



**GOVERNING BOARD AGENDA
 REGULAR MEETING, GOVERNING BOARD
 PALOMAR COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
 COLLEGE CAMPUS
 SAN MARCOS, CALIFORNIA
 TUESDAY, JANUARY 14, 2003
 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	3-13
I.	Action on Items Removed from Consent Calendar	13
J.	Reports from College Groups	13
K.	Comments from Other Individuals or Groups	14
L.	Unfinished Business	14
M.	New Business	14-64
N.	Closed Session	64
O.	Reconvene to Open Session	64
P.	Adjournment	64

A. CALL MEETING TO ORDER

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. Review of tort claim, pursuant to Government Code 54956.95.

BBB. RECONVENE TO OPEN SESSION

Pledge of Allegiance

BBBB. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

The Governing Board hereby approves the Minutes of the Regular Meeting of December 10, 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
4. Report of Vice President for Human Resource Services

CONSENT CALENDAR

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

H. CONSENT CALENDAR

GIFTS

1. RECOMMENDATION: ACTION – ACCEPT GIFT

The Governing Board hereby accepts the following **gift** donated in 2002 and directs that an appropriate letter of appreciation be sent to the donor:

- a. Approximately 75 miscellaneous emergency medicine (EMT and Paramedic) books and 15 videos to be used for student and staff reference in the EMT program, donated by **JEMS Communication**, 525 B Street, Suite 1900, San Diego, California 92101-4495. Total cash value as estimated by donor is \$1,800.00.

TRAVEL

2. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **Nancy C. Chadwick**
Advanced Funds? Yes
For: Transportation, parking, meals, lodging, registration, miscellaneous
To attend: CCLC Trustee Orientation, Legislative Conference
Location: Sacramento, California
Date: February 1-3, 2003
Amount: \$1,103.00
Budget Acct. No.: 575200-11-111100-66100-10-2003-0000000

- b. **Mark R. Evilsizer**
Advanced Funds? Yes
For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
To attend: CCLC Trustee Orientation, Legislative Conference
Location: Sacramento, California
Date: February 1-3, 2003
Amount: \$1,163.30
Budget Acct. No.: 575200-11-111100-66100-10-2003-0000000

- c. **Darrell L. McMullen**
 Advanced Funds? Yes
 For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
 To attend: CCLC Board Chairs Conference, Legislative Conference
 Location: Sacramento, California
 Date: February 1-3, 2003
 Amount: \$1,009.15
 Budget Acct. No.: 575200-11-111100-66100-10-2003-0000000

- d. **Michele T. Nelson**
 Advanced Funds? Yes
 For: Transportation, parking, meals, lodging, registration, miscellaneous
 To attend: CCLC Legislative Conference
 Location: Sacramento, California
 Date: February 2-3, 2003
 Amount: \$918.00
 Budget Acct. No.: 575200-11-111100-66100-10-2003-0000000

BUSINESS SERVICES

3. 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 during the past 60 days, as detailed on **Exhibit H-3**. All purchases listed herein are made against the 2002-2003 fiscal year budget.

Re-Encumbered				
FY 2002 PO's	0300045	through	0300045	\$ 102.77
Purchase Orders	0340242	through	0340356	\$ 428,851.20
Travel	0350062	through	0350062	\$ 357.00
Advertising/Increases	0360019	through	0360033	\$ 24,601.68
Employment Ads	0365010	through	0365012	\$ 2,644.62
Agreement/Services	0370278	through	0370382	\$1,223,687.90
Repairs	0375058	through	0375081	\$ 213,089.79
Agreement/Annual	0380162	through	0380164	\$ 1,721.49
Utilities	0395088	through	0395091	\$ 501,356.40
Procurement Card	Time Period: 10/23/02 - 11/22/02			\$ 129,159.03
	Time Period: 11/23/02 - 12/22/02			\$ 101,946.27
				<u>\$2,627,518.15</u>

PERSONNEL

4. 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 **December, 2002**. **Exhibit H-4**

5. RECOMMENDATION: ACTION - RATIFY ASSIGNED-TIME CHANGE

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **change** to the following **assigned time**:

- a. **Name:** **JUDITH E. EBERHART**
 Position: Coordinator
 Department: Professional Development
 Position #: 5069
 Remarks: 80% assigned time for 10 months as Coordinator; 20% regular assignment for 10 months as Counselor; 100% regular assignment for 1 month as Counselor.
 Effective: November 7, 2002, through December 31, 2003
 Sal Grade/Step: **F/36** **Salary: \$6,348.74/month**
 Account(s): A-123400-312100-60200-00000000/100%

6. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with benefits**, effective January 6, 2003, through February 14, 2003, to **PATRICIA REYES**, Senior Accounting Assistant, Fiscal Services.
- b. 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 January 21, 2003, through May 23, 2003, to **KELLY PATRICK**, Library Media Technician II, Library Media Center.

7. INFORMATION: RETIREMENTS

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

- a. **TIMOTHY W. ULMAN**, Professor, Foreign Languages, December 22, 2002.
- b. **LOIS B. MEYER**, Director, Fiscal Services, March 1, 2003.

8. RECOMMENDATION: ACTION – RATIFY CLASSIFIED RECLASSIFICATIONS

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

- a. **Position:** **STAFF AIDE**
 Department: Disabled Student Programs & Services
 Name: Mary A. Tuttle
 Position #: 5544 **New?:** No
 Remarks: Was Disabled Services Assistant, placement 16/10
 Effective: January 1, 2003
 % of position: 100% **# of Mos:** 12
 Sal Grade/Step: **20/10** **Salary:** **\$3,431.81/month**
 Account(s): K-212200-472100-64200-1612030/100%

- b. **Position:** **SENIOR TELEPHONE OPERATOR**
Department: Telephone Services
Name: Larissa K. Baumann
Position #: 5612 New?: No
Remarks: Was Telephone Operator, placement 10/2
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: **14/2** Salary: **\$2,421.16/month**
Account(s): A-212200-562100-66500-0000000/100%
- c. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Admissions, Records, & Veterans' Services
Name: Susan L. Doran
Position #: 5465 New?: No
Remarks: Was same title, placement 35/7
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: **39/7** Salary: **\$5,324.35/month**
Account(s): A-212200-422200-62100-0000000/100%
- d. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Admissions, Records, & Veterans' Services
Name: Richard L. Gommel
Position #: 6131 New?: No
Remarks: Was same title, placement 35/6
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: **39/6** Salary: **\$5,277.74/month**
Account(s): A-212200-421100-62100-0000000/100%
- e. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Instruction
Name: Linda A. Balko
Position #: 6129 New?: No
Remarks: Was same title, placement 35/7
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: **39/7** Salary: **\$5,324.35/month**
Account(s): A-212200-311100-60910-0000000/100%
- f. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Fiscal Services
Name: Traci A. Sickinger
Position #: 6133 New?: No
Remarks: Was same title, placement 35/3
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: **39/3** Salary: **\$4,679.19/month**
Account(s): A-212200-551100-67200-0000000/100%

- g. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Human Resource Services
Name: Vacant
Position #: 6114 New?: No
Remarks: Was same title, grade 35
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Step: **39/1** Salary: **\$4,243.78/month**
Account(s): A-212200-611100-66600-0000000/100%
- h. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Instruction
Name: Vacant
Position #: 6242 New?: No
Remarks: Was same title, grade 35
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Step: **39/1** Salary: **\$4,243.78/month**
Account(s): A-212200-311100-60910-0000000/100%
- i. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Fiscal Services
Name: Vacant
Position #: 6132 New?: No
Remarks: Was same title, grade 35
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Step: **39/1** Salary: **\$4,243.78/month**
Account(s): A-212200-551100-67200-0000000/100%
- j. **Position:** **SYSTEMS MODULE FUNCTIONAL SPECIALIST**
Department: Financial Aid & Scholarships
Name: Vacant
Position #: 6130 New?: No
Remarks: Was same title, grade 35
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Step: **39/1** Salary: **\$4,243.78/month**
Account(s): A-212200-475100-64600-0611400/100%

9. **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: **MARK G. LEE**
Position: Audio Production Coordinator
Department: Performing Arts
Position #: 5158 New?: No
Remarks: Replacement for James Weld
Sal Grade/Step: **25/1** Salary: **\$3,016.01/month**
% of Position: 100% # of Mos: 11
Effective: December 9, 2002
Account #(s): A-212200-327100-60910-0000000/100%

- b. Name: **RICHARD R. LOUCKS**
Position: Systems Module Functional Specialist
Department: Instruction
Position #: 6242 New?: No
Remarks: Replacement for Jennifer Turpin
Sal Grade/Stp: **39/1** Salary: **\$4,243.78/month**
% of Position: 100% # of Mos: 12
Effective: January 6, 2003
Account #(s): A-212200-311100-60910-0000000/100%
- c. Name: **MARK A. MENALDO**
Position: Instructional Support Assistant I
Department: Foreign Languages
Position #: 5144 New?: No
Remarks: Replacement for Allen Page
Sal Grade/Stp: **16/1** Salary: **\$2,421.16/month**
% of Position: 100% # of Mos: 12
Effective: January 13, 2003
Account #(s): A-222000-326100-11011-0000000/100%
- d. Name: **SHELLY M. COMFORT**
Position: American Sign Language/English Interpreter
Department: Disabled Student Programs & Services
Position #: 6255 New?: Yes
Remarks: Position approved September 12, 2002
Sal Grade/Stp: **31/1** Salary: **\$1,570.81/month**
% of Position: 45% # of Mos: 10
Effective: January 21, 2003
Account #(s): A-212200-472100-64200-0000000/100%
- e. Name: **LISA A. HORNSBY**
Position: Senior Administrative Secretary
Department: Arts & Languages
Position #: 5072 New?: No
Remarks: Replacement for Muriel Mendizza; promotion for Ms. Hornsby.
Sal Grade/Stp: **23/2** Salary: **\$3,016.01/month**
% of Position: 100% # of Mos: 12
Effective: January 13, 2003
Account #(s): A-212200-321100-60910-0000000/100%
- f. Name: **LOUVENIA E. HENDERSON**
Position: Instructional Support Assistant II
Department: Business Education
Position #: 6168 New?: No
Remarks: Replacement for Frances Simpson; funded - PFE.
Sal Grade/Stp: **22/1** Salary: **\$2,803.83/month**
% of Position: 100% # of Mos: 12
Effective: January 13, 2003
Account #(s): A-221000-357100-05020-0611400/100%
Note: Normal work schedule: Monday - Thursday, 12:00 pm - 9:00 pm; Friday, 11:00 am - 3:00 pm; Saturday, 9:00 am - 1:00 pm. 3% differential paid for hours worked between 6:00 pm and 10:00 pm.

- g. Name: **LIZ G. STRAHLE**
Position: Outreach Coordinator
Department: Career and Technical Education
Position #: 6268 New?: Yes
Remarks: Position approved 9/9/02; funded - HEA.
Sal Grade/Stp: **20/1** Salary: **\$2,670.14/month**
% of Position: 100% # of Mos: 12
Effective: January 14, 2003
Account #(s): K-212100-33150-63900-1112304/100%
- h. Name: **BEVERLY A. WARREN DE PAULINO**
Position: Outreach Coordinator
Department: Career and Technical Education
Position #: 6269 New?: Yes
Remarks: Position approved 9/9/02; funded - HEA.
Sal Grade/Stp: **20/1** Salary: **\$2,670.14/month**
% of Position: 100% # of Mos: 12
Effective: January 14, 2003
Account #(s): K-212100-331500-63900-1112304/100%

10. RECOMMENDATION: ACTION - RATIFY CERTIFICATED EMPLOYMENT

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

- a. Name: **KAREN E. MILLER**
A.A., Child Development
Position: Master Teacher I
Department: Child Development Center at Palomar College Escondido Center
Position #: 6014 New?: No
Remarks: Replacement for Janet Ross; funded – Child Development.
Sal Rng/Stp: **D1/1** Salary: **\$1,710.82/month**
% of Position: 100% # of Mos: 12
Effective: January 6, 2003
Account #(s): V-111000-364300-69200-1633400/100%
- b. Name: **LORENE E. CRAW**
A.A., Art
Position: Master Teacher I
Department: Child Development Center
Position #: 6017 New?: No
Remarks: Replacement for Patricia Mings
Sal Rng/Stp: **D1/1** Salary: **\$1,710.82/month**
% of Position: 100% # of Mos: 12
Effective: January 6, 2003
Account #(s): U-111000-364300-69200-0000000/100%

c. Name: **MOLLY L. HODDER**
Position: Teacher I
Department: Child Development Center at Palomar College Escondido Center
Position #: 6250 New?: Yes
Remarks: Position approved February 12, 2002
Sal Rng/Stp: **C1/1** Salary: **\$1,313.91/month**
% of Position: 100% # of Mos: 12
Effective: January 6, 2003
Account #(s): U-111000-364300-69200-0000000/100%

11. 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: **DENISE E. RUDY**
A.A., General Studies
Position: Assistant Professor/Director
Department: Dental Assisting
Remarks: Increased step placement due to verification of previous related work experience.
Sal Grade/Stp: **B/8** Salary: **\$5,222.65/month**
% of position: 100%
of Mos: 10
Effective: January 21, 2003
Account #(s): A-111000-344200-12041-0000000/100%

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

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

Name: **Yadvindra Dhmi**
For: Airfare
To Attend: Second Level Interview for Assistant Professor, Trades and Industry (Electronics)
Location: San Jose to San Diego, California
Date: December 19, 2002
Amount: \$200.50
Budget Account #: 545400-11-611100-66600-10-2003-0000000/100%

13. RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINES

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

Philip Archuleta – Physical Education
Annie Lemoux - Communications
Dale Mais – Earth Sciences
Brian Kooiman – Physical Education

14. RECOMMENDATION: ACTION – RATIFY ADJUNCT FACULTY EMPLOYMENT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment** of the following **adjunct faculty**, at the rates indicated for Spring, 2003 (day and/or evening); said adjunct faculty are not scheduled to teach more than a 60-percent load in a single semester:

SPRING, 2003

BEHAVIORAL SCIENCES

McGraw, Bruce	Philosophy B.A., Education M.A., Philosophy	\$38.24
Vives, Neal	Philosophy B.A., English B.A., Philosophy B.A., Psychology M.A., Secondary School Teaching of English M.A., Philosophy	\$40.71
Vukov, Boris	Psychology B.S., Psychology M.A., Psychology	\$38.24

BUSINESS EDUCATION

Gilkey, Michael	Business Education B.S., Accounting M.A., Accountancy, Financial Audit	\$38.24
O'Dell, Marilyn	Business Education B.A., Economics M.B.A., Accountancy	\$38.24

COMMUNICATIONS

Lemoux, Annie	Photography Eminence in Photography	\$37.01
Michals, John	Journalism B.A., Journalism M.A., Journalism M.B.A., Business Administration	\$40.71
Kachler, Francisca	Radio & Television B.S., Television, Film and New Media Production 2 + Years Experience	\$37.01

EARTH SCIENCES

Auerbach, Daniel	Earth Sciences B.S., Astrophysics M.S., Astronomy and Astrophysics	\$38.24
Felker, Kathleen	Aeronautics B.S., Home Economics 2 + Years Experience	\$37.01

Mais, Dale	B.S., Chemistry M.S., Chemistry Ph.D., Pharmacology	\$40.71
Thomas, Christina	Oceanography B.S., Earth Science M.S., Earth Science	\$38.24
ENGLISH		
Dongell, Robert	English B.A., English M.A., English: Literature	\$38.24
FOREIGN LANGUAGES		
Del Rio, Leticia	Spanish B.A., Spanish M.A., Spanish	\$38.24
GRAPHIC COMMUNICATIONS		
Hertz, Robert	Graphic Communications A.S., Computer Science 6 + Years Experience	\$37.01
LIBRARY SCIENCE		
Burke, Susan	Library Technology B.A., English M.L.S., Library Science	\$39.47
Reeske, Mary	Library Technology B.A., History M.S., Library Science	\$38.24
Simons, Linda	Library Technology A.B., Teaching of Social Studies M.S., Library Science M.B.A., Business Administration	\$40.71
MATHEMATICS		
Swick, Kenneth	Mathematics B.S., Mathematics M.A., Mathematics Ph.D., Mathematics	\$40.71
PERFORMING ARTS		
Brigham, Maura	Music B.A., Fine Arts M.M., Musical Theater	\$38.24
PHYSICAL EDUCATION		
Archuleta, Philip	Health Education B.A., Biology D.C., Chiropractic	\$40.71
Kooiman, Brian	Physical Education A.A., General Studies B.S., Kinesiology	\$37.01

**15. 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 Teacher**, at the rate indicated for Spring, 2003:

Butner, Darlene	Master Teacher B.S., Child Development	\$11.72
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FISCAL SERVICES

**16. RECOMMENDATION: ACTION - APPROVE REPORT OF REVOLVING CASH
EXPENDITURES**

The Governing Board hereby approves **Revolving Cash Expenditures** for the month of November, 2002, as indicated on **Exhibit H-16**.

17. RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANT

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

Warrant # 76-069129 dated 02/26/02 in the amount of \$44.00, to Jennifer L. Lacey, 1061 Prospect Pl. #A, Vista, CA 92083. Void due to stale dating.

COUNSEL, CONTRACTS

**18. 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 **November 1, 2002, through December 31, 2002**, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-18**.

<p style="text-align: center;">Resumption of REGULAR AGENDA</p>
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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 Confidential and Supervisory Team**
6. **INFORMATION: Report of the CCE/AFT**
7. **INFORMATION: Report of the Associated Student Government**

K. 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.

L. UNFINISHED BUSINESS

M. NEW BUSINESS

1. **RECOMMENDATION: ACTION - APPROVE DELETION OF BP 7.08 AND ADOPTION OF BP 4020**

The Governing Board hereby approves the **deletion of BP 7.08** and the **adoption of BP 4020**, which reads as follows:

BP 4020 - PROGRAM AND CURRICULUM DEVELOPMENT
(Replaces BP 7.08)

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Superintendent/President, relying primarily on the Faculty Senate, through the Curriculum Committee, shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

Furthermore, these procedures shall include:

- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development.

All new courses and programs and course and program deletions shall be approved by the Board.

Every vocational or occupational training program shall be reviewed every two years by the Board.

New courses that are not part of an existing approved program and all new programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval as required.

*Education Code Sections 70902(b) and 78016;
Title 5, Section 51022(a)*

2. **RECOMMENDATION: ACTION - APPROVE DELETION OF BP 413 AND ADOPTION OF BP 4225**

The Governing Board hereby approves the **deletion of BP 413** and the **adoption of BP 4225**, which reads as follows:

BP 4225 - COURSE REPETITION
(to replace BP 413)

Students may repeat a course under the following conditions:

- A. The course has been identified in the Catalog as repeatable, and the student has not taken a course more times than allowed; OR,
- B. The student is repeating a course to alleviate a D, F, or NC grade; OR,

- C. The student is repeating a course after a lapse of three years by approved petition of the Director of Enrollment Services.
- D. The student is repeating a course after a lapse of less than three years by approved petition of the Director of Enrollment Services based on the previous grade being, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student.
- E. To meet legally mandated-training requirements as a condition of continued employment. No limitation on repetitions.
- F. Special classes for students with disabilities can be repeated beyond the stipulated number if appropriate as a reasonable accommodation for a disability.

Under conditions B, C, and D above, a course may be repeated only once for State apportionment.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

The CR/NC option is not available if a D or F grade was received the first time.

Students discovered through the course repetition programs who do not comply with the above regulations will be administratively dropped from those classes and will be notified by mail to see a counselor for alternative course selection.

Students dropped as a result of this process will be eligible for a refund of the enrollment fee. 5 CAC 55761, 55762, 55763, 58161; GB 9-17-85

Title 5, Sections 55761-55765, 56029

3. RECOMMENDATION: ACTION - APPROVE ADOPTION OF BP 5120

The Governing Board hereby approves the **adoption of BP 5120**, which reads as follows:

BP 5120 - TRANSFER CENTER

The District recognizes transfer of its students to baccalaureate level institutions as one of its primary missions. The District further recognizes that students who have historically been under-represented in transfer to baccalaureate level institutions are a special responsibility.

The Superintendent/President, in cooperation with the appropriate campus constituencies, shall assure that a transfer center plan is implemented that identifies appropriate target student populations, is designed to increase the transfer applications of under-represented students, and complies with law and regulations.

Title 5, Section 51027

4. RECOMMENDATION: ACTION – APPROVE DELETION OF BP 401 AND ADOPTION OF BP 5050

The Governing Board hereby approves the **deletion of BP 401** and the **adoption of BP 5050**, which reads as follows:

BP 5050 - Counseling and Matriculation

The District shall provide counseling and matriculation services to students for the purpose of furthering equality of educational opportunity and academic success. Palomar College will provide counseling and matriculation services to all students who enroll in credit courses. Counseling and matriculation will assist students in optimizing their opportunities for successfully completing their educational goals through the District's established programs, policies, and requirements. This will provide enhanced admission, assessment, orientation, academic career, transfer and personal counseling, advising and follow-up services.

The Superintendent/President shall establish procedures to assure implementation of counseling and matriculation services that comply with the Title 5 regulations.

Education Code sections 78210, et seq.; Title 5, Section 55500

5. RECOMMENDATION: ACTION - APPROVE DELETION OF BP 4.5 AND ADOPTION OF BP 2510

The Governing Board hereby approves the **deletion of BP 4.5** and the **adoption of BP 2510**, which reads as follows:

BP 2510 - PARTICIPATION IN LOCAL DECISION-MAKING

(to replace BP 4.5)

The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.

Each of the following shall participate as required by law in the decision-making processes of the District:

Faculty Senate (Title 5, Sections 53200-53206.)

Pursuant to rules adopted by the Board of Governors of the California Community Colleges, the Governing Board elects to rely primarily upon the advice and judgment of the Faculty Senate on academic and professional matters.

The term "Academic and Professional Matters" refers to the establishment or modification of the following Policy and Procedure matters:

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. Governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Faculty Hiring Policy, Faculty Hiring Criteria, and Faculty Hiring Procedures
12. Other academic and professional matters as mutually agreed upon by the Governing Board and the Faculty Senate. As other such academic and professional matters are identified, they will be added to this list.

Palomar Faculty Federation

Consistent with the EERA (Educational Employment Relations Act), the Palomar Faculty Federation shall represent faculty on campus committees dealing with salaries, benefits, and working conditions.

Staff (Title 5, Section 51023.5, Education Code 70901.2)

Staff shall be provided with opportunities to participate in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the CCE/AFT, Administrative Association, and Confidential and Supervisory Team will be given every reasonable consideration.

Students (Title 5, Section 51023.7)

The Associated Students shall be given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540, *et seq.*

Education Code Section 70902(b)(7); Title 5, Sections 53200 et seq., (Academic Senate), 51023.5 (staff), 51023.7 (students)

6. RECOMMENDATION: ACTION – APPROVE COURSES TO MEET MULTICULTURAL COURSE REQUIREMENT

The Governing Board hereby **approves the following courses**, which have been reviewed by Subcommittee C of the Curriculum Committee, to **meet the Multicultural Course Requirement**, effective Fall, 2003:

- | | | | |
|----|----------|--------------------------------------|--------------|
| a. | HIST 140 | History of the Americas Through 1800 | All sections |
| b. | HIST 141 | History of the Americas Since 1800 | All sections |

7. RECOMMENDATION: ACTION – APPROVE COURSES FOR INCLUSION IN CURRICULUM

The Governing Board hereby **approves the following courses**, which have been examined by the Curriculum Committee and are being recommended for **inclusion in the Palomar College curriculum**:

1. Catalog Number: ACCT 204
Discipline(s): Accounting
Requisite validated: Yes
A.A. degree/certificate program(s): recommended elective in: General Education
Effective term: Fall, 2003

204 Financial/Managerial Accounting Spreadsheet Lab

Two hours lecture/laboratory (1)

Corequisite: ACCT 203

Application of fundamental spreadsheet concepts, principles, and commands in working with templates and modeling problems in financial and managerial accounting problems. CSU

2. Catalog Number: AJ 140
Discipline(s): Administration of Justice
A.A. degree/certificate program(s): Administration of Justice - Law Enforcement – A.A. Degree
Effective term: Fall, 2003

140 Criminal Justice in the 21st Century – Field Study

Five hours lecture/laboratory (2.5)

This course will be a study of local, state and federal courts, correctional institutions and law enforcement departments. Knowledge will be obtained by site visitations, personal interviews and tours.

3. Catalog Number: ANTH 100L
Discipline(s): Anthropology
Requisite validated: Yes
A.A. degree/certificate program(s): elective in Archaeological Excavator Certificate of Achievement and Archaeology A.A.
Effective term: Fall, 2003

100L Physical Anthropology Laboratory

Three hours laboratory (1)

Prerequisite: Completion of, or concurrent enrollment in, ANTH 100

This laboratory course provides an introduction to the methods and techniques used in research in physical/biological anthropology. The topics under study include: the scientific method, principles of evolution, human genetics, human osteology, anthropometrics, forensic anthropology, anatomy and behavior of living nonhuman primates, and paleoanthropology. CSU; UC pending

4. Catalog Number: AP DL 201
Discipline(s): Apprenticeship Training
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

201 Drywall/Lather Orientation I

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

Prerequisite: Indentured apprentice to the Carpenters Joint Apprenticeship and Training Committee for Southern California

This course will provide the apprentice with various safety competencies. Hand tools, power tools, math, and beginning blueprint reading will also be covered. A student will demonstrate the ability to construct a welded frame scaffold to OSHA standards. *May be taken two times.*

5. Catalog Number: AP DL 202
Discipline(s): Apprenticeship Training
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

202 Drywall/Lather Orientation II

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

Prerequisite: AP DL 201

This course will provide the apprentice with various safety competencies. A student will demonstrate the ability to safely operate a lift truck and aerial lift equipment. In addition they will receive American Red Cross First Aid/CPR as well as training in asbestos awareness and low velocity powder actuated tools. *May be taken two times.*

6. Catalog Number: AP DL 203
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

203 Blueprint Reading I

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

This course is designed to teach the basics of reading, understanding and visualizing the blueprints. Terms, symbols and definitions from several trades will be incorporated. Prints showing both residential and commercial application will be used. Related safety, math and blueprint reading will be covered. *May be taken two times.*

7. Catalog Number: AP DL 204
Discipline(s): Apprenticeship Training
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

204 Blueprint Reading II

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

Prerequisite: AP DL 203

This course will give the student more in depth training related to on the job conditions. Basic estimating, material take offs and organizing jobs will be included. Related safety, math and blueprint reading will be covered. *May be taken two times.*

8. Catalog Number: AP DL 205
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

205 Basic Lathing – Structural Framing

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

This course will cover the different styles and techniques of structural framing compared to light gage framing. Proper waterproofing, lath or drywall and trim will be explained, demonstrated and applied to the framing. Related safety, math and blueprint reading will be covered. *May be taken two times.*

9. Catalog Number: AP DL 206
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

206 Ceilings & Soffits

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

This course is designed to provide instruction in the basics of framing ceilings and soffits with drywall and lath application. Related safety, math and blueprint reading will be covered. *May be taken two times.*

10. Catalog Number: AP DL 207
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

207 Basic Framing – Material Identification

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

An in-depth study of basic material identification, print layout, framing, drywall applications and proper trim applications for the Drywall/Lath industry. Safety, math and blueprint reading will be covered. *May be taken two times.*

11. Catalog Number: AP DL 208
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

208 Advanced Framing/Suspended Ceilings/CRC

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

This course is designed to provide related classroom instruction with the technical skills and knowledge to successfully frame any suspended ceiling in drywall and lath. Related hand and power tool safety, math and blueprint reading will be covered. *May be taken two times.*

12. Catalog Number: AP DL 209
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

209 Advanced Framing – Curves & Arches

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

This course is designed to teach curves and arches, barrel ceilings, radius walls and soffits. Related hand and power tool safety, math and blueprint reading will be covered. *May be taken two times.*

13. Catalog Number: AP DL 210
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

210 AWS Certification – Welding – Light Gage

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

This course is designed to teach the practical skills needed for the arc welding processes and applications. Students will have the practical skills to successfully pass the AWS light gage certification. Related safety, codes and materials will be covered. *May be taken two times.*

14. Catalog Number: AP DL 211
Discipline(s): Apprenticeship Training
A.A. degree/certificate program(s): required course in: Drywall/Lather
Effective term: Fall, 2003

211 LA City Certification – Welding – Light Gage

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

Assists students in preparing for the Los Angeles City Light Gage Welding Certification. Written and practical skills of the test will be demonstrated and discussed in order to associate the student with the working knowledge necessary to successfully achieve a Los Angeles City Light Gage Welding Certification. Related safety, codes and materials will be covered. *May be taken two times.*

15. Catalog Number: ART 213
Discipline(s) Art
Requisite Validated: N/A
A.A. degree/certificate program(s): elective in Illustration
General Education: N/A
Distance Learning offerings: N/A
Effective term: FALL, 2003

213 Illustration/Life Drawing

Two hours lecture/laboratory (1)

The study of techniques used in drawing and painting from both nude and costumed models. *May be taken three times.* CSU

16. Catalog Number: ART 214
Discipline(s) Art
Requisite Validated: N/A
A.A. degree/certificate program(s): elective in Illustration
General Education: N/A
Distance Learning offerings: N/A
Effective term: FALL, 2003

214 Head Painting

Two hours lecture/laboratory (1)

Introduction to painting techniques as they apply to the human head. Critical analysis and application of color theory and mixing principles. Analysis of human facial planes, proportion and bone structure in the application of either oil or acrylic paint. *May be taken three times.* CSU.

17. Catalog Number: ART 248
Discipline(s) Art
Requisite Validated: N/A
A.A. degree/certificate program(s): elective in Interactive Media Design,
Emphasis in 3-D Modeling and Animation
Effective term: Fall, 2003

248 Character Animation

Three hours lecture/laboratory (1.5)

Fundamentals of character animation and design. Hands on experience creating hand drawn animations. Drawings are scanned and assembled on the computer. Final output is transferred onto videotape. *May be taken three times.* CSU

18. Catalog Number: ART 276
Discipline(s) Art
A.A. degree/certificate program(s): elective in Three Dimensional Arts -
Glass Emphasis
Effective term: Fall, 2003

276 Cold Glass Design

Two hours lecture/laboratory (1)

Applications of the materials and processes involved in the production of flat glass materials. Emphasis is on the design of stained glass and problem solving during fabrication of designs. *May be taken three times.* CSU

19. Catalog Number: ART 277
Discipline(s) Art
A.A. degree/certificate program(s): elective in Three Dimensional Arts - Glass
Emphasis
Effective term: FALL, 2003

277 Glass Casting

Two hours lecture/laboratory (1)

The study of the properties of molten glass as applied to glass casting. The acquisition of knowledge through problem solving using open face glass casting techniques. *May be taken three times.* CSU

20. Catalog Number: BIOL 160
Discipline(s): Biology
Requisite validated: Yes
A.A. degree/certificate program(s): elective in: Biology-General
Effective term: Fall, 2003

160 Biotechnology Preparatory Course

Three hours lecture-Six hours laboratory (5)

Recommended Preparation: MATH 50

This course is intended as a preparation course for students interested in further studies in biotechnology. The course provides the basic knowledge in math, chemistry, biology, and microbiology for additional biotechnology coursework. Topics include the fundamental chemical processes common in prokaryotic and eukaryotic biology, chemistry of biomolecules, cellular and molecular biology, gene expression and genetic engineering. The laboratory experience provides basic skills and techniques essential to advanced biotechnology courses. CSU

21. Catalog Number: CFT 130
Discipline(s) Cabinet and Furniture Technology
Requisite validated: Yes
A.A. degree/certificate program(s): elective in (GROUP TWO) (1) Cabinet and Furniture Design, (2) Furniture Making
Effective term: Fall, 2003

130 Stringed Instrument Making

Four, six or eight hours- lecture/laboratory (2,3,4)

Prerequisite: CFT 100

Through the fabrication of a steel stringed guitar, students will study the: history, tone theory, construction processes, materials, finishing and set up of stringed instruments. Students will work together, production style, milling raw lumber from local sources into guitar part blanks. Students will then work individually constructing their own guitar. Traditional and modern methods of construction and fabrication are explored. *May be taken four times.*

22. Catalog Number: CFT 141
Discipline(s): Cabinet and Furniture Technology
A.A. degree/certificate program(s): recommended elective in (Group Two)
Cabinet and Furniture Design and Furniture Making
Effective term: Fall, 2003

141 Making Woodworking Tools

One, two, four or six hours lecture/laboratory (.5,1,2,3)

Making a traditional woodworking tools used to make furniture and chairs. Topics include the history and uses of tools, materials and design, layout of the stock, equipment needed to make and finish the tools, sharpening and fitting the blades, forging and heat treating steel parts. Types of tools include spoke shaves, shaving horses, steaming devices and bending forms. *May be taken four times.*

23. Catalog Number: CFT 172
Discipline(s): Cabinet and Furniture Technology
A.A. degree/certificate program(s): recommended elective in: (Group Two)
Cabinet and Furniture Design, Cabinetmaking and Millwork, Furniture Making
Effective term: Fall, 2003

172 TurboCAD for Cabinets & Furniture

Two, three, or four hours lecture (2,3,4)

Introduction to TurboCAD and to basic CAD concepts and their direct application to the design and drawing of custom cabinets and furniture, as an alternative to "pencil & paper" drawing. Topics will include: extensive 2D and 3D drawing, modifying, and editing tools; the production of measured, shop drawings as an essential first step in the construction of a project; rendering, as a tool in the visualization of concept design.

24. Catalog Number: CHDV 106
Discipline(s): Child Development
A.A. degree/certificate program(s): required course in: Master Teacher Certificate
Effective term: Fall, 2003

106 Infant and Toddler Curriculum

Three hours lecture (3)

A survey of program and activity planning for infants and toddlers in child care programs, emphasizing areas of attachment, motor skills, cognition, language and communication skills, environments. Strategies for working with parents, observation and assessment skills and the need for professional development will be explored.

25. Catalog Number: CHDV 121
Discipline(s): Child Development
A.A. degree/certificate program(s): required course in: Child Development Teacher Certificate
Effective term: Fall, 2003

CHDV 121 Pediatric CPR and First Aid

One-half hour lecture (.5)

Prepares childcare workers, parents, and other adults working with children for skills and knowledge required for pediatric first aid and CPR. *May be taken four times. Grading: Credit/No Credit only.*

26. Catalog Number: CHDV 180
Discipline(s): Child Development
A.A. degree/certificate program(s): required course in: Master Teacher Certificate
Effective term: Fall, 2003

180 Understanding and Working with the School-Age Child

Three hours lecture (3)

Designed to prepare students to work with children ages five through adolescence, by focusing on the development of the children in this age group. Students will study developmental theories and the practical implications of these theories when working with the school-aged child. Licensing regulations for Title 5 and 22 programs will be explored. CSU

27. Catalog Number: CHDV 190
Discipline(s): Child Development
A.A. degree/certificate program(s): required course in: Master Teacher Certificate
Effective term: Fall, 2003

190 Curriculum for the School-Aged Child

Three hours lectures (3)

A survey of programs and activities planning for school-age children, including both before and after school curriculum and activities for groups and individuals.

28. Catalog Number: CSIS 108
Discipline(s): Computer Science and Information Systems
A.A. degree/certificate program(s): required course in: Voice and Data Cable Installer Certificate, Desktop Support Specialist Certificate
Effective term: Fall, 2003

CSIS 108 Hardware and O.S. Fundamentals

Three hours lecture – Two hours lecture/laboratory (4)

This course provides students with the knowledge and skills necessary to build a foundation in computer hardware and operating systems. It will include P.C. hardware and operating system fundamentals; installation, configuration and upgrading; diagnosing and troubleshooting; preventative maintenance; motherboards, processors, and memory; printers; and basic networking including network operating systems.

29. Catalog Number: CSIS 122
Discipline(s): Computer Science and Information Systems
A.A. degree/certificate program(s): required course in: Visual Basic
Distance Learning: Online Course
Effective term: Fall, 2003

122 Visual Basic.NET I

Three hours lecture- Two hours lecture/ laboratory (4)

The course is designed to provide students with an introduction to the use of the Visual Basic.NET language to solve problems using structured design logic. Emphasis will be on learning the fundamentals including sequence, decision and repetition. The course will also focus on learning to utilize the .NET Framework and the Common Language Runtime. It includes learning about the differences between earlier versions of Visual Basic and the .NET platform. CSU

30. Catalog Number: CSIS 134
Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Voice and Data Cable
Installer's Certificate
Effective term: Fall, 2003

CSIS 134 Network Voice and Data Cabling

Three hours lecture – Two hours laboratory/laboratory (4)

Prerequisite: A minimum grade of "C" in CSIS 108 or R CSIS 56 and CSIS 111

The course is designed for students interested in the physical aspects of voice and data network cabling and installation. The course focuses on cabling issues related to data and voice connections and provides an understanding of the industry and its worldwide standards, types of media and cabling, physical and logical networks, as well as signal transmission. It includes network design documentation, part list set up and purchase, pulling and mounting cable, cable management, choosing wiring closets and patch panel installation and termination as well as installing jacks and cable testing. Also included are design documentation, and installation issues, as well as laboratory safety, on-the-job safety, and working effectively in group environments.

31. Catalog Number: CSIS 176
Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
A.A. degree/certificate program(s): elective in: Desktop Support
Specialist, Network Systems Engineer
Effective term: Fall, 2003

176 Managing a Windows Network

One and one-half lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 162 and CSIS 163

This course provides students with the knowledge and skills necessary to administer, support, and troubleshoot networks that incorporate Microsoft Windows.

32. Catalog Number: CSIS 177
Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
A.A. degree/certificate program(s): elective in: Network Engineer
Effective term: Fall, 2003

177 Microsoft Exchange Server

One and one-half hour lecture-One hour lecture/laboratory (2)

Prerequisite: CSIS 162 and CSIS 163

This course provides students with the knowledge and skills necessary to implement, administer, and troubleshoot information systems that incorporate Microsoft Exchange Server.

33. Catalog Number: CSIS 212
Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Visual Basic
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

212 Visual Basic.NET II

Three hours lecture- Two hours lecture/ laboratory (4)

Prerequisite: CSIS 117 or CSIS 122

This course provides an intermediate level of experience using the Visual Basic.NET programming language. The course provides extensive practice in developing MS Windows based programs through the use of the .NET technology. Topics will include the relationship between Visual Basic.NET and the .NET framework, creating and using collections, creating and using objects, and using XML with Visual Basic.NET.

34. Catalog Number: CSIS 219
Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Visual Basic
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

219 Visual Basic.NET III

Three hours lecture- Two hours lecture/ laboratory (4)

Prerequisite: CSIS 212

This course presents an introduction to the technologies and features in ASP.Net. Topics include: introduction to ASP.Net and the Microsoft .Net initiative; WebForms, controls, events, validation, custom controls, data binding, and various methods of code reuse, state management, configuration, caching, and application deployment; Web services--definition, creation, deployment, and consumption of Web services.

35. Catalog Number: CSIS 272
Discipline(s): Computer Science and Information Systems
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Web Developer – Java/
Open Source, elective in: Web Developer – Windows
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

272 Java Programming for Information Systems

Two hours lecture-Two hours lecture/laboratory (3)

Recommended Preparation: CSIS 117 or CSIS 138

An introduction to Java programming with emphasis on the syntax and structure of the Java language. Specific topics will include data types, exception handling, object-oriented programming, multi-threaded programming, event-driven programming and an introduction to Java Servlets and JSPs. CSU

36. Catalog Number: DT 130
Discipline(s): Drafting Technology/ Regional Occupational Program
Requisite validated: Yes
Dually listed: R DT 130
A.A. degree/certificate program(s): elective in: Electro-Mechanical Drafting
& Design, Drafting Technology – Technical, Drafting Technology – Multimedia
Effective term: Fall, 2003

130 CAD/CAM Machining

Six hours lecture/laboratory (3)

Prerequisite: DT 110 and DT 128/R DT 128

Hands-on operation of importing three-dimensional solid and parametric three-dimensional models into CAD/CAM operations. *This course is dually listed as R DT 130. May be taken two times.*

37. Catalog Number: DT 131
Discipline(s): Drafting Technology/ Regional Occupational Program
Requisite validated: Yes
Dually listed: R DT 131
A.A. degree/certificate program(s): elective in: Electro-Mechanical Drafting & Design, Drafting Technology – Technical, Drafting Technology – Multimedia
Effective term: Fall, 2003

131 Advanced 3D Design and Presentation

Six hours lecture/laboratory (3)

Prerequisite: DT 128/R DT 128

Advanced theory and hands-on operation of solid and parametric three-dimensional models. Emphasis is placed on creating molds, advanced sheet metal design and developing dynamic assemblies. *This course is dually listed as R DT 131. May be taken two times.* CSU

38. Catalog Number: ED 200
Discipline(s): Education
Effective term: Fall, 2003

200 Careers in Teaching

Three hours lecture (3)

An overview of the teaching profession for those students contemplating a career in education. Foundations of education, critical issues in the classroom, and the history and philosophy of education are addressed. Effective and active learning, diversity in the classroom and teaching profession standards are discussed. Guided classroom observations (45 hours) of a K-12 classroom in a variety of subject areas are a requirement for this course. CSU; UC pending

39. Catalog Number: ED 201
Discipline(s): Education
Effective term: Fall, 2003

201 Literacy Instruction

Three hours lecture (3)

This course is designed for both the student who is considering a career in teaching as well as the prospective literacy tutor. The basic process of literacy acquisition is presented as well as literacy strategies for the emerging and developing reader. The literacy dynamics of a multicultural learning environment will also be presented. 20 hours of literacy training required. CSU; UC pending

40. Catalog Number: EME 106
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic & Fire Science
Effective term: Fall, 2003

106 Emergency Medical Technician Basic (Lecture)

Six hours lecture (6)

Prerequisite: Current BLS course CPR card and Emergency Response card, or EME 100.

Proof of meeting the prerequisite will be required at the first class meeting

Corequisite: EME 106L

The study of EMT theory and knowledge required for identification and treatment of pre-hospital emergencies. The course prepares the student for National Registry, California and San Diego County EMT-Basic certification. *May be taken two times.*

41. Catalog Number: EME 106L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic & Fire Science
Effective term: Fall, 2003

106L Emergency Medical Technician Basic Skills (Laboratory)

Three hours laboratory (3)

Prerequisite: Current CPR for Health Care Providers CPR and Emergency Response card or EME 100

Corequisite: EME 106

Application of skills required for treatment of pre-hospital emergencies. This course prepares the student for National Registry, California and San Diego County EMT-Basic certification. Student is required to complete 16 hours supervised ambulance and emergency department observation.

Grading: Credit/No Credit only. May be taken two times.

42. Catalog Number: EME 175L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

175L Paramedic Preparation Skills (Laboratory)

Three hours laboratory (1)

Prerequisite: Current EMT with a minimum of 3 months full time pre-hospital experience

Corequisite: EME 175

Performance of EMT skills combined with appropriate paramedic-level anatomy, physiology and treatment relevant to the disease processes studied. *Grading: Credit/No Credit only.*

43. Catalog Number: EME 196
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

196 Special Problems in Field Internship

Nine to fifteen hours laboratory (3-5)

Corequisite: EME 210 or EME 215

Application of skills and knowledge necessary for student to successfully complete either the Clinical or Field Internship of Paramedic Training. This is for a student who needs to be extended up to 10 shifts to allow fulfillment of EME 210 or 215 course obligations and requires an individual student specific contract.

44. Catalog Number: EME 203
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

203 Paramedic Challenge (Lecture)

Two hours lecture (2)

Prerequisite: RN, MD, PA or former Paramedic who meets State of California challenge requirements

Corequisite: EME 203L

Didactic challenge course for individuals who qualify for Paramedic Challenge per State of California Code of Regulations, Title 22. Allows the individual to attend the didactic portion of Paramedic training as needed to meet paramedic course content per individual student contract.

Grading: Credit/No Credit only.

45. Catalog Number: EME 203L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

203L Paramedic Challenge Skills (Laboratory)

One & one half hours laboratory (.5)

Prerequisite: RN, MD, PA or former Paramedic who meets State of California challenge requirements

Corequisite: EME 203

Application of skills necessary for challenge course for individuals who qualify for Paramedic Challenge per State of California Code of Regulations, Title 22. Allows the individual to attend the skills portion of Paramedic Training as needed to meet paramedic course content per individual student contract. *Grading: Credit/No Credit only. May be taken two times.*

46. Catalog Number: EME 206
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

EME-206 Introduction to Paramedic Training (Lecture)

Four hours lecture (4)

Prerequisite: Admission into Paramedic program

Corequisite: EME 206L

Introduction to Paramedic training which meets the requirements of the National Standard Curriculum for Paramedic Training. *May be taken two times.*

47. Catalog Number: EME 206L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

206L Introduction to Paramedic Training (Laboratory)

Three hours laboratory (1)

Prerequisite: Admission into Paramedic program

Corequisite: EME 206

Application of skills used in the Introduction to Paramedic Training which meets the requirements of the National Standard Curriculum for Paramedic Training. *Grading: Credit/No Credit only. May be taken two times.*

48. Catalog Number: EME 207
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

207 Paramedic Medical Training (Lecture)

Ten hours lecture (10)

Prerequisite: Admission into Paramedic program

Corequisite: EME 207L

The study of medical diseases for Paramedic training which meets the requirements of the National Standard Curriculum for Paramedic Training. Includes ACLS training and certification. *May be taken two times.*

49. Catalog Number: EME 207L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

207L Paramedic Medical Skills (Laboratory)

Four and one half hours laboratory (1.5)

Prerequisite: Admission into Paramedic program

Corequisite: EME 207

Application of skills necessary for the medical portion of Paramedic Training which meets the requirements of the National Standard Curriculum for Paramedic Training. *Grading: Credit/No Credit only. May be taken two times.*

50. Catalog Number: EME 208
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

208 Paramedic Trauma Training (Lecture)

Four and one half hours lecture (4.5)

Prerequisite: Admission into Paramedic program

Corequisite: EME 208L

The study of traumatic emergencies for Paramedic training which meets the requirements of the National Standard Curriculum for Paramedic Training. Includes Pre-hospital Trauma Life Support training and certification. *May be taken two times.*

51. Catalog Number: EME 208L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

208L Trauma Skills (Laboratory)

One and one half hours laboratory (.5)

Prerequisite: Admission into Paramedic program

Corequisite: EME 208

Application of skills necessary for trauma class of Paramedic training which meets the requirements of the National Standard Curriculum for Paramedic Training. Includes Pre-hospital Trauma Life Support training and certification. *Grading: Credit/No Credit only. May be taken two times.*

52. Catalog Number: EME 209
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

209 Paramedic Obstetrical and Pediatric Training (Lecture)

Two and one half hours lecture (2.5)

Prerequisite: Admission into Paramedic program

Corequisite: EME 209L

The study of Obstetrical and Pediatric emergencies for Paramedic training which meets the requirements of the National Standard Curriculum for Paramedic Training. Includes Pediatric Education for Pre-hospital Professionals *May be taken two times.*

53. Catalog Number: EME 209L
Discipline(s): Emergency Medical Education
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Paramedic Training
Effective term: Fall, 2003

209L Paramedic Obstetrical and Pediatric Skills (Laboratory)

One and one half hours laboratory (0.5)

Prerequisite: Admission into Paramedic program

Corequisite: EME 209

Application of skills necessary for the Obstetrical and Pediatric class for Paramedic Training which meets the requirements of the National Standard Curriculum for Paramedic Training. Includes Pediatric Education for Pre-hospital Professionals. *Grading: Credit/No Credit only. May be taken two times.*

54. Catalog Number: ENG 290
Discipline(s) English
Requisite Validated: Yes
Effective term: FALL, 2003

290 Comic Books As Literature

Three hours lecture (3)

Prerequisite: Eligibility for ENG 100

An analysis of the comic book in terms of its unique poetics (the complicated interplay of word and image); the themes that are suggested in various works; the history and development of the form and its subgenres; and the expectations of comic book readers. Examines the influence of history, culture, and economics on comic book artists and writers. Explores definitions of "literature," how these definitions apply to comic books, and the tensions that arise from such applications. CSU; UC pending

55. Catalog Number: GC 211
Discipline(s): Graphic Communications
Requisite validated: Yes
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

211 Web Motion Graphics III

Six hours lecture/laboratory (3)

Prerequisite: GC 209

Recommended Preparation: GC 202 and GC 216

Dynamic Web content - explore the creation of dynamic Flash presentations. Skinnable components and presentations. Incorporating server-side technologies: Flash as a front-end to a database; using Flash Communications Server and ColdFusion MX to enable rich internet application capabilities. Production of audio and digital video for Flash; integration of non-embedded media. *May be taken four times.* CSU

56. Catalog Number: GC 213
Discipline(s): Graphic Communications
Requisite validated: Yes
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

213 Motion Graphics Production and Compositing

Six hours lecture/laboratory (3)

Prerequisite: GC 204 or GC 207

Recommended preparation: GC 140 or GC 165

This course will be a "cap course" in which the student combines skills learned in multiple disciplines. For example the student will combine video skills learned in Graphic Communications and RTV with skills learned in ART or CAD by compositing a video that incorporates 3D rendered characters with live video footage. The student will complete the work by preparing it for publication using VHS, DVD, and on-line Streaming technologies. *May be taken four times.*

57. Catalog Number: GC 214
Discipline(s): Graphic Communications
A.A. degree/certificate program(s): required course in: Web Design Base Design
Distance Learning offering(s): Television Course, Online Course, Computer Assisted Instruction
Effective term: Fall, 2003

214 Designing Data Bases Visually

Six hours lecture/laboratory (3)

Organize and track people, projects, images and information in visually designed cross-platform relational data bases using graphic tools via wizards, templates and custom capabilities. Lay out powerful forms for the end user implementing graphical user interface standards. Publish for print and Web and intranet. Share and integrate secure data with workgroups across networks or other applications. Course is hands-on and will feature such applications as FileMaker Pro. *May be taken four times.* CSU

58. Catalog Number: GC 229
Discipline(s): Graphic Communications
Requisite validated: Yes
A.A. degree/certificate program(s): required course in: Web Motion Graphics
Effective term: Fall, 2003

229 Interactive Streaming Media

Six hours lecture/laboratory (3)

Recommended Preparation: GC 204 or GC 207

This course explores the various aspects of interactive streaming for the web. It combines lecture, hands on lessons, exercises, projects, and group work to build skills in the interactive streaming process. Students evaluate and select streaming methods, develop and author various media, and deliver the content in appropriate formats. Particular attention is given to design, usability, and applicable uses of interactive streaming media on the web. *May be taken three times.*

59. Catalog Number: GC 292
Discipline(s): Graphic Communications
A.A. degree/certificate program(s): elective in: E-Business
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

292 Legal Issues for Graphics Designers and Web Developers

Three hours lecture (3)

This course will cover most legal issues that confront graphic designers and web developers in the day-to-day operation of the businesses. Specific legal issues will include business formation, contracts, copyright, licensing, deep linking, click wrap agreements, and the risks and benefits of self employment versus employment by a business.

60. Catalog Number: IFS 45
Discipline(s): Institutional Food Service Program
Effective term: FALL, 2003

45 Firehouse Cooking Skills/Culinary Arts

Three hours lecture (3)

Basic cooking, nutrition, and meal planning skills will be developed for individuals working in a firehouse setting. Instruction will stress proper sanitation and safety methods for preparing meals for a group.

61. Catalog Number: MATH 50A
Discipline(s): Mathematics
Requisite validated: Yes
Effective term: Fall, 2003

50A Beginning Algebra Part I

Two hours lecture (2)

Prerequisite: A minimum grade of "C" in Math 15 or eligibility determined through the math placement process

First part of Math 50 with emphasis on mathematical reasoning, problem solving, and real-world applications using numerical, algebraic, and graphical models. Topics include problem-solving techniques, algebraic expressions, polynomials, linear equations, linear inequalities, linear and nonlinear graphs, and natural number exponents. *Not open to students with credit in Math 50.*

62. Catalog Number: MATH 50B
Discipline(s): Mathematics
Requisite validated: Yes
Effective term: Fall, 2003

50B Beginning Algebra Part II

Two hours lecture (2)

Prerequisite: A minimum grade of "C" in Math 50A

Second part of Math 50 with continued emphasis on mathematical reasoning, problem solving, and real-world applications, using numerical, algebraic, and graphical models. Topics include problem-solving techniques, algebraic expressions, polynomials, linear equations, linear inequalities, linear and nonlinear graphs, systems of linear equations in two variables, integer exponents, proportions, and radicals. *Not open to students with credit in Math 50.*

63. Catalog Number: MUS 250
Discipline(s): Music
Requisite Validated: Yes
Effective term: FALL, 2003

250 Choral Conducting

One hour lecture/laboratory (.5)

Prerequisite: MUS 105 or MUS 245 or Experience in conducting choirs

Practical conducting methods for choral musicians. Discussion and study of issues concerning musical rehearsal and performance with treble, SAB and SATB choral ensembles. CSU

64. Catalog Number: MUS 251
Discipline(s): Music
Requisite Validated: Yes
Effective term: FALL, 2003

251 Master Class in Keyboard Literature, Analysis and Performance

One, two, three, four, or six hours lecture/laboratory (.5, 1, 1.5, 2, 3)

Prerequisite: MUS 225 or the passing of equivalency test

Survey of keyboard literature presented in a master class format. Analysis of styles and techniques of solo and ensemble performances. CSU

65. Catalog Number: PLS 170
Discipline(s): Paralegal Studies
Requisite validated: Yes
A.A. degree/certificate program(s): elective in: Paralegal Studies
Distance Learning offering(s): Two-Way Video Conferencing
Effective term: Fall, 2003

170 Alternative Dispute Resolution

Two hours lecture (2)

Prerequisite: LS 121 or PLS 121

Alternative Dispute Resolution (ADR) utilizes various processes to settle disputes without a court adjudication, i.e., an alternative to civil dispute resolution. This course will review minitrial, settlement conference, conciliation, and emphasize negotiation mediation, and arbitration. The role of the paralegal in ADR will be addressed and a review of the essential laws.

66. Catalog Number: PLS 271
Discipline(s): Paralegal Studies
Requisite validated: Yes
A.A. degree certificate program(s): elective in: Paralegal Studies
Distance Learning offering(s): Two-way Video Conferencing
Effective term: Fall, 2003

271 Elder Law and Procedure

Two hours lecture (2)

Prerequisite: LS 121 or PLS 121

Recommended preparation: LS 150 or PLS 150 and LS 155 or PLS 155

Elder Law focuses on a comprehensive review of the law relative to elders, as one the fastest growing areas in the field. The course will cover many different areas of the law having an impact on the elderly, including various important documents used in practice.

67. Catalog Number: PLS 275
Discipline(s): Paralegal Studies
Requisite validated: Yes
A.A. degree certificate program(s): elective in: Paralegal Studies
Distance Learning offering(s): Two-way Video Conferencing
Effective term: Fall, 2003

275 Employment Law and Practice

Two hours lecture (2)

Prerequisite: LS 121 or PLS 121

Recommended preparation: LS 150 or PLS 150 and LS 155 or PLS 155

Employment law for paralegals. An introduction to the regulatory environment, common law principles, and an overview of labor relation law. The course will review ADA, sexual harassment, discrimination, and employees' rights.

68. Catalog Number: PKS 101
Discipline(s): Parks and Recreation Management
A.A. degree/certificate program(s): required course in: Parks and Recreation Management
Effective term: Fall, 2003

101 Parks Maintenance

Two and one-half hours lecture & One and one-half hours laboratory (3)

Provides current knowledge of the various types of maintenance procedures in public and private parks. Introduces the characteristics and management requirements of various turf grasses with the exposure to the installation and maintenance of them; provides current knowledge of irrigation sprinkler systems in relation to landscape management. CSU

69. Catalog Number: PKS 102
Discipline(s): Parks and Recreation Management
A.A. degree/certificate program(s): required course in: Parks and Recreation Management
Effective term: Fall, 2003

102 Plant and Pest Identification

Three hours lecture (3)

Provides students with the appropriate knowledge to evaluate the characteristics of plants and pests allowing them to correctly identify plants and pests by both scientific nomenclature and common names used in the parks and landscape industry. Students will be able to use reference material to aid them in caring for plants and controlling pest problems. CSU

70. Catalog Number: PKS 103
Discipline(s): Parks and Recreation Management
A.A. degree/certificate program(s): required course in: Parks and Recreation Management
Effective term: Fall, 2003

103 Parks: Function, Management and Liability

Three hours lecture (3)

Provides students with the background on reasons for parks, their history, and their development. The course includes discussion of modern day conditions and investigates the role of parks and open spaces in preserving natural and cultural resources, biological corridors, and providing opportunities for high-quality recreation. The course will investigate good park design and maintenance, effective operational principles, and public relations. Additionally, the course will provide an overview of the principles and practices of managing risk in public and private parks and recreational facilities. CSU

71. Catalog Number: PE 83
Discipline(s): Physical Education
Effective term: Fall, 2003

83 Cheerleading

Six hours lecture/laboratory (3)

Prerequisite: Enrollment subject to audition

Recommended preparation: Previous cheerleading experience

Designed to teach the fundamentals of cheerleading. Students will explore practical and theoretical aspects of competitive and non-competitive cheerleading. Students will acquire knowledge of, and respect for, the skills needed to perform at college events and competition. (*This is a TBA class and will require travel away from the college on weekends and other dates.*)

72. Catalog Number: PWM 50
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

50 Introduction to Public Works

Three hours lecture (3)

Designed by the American Public Works and Maintenance Superintendents Associations in order to prepare public works and maintenance workers for lead and supervisory positions. Students will receive an introduction to techniques; materials and equipment used in public works, maintenance and repair projects.

73. Catalog Number: PWM 51
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

51 Road Construction & Maintenance

Three hours lecture (3)

Provides instruction on street construction and maintenance; including materials and methods, specifications, records and cost accounting systems, revenue sources and budget preparation. Other subjects include safety, drainage, equipment records and specifications, as well as public relations. Codes and industry standards that pertain to improvements and repair will be reviewed.

74. Catalog Number: PWM 52
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

52 Concrete & Cement Construction

Three hours lecture (3)

Provides instruction on the recommended procedures, practices, and testing criteria used by the Asphalt Institute highlighting local city and county asphalt requirements. Content includes specifications for roads, runway floors, and hydraulic structures and Portland Cement concrete design and uses. Includes transporting, placing, curing, and testing concrete as well as application and construction methods employed.

75. Catalog Number: PWM 53
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

53 Public Works Inspection I

Three hours lecture (3)

Provides an overview of the inspector's role and responsibilities as it relates to a project. The student will be given the necessary information and training necessary for entry level inspection responsibilities. The course will apply to construction of municipal infrastructure and civil engineering type projects.

76. Catalog Number: PWM 54
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

54 Public Works Inspection II

Three hours lecture (3)

Provides detailed instruction on more complex inspection tasks associated with public works construction. Topics include specific inspection methods for traffic signal installations, inspection techniques for street lighting system installations, inspection of street striping and markings, inspection of pipe rehabilitation systems, and inspection and construction methods of modified asphalts, pavements, and processes. Advanced material quantity estimating and technical report writing will be emphasized.

77. Catalog Number: PWM 55
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

55 Public Works Administration

Three hours lecture (3)

Provides an introduction to the organizational concepts used by the Public Works Department. Content includes typical organization, management concepts, political considerations, planning, financial management and public relations.

78. Catalog Number: PWM 125
Discipline(s): Public Works Management
A.A. degree/certificate program(s): required course in: Public Works Management
Effective term: Fall, 2003

125 Public Works Supervision

Three hours lecture (3)

Administrative aspects of public works including organization, decision making, coordination, and public relations. Personnel management including recruiting, training, evaluation, promotion, morale, and grievances. Safety programs and encouraging safe conditions, actions and attitudes.

79. Catalog Number: RE 112
Discipline(s): Real Estate
Requisite validated: Yes
A.A. degree/certificate program(s): required course in Real Estate Appraisal Preparation
Distance Learning offering(s): Online Course
Effective term: Fall, 2003

RE 112 Business Appraisal

Three hours lecture (3)

Recommended preparation: RE 100, RE 111, or BUS 100

This course provides specialized training for licensed real estate salespersons, brokers, and appraisers in the methods and techniques used to evaluate small businesses. This course also includes fifteen hours of the Uniform Standards of Professional Appraisal Practice, required of students applying for the real estate residential, certified residential, or certified general appraisal exam.

80. Catalog Number: R CSIS 130
Discipline(s): Regional Occupational Program (Computer Science and Information Systems)
Effective term: Fall, 2003

130 Microsoft Publisher

Two hours lecture/laboratory (1)

Create a wide range of professional quality documents suitable for business and personal use. Examples include newsletters, brochures, and flyers, web pages, business cards, letterheads and envelopes, advertising and marketing materials, and greeting cards.

81. Catalog Number(s): R CSIS 138
Discipline(s): Regional Occupational Program (Computer Science and Information Systems)
Requisite validated: Yes
Effective term: FALL, 2003

138 Website Maintenance and Marketing

4 hours lecture/laboratory (2)

Recommended Preparation: R CSIS/CSIS 137

Advanced study of web site development, including maintenance and marketing. Includes analysis of design elements; comparison of search engines, source code, and use of interactive forms to create client databases. Also includes uploading, testing and modification of web site.

82. Catalog Number: R CSIS 186
Discipline(s): Regional Occupational Program (Computer Science and Information Systems)
Effective term: Spring 2003

186 Contemporary Job Search Techniques

Two hours lecture/laboratory (1)

Use the Internet, current software and research tools to organize and implement a job search. Includes: on-line resources; preparation and posting of application materials, including resume and cover letters; interview strategies and mock interviews; industry speakers, and hard copy and online portfolios.

83. Catalog Number: R DT 130
Discipline(s): Regional Occupational Program / Drafting Technology
Requisite validated: Yes
Dually listed: DT 130
A.A. degree/certificate program(s): elective in: Electro-Mechanical Drafting & Design, Drafting Technology – Technical, Drafting Technology – Multimedia
Effective term: Fall, 2003

130 CAD/CAM Machining

Six hours lecture/laboratory (3)

Prerequisite: DT 110 and DT 128/R DT 128

Hands-on operation of importing three-dimensional solid and parametric three-dimensional models into CAD/CAM operations. *This course is dually listed as DT 130. May be taken two times.*

84. Catalog Number: R DT 131
Discipline(s): Regional Occupational Program / Drafting Technology
Requisite validated: Yes
Dually listed: DT 131
A.A. degree/certificate program(s): elective in: Electro-Mechanical Drafting & Design, Drafting Technology – Technical, Drafting Technology – Multimedia
Effective term: Fall, 2003

131 Advanced 3D Design and Presentation

Six hours lecture/laboratory (3)

Prerequisite: DT 128/R DT 128

Advanced theory and hands-on operation of solid and parametric three-dimensional models. Emphasis is placed on creating molds, advanced sheet metal design and developing dynamic assemblies. *This course is dually listed as DT 131. May be taken two times. CSU*

85. Catalog Number: R UP 95
Discipline(s): Regional Occupational Program (Upholstery)
A.A. degree/certificate program(s): required course in: Certificate of Proficiency: Upholstery
Effective term: Fall, 2003

95 Window Treatments

Three hours lecture/laboratory (1.5)

Design and fabrication of various window treatments. Includes industry standards, design and fabric options, measuring and estimating, and related business concepts. Students will complete sample projects.

86. Catalog Number: R UP 96
Discipline(s): Regional Occupational Program (Upholstery)
A.A. degree/certificate program(s): required course in: Certificate of Proficiency: Upholstery
Effective term: Fall, 2003

96 Decorator Accessories

Three hours lecture/laboratory (1.5)

Skills and techniques necessary for creation of a variety of decorator accessories: upholstered headboards; designer cushions; custom pillows; lampshades; duvet covers, bedspreads and dust ruffles; table runners and covers; and simple slipcovers. Includes design and fabric/materials selection, industry standards, cost estimating/pricing and other business considerations. Students will complete individual projects.

87. Catalog Number: SPAN 80
Discipline(s) Spanish
Effective term: FALL, 2003

80 Spanish Through Song

One hour lecture (1)

A highly participatory course in which students of all levels develop and improve pronunciation skills, listening comprehension skills, vocabulary and certain basic grammar concepts by means of pedagogically chosen and enjoyable Spanish songs representing a variety of forms such as Salsa, Romantica, Cumbia, Mariachi, Popular Music and Latin Rock. Students become dynamically aware that songs are an essential expression of Hispanic culture.

88. Catalog Number: SPCH 165
Discipline(s): Speech
Effective term: Fall, 2003

165 Leadership Communication

Six hours lecture/lab (3)

Designed to increase participant's knowledge of the function of communication in leadership and group contexts. Students will explore the nature of human communication, one on one interpersonal interaction, small and large group communication, organizational communication, and public speaking. More specifically, discussion and activities will focus on the topics of perception, persuasion, listening, ethics, credibility, parliamentary procedure, and problem solving. *This course is designed primarily for participants in Associated Student Government and other student leadership positions at Palomar College. This is a TBA class and participants will be expected to attend local, state, and national conferences.*

89. Catalog Number: TA 217
Discipline(s) Theatre
Requisite Validated: Yes
A.A. degree/certificate program(s) elective in Theatre Arts
Effective term: FALL, 2003

217 Intensive Actor Training

Three hours lecture (3)

Prerequisite: TA 116 and audition

The application of rigorous actor training techniques to develop the actor's ability to create compelling performances. The coursework will integrate physical, vocal and imagination training with psychological work, text analysis and ensemble training. CSU

8. RECOMMENDATION: ACTION – APPROVE PROGRAMS FOR INCLUSION IN CURRICULUM

The Governing Board hereby **approves the following programs**, which have been examined by the Curriculum Committee and are being recommended for **inclusion in the Palomar College curriculum**:

1. Program Title: E-Business
Discipline(s): Business
Effective term: Fall, 2003

E-BUSINESS

Courses required for a Certificate of Proficiency

Provides a program, which prepares students in the basic skills necessary to use e-commerce in an ever changing and competitive entrepreneurial market.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units
BMGT105 Small Business Management	3
BUS155 Marketing	3
BUS157 E-Commerce	3
GC217 Online Store Design I	3
Electives (select 3 units)	
BUS138 Business Ethics	2
BUS142 Customer Service	1
BUS180 Access for Business	1
BUS190 Internet for Business	1
GC218 Online Store Design II	3
GC290 Copyright for Graphic Designers & Web Developers	1
GC291 Contracts for Graphic Designers & Web Developers	1
GC292 Legal Issues for Graphic Designers & Web Developers	<u>3</u>
TOTAL UNITS	15

2. Program Title: Child Development Master Teacher Certificate
 Discipline: Child Development
 Effective term: Fall, 2003

CHILD DEVELOPMENT MASTER TEACHER CERTIFICATE

In order to earn a Master Teacher Certificate, students must complete the 42.5 units listed for the Teacher Certificate and a combination of 9 additional units listed in this section.

Requires all of the Child Development Teacher Certificate courses (42.5 units) plus:

	Units
CHDV 195 Adult Supervision/Mentor Teacher	3
AND	
One of the following course groupings:	
CHDV 102 Parents as Partners in the Early Years	3
CHDV 104 Guidance for Young Children	3
OR	
CHDV 160 Montessori Philosophy and Methods	3
CHDV 165 Montessori Language and Math	3
OR	
CHDV 180 Understanding and Working with the School-Aged Child	3
CHDV 190 Curriculum for the School-Age Child	3
OR	
CHDV 103 Infant and Toddler Care	3
CHDV 106 Infant and Toddler Curriculum	<u>3</u>
TOTAL UNITS	51.5

3. Program Title: Child Development Site Supervisor Certificate
 Discipline(s): Child Development
 Effective term: Fall, 2003

CHILD DEVELOPMENT SITE SUPERVISOR CERTIFICATE

In order to earn a Site Supervisor Certificate, students must complete the 42.5 units listed for the Teacher Certificate and the additional 9 units listed in this section.

Requires all of the Child Development Teacher courses (42.5 units) plus:

CHDV 195	Adult Supervision/Mentor Teacher	3
CHDV 150	Advanced Administration for Early Childhood Directors	3
CHDV 155	Advanced Supervision for Early Childhood Directors	<u>3</u>
TOTAL UNITS		51.5

4. Program Title: Desktop Support Specialist
 Discipline(s): Computer Science and Information Systems
 Effective term: Fall, 2003

DESKTOP SUPPORT SPECIALIST

Courses required for a Certificate of Proficiency

Desktop support specialists are qualified to successfully troubleshoot, repair and upgrade the desktop computer including hardware and software in a networked environment.

Required Courses	Units	
CSIS 108 or RCSIS 56	Hardware and OS Fundamentals Computer Hardware and Peripherals Repair II	4 3
CSIS 111	Networking Fundamentals	4
CSIS 162	Windows Client	3
CSIS 163	Windows Server	3

Electives (Select 1 course)

CSIS 176	Managing a Windows Network	2
CSIS 227	Unix System Administration	<u>2</u>
TOTAL UNITS		15-16

5. Program Title: Video Game Artist
 Discipline(s): Computer Science and Information Systems, Graphic Communications
 Effective term: Fall, 2003

VIDEO GAME ARTIST

Courses required for a Certificate of Proficiency

This certificate program introduces students to the video game industry, game design, and the creation of both 2D and 3D artwork for video games.

Required Courses:	Units	
CSIS 241	Overview of the Video Game Industry	4
CSIS 242	Game Design	4
ART 241 or GC 140 or GC 141 or GC 142	Computer Graphics Digital Imaging/Photoshop I Digital Imaging/Photoshop II Digital Imaging/Photoshop III	3
ART 243 or DT 180 or DT 182	Digital 3-D Design and Modeling Introductory 3D Modeling/Animation with 3D Studio Max Advanced 3D Studio Max	3

ART 246 or	Computer Animation and Multimedia I	
ART 247 or	Computer Animation and Multimedia II	
DT 181 or	Intermediate 3D Modeling/Animation with 3D Studio Max	
GC 204	Motion Graphics for Multimedia A	<u>3</u>
TOTAL UNITS		17

6. Program Title: Voice and Data Cable Installer
 Discipline(s): Computer Science and Information Systems
 Effective term: Fall, 2003

VOICE AND DATA CABLE INSTALLER

Courses Required for a Certificate of Proficiency

This program provides students a strong foundation in Networking with an emphasis on the Physical, Data-link and Network Layers of the OSI model. It is designed to provide students with the knowledge of in-depth physical connectivity of networks and how data is transmitted across the media. This will prepare the student to achieve the BISC I installer's certificate and/or further their education and training in the computer-networking field with an emphasis on installations.

Required Courses	Units	
CSIS 108 or	Hardware and O.S. Fundamentals	4
R CSIS 56	Computer Hardware and Peripherals Repair II	3
CSIS 111	Networking Fundamentals	4
CSIS 134	Network Voice and Data Cabling	<u>4</u>
TOTAL UNITS		11-12

7. Program Title: Digital Arts
 Discipline(s): Graphic Communications
 Effective term: Fall, 2003

DIGITAL ARTS

Courses required for a Certificate of Proficiency

Specific skills for the Digital Arts certificate include graphic design methodologies, including the design process, output production and presentation. The certificate prepares students to gain competence with the industry standard for digital imaging: Adobe Photoshop. Color, resolution, input and output, production process, photography and creativity are core competencies. Upon completion of the certificate, the student may find a job as a production artist, illustrator, graphic artist, or in digital imaging.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units	
GC 140	Digital Imaging with Photoshop I	3
GC 141	Digital Imaging with Photoshop II	3
GC 142	Digital Imaging with Photoshop III	3
PHOT 230	Digital Darkroom	3.5
ART 240	Introduction to Computers for Art	<u>3</u>
TOTAL UNITS		15.5

8. Program Title: Digital Publishing
 Discipline(s): Graphic Communications
 Effective date: Fall, 2003

DIGITAL PUBLISHING

Courses required for a Certificate of Proficiency

Designed to meet the increasing needs of organizations and businesses that distribute publications in both electronic and print media. Specific skills for the Digital Publishing certificate include typography, visual acuity, graphic design and layout. The certificate prepares students to gain competence with the basic applications used in industry for digital graphics and electronic publishing. Teamwork, problem solving, workflow and production process, communication and creativity are core competencies. Upon completion of the certificate, the student may find a job as a production artist, illustrator, graphic artist, graphic designer, or in digital imaging.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units
GC 140 Digital Imaging with Photoshop I	3
GC 141 Digital Imaging with Photoshop II	3
GC 152 DTP with Illustrator	3
GC 151 or DTP with QuarkXPress	
GC 160 DTP with Adobe InDesign	3
GC 203 Interactive Publishing with Adobe Acrobat/PDF's	<u>3</u>
TOTAL UNITS	15

9. Program Title: E-Commerce Design
 Discipline(s): Graphic Communications
 Effective term: Fall, 2003

E- COMMERCE DESIGN

Courses required for a Certificate of Proficiency

Provides students with a basis for understanding and participating in the design and production of e-business and e-commerce. Specific skills for the E-Commerce Design certificate include Web production, site accessibility, shopping carts, site and data management, security, privacy, and commercial site promotion. Teamwork, problem solving, production process, communication and creativity are core competencies. Upon completion of the certificate, the student may find a job as a graphic designer, Web author, or graphical user interface designer.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units
GC 212 Web Page Layout II	3
GC 215 Web Publishing	3
GC 217 Online Store Design I	3
GC 218 Online Store Design II	3
GC 232 Web Accessibility Design	1
GC 290 or Copyright for Graphic Designers & Web Developers	
GC 291 Contracts for Graphic Designers & Web Developers	1
BUS157 E-Commerce	<u>3</u>
TOTAL UNITS	17

10. Program Title: Electronic Publisher
 Discipline(s): Graphic Communications
 Effective term: Fall, 2003

ELECTRONIC PUBLISHER

Courses required for a Certificate of Proficiency

Electronic publishing encompasses computer-based document layout, composition, typography, illustration, scanning, image modification, as well as reproduction and distribution. It has revolutionized print communications. There will be a major growth in this field in the future.

Employment opportunities will be with commercial printers, corporate electronic publishers, small print shops, service bureaus, direct mail companies, magazine publishers, advertising, typographers and compositors, freelance publications, newspaper publishers, marketing and ad agencies, and in-plant printers.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses		Units
GC105	Layout for Offset Lithography	3
GC 140	Digital Imaging with Photoshop I	3
GC 151 or	DTP with QuarkXPress	
GC 160	DTP with Adobe InDesign	<u>3</u>
TOTAL UNITS		9

11. Program Title: Web Graphics
 Discipline(s): Graphic Communications
 Effective term: Fall, 2003

WEB GRAPHICS

Courses required for a Certificate of Proficiency

Designed to meet the increasing needs of organizations and businesses that publish on the World Wide Web. Specific skills for the Web Graphics certificate include typography, visual acuity, graphic design and Web color and file formats. The certificate prepares students to gain competence with the basic applications used in industry for digital graphics and Web publishing. Teamwork, problem solving, workflow and production process, communication and creativity are core competencies. Upon completion of the certificate, the student may find a job as a Web production artist, graphic production assistant or graphic designer.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses		Units
GC 144	Web Graphics	3
GC 202	Web Page Layout I	3
GC 206	Web Multimedia	3
GC 208	Web Motion Graphics I	3
GC 212	Web Page Layout II	3
GC 232	Web Accessibility	<u>1</u>
TOTAL UNITS		16

12. Program Title: Web Motion Graphics
 Discipline(s): Graphic Communications
 Effective term: Fall, 2003

WEB MOTION GRAPHICS

Courses required for a Certificate of Proficiency

Prepares students with specific skills necessary for employment in the field of Interactive Web multimedia design and production. A high level of skill and time are needed to create professional motion graphics. Specific skills include an attention to detail, knowledge of various illustration and animation software, technical and analytical problem solving, and visual acuity. Teamwork, creativity, communication, understanding of the production process and interactivity are core competencies. Typical job opportunities are in entertainment business, corporate, educational and industries.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units
GC 202 Web Page Layout I	3
GC 206 Web Multimedia	3
GC 208 Web Motion Graphics I	3
GC 209 Web Motion Graphics II	3
GC 229 Interactive Streaming Media	<u>3</u>
TOTAL UNITS	15

13. Program Title: Legal Support Assistant
 Discipline(s): Paralegal Studies
 Effective term: Fall, 2003

LEGAL SUPPORT ASSISTANT

Courses required for a Certificate of Proficiency.

For students who are interested in working within the legal field. This certificate program prepares the student for entry-level legal work, or enhances the skills of those students already working in law offices, corporations, the courts, or government agencies.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units
LS/PLS 121 Introduction to Law	3
LS 145 Legal Ethics	3
PLS 110 Computer Literacy for Paralegals-Beginning	2
OIS 210 Law Office Procedures I	3
BUS 205 Business Writing	3
OIS 115 Filing and Records Management	<u>1</u>
TOTAL UNITS	15

Recommended Electives: BUS 110; BUS 125, OIS 102, OIS 215

A Certificate of Proficiency will be awarded to students who successfully complete the courses listed above and demonstrate the ability to type 35 words per minute.

14. Program Title: Public Works Management
 Discipline(s): Public Works Management
 Effective term: Fall, 2003

PUBLIC WORKS MANAGEMENT

Courses required for a Certificate or an A.A. Degree Major

Specifically designed for individuals employed by or seeking employment in public works organizations in San Diego County.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses	Units
PWM 50 Introduction to Public Works	3
PWM 51 Road Construction & Maintenance	3
PWM 52 Concrete & Cement Construction	3
PWM 53 Public Works Inspection I	3
PWM 54 Public Works Inspection II	3
PWM 55 Public Works Administration	3
PWM 125 Public Works Supervision	3
PKS 101 Parks Maintenance	3
R CSIS 120 Microcomputer Applications	3

Electives (Select 6 – 7 units)

BUS 125 Business English	3
MATH 15 Prealgebra	3
SURV 100 Plane Surveying	<u>4</u>
TOTAL UNITS	33-34

15. Program Title: Real Estate Appraisal License Preparation
 Discipline(s): Real Estate
 Effective term: Fall, 2003

REAL ESTATE APPRAISAL LICENSE PREPARATION

Courses required for a Certificate of Proficiency

A Real Estate Appraiser Trainee license is required of individuals who are to be employed as appraisers under the control and supervision of licensed or certified real estate appraisers. A license may be obtained by a person who does not immediately intend to be employed by an appraiser. However, no real estate appraisal activity may be performed unless the trainee is in the employ of a licensed or certified real estate appraiser.

Minimum requirements to qualify to take the Real Estate Appraiser examination:

1. Age - 18 years of age or older.
2. Proof of legal presence in the United States.
3. Honesty - License applicants must be honest and truthful.
4. Education - Applicants for the Trainee or Residential license must provide evidence of successful completion of 90 hours of real estate appraisal education, including 15 hours of USPAP (uniform standards of professional appraisal practice). Applicants for the Certified Residential license must provide proof of completion of 120 hours of real estate appraisal education (including 15 hours of USPAP). Applicants for the Certified General license must provide evidence of successful completion of 180 hours of real estate education (including 15 hours of USPAP).
5. Experience - No experience is required before obtaining the Real Estate Appraiser Trainee license. 2,000 hours of appraisal experience is required before obtaining the Residential license. 2,500 hours of experience is required before obtaining the Certified Residential license. 3,000 hours of experience is required before obtaining the Certified General license.

This program is designed to meet the educational requirements of all four licensing levels of the Office of Real Estate Appraisers. Note: Licensed real estate brokers may satisfy 1,000 hours of the experience requirement.

Required Courses		Units
RE 100	Real Estate Principles	3
RE 110	Real Estate Appraisal	3
RE 111	Advanced Real Estate Appraisal	3
RE 112	Business Appraisal	<u>3</u>
TOTAL UNITS		12

16. Program Title: Automotive Upholstery
 Discipline(s): Regional Occupational Program (Upholstery)
 Effective term: Fall, 2003

AUTOMOTIVE UPHOLSTERY

Courses required for a Certificate of Proficiency

Prepares students for employment in a variety of specialized areas of upholstery including automobiles, trucks, recreational vehicles and watercraft. Students will master skills and techniques specific to each area of interest.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses		Units
R UP 85	Basic Upholstery	4
R UP/R AT 90	Automotive Upholstery	<u>4</u>
TOTAL UNITS		8

17. Program Title: Upholstery
 Discipline(s): Regional Occupational Program (Upholstery)
 Effective term: Fall, 2003

UPHOLSTERY

Courses required for a Certificate of Proficiency

Prepares students for variety of positions in upholstery and related industries. Students will master skills and techniques required for furniture upholstery and accessories, antique restoration, custom draperies and window treatments.

In order to earn a certificate, students must achieve a minimum grade of "C" in each of the certificate program courses.

Required Courses		Units
R UP 85	Basic Upholstery	4
R UP 86	Advanced Upholstery	4
R UP95	Window Treatments	1.5
R UP 96	Decorator Accessories	<u>1.5</u>
TOTAL UNITS		11

9. RECOMMENDATION: ACTION – APPROVE REMOVAL OF COURSES FROM CURRICULUM

The Governing Board hereby **approves the removal of the following courses**, which have been examined by the Curriculum Committee and are being recommended for removal **from the Palomar College curriculum**:

1. Catalog Number: ACCT 200
Title: Intermediate Accounting
Discipline(s): Accounting
Page: 70
Reason for deletion: Inactive
Effective date: Fall 2003
2. Catalog Number: AJ 70
Title: Police Academy Orientation
Discipline(s): Administration of Justice
Page: 72
Reason for deletion: Inactive
Effective date: FALL 2003
3. Catalog Number: AJ 111
Title: Advanced Investigation
Discipline(s): Administration of Justice
Page: 72
Reason for deletion: Inactive
Effective date: Fall 2003
4. Catalog Number: AJ 112
Title: Civil Investigation
Discipline(s): Administration of Justice
Page: 72
Reason for deletion: Inactive
Effective date: Fall 2003
5. Catalog Number: AJ 113
Title: Accident Investigation
Discipline(s): Administration of Justice
Page: 72
Reason for deletion: Inactive
Effective date: Fall 2003
6. Catalog Number: AJ 119D
Title: Law Enforcement Procedures Review 4
Discipline(s): Administration of Justice
Page 73
Reason for deletion: Police Academy curriculum being revised.
Effective date: FALL 2003
7. Catalog Number: AJ 121
Title: Baton Training
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
8. Catalog Number: AJ 125
Title: Introduction to Safety and Security Management
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003

9. Catalog Number: AJ 126
Title: Law for Security Personnel
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
10. Catalog Number: AJ 127
Title: Business and Retail Security
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
11. Catalog Number: AJ 128
Title: Personnel Security
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
12. Catalog Number: AJ 129
Title: Security Systems
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
13. Catalog Number: AJ 130
Title: Introduction to Corrections
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
14. Catalog Number: AJ 132
Title: Institutional Corrections
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
15. Catalog Number: AJ 133
Title: Community Based Corrections
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
16. Catalog Number: AJ 145
Title: Criminal Codes
Discipline(s): Administration of Justice
Page: 73
Reason for deletion: Inactive
Effective date: Fall 2003
17. Catalog Number: AJ 150
Title: Loss Prevention
Discipline(s): Administration of Justice
Page: 74
Reason for deletion: Inactive
Effective date: Fall 2003

18. Catalog Number: AJ 280
Title: Internship
Discipline(s): Administration of Justice
Page: 74
Reason for deletion: Inactive
Effective date: Fall 2003
19. Catalog Number: AP DL 101
Title: Drywall/Lather I
Discipline(s): Apprenticeship Training
Page: 86
Reason for deletion: Inactive
Effective date: Fall 2003
20. Catalog Number: AP DL 102
Title: Drywall/Lather II
Discipline(s): Apprenticeship Training
Page: 86
Reason for deletion: Inactive
Effective date: Fall 2003
21. Catalog Number: AP DL 103
Title: Drywall/Lather III
Discipline(s): Apprenticeship Training
Page: 86
Reason for deletion: Inactive
Effective date: Fall 2003
22. Catalog Number: AP DL 104
Title: Drywall/Lather IV
Discipline(s): Apprenticeship Training
Page: 86
Reason for deletion: Inactive
Effective date: Fall 2003
23. Catalog Number: AP DL 105
Title: Drywall/Lather V
Discipline(s): Apprenticeship Training
Page: 86
Reason for deletion: Inactive
Effective date: Fall 2003
24. Catalog Number: AP DL 106
Title: Drywall/Lather VI
Discipline(s): Apprenticeship Training
Page: 86
Reason for deletion: Inactive
Effective date: Fall 2003
25. Catalog Number: AP TF 101
Title: Tile Finisher I
Discipline(s): Apprenticeship Training
Page: 89
Reason for deletion: Inactive
Effective date: Fall 2003
26. Catalog Number: AP TF 102
Title: Tile Finisher II
Discipline(s): Apprenticeship Training
Page: 89
Reason for deletion: Inactive
Effective date: Fall 2003

27. Catalog Number: AP TF 103
Title: Tile Finisher III
Discipline(s): Apprenticeship Training
Page: 89
Reason for deletion: Inactive
Effective date: Fall 2003
28. Catalog Number: AP TF 104
Title: Tile Finisher IV
Discipline(s): Apprenticeship Training
Page: 89
Reason for deletion: Inactive
Effective date: Fall 2003
29. Catalog Number: AP TF 197
Title: Tile Finisher Topics
Discipline(s): Apprenticeship Training
Page: 89
Reason for deletion: Inactive
Effective date: Fall 2003
30. Catalog Number: ART 47
Title: Art Topics
Discipline(s) Art
Page: 92
Reason for deletion: Inactive
Effective date: FALL 2003
31. Catalog Number: BIOL 220
Title: Electron Microscopy
Discipline(s): Biology
Page: 102
Reason for deletion: Inactive
Effective date: Fall 2003
32. Catalog Number: BMGT 150
Title: Women in Management
Discipline(s): Business Management
Page: 107
Reason for deletion: Inactive
Effective date: Fall 2003
33. Catalog Number: BMGT 205
Title: Mid-Management Seminar
Discipline(s): Business Management
Page: 107
Reason for deletion: Inactive
Effective date: Fall 2003
34. Catalog Number: CARP 50
Title: Mathematics, Materials and Blueprint Reading
Discipline(s): Carpentry
Page: 111
Reason for deletion: Inactive
Effective date: Fall 2003
35. Catalog Number: CARP 75
Title: Blueprint Reading and Estimating
Discipline(s): Carpentry
Page: 111
Reason for deletion: Inactive
Effective date: Fall 2003

36. Catalog Number: CARP 97
Title: Carpentry Topics
Discipline(s): Carpentry
Page: 112
Reason for deletion: Inactive
Effective date: Fall 2003
37. Catalog Number: CHDV 170
Title: Montessori Cultural Subjects and Experiences
Discipline(s): Child Development
Catalog page: 114
Reason for deletion: Inactive
Effective term: Fall 2003
38. Catalog Number: CHDV 175
Title: The Developing Child
Discipline(s): Child Development
Catalog page: 114
Reason for deletion: Other CHDV courses cover the same basic general contents as CHDV 175.
Effective term: Fall 2003
39. Catalog Number: CNED 671
Title: SAT Mathematics Preparation
Discipline(s): Community Education
Page: 245
Reason for deletion: No apportionment may be collected for any non credit class designated to teach to a specific test.
Effective date: Fall 2003
40. Catalog Number: CSIS 112
Title: Net Prep: Local Area Networks
Discipline(s): Computer Science and Information Systems
Page: 120
Reason for deletion: Inactive
Fall 2003
41. Catalog Number: CSIS 113
Title: Net Prep: Wide Area Networks
Discipline(s): Computer Science and Information Systems
Page: 120
Reason for deletion: Inactive
Effective date: Fall 2003
42. Catalog Number: CSIS 114
Title: Net Prep: TCP/IP and Network Architectures
Discipline(s): Computer Science and Information Systems
Page: 120
Reason for deletion: Inactive
Effective date: Fall 2003
43. Catalog Number: CSIS 118
Title: Net Prep: The Internet
Discipline(s): Computer Science and Information System
Page: 120
Reason for deletion: Inactive
Effective date: Fall 2003

44. Catalog Number: CSIS 119
Title: Visual Studio.NET
Discipline(s): Computer Science and Information Systems
Page: 120
Reason for deletion: Course content to be offered in new course CSIS 122 as a part of Visual Basic Program.
Effective date: Fall 2003
45. Catalog Number: CSIS 192
Title: Net Prep: Java I Fundamentals
Discipline(s): Computer Science and Information Systems
Page: 122
Reason for deletion: Replacement with CSIS 272 – Java Programming for Information Systems.
Effective date: Fall 2003
46. Catalog Number: CSIS 260
Title: Introduction to Data Communications
Discipline(s): Computer Science and Information Systems
Page: 124
Reason for deletion: Duplicate course
Effective date: Fall 2003
47. Catalog Number: CSIS 292
Title: Java Programming
Discipline(s): Computer Science and Information Systems
Page: 124
Reason for deletion: Replaced with CSIS 272 – Java Programming for Information Systems.
Effective date: Fall 2003
48. Catalog Number: CT 97B
Title: Topics in Construction Technology - Electricity
Discipline(s): Construction Technology
Page: 126
Reason for deletion: Inactive
Effective date: Fall 2003
49. Catalog Number: CT 100
Title: Introduction to Construction
Discipline(s): Construction Technology
Page: 126
Reason for deletion: Inactive
Effective date: Fall 2003
50. Catalog Number: COUN 80
Title: Introduction to College
Discipline(s): Counseling
Page: 127
Reason for deletion: Inactive
Effective date: Fall 2003
51. Catalog Number: COUN 81
Title: Peer Effectiveness I
Discipline(s): Counseling
Page: 127
Reason for deletion: Inactive
Effective date: Fall 2003

52. Catalog Number: COUN 82
Title: Peer Effectiveness II
Discipline(s): Counseling
Page: 127
Reason for deletion: Inactive
Effective date: Fall 2003
53. Catalog Number: COUN 83
Title: Peer Effectiveness III
Discipline(s): Counseling
Page: 127
Reason for deletion: Inactive
Effective date: Fall 2003
54. Catalog Number: COUN 97
Title: Counseling Topics
Discipline(s): Counseling
Page: 127
Reason for deletion: Inactive
Effective date: Fall 2003
55. Catalog Number: DNCE 50
Title: Basic Interpretive Dance
Discipline(s): Dance
Page: 129
Reason for deletion: Inactive
Effective date: Fall 2003
56. Catalog Number: DNCE 55
Title: Basic Classic Dance Techniques
Discipline(s): Dance
Page: 129
Reason for deletion: Inactive
Effective date: Fall 2003
57. Catalog Number: DNCE 60
Title: Basic Commercial Dance
Discipline(s): Dance
Page: 130
Reason for deletion: Inactive
Effective date: FALL 2003
58. Catalog Number: EME 105
Discipline(s): Emergency Medical Education
Catalog page: 143
Reason for deletion: Being replaced by EME 106 & EME 106L
Effective term: Fall 2003
59. Catalog Number: EME 205
Discipline(s): Emergency Medical Education
Catalog page: 144
Reason for deletion: Being replaced by EME 206 & EME 206L,
207 & 207L, 208 & 208L and 209 & 209L
Effective term: Fall 2003
60. Catalog Number: FIRE 135
Title: Fire Service Communication Systems
Discipline(s): Fire Technology
Page: 155
Reason for deletion: Inactive
Effective date: Fall 2003

61. Catalog Number: FREN 47
Title: French Topics
Discipline(s): French
Page: 156
Reason for deletion: Inactive
Effective date: Fall 2003
62. Catalog Number: GC 159
Title: Advanced Freehand
Discipline(s): Graphic Communications
Page: 164
Reason for deletion: Inactive
Effective date: Fall 2003
63. Catalog Number: GC 163
Title: Advanced CorelDRAW
Discipline(s): Graphic Communications
Page: 165
Reason for deletion: Inactive
Effective date: Fall 2003
64. Catalog Number: GC 190
Title: Quick Printing and In-Plant Graphics
Discipline(s): Graphic Communications
Page: 165
Reason for deletion: Inactive
Effective date: Fall 2003
65. Catalog Number: GC 210
Title: Finishing Processes
Discipline(s): Graphic Communications
Page: 166
Reason for deletion: Inactive
Effective date: Fall 2003
66. Catalog Number: LT 150
Title: Library Research Skills
Discipline(s) Library Technology
Page: 178
Reason for deletion: Inactive
Effective date: FALL 2003
67. Catalog Number: LT 151
Title: Library/Information Research Skills
Discipline(s): Library Technology
Page: 178
Reason for deletion: Inactive
Effective date: FALL 2003
68. Catalog Number: MUS 118
Title: Key Literature, Analysis and Performance
Discipline(s): Music
Page: 185
Reason for deletion: Inactive
Effective date: FALL 2003
69. Catalog Number: MUS 135
Title: Elementary Brass
Discipline(s): Music
Page: 185
Reason for deletion: Inactive
Effective date: Fall 2003

70. Catalog Number: MUS 136
Title: Intermediate Brass
Discipline(s): Music
Page: 185
Reason for deletion: Inactive
Effective date: Fall 2003
71. Catalog Number: MUS 153
Title: Palomar Orchestra: Music of the Classical Period
Discipline(s) Music
Page: 186
Reason for deletion: Inactive
Effective date: Fall 2003
72. Catalog Number: MUS 164
Title: Palomar Orchestra: Music of the Post-Romantic Period
Discipline(s) Music
Page: 186
Reason for deletion: Inactive
Effective date: Fall 2003
73. Catalog Number: MUS 249
Title: Folk Song Research II
Discipline(s) Music
Page: 189
Reason for deletion: Unsuccessful as a sequential course to MUS 243.
Effective date: Fall 2003
74. Catalog Number: PKS 105
Title: Parks: Their Function and Management
Discipline(s): Parks and Recreation Management
Page: 200
Reason for deletion: Inactive
Effective date: Fall 2003
75. Catalog Number: PKS 115
Title: Parks Maintenance
Discipline(s): Parks and Recreation Management
Page: 200
Reason for deletion: Inactive
Effective date: Fall 2003
76. Catalog Number: PKS 125
Title: Turf Management
Discipline(s): Parks and Recreation Management
Page: 201
Reason for deletion: Inactive
Effective date: Fall 2003
77. Catalog Number: PKS 130
Title: Plant Pests and Control
Discipline(s): Parks and Recreation Management
Page: 201
Reason for deletion: Inactive
Effective date: Fall 2003
78. Catalog Number: PKS 135
Title: Landscape I
Discipline(s): Parks and Recreation Management
Page: 201
Reason for deletion: Inactive
Effective date: Fall 2003

79. Catalog Number: PKS 145
Title: Ornamental Plant Material Identification
Discipline(s): Parks and Recreation Management
Page: 201
Reason for deletion: Inactive
Effective date: Fall 2003
80. Catalog Number: PKS 150
Title: Liabilities in Managing Recreational Facilities
Discipline(s): Parks and Recreation Management
Page: 201
Reason for deletion: Inactive
Effective date: Fall 2003
81. Catalog Number: PHIL 125
Title: Introduction to Bioethics
Discipline(s): Philosophy
Page: 201
Reason for deletion: Inactive
Effective date: Fall 2003
82. Catalog Number: SPAN 47
Title: Spanish Topics
Discipline(s): Spanish
Page: 222
Reason for deletion: Inactive
Effective date: Fall 2003
83. Catalog Number: SPAN 52
Title: Advanced Conversation
Discipline(s): Spanish
Page: 222
Reason for deletion: Inactive
Effective date: Fall 2003
84. Catalog Number: WWT 140
Title: Basic Hydraulics
Discipline(s): Wastewater Technology Education
Page: 232
Reason for deletion: Inactive
Effective date: Fall 2003
85. Catalog Number: WTE 140
Title: Basic Hydraulics
Discipline(s): Water Technology Education
Page: 233
Reason for deletion: Inactive
Effective date: Fall 2003

10. RECOMMENDATION: ACTION – APPROVE REMOVAL OF PROGRAMS FROM CURRICULUM

The Governing Board hereby **approves the removal of the following programs**, which have been examined by the Curriculum Committee and are being recommended for removal **from the Palomar College curriculum**:

1. Program Title: Apprenticeship: Tile Finisher
Discipline(s): Apprenticeship: Tile Finisher
Catalog Page: 89
Effective term: Fall 2003

2. Program Title: Two Child Development Specialization
Certificates – Directors
Discipline(s): Child Development
Catalog page: 114
Effective term: Fall 2003
3. Program Title: Two Child Development Specialization
Certificates – Montessori
Discipline(s): Child Development
Catalog page: 114
Effective term: Fall 2003
4. Program Title: Associate Network Specialist
Discipline(s): Computer Science and Information Systems
Catalog Page: 118
Effective term: Fall 2003

11. RECOMMENDATION: ACTION – REJECT CLAIM

The Governing Board of the Palomar Community College District hereby **rejects the claim for damages** filed by **Laura Brunner** and refers it to the District's Claim Administrator for handling.

12. RECOMMENDATION: ACTION – ADOPT NONRESIDENT TUITION FEE; ADOPT FEE FOR CAPITAL OUTLAY, MAINTENANCE, AND EQUIPMENT EXPENDITURES NOT COVERED IN NONRESIDENT TUITION FEE; AUTHORIZE CHARGING NON-REFUNDABLE INTERNATIONAL STUDENT APPLICATION PROCESSING FEE; AND AUTHORIZE MAKING ALL AFOREMENTIONED FEES EFFECTIVE BEGINNING WITH SUMMER, 2003, SESSION

The Governing Board hereby adopts the rate of **\$139 per unit of credit for the 2003-2004 Nonresident Tuition Fee for all nonresident students.**

The Governing Board also authorizes the Palomar Community College District to charge nonresident students who are both citizens and residents of a foreign country **\$10 per unit of credit for the 2003-2004 Fiscal Year.** This \$10 fee is for the purposes of **capital outlay, maintenance, and equipment expenditures** which are not covered in the above-calculated Nonresident Tuition Fee and is authorized under Education Code 76141.

The Governing Board also authorizes the Palomar Community College District to charge a **non-refundable International Student Application Processing Fee of \$25.**

The Governing Board also authorizes that these fees be **effective beginning with the Summer, 2003, session. Exhibit M-12**

13. RECOMMENDATION: ACTION - RATIFY AND APPROVE THIRD AMENDMENT TO AGREEMENT WITH CALIFORNIA ENGLISH SCHOOL

The Governing Board hereby approves a **Third Amendment** to the **agreement** with the **California English School** ("CES") effective December 15, 2002, to assist CES in its compliance with the recent reporting requirements of the Student Exchange Visitor Information System ("SEVIS") for international students issued by the U.S. Immigration & Naturalization Service.

Paragraph 12. STUDENT FEES, in part, is amended as follows:

“Additional student services are available, for a fee, to English School students. A fee of Twenty-five Dollars (\$25.00) is currently paid by the California English School to the College District for each student enrolled in California English School. This fee will be credited to the International Student Office to cover the initial reporting of CES information to SEVIS. In the event any CES student extends his/her enrollment with CES beyond one calendar year, an additional Twenty-five Dollar (\$25.00) fee shall be due to the District at the commencement of this additional year.

This fee shall be shared equally, 50/50 between CES and the District with the District's share to be paid from non-District funds earned by the Worksite Education program.

To enable the International Student Office to make accurate reports of CES students on SEVIS, CES agrees to furnish to the International Student Office certified, true and correct copies of all CES student admissions, enrollment, and attendance records on an ongoing basis to be used by the International Student Office to make its SEVIS reports for CES students and for the anticipated on-site review by the INS and can respond properly on behalf of CES.”

All other terms of the basic agreement effective August 15, 1994, as amended, shall remain in effect. **Exhibit M-13**

14. RECOMMENDATION: ACTION - RECEIVE PROPOSAL FOR ATM SERVICES AND AUTHORIZE CONTRACT WITH MISSION FEDERAL CREDIT UNION

The Governing Board published a request for proposals for **ATM services** on December 2 and 9, 2002 and received one response as follows:

From Mission Federal Credit Union of San Diego, California (“Mission Fed”) offering to furnish ATM machines at Palomar College San Marcos and Palomar College Escondido Center and pay to the District a total rental fee for both sites, combined, the following rental and related donations, for the term of the proposed agreement of five (5) years, effective January 1, 2003, with full rental commencing upon installation of both ATM machines, but until then, fifty (50%) of the following rental amounts:

1. \$400.00 per month (combined rental for two locations),
2. \$550.00 per month for ATM cash withdrawal volume of \$5,000 but not exceeding \$6,999.00,
3. \$700.00 per month for ATM cash withdrawal volume of \$7,000.00 or more.

In addition Mission Fed agrees to make the following annual donations to the District:

1..	Palomar Goes Gala	\$3,000.00
2.	President's Associates	\$1,000.00
3..	Rose Hartley Scholarship	\$2,000.00
4.	Corporate Donation	\$1,000.00
5.	Other contributions	<u>\$1,000.00</u>
	Total donations:	\$8,000.00 annually

The Governing Board hereby authorizes an **agreement with Mission Federal Credit Union**, effective January 1, 2003, and terminating December 31, 2007, on the terms stated above, subject to fulfillment by Mission Fed of all insurance and legal requirements for the operation of ATM equipment on public property. **Exhibit M-14**

15. RECOMMENDATION: ACTION - APPROVE RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF LEASE REVENUE BOND DOCUMENTS TO FUND CONSTRUCTION OF HIGH-TECHNOLOGY LABORATORY-CLASSROOM BUILDING

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
PALOMAR COMMUNITY COLLEGE DISTRICT
AUTHORIZING THE EXECUTION AND DELIVERY OF
A SITE LEASE, A FACILITY LEASE, A CERTIFICATE AND A CONSTRUCTION
AGREEMENT CONCERNING THE ISSUANCE OF LEASE REVENUE
BONDS BY STATE PUBLIC WORKS BOARD FOR
THE HIGH-TECHNOLOGY LABORATORY-CLASSROOM BUILDING AT
PALOMAR COLLEGE AND APPROVING RELATED
ACTIONS IN CONNECTION THEREWITH**

WHEREAS, Chapter 33, of the Statues of 2002, Section 34 (the "Law") contains an appropriation for the construction and equipping of the High Technology Labortory-Classroom Building at Palomar College in San Marcos, California (the "Project"), payable from the proceeds of bonds, negotiable notes or negotiable bond anticipation notes (collectively, the "Obligations") to be issued by the State Public Works Board pursuant to the State Building Construction Act of 1955 (commencing at Government Code Section 15800), (the "Act");

WHEREAS, the Palomar Community College District (the "District") has determined that it is in the public interest to request the State Public Works Board to obtain an interim loan from the General Fund or Pooled Money Investment Account (the "Interim Loan") to provide funds for the construction and equipping of the Project on behalf of the District;

WHEREAS, the District will provide and perform all activities required to construct and equip the Project on behalf of the State Public Works Board pursuant to a Construction Agreement (the "Construction Agreement") between the State Public Works Board and the District;

WHEREAS, in order to obtain the Interim Loan, the State Public Works Board will covenant to issue the Obligations in order to repay the principal of and interest on the Interim Loan;

WHEREAS, the Obligations will be special obligations of the State Public Works Board payable solely from certain pledged revenues which shall include the annual rental payments payable by the District pursuant to the Facility Lease (as hereinafter defined);

WHEREAS, in order to induce the State Public Works Board to covenant to issue the Obligations and to provide for the payment of the principal of and interest on the Obligations, the District must agree to lease the real property owned by the District upon which the Project is constructed (the "Site") to the State Public Works Board pursuant to a site lease (the "Site Lease"), and the State Public Works Board will lease back the Site and the Project to the District pursuant to a facility lease (the "Facility Lease");

WHEREAS, it is the intent of the District that the Chancellor of the California Community Colleges shall, in addition to revenues calculated for apportionment to community college districts pursuant to Section 84750 of the Education Code, apportion state aid equal to the amount necessary to meet the annual rental payments pursuant to the Facility Lease:

WHEREAS, the District shall authorize, pursuant to the Facility Lease, the Chancellor of the California Community Colleges and the Controller of the State of California to withhold from its annual apportionment the amount of funds necessary to satisfy its annual rental payments pursuant to the Facility Lease, which shall include an authorization to withhold the additional apportionment amount and the amount determined by the Chancellor of the California Community Colleges to be the District's proportional share of such rental payments;

WHEREAS, while it is the intent of the District and the Chancellor of the California Community Colleges that such funds be appropriated annually as part of the State's general apportionment of funds for the California Community Colleges, the District's obligation to pay rental payments pursuant to the Facility Lease shall be an obligation payable from any lawfully available funds of the District;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Palomar Community College District as follows:

1. The proposed form of the Construction Agreement, by and between the District and the State Public Works Board, as presented to this meeting, is hereby approved. The Superintendent/President or Vice President of Finance and Administrative Services for the District (the "Authorized District Officer") is hereby authorized and directed, on behalf of the District, to execute, and deliver the Construction Agreement in substantially the form presented to this meeting, with such insertions and changes therein as the Authorized District Officer with the concurrence of the State Public Works Board and with the advice of counsel may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

2. The proposed form of Site Lease, by and between the District and the State Public Works Board, as presented to this meeting, is hereby approved. The Authorized District Officer is hereby authorized and directed, on behalf of the District, to execute and deliver the Site Lease in substantially the form presented to this meeting, with such insertions and changes therein as the Authorized District Officer with the concurrence of the State Public Works Board and with the advice of counsel may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

3. The proposed form of Facility Lease by and between the District and the Public Works Board, as presented to this meeting, is hereby approved. The Authorized District Officer is hereby authorized and directed, on behalf of the District, to execute and deliver the Facility Lease in substantially the form presented to this meeting, with such insertions and changes therein as the Authorized District Officer with the concurrence of the State Public Works Board and with the advice of counsel may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

4. The proposed form of Certificate of the Trustees, as presented to this meeting, is hereby approved. The Authorized District Officer is hereby authorized and directed, on behalf of the District, to execute and deliver the Certificate in substantially the form presented to this meeting, with such insertions and changes therein as the Authorized District Officer with the concurrence of the State Public Works Board and with the advice of counsel may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

5. The officers of the District are hereby authorized and directed, for and in the name and on behalf of the District to do any and all things, take any and all actions and execute and deliver any and all agreements, documents and certificates (including, without limitation, Exhibit A attached to this resolution, the Continuing Disclosure Agreement, a Tax Certificate, etc.) which they, or any of them, may deem necessary or advisable in order to facilitate the Interim Loan and the lawful issuance and delivery of the Obligations by the State Public Works Board.

6. This resolution shall take effect immediately upon its passage.

EXHIBIT A

CERTIFICATE OF THE PALOMAR COMMUNITY COLLEGE DISTRICT

The undersigned Superintendent/President or Assistant Superintendent/Vice President of Finance and Administrative Services, of the PALOMAR COMMUNITY COLLEGE DISTRICT (the "District") hereby acknowledges and certifies with respect to the resolution (the "Resolution") of the State Public Works Board of the State of California (the "Board") authorizing the sale of the Board's Lease Revenue Bonds PALOMAR COMMUNITY COLLEGE DISTRICT – HIGH-TECHNOLOGY LABORATORY-CLASSROOM BUILDING (the "Bonds") as follows:

1. By enactment of Chapter 33 of the Statutes of 2002, Section 34 (the "Law"), the Legislature of the State of California has authorized the Board to issue the Bonds for the construction and equipping for a High-Technology Laboratory-Classroom Building at Palomar College in San Marcos, California (the "Project") for the District.

2. The District has requested the (1) Board to authorize issuance of the Bonds and (2) the Director of the Department of Finance of the State of California (the "Director of Finance") to request a General Fund Loan and/or request that the Pooled Money Investment Board (the "PMIB") make a loan to pay for the costs of construction and equipping of the Project prior to issuance of the Bonds (the "Interim Loan").

3. The District understands that the Director of Finance and the PMIB require that the Board covenant to issue the Bonds before an Interim Loan will be made. The District further understands that subsection (f) of the Law requires that in the event the Bonds authorized for the Project are not sold, the District shall commit a sufficient portion of its current annual apportionment to repay all interim finance costs associated with the Project.

4. The Project is to be located on District owned real property and the District agrees to transfer possession and control of this property to the Board pursuant to a site lease, the form of which was approved by the Board in the Resolution (the "Site Lease") and the Board will lease said real property and the Project to the District pursuant to the facility lease, a form of which was approved by the Board in the Resolution (the "Facility Lease").

5. The District understands that, in accordance with California Government Code Section 15830, the Bonds will be secured solely by rental payments made by the District pursuant to the Facility Lease. The District acknowledges that in Section 3 of the Facility Lease the District authorizes the Chancellor of the California Community Colleges and the State Controller to withhold from its annual apportionment an amount sufficient to fully pay the District's rental obligations under the Facility Lease and that this authorization has precedence over other expenditure obligations of the District.

6. The District will use the Project only in a manner and to the extent that such uses shall be permitted under the Internal Revenue Code of 1986, as amended, so as to assure the tax-exempt status of the Bonds at all times.

7. The District understands that the Board was induced to authorize issuance of the Bonds by the District's covenant to execute and deliver and perform under the Site Lease and the Facility Lease and all certificates, agreements or other documents that the Chair or the Administrative Secretary of the Board may deem necessary or desirable to carry out the purposes of the Resolution (the "Security Documents").

8. The District has approved the Security Documents and certifies that it will execute and deliver and perform under the Security Documents when and as requested by the Board.

9. The District acknowledges that if it fails to execute and deliver and perform under the Security Documents, the Board will be entitled to seek judicial or other relief to compel such execution, delivery and performance.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands.

Date: January 14, 2003

Name	Office	Signature
_____	_____	_____

SECRETARY'S CERTIFICATE

I, Michele T. Nelson, Secretary of the Governing Board of the Palomar Community College District, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of said District duly and regularly and legally held at the regular meeting place thereof on January 14, 2003, of which meeting all of the members of the Board of Trustees of said District had due notice and at which a majority thereof were present.

At said meeting said resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes.

Said resolution has not been amended, modified or rescinded since the date of its adoption and the same is now in full force and effect.

Dated: _____

Secretary of the Board of Trustees of the
Palomar Community College District
Exhibit M-15

**16. RECOMMENDATION: ACTION - APPROVE RESOLUTION IN SUPPORT OF
EQUITABLE STATE FUNDING FOR ALL COMMUNITY COLLEGE STUDENTS**

The Governing Board hereby approves the following resolution:

**Palomar Community College District
Resolution in Support of
Equitable State Funding for All Community College Students**

WHEREAS, on a dollar per student basis, there is great disparity in funding among California's community college districts; and

WHEREAS, the highest funded district receives \$8,209 per full-time-equivalent student and the lowest funded district receives only \$3,493; the average received by the highest funded districts is \$5,693 per full-time-equivalent student and the average amount received by the lowest funded districts is \$3,516 and the gap is growing larger; and

WHEREAS, when there are more state funds available to the community college system, higher funded districts receive proportionately more and lower funded districts receive proportionately less, and, conversely, when state funds are cut, higher funded districts receive a smaller cut per student and lower funded districts receive a larger cut per student, making the disparity in funding even worse, and

WHEREAS, the lack of equitable state funding means that students in lower funded districts have significantly less access to classes, tutors, full-time instructors, lab technicians, math and writing center assistance, basic skills classes, adequately maintained facilities, instructional materials, current technology, technical programs, or counselors or other support staff for an increasingly diverse student population; and

WHEREAS all of California's community college districts are required to comply with the same state mandates, but the resources that enable compliance vary widely district by district; and

WHEREAS, funding all community college programs and services on a per student basis would reduce the disparity in funding, increase equal access to education and boost the potential for student success throughout the state; and

WHEREAS, understanding California's current fiscal problems, the disparities in funding within the community college system must not be allowed to get worse;

NOW THEREFORE BE IT RESOLVED that the Governing Board of the Palomar Community College District supports funding on the basis of full-time equivalent students and:

- urges enactment of legislation and a 2003-2004 State Budget that will ensure fair and equitable funding to all community college students, including measures that will halt the increasing disparity in funding, and
- commits to actively advocate on behalf of comparable funding for ALL of the state's community college students on a per student basis, and

Passed and adopted by the Governing Board of the Palomar Community College District, in San Diego County. **Exhibit M-16**

17. RECOMMENDATION: ACTION - SCHEDULE GOVERNING BOARD WORKSHOP ON FEBRUARY 8, 2003

The Governing Board hereby schedules a workshop meeting on Saturday, February 8, 2003, 8:30 a.m. to 12:00 p.m., in ESC 402 at the Palomar College Escondido Center, 1951 E. Valley Parkway, Escondido. The purpose of the workshop is to review the Governing Board Code of Ethics, the role of Board members, and progress on the Board's 2002-2003 Goals.

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. Review of tort claim, pursuant to Government Code 54956.95.
6. Public Employee Performance Evaluation - Superintendent/President, Mid-term Discussion of Goals, pursuant to Government Code 54957.

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT