



GOVERNING BOARD AGENDA
SPECIAL AND REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, MAY 14, 2002, 6:00 P.M.

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

The Board meets the second Tuesday of every month starting at 7:00 p.m. in the Governing Board Room of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action. Anyone having an interest in documents on file should call the Governing Board's Executive Assistant in the President's Office on extension 2104.

A.	Call to Order	2
B.	Roll Call	2
BB.	Closed Session	2
BBB.	Reconvene to Open Session	2
C.	Approval of Minutes	2
D.	Call for Removal of Items from or Changes to Agenda	2
E.	Report of the Board President	2
F.	Reports of the Governing Board Members	2
G.	Report of the Superintendent/President.....	2
H.	Consent Calendar	3-18
I.	Administration of Oath of Office	18
II.	Action on Items Removed from Consent Calendar	18
J.	Reports from College Groups	18
K.	Unfinished Business.....	18
L.	New Business	18-33
M.	Comments from Other Individuals or Groups	33
N.	Closed Session	33-34
O.	Reconvene to Open Session	34
P.	Adjournment.....	34

A. CALL MEETING TO ORDER

Pledge of Allegiance

B. ROLL CALL

Establishment of a Quorum

BB. CLOSED SESSION

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.

BBB. RECONVENE TO OPEN SESSION

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

The Governing Board hereby approves the Minutes of the Regular Meeting of April 9, 2002.

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

E. REPORT OF THE GOVERNING BOARD PRESIDENT

F. REPORTS OF THE GOVERNING BOARD MEMBERS

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. Report of Vice President for Instruction
 - a. Accreditation Update – Co-Chairs
 - b. Forensics Team Report – Dewi Hokett
 - c. Bravura Report – Rocco Versaci
2. Report of Vice President for Student Services
3. Report of Vice President for Finance and Administrative Services
 - a. Presentation on Oceanside-Escondido Rail Project – Peter Aadland, North County Transit District
4. Report of Vice President for Human Resource Services

CONSENT CALENDAR

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

H. CONSENT CALENDAR

PAYROLL

1. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS HISTORY

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 **April, 2002. Exhibit H-1**

GIFTS

2. RECOMMENDATION: ACTION – ACCEPT GIFTS

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

- a. Panasonic microwave oven for use in the Child Care Center, donated by **Ben and Kate Echeverria**, 1824 Queens Way, Vista, California 92084. Total cash value as estimated by donor is \$150.00.
- b. Hardwood burls and various metal plates to be used for students' art projects, donated by **R. L. Richardson**, 707 Muirwood Drive, Oceanside, California 92057. Total cash value as estimated by donor is \$500.00.
- c. Ten cardboard containers to be used for mannequin storage in the Nursing Education Department, donated by **Eternal Hills**, 1999 El Camino Real, Oceanside, California 92054. Total cash value as estimated by donor is \$450.00.
- d. 486 Computer, Monitor, and Keyboard to be used in the R.O.P. Computer Repair Classes, donated by **Ben and Kate Echeverria**, 1824 Queens Way, Vista, California 92084. Total cash value as estimated by donor is \$100.00.

TRAVEL

3. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

The Governing Board hereby approves/ratifies **travel expenses** for the following person:

- a. **Ralph G. Jensen**
 - Advanced Funds? Yes
 - For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
 - To attend: ACCT Combined Regional Seminar
 - Location: Las Vegas, Nevada
 - Date: June 8-12, 2002
 - Amount: \$1,630.03
 - Budget Acct. No.: 575200-11-111100-66100-10-2002-0000000

FISCAL SERVICES

4. **RECOMMENDATION: ACTION – AUTHORIZE DRAWING NEW WARRANTS**

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

- a. Warrant #76-047292, dated April 6, 2001 in the amount of \$86.00 to David B. Griffith, 782 E. Mission Ave. #D, Escondido, CA 92025. Voided due to stale dating.
- b. Warrant #76-05299, dated July 12, 2001 in the amount of \$46.00 to Valerie A. Jeney, 2555 Vista De Palomar, Fallbrook, CA 92028. Voided due to stale dating.
- c. Warrant #76-057923, dated September 13, 2001 in the amount of \$177.00 to Ray A. Beltran, 413 Calle Carazon St., Oceanside, CA 92056. Voided due to stale dating.

5. **RECOMMENDATION: ACTION - APPROVE BANK SIGNATURE AUTHORIZATIONS FOR FISCAL YEAR 2003 - JULY 1, 2002, THROUGH JUNE 30, 2003 (Exhibit H-5)**

The Governing Board hereby authorizes the following to deposit/withdraw funds currently deposited in California Bank & Trust, San Marcos, California, for Palomar Community College Financial Aids, Federal Account, and for Palomar Community College Food Services Account:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College Transfer Account deposited in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College Revolving Cash Fund in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds currently deposited to the Associated Students of Palomar College in California Bank & Trust, San Marcos, California:

Jerry R. Patton, Assistant Superintendent/Vice President,
Finance and Administrative Services
or
Lois B. Meyer, Director, Fiscal Services
and
Sean Weimer, President, Associated Student Government
or
Leo Melena, Vice President of Student Affairs, Associated Student Government.

The Governing Board hereby authorizes the following to deposit/withdraw funds deposited to the EOPS Emergency Loan Fund in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds deposited to the Palomar Community College in the San Diego County Treasury:

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

The Governing Board hereby authorizes two of the following to deposit/withdraw funds currently deposited to the Palomar College Payroll Account (automatic payroll deposit account) in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds deposited to the Palomar Community College, State of California - Cal Grants Account in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds deposited to the Palomar Community College, Payroll Electronic Funds Transfer Account for State Taxes in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds deposited to the Palomar College/Tenancies, Escondido Center, in California Bank & Trust, San Marcos, California:

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

The Governing Board hereby authorizes the following to deposit/withdraw funds deposited to the Palomar College Payroll Electronic Funds Transfer-Federal Taxes account in California Bank & Trust, San Marcos, California:

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

6. **RECOMMENDATION: ACTION - APPROVE INTRABUDGET TRANSFER AT FISCAL YEAR END**

The Governing Board of the Palomar Community College District hereby authorizes the Vice President, Finance and Administrative Services, to make such **transfers** between the **undistributed reserve** and any **expenditure classification** of the budget of the District for the Fiscal Year 2001-2002 as are necessary to permit the payment of obligations of the District incurred during the fiscal year. **Exhibit H-6**

7. **RECOMMENDATION: ACTION - ADOPT NOTICE OF PUBLIC HEARING FOR THE 2002-2003 ANNUAL FINANCIAL BUDGET REPORT (CFS-311)**

The Governing Board hereby approves that the proposed **2002-2003 Annual Financial and Budget Report** of the Palomar Community College District will be on **display** and available for **public inspection** on **Tuesday, September 3, through Friday, September 6, and Monday, September 9, 2002, 8:00 a.m. to 5:00 p.m.**, Fiscal Services, Room A-2, Administration Building, Palomar College.

The Governing Board of the Palomar Community College District will conduct a **Public Hearing** on the Annual Financial and Budget Report at a meeting of the Governing Board on **Tuesday, September 10, 2002, 7:00 p.m.**, Governing Board Room, Palomar College. The **Notice of Public Hearing** is to be published by the **North County Times** on **August 7, 8, or 9, 2002**. **Exhibit H-7**

8. **RECOMMENDATION: ACTION - APPROVE SIGNATURES FOR COUNTY BUSINESS (Exhibit H-8)**

The Governing Board of the Palomar Community College District hereby approves that the following **business procedures** be authorized, effective July 1, 2002, through June 30, 2003:

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

Jerry R. Patton
Lois B. Meyer

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

Lois B. Meyer

9. RECOMMENDATION: ACTION – APPROVE QUARTERLY REPORT OF CFO REGARDING DISCLOSURE OF DISTRICT INVESTMENTS

The Governing Board hereby approves the **Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** as of March 31, 2002.

The Governing Board hereby ratifies that the change in Trustee for the Certificates of Participation (Building Acquisition Project) be changed from U.S. Trust Company, N.A., to BNY Western Trust Company as of March 11, 2002. **Exhibit H-9**

10. RECOMMENDATION: ACTION – APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL REPORT

The Governing Board hereby approves the California Community Colleges **Quarterly Financial Status Report (CCFS-311Q)** for quarter ending March 31, 2002. **Exhibit H-10**

11. RECOMMENDATION: ACTION – APPROVE BUDGET TRANSFERS

The Governing Board of the Palomar Community College District hereby approves **Budget Transfers** for the 3rd Quarter of Fiscal Year 2001-2002. **Exhibit H-11**

12. RECOMMENDATION: ACTION – APPROVE REVISED BUDGETS

The Governing Board of the Palomar Community College District hereby approves the following **Revised Budgets** as of fiscal quarter ending March 31, 2002:

General Fund Palomar Unrestricted (11); General Fund Unrestricted (11); General Fund Restricted (12); Special Debt Service Fund (29); Child Development Fund (33); Capital Outlay Projects Fund (41); Energy Conservation Fund (43); Escondido Center Tenancies (59); Post Retiree Benefit Fund (69); Associated Student Fund (71); Student Representation Fee Fund (72); Student Body Center Fee Fund (73); Student Financial Aid Fund (74); Scholarship and Loan Trust Fund (75). **Exhibit H-12**

13. RECOMMENDATION: ACTION – APPROVE REVOLVING CASH EXPENDITURES

The Governing Board hereby approves the **Revolving Cash Expenditures** for the month of March, 2002. **Exhibit H-13**

BUSINESS SERVICES

14. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY DAYS

The Governing Board hereby reviews and approves all **purchase transactions and contracts** entered into on behalf of the Palomar Community College District, as outlined on **Exhibit H-14**. All purchases listed are made against the 2001-2002 fiscal year budget.

Purchase Orders	0240701	through	0240811	\$ 335,126.69
Travel	0250145	through	0250162	\$ 5,840.64
Advertising/Increases	0260125	through	0260145	\$ 326,254.88
Agreement/Services	0270543	through	0270598	\$ 178,948.89
Repairs	0275097	through	0275114	\$ 7,718.61
Agreement/Annual	0280177	through	0280177	\$ 859.00
Utilities	0295080	through	0295081	\$ 597.50
Library Orders	0225017	through	0225023	\$ 4,284.36
Procurement Card				
Time Period: 03/23/02 – 04/22/02				\$ 170,489.24
Purchases				
	TOTAL			\$ <u>1,030,119.81</u>

PERSONNEL

15. RECOMMENDATION: ACTION – APPROVE REDUCTION IN FORCE

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 positions**, which are held by classified employees of the District, pursuant to Education Code Sections 88014, 88015, 88017, 88117, and 88127; and also CCE/AFT Handbook B.P.-15 Layoffs:

**STUDENT EMPLOYMENT SERVICES COORDINATOR POSITION (ONE FTE)
CALWORKS BUDGET TECHNICIAN POSITION (ONE FTE)
CAREER CENTER ADVISOR POSITION (ONE FTE)**

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

NOW, THEREFORE, BE IT RESOLVED, That the above-designated positions, numbers 006202, 005977, 005980 shall be reduced and/or eliminated as of July 1, 2002.

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 notices to all affected employees.

ADOPTED, this fourteenth day of May, 2002, by the Governing Board of the Palomar Community College District.

_____/_____
Secretary to the Governing Board / Date

16. RECOMMENDATION: ACTION - RATIFY SWORN CLASSIFIED EMPLOYMENT

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

a. Name: _____
Position: Police Officer I
Department: Palomar College Police Department
Position #: 005871 New?: Yes
Remarks: Position approved 3/23/99; funded - Parking Lot Fees.
Sal Rng/Stp: **31/1** Salary: **\$3,422.25/month**
% of Position: 100% # of Mos: 12
Effective: _____
Account #(s): K-212200-543100-69500-1812070/100%

17. RECOMMENDATION: ACTION - APPROVE CONTRACTS FOR ASSISTANT SUPERINTENDENTS/VICE PRESIDENTS

The Governing Board of the Palomar Community College District hereby approves **contracts** for the following **Assistant Superintendents/Vice Presidents** effective July 1, 2002, through June 30, 2004:

Joseph Madrigal	Assistant Superintendent/Vice President for Student Services
Dr. Jack Miyamoto	Assistant Superintendent/Vice President for Human Resource Services
Jerry Patton	Assistant Superintendent/Vice President for Finance and Administrative Services

18. RECOMMENDATION: ACTION - APPROVE CONTRACTS FOR CLASSIFIED AND EDUCATIONAL ADMINISTRATORS

The Governing Board of the Palomar Community College District hereby approves **contracts** for the following **administrators** for the 2002-2003 fiscal year:

One-year Contracts for Educational Senior Administrators

Judith Eberhart	Dean, Counseling, Guidance, and Career Development
Gene Jackson	Dean, Arts and Languages
Dr. Michael Rourke	Dean, Mathematics and the Natural and Health Sciences
Lise Spielman	Dean, Student Support Programs

One-year Contracts for Classified Senior Administrators

Dale Wallenius	Chief Advancement Officer/Executive Vice President of the Foundation
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One-year Contracts for Educational Administrators

Ruth V. Barnaba	Tutoring Services Program Coordinator
Michelle Barton	Director, Institutional Research and Planning
Norma Bean	Director, Escondido Education Center
Bruce Bishop	Director, Office of Student Affairs
M. Jayne Conway	Director, College Health Services
Judith K. Fish	Director, Regional Occupational Programs
Calvin One Deer Gavin	Director, GEAR UP/Federal Student Support Programs
R. Suzanne Gavin	Director, Extended Opportunity Programs and Services
Ronald R. Haines	Director, Disabled Student Programs and Services
Janet S. Hoffman	Manager, Education Center/Counselor
Lawrence Koziarz	Assistant Director, Escondido Education Center
Herman C. Lee	Director, Enrollment Services
Dr. George Mozes	Director, Library Media Center and Educational Television
Wilma G. Owens	Director, Vocational Programs
Thomas B. Plotts	Director, Public Safety Programs
Mary S. San Agustin	Director, Financial Aid and Scholarships
John F. Woods	Director, Athletics

One-year Contracts for Classified Administrators

Donna Baughn	Manager, Human Resource Services
Ben Echeverria	Office of Counsel, Contracts and Special Projects
Michael D. Ellis	Director, Facilities
Sherilyn Hargraves	Telecommunications Special Grant Project Director, Educational Television
Kenneth P. Jay	Director, Business Services
Thomas Medel	Manager, Education Center
Lois B. Meyer	Director, Fiscal Services
Dr. Michael M. Norton	Director, Public Information
Diane Veach	Manager, Instruction Office
Dr. Darla Wilson	Director, Marketing Communications

19. RECOMMENDATION: ACTION – RATIFY NEW CLASSIFIED POSITIONS

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

- a. **Position:** **OUTREACH COORDINATOR**
Department: GEAR UP/Student Support Programs
Position #: 006259 New?: Yes
Remarks: Funded – GEAR UP Partnership Program
Sal Grade/Stp: **20/1** Salary: **\$2,617.79/month**
% of position: 100% # of Mos: 12
Effective: May 15, 2002
Account(s): K-212200-471200-64990-1112320/100%
- b. **Position:** **OUTREACH COORDINATOR**
Department: GEAR UP/Student Support Programs
Position #: 006260 New?: Yes
Remarks: Funded – GEAR UP Partnership Program
Sal Grade/Stp: **20/1** Salary: **\$2,617.79/month**
% of position: 100% # of Mos: 12
Effective: May 15, 2002
Account(s): K-212200-471200-64990-1112320/100%

20. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with benefits**, effective May 29, 2002, through August 21, 2002, to **Shelley P. Barrett**, Career Center Advisor, Career 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 May 1, 2002, through June 3, 2002, to **Olivia Romero-Walsh**, Academic Department Assistant, Community Eductaion.

21. 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 I** (receives 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. **MARGARET L. GUNTHER**, Professor, Family and Consumer Sciences, effective May 25, 2002.
- b. **JOHN T. YOUNG**, Professor, Communications, effective May 25, 2002.

22. 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. **JOAN R. BLUMEYER**, Associate Professor, Business Education, effective May 25, 2002.
- b. **DOREEN A. FOURNIER**, Academic Department Assistant, Child Development and Multicultural Studies, effective June 1, 2002.

23. 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. **PATRICIA N. MINGS**, Master Teacher II, Child Development Center, effective May 25, 2002 (last day of employment will be 5/24/02).
- b. **VIRGIL E. WATSON**, Assistant Professor/Coach, Physical Education/Athletics, effective May 25, 2002 (last day of employment will be 5/24/02).
- c. **JANET A. ROSS**, Master Teacher I, Child Development Center, effective June 1, 2002. (last day of employment will be 5/31/02).

24. RECOMMENDATION: ACTION – RATIFY CLASSIFIED RECLASSIFICATIONS

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

- a. **Position: STAFF ASSISTANT**
Department: Matriculation
Name: Dorothy M. Farrell
Position #: 005459 New?: No
**Remarks: Position was Administrative Secretary, placement 19/5.
Funded - Matriculation.**
Effective: January 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Step: **23/5** Salary: **\$3,309.40/month**
Account(s): K-212200-441100-63200-1612120/100%
- b. **Position: STAFF LEGAL ASSISTANT**
Department: Office of Counsel
Name: Eileen S. Poole
Position #: 005688 New?: No
Remarks: Position was Contracts Assistant, placement 20/8
Effective: July 1, 2001
% of position: 100% # of Mos: 12
Sal Grade/Step: **25/8** Salary: **\$3,614.05/month**
Account(s): A-212200-513100-66510-0000000/100%

- c. **Position:** **FISCAL SERVICES TECHNICIAN**
 Department: Fiscal Services
 Name: Vacant
 Position #: 006257 New?: No
Remarks: **Position was Accounting Technician, title change only.**
Funded - designated
 Effective: May 15, 2002
 % of position: 45% # of Mos: 12
 Sal Grade/Stp: **22/1** Salary: **\$1,236.98/month**
 Account(s): A-212200-551100-67200-0811202/100%
- d. **Position:** **FISCAL SERVICES TECHNICIAN**
 Department: Fiscal Services
 Name: Vacant
 Position #: 006258 New?: No
Remarks: **Position was Accounting Technician, title change only.**
Funded - designated
 Effective: May 15, 2002
 % of position: 45% # of Mos: 12
 Sal Grade/Stp: **22/1** Salary: **\$1,236.98/month**
 Account(s): A-212200-551100-67200-0811202/100%

25. RECOMMENDATION: ACTION - GRANT EQUIVALENCY FOR DISCIPLINES

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:

Patricia Strate – Foreign Language
 Leila Safaralian – Mathematics

26. RECOMMENDATION: ACTION - RATIFY ADJUNCT FACULTY EMPLOYMENT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following **adjunct faculty**, at the rates indicated for Spring, Summer, and Fall, 2002 (day and/or evening); said adjunct faculty are not scheduled to teach more than a 60-percent load in a single semester:

SPRING 2002

PUBLIC SAFETY

Alvord, Scott	Fire Technology A.S., Fire Science B.S., Occupation Studies: Vocational Arts 2+ Years Experience	\$36.29
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SUMMER 2002

BEHAVIORAL SCIENCES

Thompson, Jeanne	Anthropology B.S., Anthropology M.A., Anthropology	\$37.49
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COMMUNITY EDUCATION

Novitz, Michael	Creative Retirement B.A., History 2+ Years Experience	\$36.29
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Weekes, Susan	Creative Retirement B.A., Elementary Education M.A., History	\$37.49
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COUNSELING

Tan, Cherryl-Lee	Counseling B.A., Psychology M.S., Counseling	\$37.49
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MATHEMATICS

Safaralian, Leila	Mathematics M.A., Mathematics (Pending)	\$36.29
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FALL 2002

COMMUNICATIONS

Corman, Stephen	Radio & Television B.A., Journalism 2+ Years Experience	\$36.29
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FOREIGN LANGUAGE

Strate, Patricia	Spanish M.A., Spanish (Pending)	\$36.29
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27. RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF CANDIDATE FOR SECOND-LEVEL INTERVIEW EXPENSES

The Governing Board of the Palomar Community College District hereby approves **reimbursement of travel expenses** for the second-level interview for the following:

a. **RUOYI WU**

For:	Airfare, parking, hotel, car rental, meals, and gas.		
To Attend:	Second interview for Assistant Professor, English		
Location:	Sammamish, WA, to San Diego, CA		
Date:	April 29, 2002		
Amount:	\$611.59		
Budget Account No.	545400-11-611100-66600-10-2002-0611400/100%		

28. RECOMMENDATION: ACTION - RATIFY ACADEMIC EMPLOYMENT

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

a.	Name:	ANNETTE D. SQUIRES		
	Position:	Assistant Professor		
	Department:	Mathematics		
	Position #:	006246	New?:	Yes
	Remarks:	Position approved 12/11/01		
	Sal Rng/Stp:	D/1	Salary:	\$4,152.08/month
	% of Position:	100%	# of Mos:	10
	Effective:	August 23, 2002		
	Account #(s):	A-111000-347200-17010-0000000/100%		

- b. Name: **BAHRAM SHERKAT**
Position: Assistant Professor
Department: Mathematics
Position #: 006247 New?: Yes
Remarks: Position approved 12/11/01
Sal Rng/Stp: **D/2** Salary: **\$4,345.70/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-347200-17010-0000000/100%
- c. Name: **SUSAN A. MILLER**
Position: Assistant Professor
Department: Behavioral Sciences (Sociology/Psychology)
Position #: 005390 New?: No
Remarks: Replacement for Barbara Schnelker
Sal Rng/Stp: **F/1** Salary: **\$4,539.19/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-363700-22080-0000000/100%
- d. Name: **RONALD L. BURGHER**
Position: Assistant Professor
Department: CSIS (Visual Basic)
Position #: 006146 New?: Yes
Remarks: Position approved 11/14/00; funded - PFE.
Sal Rng/Stp: **G/1** Salary: **\$4,732.79/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-358100-07040-0611400/100%
- e. Name: **LEANNE M. MAUNU**
Position: Assistant Professor
Department: English
Position #: 005785 New?: No
Remarks: Replacement for Hilary Harris
Sal Rng/Stp: **G/1** Salary: **\$4,732.79/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-324200-15010-0000000/100%
- f. Name: **JERRY R. JENKINS**
Position: Assistant Professor
Department: English
Position #: 006148 New?: Yes
Remarks: Position approved 11/14/00; funded - PFE.
Sal Rng/Stp: **F/1** Salary: **\$4,539.19/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-324200-15010-0611400/100%

- g. Name: **MARGARET M. FAULKNER**
Position: Assistant Professor
Department: Performing Arts (Dance)
Position #: 005152 New?: No
Remarks: Replacment for Dorothy Bleth
Sal Rng/Stp: **F/1** Salary: **\$4,539.19/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-327200-10080-0000000/100%
- h. Name: **NICHOLAS R. GREEN**
Position: Assistant Professor
Department: CSIS (Network)
Position #: 006146 New?: Yes
Remarks: Position approved 11/14/00; funded - PFE.
Sal Rng/Stp: **B/1** Salary: **\$3,764.64/month**
% of Position: 100% # of Mos: 10
Effective: August 23, 2002
Account #(s): A-111000-358100-07040-0611400/100%

29. RECOMMENDATION: ACTION - RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: **SUSAN L. DORAN**
Position: Systems Module Functional Specialist
Department: Admissions Records & Veterans' Services
Position #: 005465 New?: No
Remarks: Replacement for Mya Land; position reclassified on 4/9/02; transfer for Ms. Doran.
Sal Rng/Stp: **35/6** Salary: **\$4,693.26/month**
% of Position: 100% # of Mos: 12
Effective: June 1, 2002
Account #(s): A-212200-422200-62100-0000000/100%
- b. Name: **EILEEN M. BUNDOC**
Position: Benefits Specialist
Department: Human Resource Services
Position #: 005733 New?: No
Remarks: Replacement for Victoria de la Torre
Sal Rng/Stp: **20/1** Salary: **\$2,617.79/month**
% of Position: 100% # of Mos: 12
Effective: May 7, 2002
Account #(s): A-212200-611100-66600-0000000/100%

- c. Name: **BRYAN T. HILTON**
Position: Satellite & TV Broadcast Control Operator
Department: ETV/CCCSAT
Position #: 006226 New?: Yes
Remarks: Position approved 9/11/01; funded - CCCSAT.
Sal Rng/Stp: **23/1** Salary: **\$2,814.99/month**
% of Position: 100% # of Mos: 12
Effective: May 28, 2002
Account #(s): K-212200-318100-61320-1612190/100%
Note: Normal work schedule: Monday - Friday, 11:00 pm - 8:00 am;
3% salary differential will be paid for hours worked between 6:00
pm and 10:00 pm; 5% salary differential will be paid for hours
worked between 10:00 pm and 6:00 am.
- d. Name: **MOLLY L. SHARP**
Position: Satellite & TV Broadcast Control Operator
Department: ETV/CCCSAT
Position #: 006227 New?: Yes
Remarks: Position approved 9/11/01; funded - CCCSAT.
Sal Rng/Stp: **23/1** Salary: **\$1,266.75/month**
% of Position: 45% # of Mos: 12
Effective: May 14, 2002
Account #(s): K-212200-318100-61320-1612190/100%
Note: Normal work schedule: Saturday and Sunday, 2:00 pm - 12:00
am; 3% salary differential will be paid for hours worked between
6:00 pm and 10:00 pm; 5% salary differential will be paid for
hours worked between 10:00 pm and 6:00 am.
- e. Name: **ROBERT L. SURBECK**
Position: Satellite & TV Broadcast Control Operator
Department: ETV/CCCSAT
Position #: 006228 New?: Yes
Remarks: Position approved 9/11/01; funded - CCCSAT.
Sal Rng/Stp: **23/1** Salary: **\$1,266.75/month**
% of Position: 45% # of Mos: 12
Effective: May 13, 2002
Account #(s): K-212200-318100-61320-1612190/100%
Note: Normal work schedule: Saturday and Sunday, 7:00 am - 5:00
pm.
- f. Name: **PATRICIA A. JAMES-BOATNER**
Position: Satellite & TV Broadcast Control Operator
Department: ETV/CCCSAT
Position #: 006229 New?: Yes
Remarks: Position approved 9/11/01; funded - CCCSAT.
Sal Rng/Stp: **23/1** Salary: **\$1,266.75/month**
% of Position: 45% # of Mos: 12
Effective: May 13, 2002
Account #(s): K-212200-318100-61320-1612190/100%
Note: Normal work schedule: Saturday and Sunday, 10:00 pm - 8:00
am; 5% salary differential will be paid for hours worked between
10:00 pm and 6:00 am.

g. Name: **DEBORA E. SMEDLEY**
Position: Senior Accounting Assistant
Department: Fiscal Services
Position #: 005775 New?: No
Remarks: Replacement for Morris A. Springer IV
Sal Rng/Stp: **20/1** Salary: **\$2,617.79/month**
% of Position: 100% # of Mos: 12
Effective: May 15, 2002
Account #(s): A-212200-551100-67200-0000000/100%

COMMUNITY SERVICES

30. RECOMMENDATION: ACTION – APPROVE COMMUNITY SERVICES CLASSES

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

Summer/2002

- a. Presenter: Johnson, Belma
Name of Class: How to Publish Your Book for Under \$200
Effective: July 13, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$49
Terms: Minimum of 10 students
- b. Presenter: Levin, Carol Lynn
Name of Class: Feature Article Basics
Effective: June 29, 2002
Instructor Rate: \$16.70 per student
Fee to Student: \$49.00
Terms: Minimum of 10 students
- c. Presenter: Pellechia, Gwen
Name of Class: Pique Assiette Broken China Mosaics
Effective: July 8 & 15, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$39
Terms: Minimum of 10 students
- d. Presenter: Tiederman, Tom
Name of Class: Soft Watercolors
Effective: July 20 & 27, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$59
Terms: Minimum of 10 students
- e. Presenter: Wojnicki, Tad
Name of Class: Write Like a Lover – Write with Passion About the Things You Love
Effective: July 27, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$55.00
Terms: Minimum of 10 students

CONTRACTS

31. **RECOMMENDATION: ACTION - REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY DAYS**

The Governing Board hereby ratifies and approves all **contracts and agreements** for the period March 1, 2002, through April 30, 2002, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-31**.

Resumption of REGULAR AGENDA

I. **ADMINISTRATION OF OATH OF OFFICE TO _____, POLICE OFFICER I**

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

J. **REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION: Report of the Faculty Senate**
2. **INFORMATION: Report of the Palomar Faculty Federation**
3. **INFORMATION: Report of The Faculty**
4. **INFORMATION: Report of the Administrative Association**
5. **INFORMATION: Report of the CCE/AFT**
6. **INFORMATION: Report of the Associated Student Government**

K. **UNFINISHED BUSINESS**

L. **NEW BUSINESS**

1. **RECOMMENDATION: ACTION – SCHEDULE WORKSHOP**

The Governing Board hereby schedules a **workshop on June 4, 2002**, to begin at 6 p.m. in SU-18, for the purpose of discussing the District structure options and possible future location of centers/campuses.

2. **RECOMMENDATION: ACTION - APPROVE EXPRESSION OF APPRECIATION TO STUDENT TRUSTEE**

BE IT RESOLVED, That the members of the Governing Board of the Palomar Community College District do hereby express their sincere appreciation to **SEAN WEIMER**, who has served as President of the Associated Student Government and Student Trustee from June 12, 2001, through May 14, 2002, and who, throughout his tenure in office, has rendered outstanding service and provided responsible leadership, and who, as a result, has accomplished a great deal for the betterment of the students at Palomar College.

3. **RECOMMENDATION: ACTION – APPROVE RECOMMENDATIONS OF CURRICULUM COMMITTEE/FACULTY SENATE (Exhibit L-3)**

a. **RECOMMENDATION: ACTION – APPROVE NUMBER CHANGE FOR NEW COURSE**

The Governing Board hereby approves the following number change for a new course:

Catalog ID: Change from MATH 54 to MATH 55

Discipline(s): Mathematics

Requisite validated: YES

Dually listed as: N/A

A.A. degree/certificate program(s): N/A

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualification(s): Mathematics - master's degree required: YES

Effective term: FALL, 2002

55 Geometry

Four hours lecture (4)

Prerequisite: One year of high school algebra or a minimum grade of “C” in MATH 50

Fundamentals of plane geometry and selected topics from solid geometry developed by both inductive and deductive processes. Especially recommended for prospective teachers and/or students who will be taking Trigonometry.

b. **RECOMMENDATION: ACTION – APPROVE CORRECTIONS TO NEW COURSES**

The Governing Board hereby approves the following corrections to new courses:

Catalog ID: AP C 203

Discipline(s): Apprenticeship Training - Carpentry

Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters degree required: NO

Effective term: FALL, 2002

203 Blueprint I

One hour lecture-One & one-half hour laboratory (1.5)

This course is the first of two classes in blueprint reading. The course will cover the fundamental functions and structure of blueprints. Construction drawings, line symbols, freehand sketching as well as pictorial drawings will be covered. *May be taken two times.*

Catalog ID: AP C 204

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: YES

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

204 Blueprint II

One hour lecture-One & one-half hour laboratory (1.5)

Prerequisite: AP C 203

This course is the second of two classes in blueprint reading. This course will cover foundation prints, commercial prints, residential prints and estimating. Construction specifications will also be covered. *May be taken two times.*

Catalog ID: AP C 205

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

205 Foundations

One hour lecture-One & one-half hour laboratory (1.5)

This course will focus on the use of concrete in the construction industry. Basic layout techniques will be studied and applied for foundations. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 206

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

206 Flatworks

One hour lecture-One & one-half hour laboratory (1.5)

This course is designed to show the various applications of flatwork forming to include slab-on-grade, driveways and walks, and curb and gutter forms. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 207

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

207 Tilt-Up

One hour lecture-One & one-half hour laboratory (1.5)

This course is designed to give an overview of the Tilt-up industry. Form techniques and panel hardware will be discussed. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 208

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

208 Wall Forms

One hour lecture-One & one-half hour laboratory (1.5)

This course will introduce the basic techniques of poured-in-place concrete wood form construction. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 209

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

209 Gang Forms

One hour lecture-One & one-half hour laboratory (1.5)

This course will present the various applications of pre-fabricated wall forming systems. Related safety, blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 210

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

210 Patented Forming Systems

One hour lecture-One & one-half hour laboratory (1.5)

Proprietary wall forming systems such as Atlas, EFCO, and Symons are an integral part of the concrete industry. Students will be instructed in the application and rigging of these systems. *May be taken two times.*

Catalog ID: AP C 211

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

211 Architectural Concrete

One hour lecture-One & one-half hour laboratory (1.5)

In this course the forming of poured-in-place columns will be covered, with instruction and practice in both job-built. *May be taken two times.*

Catalog ID: AP C 212

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

212 Column Forms

One hour lecture-One & one-half hour laboratory (1.5)

In this course the forming of poured-in-space columns will be covered, with instruction and practice in both job-built and the proprietary systems, and the shoring and forming of drop heads. Estimating, safety, and rigging of materials will be included. Math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 213

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

213 Beam & Deck Forming

One hour lecture-One & one-half hour laboratory (1.5)

This course will introduce the use of various wood and patented forming systems used in the construction of concrete beams and decks. Metal beam forms and capitals will be taught in this class. Layout and builders level skills will be used in this class. *May be taken two times.*

Catalog ID: AP C 214

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

214 Wall Framing I

One hour lecture-One & one-half hour laboratory (1.5)

This course provides an introduction to the theory and practice of wall framing. Students start by learning to read floor plans, and then laying out wall locations, plate and detail, as well as openings and structural connections. Construction math and job site safety practices will also be covered. *May be taken two times.*

Catalog ID: AP C 215

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: YES

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

215 Wall Framing II

One hour lecture-One & one-half hour laboratory (1.5)

Prerequisite: AP C 214

This class covers layout, assembly, and erection of both standard and raked walls. Application of bracing, plumbing and aligning walls will also be covered. Construction math, blueprint reading and job site safety practices will also be covered. *May be taken two times.*

Catalog ID: AP C 216

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

216 Floor Framing

One hour lecture-One & one-half hour laboratory (1.5)

This course will cover the layout and construction of both residential and commercial floor framing. The use of building codes and blueprint reading will be covered. Fall protection along with job site and math will also be covered. *May be taken two times.*

Catalog ID: AP C 217

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

217 Stair Building I

One hour lecture-One & one-half hour laboratory (1.5)

Stair construction is an integral part of carpenter's trade. This course presents stair theory, related mathematics, code requirements and basic layout stringers, treads and risers. Students will layout, cut and erect a straight-run stair. Blueprint reading and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 218

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: YES

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry

General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters

degree required: NO

Effective term: FALL, 2002

218 Stair Building II

One hour lecture-One & one-half hour laboratory (1.5)

Prerequisite: AP C 217

This course builds upon the concepts presented in Stair Building I. This class will teach students about winders, u-shaped and radius stair building, as well as code requirements and mathematical calculations. Blueprint reading and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 219

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

219 Exterior Details I

One hour lecture-One & one-half hour laboratory (1.5)

This course teaches students to read blueprints related to building exteriors such as elevations, sections, and schedules. Construction of structural and architectural elements such as balconies, fireplaces, bay windows, columns and pop-outs. Blueprint reading, mathematical calculations and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 220

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: Yes

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

220 Exterior Details II

One hour lecture-One & one-half hour laboratory (1.5)

Prerequisite: AP C 219

A continuation of Exterior Details I, this course will review the reading of relevant drawings, and include hands-on training in window installation, door and window trim, as well as various sidings and trims. Mathematical calculations and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 221

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

221 Roof Framing I

One hour lecture-One & one-half hour laboratory (1.5)

Roof construction is one of the most challenging and satisfying facets of carpentry. This basic course will introduce rafter theory and layout. Students will construct a gable roof using conventional and truss methods. Mathematical calculations for various rafter lengths and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 222

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: YES

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

222 Roof Framing II

One hour lecture-One & one-half hour laboratory (1.5)

Prerequisite: AP C 221

This course is a continuation of Roof Framing I, and will review rafter theory, and introduces hip and intersecting roofs, blind valley and dormer construction.

Mathematical calculations for various rafter lengths and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 223

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

223 Metal Framing

One hour lecture-One & one-half hour laboratory (1.5)

This course introduces the student to the technology of metal framing. Tools and materials will be covered along with floor and wall construction, including openings and structural connections, and metal truss roof systems.

Mathematical calculations for various rafter lengths and safety will also be covered. *May be taken two times.*

Catalog ID: AP C 224

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A

Dually listed as: N/A

A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A

Distance Learning offering(s): N/A

Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO

Effective term: FALL, 2002

224 Commercial Framing

One hour lecture-One & one-half hour laboratory (1.5)

The thrust of this course will be commercial blueprint reading, along with an introduction to balloon wall framing and panelized roof systems. Construction math, blueprint reading and job site safety practices will also be covered. *May be taken two times.*

Catalog ID: AP C 225

Discipline(s): Apprenticeship Training - Carpentry
Requisite validated: N/A
Dually listed as: N/A
A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
General Education: N/A
Distance Learning offering(s): N/A
Discipline for Minimum Qualifications: Qualification for Apprenticeship-masters
degree required: NO
Effective term: FALL, 2002

225 Formwork Problems

One hour lecture-One & one-half hour laboratory (1.5)
This course will address form design, material estimating and problems relative to form construction. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 226

Discipline(s): Apprenticeship
Requisite validated: N/A
A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
Effective term: FALL, 2002

226 Bridge Construction

One hour lecture-One & one-half hour laboratory (1.5)
This course is to give an overview of basic bridge construction. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: AP C 227

Discipline(s): Apprenticeship
Requisite validated: N/A
A.A. degree/certificate program(s): elective course in: Apprenticeship Carpentry
Effective term: FALL, 2002

227 Stairs & Ramps

One hour lecture-One & one-half hour laboratory (1.5)
This course is designed to teach the various techniques used to form stairs and ramp structures. Related safety, math and blueprint reading will be covered. *May be taken two times.*

Catalog ID: CSIS 191

Discipline(s): Computer Science and Information Systems
Requisite validated: YES
Dually listed as: N/A
A.A. degree/certificate program(s): elective in: CSIS - Web Developer
Distance Learning offering(s): online
Discipline for Minimum Qualifications: Computer Science - master's degree
required: YES
Effective term: FALL, 2002

191 PHP

Two hours lecture-Two hours lecture/laboratory (3)
Recommended preparation: CSIS 137/R CSIS 137
This course provides students with the knowledge and skills necessary to use the PHP scripting language to develop dynamic Web-based applications. Topics of study include the fundamentals of the scripting, using PHP with HTML forms, creating functions, and integrating with databases.

Catalog ID: CSIS 193

Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
Dually listed as: N/A
A.A. degree/certificate program(s): elective in: Web Developer (Windows Emphasis); required course in: Web Developer (Java / Open Source Emphasis)
General Education: N/A
Distance Learning offering(s): online
Discipline for Minimum Qualifications: Computer Science - master's degree required: YES
Effective term: FALL, 2002

193 Java II – Servlets and JSPs

Two hours lecture-Two hours lecture/laboratory (3)
Recommended preparation: CSIS 192
This course provides students with the knowledge and skills necessary to perform server-side Java programming using Servlets and JSPs, HTML form data, Session Tracking, Cookies, JSP scripting elements, including Applets in JSP documents, using JavaBeans with JSP, and creating custom JSP Tag libraries.

Catalog ID: CSIS 195

Discipline(s): Computer Science and Information Systems
Requisite validated: YES
Dually listed as: N/A
A.A. degree/certificate program(s): elective in: CSIS - Web Developer
General Education: N/A
Distance Learning offering(s): online
Discipline for Minimum Qualifications: Computer Science master's degree required: NO
Effective term: FALL, 2002

195 Python Programming

Two hours lecture-Two hours lecture/laboratory (3)
Recommended preparation: CSIS 137/R CSIS 137
This course provides students with the knowledge and skills necessary to use the Python programming language to develop software for Internet applications, perform systems programming, and implement user interfaces. Topics of study include the fundamentals of the language, parallel systems tools, system tools, graphical user interfaces, network scripting, client-side scripting, and server-side scripting. Also covered are databases and persistence, and data structures.

Catalog ID: CSIS 282

Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
Dually listed as: N/A
A.A. degree/certificate program(s): required course in: CSIS - Web Developer
General Education: N/A
Distance Learning offering(s): online
Discipline for Minimum Qualifications: Computer Science master's degree required: YES
Effective term: FALL, 2002

282 C# Programming

Two hours lecture-Two hours lecture/laboratory (3)
Recommended preparation: CSIS 137
This course provides students with the knowledge and skills necessary to use the C# programming language in the .NET Framework, build both server-side programs and with Windows applications, accessing data with ADO.NET, use C# with Web Forms and using C# with the .NET CLR.

Catalog ID: CSIS 283

Discipline(s): Computer Science and Information Systems
Requisite validated: YES
Dually listed as: N/A
A.A. degree/certificate program(s): required in: CSIS - Web Server Administrator, and elective in: CSIS - Web Developer
General Education: N/A
Distance Learning offering(s): online
Discipline for Minimum Qualifications: Computer Science master's degree required: YES
Effective term: FALL, 2002

283 .NET Framework

Two hours lecture-Two hours lecture/laboratory (3)
Recommended preparation: CSIS 137
This course provides students with the knowledge and skills necessary to use the underlying Common Language Runtime (CLR) to its specialized packages for ASP.NET, Web Forms, Windows Forms, XML and data access (ADO.NET). The major .NET languages, including VB.NET, C# and Managed C++ are surveyed.

Catalog ID: CSIS 294

Discipline(s): Computer Science and Information Systems
Requisite validated: YES
Dually listed as: N/A
A.A. degree/certificate program(s): elective in: CSIS - Web Developer
General Education: N/A
Distance Learning offering(s): online
Discipline for Minimum Qualifications: Computer Science - master's degree required: YES
Effective term: FALL, 2002

294 Java III – Enterprise JavaBeans and J2EE Platform

Two hours lecture-Two hours lecture/laboratory (3)
Recommended preparation: CSIS 193
This course provides students with the knowledge and skills necessary to code and deploy Enterprise JavaBeans (EJBs), how to use JDBC with EJBs, Servlets and EJBs working together and the Java Naming and Directory Interface (JNDI).

Catalog ID: PSYC 299/SOC 299

Discipline(s): Psychology and Sociology
Requisite validated: YES
Dually listed as: SOC 299
A.A. degree/certificate program(s): N/A
General Education: N/A
Distance Learning offering(s): N/A
Discipline for Minimum Qualification(s): Psychology, Sociology, Counseling, or Social Sciences - master's degree required: YES; Addiction Paraprofessional Training – master's degree required: NO
Effective term: FALL, 2002

299 Directed Field Experience II

Three hours lecture – Eight hours laboratory (3)
Recommended preparation: PSYC 250/SOC 250, PSYC 255/SOC 255, PSYC 260/SOC 260, PSYC 298/SOC 298
This course will include a lecture/seminar format and a supervised agency experience component which will prepare students to take certification examinations for alcohol/drug counselors. *This course is dually listed as SOC 299.*

Catalog ID: SOC 299/PSYC 299

Discipline(s): Psychology and Sociology
Requisite validated: YES
Dually listed as: PSYC 299
A.A. degree/certificate program(s): N/A
General Education: N/A
Distance Learning offering(s): N/A
Discipline for Minimum Qualification(s): Psychology, Sociology, Counseling, or Social Sciences - master's degree required: YES; Addiction Paraprofessional Training – master's degree required: NO
Effective term: FALL, 2002

299 Directed Field Experience II

Three hours lecture – Eight hours laboratory (3)
Recommended preparation: PSYC 250/SOC 250, PSYC 255/SOC 255, PSYC 260/SOC 260, PSYC 298/SOC 298
This course will include a lecture/seminar format and a supervised agency experience component which will prepare students to take certification examinations for alcohol/drug counselors. *This course is dually listed as PSYC 299.*

c. **RECOMMENDATION: ACTION – APPROVE REMOVAL OF COURSES FROM CURRICULUM**

Upon the recommendation of the Curriculum Committee and Faculty Senate, the Governing Board hereby approves the removal of the following courses from the Palomar College curriculum:

Catalog ID: FREN 216 Advanced French

Discipline(s): French (FREN)
Reason for deletion: Inactive
Effective term: FALL, 2002

Catalog ID: LT 152 Information Literacy

Discipline(s): Library Technology (LT)
A.A. degree/certificate program(s): Business Education, Internet; Graphic Communications, Internet
Reason for deletion: Replaced by LT 154
Effective term: FALL, 2002

4. **RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH ARAMARK EDUCATIONAL SERVICES, INC., FOR MANAGEMENT AND OPERATION OF PALOMAR COLLEGE FOOD SERVICE OPERATION**

The Governing Board of the Palomar Community College District hereby accepts the proposal of **Aramark Educational Services, Inc.**, dated March 25, 2002, to operate and manage Palomar College's Food Service Operation, pursuant to which Aramark will invest \$500,000 for kitchen remodel, tenant improvements, and equipment in the Palomar College food service area.

A five-year agreement, with option exercisable by the District, to renew for an additional five-year period, be and is hereby approved between the Palomar Community College District and Aramark Educational Services, Inc. for the management and operation of the Palomar College Food Service Operation, including all existing food service operations conducted on the San Marcos campus and at off-site locations, effective May 16, 2002, based upon the terms of the proposal stated above, and upon such other terms and conditions as may be agreed to by the District and Aramark Educational Services, Inc., with specific reference to the requirements of the Request for Proposal issued by the District on or about February 25, 2002. **Exhibit L-4**

5. **RECOMMENDATION: ACTION - APPROVE PROCUREMENT UNDER NEW PROVISIONS OF PUBLIC CONTRACT - CALIFORNIA MULTIPLE AWARD SCHEDULES (CMAS) - CALIFORNIA DEPARTMENT OF GENERAL SERVICES**

The Governing Board of the Palomar Community College District (Board) acknowledges the enactment of Public Contract Code Sections 10298 and 10299 effective January 1, 2001, thereby making possible the **direct acquisition by the District through California Multiple Award Schedules (CMAS)** let by the **Procurement Division of the California Department of General Services for information technology, goods, and services**; and,

The Board hereby amends its policies on procurement and authorizes direct purchase of information technology, goods, and services from CMAS contracts subject to the Board's prior approval on all contracts the amounts of which are in excess of the competitive bidding statutes; and,

The Board hereby designates the following employees as authorized agents of the District for said CMAS acquisitions pursuant to previously adopted resolutions of the Board delegating to these employees the power to contract up to the competitive bidding limits, subject to ratification and approval every sixty (60) days by the Board;

- Jerry R. Patton, Assistant Superintendent/Vice President for Finance and Administrative Services
- Kenneth Jay, Director of Business Services
- Ben Echeverria, Counsel, Contracts, and Special Projects

6. **RECOMMENDATION: ACTION - RATIFY AND APPROVE CONSULTING AGREEMENT WITH O'CONNOR CONSTRUCTION MANAGEMENT, INC., FOR COST ESTIMATING, CONSTRUCTIBILITY REVIEW, AND VALUE ENGINEERING ON HIGH-TECH LAB AND LECTURE PROJECT**

The Governing Board hereby ratifies and approves the agreement between the District and **O'Connor Construction Management, Inc.**, of Irvine, California, effective April 17, 2002, through April 17, 2003, to perform **independent cost estimating, constructibility review, and value engineering** on the **High-Tech Lab and Lecture Building Project** in a total amount not to exceed (NTE) Ninety-Seven Thousand, Five Hundred Dollars (\$97,500.00) as follows:

- | | |
|-------------------------------|---------------|
| • 60% Cost Estimate | NTE \$ 22,000 |
| • 95% Cost Estimate | NTE \$ 15,000 |
| • VE Workshop & Report | NTE \$ 14,000 |
| • 60% Constructibility Report | NTE \$ 2,500 |
| • 95% Constructibility Report | NTE \$ 44,000 |

District funding for this agreement is subject to reimbursement from the construction funding for the Project as a pre-construction, management item. **Exhibit L-6**

7. **RECOMMENDATION: ACTION - APPROVE OCCUPANCY OF CLASSROOM BUILDING, CITY OF SAN MARCOS PUBLIC SAFETY CENTER, PURSUANT TO CALIFORNIA EDUCATION CODE SECTION 81530.5**

The Governing Board received a letter report dated March 11, 2002, from **Burkett & Wong, Structural & Civil Engineers**, certifying the substantial compliance of the **structure** located at **184 Santar Place, San Marcos, CA 92069**, with the provisions of California Education Code Section 81530.5 governing lease of off-site commercial building; acknowledges transmission of said letter report to the Department of General Services, State of California, Division of State Architect (DSA) on March 21, 2002; and having received no comment from DSA in the forty-five day comment period, the Board hereby **gives final approval for occupancy of said structure for instructional purposes** effective the first day, month, and year thereof, by the District. **Exhibit L-7**

8. **RECOMMENDATION: ACTION - DECLARE BOOKSTORE EQUIPMENT SURPLUS AND AUTHORIZE LOCAL AUCTION**

The Governing Board hereby approves that the **cash register hardware and 3M security hardware and accessories** of the Palomar Community College **Bookstore**, described in detail in the accompanying memorandum, be declared **surplus** and shall be offered **for sale** at a local public **auction** to be conducted by District staff within the next sixty (60) days, in accordance with District Procedure 552 and California Education Code Section 81450. **Exhibit L-8**

9. **RECOMMENDATION: ACTION – APPROVE CHANGE ORDER #1 AND FINAL ACCEPTANCE OF WORK COMPLETED ON HVAC UPGRADE, T7/T9 AREA: AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASE THE BONDS; AND RECORD NOTICE OF COMPLETION**

The Governing Board of the Palomar Community College District hereby approves change order #1 to install dust collector ductwork and module card cage for the fire alarm control panel in the amount of \$3,844.79 and accepts the work of the **HVAC upgrade at T7/T9 area** on the San Marcos campus in accordance with the bid awarded by the Palomar Community College District, on November 13, 2001, to **W. R. Robbins Company, Inc.** (the "Contractor"), 2535 Jason Court, Oceanside, CA 92056, and that the project is hereby found to be completed; That the Superintendent/President be authorized to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board; That the total amount of this contract is \$62,794.79; That all money due and owing to the Contractor, with the exception of the ten percent (10%) retention of \$6,279.50, (the "Retention") be paid, and that following the expiration of thirty-five (35) calendar days from the date of this action, the Retention be paid to the Contractor, provided no liens are filed within this period; and That the bid security posted by W. R. Robbins Company, Inc., be returned to this Contractor and all other bonds be released, within the time and in the manner as provided by law.

10. RECOMMENDATION: ACTION – APPROVE CHANGE ORDER #1 & #2 AND FINAL ACCEPTANCE OF WORK COMPLETED ON STUDENT UNION REMODEL – DEMOLITION PHASE; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASE THE BONDS; AND RECORD NOTICE OF COMPLETION

The Governing Board of the Palomar Community College District hereby approves change order #1 for additional saw cutting in the amount of \$200.00 and change order #2 for removal of seven (7) asbestos doors and install EQ conduit joints in the amount of \$1,441.00, and accepts final completion of the **Student Union Remodel Demolition Phase** on the San Marcos campus in accordance with the bid awarded by the Palomar Community College District, on December 11, 2001, to **Action Environmental Enterprises, Inc.** (the "Contractor"), 160 North Joy Street, Corona, CA 92879, and that the project is hereby found to be completed; That the Superintendent/President be authorized to execute and file the Notice of Completion including execution of the verification as Secretary of the Governing Board; That the total amount of this contract is \$100,487.00; That all money due and owing to the Contractor, with the exception of the ten percent (10%) retention of \$10,049.00, (the "Retention") be paid, and that following the expiration of thirty-five (35) calendar days from the date of this resolution, the Retention be paid to the Contractor, provided no liens are filed within this period; and That the bid security posted by Action Environmental Enterprises, Inc., be returned to this Contractor and all other bonds be released, within the time and in the manner as provided by law.

11. RECOMMENDATION: ACTION - APPROVE CHANGE IN STARTING TIME OF MEETINGS

The Governing Board hereby approves the following **change in the starting time of future meetings**:

- 6 p.m.** Meeting will be **called to order** in open session and will immediately go into **closed session**.
- 7 p.m.** Meeting will be **reconvened to open session**, to be followed by an **additional closed session**, if necessary.

M. COMMENTS FROM OTHER INDIVIDUALS AND 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.

N. CLOSED SESSION

- 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 regarding discussion with Unrepresented Employee, pursuant to Government Code 54957.6.
 - a. Evaluation of Superintendent/President

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT