



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

A. CALL ORGANIZATIONAL MEETING TO ORDER

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

Pledge of Allegiance

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 Resource Services
Judy Eberhart, Dean, Counseling, Guidance, and Career Development
Gene Jackson, Dean, Arts and Languages
Wilma Owens, Interim Dean, Vocational Technology
Dr. Michael Rourke, Dean, Mathematics and the Natural and Health Sciences
Pat Schwerdtfeger, Interim Dean, Media, Business, and Community Services
Lise Telson, Dean, Student Support Programs
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
Monika Brannick, Associate Professor, Mathematics

Ernie Carson, Programmer Analyst, Information Services
Kathy Davis, Vice President, CCE/AFT
Mary Ann Drinan, Co-President, PFF/AFT; Chair, Economics, History, and Political Science
Ben Echeverria, Counsel, Contracts, and Special Projects
JoAnn Ellis, Information Services Support Specialist
Mike Ellis, Director, Facilities
Judy Fish, Director, Regional Occupational Programs
Sherilyn Hargraves, Director, Telecommunications Special Grant Project
Kelley Hudson-Maclsaac, Manager, Facilities Planning/Environmental Health and Safety
Ken Jay, Director, Business Services
Dr. Lee Kerckhove, President, The Faculty; Associate Professor/Chair, Behavioral Sciences
Lois Meyer, Director, Fiscal Services
Karen Mifflin, Assistant Professor, Mathematics
Dr. George Mozes, Director, Library and Educational Television
Dr. Michael Norton, Director, Public Information
Connie Rodriguez, On-Site Engineer, Educational Television
Mollie Smith, President, Administrative Association; Interim Director, Vocational Programs
Don Sullins, Consultant, Information Services

GUESTS:

Lee Baldrige
Rebecca Faubus, ASG Vice President of State Affairs
Bruce Kauffman, *North County Times*

QUORUM ESTABLISHED

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.

BB. ELECTION OF OFFICERS

1. **ELECTION OF PRESIDENT**

MSC McMullen, Jensen

The Governing Board hereby elects **DR. ROBERT L. DOUGHERTY, JR.**, President of the Governing Board of the Palomar Community College District, effective December 11, 2001.

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

2. **ELECTION OF VICE PRESIDENT**

MSC Dougherty, Jensen

The Governing Board hereby elects **DARRELL L. McMULLEN** Vice President of the Governing Board of the Palomar Community College District, effective December 11, 2001.

The Vote: 4 Aye, 1 Abstain (McMullen)
Student Trustee Advisory Vote: Aye

3. **ELECTION OF SECRETARY**

MSC Dougherty, Jensen

The Governing Board hereby elects **SILVERIO H. HARO** Secretary of the Governing Board of the Palomar Community College District, effective December 11, 2001.

The Vote: 4 Aye, 1 Abstain (Haro)
Student Trustee Advisory Vote: Aye

At this point, Dr. Dougherty assumed responsibility as chair of the meeting and presented Dr. Nelson with a plaque commemorating her year as Board President. Dr. Nelson noted that she has enjoyed working with the Board. She feels the Board accomplished a great deal this year by bringing two new trustees on board, replacing a trustee, and hiring a new President. She thanked everyone for their help.

BBB. APPOINTMENT OF SECRETARY TO THE BOARD

1. **APPOINTMENT OF SECRETARY TO THE BOARD**

MSC Jensen, McMullen

The Governing Board hereby appoints **Dr. Sherrill L. Amador, Superintendent/President**, Secretary to the Governing Board of the Palomar Community College District, effective December 11, 2001.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BBBB. ESTABLISHMENT OF DATE, TIME, AND PLACE OF MEETINGS

1. **ESTABLISH DATE, TIME, AND PLACE OF MEETINGS**

MSC Jensen, McMullen

The Governing Board hereby determines that the **Regular Meetings** of the Governing Board of the Palomar Community College District shall be held on the **second Tuesday** of each month, beginning at **7 p.m.**, in the **Governing Board Room, Student Services Center, San Marcos Campus**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

It was noted that the next meeting has been changed from January 8 to January 22, 2002, by previous Board action.

ADJOURNMENT OF ORGANIZATIONAL MEETING

The Organizational Meeting was adjourned at 7:04 p.m.

CONVENE REGULAR MEETING

The Regular Meeting was convened at 7:04 p.m.

C. APPROVAL OF MINUTES

MSC Nelson, McMullen

The Governing Board hereby approves the Minutes of the Regular Meeting of November 13, 2001.

The Vote: 4 Aye, 1 Abstain (Jensen)
Student Trustee Advisory Vote: Aye

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

The following corrections to the agenda were made:

Page 11, Item H-14-l. should read: **(corrections in bold type)**

I.	Name:	PHILLIP J. CERDA
	Position:	Broadcast Operations Manager
	Department:	Educational Television
	New?:	Yes
	Remarks:	Position approved 9/11/01; funded – 40% CCCSAT, 60% District; prior District-funded position #00-5067 deleted.
	Sal Rng/Stp:	56/1
	% of Position:	100%
	# of Mos:	12
	Effective:	December 1, 2001
	Note:	Position will be placed in the Administrative Association.

E. REPORT OF THE GOVERNING BOARD PRESIDENT

Dr. Dougherty reported that he is honored to serve as Board President again. He hopes that Board members will attend more College activities this year, such as the R.N. pinning ceremony on December 22 at 3 p.m. in the Brubeck Theatre. He also hopes to share the duties of handing out diplomas and certificates at Commencement with the other Board members. He stated that he wants to share the fun part of the job with the other Board members.

F. REPORTS OF THE GOVERNING BOARD MEMBERS

Dr. Nelson reported that she appreciates the consistent format and backup materials of the Board agenda. It makes going through the material much easier.

Dr. Nelson reported that she and Dr. Dougherty had attended the Customer Service Academy luncheon recently and found it to be very exciting. It will be a benefit to our staff and our community.

Dr. Nelson reported that she had taken part in the student pottery sale recently and found some lovely items.

Mr. McMullen congratulated Dr. Amador and her husband on their 35th wedding anniversary this weekend. He wished both of them a wonderful weekend and new year.

Mr. Jensen thanked Dr. Nelson for the terrific job she has done serving as Board President during the past year and welcomed Dr. Dougherty as Board President for the next year.

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. **Report of Vice President for Instruction** – There was no report.

2. **Report of Vice President for Student Services**

Football Team

Mr. Madrigal reported that the Palomar football team had won the Southern California Championship against Chaffey College but lost the California State Championship to City College of San Francisco because they were not prepared and had other distractions.

On behalf of Student Services, Mr. Madrigal wished the Governing Board a joyous holiday season and a most prosperous new year.

3. **Report of Vice President for Finance and Administrative Services**

Emergency Plan

Mr. Patton introduced Kelley Hudson-Maclsaac, who presented a brief overview of the College's new Emergency Response Plan. The plan will be on the Environmental Health and Safety web site by December 21. A disaster drill has been tentatively scheduled for June 28, 2002. **Exhibit G-3-a**

Dr. Amador recognized Ms. Hudson-Maclsaac's work in putting this plan together with Lt. Jim Stoney and Chief Tom Plotts of the Police Department.

Offices Update

Mr. Patton reported that, with the cooperation of many people on campus, 21 new offices have been created in existing space. Our biggest hope is for additional office space when the next high-tech building is built. Dr. Nelson commended the Instruction Office and the faculty for making the adjustments necessary to keep all offices on campus.

Enron Contract

Mr. Patton reported on the latest events with the College's electricity contract with Enron Energy Services, as Enron has filed for Chapter 11 reorganization. Currently, we are not very optimistic about our contract remaining in place. The contracts they have with the California entities have been making money, so if the bankruptcy judge will allow them to stay in business, there is a chance that they might keep those contracts through March, 2003. If they are allowed to spin them off, another company could purchase them. Since they are making money, there is a good chance that another provider would purchase them with a surcharge that California was allowed to levy earlier this year, which would bring the rate up to 13 cents a kilowatt hour, about a \$90,000 increase in our current annual rate. The third option would be allowing them to go bankrupt and completely void our contract. The difference between our rate and the current SDG&E rate is about 2 cents currently, which is about \$181,000 more per year.

Audit Report

Claudette Dain and Renee Graves, auditors from the firm of Vicenti, Lloyd, Stutzman LLP, presented an overview and answered Board members' questions regarding the Audit of the District for the year ended June 30, 2001. **Exhibit G-3-b**

Ms. Dain remarked that there was a noticeable improvement this year in working with the staff since last year and its problems with PeopleSoft. She expressed her appreciation to the staff for their responsiveness and cooperation.

4. **Report of Vice President for Human Resource Services**

Dr. Miyamoto reported the latest information on Proposition 209 and the fact that the Chancellor's Office has decided not to appeal the court's decision to uphold it. As a result, all references to Affirmative Action must be removed from our policies and procedures. Dr. Miyamoto commended the faculty members who have worked hard over the past few weeks to get their hiring policies in line with these new requirements. The classified employees and administrative group will also need to do that. The Chancellor's Office will rewrite the Title 5 statutes affected by this decision, and we will make the necessary changes as soon as possible. We will take all precautions in our hiring process not to violate the intent or the spirit of Proposition 209, which basically says that one cannot show any preference in terms of their hiring practices. Our hiring will be based strictly on the merits of the candidates.

Dr. Dougherty asked if the Board could still receive a diversity report after the hiring has been done. Dr. Miyamoto stated that he will find out if that is appropriate or not once a decision has been made at the state level, especially in light of federal statutes regarding adverse impact in hiring processes. Dr. Dougherty expressed concern that we could be pushed into conforming with California law and violating federal law.

Mr. Haro asked when we would know if we were out of compliance with adverse impact and those types of issues. Dr. Miyamoto responded that we are required to submit goals and timelines. The Chancellor's Office has identified "availability data," which says in a particular group of would-be employees that qualify for a given position, they have determined the percent of minorities that one might expect to find in a hiring pool. We use that number in relationship to who applies to see if we are in the 80% test level. If we don't, then we have some adverse impact. Now, that won't apply any longer because we can't use that publicly anymore, and we can't stop hiring pools for lack of diversity. Formerly, we were able to go back out and recruit some more if we were lacking in diversity.

Dr. Amador noted that we will first attempt to get our policies into compliance with Proposition 209 in January. Then, we will go through a consultation process with staff to come up with a Board policy about our philosophy of hiring for all staff, which is typical in the CCLC policy book. Then we would have separate procedures for each employee group, which will take a little longer.

Dr. Miyamoto stated that it is important to note that there is nothing in the court's ruling that struck down any commitment to diversity on the district's part. Our commitment to diversity can be out there loud and clear, and we can certainly find ways to continue to try to increase our diversity. We still can recruit in minority professional journals, as long as we also recruit from the majority community as well. We will continue to have a broad-based recruitment effort, just as we have in the past. There has never been an issue raised that our hiring practices were discriminatory in any way.

Dr. Amador noted that when the Strategic Planning Task Force went through the values clarification, diversity was noted as one of our clearly stated values. Also, we have left the words and the intent of diversity in the existing policy. We have removed only the references specifically to Affirmative Action.

Strategic Planning

Dr. Amador reported that the Strategic Planning Task Force will meet this Thursday, December 13, for the last time this semester and is on target for all timelines. They will have a draft vision, mission, values, and strategic goals. We have a work group that will be working on the all-staff Strategic Planning Day on January 14. Many staff members have indicated that they want to be a part of the process. The Board is also invited to participate on January 14. A work group has also started on the governance piece for strategic planning, which will be the Planning Council that actually is the ongoing governance group to make sure that we not only have a plan but that we do something with it by taking action. Dr. Amador commended the writing team that meets after every task force meeting to put out a draft, which is then critiqued by the entire 60-person task force at its next meeting. We have gone through several drafts on each component, and it has been a very successful process. We are finally getting down to agreement of what we can all live with that represents Palomar College. The writing team consists of Chris Barkley, Lee Kerckhove, Margie Ruzich, Mark Vernoy, Nancy Horio, and Lynda Halttunen. Dr. Amador commended them for their work as they have been very involved in the process.

Enrollment Cap

Dr. Amador thanked Jerry Patton and Michelle Barton for all their work during the past nine months to correct the errors in our enrollment cap made by the Chancellor's Office. We were successful in getting it raised from 3.19% to 3.53%. Although that is not a significant amount for this year, we were successful in changing the formula for what is going to be used for unincorporated areas, which is one of the issues. It will now set for future years, which will go into our base and assist us. We think because we had a couple of years of no growth, that is the reason why the formula was applied as it was. It appears that, from now on, the Chancellor's Office will apply a fair formula to all districts, and they know we are watching. However, it will have an impact because we have grown much more than our enrollment cap. Instruction has been asked to basically have status quo as we go into spring and next fall and make adjustments within what we have been offering. We are not going to have the luxury of growing. The good news is that we will be able to focus on the quality and efficiency and not worry about having to grow.

Cabinet Retreat

Dr. Amador reported that another Cabinet retreat will be held on January 11 to work on internal goals.

President's Holiday Coffee

Dr. Amador invited the Board members to attend the President's Holiday Coffee on Thursday, December 13, 8:30 to 11 a.m., in the Staff Lounge.

Nursing Pinning Ceremony

Dr. Amador invited everyone to attend the Nursing Department's Pinning Ceremony on Saturday, December 22, at 3 p.m., in the Howard Brubeck Theatre.

Thank You

Dr. Amador thanked the Board, her staff, the Vice Presidents, Cabinet, and administrators for their assistance during her first six months at Palomar. It has been a learning experience that she has enjoyed immensely, and she is looking forward to 2002.

CONSENT CALENDAR

Dr. Nelson requested that item H-7 be removed from the Consent Calendar.

H.

PAYROLL

1. **APPROVE PERSONNEL ACTIONS HISTORY**

MSC Jensen, McMullen

The Governing Board hereby approves the **Personnel Actions History** report, which includes hires and pay rate changes for short-term and student employees for the month of **November, 2001. Exhibit H-1**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE DRAWING NEW WARRANT**

MSC Jensen, McMullen

The Governing Board hereby authorizes the Disbursing Officer to draw a **new warrant** as follows:

- a. Warrant #77-037153, dated March 30, 2001, in the amount of \$590.05, payable to Doris Smith, P.O. Box 4582, Oceanside, California 92052. Voided due to stale dating.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BUSINESS SERVICES

3. **REVIEW AND APPROVE PURCHASES MADE FOR PRIOR 60 DAYS**

MSC Jensen, McMullen

The Governing Board hereby reviews and approves all **purchase transactions and contracts** entered into on behalf of the Palomar Community College District, as listed on the attached spreadsheet, **Exhibit H-3**. All purchases listed are made against the 2001-2002 fiscal year budget.

Purchase Orders	0240279	through	0240380	\$336,588.96
Travel	0250045	through	0250058	\$ 2,896.00
Advertising/Increases	0260046	through	0260054	\$ 9,255.48
Agreement/Services	0270253	through	0270315	\$235,470.30
Repairs	0275048	through	0275063	\$ 8,976.96
Agreement/Annual	0280161	through	0280163	\$156,381.18
Utilities	0295062	through	0295065	\$ 5,490.30
Procurement Card Purchases - Time Period: 10/23/01 – 11/21/01				\$123,150.35
				<u>\$878,209.53</u>

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

GIFTS

4. **ACCEPT GIFTS**

MSC Jensen, McMullen

The Governing Board hereby accepts the following **gifts** and directs that an appropriate letter of appreciation be sent to the donors:

- a. Boeing 727 Flight Training Manuals to be used as student reference material in the Earth Sciences Department, donated by **Drew Johnson**, P.O. Box 2628, Rancho Santa Fe, California 92067-2628. No cash value estimated by donor.
- b. Panasonic Fax Machine for use in the Business Education Department, donated by **Angelo J. Corpora**, 17845 Andisia Court, San Diego, California 92127. Cash value estimated by donor of \$194.85.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

COMMUNITY SERVICES

5. **APPROVE NEW CLASSES, AGREEMENTS, AND PERSONNEL FOR COMMUNITY SERVICES CLASSES**

MSC Jensen, McMullen

The Governing Board hereby approves the following **new classes, agreements, and personnel** for providing **Community Services classes**:

Spring, 2002

- a. Presenter: Cooper, Kirsten
Name of Class: Family Day: Family Web Site Design
Effective: April 6, 2002
Instructor Rate: \$254.03
Fee to Student: \$89
Terms: Minimum of 6 students

- b. Presenter: Crabtree, Lucille
Name of Class: Learn the Secrets of Intarsia
Effective: February 23 and March 2, 2002
Instructor Rate: \$390.00
Fee to Student: \$119.00
Terms: Minimum of 10 students

- c. Presenter: Foss, Glen N.
Name of Class: Our Restless Coast
Effective: April 6, 2002
Instructor Rate: \$296.31
Fee to Student: \$35
Terms: Minimum of 10 students

- d. Presenter: Lawn, Jessie
Name of Class: Personal Defense and Safety
Effective: March 2, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$25
Terms: Minimum of 10 students

- e. Presenter: Nelson, Dick
Name of Class: Lion King
Effective: March 9, 2002
Instructor Rate: \$200.00
Fee to Student: \$99
Terms: Minimum of 26 students

- f. Presenter: Ruez, Jr., Paul
Name of Class: Digital Cameras
Effective: March 23, 2002
Instructor Rate: \$254.03
Fee to Student: \$89
Terms: Minimum of 6 students

- g. Presenter: Short, Doris
 Name of Class: Adobe Illustrator 9 - Advanced
 Effective: March 16, 2002
 Instructor Rate: \$254.03
 Fee to Student: \$89
 Terms: Minimum of 6 students

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

6. **RATIFY THE TENTATIVE FY 2001-2002 CHILD DEVELOPMENT SALARY SCHEDULE**

MSC Jensen, McMullen

The Governing Board hereby ratifies the **tentative FY 2001-2002 Child Development Salary Schedule for Child Development Center contract faculty** (Carol A. Mitton and Susan M. Wronski) **represented by Palomar Faculty Federation, CFT/AFT**, that reflects the 3.87% COLA effective July 1, 2001. **Exhibit H-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

- 7. Item was removed from the Consent Calendar by Dr. Nelson

8. **RATIFY NEW CLASSIFIED POSITIONS**

MSC Jensen, McMullen

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

- a. **Position: MARKETING SERVICES ASSISTANT**
 Department: Educational Television
 Division: Instruction
 Remarks: Funded - 50% CCCSAT and 50% e-Conferencing
 Range: 20/1
 % of position: 100%
 # of Mos: 12
 Effective: December 1, 2001

- b. **Position: SYSTEMS MODULE FUNCTIONAL SPECIALIST**
 Department: Instruction Office
 Division: Instruction
 New? Yes
 Range: 35/1
 % of position: 100%
 # of Mos: 12
 Effective: December 1, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **RATIFY CHANGE TO CLASSIFIED POSITION**

MSC Jensen, McMullen

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

- a. **Position:** **ADMINISTRATIVE SECRETARY**
Name: Vacant
Department: Marketing Communications
New?: No
Remarks: Decrease position from 50% and will no longer include benefits
Sal Rng/Stp: 19/1
% of position: 45%
No Mos: 12
Effective: December 1, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **INFORMATION: RETIREMENT**

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by Dr. Sherrill L. Amador, Superintendent/President, as authorized by the Governing Board, under Group I (receive the same fully employer-paid lifetime health benefits as provided to active employees and eligible dependents for life of the retiree) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **RONALD E. PHILLIPS**, Professor, Chemistry, effective January 17, 2002 (last day of employment will be 1/16/02).

11. **INFORMATION: RETIREMENTS**

On behalf of the Governing Board of the Palomar Community College District, the following **retirements** have been accepted by Dr. Sherrill L. Amador, 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, dental for life) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **ROBERT H. BRANCH**, Associate Professor, Communications, effective August 18, 2002 (last day of employment will be 8/17/02).
- b. **PATRICIA S. DRAGGAMAN**, Academic Department Assistant, Computer Sciences and Information Systems, effective December 28, 2001 (last day of employment will be 12/27/01).
- c. **JOHN C. WHITESIDE**, Custodian I, Custodial Services, effective January 1, 2002 (last day of employment will be 12/31/01).

12. **RATIFY LEAVES OF ABSENCE**

MSC Jensen, McMullen

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **10% Personal Leave of Absence without pay and with no effect on benefits**, effective January 24, 2002, through May 23, 2002, to **GLENN R. MITCHELL**, Senior Library Media Technician, Library Media Center.
- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Medical Leave of Absence without pay and with benefits**, effective October 26, 2001, through November 16, 2001, **100% Family Leave of Absence without pay and with benefits**, effective December 5, 2001, through January 23, 2002, and **50% Family Leave of Absence without pay and with no effect on benefits**, effective January 24, 2002, through April 17, 2002, to **MARIANNE E. SWIFT-GIFFORD**, Master Teacher, Child Development Center.
- c. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with benefits**, effective December 12, 2001, through March 13, 2002, to **SANDRA RICHTMYER**, Office Specialist, Business Education.
- d. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay, position does not have benefits**, effective December 6, 2001, through February 20, 2002, to **MICHEALE WHITE**, Library Media Technician I, Library Media Center/Pauma Valley College Center.
- e. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **4.167% Personal Leave of Absence**, effective February 1, 2002, through February 28, 2002, **4.167% Personal Leave of Absence** effective March 7, 2002 through April 4, 2002, and **3.34% Personal Leave of Absence** effective August 1, 2002, through August 22, 2002, **without pay and with no effect on benefits**, to **KARIE L. LORD**, Student Employment Services Coordinator, Career Services.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **RATIFY EDUCATIONAL ADMINISTRATIVE EMPLOYMENT**

MSC Jensen, McMullen

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

- a. Name: **MICHELLE A. BARTON**
Position: Director, Institutional Research and Planning
Department: Institutional Research and Planning
New?: No
Remarks: Replacement
Sal Rng/Stp: **67/2**
% of Position: 100%
of Mos: 12
Effective: December 1, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. **RATIFY CLASSIFIED EMPLOYMENT**

MSC Jensen, McMullen

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

- a. Name: **ESTELA GIBSON**
Position: Administrative Secretary
Department: College Health Services
New?: No
Remarks: Replacement; increased from 45% and decreased from 12 months on 8/14/01; funded - Student Health Fees.
Sal Rng/Stp: **19/2**
% of Position: 100%
of Mos: 11
Effective: November 9, 2001
- b. Name: **CHERYL L. ASHOUR**
Position: Office Assistant
Department: President's Office
New?: Yes
Remarks: Position approved 9/11/01
Sal Rng/Stp: **37/1**
% of Position: 100%
of Mos: 12
Effective: November 13, 2001
Note: Position will be placed in the Confidential Category of the Administrative Association.

- c. Name: **MILLA GILANIAN**
Position: Instructional Support Assistant I
Department: Reading Services at Escondido College Center
New?: No
Remarks: Replacement
Sal Rng/Stp: **16/1**
% of Position: 30%
of Mos: 10
Effective: November 26, 2001
- d. Name: **SHANON L. BEACH**
Position: Client Services Assistant
Department: Educational Television
New?: Yes
Remarks: Position approved 10/8/01; funded - 50% CCCSAT and 50% e-Conferencing.
Sal Rng/Stp: **20/1**
% of Position: 100%
of Mos: 12
Effective: December 3, 2001
- e. Name: **LISA J. FAAS**
Position: Digital Satellite Network Manager
Department: Educational Television
New?: Yes
Remarks: Position approved 9/11/01; funded - 33.33% CCCSAT, 33.33% e-Conferencing, and 33.34% District. – previous District-funded position #00-5065 deleted
Sal Rng/Stp: **58/1**
% of Position: 100%
of Mos: 12
Effective: December 1, 2001
Note: Position will be placed in the Administrative Association.
- f. Name: **FRANCIS X. KRONCKE**
Position: Research and Development Manager
Department: Educational Television
New?: Yes
Remarks: Position approved 9/11/01; funded – e-Conferencing.
Sal Rng/Stp: **60/1**
% of Position: 100%
of Mos: 12
Effective: December 3, 2001
Note: Position will be placed in the Administrative Association.
- g. Name: **LAURA A. GROPEN**
Position: Marketing Services Manager
Department: Educational Television
New?: Yes
Remarks: Position approved 9/11/01; funded - 50% CCCSAT and 50% e-Conferencing.
Sal Rng/Stp: **56/1**
% of Position: 100%
of Mos: 12
Effective: November 19, 2001
Note: Position will be placed in the Administrative Association.

- h. Name: **LESLIE A. TRITTEN**
Position: Legal Coordinator
Department: Educational Television
New?: Yes
Remarks: Position approved 9/11/01; funded – e-Conferencing.
Sal Rng/Stp: **20/1**
% of Position: 60%
of Mos: 12
Effective: November 20, 2001
- i. Name: **DEA A. CRAIG**
Position: Fiscal Specialist
Department: Educational Television
New?: Yes
Remarks: Position approved 10/9/01; funded - 50% CCCSAT and 50% e-Conferencing.
Sal Rng/Stp: **30/1**
% of Position: 100%
of Mos: 12
Effective: November 21, 2001
- j. Name: **CLARISSA R. JENKINS**
Position: Instructional Support Assistant I
Department: Business Education at Escondido College Center
New?: No
Remarks: Replacement
Sal Rng/Stp: **16/1**
% of Position: 40%
of Mos: 10
Effective: November 27, 2001
- k. Name: **MICHAEL J. LUCENTE**
Position: Marketing Services Assistant
Department: Educational Television
New?: Yes
Remarks: Position approved 9/11/01; funded - 50% CCCSAT and 50% e-Conferencing.
Sal Rng/Stp: **20/1**
% of Position: 100%
of Mos: 12
Effective: December 3, 2001
- l. Name: **PHILLIP J. CERDA**
Position: Broadcast Operations Manager
Department: Educational Television
New?: Yes
Remarks: Position approved 9/11/01; funded – 40% CCCSAT, 60% District; prior District-funded position #00-5067 deleted.
Sal Rng/Stp: **56/1**
% of Position: 100%
of Mos: 12
Effective: December 1, 2001
Note: Position will be placed in the Administrative Association.

- b. Name: **TIMOTHY J. HEMPLEMAN**
Position: Assistant Professor
Department: Mathematics
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: F/4
% of position: 100%
of Mos: 10
Effective: August 24, 2001
- c. Name: **MARK J. BEALO**
Position: Assistant Professor
Department: Graphic Communications
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: B/4
% of position: 100%
of Mos: 10
Effective: August 24, 2001

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

16. **GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Jensen, McMullen

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

Jeffrey Moore – American Studies
Ronald K. Joudrey – Art
Kathleen Sand – Performing Arts
David L. Wright – Regional Occupational Programs
Barbara Waggoner – Vocational Programs

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

17. **RATIFY ADJUNCT FACULTY EMPLOYMENT**

MSC Jensen, McMullen

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, and Spring, 2002 (day and/or evening); said adjunct faculty are not scheduled to teach more than a 60-percent annual load:

FALL, 2001

FOREIGN LANGUAGE

Arnaud, Daniele	French	\$37.49
	B.A., French	
	M.A., French	

PERFORMING ARTS

Hall, John F.	Music A.A., Music 6+ Years' Experience	\$38.70
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REGIONAL OCCUPATIONAL PROGRAMS

Wright, David	ROP Auto Body Eminence in Auto Body 6+ Years' Experience	\$36.29
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VOCATIONAL PROGRAMS

MacDonald, Matthew	Apprenticeship – Electrical Journeyman's Certificate 6+ Years' Experience	Paid by sponsor, Imperial Irrigation District
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SPRING, 2002

AMERICAN INDIAN STUDIES

Buriel, Juan	American Studies B.A., Communications M.A., American Studies	\$37.49
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Keller, Jean	American Indian Studies B.A., Anthropology M.A., History Ph.D., History	\$39.91
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Moore, Jeffrey	American Studies B.A., Political Science Public Service M.Div., Theology	\$37.49
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Aguilar, Temet	American Indian Studies B.A., Political Science/Law & Society M.A., American Indian Studies	\$38.70
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ART

Joudrey, Ronald K.	Art B.F.A., Illustration 2+ Years' Experience	\$36.29
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BUSINESS EDUCATION

Bryant, Gabriela	Accounting A.A., Accountancy B.A., Accountancy Certified Public Accountant License	\$36.29
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Cunningham, Ronald	Accounting B.S., Business Administration M.B.A., Taxation	\$37.49
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COMPUTER SCIENCE & INFORMATION SYSTEMS

Capp, Douglas	Computer Science & Information Systems B.S., Math M.S., Math	\$37.49
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18. **INFORMATION: RESIGNATION**

On behalf of the Governing Board of the Palomar Community College District, the following **resignation** has been accepted by Dr. Sherrill Amador, Superintendent/President, as authorized by the Governing Board:

- a. **MYA L. LAND**, Academic Evaluator/Advisor, Admissions and Records, effective November 27, 2001 (last day of employment was 11/26/01).

Resumption of REGULAR AGENDA

I. **ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

7. **RATIFY NEW ACADEMIC POSITIONS**

MSC Jensen, McMullen

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

- a. Position: **ASSISTANT PROFESSOR**
Department: Computer Science and Information Systems
Division: Media, Business, and Community Services
New?: Yes
% of Position: 100%
No Mos: 10
Effective: December 12, 2001
- b. Position: **ASSISTANT PROFESSOR**
Department: Mathematics
Division: Mathematics and the Natural and Health Sciences
New?: Yes
% of Position: 100%
No Mos: 10
Effective: December 12, 2001
- c. Position: **ASSISTANT PROFESSOR**
Department: Mathematics
Division: Mathematics and the Natural and Health Sciences
New?: Yes
% of Position: 100%
No Mos: 10
Effective: December 12, 2001
- d. Position: **ASSISTANT PROFESSOR**
Department: Trades and Industry (Electronics)
Division: Vocational Technology
New?: Yes
% of Position: 100%
No Mos: 10
Effective: December 12, 2001

- e. Position: **ASSISTANT PROFESSOR/COUNSELOR**
Department: Counseling, Guidance, and Career Development
Division: Student Services
New?: Yes
% of Position: 100%
No Mos: 11
Effective: December 12, 2001
- f. Position: **ASSISTANT PROFESSOR**
Department: Economics, History, and Political Science-80%
Multicultural Studies-20%
Division: Human Arts and Sciences
New?: Change in department percentage
% of Position: 100%
No Mos: 10
Effective: December 12, 2001

Dr. Nelson requested and was given an explanation of the process for recommending approval of these new faculty positions.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

J. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate

Chris Barkley gave the following report: "The Senate passed changes to the faculty hiring policy and procedures to be in compliance with the law; we eliminated reference to the Affirmative Action representative while still maintaining our commitment to diversity. We will continue to reevaluate the hiring procedures next semester and may propose further changes but wanted to pass what was necessary now.

"We nominated Katheryn Garlow as the new Professional Development Coordinator. I will be talking to the Superintendent/President about that tomorrow. It won't be final until we have had a chance to discuss it. Ms. Garlow will serve for at least the next two years.

"We approved changes suggested at PAC to the Master Plan Task Force, the Technology Planning Committee, and the Child Care Fee increase.

"I sent out proposed changes to the minimum qualifications for each discipline to the appropriate Department Chair asking for feedback which the Senate would then act on, and I would take to the Statewide Academic Senate in April.

"We have been very concerned about the cancellation of field courses without soliciting faculty input prior to making this important decision and will be considering a motion at the next Faculty Senate meeting to set up a committee to establish criteria for making such decisions.

"We voted to send a letter to all faculty reminding them of the importance of the timely submission of grades. We acknowledged that most faculty are very prompt but that if even a few are late, it could adversely affect our students' chances for scholarships, financial aid money, or transfer.

"I was also directed by the Senate to write a letter of thanks to ASG and all the students who actively campaigned to make Governor Davis aware of the financial plight of the community colleges and the need to restore the \$98 million, which had been cut from our scheduled maintenance, instructional equipment, and library materials money. I will be writing the letter this week.

"We are pleased with the action of the Staff Priorities Committee which was ratified by EMPC in approving five new faculty positions to be hired for 2002-03. Based on the plan we came up with last year to reach the 75/25 ratio of full-time to part-time faculty, this results in progress toward that goal which is one of the Senate goals as well as one of the Board goals. Although we didn't have PFE funds this year, we were still able to make some progress, and I was very pleased to see that.

"Many of us have been very involved in the Strategic Planning process and are beginning to see how helpful this will be when we finally have it in place and are basing our important decisions on our common goals."

2. **INFORMATION**

Report of the Palomar Faculty Federation – There was no report.

3. **INFORMATION**

Report of The Faculty – There was no report.

4. **INFORMATION**

Report of the Administrative Association

Mollie Smith reported that the Administrative Association held its first two management training sessions last week, and they were well attended. Comments indicated that attendees were pleased with the training.

5. **INFORMATION**

Report of the CCE/AFT

Kathy Davis reported that Ernie Carson, Past President of Palomar's Local 4522, CCE/AFT, has been elected State President of the California Council of Classified Employees, an affiliate of the American Federation of Teachers. In his new leadership role, Mr. Carson will serve on the California Federation of Teachers Executive Board.

6. **INFORMATION**

Report of the Associated Student Government

Sean Weimer reported that ASG has already accomplished all the goals that it set out for this year, so they are going to be setting some new goals. Sean stated that he is very proud of the ASG participants, who have worked very hard.

ASG gave matching funds to EOP&S and MEChA for their annual holiday parties for the students and their children. EOP&S is still a little short on toys. Any donations of teddy bears will be greatly appreciated, and donations may be taken to SU-21. The food drive continues through December 12, and donations may be taken to SU-7.

ASG officers participated in the Vista Christmas Parade with the Palomar Cheerleaders and had a lot of fun. The group was well received and is already making plans for next year's parade.

ASG is in the process of moving its office. Tomorrow is their last regular meeting of this semester. Sean wished everyone a happy holiday.

K. UNFINISHED BUSINESS – There was none.

L. NEW BUSINESS

1. APPROVE CHILD DEVELOPMENT CENTERS FEE INCREASE

MSC Jensen, McMullen

The Governing Board hereby approves an **increase** in **Child Development Centers fees** from \$22 to \$27 per full day (nine hours) and from \$15 to \$18 per half day (four hours) **Exhibit L-1**

Dr. Dougherty and Mr. Haro asked if thought had been given to a more gradual increase more frequently, rather than waiting a longer period and having a larger increase such as this. Dr. Mark Vernoy reported that they do periodic market surveys to see how they compare with other child-care providers. They try to keep the fees as low as they can. One of the other things that tends to drive this is the amount of reimbursement from the state. Dr. Vernoy noted that the state has changed its reimbursement rate, and the Parents' Advisory Council has decided that it is time to raise the rates in this amount. The Child Development Center is an auxiliary service, so they are self-supporting. They actually agreed to raise the rates this much, which is actually less than the actual request from the Child-Development Center to the parents in order to not have to raise the rates every year. The parents felt it was better to raise it once and leave it there for a couple of years.

Mr. Haro asked the capacity of the center, and Dr. Vernoy will find out and provide that information at the next meeting. Mr. Haro expressed concern that this increase in fees might cut some families out of eligibility. Dr. Amador noted that there are reimbursement grants and other funds for low-income students. Dr. Vernoy stated that we also have a sliding scale for low-income families.

Dr. Nelson pointed out that there are some laws that prohibit us from undercutting the community providers. We cannot run the facility at a loss to compete with the commercial child-care providers. Dr. Vernoy pointed out that this increase will put us right at the average for similar institutions in North County. If we don't make the change, we will continue to be the lowest-paid provider.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. ACCEPT AUDIT REPORT

MSC McMullen, Jensen

The Governing Board hereby accepts the **Audit Report** of the Palomar Community College District, Year Ended June 30, 2001, as prepared by Vicenti, Lloyd, Stutzman LLP, 2100-A Foothill Boulevard, La Verne, California 91750, be accepted. **Exhibit L-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **CHANGE LOCATION AND TIME OF JANUARY 12 BOARD RETREAT**

MSC Jensen, McMullen

The Governing Board hereby changes the location of the previously scheduled retreat on **January 12, 2002**, to the Conference Room at the **Palomar College Escondido Center** and to begin at **8:30 a.m.**

Mr. Weimer commented that he thinks it is great that the Board is going to another center to hold the meeting. Dr. Amador noted that a short tour of the Escondido College Center would follow the retreat.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **RECEIVE BIDS FOR E-CONFERENCE AVID DIGITAL CONTENT MANAGEMENT SYSTEM**

MSC Jensen, McMullen

The following bid was received by the Palomar Community College District from the firms indicated in response to Notice to Bidders published on November 6 and November 13, 2001 for an **e-Conference Avid Digital Content Management System**:

BIDDER

TV Magic, Inc.
San Diego, California

The Governing Board hereby finds **TV Magic, Inc.**, to be the lowest responsive bidder on the aforesaid e-Conference Avid Digital Content Management System bid, and an agreement in accordance with the attached price schedule, **Exhibit L-4**, is hereby authorized between this company and the District, subject to compliance with all insurance requirements. Funding Source: E-Conference Grant

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE ADDITION OF NEW COURSES AND PROGRAMS**

MSC Jensen, McMullen

The **new courses and programs** listed on **Exhibit L-5** were approved by the Curriculum Committee on November 7, 2001, the Faculty Senate on November 26, 2001, and are hereby approved by the Governing Board to be **added to the curriculum** effective Fall, 2002, with the following revisions:

Diane Lutz noted that the following new courses' effective dates should indicate **SUMMER, 2002: AIS 141, PSYC 160/SOC 160**; and the following new courses' effective dates should indicate **SPRING, 2002: CSA 040, CSA 041, CSA 042, CSA 043, CSA 044, CSA 045, CSA 046, CSA 047, CSA 048, CSA 049**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVE DELETION OF COURSES AND PROGRAMS**

MSC Jensen, Nelson

The **existing courses and programs** listed on **Exhibit L-6** were approved by the Curriculum Committee on November 7, 2001, the Faculty Senate on November 26, 2001, and are hereby approved by the Governing Board to be **deleted from the curriculum** effective Fall, 2002.

Mr. Haro asked for and was given a description of the process used to delete courses.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

7. **APPROVE ENGLISH 280 TO MEET MULTICULTURAL REQUIREMENT**

MSC Jensen, McMullen

The following course has been reviewed by Subcommittee C of the Curriculum Committee on November 7, 2001, the Faculty Senate on November 26, 2001, and is recommended for approval to **meet the Multicultural Requirement**, effective Fall, 2002:

ENG 280 All sections

Dr. Dougherty asked what the title of the course was and was told "Women in Literature."

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

8. **EXCUSE ABSENCE OF MEMBER DUE TO ILLNESS**

MSC McMullen, Nelson

In accordance with Section 72425(c) of the California Education Code, the Governing Board finds that the absence of **Ralph Jensen** from the Governing Board Meeting held **November 13, 2001**, is excused due to **illness**.

The Vote: 4 Aye, 1 Abstain (Jensen)

Student Trustee Advisory Vote: Aye

9. **DECLARE VEHICLE SURPLUS AND AUTHORIZE PUBLIC SALE THROUGH COUNTY OF SAN DIEGO AUCTION**

MSC Jensen, Nelson

The Governing Board hereby declares the **vehicle**, identified in the attached memorandum, surplus in accordance with California Education Code Section 81450, and authorizes the **disposal** thereof by **public sale** at the County of San Diego **Auction** pursuant to California Education Code Section 81451 and California Government Code Section 25505; the County of San Diego hereby is declared the agent of the College District with the power to dispose of this property in its name subject to remittance to the College District of the proceeds from said sale after recouping the normal and customary cost to the County, thereof. **Exhibit L-9**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

10. **APPROVE ACCEPTANCE OF FUNDS FROM REGION 10 CONSORTIUM FOR VOCATIONAL TECHNOLOGY FACULTY TRAVEL**

MSC Jensen, McMullen

The Governing Board hereby **accepts funds** in the amount of two thousand dollars (\$2,000) from the **Region Ten Consortium** located at Cuyamaca College. The funds will be used for **travel and conference expenses for vocational technology faculty** at Palomar College. The funds should be posted to Vocational Technology travel fund for professional development. **Exhibit L-10**

Dr. Nelson noted that she was disturbed when she read the backup material to learn that not all of the advisory committees are meeting on a regular basis. She believes that strong programs have active, involved advisory committees that provide guidelines to ensure that our programs are current, that they are meeting their needs as employers, and that they provide internships. Dr. Amador will follow up on this matter.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **RATIFY AND APPROVE AGREEMENT WITH ECHOSTAR SATELLITE CORPORATION FOR CHANNEL CAPACITY FOR PUBLIC INTEREST PROGRAMMING ON CCCSAT**

MSC Jensen, McMullen

The Governing Board hereby ratifies and approves an agreement between the Palomar Community College District and **EchoStar Satellite Corporation**, a Colorado corporation. The term of the agreement shall be December 15, 2001, through June 15, 2002, without provision for automatic renewal, pursuant to which the California Community College Satellite Network (CCCSAT) shall become licensed to use, and shall be contractually bound to use, the services of EchoStar to **provide direct broadcast satellite programming services for Public Interest Programming**, in compliance with the Public Service Requirements of the Communications Act, 47 U.S.C. Sections 154, 303, 335, 309, and 554, and other applicable FCC regulations and orders.

The Public Interest Programming Fees shall be Ten Thousand Three Hundred Seventy-one Dollars and Sixty-six Cents (\$10,371.66) per month, subject to change per the agreement, for each channel of Channel Capacity used by the District for Public Interest Broadcasting Requirements in continuous 7/24 feed to Echo/Star's facility, said fees to be paid from CCCSAT's Consultant Account. **Exhibit L-11**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **APPROVE AGREEMENT FOR HOSTING THE STATEWIDE E-CONFERENCING PROJECT**

MSC Jensen, McMullen

The Governing Board hereby approves an agreement effective December 12, 2001, and terminating December 31, 2002, with an option to renew by mutual agreement of the parties for an additional one-year (1) period up to a maximum of four (4) years, for **hosting of the Statewide E-Conferencing Telecommunications Project (TSP)**, Grant RFA No. 00-0079, with Vendor Number One, **HorizonLive, Inc.**, subject to final agreement on all terms and conditions including fees, costs, and all applicable charges, for an amount not to exceed Seven Hundred Thousand Dollars (\$700,000.00) to be paid from the e-Conferencing Grant account. **Exhibit L-12**

Vendor No. One: HorizonLive, Inc.
Vendor No. Two: Latitude Communications

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **RECEIVE BIDS ON THE ARCHITECTURAL BARRIER REMOVAL PROJECT; DECLARE LOWEST RESPONSIVE BIDDER; AWARD CONTRACT SUBJECT TO RECEIPT OF REQUIRED BONDING AND INSURANCE CERTIFICATIONS**

MSC Jensen, McMullen

The Governing Board hereby receives the following bids on the **Architectural Barrier Removal Project**, Jobs numbered 511 and 601, Administration, Library, Student Services, Language, Music, and Science Buildings, and Gymnasium ADA compliance upgrade, declares **White Construction, Inc. of Carlsbad, California, the lowest responsive bidder**, and awards a contract to that company for its bid in an amount of Four Hundred Thirty-one Thousand Two Hundred Fifty Dollars (\$431,250.00), including acceptance of additive alternate bids as stated below, award subject to receipt from the company of the required bonds and insurance certifications; the State Capital Outlay Funds to provide funding for these projects. **Exhibit L-13**

White Construction, Inc.

Job No. 511:	
(a) Base Price:	\$ 128,250.00
(b) Add Alt. No. 511-4 Site Improvements	\$ 6,500.00
(c) Add Alt. No. 511-1 Language Bldg.	\$ 84,200.00
(d) Add Alt. No. 511-2 Music Bldg.	\$ 97,300.00
Job No. 601	
(a) Base Price:	\$ 115,000.00
(b) Add Alt. No. 601-1 (deleted by addendum)	-0-
Total Amount Awarded	\$ 431,250.00

Whitaker Construction Corporation

Job No. 511

(a) Base Price:	\$ 155,000.00
(b) Add Alt. No. 511-4 Site Improvements	20,000.00
(c) Add Alt. No. 511-1 Language Bldg	\$ 110,000.00
(d) Add Alt. No. 511-2 Music Bldg.	\$ 135,000.00

Job No. 601

(a) Base Price:	\$ 170,000.00
(b) Add Alt. No. 601-1 (deleted by addendum)	-0-

Total Amount of Bid: \$ 590,000.00

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

14. **RECEIVE BIDS ON THE STUDENT UNION ADDITION/DEMOLITION PHASE PROJECT; DECLARE LOWEST RESPONSIVE BIDDER; AWARD CONTRACT SUBJECT TO RECEIPT OF REQUIRED BONDING AND INSURANCE CERTIFICATIONS**

MSC Jensen, Haro

The Governing Board hereby receives the bids identified in the back-up memorandum, the terms of which are incorporated here, on the bid for the **Student Union Addition/Demolition Phase Project**, declares **Action Environmental Enterprises, Inc., of Corona, California, the lowest responsive bidder** and awards a contract to that company for its bid in an amount of Ninety-eight Thousand Eight Hundred Forty-six Dollars (\$98,846.00) subject to receipt from the company of the required bonds and insurance certifications; the Student Union renovation fund to provide funding for this project. **Exhibit L-14**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

15. **AUTHORIZE LEASE OF TEMPORARY-USE BUILDINGS IN SUPPORT OF STUDENT UNION DEMOLITION AND REMODEL/RENOVATION PROJECTS**

MSC Jensen, Nelson

The Governing Board, acting pursuant to the authority of California Education Code Sections 81330 and 81523, hereby authorizes the lease of temporary-use buildings to be erected at selected locations on the San Marcos campus of the District, from the following qualified vendor **Modular Building Concepts, Inc., of Poway, California**, offering the most competitive pricing, including all installation and site improvements, if any are required, on a month-to-month basis so long as necessary to support the demolition and re-construction projects to remodel/renovate the Student Union building located on this campus, and directs that this resolution be published in the San Diego Daily Transcript once (1) a week for three (3) weeks prior to execution of the lease(s); the Assistant Superintendent/Vice President for Finance and Administrative Services is hereby authorized to execute all leases and supporting documents. Funding for these temporary-use buildings shall be from the following source: Student Center fees in an amount estimated to be \$2,850.00 per month, plus setup and installation and disconnect/removal costs. **Exhibit L-15**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

M. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS – There were none.

N. CLOSED SESSION

The Board recessed at 8:36 p.m. and went into Closed Session at 8:44 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.
5. Conference with Real Property Negotiator, pursuant to Government Code 54956.8.
Property: Potential sites in San Marcos

Closed Session ended at 9:55 p.m.

O. RECONVENE TO OPEN SESSION

The meeting reconvened at 9:56 p.m.

1. **PUBLIC EMPLOYEE DISMISSAL**

MSC Jensen, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/President to **terminate the employment** of employee #005200667, Office Specialist, Graphic Communications Department, a probationary classified employee, effective November 20, 2001.

The Vote was unanimous.

P. ADJOURNMENT

The meeting was adjourned at 9:57 p.m.

President

Secretary