



**GOVERNING BOARD MINUTES  
REGULAR MEETING, GOVERNING BOARD  
PALOMAR COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD ROOM  
COLLEGE CAMPUS  
SAN MARCOS, CALIFORNIA  
TUESDAY, SEPTEMBER 10, 2002, 6:00 P.M.**

**A. CALL TO ORDER**

Dr. Robert L. Dougherty, Jr., President, called the regular meeting of the Palomar Community College District Governing Board to order at 6:00 p.m.

**B. ROLL CALL**

**TRUSTEES PRESENT:**

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

**EXECUTIVE ADMINISTRATORS PRESENT:**

Dr. Sherrill L. Amador, Superintendent/President  
Diane Lutz, Assistant Superintendent/Vice President, Instruction  
Joseph Madrigal, Assistant Superintendent/Vice President, Student Services  
Jerry Patton, Assistant Superintendent/Vice President, Finance and Administrative Services

**BB. CLOSED SESSION**

Dr. Dougherty declared a quorum present, and the Board went into Closed Session at 6:00 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.

**BBB. RECONVENE TO OPEN SESSION**

There was no reportable action taken during closed session.

**STAFF PRESENT:**

Barbara Baldrige, Executive Assistant, President's Office  
Chris Barkley, President, Faculty Senate; Associate Professor, English  
Kathy Davis, Vice President, CCE/AFT; Information Services Support Specialist  
Mary Ann Drinan, Co-President, PFF; Associate Professor/Chair, Economics, History, and  
Political Science  
Mark Evilsizer, Adjunct Faculty Member  
Doug Key, President, The Faculty; Associate Professor, Earth Sciences  
Susan Snow, Associate Professor, Mathematics  
Jose Vargas, Vice President, Administrative Association; Manager, Network and Technical  
Services

Others present are listed on the sign-in sheets.

**QUORUM ESTABLISHED**

Following the pledge of allegiance to the flag, the group observed a moment of silence in memory of the victims of September 11, 2001. Dr. Dougherty declared a quorum present, and the meeting proceeded with the order of business.

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

**BBBB. PUBLIC HEARING - PROPOSED 2002-2003 BUDGET**

**1. PRESENTATION OF PROPOSED 2002-2003 BUDGET**

Jerry Patton presented the proposed budget for the 2002-2003 fiscal year.

**2. OPEN PUBLIC HEARING ON PROPOSED 2002-2003 BUDGET**

Dr. Dougherty opened the public hearing at 7:42 p.m.

**3. CLOSE PUBLIC HEARING**

As there were no comments from the public, the hearing was closed at 7:42 p.m.

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

MSC McMullen, Jensen

**RESOLUTION 02-20746**

**BE IT RESOLVED, That** the Palomar Community College District **Annual Financial and Budget Report**, (Financial Report for Fiscal Year 2001-2002, Budget Report for Fiscal Year 2002-2003) be approved. **Exhibit BBBB-4**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**C. APPROVAL OF MINUTES**

MSC Nelson, McMullen

The Governing Board hereby approves the Minutes of the Regular Meeting of August 13, 2002.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

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

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

1. Item H-8, line 34, page 5, should read (changes in **bold**):  
Voth, Anne                      Coordinator, Tenure **Review and Evaluation**      80%
2. Item H-8, line 57, page 5, should read (change in **bold**):  
Sivert, Shayla                      **ESL Coordinator**    **25%**
3. Item L-9, page 20:  
**Item removed from agenda.**

**E. REPORT OF THE GOVERNING BOARD PRESIDENT**

Dr. Dougherty reported that he will not be attending the CCCT Board meeting in Sacramento but will be attending the meeting of the Inland Valleys Trustee and CEO Association on September 20 at Riverside. He asked if anyone had anything they want him to bring up with the group, which consists of 12 community college districts, to please notify him. The group is doing its best to get adequate funding for community colleges.

**F. REPORTS OF THE GOVERNING BOARD MEMBERS**

Mr. Haro reported that he recently attended a GEAR UP evening at the Boys and Girls Club and was pleased that this is another example of Palomar College helping our community.

Mr. McMullen noted that he had recently retired after 25 years from a government position. Many times, he was a participant in negotiations for contracts. He recently learned that there are over 300 full-time faculty members, yet only 108 are dues-paying union members. Of the approximately 800 adjunct faculty members, only 128 belong to the union. Those are the only ones who are going to vote. In his experience, he has never seen such a low percentage of participation. He encouraged those who are not participating to pay their dues and vote. People who don't vote cannot complain about the outcome.

Dr. Nelson commented that the Convocation was well organized, and the breakout sessions were very well attended. The comments shared were honest and candid, and a lot of very positive and uplifting things were said.

**G. REPORT OF THE SUPERINTENDENT/PRESIDENT**

1. Report of Vice President for Instruction

a. Introduction of New Faculty Members

Ms. Lutz introduced Molly Faulkner, Assistant Professor, Performing Arts, and Susan Miller, Assistant Professor, Sociology/Psychology, and discussed their education and experience.

Ms. Lutz also reported that the Police Academy had held its graduation on August 31 with a very moving ceremony. Eleven of the graduates have already obtained police officer positions.

2. Report of Vice President for Student Services

Sean Weimer reported that the ASG will plant two trees to be symbolic of the twin towers on September 11 at its memorial ceremony at 12 o'clock at the Friendship Pavilion. The names of the victims of 9/11 will be read. He asked everyone to attend.

3. Report of Vice President for Finance and Administrative Services

Mr. Patton reported that the strategic planning survey had revealed that one of the staff's greatest concerns was inadequate parking. Consequently, just prior to the opening of the fall semester, lots 1 and 2 were reconfigured by adding 163 additional parking places. Plans are to study all of the other lots on campus and make similar revisions. Mr. Patton introduced representatives from Hanson Construction, the company that completed the reconfiguration of lots 1 and 2 before the start of classes, and thanked them for their extra effort to finish the job on time. Mr. Patton noted that they are one of the best companies he has worked with in years. The quality of work was great, and they came in under budget and on time. New lights and irrigation have been installed, and trees will be planted soon. Dr. Nelson commented that the campus is looking very nice.

Mr. Patton reported that we had participated in a consortium with the CCLC to purchase electricity from Enron. After receiving notice of their bankruptcy, CCLC interviewed several firms and ended up with AES NewEnergy, Inc. The cost is more than our Enron contract, but part of the reason for the increase is that this company will have to pay the state-imposed surcharge, which Enron was not required to pay. The cost will still be less, however, than if we were to purchase electricity from SDG&E. We have the option of looking for a new provider early in 2003 as the contract with AES NewEnergy will terminate on March 31.

Mr. Patton noted that the Information Services Department has developed a good relationship with the labs, and the person who has been very instrumental in this has been Dean Gene Jackson, whose retirement the Board will be accepting at tonight's meeting. At this time, Rick Sanchez presented Dean Jackson with a memento of thanks from the Information Services Techs and the Help Desk, which read as follows:

"Gene Jackson - In recognition of your support and vision in furthering the efforts of technology and bringing to the forefront of Palomar College. Because of your dedication, Palomar College has been acknowledged as a leader in technology, which contributed to Palomar's selection as a Vanguard College. Thank you for many years of service to the Palomar College community. Information Services Department – September 10, 2002"

4. Report of Vice President for Human Resource Services – There was no report.

Dr. Amador reported that we had a very successful start this year in terms of enrollment and accommodating students. As of September 9, we were up 3.8% over last fall, which is up considerably because we are carrying 1,240 FTES, which is the WSCH last year. That means we are up a lot more than we are funded for. In addition, Herman Lee has indicated that, unofficially, we are up 7% in WSCH, which is the manner in which we are funded. We are continuing with the problem of having far more students than the state is funding us. If the 69% that Mr. Patton mentioned during the presentation of the budget should be reduced, the problem will be worsened. Although the majority of students were accommodated, unfortunately, not everyone was accommodated because when there are not enough funds, students lose out. The faculty has been very accommodating in admitting as many students as they can. Dr. Amador stated that she appreciates the faculty's cooperation, as well as the classified staff and those in all the offices who are listening to the students who are upset because they couldn't get into the classes they wanted. The system is now dropping students who do not pay their fees, which should increase our efficiency. Dr. Amador suggested writing the Governor to let him know that we have unfunded FTES statewide. We are all experiencing this growth, and it is a huge problem. Tidal Wave 2 is here.

On September 19, 3-4:30 p.m., there will be a retirement celebration for Gene Jackson in the Robert Thorne Matchett Garden.

On September 17, 7 p.m., there will be an orientation for all Governing Board candidates in the Governing Board Room.

Dr. Amador gave special thanks to Mike Ellis and his crew for the work they accomplished in getting the facility ready to open. In addition, she thanked Pat Barrett, her crew, and Aramark for getting food services up and running. This also required a great deal of effort on the part of the Facilities Department. The Information Services staff was also very busy at the last minute being sure that everything was working properly.

<b>CONSENT CALENDAR</b>
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**H. CONSENT CALENDAR**

**GIFTS**

1. ACCEPT GIFTS

MSC Nelson, McMullen

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

- a. Glass for use in the Art Department, donated by **Don Gilbert**, 1702 Elevado Street, Vista, California 92084. Cash value as estimated by donor is \$300.00.
- b. Two waterbed mattresses for use as outdoor play equipment in the Child Care Center, donated by **Pam Pretz**, 3223 Valley Glen, Oceanside, California 92056. Cash value as estimated by donor is \$150.00.

- c. Telemetry Transmitter Boxes (4) and Five-Lead Snap Sets (4) for use in the Nursing Department, donated by **Kathy Rogers** of Philips Medical Systems, 3000 Minuteman Road, Andover, Massachusetts 01810. Cash value as estimated by donor is \$3,608.00.
- d. Brother Electric Typewriter, Typewriter Stand, Typewriter Supplies for use in the Communications Department, donated by **Norene Murphy Hokett**, 6957 Wilding Place, Riverside, California 92506. Cash value as estimated by donor is \$100.00.
- e. Printmaking Supplies for Printmaking Classes, donated by **Art Hopkins**, 29937 Miller Lane, Valley Center, California 92082. Cash value as estimated by donor is \$1,390.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## TRAVEL

### 2. APPROVE TRAVEL EXPENSES

MSC Nelson, McMullen

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

- a. **Robert L. Dougherty, Jr., M.D.**
  - Advanced Funds? Yes
  - For: Mileage, miscellaneous
  - To attend: Inland Valley Trustee & CEO Association Meeting
  - Location: Riverside City College
  - Date: September 20, 2002
  - Amount: \$108.40
  - Budget Acct. No.: 575200-11-111100-66100-10-2003-0000000

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## FISCAL SERVICES

### 3. APPROVE REVOLVING CASH EXPENDITURES

MSC Nelson, McMullen

The Governing Board hereby approves the **Revolving Cash Expenditures** for the month of July, 2002. **Exhibit H-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

MSC Nelson, McMullen

The Governing Board hereby approves the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for the quarter ending **June 30, 2002**. **Exhibit H-4**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE DRAWING NEW WARRANTS**

MSC Nelson, McMullen

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

- a. Warrant #76-059682, dated October 11, 2001, in the amount of \$63.00, to Stan Wichowski, 7314 Lily Place, Carlsbad, California 92009. Voided due to stale dating.
- b. Warrant #76-062984, dated November 15, 2001, in the amount of \$24.75, to Andre P. Garday, 12947 Ramona Avenue, Chino, California 91710. Voided due to stale dating.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**BUSINESS SERVICES**

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

MSC Nelson, McMullen

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 information spreadsheet **Exhibit H-6**. All purchases listed are made against the 2002-2003 fiscal year budget.

Re-Encumbered				
FY 2002 PO's	0300020	through	0300036	\$ 46,790.33
Purchase Orders	0340031	through	0340102	\$ 192,413.71
Travel	0350018	through	0350028	\$ 3,756.00
Advertising/Increases	0360004	through	0360005	\$ 1,153.00
Agreement/Services	0370063	through	0370110	\$ 654,223.18
Repairs	0375015	through	0375027	\$ 160,732.90
Agreement/Annual	0380044	through	0380086	\$ 364,949.92
Utilities	0395024	through	0395023	\$ 97,297.44
Procurement Card	Time Period: 07/23/02 – 08/22/02			\$ 161,596.53

Total \$1,682,913.01

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PERSONNEL**

**7. APPROVE PERSONNEL ACTIONS HISTORY**

MSC Nelson, McMullen

The Governing Board hereby approves the **Personnel Actions History** report, which includes hires and pay rate changes for short-term and student employees for the month of **August, 2002. Exhibit H-7**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. Item was removed from Consent Calendar.

**9. RATIFY CHANGE TO CLASSIFIED POSITION**

MSC Nelson, McMullen

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

- a. **Position: ADMISSIONS ASSISTANT**  
Name: Cristina Armenta  
Department: Admissions & Records  
Position #: 005825 New?: No  
Remarks: Increase position from 50% to 100%. Funded - Matriculation  
Sal Grade/Step: **16/2** Salary: **\$2,492.73/month**  
% of position: 100% # Mos: 12  
Effective: September 1, 2002  
Account(s): K-212200-441100-63200-1612120/100%  
Note: 3% added to base salary for hours worked between 6 pm-10 pm
- b. **Position: ADMISSIONS ASSISTANT**  
Name: Ardith D. Burrows  
Department: Admissions & Records at Palomar College Escondido Center  
Position #: 005840 New?: No  
Remarks: Increase position from 50% to 100%  
Sal Grade/Step: **16/5** Salary: **\$2,884.73/month**  
% of position: 100% # Mos: 12  
Effective: September 1, 2002  
Account(s): A-212200-421100-62100-0000000/55%  
A-212200-424100-62100-0000000/45%  
Note: 3% added to base salary for hours worked between 6 pm-10 pm

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**10. RATIFY NEW CLASSIFIED POSITIONS**

MSC Nelson, McMullen

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: Career and Technical Education  
Position #: 006269      New?: Yes  
Remarks: Educational Opportunity Center; Funded - 100% HEA  
Sal Grade/Stp: **20/1**      Salary: **\$2,617.79/month**  
% of position: 100%      # of Mos: 12  
Effective: September 15, 2002  
Account(s): K-212200-331500-63900-1112304/100%
  
- b. **Position: OUTREACH COORDINATOR**  
Department: Career and Technical Education  
Position #: 006268      New?: Yes  
Remarks: Educational Opportunity Center; Funded - 100% HEA  
Sal Grade/Stp: **20/1**      Salary: **\$2,617.79/month**  
% of position: 100%      # of Mos: 12  
Effective: September 15, 2002  
Account(s): K-212200-331500-63900-1112304/100%
  
- c. **Position: SENIOR OFFICE SPECIALIST**  
Department: Career and Technical Education  
Position #: 006267      New?: Yes  
Remarks: Educational Opportunity Center; Funded - 100% HEA  
Sal Grade/Stp: **14/1**      Salary: **\$2,260.65/month**  
% of position: 100%      # of Mos: 12  
Effective: September 15, 2002  
Account(s): K-212200-331500-63900-1112304/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**11. RATIFY CLASSIFIED RECLASSIFICATION**

MSC Nelson, McMullen

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

- a. **Position: MEDIA SPECIALIST**  
Department: Academic Technology Resource Center  
Name: Elaine M. Armstrong  
Position #: 005369      New?: No  
Remarks: Position placement was 29/11  
Effective: September 1, 2002 (retro to 1/1/2002)  
% of position: 100%      # of Mos: 12  
Sal Grade/Stp: **30/11**      Salary: **\$4,328.91/month**  
Account(s): A-212200-315100-61150-0000000/100%

- b.     **Position:**        **ACADEMIC TECHNOLOGY SUPPORT SPECIALIST**  
Department:    Academic Technology Resource Center  
Name:            David E. Gray  
Position #:     005889            New?:            No  
Remarks:       Title same, placement was 28/6. Funded – 100% PFE  
Effective:      September 1, 2002 (retro to 1/1/2002)  
% of position:  100%            # of Mos:       12  
Sal Grade/Stp: **32/6**            Salary:           **\$4,363.79/month**  
Account(s):    A-212200-315100-61150-0611400/100%
- c.     **Position:**        **ACADEMIC TECHNOLOGY SUPPORT SPECIALIST**  
Department:    Academic Technology Resource Center  
Name:            Christopher M. Norcross  
Position #:     005058            New?:            No  
Remarks:       Title same, placement 28/3  
Effective:      September 1, 2002 (retro 1/1/2002)  
% of position:  100%            # of Mos:       12  
Sal Grade/Stp: **32/3**            Salary:           **\$3,867.15/month**  
Account(s):    A-212200-315100-61150-0000000/100%
- d.     **Position:**        **ACADEMIC TECHNOLOGY SUPPORT SPECIALIST**  
Department:    Academic Technology Resource Center  
Name:            Shay E. Phillips  
Position #:     006113            New?:            No  
Remarks:       Title same, placement 28/3. Funded - 100% PFE  
Effective:      September 1, 2002 (retro 1/1/2002)  
% of position:  100%            # of Mos:       12  
Sal Grade/Stp: **32/3**            Salary:           **\$3,867.15/month**  
Account(s):    A-212200-315100-61150-0611400/100%
- e.     **Position:**        **ACADEMIC TECHNOLOGY SPECIALIST**  
Department:    Palomar College Escondido Center  
Name:            Dean A. Peterson  
Position #:     005763            New?:            No  
Remarks:       Was Instructional Computer Lab Technician, placement 28/6  
Effective:      September 1, 2002 (retro to 7/1/2002)  
% of position:  100%            # of Mos:       12  
Sal Grade/Stp: **32/6**            Salary:           **\$4,363.79/month**  
Account(s):    B-212200-354200-60910-0000000/100%
- f.     **Position:**        **STAFF ASSISTANT**  
Department:    Library Media Center  
Name:            Christie L. Bundy  
Position #:     005038            New?:            No  
Remarks:       Was Administrative Secretary, placement 19/18  
Effective:      September 1, 2002 (retro to 1/1/2002)  
% of position:  100%            # of Mos:       12  
Sal Grade/Stp: **23/18**            Salary:           **\$3,927.28/month**  
Account(s):    A-212200-317100-61200-0000000/100%

- g.     **Position:**        **ADMINISTRATIVE SECRETARY**  
Department: Palomar College Police Department  
Name: Linda A. Mack  
Position #: 005778        New?:            No  
Remarks: Position was Office Specialist, placement 10/5. Funded – 75%  
              Parking lot fees.  
Effective: September 1, 2002 (retro to 7/1/2002)  
% of position: 100%        # of Mos:        12  
Sal Grade/Step: **19/5**        Salary:           **\$3,104.78/month**  
Account(s): A-212200-543100-69500-0811020/25%  
              K-212200-543100-69500-1812070/75%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**12.     RATIFY ADMINISTRATIVE RECLASSIFICATION**

MSC    Nelson, McMullen

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

- a.     **Position:**        **MANAGER FACILITY PLANNING/ENVIRONMENTAL HEALTH  
& SAFETY**  
Department: Health & Safety  
Name: Kelley J. Hudson-Maclsaac  
Position #: 005655        New?:            No  
Remarks: Position title same, placement was 56/12  
Effective: September 1, 2002  
% of position: 100%        # of Mos:        12  
Sal Grade/Step: **59/12**        Salary:           **\$6,358.40/month**  
Account(s): A-212100-545100-67740-00000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**13. RATIFY CHILD DEVELOPMENT CENTER TEACHER RECLASSIFICATION**

MSC Nelson, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **reclassification** of the following **child development center teacher position**:

- a.     **Position:**        **TEACHER II**  
Department:    Child Development Center  
Name:            Marianne Swift-Gifford  
Position #:      006016            New?:            No  
Remarks:        Position was Master Teacher II placement D/3  
Effective:       September 1, 2002  
% of position:   100%            # of Mos:       12  
Sal Grade/Stp:  **C/3**            Salary:         **\$1,608.11/month**  
Account(s):     U-111000-364300-69200-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**14. RATIFY RESIGNATION**

MSC Nelson, McMullen

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

- a.     **SHELLEY P. BARRETT**, Career Center Advisor, Career Services, effective August 21, 2002 (last day of employment 8/20/2002).  
b.     **JUDY K. HAHN**, Financial Aid Advisor, Financial Aid & Scholarships, effective September 7, 2002 (last day of employment 9/6/2002).  
c.     **CLARISSA R. JENKINS**, Instructional Support Assistant I, Business Education, effective August 2, 2002 (last day of employment 8/1/2002).  
d.     **MARILYN L. STARWALKER**, Supervisor Interpretation Services, Disabled Student Programs & Services, effective October 1, 2002 (last day of employment 9/30/02).  
e.     **TAMMIE L. PONTSLER**, Career Center Advisor, Career Services, effective October 1, 2002 (last day of employment 8/31/2002).  
f.     **MIGUEL REYES PEREZ**, Food Services Assistant, Food Services, effective October 1, 2002 (last day of employment 8/30/2002).

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**15. 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. **KATHRYN E. SHEERON**, Admissions Assistant, Admissions & Records, effective September 7, 2002.
- b. **JUDITH R. TOKAS**, Academic Department Assistant, English as a Second Language, effective October 1, 2002.

**16. 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. **GENE M. JACKSON**, Dean, Arts and Languages, effective October 1, 2002.

**17. RATIFY CLASSIFIED EMPLOYMENT**

MSC Nelson, McMullen

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

- a. Name: **MELISSA E. KLOZ**  
Position: Financial Aid Advisor  
Department: Financial Aid & Scholarships  
Position #: 005564 New?: No  
Remarks: Replacement for Amy Martin-Small; promotion for Ms. Kloz; funded 89.5% District, 6.5% designated and 4% restricted.  
Sal Grade/Stp: **24/2** Salary: **\$3,031.43/month**  
% of Position: 100% # of Mos: 12  
Effective: August 26, 2002  
Account #(s): A-212200-475100-64600-0000000/89.5%  
A-212200-475100-64600-0811010/6.5%  
K-212200-475100-64600-1612000/4%
- b. Name: **LINDA C. BONNER**  
Position: Senior Buyer  
Department: Purchasing Services  
Position #: 005579 New?: No  
Remarks: Replacement for Jenny Akins  
Sal Grade/Stp: **24/1** Salary: **\$2,884.73/month**  
% of Position: 100% # of Mos: 12  
Effective: September 9, 2002  
Account #(s): A-212200-531100-67760-0000000/100%

- c. Name: **DEBRA J. McBRAYER**  
Position: Senior Administrative Secretary  
Department: Mathematics and the Natural and Health Sciences  
Position #: 005233 New?: No  
Remarks: Replacement for Barbara Quas  
Sal Grade/Step: **23/1** Salary: **\$2,814.99/month**  
% of Position: 100% # of Mos: 12  
Effective: August 28, 2002  
Account #(s): A-212200-341100-60910-0000000/100%
- d. Name: **GERARD R. PEREZ**  
Position: Community Services Officer  
Department: Palomar College Police Department  
Position #: 005760 New?: No  
Remarks: Voluntary Demotion for Mr. Perez; funded – parking lot fees.  
Sal Grade/Step: **11/13** Salary: **\$2,777.73/month**  
% of Position: 100% # of Mos: 12  
Effective: September 1, 2002  
Account(s): K-212200-543100-69500-1812070/100%
- e. Name: **ROSEMARIE SANCHEZ**  
Position: Career Center Advisor  
Department: Career Services  
Position #: 005990 New?: No  
Remarks: Replacement for Shelly Barrett; reinstatement for Ms. Sanchez.  
Sal Grade/Step: **20/3** Salary: **\$1,298.13/month**  
% of Position: 45% # of Mos: 12  
Effective: September 6, 2002  
Account(s): A-212200-462100-63100-0000000/100%
- f. Name: **KYLEE A. McDOWELL**  
Position: Senior Office Specialist  
Department: Art - Boehm Gallery  
Position #: 006073 New?: No  
Remarks: Replacement for Ann Pablan  
Sal Grade/Step: **14/1** Salary: **\$1,085.11/month**  
% of Position: 48% # of Mos: 10  
Effective: September 9, 2002  
Account #(s): A-212200-322400-61400-0000000/100%  
Note: Normal work schedule: Tuesday, 9:00 am - 4:00 pm;  
Wednesday, 10:00 am - 7:00 pm; Friday, 10:00 am - 2:00 pm.  
3% salary differential will be paid for hours worked between 6:00 pm and 10:00 pm.

- g. Name: **SUZANNE C. NEMISH**  
Position: Senior Office Specialist  
Department: Art - Boehm Gallery  
Position #: 006262 New?: Yes  
Remarks: Position approved 7/9/02  
Sal Grade/Stp: **14/1** Salary: **\$1,017.29/month**  
% of Position: 45% # of Mos: 12  
Effective: September 9, 2002  
Account #(s): A-212200-322400-61400-0000000/100%  
Note: Normal work schedule: Tuesday, 1:00 pm - 4:00 pm;  
Wednesday, 1:00 pm - 4:00 pm; Thursday, 10:00 am - 7:00 pm;  
Saturday, 10:00 am - 2:00 pm. 3% salary differential will be paid  
for hours worked between 6:00 pm and 10:00 pm.
- h. Name: **JEFFREY M. JONES**  
Position: Groundskeeper  
Department: Grounds Services  
Position #: 005676 New?: No  
Remarks: Replacement for Artemio Cisneros  
Sal Grade/Stp: **13/1** Salary: **\$2,206.53/month**  
% of Position: 100% # of Mos: 12  
Effective: September 9, 2002  
Account #(s): A-212200-542300-65500-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**18. RATIFY CORRECTION TO ACADEMIC CONTRACTS**

MSC Nelson, McMullen

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

- a. Name: **MARGARET M. FAULKNER**  
Position: Assistant Professor  
Department: Performing Arts (Dance)  
Remarks: Increased step placement due to verification of previous related  
work experience.  
Sal Grade/Stp: F/8 Salary: **\$5,894.57/month**  
% of position: 100%  
# of Mos: 10  
Effective: August 23, 2002  
Account #(s): A-111000-327200-10080-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**19. GRANT EQUIVALENCY FOR DISCIPLINES**

MSC Nelson, McMullen

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

Catherine Collins - Mathematics  
Carlene Henderson – Child Development  
William Laird – Career and Technical Education  
Dien V. Nguyen - Mathematics  
Thomas Ramey – Computer Science and Information Systems  
Martin Theiler – Computer Science and Information Systems

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**20. RATIFY ADJUNCT FACULTY EMPLOYMENT**

MSC Nelson, McMullen

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

**FALL 2002**

**AMERICAN INDIAN STUDIES**

Estrada, Gabriel	American Indian Studies	\$39.91
	B.A., Anthropology	
	M.A., Comparative Cultural & Literary Studies	
	Ph.D., Comparative Cultural & Literary Studies	

**ART**

Martin, Gregory	Art	\$39.91
	A.A., Art, Painting and Drawing	
	B.F.A., Illustration	
	M.F.A., Art	

**BEHAVIORAL SCIENCES**

McCrone, Patricia	Sociology	\$37.49
	B.A., Sociology	
	M.A., Sociology	
Midkiff, Eleanor	Psychology	\$39.91
	A.B., Psychology	
	M.A., Psychology	
	Ph.D., Psychology	

**BUSINESS EDUCATION**

Bui, Oahn Office Information Systems \$36.29  
B.S., Business Administration (Information Systems)  
2 + Years Experience

Kegler, Dorothy Office Information Systems \$37.49  
A.A., Business Administration  
B.S., Business Administration  
M.A., Education (Educational Leadership)

**CHILD DEVELOPMENT**

Everett, Barbara Child Development \$37.49  
B.S.E., Elementary Education  
M.A., Education

Henderson, Carlene Child Development \$37.49  
B.A., Liberal Arts  
M.S., Education

Sachs, Robin Child Development \$37.49  
B.A., Child Development  
M.A., Education (Counseling)  
California Community College Instructor  
Credential – Nursery School and Pre-School  
Education

**COMPUTER SCIENCE AND INFORMATION SYSTEMS**

Bockes, Mark Computer Science and Information Systems \$37.49  
B.S., Liberal Studies  
M.S., Business Administration

Freeman, David Computer Science and Information Systems \$37.49  
B.A., Psychology  
M.A., General Educational Administration

Ramey, Thomas Computer Science and Information Systems \$36.29  
A.S., Computer Applications & Network  
6 + Years Experience

Wallihan, Scott Computer Science and Information Systems \$36.29  
B.S., General Biology  
2 + Years Experience

Theiler, Martin Computer Science and Information Systems \$36.29  
Coursework  
6 + Years Experience

**COMMUNICATIONS**

Jacoby, Peter Radio and Television \$37.49  
B.A., Literature & Writing Studies  
M.A., Literature & Writing Studies

**DENTAL ASSISTING**

Bartell, Susan	Dental Assisting A.A., Dental Assisting B.V.E., Vocational Education 2 + Years Experience	\$36.29
Holl, Catherine	Dental Assisting B.S., Dental Assisting Education 2 + Years Experience California Community College Instructor Credential – Health and Physical Care Services and Related Technologies	\$36.29
Rudy, Denise	Dental Assisting A.A., General Studies 6 + Years Experience	\$36.29
Taylor, Ivana	Dental Assisting B.A., Slavic Languages & Literature and German Language and Literature 2 + Years Experience	\$36.29

**ECONOMICS, HISTORY, AND POLITICAL SCIENCE**

Williams, Joshua	Economics B.A., International Economics M.A., Economics	\$37.49
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**ENGLISH**

Nelson, Kathleen	English A.A., Liberal Arts and Sciences B.A., English M.A., English	\$37.49
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**FAMILY AND CONSUMER SCIENCES**

Hartwigsen, Vonnie	Interior Design B.S., Education 2 + Years Experience	\$36.29
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**FOREIGN LANGUAGES**

Hamilton, Jerry	Spanish B.A., Social Science M.A., Spanish	\$37.49
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**GRAPHIC COMMUNICATIONS**

Hall, Larry	Mathematics A.A., General Studies 6 + Years Experience	\$36.29
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**MATHEMATICS**

Atkins, Mary	Mathematics B.S., Mathematics M.A.T., Mathematics M.S., Computer Science	\$39.91
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Collins, Catherine	Mathematics B.A., Mathematics M.S., Meteorology	\$37.49
Nguyen, Dien V.	Mathematics B.A., Mathematics M.S., Applied Mathematics (Pending)	\$36.29
Rostoker, Stephen	Mathematics B.A., Mathematics M.A., Mathematics	\$37.49
<b>PUBLIC SAFETY</b>		
Murphy, Shannon	Administrative Justice B.A., Political Science 2 + Years Experience	\$36.29
<b>SPEECH COMMUNICATIONS, FORENSICS, AND ASL</b>		
Miner, Annette	American Sign Language B.S., Psychology M.A., Psychology Specialist in Education	\$39.91
<b>TRADES AND INDUSTRY</b>		
Padoan, Silvano	ECH Technology B.S., Electrical Engineering 2 + Years Experience	\$36.29
<b>CAREER AND TECHNICAL EDUCATION</b>		
Laird, William	Water Technology Coursework 6 + Years Experience	\$36.29

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

21. **APPROVE REDUCTION IN FORCE**

MSC Nelson, McMullen

**RESOLUTION 02-20747**

**WHEREAS**, due to lack of work and/or lack of funds, the Governing Board hereby finds that it is in the best interest of the District to **reduce and/or eliminate the following position**, which is held by a classified employee of the District, pursuant to Education Code Sections 88014, 88015, 88017, 88117, and 88127; and also CCE/AFT Handbook B.P.-15 Layoffs:

**Senior Accounting Assistant 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 position;

**NOW, THEREFORE, BE IT RESOLVED, That** the above-designated position, number 006208 shall be reduced and/or eliminated as of November 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 Tenth day of September, 2002, by the Governing Board of the Palomar Community College District.

\_\_\_\_\_/\_\_\_\_\_  
Secretary to the Governing Board / Date

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**COUNSEL, CONTRACTS**

**22. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

MSC Nelson, McMullen

The Governing Board hereby ratifies and approves all contracts and agreements for the period July 1, 2002, through August 31, 2002, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-22**.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**Resumption of  
REGULAR AGENDA**

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

**8. RATIFY ASSIGNED TIME AND STIPENDS**

MSC Jensen, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding continuing the current practice of granting **assigned time and stipends** for faculty for the 2002-2003 academic year:

Name	Position	%	Stipend
Crouthamel, Steven	Chair, American Indian Studies	20%	\$3810
Reed, Barry	Chair, Art	30%	\$2158.50
Schultz, Jay	Chair, Art	30%	\$2158.50
Humphrey, Terry	Chair, Behavioral Sciences	40%	\$4317
Dowd, Bonnie Ann	Chair, Business Education	60%	\$4317
Groschwitz, Edwin	Chair, Chemistry	20%	\$3810
Studinka, Diane	Chair, Child Development	20%	\$3810

Stachelek, Paul	Chair, Communications	40%	\$4064
Smith, Anthony	Chair, Computer Science/Info Systems	60%	\$4317
McDonough, Bruce	Chair, Cooperative Education	20%	\$3810
Barr, Rebecca	Chair, Counseling	20%	\$4168.20
Trujillo, Alan	Chair, Earth Sciences	40%	\$4064
Drinan, Mary Ann	Chair, Economics, History, & Poli. Sci.	60%	\$4317
Moffat, Deborah	Director, Emergency Medical Education	40%	\$4064
Quintero, Jack	Chair, English	60%	\$4317
Henson, Lynne	Chair, English as a Second Language	60%	\$4317
Galli, Nancy	Chair, Family & Consumer Sciences	20%	\$3810
Evans, Martha	Chair, Foreign Languages	60%	\$4317
Payn, Lillian	Chair, Graphic Communications	20%	\$3810
Thompson, Sara	Chair, Life Sciences	60%	\$4317
Wiestling, Jay	Chair, Mathematics	80%	\$4571
Valdez, John	Chair, Multicultural Studies	20%	\$3810
Clyne, Kathleen	Chair, Nursing Education	60%	\$4317
Gilson, Robert	Chair, Performing Arts	60%	\$4317
Vetter, Robert	Chair, Physical Education	60%	\$4317
Nakajima, Takashi	Chair, Physics & Engineering	20%	\$3810
Levy, Stanley	Director, Reading Services	20%	\$3810
Mills, Patrick	Chair, Speech Comm./Forensics/ASL	40%	\$4064
Reiss, Anne	Chair, Trade & Industry	60%	\$4317
Arguello, Michael	Academic Tech. Resources Coordi.	80%	
deBarros, Philip	Archaeology Coordinator	20%	
Gach, Peter	Artist in Residence – President’s Assoc.	40%	
Garlow, Katheryn	Coordinator, Professional Development	80%	
Voth, Anne	Coordinator, Tenure Review and Eval.	80%	
Cnossen, Jon	Coordinator, Wellness Fitness Center	25%	
Laughlin, Teresa	Curriculum Committee Co-Chair	20%	
Versaci, Rocco	Director, English Lab	50%	
Chakkanakuzhi, Mathews	Director, Math Learning Center	20%	
Lane, Mark	Director, Planetarium	20%	
Pesavento, James	Director, Planetarium	30%	
Zacharias, Gary	English 10/50 Coordinator	13.3%	
Weldele, Colleen	ESL Student Related Activities	25%	
Weldele, Colleen	ESL Academic Coordinator	15%	
Chen, Lihe	ESL Coordinator	15%	
Lowther, Carol	ESL Coordinator	15%	
Furch, Martha	ESL Coordinator	25%	
Khurana, Nimoli	ESL Coordinator – Fallbrook	25%	
Lowther, Carol	ESL Evening Coordinator – Escondido	25%	
Chen, Lihe	ESL Evening Coordinator – San Marcos	25%	
Garlow, Katheryn	ESL Morning Coordinator – San Marcos	20%	
Treais, Evelyn	ESL Multi-site Coordinator	25%	
Henson, Lynne	ESL Student Related Activities	25%	
Furch, Martha	ESL VESL Coordinator – San Marcos & Escondido	25%	
Barkley, Christine	Faculty Senate President	60%	
Woods, April	Faculty Senate Secretary	20%	
Mendez, Mario	Faculty Senate Vice President	20%	
Sivert, Shayla	ESL Coordinator	25%	
Studinka, Diane	Liaison to the Children’s Center	20%	
Key, Douglas	The Faculty President	20%	
Galli, Nancy	The Faculty Vice President/Secretary	20%	
Boyd, David	Theatre Technical Director	20%	

Mary Ann Drinan stated that she had requested that this item be pulled from the consent calendar because there are some items on the list that differ from last year's list. PFF believes that these items are subject to negotiations, which have not occurred. She stated that there should be a reassigned time of 20% for Dental Assisting, which was on previous lists. With regard to the ESL Morning Coordinator, Ms. Drinan stated that there was an error in that it is listed at 20%, although it was approved last year at 25% for the individual holding that position. Ms. Drinan also stated that Peter Gach is listed with reassigned time for the Artist in Residence and although they appreciate all his talents and abilities, that is something that was not included last year, and it is not on the reassigned time lists that have been distributed throughout the College. Ms. Drinan asked that this item be reconsidered at another time and that the other changes be made to be consistent with past practice.

Dr. Amador stated, with Gene Jackson's confirmation, that, although Peter Gach's assigned time may have been omitted from the previous year's list, he has been receiving this since 1991, except during the time when he has been on leave. The compensation to pay the replacement for him comes from the Foundation, and this has also been true since 1991. Dr. Amador recommended that Mr. Gach's item be included in the list so that he would not have to pick up a 40% load, since he has been doing this same thing since 1991.

Dr. Amador stated that the ESL Morning Coordinator (Katheryn Garlow) is listed as 20% because she is also the Professional Development Coordinator, listed at 80%, and one person cannot be granted more than 100% assigned time.

Dr. Amador stated that the Dental Assisting Director was approved as an emergency contract at the last meeting. As assigned time is granted only to permanent employees, the person filling this position is not eligible for assigned time. This job title will be added back to the list when a permanent employee is hired in the Spring.

Ms. Drinan stated that, in the past, individuals who have had reassigned time that has exceeded a particular limit have had the ability to take that as a stipend. She requested the opportunity to check on the items mentioned and bring them back to the Board for approval next time because there is a concern that these are items for negotiations. She stated that if things do exist as stated, they can easily take corrective action.

Dr. Amador recommended the Board approve the list as printed so that the employees are able to get paid in the meantime, with the understanding that there may be some items that need further clarification.

Bob Gilson asked if there is another document that deals with stipends without assigned time, and, if so, does that need to be approved by the Board. Dr. Amador suggested he discuss this with Dr. Miyamoto and the PFF. Ms. Drinan stated that the list Mr. Gilson referred to did not come to the Board last year at this time.

The Vote was unanimous.  
Student Trustee Advisory Vote: Abstain

**J. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION**

**Report of the Faculty Senate**

Chris Barkley reported that the Senate made over 70 committee appointments at its meeting yesterday. They were very pleased at the number of faculty members who asked to be considered for committee appointments. However, there are still some committees that need faculty representatives. The Senate will be making some recommendations to PFF, and some concerns will be taken to SPC on the Academic Calendar for 2003-04 and some changes they would like to have made. The Senate discussed the proposed technology restructuring; and an action item will likely come forward at the next meeting. They also discussed an addition to the hiring policy that will come before the Board soon. They also recommended some minor changes to the procedures and have sent them back to the Academic Standards and Practices Committee for incorporation. The Senator orientation is scheduled for next week.

**2. INFORMATION**

**Report of the Palomar Faculty Federation**

Mary Ann Drinan gave the following report: "I have just a very brief set of comments this evening. As we look back in remembrance of the horrific events of 9/11, we find that there is one common response. And that is to value and to find comfort in community. At its core, community means that there is a radius of trust and respect that permeates a group. Palomar College is also a community. The people who work here take pride in their professionalism, their individualism, and their connectedness to other faculty, to classified staff, and to our students. The faculty's sense of commitment to Palomar stems in part from the democratic style in which decisions are made and the respect which historically has been afforded to individual faculty and staff members. However, today on this campus, the term 'shared governance,' which is our way of talking about democratic decision-making and is a concept endorsed by this Board in the past and by its predecessors for decades is now being treated as if it were a quaint visitor from the past. A case in point is the issue of the faculty hiring process. Last spring, the faculty senators, almost without exception, stated their support for the current practice, which is that all those faculty experts within a discipline will make determinations at the first level in terms of screening candidates, of developing interview questions, and then developing various ideas with regard to presentations and demonstrations; and then they actually conduct the interviews, as well, at that first level. It was a collegial process, and administration became involved at successive levels, at the second and the third level. Faculty believes that it is a successful process. There's a commitment to excellence. There's a commitment to diversity. There's a commitment to mentoring new faculty and helping them become part of the community. Now the faculty is being told that there must be an administrative presence and involvement at every single step of the hiring process, without exception. It was further stated this week at the Faculty Senate that if this new policy and procedure were not adopted, then no faculty hiring would occur. The entire process would be halted. This statement, if accurate, appears to be a unilateral imposition of policy. It almost sounds as if it is a punishment for those who honestly disagree. Faculty have to ask 'Where's the commitment to a democratic decision-making that people in our country have prided themselves on over all of these years?' The legislature expects colleges to teach about democracy, and the general public pays hard-earned tax dollars so that the next generation will carry these values into the future. The best way to teach democratic principles is probably to . . . we can look at what Aristotle said. Aristotle said, 'We learn to build houses by building houses, we learn to play the harp by playing the harp, and to be just by doing just things.' The best way to teach

democratic principles is to model them, is to actually live them in our daily lives. And so we ask you, as a Board, to support the integrity of the faculty hiring process and the decisions that faculty have made at that first level. We urge you to reject any kind of style of decision-making that says 'either it's my way or the highway.' Thank you very much."

Dr. Amador commented on Ms. Drinan's remark that there would be no hiring unless a policy is approved. She stated that this is true in that we must have a policy, not any specific policy, because we still have to work through the process.

Mr. McMullen asked what type of policy and procedure is used at other community colleges. Dr. Amador responded that the State Academic Senate is recommending that an administrator serve on the committee at the first level.

Ms. Drinan stated that she knows there is a movement toward standardization of various policies, but that Palomar's policies have been successful in the past in creating a really vital campus, and we have a lot of very creative faculty. She also stated, "standardization can't deliver that kind of creativity and involvement with students and with other faculty. You create an excellent college or university by really looking for those kind of creative approaches, rather than by looking at a kind of standardization."

Mr. Haro asked Ms. Drinan, "Where are we on diversity of the faculty?" Ms. Drinan responded, "I don't have all those figures." Mr. Haro stated, "We're not doing too well in that area as I recall, and that's a standardization you are referring to. That's not good; lack of diversity is not a good thing. It's not good for our students. It's not representative of our community." Ms. Drinan stated, "If you look at the overall faculty, and don't stop with just looking at the full-time faculty, that if you bring in the part-time faculty who are never included in any of these measures at all, you will see a great level of diversity. I mean, you can take individual departments and just see how widely they vary. But I think that if we want to keep those kinds of statistics that we really need to look at what we see in our part-time faculty and the diversity that they bring to this campus as well. And I think that that is certainly a value. Many faculty certainly wanted to continue the affirmative action program." Mr. Haro responded, "We're not talking about affirmative action. We're talking about diversity." Mr. Jensen stated, "I would like to point out that the way you're referring to diversity - Mr. Haro, here, was appointed by the Governing Board." Dr. Amador stated that she will ask Dr. Miyamoto to provide the statistics on the representation.

Chris Barkley stated, "I would like to remind the Board that hiring is an academic and professional matter and that the Board has agreed to rely primarily on the advice of the Faculty Senate in this matter. The Faculty Senate, through its Academic Standards and Practices Committee has been working over the summer to come up with a compromise that is acceptable to all of the various groups that will be involved in hiring. And we believe we have come up with a good compromise. When it does come before you, I would like you to give it the consideration that it is due."

3. **INFORMATION**

**Report of The Faculty**

Doug Key gave the following report: "We are still working on the Constitution. It is a big job because a lot of changes were mandated by the changes at the College, but also as we have been working through, we have seen a lot of things that just simply need changing or need updating after these many years. The convocation day, we had a presentation on the proposed changes. We had a lot of good feedback at that time. And since that time, too, we've had more detailed written feedback. Two people who have had a long history with governance here, Candi Francis and Bonnie Dowd, were kind

enough to give us a lot of detailed feedback. We had a good meeting on Wednesday, at which we went over a lot of the changes. We'll be looking at this more as we have a special meeting in the next few weeks and one more meeting in October. If, by the time we have it in the condition we hope for, we'll be able to send it out sometime not too long after that for a vote of the faculty. Hopefully, then by sometime this fall, we'll have the changes approved. Thank you."

4. **INFORMATION**

**Report of the Administrative Association**

There was no report.

5. **INFORMATION**

**Report of the CCE/AFT**

There was no report.

6. **INFORMATION**

**Report of the Associated Student Government**

Sean Weimer gave the following report: "Tomorrow and on the 12<sup>th</sup>, we are holding club rush with ICC, from 9 to 2. It should prove to be a lot of fun. All the clubs are going to be coming out to show their spirit. Also, the 9/11 ceremony will be taking place tomorrow. The ASG meeting has been changed to 1:30 tomorrow to allow for some time. If anybody wishes, please stop by and sit in on the meeting. It's kinda fun. Thank you."

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

L. **NEW BUSINESS**

1. **SCHEDULE GOVERNING BOARD WORKSHOP FOR SATURDAY, SEPTEMBER 28, 2002, 8:30 TO 11:00 A.M.**

MSC Jensen, Nelson

The Governing Board hereby schedules a **workshop** to discuss Goals, Board Policy Review Project, and the 2002-2003 Annual Implementation Plan on **Saturday, September 28, 2002, 8:30 to 11:00 a.m.**, in the Governing Board Room, on the San Marcos Campus.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **APPROVE ACADEMIC CALENDAR FOR 2003-04, TENTATIVE, PENDING NEGOTIATIONS**

MSC McMullen, Nelson

The Governing Board hereby approves the **Academic Calendar for 2003-04**, Tentative, Pending Negotiations, as shown on **Exhibit L-2**.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **APPROVE RESOLUTION HONORING THOSE WHO LOST THEIR LIVES ON  
SEPTEMBER 11, 2001**

MSC Nelson, Jensen

**RESOLUTION 02-20748**

Recognizing the spirit of the students and staff of Palomar College and desiring to commend and celebrate the courage and character of all people in the United States of America, we, the members of the Governing Board of the Palomar Community College District, hereby offer this resolution in memory of all those who lost their lives and suffered the tragedy of September 11, 2001.

**WHEREAS**, all persons associated with Palomar College, its students, faculty, staff, members of the Governing Board, and all those who live within the District were deeply affected by the tragic events of September 11, 2001, and

**WHEREAS**, all members of this community demonstrated a remarkable spirit of faith and courage in the face of such tragedy, and

**WHEREAS**, the members of this community wish to never forget those who lost their lives and suffered as a result but, instead, insist on honoring that sacrifice, and

**WHEREAS**, one year has passed since the date of this tragedy, and the people of the United States of America stand steadfast in the face of all threats to freedom and liberty and shall forever remain so,

**THEREFORE, BE IT RESOLVED, That**, on this day, the Governing Board of the Palomar Community College District, on behalf of the entire community, honors and remembers all those who gave their lives and sacrificed as a result of the events of September 11, 2001. We promise never to forget.

Mr. Jensen proposed some minor changes in the wording which died for lack of a second.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **REAFFIRM ADOPTION OF FAIR POLITICAL PRACTICES COMMISSION STANDARD  
CONFLICT OF INTEREST CODE; AMEND LIST OF DESIGNATED EMPLOYEES AND  
DISCLOSURE CATEGORIES**

MSC Nelson, McMullen

The Governing Board hereby reaffirms its adoption of the Fair Political Practices Commission Standard Conflict of Interest Code (**Exhibit L-4**):

## **CONFLICT OF INTEREST CODE FOR THE PALOMAR COMMUNITY COLLEGE DISTRICT**

The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the Palomar Community College District.

Designated employees shall file statements of economic interests with the agency who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Upon receipt of the statements of the Palomar Community College District's Board and Superintendent/President, the agency shall make and retain a copy and forward the original of these statements to the County Clerk, San Diego. Statements for all other designated employees will be retained by the agency.

The Governing Board hereby amends the list of designated employees and disclosure categories as follows:

### **PALOMAR COMMUNITY COLLEGE DISTRICT APPENDIX OF DESIGNATED EMPLOYEES**

#### **Designated Positions and Disclosure Requirements**

1. The persons occupying the following positions manage public investments. They shall file a **full statement** of economic interests pursuant to Government Code Sections 87200 *et seq.*:

**Governing Board Members  
Superintendent/President  
Assistant Superintendent/Vice President for Finance and  
Administrative Services**

2. Disclosure Categories: The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the designated employees must disclose for each disclosure category to which he or she is assigned.

**Category 1:** All investments and business positions and sources of income from, business entities that do business with the District or own real property within the boundaries of the District, plan to do business or own real property within the boundaries of the District within the next year, or have done business with or owned real property within the boundaries of the District within the past two (2) years.

- Category 2:** All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District.
- Category 3:** All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year, or have engaged in such activities within the jurisdiction of the District within the past two (2) years.
- Category 4:** All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.
- Category 5:** All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles, or equipment of a type purchased or leased by the District.
- Category 6:** All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles, or equipment of a type purchased or leased by the Designated Employee's Department.

**Designated Positions, and the Disclosure Categories to be assigned to them, are as follows:**

Assistant Superintendent/Vice President for Human Resource Services	Category 6
Assistant Superintendent/Vice President for Instruction	Categories 5,6
Assistant Superintendent/Vice President for Student Services	Categories 5,6
Director, Fiscal Services	Categories 4,5
Deans	Category 6
Director, Business Services	Categories 1,4,5
Director, Facilities	Categories 1,2,3,4
Counsel, Contracts, Special Projects	Categories 1,2
Police Chief	Categories 5,6
Consultant	Categories 1,2,3,4,5,6

Consultants must be included in the list of designated employees and must disclose pursuant to the broadest disclosure category in this Code subject to the following limitation: The **Superintendent/President or designee** may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to comply fully with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant’s duties and, based on that description, a statement of the extent of disclosure requirements. The Superintendent/President’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**5. EXCUSE ABSENCE OF MEMBER DUE TO PERSONAL NECESSITY**

MSC McMullen, Nelson

In accordance with Section 72425(c) of the California Education Code, the Governing Board finds that the absence of **Ralph Jensen** from the Governing Board Meeting held August 13, 2002, is excused due to personal necessity.

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

**6. RECEIVE AND REJECT ALL BIDS FOR EXTERIOR/INTERIOR PAINTING PROJECT**

MSC McMullen, Nelson

The Governing Board hereby receives the following **bids** that were submitted on August 7, 2002, at the 2:00 p.m. bid opening on the **Exterior and Interior Painting Project for the San Marcos Campus and Escondido Center** and hereby **rejects** all bids due to numerous and fatal clerical errors in the two, apparent lowest bids:

1. Andy’s Painting Co., San Pedro CA
2. Cal State Painting Contractor, San Pedro CA
3. Fix Painting Co, Woodland Hills CA
4. Kim’s Construction, San Diego CA
5. Leo’s A-C Inc., Rowland Heights CA
6. Prime Painting Contractors, Inc., Northridge CA
7. Royal Finishing Inc., dba San Diego Painting & Home Improvement, San Diego CA
8. Xios Painting Company, Rancho Mirage CA

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **RATIFY AND APPROVE AGREEMENT WITH 3D/INTERNATIONAL FOR CONSULTING SERVICES - LEVEL 2 FACILITY CONDITION ASSESSMENT**

MSC Nelson, McMullen

The Governing Board hereby ratifies and approves a **consulting** agreement with 3D/International, Inc. to perform **level 2 facility condition assessment** of the District's facilities for the lump sum of \$56,142.54. The term of this agreement is from the effective date of July 29, 2002, to November 29, 2002.

Mr. McMullen asked for confirmation that this did not require a bidding process because this is a state-mandated survey being done statewide to assess the value of all community college assets, and this is our share of that cost. Mr. Patton responded that AB418 requires all state buildings, land, and improvements be part of a statewide data base. All of our facilities, regardless of how they are funded now must be submitted to the state under that process. Along with that, they are conducting a facilities assessment of all state property. The facilities condition assessment measures the condition of outbuildings against the standard, and each of the building components from the foundation all the way up to the building systems will be measured and given a number. That will, in turn, go into the statewide data base, which we will not only report to the state on the condition of all community college, K-12, and four-year colleges and universities, but the state will also use this in trying to receive more funds for scheduled maintenance and for new facilities. It is funded by scheduled maintenance, and it was a process that was bid through the state Chancellor's Office and in which all community colleges are participating.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **RATIFY AND APPROVE AGREEMENT WITH AES NEWENERGY, INC., FOR DISTRICT ELECTRICITY SERVICE**

MSC Nelson, Haro

The Governing Board hereby ratifies and approves an agreement with **AES NewEnergy, Inc.**, a Delaware corporation, for direct access **electricity** services to the District, commencing on or about August 23, 2002, and terminating March 31, 2003, subject to forty-five (45) days' prior written notice from District to AES of its intent to renew said agreement; pricing and cost of service to be determined by formula set forth in the agreement and discussed in some detail in the backup materials hereto. This agreement is entered into through the Community College League of California and is replacement service for that previously furnished by Enron, now bankrupt. **Exhibit L-8**

Mr. Haro asked for an explanation regarding the surcharge on electricity imposed by the Governor. Mike Ellis stated that under the contract with Enron, they had to pick up all the surcharges. They could not pass through any of those costs to us. Under the new provider, that company can pass those charges to us. Mr. McMullen asked if this contract is the best we can do. Mr. Patton stated that it is. After the Enron collapse, there were a few community colleges that went out on their own and contracted with some of the same firms that bid on the CCLC contract. When the CCLC went through the process, it ended up with a better rate than the aforementioned community colleges had. Joining together 30+ colleges has allowed better purchasing power. Mike Ellis added that this contract is effective only through March, 2003. The reason for that is because we don't know what the PUC is going to do at the end of this year with regard to direct access. It is possible that direct access may become more expensive than purchasing from your local power company. We didn't want to get into a long-term

contract that would have more favorable rates, without knowing what the PUC is going to do at the end of this year. Between now and March, 2003, CCLC will be looking at what is happening and putting together another RFP for energy services.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. Item was moved from agenda.

10. **DECLARE WEIGHT-LIFTING EQUIPMENT FROM ATHLETIC DEPARTMENT SURPLUS AND OF INSUFFICIENT VALUE FOR AUCTION, AND DONATE PROPERTY TO SAN MARCOS UNIFIED SCHOOL DISTRICT (unanimous consent required)**

MSC Jensen, Nelson

The Governing Board of the Palomar Community College District hereby finds the following **weight-lifting equipment** from the Athletics program surplus, **no longer needed for District purposes, and of insufficient value to defray the costs of arranging a sale**, all in accordance with District Procedure 552; and, that the weight-lifting equipment described in the attached backup herein shall be **donated to the San Marcos Unified School District**, as provided in California Education Code Section 81452. **Exhibit L-10**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **APPROVE AGREEMENT WITH UNIVERSIDAD INTERNACIONAL – THE CENTER FOR BILINGUAL AND MULTICULTURAL STUDIES TO OFFER SPANISH CLASSES IN CUERNAVACA, MORELOS, MEXICO**

MSC Nelson, Jensen

The Governing Board of the Palomar Community College District hereby approves an agreement between the Palomar Community College District and **Universidad Internacional – The Center for Bilingual and Multicultural Studies**, Cuernavaca, Morelos, Mexico, for the purpose of allowing the District's Foreign Languages Department to conduct Spanish classes in a study-abroad program during the period of June 21, 2003, through July 19, 2003.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**M. COMMENTS FROM OTHER INDIVIDUALS AND GROUPS**

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

- a. Susan Snow addressed the Board at this time regarding the August 13 meeting.
- b. Mark Evilsizer addressed the Board at this time regarding the class cancellation policy.

N. **CLOSED SESSION** – There was no additional closed session.

O. **ADJOURNMENT**

The meeting was adjourned at 8:50 p.m.

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President

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Secretary