



**GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, FEBRUARY 11, 2003, 6:00 P.M.**

A. CALL TO ORDER

Darrell L. McMullen, President, called the regular meeting of the Palomar Community College District Governing Board to order at 6:00 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

DARRELL L. McMULLEN, M.B.A., PRESIDENT
RALPH G. JENSEN, B.A., VICE PRESIDENT
MICHELE T. NELSON, PH.D., SECRETARY
NANCY C. CHADWICK, TRUSTEE
MARK R. EVILSIZER, TRUSTEE
LEO MELENA, STUDENT TRUSTEE

EXECUTIVE ADMINISTRATORS PRESENT:

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

QUORUM ESTABLISHED

Mr. McMullen declared a quorum present, and the Board went into Closed Session at 6 p.m..

BB. CLOSED SESSION

The Board went into Closed Session to discuss:

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

BBB. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7 p.m.

STAFF PRESENT:

Barbara Baldrige, Executive Assistant to Superintendent/Governing Board
Chris Barkley, President, Faculty Senate; Associate Professor, English
Kathy Davis, Vice President, CCE/AFT; Information Services Support Specialist
Mary Ann Drinan, Co-President, PFF; Associate Professor/Chair, Economics, History, and
Political Science
Dr. Dan Finkenthal, Associate Professor, Physics and Engineering
Joe Ismay, Wrestling Coach
Herman Lee, Director, Enrollment Services
Erin Messersmith, Technology Training Coordinator
Maria Miller, President, The Faculty; Professor/Chair, Family and Consumer Sciences
Jo Anne Giese, President, Confidential and Supervisory Team
Mary Millet, Co-President, PFF/AFT; Adjunct Faculty, English
Mollie Smith, President, Administrative Association; Interim Director, Vocational Programs
Don Sullins, Information Services Consultant
John Woods, Director, Athletics

GUESTS:

Walter Della Santena, Bookstore Manager
Jonnye Popick, Student
Kris Shirley, Student
Others present are listed on the sign-in sheets.

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Mr. McMullen declared a quorum present, and the meeting proceeded with the order of business.

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

ACTION TAKEN DURING CLOSED SESSION

Mr. McMullen stated, "The Governing Board took action in closed session to authorize the District to send notices to all administrative personnel employed on one-year contracts that they may not be reemployed by appointment or contract in their administrative position for the 2003-2004 year." Mr. McMullen commented that this is an action being taken by community colleges across the state.

C. APPROVAL OF MINUTES

MSC Evilsizer, Chadwick

The Governing Board hereby approves the Minutes of the Regular Meeting of January 28, 2003.

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

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

Dr. Amador reported the following change on the agenda:

Page 7, Item H-11, e:

Position: FACULTY PRESIDENT
Name: **MARIA MILLER**

E. REPORT OF THE GOVERNING BOARD PRESIDENT

Mr. McMullen reported that four of our trustees attended the CCLC Legislative Conference in Sacramento February 2-3. It was very beneficial. They heard many politicians placing the blame for the current budget crisis on many things. They were able to visit with a number of legislators' offices but heard mostly, "our hands are tied."

Mr. McMullen reported that the Board had a very productive workshop on February 8 at the Palomar College Escondido Center. He felt it was very beneficial in the group working together as a trustee board in handling the incredible amount of problems, including financial, that we have in the near future.

F. REPORTS OF THE GOVERNING BOARD MEMBERS

Mr. Jensen addressed comments to the press on the unfair practices charge filed by the Palomar Faculty Federation regarding Kaiser Permanente's increasing the co-pay for prescriptions for participants in their health plan from \$1 to \$5 for a 90-day supply: "A 400% increase in co-pay sounds substantial, but \$4 does not and is not. If there is a substantial change in benefits, the union says it's required that we negotiate. Now what damage did this late notification, if you will, cause? The only thing employees could do would be to change from Kaiser to JPA. JPA, for as long as I can remember, has been charging \$5 for generic drugs and \$10 for specific drugs. Now, I seriously doubt that employees would elect to change to a program that is going to charge them more. The fact of the matter is that for \$5, they can get prescriptions that would run retail \$300 plus. I think that's still a pretty doggone good deal. I think that the filing of this charge is petty and malicious. In light of Gray Davis' wholesale cuts in our funding, I think it's unconscionable. And I think that the public would agree with me if they get all the facts."

Ms. Chadwick reported that she was involved in the Legislative Conference in Sacramento and was able to visit two of our elected officials' offices, George Plescia and Ray Haynes. Everyone she spoke with wholeheartedly support the community colleges. They are very concerned that the struggle that is going on with the state budget is not going to be productive until after the May revise. To a person, we have support, and they are going to do everything they can to help us. She was very happy to see that.

Ms. Chadwick reported that she is making site visits to our education centers. She thanked Norma Bean for setting them up. During the next couple of weeks, she will have visited all seven of them and will visit Borrego Springs in March. She looks forward to that.

Ms. Chadwick feels that our process of addressing the budget will be one of deliberate steps consistent with our outline process. She is hopeful that people will continue to participate as they are doing.

Mr. Evilsizer reported that he, too, attended the CCLC Legislative Conference and New Trustee Orientation in Sacramento. He learned that we have great advocacy groups up there working for the community colleges in both the Chancellor's Office and the Community College League of California. He also learned that we do have the support of our local legislators. However, the community colleges are viewed at the lower rung of the ladder in the higher education institution scheme of things. That's got to change. We really need to work, not only as a community in this District, but state wide to turn the tide of that perception with our legislators and people up in Sacramento who make decisions on our budgets, for example.

Mr. Evilsizer reported that on February 5, four of the trustees and Dr. Amador attended the SDICCCA dinner meeting. The theme was "Tidal Wave II." A document distributed at the meeting was titled, "Keeping the Promise," a very disturbing report by David Wolfe and Steve Weiner, two of the presenters that evening. It reiterates the growing influx of the population in California and how that is going to drive enrollment at the community college system and how accessibility to our community colleges is really negatively impacted by things like budget cuts. This is something we have to work our, over some period of time – they suggest a four-to-six-year campaign called the "Campaign for College Opportunity." And it's literally that; it's going to have to be a mass-media orchestrated event that's going to take place over a period of time. Again, it will drive the perception of the community colleges to be something more favorable than it is today. He looks forward to participating in that with his colleagues and, over the course of time, work on changing that perception.

Mr. Evilsizer commented that he felt Saturday's workshop was very valuable to work together as a Board and address some of the Board policies and review some of their items such as the mission statement and vision that the Board sees and how that impacts the District.

Mr. Evilsizer reported that he received a letter from the San Diego County Board of Supervisors addressed to Dr. Dougherty, stating that there would be a meeting on February 13, 4-6 p.m., on the effects of the state budget crisis on local services and background checks for volunteers at schools as well as other facilities.

Mr. Evilsizer reported that he has been invited by KKSM to participate in a question-and-answer for callers on the air on Saturday, February 15, 2-3 p.m. He thinks this will be a fun experience and an opportunity to share some thoughts with the community in general.

Mr. Evilsizer reported that at the last meeting he had asked about the strategic plan and how we were communicating the results on the progress on the plan. Dr. Amador has shared with him a copy of the 20 objectives and the progress made as of last November. Another progress report will be made this month. After the final progress report is made in May, the Board and the public will receive a report.

Dr. Nelson reported that she found the conference in Sacramento to be very beneficial. That, combined with the SDICCCA dinner meeting, has given us a clear perspective of two things that we need to support. One is to extract ourselves from Proposition 98, and the other is to achieve fairness or equalization in our funding. The state is becoming more aware of that. Certainly, the local and expanded group of people working toward equalization is growing. She feels optimistic about that in the long term. We must not lose track of these very critical issues and be certain we put all our energies behind them. Access is what we are about in community colleges, and we see the open door being slammed in the faces of our students, and we are all concerned about that.

Dr. Nelson stated that the workshop with David Viar of CCLC was extremely worthwhile. We can all attest to the value of looking at some of our Board policies in David's presence and hearing his state-wide perspective on our governance issues and those that trustees are facing state wide. They asked lots of questions, such as the combined role of the student trustee and the ASG president, and received lots of information to consider.

Mr. Melena reported that he attended the San Marcos Chamber of Commerce Installation Dinner, "We Love San Marcos." It was a great time to network. He found that Palomar College is a pretty big name on the community level. He had the opportunity to meet and chat with Assemblyman Mark Wyland. While it was very insightful in how to approach and deal with the process of swaying our political leaders, it didn't seem to be very positive. They learned how to improve their strategies with his advice and hope to open up a dialogue of communication with our political leaders, not just during bad times. They want a continual communication link.

Mr. Melena is also currently attending the California Distance Learning Health Network Conference, "Learning Without Limits." It is a unique combination of distance learning and health services to afford all of us in education and our communities and health institutions a way of easy communication and emergency preparedness for bioterrorism, etc.

Mr. Melena has met with his fellow student trustees throughout the area to formalize a coalition as to how they will approach the budget cuts. By then, they hope to know better as to where the budget is actually going to go and the direction they should take.

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. Report of Vice President for Instruction

Diane Lutz reported that the Deans and she have been working for some time on a proposal for reorganization of Instruction that included a sixth instructional Dean. Given the budget situation, it was decided that was not practical at this time. Consequently, they have proposed a reorganization that simply equalizes the workload among all of the instructional Deans. It has been taken through the planning process and will be proceeding. In the near future, some title changes for the divisions will be brought to the Board for approval.

2. Report of Vice President for Student Services

Joe Madrigal introduced John Woods, Director of Athletics. Mr. Woods introduced Joe Ismay, Wrestling Coach, who has recently been named as a recipient of the 2002-03 NWCA Robert Bubb Coaching Excellence Award, which is presented each year to the outstanding coach in each division who epitomizes the qualities and characteristics of a role model and mentor for developing young student-athletes. Mr. Wood also introduced Kris Shirley, Palomar College's first winner of the California Male Scholar Athlete of the Year award.

3. Report of Vice President for Finance and Administrative Services

a. Financial Ratios – Jerry Patton will report on this at the next meeting.

b. Bookstore Refund Policy

Mr. Patton introduced Walter Della Santena, Bookstore Manager, who discussed the Bookstore's refund policies.

Dr. Nelson asked if the Library has a copy of all textbooks available for limited loan for those students who are unable to purchase them. Ms. Barkley reported that individual instructors may place them in the Library if they so desire. The Bookstore will make copies available for placing in the Library. Ms. Lutz will look into the matter.

c. Reporting Procedures on Purchases, Contracts, and Financial Transactions

Mr. Patton provided **Exhibit G-3c** to Board members which discussed the study and review being undertaken in response to the Board's request to reduce the amount of data and information submitted to them and quoting the Education Code Section 81656 requiring that all transactions entered into by the officer or employee shall be reviewed by the Governing Board every 60 days. Mr. Patton also presented written information regarding Section 20651 of the Public Contract Code dealing with the bid threshold requirement.

d. Project 8 Report

Mr. Patton reported that PeopleSoft has announced that they will no longer support our current Version 7.6 as of August, 2004. The Administrative Information Systems Advisory Committee has recommended that we upgrade to Version 8.1 of the Student Administration module. An RFP was issued to see what kinds of consultants were available to assist us in this process and what it would cost. The committee narrowed the proposals down to two. A decision was then made to look at our work-flow processes in a more detailed manner than was done when PeopleSoft was first brought in. We developed a project structure, project teams of all the areas – Student Services, Administrative Services, Instruction, Financial Aid, Human Resources, Student Financials, and Payroll. We developed team concepts as to why they would exist and what they would do. We developed roles for each team, and we developed a project plan. That leads us up to the point where we are now. We are ready to proceed to engage a consultant.

Mr. Patton introduced Don Sullins, Herman Lee, and Erin Messersmith, who discussed the scope and necessity for Project 8 and the advisability of approving the Crestone agreement that appears on tonight's agenda.

Mr. Patton reported that the funds for this project have been budgeted as we have been anticipating the need for this project for some time.

Ms. Chadwick asked if there were options to defer this. Mr. Sullins responded that options have been investigated, and they are at least as costly as or more costly than that which is being recommended. One of the factors in terms of cost is the amount of time it will take to complete the project. As designed, the project will take at least a year. If it is deferred or postponed, we would be expanding the level of effort, and the project would take longer if we do not use a firm such as Crestone or try to do it in-house. The hardware costs have been deferred because we can get more powerful hardware later, probably for less cost. When we went through the assessment and tried to come up with the options, the costs were at least \$1.1 million.

Ms. Chadwick asked if there would be any offsetting reduction in expense or be more efficient when this is accomplished. Mr. Sullins responded that there are definitely efficiencies in terms of workload. We expend a great deal of manpower to maintain our e-services system because it is built on a software product that really is legacy in nature and has no future. We must, therefore, do a great deal of manual intervention. Some of the cashiering staff spend extensive hours in reconciling the credit-card process because it uses that same integrated software, which wasn't designed for the way we are using it. Those people could be reallocated to other duties if they didn't have to spend time on those tasks.

Ms. Chadwick asked if Mr. Sullins could estimate the savings. He responded that there are some regulatory issues that must be addressed. When the product we are using becomes non-supported, we must take what the vendor provides for the currently supported product and convert it back to the older version that we have today. Mr. Patton noted that cost avoidance is also an issue.

Mr. Evilsizer asked for clarification of the costs other than the PeopleSoft software itself would entail. Mr. Sullins responded that the hardware costs would be \$250,000. We currently have a Hewlett Packard server. In order to run the new PeopleSoft 8 applications, we would need to purchase a new server, including the CPUs and the memory to provide efficient resources to run PeopleSoft 8. We also must add additional servers to support the web and the reports capabilities. There are also additional storage requirements for all of the data that is created, which is one of the highest costs in today's web environment. Training was estimated at \$150,000. PeopleSoft training has a sliding scale for costs. We pay \$525 to \$375 a unit, depending upon the number of units we purchase. If we spent \$180,000 in training units, we would get them for \$375 a unit. We don't think we need that type of investment; but we do have new functional specialists that need to be trained. We need training materials, and process improvement services are part of the training costs. We also had a back-fill line item of \$150,000. In order to meet our time line, we need people who are dedicated to the project, so we will have to back-fill for them on their day-to-day jobs. If you have to go into overtime or out-of-class pay, it is additional cost. That number goes up significantly if we extend the project out, because you are pulling people out of their day-to-day responsibilities. The software costs are primarily not the PeopleSoft costs. There are no licensing costs for PeopleSoft. These are costs that come with the new hardware. We must purchase Oracle database for that piece of hardware. We have licenses for existing hardware. It also includes other software products that are required to run Version 8. Mr. Evilsizer asked the cost of that line item. Mr. Sullins responded that it is \$120,000. We also have a contingency of \$100,000 to cover the replacement of our credit card processor and some automated tools in case we find some things that allow us to speed up our testing activity or help with the training materials. There are security issues because the new product comes with a new security capability, and we may need to bring some people in to help us make that transition. There are some production transition costs that may rise as well.

Ms. Chadwick asked if PeopleSoft absorbs any of the training costs. Mr. Sullins responded that they do not. We ask them to train new employees, but it is at our expense. We send them to training, or if we had enough new employees, we could run a course here.

Mr. McMullen asked what would be done with the old HP server. Mr. Sullins responded that it would be used for development, tests, and training environment. Oracle has changed their licensing scenario, so we have a very advantageous license now, which we would like to keep as long as we can.

Mr. Evilsizer asked when a firm decision needs to be made on this. Mr. Sullins responded that the first piece is the Crestone agreement, and we are prepared to give them our database and have them do what needs to be done to allow our data to be available in the new application. Until they give that product back to us – and they will host it on their hardware so we won't have a hardware expense – and we determine the implications of the software, such as what is different about it, where do we need to train, where can we use the new functions, where can we get rid of some of the customizations – that will probably take them about four months before it will be ready to give it back to us. So the sooner we do this, the better it is for us. Mr. Sullins reiterated that PeopleSoft will discontinue their support for this product in August, 2004, so it is imperative that action be taken immediately to begin the transition process, and the first step is approval of the Crestone agreement.

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

Dr. Amador congratulated our Alpha Omega Rho Chapter of Phi Theta Kappa. The national organization has recognized our chapter for increasing the acceptance rate of eligible honor students by 10 percent. The chapter has been awarded a \$100 check as a result.

Dr. Amador reported that she also visited with several legislators at the Legislative Conference in Sacramento. The one thing that was most disturbing to her was that no one seems to want to step up and make a decision about the budget. We were told that possibly the Assembly and Senate were going to agree. That fell apart last Friday, and there is no news to any resolution of this at all – the mid-year cuts or next year's budget. Yet, we are being told, more than likely the strategy is going to be that Proposition 98 will be reduced and, as a result we will have those mid-year cuts but probably won't hear about them until the very end of the year. That means we will be in the position of not knowing what is going to happen; but if we don't prepare for it, the consequences are not great.

It is with a great deal of thought that the March 15 notices will be given to the administrative staff, recognizing that it is purely a contingency plan because of the way the state is operating and forcing districts to make these kinds of decisions. It is an unpleasant task. Dr. Amador stated that she appreciates the professionalism of Mollie Smith and the administrators throughout discussions with them and what was happening to their personal lives.

We are moving along on our educational master plan, thanks to Mark Vernoy and his task force. One thing that has come out of the process is that we are ready to do an FPP for the secondary effects for the science complex. After determining what fits, what assignable square feet go with the WSCH that they generate, we were able to come up with a list. Faculty and staff that will be living in that new building will be working with the architect in the next couple of weeks to design a building for an FPP. We have asked him to look at it from the standpoint of placing the science complex with the concept of having a new library and classroom building over the next couple of years, in terms of initial proposal plans so that we look very good to have the secondary effects and probably three initial proposals that will come right after that FPP. We are now able to justify more assignable space to build, which really is an outgrowth of having sustainable growth over the last couple of years and has been a benefit to help us in terms of building new buildings.

We have heard that the STRS system is also now having difficulties, just as the PERS system is. This year, we are being told that our contribution as an employer for our classified staff is 9 percent more than we've ever had to contribute before. There is also now talk that because STRS is in arrears by a billion or so dollars, districts are being cautioned that we will have to be making additional contributions. We have not heard any specific amounts yet.

As of census, we were up about 1% over last spring, which means we are containing our costs, which is exactly where we wanted to be, because we were up 8% last year, and we needed to watch where we were in terms of costs.

Dr. Amador thanked the Board for coming out on Saturday for the workshop with David Viar.

C O N S E N T C A L E N D A R
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H. CONSENT CALENDAR

FISCAL SERVICES

1. APPROVE QUARTERLY REPORT OF CHIEF FINANCIAL OFFICER REGARDING DISCLOSURE OF DISTRICT INVESTMENTS

MSC Jensen, Chadwick

The Governing Board hereby approves the **Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** as of December 31, 2002. **Exhibit H-1**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. APPROVE REVISED BUDGETS

MSC Jensen, Chadwick

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

General Fund Palomar Unrestricted (11); General Fund Unrestricted (11); General Fund Restricted (12); Special Debt Service Fund (29); Child Development Fund (33); Capital Outlay Projects Fund (41); Energy Conservation Fund (43); Escondido Center Tenancies (59); Post Retiree Benefit Fund (69); Associated Student Fund (71); Student Representation Fee Fund (72); Student Body Center Fee Fund (73); Student Financial Aid Fund (74); Scholarship and Loan Trust Fund (75). Reports for each fund are included in **Exhibit H-2**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. APPROVE BUDGET TRANSFERS

MSC Jensen, Chadwick

The Governing Board of Palomar Community College District hereby approves **Budget Transfers for the 2nd Quarter of Fiscal Year 2002-2003**. This report is showing transfers made to the Adopted Budget as of 12/31/2002. **Exhibit H-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. APPROVE QUARTERLY FINANCIAL STATUS REPORT

MSC Jensen, Chadwick

The Governing Board hereby approves the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for quarter ending **December 31, 2002**. Copy attached as **Exhibit H-4**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. APPROVE REVOLVING CASH EXPENDITURES

MSC Jensen, Chadwick

The Governing Board hereby approves the **Revolving Cash Expenditures** for the month of December, 2002, in the amount of \$3,000.00 from the General Fund. **Exhibit H-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. APPROVE DRAWING NEW WARRANTS

MSC Jensen, Chadwick

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

Warrant # 76-077260 dated 6/20/2002 in the amount of \$2,133.26, to Riddell / All American, 7896 Collections Center Drive, Chicago, IL 60693. Void due to stale dating.

Warrant # 76-075390 dated 5/9/2002 in the amount of \$75.00, to Sonia Camacho, Hilldale Road, Valley Center, CA 92082. Void due to stale dating.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

BUSINESS SERVICES

7. REVIEW AND APPROVE PURCHASES MADE FOR PRIOR 60 DAYS

MSC Jensen, Chadwick

The Governing Board hereby reviews and approves all **purchase transactions and contracts** entered into on behalf of the Palomar Community College District for the past 60 days as detailed on **Exhibit H-7**. All purchases listed herein are made against the 2002-2003 fiscal year budget.

Purchase Orders	0340357	through	0340460	\$ 490,022.55
Travel	0350063	through	0350096	\$ 11,575.22
Advertising/Increases	0360034	through	0360039	\$ 135,862.80
Agreement/Services	0370383	through	0370438	\$ 263,201.05
Repairs	0375082	through	0375090	\$ 18,577.56
Utilities	0395092	through	0395093	\$ 953.80
Procurement Card	Time Period:	12/23/02 - 01/22/03		\$ 88,607.10
				<u>\$1,008,800.08</u>

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

COMMUNITY SERVICES

8. APPROVE NEW COMMUNITY SERVICES CLASSES, AGREEMENTS, AND PERSONNEL

MSC Jensen, Chadwick

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

Summer, 2003

- a. Presenter: Reynolds, Chuck
Name of Class: Canoeing Russian River
Effective: July 6 – 9, 2003
Instructor Rate: 47% of fees collected
Fee to Student: \$110.00
Terms: Minimum of 10 students
- b. Presenter: Simens, Dov
Name of Class: Two Day Film School Crash Course
Effective: August 23 & 24, 2003
Instructor Rate: 50% of fees collected
Fee to Student: \$299.00
Terms: Minimum of 1 student
- c. Presenter: Wilson, Steve
Name of Class: Secrets to Simple Healthy Cooking
Effective: June 14, 2003
Instructor Rate: 30% of fees collected
Fee to Student: \$30.00
Terms: Minimum of 10 students

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

9. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **\$500.00 annual stipend**, prorated on a monthly basis, effective February 1, 2003:

Employee Name: Marjory Adcock
Position: Graphic Specialist III
Department: Graphic Communications
Course of Study: Job Related Courses

Employee Name: Mike Hill
Position: Construction/Weekend Supervisor
Department: Facilities
Course of Study: AA Degree Courses and
Job Related Courses

Employee Name: Janien Lau-Thompson
Position: Payroll Assistant II
Department: Payroll Services
Course of Study: Job Related Courses

Employee Name: Brenda Morris
Position: Academic Department Assistant
Department: Earth Sciences
Course of Study: AA Degree Courses

Employee Name: Diane Rabe
Position: Inventory Control Technician
Department: Facilities Planning/Environmental Health & Safety
Course of Study: Job Related Courses

Employee Name: Pat Roberts
Position: Articulation/Project ASSIST System Specialist
Department: Counseling & Matriculation
Course of Study: Job Related Courses

Employee Name: Michelle Usher
Position: Senior Office Specialist
Department: Child Development Instruction & Services Center
Course of Study: Job Related Courses

In accordance with the **Professional Growth Program for Classified Employees** in the Classified Unit, the following employees are granted a **one-time lump sum stipend of \$2,000.00** effective February 1, 2003, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Terri Canela
Position: Staff Assistant
Department: Professional Development
Course of Study: MA Degree Related

Employee Name: Patricia L. Whitman
Position: Administrative Secretary
Department: DSP&S
Course of Study: Job Related

10. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETERS

MSC Jensen, Chadwick

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the **bilingual stipend** for the following employees who are **designated bilingual interpreters**, effective February 1, 2003:

- a. **CRISTINA ARMENTA**, Admissions Assistant, Admissions and Records.
- b. **LINDA HERRITT**, Admissions Assistant, Admissions and Records.
- c. **GLORIA SALTZ**, Admissions Assistant, Admissions and Records.
- d. **MARK MENALDO**, Instructional Support Assistant I, Foreign Languages.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. RATIFY ACADEMIC CONTRACT CHANGES

MSC Jensen, Chadwick

The Governing board hereby ratifies the recommendation of the Superintendent/President granting the **academic contract changes** of the following employees:

- a. **Position: CHAIR**
Name: James Gilardi
Department: Life Sciences
Position #: 5257
% of position: 60%
Remarks: Replacement for Sara Thompson
Effective: January 21, 2003
- b. **Position: CHAIR**
Name: Joe Stanford
Department: Performing Arts
Position #: 5154
% of position: 60%
Remarks: Replacement for Robert Gilson
Effective: January 21, 2003
- c. **Position: CHAIR**
Name: Patrick Schwerdtfeger
Department: Speech Communication/Forensics/ASL
Position #: 5172
% of position: 40%
Remarks: Replacement for Patrick Mills
Effective: January 21, 2003

- d. **Position:** **FACULTY SENATE SECRETARY**
Name: Bonnie Ann Dowd
Department: Faculty Senate
Position #: 6145
% of position: 20%
Remarks: Replacement for April Woods
Effective: January 21, 2003
- e. **Position:** **FACULTY PRESIDENT**
Name: Maria Miller
Department: Faculty Senate
Position #: 5017
% of position: 20%
Remarks: Replacement for Doug Key
Effective: February 10, 2003

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. RATIFY CLASSIFIED RECLASSIFICATION

MSC Jensen, Chadwick

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

- a. **Position:** **SENIOR GROUNDSKEEPER**
Department: Grounds Services
Name: Reekie C. Franco
Position #: 5677 New?: No
Remarks: Position was Groundskeeper, placement 13/11
Effective: January 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: **17/11** Salary: **\$3,213.49/month**
Account(s): A-212200-542300-65500-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. RATIFY RESIGNATION

MSC Jensen, Chadwick

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

- a. **JORDAN Z. BOYCE**, Community Services Officer, Palomar College Police Department, effective January 29, 2003 (last day of employment 1/28/2003).
- b. **SHELLY M. RUFIN**, Financial Aid Specialist, Financial Aid and Scholarships, effective February 18, 2003 (last day of employment 2/17/2003).

- c. **ROSEMARIE SANCHEZ**, Career Center Advisor, Career Services, effective January 17, 2003 (last day of employment 1/16/2003).

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. RATIFY CLASSIFIED EMPLOYMENT

MSC Jensen, Chadwick

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

- a. Name: **KYLEIGH C. HAWKE**
Position: American Sign Language/English Interpreter
Department: Disabled Student Programs and Services
Position #: 6034 New?: No
Remarks: Replacement for Karyn Jones; transfer for Ms. Hawke; funded - DSP&S.
Sal Grade/Step: **31/4** Salary: **\$2,828.98/month**
% of Position: 70% # of Mos: 10
Effective: January 21, 2003
Account #(s): K-212200-472100-64200-1612030/100%
- b. Name: **JANICE M. BURTON**
Position: Health Programs Coordinator
Department: 70% Nursing Education, 20% Dental Assisting, and 10% Medical Assisting Programs
Position #: 5300 and 5246 New?: No
Remarks: Replacement for Carolyn Richtmyer; transfer for Ms. Burton.
Sal Grade/Step: **23/1** Salary: **\$2,871.29/month**
% of Position: 100% # of Mos: 11
Effective: February 3, 2003
Account #(s): A-212200-344100-60910-0000000/20%
A-212200-346400-60910-0000000/10%
A-212200-348100-60910-0000000/70%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. GRANT EQUIVALENCY FOR DISCIPLINE

MSC Jensen, Chadwick

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:

Francisco Alvarado – Foreign Languages
 Renee Barrett – Child Development
 Martha Bandini – Foreign Languages
 Arthur Gerwig – Physics
 Roger Moses – Athletics and Physical Education
 Robert O'Rourke – Physical Education
 Barbara Schiffler – English
 Ernst Schultze – Business Education
 Don Shellhammer – Public Safety
 John Van Zante - Communications

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

16. Item was removed from the Consent Calendar by Mr. Evilsizer.

17. **RATIFY ADJUNCT FACULTY EMPLOYMENT**

MSC Jensen, Chadwick

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

ART

Phillips, Peter	Art A.B., Art M.F.A., Visual Art	\$38.24
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ATHLETICS

Moses, Roger	Athletics A.S., Business Administration and Business – General and Management 6 + Years Experience	\$37.01
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BUSINESS EDUCATION

Layon, Richard	Paralegal Studies B.S., Biology J.D., Law	\$40.71
Schultze, Ernst	Business Education B.A., Psychology M.A., Sociology	\$38.24

CAREER AND TECHNICAL EDUCATION

Beckman, Richard	Apprenticeship – Sheet Metal A.A., General Education B.S., Graphic Design 2 + Years Experience	Paid by sponsor San Diego Sheet Metal Joint Apprenticeship Training Center
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Sherman Jr., Howard	Water Technology Education A.A., General Studies 6 + Years Experience	\$37.01
 CHILD DEVELOPMENT		
Barrett, Rene	Child Development B.S., Elementary Education M.E., Education Ph.D., Secondary Education	\$40.71
 COMMUNICATIONS		
Van Zante, John	Radio and Television Eminence in Radio and Television	\$37.01
 COMMUNITY EDUCATION		
Tabar, Mary	Quilting B.S., Industrial Technology (Graphic Arts) 2 + Years Experience	\$37.01
 COOPERATIVE EDUCATION		
Stein, Michael	Cooperative Education B.A., Public Administration M.A., Human Behavior	\$38.24
 ECONOMICS, HISTORY, & POLITICAL SCIENCE		
Zahui, Mathieu	Economics B.S., Social Science M.B.A., Financial Management	\$38.24
 ENGLISH		
Schiffler, Barbara	English B.A., Literature and Writing Studies M.A., Literature and Writing Studies (Pending)	\$37.01
Willis-Morgan, Nancy	English B.A., Journalism M.A., English	\$38.24
 ENGLISH AS A SECOND LANGUAGE		
McDonnell, Margaret	English As A Second Language (Non-Credit) B.A., Education M.S., Education (Elementary Curriculum and Instruction)	\$39.47
Orth, Allan	English As A Second Language (Non-Credit) B.A., English M.P.A, Public Administration	\$38.24
Tarmas, Susan	English As A Second Language B.A., Spanish M.S., Education (T.E.S.O.L.)	\$38.24

FOREIGN LANGUAGES

Alvarado, Francisco	Spanish B.A., Spanish M.A., Spanish (Pending)	\$37.01
Bandini, Martha	Italian B.A., French M.A., Linguistics	\$38.24
Hernandez, Karla	Spanish B.A., Spanish M.A., Spanish	\$38.24
Marquez, Donna	Spanish B.A., Spanish M.A., Spanish	\$39.47
Westlake, Omaid	Spanish B.A., Linguistics M.A., Spanish	\$38.24
Zuniga, 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
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PHYSICAL EDUCATION

Moses, Roger	Athletics A.S., Business Administration and Business – General and Management 6 + Years Experience	\$37.01
O'Rourke, Robert	Physical Education B.S., Finance 2 + Years Experience	\$37.01

PHYSICS AND ENGINEERING

Darian, Bahman	Physics B.S., Physics M.S., Theoretical Physics Ph.D., Physics	\$40.71
Gerwig, Arthur	Physics B.S., Mechanical Engineering State of California EIT Certificate #114989	\$37.01

PUBLIC SAFETY

Shellhammer, Don	Fire Technology Coursework 6 + Years Experience	\$37.01
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Ward, Darrin	Fire Technology A.A., Liberal Arts 6 + Years Experience	\$37.01
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The Vote was unanimous.
Student Trustee Advisory Vote: Aye

Resumption of REGULAR AGENDA

I. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

16. APPROVE PERSONNEL ACTIONS HISTORY

MSC Jensen, Nelson

The Governing Board hereby approves the **Personnel Actions** report, which includes hires and pay rate changes for **student employees** for the month of **January, 2003, and short-term employees** for the months of **January and February, 2003. Exhibit H-16**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

J. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate

Chris Barkley gave the following report: "Our Elections Committee has reported to the Senate that the newly elected Faculty President is Maria Miller; the Vice President of The Faculty is Steve Spear. Their terms run until December 31, 2003. We now have four vacant Senate positions which will be filled by our next meeting.

"We did not nominate anyone for the Stanback-Stroud Diversity Award this year.

"We approved, with minor modifications, several policy changes, which will be considered at the next SPC meeting.

"We discussed and were not opposed to the reorganization of the workload for the instructional Deans and the changes to the Career and Technical Division, though we passed no formal motion in support.

"The Senate passed the Faculty hiring procedures yesterday at the Senate meeting. Our Professional Procedures Committee met with the administration, and we came to an agreement on the procedures. We will begin to use them right away for this year's hiring.

"Our Personnel Standards and Practices Committee has finished compiling the faculty evaluations of administrators. I am in the process of presenting them to the respective administrators and their supervisors. When I have had a chance to present Dr. Amador's evaluation to her, I will request to be placed on your closed session agenda so that I can present you with copies of that evaluation."

2. **INFORMATION**

Report of the Palomar Faculty Federation

Mary Ann Drinan remarked as follows: "I have one brief remark to make in response to some of the comments Mr. Jensen made, just to provide a different framework to look at that issue regarding the increase in cost of prescription drugs. We may certainly disagree on that, but I'd like to put a different framework around it. That is, the PFF really believes that all, and actually state law supports this as well, that all issues regarding benefits and salary come to the negotiations table, and they are resolved at the negotiations table, no matter how large or how small they are. And, as you look at the increase in the cost of prescription drugs, perhaps the dollar amount doesn't look like a lot, but if you look at the percentage, it's a whopping increase. And we believe that the District was in receipt of various documents that showed 11 months ago that the District was aware that there would be an increase, a possible increase, and then there was additional action taken at other times in that year. My point is, just briefly, that if you look at it from the framework of employees, what happens at Palomar College is every beginning of the academic year, our colleagues who are covered by health benefits have to make a choice as to which program they are going to enroll in for that year. And we believe that the employees need as much information as possible with regard to the increases in cost because they need to make a reasoned decision as to which plan to use in the upcoming year. So that's our reason, Mr. Jensen."

Mr. Jensen: A couple of points, though. Your other option would be JPA, which is going to cost you more. Second, I say, we have not changed your benefit. We offer you Kaiser, if you choose that as your health care provider. We haven't changed that. If they change their policies, that's between you and Kaiser. We haven't changed it. We still provide you with Kaiser.

Ms. Drinan: But the cost level is different in terms of the support level for the individual.

Mr. Jensen: That's between you and your provider.

Ms. Drinan: Well, that does provide one way to look at it, and you know we probably cannot reach an accommodation or agreement on that in a brief discussion, but I just wanted you to look at it from the perspective of the employee who needs information. And again, if it can happen on a smaller issue, it could on a larger. And also, with regard to negotiations, you bring a variety of proposals and options on a topic. And that permits maximization really in terms of what you can deal with and how you can look at and what sort of package you can put together. And so some pieces of that package are not on the table and they're not really being looked at from our perspective when they need to be there. But, I think we can agree to disagree on that probably.

Mr. Jensen: Okay, but I would still say I'd have to call it petty and malicious.

Ms. Drinan: I would disagree.

Mary Millet stated: I also wanted to just clarify something for trustee Jensen. And that is, that we did not actually file an unfair labor practice because of the 500% increase. It was simply added to the unfair labor practice that had already been filed because of other steps that were taken by the District over the past year. So it wasn't its own unfair labor practice.

Mary Millet gave the following report: "The past four weeks have been extremely busy ones for the Federation and for the District. We have met with the District for two all-day sessions of negotiations and one half-day. These have been productive sessions.

"Several of our members have attended events sponsored by the California Federation of Teachers who are playing a vigorous role in informing its constituent locals, over 65 of which are made up of classified staff or faculty at California community colleges, of the proposed budget cuts. They are offering training for our local members in interpreting the budget and sponsoring meetings with assembly members and senators.

"Because we are negotiating our first faculty contract, representatives from other colleges show interest in the unfolding of the process here at Palomar. Last week, I received some very hopeful news from Citrus Community College in Glendora, north of Los Angeles. At the time that the part-time faculty organized, the full-time faculty was already organized, and the part-time faculty organized at approximately the same time that the Palomar Faculty Federation did. So they have been negotiating their first contract during the same time that we have been negotiating ours. They are funded similarly to Palomar, and they have just agreed with their District on a contract. It has gone out to the membership for a vote and it has not yet been approved by the board of trustees, but it has been agreed upon between the two parties. I just wanted to mention some of the aspects of this contract these part-time faculty were able to get at Citrus. Even with the looming budget cuts, they were able to negotiate many benefits for their part-time faculty members. These include the distribution of the state equity money for both 2001-02 and 2002-03; the right to challenge personnel files; a tough non-discrimination policy; paid office hours for part-timers teaching at least a 20% FTE load; a health benefits program in which the District reimburses 500% of the insurance costs of part-time faculty who are not currently participating in any other insurance program and who teach a 40% FTE load. Thus part-timers who truly earn their living teaching part-time in the community college can afford health insurance.

"If the Palomar District intends to attract adjunct faculty who are dedicated to the profession of teaching and who will be a credit to this community college, they must make it possible for them to have the working conditions they need from that employment. Part-time faculty members are no longer a dime a dozen and available with the turn of a page of applicants. Across the state, part-time faculty with graduate degrees are no longer willing to work without having the basic protection and recognition due a community college instructor. Palomar College is no different. You will also be unable to hire truly qualified instructors for our classes unless you offer them real incentives."

Mary Ann Drinan stated: "I just have a few brief remarks regarding decision-making in this really tough economic climate. And many of you may have seen circulated a list of budget-cutting criteria. And we're really concerned about the way that decisions emerge from this campus at the time. We're concerned about whether a shared governance model will be used, one that is more collaborative or will difficult decisions be made in a more singular or authoritarian style in which decisions are merely announced and sent forward, maybe like a thunderbolt from the sky. Faculty and other constituencies have been told that these difficult decisions will emerge from the four planning councils and then make their way to the larger Strategic Planning Council for additional discussion and review. In one very real sense, we felt that we were almost promised that the councils would play a significant role. However, we noted it was noted at the last Strategic Planning Council that two of the planning councils have yet to meet this semester, and we are one month into the semester.

Then, too, there was another announcement at the Strategic Planning meeting that student workers in the mailroom and in duplication would lose their jobs. There was, to my knowledge, no public prior discussion of that issue in which the various groups were involved, and it did not occur at the planning council. Because of the way this decision emerged, we don't know what alternatives, if any, were considered in terms of maintaining those student workers on their jobs, and we don't know if there was any discussion regarding the effects on students and faculty at Palomar College. My questions would be: How will tests be copied? For instance, if we are closing duplication rooms and services, how will relevant articles from newspapers that are important to the intellectual growth of our students and to their needs as an active citizen in these troubled times, how will those articles get to our students? There are over a thousand faculty on this campus, and some are being told that if graphics communications is overwhelmed the rest of us will just have to stand in line and make our own copies. So that's the faculty perspective. But we're also concerned about students who need their jobs here at Palomar College in order to be able to afford attending the College. So today, we are asking the Board to ensure that the decision-making process is collaborative, and it is one that we can have confidence in. We know that there are a lot of difficult choices, and if these difficult choices in these tough times are not done right, it will really cripple college morale. It will undermine the highest levels of authority on the campus and possibly put the impossible task of restoration of the College on the shoulders of the Board itself. So these are very great concerns. How do we go about making these kinds of decisions, and can they be done in a way that shows participation or shows that, indeed, there is a commitment to the shared governance process? Just one other stray comment, you know, you're talking about new buildings, secondary buildings because of the sustained growth that has occurred on this campus. And the sustained growth on this campus is a direct result of faculty teaching more students, accepting more students in their classrooms. And we have not seen any of the benefits of growth at all, because we don't have a contract and we are at the negotiations table for over one and a half years. So I just wanted to bring those to your attention."

3. **INFORMATION**

Report of The Faculty – There was no report.

4. **INFORMATION**

Report of the Administrative Association

Mollie Smith gave the following report: "I want to acknowledge the Board's action this evening to give March 15th notices to all administrators. I know that Suzanne Gavin informed you at the last Board meeting that Dr. Amador and Dr. Miyamoto have met with and informed the administrators, and the administrators are aware of the issues and consequences. On behalf of the Administrative Association, I would like to request that as soon as a decision is made to eliminate a position or positions, the affected individuals be told as soon as possible so that they can make necessary preparations."

5. **INFORMATION**

Report of the Confidential and Supervisory Team – There was no report.

6. **INFORMATION**

Report of the CCE/AFT

Kathy Davis read the following resolution that was passed at the Executive Council meeting on February 10: "WHEREAS the Executive Council of the Palomar College Council of Classified Employees (CCE) is well aware of the current budget crisis facing the college,

"And WHEREAS the Classified staff of Palomar College contributes a significant amount of contact with both new and continuing students in a district-wide effort toward learning for success,

"And WHEREAS, to this end, the Classified staff contribute greatly to the philosophy of shared governance through extensive participation in Palomar College planning Councils and Committees,

"Therefore, BE IT RESOLVED that the CCE is prepared to participate fully in the efforts to improve the efficiency of Palomar College,

"And BE IT ADDITIONALLY RESOLVED that the CCE, as the sole representative of the entire Classified Unit of Palomar College, will not accept anything more than its PROPORTIONATE share of the burden presented by the current budget crisis,

"And BE IT FINALLY RESOLVED that the Council of Classified Employees shall be prepared to accept this burden only if each of the other campus employee groups, including the executive administration, of the Palomar Community College District ALSO accept their PROPORTIONATE share of this burden."

7. **INFORMATION**

Report of the Associated Student Government

Leo Melena reported that ASG will have a student rally tomorrow at 11 o'clock. They plan to gather as many students as possible starting at 10 o'clock near the intersection near Health Services. They are hoping that the rain will let up and give them the opportunity to demonstrate against the budget cuts. They have invited a number of political leaders and community members and hope to see them there. Leo distributed handouts protesting the budget cuts that will inform the students with accurate facts and appropriate information, which they have found to be very useful in providing a united voice in this effort.

The ASG co-hosted and attended the Jan Mitchell book signing in honor of Jimmy Mitchell, who was our first alumni killed in the line of duty in 1965. It was a tremendous event with wonderful participation. ASG looks forward to working with Dr. Dudik again to provide students with this kind of opportunity to share with veterans and those who lived through those experiences.

Leo also distributed copies of *The Telescope* which is instrumental in advertising and getting the word out to students with accurate information about the budget cuts and how it is affecting students on many levels.

ASG will have a retreat at the end of this month to bring everyone up to date with local policies and to plan goals and objectives for the remainder of the semester.

K. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

Jonnye Popick addressed the Board on the subject of student lay-offs.

Mr. Jensen pointed out that March 15th letters are being sent to almost 60 administrators. Mr. McMullen pointed out that there are other cuts as well. There are 40 unfilled positions that will probably remain unfilled. Ms. Chadwick noted that she had read about student lay-offs in the paper, and she is trying to find out more about this because she is hopeful that there will be an attempt to at least slurry that process so that they can get into other opportunities on the campus because she understands how critical this is for our students. She is concerned about it and has asked to get more information about it so that we can learn more about what's going on, because she was surprised to see it in the paper. She is expecting that there can be some resolution to this because she understands that it is difficult for students to work off campus in terms of certain situations. Mr. Evilsizer stated that his concerns exist not only with the student lay-offs but with the impact that it has on students where we might be compromising services to students that affect the quality of education. He listened to the faculty's suggestion that we really try to share in the decision-making, get some open discussion and ideas before we make decisions. He encouraged staff to make efforts in that direction.

L. UNFINISHED BUSINESS – There was none.

M. NEW BUSINESS

1. EXCUSE ABSENCE OF TRUSTEE

MSC Nelson, Chadwick

In accordance with Section 72425(c) of the California Education Code, the Governing Board hereby finds that the absence of **Ralph Jensen** from the Governing Board Meeting held **January 28, 2003**, is **excused** due to a personal business commitment made prior to the Board's decision to hold a meeting on that date.

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

2. RECEIVE PROPOSALS FOR PEOPLESOFT UPGRADE CONSULTANTS, AUTHORIZE CONTRACT WITH CRESTONE MANAGED SERVICES, INC.

MSC Jensen, Chadwick

The Governing Board hereby receives proposals from the following vendors/consultants in response to a Request for Proposals ("RFP") for a consultant to assist the District in **upgrading its PeopleSoft software systems to the most recent, available version, 8.0**, and approves a contract with **Crestone Managed Services, Inc.**, Alpharetta, GA, effective February 11, 2003, as the best-qualified consultant responsive to the RFP, in an amount not to exceed \$325,000.00, with the option of engaging Crestone for additional consultant services, if necessary. **Exhibit M-2**

1. Cedar/Corio
2. Ciber/Navastar
3. Crestone
4. Surebridge/TIP
5. Synaptis

Dr. Dan Finkenthal addressed the Board of the subject of the PeopleSoft upgrade.

The Vote: 3 Aye, 2 Nay (Chadwick, Evilsizer)
Student Trustee Advisory Vote: Aye

3. APPROVE PARTNERSHIP FOR EXCELLENCE SURVEY OF LOCAL INVESTMENTS OF PARTNERSHIP FUNDS

MSC Evilsizer, Nelson

The Governing Board hereby approves the report to the Chancellor's Office for fiscal year **2002-2003 Partnership for Excellence Survey of Local Investments of Partnership Funds**, budget amount of Five Million, Nine Hundred One Thousand, One Hundred Ninety-two Dollars (\$5,901,192.00). **Exhibit M-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. RATIFY AND APPROVE CHANGE OF NAME ON TAX-SHELTERED ANNUITY PROVIDER FROM LIFE USA TO ALLIANZ LIFE INSURANCE COMPANY OF NORTH AMERICA

MSC Jensen, Nelson

The Governing Board hereby ratifies and approves an amended tax-sheltered annuity agreement changing the name of the annuity provider from **Life USA** to **Allianz Life Insurance Company**, and authorizes the Vice President for Finance and Administrative Services to execute all documents required to carry out this action, effective June 1, 2002.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. APPROVE AGREEMENT WITH CITY OF POWAY FIRE DEPARTMENT

MSC Jensen, Nelson

The Governing Board, having previously approved agreements on April 9, 2002, with nine (9) North County Fire Departments for in-service training courses, hereby approves an agreement with the **City of Poway** for its **Fire Department** (hereinafter "PFD") to offer in-service training courses on a semester-by-semester basis under which the PFD shall furnish qualified instructors who have the required qualifications for the courses taught and shall provide facilities and equipment at no cost to the District. The District shall reimburse the City for services and materials supplied in the amount of \$2.50 per student contact hour payable at the end of each fiscal year. **Exhibit M-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **RATIFY AND APPROVE AGREEMENT WITH RIVERSIDE/SAN BERNARDINO JOINT ELECTRICAL APPRENTICESHIP AND JOURNEYMAN TRAINING COMMITTEES**

MSC Jensen, Nelson

The Governing Board hereby ratifies and approves an agreement effective July 1, 2002, and terminating June 30, 2007, with the **Riverside/San Bernardino Joint Electrical Apprenticeship and Journeyman Training Committees** to continue educational support for their Apprenticeship Programs. **Exhibit M-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVE PROFESSIONAL GROWTH PROGRAM FOR CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYEES**

MSC Chadwick, Nelson

The Governing Board of the Palomar Community College District hereby approves the **Professional Growth Program** for the **Confidential and Supervisory Team Employees** as outlined on **Exhibit M-7**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

N. **ADJOURNMENT**

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

President

Secretary