborah	English 10/50 Coordinator	13.3%
Weldele, Coleen	ESL Academic Coordinator	15%
Chen, Lee	ESL Coordinator	15%
Furch, Marty	ESL Coordinator	25%
Lowther, Carol	ESL Coordinator	15%
Khurana, Nimolie	ESL Coordinator, Fallbrook	25%
Lowther, Carol	ESL Evening Coordinator, Escondido	25%
Chen, Lee	ESL Evening Coordinator, San Marcos	25%
Garlow, Katheryn	ESL Lab Coordinator	25%
Garlow, Katheryn	ESL Morning Coordinator, San Marcos	25%
Trais, Evelyn	ESL Multi-Site Coordinator	25%
Weldele, Coleen	ESL Student Related Activities	25%
Furch, Marty	ESL VESL Coordinator, San Marcos/Escondido	25%
Sivert, Shayla	International Student Office	35%
Ruzich, Margie	Liaison to the Children's Center	20%
Chakkanakuzhi, Mathews	Math Learning Center Co-Director	20%
	Past President, Faculty Senate	20%
Barkley, Chris	President, Faculty Senate	60%
Kerckhove, Lee	President, The Faculty	20%
Gunther, Margaret	Professional Development Coordinator	80%
Woods, April	Secretary, The Faculty	20%
Henson, Lynne	Student Related Activities	25%
Anne Voth	Tenure & Evaluation Review Coordinator	80%
Boyd, David	Theatre Technical Director	20%
Mendez, Mario	Vice President, Faculty Senate	20%
Cnossen, Jon	Wellness/Fitness Center Coordinator	25%

Mr. McMullen asked how these percentages and dollar amounts are determined and by whom. Dr. Amador responded that the numbers above are what has been done in the past and is what is in the faculty manual, and COLA goes on top of the amount each year. Dr. Amador stated that she, too, had concerns and had asked Jerry Patton for an estimate of the cost of these stipends. Mr. Patton responded that it was approximately \$550,000 and 21.48 FTES.

Mr. McMullen asked how the decision is made that one person is 20% and another is 60% or 80%. Diane Lutz reported that this had been worked out in Faculty Working Conditions Committee prior to the time she became Vice President. It is based on the number of part-time faculty, classified budget, and a number of other factors. Presumably, the more complex or larger the department, the more assigned time it was given.

Dr. Nelson stated that she had previously thought the chairs received either the assigned time or the stipend. She asked for clarification as to the purpose of the stipend. Ms. Lutz responded that it was for additional work for the demands of the chairperson. She also stated that there is an additional stipend in the summer.

Mr. Haro asked what the assigned time is for if the stipend is to pay for the additional work. Ms. Lutz responded that it is assigned time to do the work. Mr. Haro questioned, "Isn't that double dipping?" Dr. Nelson stated, "That's exactly the way it sounds to me." Mr. McMullen stated, "The percentage is a portion of their time, plus the chairs get the stipend."

Chris Barkley stated that chairs are required to be here more than the regular faculty members. They are required to be here several weeks during the summer and handle emergencies that come up at other times.

Dr. Nelson asked if any of these people carry extra pay. Ms. Lutz answered affirmatively. Dr. Nelson then summarized as follows: the faculty member gets a reduced load to do the departmental administration, receives a stipend, and then, if he/she chooses, they may teach extra pay at the hourly rate. Dr. Nelson stated that she is very uncomfortable with that.

Chris Barkley stated that anyone can teach an overload, and they are usually restricted to a 40% overload, except in extreme circumstances where there is a departmental need. If you are a chair, and you have release time, you cannot do more than a 40% overload. The people who choose to teach overload are doing so because they can handle it and/or they need the money.

Dr. Nelson stated that she understands those arguments. However, she thinks the perception of the electorate would be that this is double-dipping, and she remains concerned.

Ms. Lutz pointed out that assigned time for chairs is figured on a forty-hour week. If they get 20% assigned time, we expect them to put in eight hours a week, because they also don't have to do prep and grading.

Dr. Nelson noted that she totally supports the chair system. However, she feels that this appears to be excessive.

The Vote was unanimous.
Student Trustee Advisory Vote: Abstain

J. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate

Chris Barkley commended the administration for keeping the College open today. It shows that we are serving students better by valuing their education, and providing them a wonderful opportunity to have discussions in the classroom that are very relevant in helping our students develop critical thinking skills.

The Senate has met only once. They have made many committee appointments.

Lee Kerckhove and Ms. Barkley were asked to write a letter to Jerry Patton stating the faculty's concerns with the Comet Copy Center's inability to handle all the copying the week before school started, because faculty members are responsible by law for providing a syllabus for each student. They want to be sure that situation doesn't occur again. She has spoken to Mr. Patton, and he has assured her that they are working on assuring that it does not happen again.

The Senate held Senator orientation yesterday and enjoyed meeting with Dr. Amador and the Vice Presidents on an informal basis. They also spoke with the Senators about the way their meetings are run and then filled the vacancies of the chairs of the faculty subcommittees.

2. **INFORMATION**

Report of the Palomar Faculty Federation

Mary Millet gave the following report: "We are in the process of ratifying our Federation Constitution. Ballots will be mailed on Friday and counted on October 1. We will be holding a membership Breakfast on October 3 where the results will be announced. This Thursday, we are holding a Fall Reception for the Faculty in the Friendship Pavilion.

Although we know that the Board does not negotiate directly, there is concern among the faculty that the District, after three full months, has sunshined only 18 pages of a contract proposal. We anticipate a fuller proposal and hope that perhaps the Board will consider this document in closed session tonight."

3. **INFORMATION**

Report of The Faculty

There was no report.

4. **INFORMATION**

Report of the Administrative Association

Mollie Smith reported that the Administrative Association has set a goal for this year to provide management workshops for its members. They are working with Jack Miyamoto and Human Resources to develop two workshops for the fall and two for the spring. They hope to use on-campus talent in presenting some of the workshops.

5. **INFORMATION**

Report of the CCE/AFT

There was no report.

6. **INFORMATION**

Report of the Associated Student Government

Sean Weimer reported that by the end of the week, they should have a full ASG board. Many people are running for election, and he hopes the enthusiasm continues.

The ASG members have also been conducting a letter-writing campaign to the Governor to restore the community colleges' budget. They have sent nearly 500 letters signed by Palomar students. Students are addressing the envelopes by hand, which means they will receive more attention when they are received. Sean expressed his gratitude to all students who have participated in this effort.

Sean commended everyone for their courage today for staying here, keeping the school open, and showing them that we're not going to give in.

K. **UNFINISHED BUSINESS** - There was none.

L. NEW BUSINESS

1. **INFORMATION: PROPOSED DELETION OF BP 460 - STUDENT PLACEMENT SERVICES FEE**

BP 460 currently reads:

**BP 460
Student Placement Services Fee (93-16317)**

The Governing Board of Palomar Community District recognizes the need for the District's Student Placement Services to provide quality services and hereby authorizes that a student placement services fee be charged to non-students to assist in offsetting costs. GB 4-12-94

As the implementation of this policy is cumbersome for staff, and it has not been followed recently, it is proposed that it be deleted from Board policy.

This item will appear as an action item on the agenda for the next regular meeting.

M. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

1. **INFORMATION: Comments from Other Individuals or Groups**

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 group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

A student who did not identify himself appeared before the Board to complain about a parking ticket he had received on the first day of classes.

N. CLOSED SESSION

There was no closed session

O. ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

President

Secretary