



**GOVERNING BOARD AGENDA
 REGULAR MEETING, GOVERNING BOARD
 PALOMAR COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
 COLLEGE CAMPUS
 SAN MARCOS, CALIFORNIA
 TUESDAY, JULY 9, 2002
 6:00 P.M. (CLOSED SESSION) - 7:00 P.M. (OPEN SESSION)**

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 Open Session of 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 (6 p.m.)	2
B.	Roll Call	2
BB.	Closed Session	2
BBB.	Open Session (7 p.m.)	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	3-15
I.	Action on Items Removed from Consent Calendar	16
J.	Reports from College Groups	16
K.	Unfinished Business	16
L.	New Business	16-21
M.	Comments from Other Individuals or Groups	21
N.	Closed Session	21
O.	Reconvene to Open Session	21
P.	Adjournment	21

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.
5. Conference with Real Property Negotiator, pursuant to Government Code 54956.8.

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

The Governing Board hereby approves the Minutes of the Special Meeting of June 4, 2002.

The Governing Board hereby approves the Minutes of the Regular Meeting of June 11, 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
2. Report of Vice President for Student Services
3. Report of Vice President for Finance and Administrative Services
 - a. Retiree Health Liability Report
 - b. Parking Update
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 items 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 **June, 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. Miscellaneous printing paper for use in Printing and Duplicating Services, donated by **Astro Converters**, 155 Mata Way, Suite 101, San Marcos, California 92069. Total cash value as estimated by donor is \$6,000.00.

TRAVEL

3. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **Michele T. Nelson, Ph.D.**

Advanced Funds?	Yes
For:	Lodging, meals, miscellaneous
To attend:	Accreditation Team Training
Location:	Los Angeles, California
Date:	September 26-27, 2002
Amount:	\$296.00
Budget Acct. No.:	575200-11-111100-66100-10-2003-0000000

COMMUNITY SERVICES

4. RECOMMENDATION: ACTION – APPROVE COMMUNITY SERVICES CLASSES

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

Fall, 2002

- a.

Presenter:	Bell, Sean
Name of Class:	Design Your Home Page
Effective:	October 19, 2002
Instructor Rate:	\$217.74
Fee to Student:	\$89.00
Terms:	Minimum of 6 students

- b. Presenter: Bell, Sean
Name of Class: Optimizing Graphics for the Web
Effective: November 16, 2002
Instructor Rate: \$217.47
Fee to Student: \$89
Terms: Minimum of 6 students
- c. Presenter: Cooper, Kirsten
Name of Class: Brochure Design
Effective: October 5, 2002
Instructor Rate: \$217.47
Fee to Student: \$89
Terms: Minimum of 6 students
- d. Presenter: Cox, William
Name of Class: The Secrets of Router Dovetail Jigs
Effective: October 5, 2002
Instructor Rate: \$290.32
Fee to Student: \$69.00
Terms: Minimum of 10 students
- e. Presenter: Rue, Jim
Name of Class: Troubleshooting, Upgrading and Repairing a PC
Effective: November 23, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$199
Terms: Minimum of 8 students
- f. Presenter: Ryan, Terra
Name of Class: Gifts from Your Computer
Effective: November 2, 2002
Instructor Rate: \$217.74
Fee to Student: \$89.00
Terms: Minimum of 6 students
- g. Presenter: Short, Doris
Name of Class: Flyers with Illustrator
Effective: September 21, 2002
Instructor Rate: \$270.90
Fee to Student: \$89
Terms: Minimum of 6 students
- h. Presenter: Short, Doris
Name of Class: Logo Design with Illustrator
Effective: October 26, 2002
Instructor Rate: \$270.90
Fee to Student: \$89
Terms: Minimum of 6 students
- i. Presenter: Spier, Nadine
Name of Class: Decorative Wood and Gourd Burning
Effective: October 19, 2002
Instructor Rate: 30% of fees collected
Fee to Student: \$49
Terms: Minimum of 10 students

FISCAL SERVICES

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

The Governing Board hereby approves the **Revolving Cash Expenditures** for the month of **May, 2002. Exhibit H-5**

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

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

Warrant #76-050713, dated June 14, 2001, in the amount of \$350.00, to Kevin Brown, 208 Hillside Terrace, Vista, CA 92083. Voided due to stale dating.

CONTRACTS, COUNSEL

7. **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 **May 1, 2002, through June 30, 2002**, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-7**.

PERSONNEL

8. **RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF CANDIDATE FOR SECOND-LEVEL INTERVIEW EXPENSES**

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

- a. **RONALD K. HARLAN, Ph.D.**
For: Mileage
To Attend: Second Level Interview for Instructional Dean, Human Arts & Sciences
Location: Glendale to San Diego, California
Date: May 29, 2002
Amount: \$91.98
Budget Account No. 545400-11-611100-66600-10-2002-0611400/100%

9. **RECOMMENDATION: ACTION - RATIFY CORRECTION TO ACADEMIC CONTRACT**

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

- a. Name: **MARGARET A. BANTA-FORD**
Position: Assistant Professor
Department: Communications (RTV)
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: B/8
% of position: 100%
of Mos: 10
Effective: August 23, 2002
Account #(s) A-111000-359100-06030-0000000/100%

10. RECOMMENDATION: ACTION – AUTHORIZE BUSINESS PROCEDURES

The Governing Board of the Palomar Community College District hereby ratifies the authorization of the following business procedures, effective July 10, 2002:

- a. Additional persons designated to ascertain and certify that each employee of the District has taken the oath of allegiance required by Government Code Section 3100 et seq., Chapter 8, Division 4, Title I:

Eileen Bundoc
Cheryl Santa Cruz
Patricia Yzerman

- b. Additional persons designated to ascertain and certify that each employee of the District meets I-9 regulations:

Eileen Bundoc
Cheryl Santa Cruz
Patricia Yzerman

11. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees in the Classified Unit, the following employees are granted a \$500 annual stipend, prorated on a monthly basis, effective July 1, 2002:

Employee Name: Genevieve R. Al-Shafie
Position: Academic Department Assistant
Department: Business Education
Course of Study: Job Related

Employee Name: Brian Engleman
Position: Academic Department Assistant
Department: Regional Occupational Programs
Course of Study: Degree Related

Employee Name: Rebecca Gregory
Position: Staff Aide
Department: Vocational Programs
Course of Study: Job Related

Employee Name: Michelle LaVigueur
Position: Staff Assistant
Department: Worksite Education
Course of Study: Job Related

Employee Name: Maria F. Limon de Gonzalez
Position: Senior Accounting Assistant
Department: Fiscal Services
Course of Study: Degree Related

Employee Name: Eileen Poole
Position: Staff Legal Assistant
Department: Office of Counsel
Course of Study: Degree Related

Employee Name: Patricia J. Trujillo
Position: Sr. Library Media Technician
Department: Library Media Center
Course of Study: Job Related

In accordance with the Professional Growth Program for Classified Employees in the Administrative Association, the following employee is granted a \$500 annual stipend, prorated on a monthly basis, effective July 1, 2002:

Employee Name: Kara Garavito
Position: Supervisor, District Cashiering Services
Department: Fiscal Services
Course of Study: Degree Related

12. RECOMMENDATION: ACTION – RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER

The Governing Board hereby approves that the following employee be granted a \$50.00 per month stipend as a designated bilingual interpreter for the District:

- a. **ROSE E. GOLDEN**, Staff Assistant, Extended Opportunity Programs & Services, effective July 1, 2002.

13. RECOMMENDATION: ACTION - RATIFY ACADEMIC EMPLOYMENT

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

a. Name: **JUDITH E. EBERHART**
Position: Professor/Counselor
Department: Counseling, Guidance, and Career Development
Position #: 006261 New?: Yes
Remarks: Transfer from Administrator to Faculty
Sal Grade/Stp: F/36 Salary: **\$7,780.32/month**
% of Position: 100 # of Mos: 11
Effective: August 5, 2002
Account(s): A-122100-462100-63100-0000000/100%

14. RECOMMENDATION: ACTION - RATIFY POSITION TRANSFER

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the temporary transfer of the following position:

a. Name: **JAMES L. STONEY**
Position: Interim Police Chief
Department: Palomar College Police Department
Position #: 006074 New?: No
Remarks: Was Police Lieutenant (Sworn) grade 36 Unit Schedule
Sal Grade/Stp: 56/3 Salary: **\$4,989.07/month**
% of position: 100 # of Mos: 12
Effective: June 17, 2002
Account(s): K-212100-543100-69510-1812070/100%

15. RECOMMENDATION: ACTION – RATIFY CLASSIFIED RECLASSIFICATION

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **reclassification** of the following **classified position(s)**:

- a. **Position:** **SKILLED MAINTENANCE TECHNICIAN**
Department: Grounds Services
Name: Felipe Rangel Martinez
Position #: 005759 New?: No
Remarks: Position was Groundskeeper, placement 13/4
Effective: July 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Stp: **17/4** Salary: **\$2,814.99/month**
Account(s): A-212200-542300-65500-0000000/100%
- b. **Position:** **STAFF ASSISTANT**
Department: Professional Development
Name: Terri L. Canela
Position #: 005070 New?: No
Remarks: Position was Professional Development Assistant, placement 19/3
Effective: July 1, 2001
% of position: 100% # of Mos: 12
Sal Grade/Stp: **23/3** Salary: **\$3,104.78/month**
Account(s): A-212200-312100-60200-0000000/100%
- c. **Position:** **STAFF AIDE**
Department: Library Media Center
Name: Christie L. Bundy
Position #: 005038 New?: No
Remarks: Position was Administrative Secretary, placement 19/3
Effective: January 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/17** Salary: **\$3,614.64/month**
Account(s): A-212200-317100-61200-0000000/100%
- d. **Position:** **STAFF ASSISTANT**
Department: Fiscal Services
Name: Terri L. Wallace
Position #: 005585 New?: No
Remarks: Position was Staff Aide, placement 20/3
Effective: July 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Stp: **23/4** Salary: **\$3,261.11/month**
Account(s): A-212200-551100-67200-0000000/100%
- e. **Position:** **SENIOR GROUNDSKEEPER**
Department: Grounds Services
Name: Jose Hernandez
Position #: 005675 New?: No
Remarks: Position was Goundskeeper, placement 13/5
Effective: July 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Stp: **17/5** Salary: **\$2,956.87/month**
Account(s): A-212200-542300-65500-0000000/100%

- f. **Position:** **STAFF ASSISTANT**
Department: Palomar College Police Department
Name: Patricia G. Ward
Position #: 005683 New?: No
Remarks: Position was Administrative Secretary, placement 19/8
Effective: July 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Step: **23/8** Salary: **\$3,560.54/month**
Account(s): A-212200-543100-69500-0811020/50%
 K-212200-543100-69500-1812070/50%
- g. **Position:** **STAFF ASSISTANT**
Department: Extended Opportunity Programs & Services
Name: Rose E. Golden
Position #: 005554 New?: No
Remarks: Position was EOP&S Technician, placement 16/3
Effective: July 1, 2002
% of position: 100% # of Mos: 12
Sal Grade/Step: **23/3** Salary: **\$3,104.78/month**
Account(s): K-212200-473100-64300-1612060/100%

16. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **26.6% Personal Leave of Absence without pay and with no effect on benefits**, effective June 24, 2002, through August 15, 2002, to **KELLY PATRICK**, Library Media Technician II, Library Media Center.
- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with benefits**, effective August 2, 2002, through October 24, 2002, to **JULIE A. KLEIN**, Instructional Support Assistant IV, Life Sciences.
- c. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **25% Personal Leave of Absence without pay and with no effect on benefits**, effective August 19, 2002, through December 30, 2002, to **FARHANA KARIM**, Teacher II, Child Development Center.

17. 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 (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. **JAMES A. WELD**, Audio Production Coordinator, Performing Arts, effective August 31, 2002.

18. RECOMMENDATION: ACTION - RATIFY RESIGNATIONS

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the **resignation** of the following **employees**:

- a. **ROSEMARIE SANCHEZ**, Career Center Advisor, Counseling, Guidance, and Career Development/Escondido, effective June 29, 2002 (last day of employment 6/28/02).
- b. **EVA VIVEROS**, Admissions Assistant, Admissions and Records, effective July 18, 2002 (last day of employment 6/17/02).

19. 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: **ANA E. SALAS**
Position: Administrative Secretary
Department: CCCSAT/e-Conferencing
Position #: 006211 New?: No
Remarks: Replacement for Sherry Urban; funded - 50% CCCSAT and 50% e-Conferencing.
Sal Rng/Stp: **19/1** Salary: **\$2,554.06/month**
% of Position: 100% # of Mos: 12
Effective: July 1, 2002
Account #(s): K-212200-318100-61320-1612190/50%
K-212200-318100-61320-1612191/50%
- b. Name: **TERESA M. NELSON**
Position: Education Center Assistant
Department: Media, Business & Community Services at Camp Pendleton Center
Position #: 005855 New?: No
Remarks: Replacement for Courtney Savaria; transfer for Ms. Nelson.
Sal Rng/Stp: **13/1** Salary: **\$992.94/month**
% of Position: 45% # of Mos: 12
Effective: June 24, 2002
Account #(s): G-212200-354150-60910-0000000/100%
- c. Name: **TINA M. ANDREWS**
Position: Business Services Technician
Department: Print Services
Position #: 006160 New?: No
Remarks: Replacement for Susan Lorenz; transfer for Ms. Andrews; funded 76% PFE and 24% designated.
Sal Rng/Stp: **20/4** Salary: **\$3,031.43/month**
% of Position: 100% # of Mos: 12
Effective: July 8, 2002
Account #(s): A-212200-534200-67750-0611400/76%
A-212200-534200-67750-0811432/24%

- d. Name: **LIENG T. GOMMEL**
Position: Fiscal Services Technician
Department: Fiscal Services
Position #: 006258 New?: Yes
Remarks: Position approved 3/12/02; funded - designated.
Sal Rng/Stp: **22/1** Salary: **\$1,236.98/month**
% of Position: 45% # of Mos: 12
Effective: June 24, 2002
Account #(s): A-212200-551100-67200-0811202/100%
- e. Name: **MARY E. VORHIS**
Position: Fiscal Services Technician
Department: Fiscal Services
Position #: 006257 New?: Yes
Remarks: Position approved 3/12/02; funded - designated.
Sal Rng/Stp: **22/1** Salary: **\$1,236.98/month**
% of Position: 45% # of Mos: 12
Effective: July 1, 2002
Account #(s): A-212200-551100-67200-0811202/100%
- f. Name: **PETER C. SORENSEN**
Position: Senior Accounting Assistant
Department: Fiscal Services
Position #: 006256 New?: Yes
Remarks: Position approved 3/12/02; funded - designated.
Sal Rng/Stp: **20/1** Salary: **\$1,178.00/month**
% of Position: 45% # of Mos: 12
Effective: July 8, 2002
Account #(s): A-212200-551100-67200-0811202/100%
Note: Normal Work Schedule: Monday - Thursday, 3:30 pm - 8:00 pm.
Hours may vary during registration periods and semester breaks.
3% differential paid for hours worked between 6:00 pm and 10:00 pm.
- g. Name: **MARSHA V. GABLE**
Position: Supervisor
Department: TRIO/Student Support Services
Position #: 006008 New?: No
Remarks: Replacement for Alejandro Cuatok; transfer for Ms. Gable; funded - TRIO.
Sal Rng/Stp: **45/3** Salary: **\$3,804.19/month**
% of Position: 100% # of Mos: 12
Effective: September 1, 2002
Account #(s): K-212100-471300-64300-1112300/100%
Note: Position will be placed in the Administrative Association.
- h. Name: **KAREN A. SPOONER**
Position: Curricular Schedules Technician
Department: Instruction
Position #: 005029 New?: No
Remarks: Replacement for Annie Barnes; voluntary demotion for Ms. Spooner.
Sal Rng/Stp: **23/13** Salary: **\$3,720.45/month**
% of Position: 100% # of Mos: 12
Effective: July 15, 2002
Account #(s): A-212200-311100-60910-0000000/100%

- i. Name: **JEANETTE J. AKINS**
Position: Purchasing Supervisor
Department: Business Services/Administration
Position #: 005002 New?: No
Remarks: Replacement for Sandra Schwendler; promotion for Ms. Akins
Sal Rng/Stp: **48/3** Salary: **\$4,095.89/month**
% of Position: 100% # of Mos: 12
Effective: July 1, 2002
Account #(s): A-212200-531100-67760-0000000/100%
Note: Position will be placed in the Administrative Association.
- j. Name: **KARLA F. CASTRO**
Position: Outreach Coordinator
Department: GEAR UP/Student Support Programs
Position #: 006259 New?: Yes
Remarks: Position approved 5/14/02; funded - GEAR UP Partnership Program.
Sal Rng/Stp: **20/1** Salary: **\$2,617.79/month**
% of Position: 100% # of Mos: 12
Effective: July 17, 2002
Account #(s): K-212200-471200-64990-1112320/100%
- k. Name: **BARRY B. ZEAIT**
Position: Outreach Coordinator
Department: GEAR UP/Student Support Programs
Position #: 006260 New?: Yes
Remarks: Position approved 5/14/02; funded - GEAR UP Partnership Program.
Sal Rng/Stp: **20/1** Salary: **\$2,617.79/month**
% of Position: 100% # of Mos: 12
Effective: July 17, 2002
Account #(s): K-212200-471200-64990-1112320/100%

INSTRUCTION

20. **INFORMATION: ANNUAL REPORT ON USE OF CAMPUS FACILITIES BY OUTSIDE ORGANIZATIONS**

Exhibit H-20

ADJUNCT FACULTY

21. **RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINE**

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:

Donna Fazio-DiBenedetto – English
Elias Fonseca – Performing Arts
Dennis Mahar – Public Safety
John O'Neill – Physical Education
Thomas Royal – Graphics Communication

22. 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 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:

SUMMER, 2002

COUNSELING

Levin, Beth	Counseling B.S., Occupational Therapy M.A., Humanistic Studies (emphasis in Counseling Psychology)	\$37.49
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Winegarner, Rhonda	Counseling B.A., Social Relations M.S., Educational Counseling	\$37.49
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ENGLISH

Fazio-DiBenedetto, Donna	English B.A., Literature & Writing Studies M.A., Literature & Writing Studies (pending)	\$36.29
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LIFE SCIENCES

Beckman, Kelly	Biology B.S., Biology M.S., Biological Sciences	\$37.49
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PERFORMING ARTS

Fonseca, Elias	Dance Eminence in the Performing Arts discipline, (emphasis in Dance)	\$36.29
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PHYSICAL EDUCATION

Boldt, Dianne	Physical Education B.A., Liberal Studies M.E., Physical Education	\$38.70
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O'Neill, John	Physical Education B.A., Physical Education 2 + Years Experience	\$36.29
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PUBLIC SAFETY

Mahar, Dennis	Administrative Justice Coursework 6 + Years Experience	\$36.29
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SPEECH, COMMUNICATIONS, FORENSICS & ASL

Marsh, Shannon	American Sign Language B.A., Sociology 2 + Years Experience	\$36.29
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VOCATIONAL TECHNOLOGY

Kurokawa, Linda	Supervision B.A., Health Science M.A., Education	\$37.49
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FALL, 2002

BEHAVIORAL SCIENCES

Dayberry, Karen	Psychology A.A., Liberal Arts & Sciences A.A., General Studies B.A., Psychology M.A., Psychology	\$37.49
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COMPUTER SCIENCE & INFORMATION SYSTEMS

Chau, Valerie	Computer Science & Information Systems B.S., Mathematics & Psychology M.B.A., Finance J.D., Law	\$39.91
Whiteside, Christopher	Computer Science & Information Systems B.S., Computer Sciences M.S., Software Engineering	\$37.49

GRAPHICS COMMUNICATION

Royal, Thomas	Graphics Communications Coursework 6 + Years Experience	\$36.29
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LIBRARY SCIENCE

Ahrens, Callie	Library Technology B.A., Sociology M.L.S., Library Science	\$37.49
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MATHEMATICS

Hawkins, Charles	Mathematics B.S., Mathematics M.S., Statistics	\$37.49
Tulkki, Raymond	Mathematics B.S., Mathematics M.S., Mathematics	\$37.49

NURSING EDUCATION

Farquharson, Hope	Nursing Education A.S., Nursing B.S.N., Nursing M.S.N., Nursing	\$37.49
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PUBLIC SAFETY

Brumbaugh, Randall	Administrative Justice B.A., Criminal Justice J.D., Law	\$39.91
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READING SERVICES

Westdal, Lincoln	Reading A.B., English M.A., English M.A.T.E., English Ph.D., English California Community College Instructor Credential – Language Arts and Literature	\$39.91
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VOCATIONAL TECHNOLOGY

Russo, Joseph	Construction Inspection A.A., Drafting Technology 6 + Years Experience	\$36.29
Sawyer, Jane	Supervision B.S., Social Sciences M.S., Counseling	\$37.49

23. RECOMMENDATION; ACTION – APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following Child Development Center Teachers, at the rate indicated for Summer, 2002:

Brock, Katherine	Teacher Child Development Teacher Certificate 16 Units – General Education Coursework	\$8.15
Esparza-Alatorre	Teacher Child Development Teacher Certificate 16 Units – General Education Coursework Child Development Teacher Permit	\$8.15
Hodder, Mary	Teacher 24 Units CHDV Coursework 2 Years Experience 16 Units – General Education Coursework	\$8.15
Miller, Karen	Teacher A.A., Child Development Permit (pending)	\$9.30
Ross, Janet	Teacher A.A., Child Development Child Development Teacher Permit	\$9.30

BUSINESS SERVICES

24. 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 detailed on **Exhibit H-24**. All purchases listed are made against the 2001-2002 fiscal year budget.

Purchase Orders	0240897	through	0241111	\$ 468,170.76
Travel	0250179	through	0250185	\$ 1,400.50
Advertising/Increases	0260169	through	0260192	\$ 56,243.15
Employment Ads	0265012	through	0265017	\$ 3,526.69
Agreement/Services	0270614	through	0270734	\$ 842,629.29
Repairs	0275115	through	0275120	\$ 1,887.13
Agreement/Annual	0280178	through	0280178	\$ 37.15
Utilities	0295083	through	0295084	\$ 655.61

Total \$1,374,550.28

**Resumption of
REGULAR AGENDA**

I. 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 - EXCUSE ABSENCE OF MEMBER DUE TO COLLEGE BUSINESS**

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 June 11, 2002, is excused due to attendance at the Association of Community College Trustees seminar/conference on behalf of the College.

2. **RECOMMENDATION: ACTION – APPROVE REVISION OF BP 403.4 – STUDENT HEALTH FEE**

The current Board Policy reads as follows:

BP 403.4

Student Health Fee

The maximum student health fee allowable under Education Code 76355 will be charged, effective Fall Semester, 2001, to only credit students attending the following:

- San Marcos Campus
- Escondido Center
- Fallbrook Center
- Poway Center
- Mt. Carmel Center
- Ramona Center
- Television Courses

Exempt from fees per law are all students who receive Board of Governors Waivers, dependent children and surviving spouses of members of the California National Guard who are killed or permanently disabled while in the active service of the state, and students who depend on prayer for healing. GB 3-13-01

The Governing Board hereby revises BP 403.4 to read as follows:

BP 403.4

Student Health Fee

The maximum student health fee allowable under Education Code 76355 will be charged effective Spring, 2003, to **CNED and non-credit** students attending classes at the San Marcos Campus and Escondido Center only and to all **CREDIT students except the following:**

- Students taking classes at Pauma Valley and Indian Nation status students taking classes only on a reservation site
- BOGW students
- Dependent children and surviving spouses of members of the California National Guard who are killed or permanently disabled while in active service
- Students who depend on prayer for healing
- Active military students taking classes only at Camp Pendleton
- Students taking classes only at Borrego Springs
- On-line only students
- Students enrolled in a class developed and designed for training by their company, non-profit agency, or school with proof of accident insurance and held on site
- Students taking only apprenticeship classes
- Students taking classes only at La Cima Conservation Center
- High school students taking classes only at their high school

3. INFORMATION: ANNUAL REPORT OF CAMPUS CRIME STATISTICS

Exhibit L-3

4. RECOMMENDATION: ACTION - RECEIVE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION IN ACCORDANCE WITH CALIFORNIA ENVIRONMENTAL QUALITY ACT ON PALOMAR COLLEGE ATHLETIC FIELD PROJECT AND CONDUCT PUBLIC HEARING THEREON

The Governing Board of the Palomar Community College District ("Board") hereby receives the Initial Study by Parsons on the **environmental impacts**, as identified therein, of the Palomar College **Athletic Field Relocation** project (hereinafter the "Project"), and the **Mitigated Negative Declaration** supported by the Initial Study, completed in compliance with the California Environmental Quality Act of 1970, as amended, and State guidelines, and published in accordance with law locally and with the State Clearinghouse where the review period started May 29, 2002, and ended June 28, 2002.

The Board finds that project revisions now mitigate potentially significant effects on the environment previously identified in the Initial Study and approving said Mitigated Negative Declaration; Adopt the Mitigation Monitoring and Reporting Program;

No written comments were received by the Board from any source, local or State, as to the Initial Study and/or the Mitigated Negative Declaration prior to the meeting of the Board at 7:00 p.m. on July 9, 2002, as provided in the public notice thereof.

The Board hereby conducts a **public hearing** on the Mitigated Negative Declaration of the Project during which the Board shall hear all appeals, if any, as to the appropriateness or adequacy of the Mitigated Negative Declaration as provided in the public notice thereof.

After conducting the public hearing on the Mitigated Negative Declaration of the Project, there are no appeals requiring further study or response, the Board determines that the Project shall be constructed in accordance with the recommendations of the Initial Study and pursuant to the Mitigated Negative Declaration for said Project, a true copy of which is in the backup hereto,

The Board hereby directs the Office of Counsel, Contracts, and Special Projects to file a Notice of Determination (NOD) with the Clerk of the Board of Supervisors for the County of San Diego and the State Office of Planning and Research. **Exhibit L-4**

5. **RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH THE CENTER OF LANGUAGES, ENSENADA, MEXICO**

The Governing Board hereby approves an amended agreement with the **Center of Languages**, Ensenada, Mexico, effective July 15, 2002, and until terminated upon written notice by the District to the Center, subject to the following terms and conditions: (a) Deposits for registration fees (\$110.00) are not refundable. (b) If an applicant decides to cancel the application process at any time, the deposit may be applied to future attendance at the Center of Languages. (c) Palomar College agrees to make no demand to the Center of Languages for refunds on behalf of Palomar College students. (d) The weekend tuition fee is increased from Ninety Three Dollars and Fifty Cents (\$93.50) to Ninety Five Dollars (\$95.00). All deposits and fees are paid by students and not by the District. **Exhibit L-5**

6. **RECOMMENDATION: ACTION - APPROVE CHILD DEVELOPMENT CENTER ANNUAL AGENCY SELF-EVALUATION REPORT; AUTHORIZE SECRETARY TO THE GOVERNING BOARD TO EXECUTE REPORT**

The Governing Board hereby approves the annual Agency Self-Evaluation Report for the **Child Development Center** effective June 1, 2002, and authorizes the Secretary to the Governing Board to sign all documents evidencing said approval by the Board. **Exhibit L-6**

7. **RECOMMENDATION: ACTION - APPROVE MEMORANDUM OF UNDERSTANDING WITH SAN DIEGO WORKFORCE PARTNERSHIP, FISCAL YEAR 2002-2003**

The Governing Board hereby approves the Memorandum of Understanding with the **San Diego Workforce Partnership** (MOU) for Fiscal Year 2002-2003 and authorizes Counsel, Contracts, and Special Projects to execute all MOU documents on behalf of the District. **Exhibit L-7**

8. **RECOMMENDATION: ACTION - APPROVE EXTENSION OF LEASE WITH ACS STATE AND LOCAL SOLUTIONS FOR 1925-1941 EAST VALLEY PARKWAY, ESCONDIDO, CALIFORNIA**

The Governing Board hereby approves a one-year extension of the lease with **ACS State and Local Solutions**, of the premises owned by the District at 1925-1941 East Valley Parkway, Escondido, California, effective July 1, 2002, and terminating June 30, 2003, for an annual rental rate not to exceed ninety cents (\$0.90) a sq. ft., but in no event less than the current rate of sixty-eight cents (\$0.68) a sq. ft., for approximately 11,841 sq. ft., subject to final budget approval by ACS State and Local Solutions, and their funding agency, the San Diego Workforce Partnership.

9. **RECOMMENDATION: ACTION - APPROVE DATA-SHARING AGREEMENTS - MOU WITH SAN MARCOS, VISTA, AND POWAY UNIFIED SCHOOL DISTRICTS AND ESCONDIDO HIGH SCHOOL DISTRICT**

The Governing Board hereby approves **data-sharing agreements** and/or **memoranda of understanding** with the **Unified School Districts** of **San Marcos, Vista, and Poway**, and with the **Escondido High School District**, effective on the dates of execution but no later than July 1, 2002, and terminating June 30, 2003, and authorizes the Superintendent/President to execute said agreements on behalf of the District including provisions for the safeguarding of information and data as protected under the confidentiality and security provisions therein. **Exhibit L-9**

10. **RECOMMENDATION: ACTION - APPROVE EXTENSION OF PUBLIC INTEREST PROGRAMMING AGREEMENT WITH ECHOSTAR COMMUNICATIONS CORP. FOR CHANNEL CAPACITY TO BE USED BY THE CALIFORNIA COMMUNITY COLLEGE SATELLITE NETWORK (CCCSAT)**

The Governing Board hereby approves an extension of the **Public Interest Programming Agreement** for satellite channel capacity, dated December 15, 2001, between **EchoStar** and the Palomar Community College District, doing business as the **California Community College Satellite Network (CCCSAT)** through December 15, 2002, unless terminated earlier as provided therein. Charges for satellite capacity used under this agreement are paid from the statewide telecommunications grant to CCCSAT from the Office of the Chancellor, California Community Colleges. **Exhibit L-10**

11. **RECOMMENDATION: ACTION - AUTHORIZE CONTRACTS FOR MAINTENANCE AND RENOVATION WORK - SAN MARCOS CAMPUS**

The Governing Board hereby authorizes the Office of Counsel, Contracts, and Special Projects to competitively bid the following **maintenance and renovation** work to be undertaken as soon as possible on the **San Marcos campus** and execute contracts, within the limits of available funding, to the lowest, responsive bidders in each area of work described below, subject to later ratification by the Board:

- Renovation of parking lots 1 and 2
- Rain Gutter replacement on buildings "P", "F", "Q", "S", and "ST/AA"
- Painting (services only), interior and exterior of selected buildings

Exhibit L-11

12. **RECOMMENDATION: ACTION - RECEIVE BIDS FOR RE-ROOFING OF BUILDINGS "B" AND "E," ACCEPT RECISSION OF LOWEST BID BASED ON MISTAKE, AND DECLARE SECOND-LOWEST RESPONSIVE BIDDER, AND AWARD CONTRACT SUBJECT TO RECEIPT OF BONDING, INSURANCE, AND SATISFACTORY REFERENCE CHECKS**

The Governing Board receives the six (6) bids as detailed in the back-up hereto, following the bid opening of the Re-Roofing Project for Buildings "B" and "E" (the "Project") on June 28, 2002; and acknowledges receipt of timely communication of a mistake in its bid by the apparent, lowest bidder, Advanced Foam & Coatings of Ramona, California, ("Advanced") in the amount of Eighty-Eight Thousand, Four Hundred Fifty Dollars, and No Cents (\$88,450.00);

Based upon the provisions of Public Contract Code Section 5105 et seq, the Board accepts rescission of the bid by Advanced based upon its apparent failure to receive Addendum No. 1 in time to include the provisions thereof into its bid quote;

The Governing Board accepts the second lowest bid by **Universal Coatings, Inc.**, of Fresno, California ("Universal") in the amount of Ninety-Five Thousand, Two Hundred Dollars and No Cents (\$95,200.00), and awards a contract to Universal in that amount, subject to receipt of required bonding, insurance certificates, and satisfactory reference checks. Funding for this Project is from scheduled maintenance funds. **Exhibit L-12**

13. RECOMMENDATION: ACTION - FINAL ACCEPTANCE OF WORK COMPLETED ON ETV EMERGENCY GENERATOR PROJECT: 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 accepts the installation work on the **ETV Emergency Generator** Project on the San Marcos campus in accordance with the bid awarded by the Palomar Community College District, on June 12, 2001, to **Encompass Electrical Technologies, dba Electrical Contracting, Inc.** (the "Contractor"), 302 N. Enterprise Street, Escondido, California 92029 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, including permit, is \$279,213.00; That all money due and owing to the Contractor, with the exception of the (10%) retention of \$27,921.13, (the "Retention") be paid, and that following the expiration of thirty-five (35) calendar days from the date of this resolution, the Retention be paid to the Contractor, providing no liens are filed within this period; and That the bid security posted by Encompass Electrical Technologies, dba Electrical Contracting, Inc., be returned to this Contractor and all other bonds be released, within the time and in the manner as provided by law. **Exhibit L-13**

14. RECOMMENDATION: ACTION - APPROVE CONTRACTS FOR CONTINUED FUNDING FOR FISCAL YEAR 2002-03 FOR CHILD DEVELOPMENT CENTER FROM CALIFORNIA DEPARTMENT OF EDUCATION CHILD DEVELOPMENT DIVISION

The Governing Board of the Palomar Community College District hereby approves the contract for **continued funding** from the **California Department of Education, Child Development Division for the Child Development Center** for fiscal year 2002-03 and that the following District personnel are hereby designated to sign contract documents for Fiscal Year 2002-03:

Dr. Sherrill L. Amador, Superintendent/President
Jerry R. Patton, Assistant Superintendent/Vice President
for Finance and Administrative Services

Exhibit L-14

15. RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR OPERATION OF REGIONAL OCCUPATIONAL PROGRAMS, FY 2002-03

The Governing Board hereby approves an agreement between the Palomar Community College District and the San Diego County Superintendent of Schools for the operation of the **Regional Occupational Program** courses and services for fiscal year 2002-2003 (effective July 1, 2002, and terminating June 30, 2003), with an estimated budget, including carry-over, in the amount of One Million, Six Hundred Eighty One Thousand, Seven Hundred One Dollars (\$1,681,701.00), and the Superintendent/President of the District is hereby authorized to execute the agreement on behalf of the District.

16. RECOMMENDATION: ACTION – APPROVE RENEWAL OF TELECOMMUNICATIONS MAINTENANCE AGREEMENT WITH QUINTRON TELEPHONE SYSTEMS, INC.

The Governing Board of the Palomar Community College District hereby approves the renewal of the telecommunications maintenance agreement with **Quintron Telephone Systems, Inc.**, for two additional years, effective July 1, 2002, through June 30, 2004, at the annual amount for yearly maintenance of \$49,428.00 per contract year. **Exhibit L-16**

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 with Real Property Negotiator, pursuant to Government Code 54956.8.

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT