



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, AUGUST 26, 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, M.S.W., M.P.A., TRUSTEE
MARK R. EVILSIZER, M.A., TRUSTEE
AMADOR SOTO, STUDENT TRUSTEE

EXECUTIVE ADMINISTRATORS PRESENT:

Sherrill L. Amador, Ed.D., Superintendent/President
Berta Cuaron, M.A., Assistant Superintendent/Vice President, Instruction
Joseph Madrigal, M.A., Assistant Superintendent/Vice President, Student Services
Jack Miyamoto, Ed.D., Assistant Superintendent/Vice President, Human Resource Services
Jerry Patton, M.B.A., Assistant Superintendent/Vice President, Finance and Administrative Services

BB. CLOSED SESSION

The Board went into Closed Session at 6:00 p.m., to discuss:

3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
5. Public Employee Performance Evaluation, pursuant to Government Code 54957.
 - a. Superintendent/President

BBB. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:00 p.m. There was no reportable action taken during Closed Session.

STAFF PRESENT:

Jenny Akins, Vice President, Confidential and Supervisory Team; Purchasing Supervisor
Barbara Baldrige, Executive Assistant to Superintendent/Governing Board
Michelle Barton, Director, Institutional Research and Planning
Mike Ellis, Director, Facilities
Tricia Frady, Vice President, CCE/AFT; Accountant, Fiscal Services
Kelley Hudson-Maclsaac, Manager, Environmental Health and Safety/Facilities Planning
Ken Jay, President, Administrative Association; Director, Business Services
Maria Miller, President, The Faculty; Professor/Counselor
Mary Millet, Co-President, PFF/AFT; Adjunct Faculty, English
Wilma Owens, Dean, Career, Technical, and Extended Education
Steve Spear, President, Faculty Senate; Professor, Earth Sciences
Mark Vernoy, Dean, Social and Behavioral Sciences
John Woods, Director, Athletics

GUESTS:

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.

C. APPROVAL OF MINUTES

MSC Chadwick, Nelson

The Governing Board hereby approves the Minutes of the Regular Meeting of August 12, 2003, with the following addition on page 22, item M-5:

Mr. Evilsizer asked, "This move from the San Marcos public facilities to an on-campus site amounts to about 3,600 square feet, is that true of the old site? Will that free up space that's vacated that we can utilize perhaps for classroom teaching?" Mr. Patton and Dr. Amador responded affirmatively.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

Dr. Amador announced that item M-4 was being removed from the agenda because the speakers were unable to be present.

E. REPORT OF THE GOVERNING BOARD PRESIDENT – There was no report.

F. REPORTS OF THE GOVERNING BOARD MEMBERS

Mr. Soto reported that he attended the CCCT Workshop in Sacramento where he learned the role of the Student Trustee. He also met and spoke with other Student Trustees and compared their Governing Board meetings. He still believes this is the best Governing Board.

Mr. Jensen reported that he, Trustee Evilsizer, and Mr. Patton had a Finance Committee meeting this afternoon. They met with the Wachovia Securities representative regarding the possibility of investing some of the College's funds. It sounds like a very prudent and interesting concept which will be discussed further.

Ms. Chadwick noted the increase in traffic now that classes have resumed. She stated that she thinks the transit center is nice and that one of these days, we'll have the Sprinter.

Ms. Chadwick reported that she attended the Convocation on Friday. It is awe inspiring to listen to everyone's accomplishments and what we are going to be heading for and all the people who were given awards for a variety of reasons. She stated that it really makes her proud to be part of this organization with the faculty and the staff and the kinds of things that happen here. She stated, "you all deserve our warmest applause for all that you do."

Ms. Chadwick asked everyone to lobby any State Senator regarding AB 1417, which is in the Senate Appropriations Committee. This bill would guarantee that community colleges would have the property tax backfill that K-12 school districts have. If we could get it out of that committee, the Governor has indicated that he will sign it. This is a very important step for us.

Mr. Evilsizer welcomed everyone back to a new fall semester. He knows all the students are going to charge hard and do well again this year. He stated that it has been an interesting year thus far. We've had a lot of challenges in the budget arena for the state, and there are elections coming up which will create some new challenges for us. He stated that he is proud that this institution weathered a pretty severe storm, and we didn't have a lot of layoffs, and we didn't lose a lot of people, although there were some retirements and some early retirements and incentives set up. We did cut down on some administrative positions as part of reorganization. He thinks overall, we should be proud of our institution and how we weathered and came out of that. It is certainly not over yet, but he thinks it shows how well we work together. He wanted to compliment everybody on that.

Dr. Nelson reported that she had also attended the Convocation. It was a wonderful celebration of faculty best practices and the inspiration that they bring to the campus. It is wonderful to have them back. She also attended the workshop on assessment of outcomes presented by the Vice President of Long Beach City College, which was well attended. It is going to be a fascinating year. She is glad measuring our outcomes is going to be a focus of the year as it is so important. Getting more out of what we do in the classroom is a very exciting concept. It bodes well for the campus that there was that much interest. The fact that it is part of the Strategic Plan and it is going to be focused on makes this a very exciting year.

Dr. Nelson reported that she read the Master Plan in detail and stated that it is a work of art of which we should be proud.

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. Report of Vice President for Instruction

a. Analysis of Public Safety Programs: Fire and Police Academies, Administration of Justice, In-Service Training

Berta Cuaron introduced Wilma Owens, who presented an overview of the public safety programs offered by the College and answered questions from Board members. It is the District's priority to meet the needs of local employers and offer a diverse array of programs. We balance the core curriculum and add classes that reinforce existing degree and certificate programs. The possibility of adding new classes has been considered; however, doing so now would increase costs and would not generate additional revenue because the District is at or above cap in the current year.

It was noted that the Escondido Chief of Police is on our Advisory Committee and provides the use of their firing range at no cost to the College. An Industry Appreciation Day is planned for April, 2004, where those who have done special things for us will be honored. **Exhibit G-1-a**

Mr. Evilsizer noted that the demand for these programs is huge, and we have waiting lists of students. It seems to him that this is a good revenue generating program if we could package it in a way that we are efficient and are not overrunning our caps. He asked, "With the national security initiatives that are taking place, with some of the homeland security things that are taking place, is it possible to look at getting some waivers to truly optimize the offerings in these programs? Cap waivers where we could get consideration for meeting a higher demand and not capping out?" Mr. Patton responded that the most difficult thing that we face is that our mission is so great, and instruction has a difficult time balancing these courses and making sure we integrate our degrees and certificate programs and, at the same time, look at these programs that are so desperately needed. The state regulations put us at a cap, and we cannot exceed that cap. It is a calculated cap that is provided for every community college. We are required to do this, but, at the same time, they won't fund it. When they do fund it, there are equalization issues. Mr. Evilsizer asked if there is an appeal mechanism or process through the Chancellor's Office we could use. Mr. Patton responded that we have been that route so many times and tried to get some sympathetic ears to listen when we say the funding process is unfair to us. It boils down to that legislative process of who gets the money in the state.

Ms. Owens noted that adding more classes also means hiring more instructors and staff and finding more facilities. We are scrambling right now because we already use the facility to the maximum. Even if we remodeled, that facility can hold only so many people. That means going out, finding another facility, and renting more space. You have to balance all of these considerations.

Dr. Nelson asked the percentage of students who get jobs within the departments. Ms. Owens responded that in the fire academy, it is 95%, and in the police academy, it is 74-75%. Those who fail to get hired usually do so because of some problem in their background. As a college, we cannot delve into their backgrounds, but police agencies can do so during the hiring process. We have one of the highest placement rates in the state. In most cases, they graduate one day and are stepping into a \$50,000 a year job the next day.

Mr. Evilsizer asked if it is fair to say that we are not able to meet the needs or the demand. Ms. Owens responded that we are meeting the needs adequately of the area that we serve. We are not getting any complaints from the public safety entities in our community.

Mr. Evilsizer stated that nursing is another area where we have similar challenges with facilities and faculty. He sees these as challenges for us to continue to fight for change. He stated that he would be more than happy to work alongside staff to help push some of that.

Dr. Amador stated that one of the issues we face is the number of college districts that are over their cap. The system served over 100,000 students this year without receiving funds for them. We are serving more students than the state is paying for. In addition, the state is not paying the total amount of instruction. At some point, you cannot offer more because you are not offering quality. The police and fire classes must be of the highest quality. It costs money, and we don't have the money to offer more classes. If we add a few more students to each class, we would be compromising safety. We also would be short on supplies, and they would likely be unable to be hired when they finish the program. The same is true of the nursing program. After cutting our supply budgets and capital outlay budgets for instruction this year, we are now at the point where we are facing a quality issue. It is now an access issue for us and for all the other colleges in our system.

Dr. Nelson pointed out that our neighboring colleges that have these same programs would say that they, too, want to serve more students. They would ask why our need is greater than theirs.

Ms. Chadwick stated that we should be very pleased and proud that this program has the quality reputation that it has. Tom Plotts is well known and has done a remarkable job balancing all of the things we've talked about. We have nothing but laud and praise from everyone in this area. It is quality; we are thankful that we have such quality people. Ms. Owens' presentation bears that out.

Dr. Amador reported that the Police Academy had recently undergone Police Officer Standards Training (P.O.S.T.) Accreditation. She, Tom Plotts, and Ms. Cuaron attended the exit interview and were pleased to hear that the program received an excellent review. The Fullerton College Director of Public Safety Programs said that he tried to emulate our program because that is the standard to achieve.

2. Report of Vice President for Student Services

a. Nike Sponsorship of Athletic Programs

Joe Madrigal reported that, given the budget situation and the challenges that we have, one of the goals he and John Woods have developed for the athletic program is to explore external revenue sources. Mr. Madrigal thanked Bruce Kauffman for the nice article in the *North County Times* on the Nike sponsorship. Mr. Woods discussed the College's recent acquisition of Nike sponsorship of athletic programs and the financial benefits it will bring to both the student athletes and the College in purchasing apparel for their teams. Palomar is one of only 30 colleges nationwide that Nike sponsors. Mr. Evilsizer asked the length of the agreement with Nike. Mr. Woods responded that it is a three-year agreement. Mr. Evilsizer asked to be reassured that the general fund is in no way involved in this agreement. Mr. Woods responded that it is not.

3. Report of Vice President for Finance and Administrative Services

a. Energy-Saving Projects Update

Jerry Patton introduced Mike Ellis, who presented an update on energy conservation projects completed, ongoing, and planned for the College and answered questions from Board members. Mr. Ellis noted that the District has had a very successful energy conservation program in place for the last 20 years. He displayed a chart indicating how the energy conservation program has lowered electrical consumption over the past three years. **Exhibit G-3-a**

Ms. Chadwick asked how much money is needed annually for projects such as these. Mr. Ellis responded that it varies, depending upon funding received from state scheduled maintenance. They would have to identify the specific projects and go out and do a cost estimate for them, which they have not done because the funding is not available. In the last phase, they spent almost a million dollars. From the 2001 state budget act, they had an allocation of almost \$550,000 for energy conservation and about \$500,000 for state scheduled maintenance projects. Other than that, it probably runs \$15,000 to \$30,000 a year maximum.

Mr. Evilsizer asked how this integrates with the new facilities planning and review and making sure that we are applying energy conservation on some of our new facilities. Mr. Ellis responded that we first give our criteria to our engineers when they design a project. After they finish the design, we turn it over to SDG&E for review and incentive awards. Right now, SDG&E has the plans for the High-Tech building, and they are going over them to see what kind of incentive they will give us for that. We use SDG&E as much as we can. Jerry Patton added that Mr. Ellis works with the engineers as they design the facilities in terms of energy efficiency and making them conducive to low maintenance costs.

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

Dr. Amador reported that our enrollment is flat. Through yesterday, we were down .08% from last fall. Our total head count is 27,724, so we are about where we were at this time last fall. We have some unknowns still in the fee collection. We won't know the results of that for another couple of weeks.

Dr. Amador reported that she has received a report from the executive director of Phi Theta Kappa comparing our chapter with all the 59 chapters in the state. Of the 13 categories that are rated, we were rated positive on 12. That is why we are a five-star award level college and received a lot of recognition. Marilyn Lunde has been recognized as one of the main contributors of that. Dan Arnsan was the faculty advisor last year, but he has now retired.

Dr. Amador reminded the Board that the grand opening for the Student Center is on September 4 at 11:30 a.m.

On September 6, the Police Academy graduation will take place at 10 a.m. at the San Marcos Civic Center, and the first home football game will take place at 1 p.m. at Escondido High School.

CONSENT CALENDAR

H. CONSENT CALENDAR

FISCAL SERVICES

1. ADOPT NOTICE OF PUBLIC HEARING FOR 2003-2004 ANNUAL FINANCIAL BUDGET REPORT (CFS-311)

MSC Chadwick, Nelson

The Governing Board hereby approves that the proposed 2003-2004 Annual Financial and Budget Report of the Palomar Community College District will be on display and available for public inspection Monday, October 6, 2003, through Friday, October 10, 2003, 8:00 a.m. to 5:00 p.m., in Fiscal Services, Room A-2, Administration Building, Palomar College, San Marcos Campus, 1140 West Mission Road, San Marcos, California.

Further, the Governing Board of the Palomar Community College District will conduct a Public Hearing on the Annual Financial and Budget Report at a meeting of the Governing Board on Tuesday, October 14, 2003, 7:00 p.m., in the Governing Board Room, Palomar College, San Marcos Campus, 1140 West Mission Road, San Marcos, California. Said **Revised** Notice of Public Hearing is to be published by the North County Times on September 8, 9, or 10, 2003. **Exhibit H-1**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

2. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees in the Classified Unit, the following employees are granted a \$500 annual stipend, prorated on a monthly basis, effective July 1, 2003:

Employee Name: Linda Willis
Position: Academic Department Assistant
Department: Foreign Languages
Course of Study: Job Related

Employee Name: Lisa Hornsby
Position: Sr. Administrative Secretary
Department: Languages & Literature Division
Course of Study: B.A. Degree Courses

3. **APPROVE PERSONNEL ACTIONS REPORT**

MSC Chadwick, Nelson

The Governing Board hereby approves the **Personnel Actions** report, which includes hires of **short-term employees** for the month of **August, 2003. Exhibit H-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

Resumption of REGULAR AGENDA

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

There were no items removed from the Consent Calendar.

J. **REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION**

Report of the Faculty Senate

Steve Spear reported that the Senate had its first meeting of the year and has put out a call for volunteers for committees. They are going to be looking at the process of committee appointments because there is some confusion there.

The Senate resolved the NCHEA Directorship at yesterday's meeting.

They have appointed Sara Thompson and Bonnie Dowd to a joint council with PFF so they may now work as a well-oiled machine.

They sent the Learning Culture Task Force to Academic Standards and Practices Committee.

They have two contentious issues that they started discussing yesterday, and they will be getting back to them on September 15. One is concern on the part of some faculty members about academic department assistants and their replacements as they retire. The other is the Student Learning Outcomes Task Force – some faculty members are concerned about the representation of faculty on that committee. They will be working with Dr. Amador on this and will bring it back up on September 15.

September 8 is the annual Faculty Senate orientation meeting. They have invited the President and Vice Presidents to attend. The Senate is looking forward to a productive year.

2. **INFORMATION**

Report of the Palomar Faculty Federation

Mary Millet reported that four faculty members attended the Union Leadership Institute, a week-long institute that is sponsored by California Federation of Teachers at Asilomar. Each person who goes takes a 30-hour course. Members of the faculty took the negotiations course, communications course, grievance administration course, and leadership course. They felt it was a worthwhile week.

They will be having a training workshop for their department reps toward the end of September. They are anticipating a very eventful semester. Ms. Millet reported that she and Mary Ann Drinan both attended the adjunct orientation and the convocation and had some gatherings with faculty in and around that event. They feel like faculty are ready to go.

3. **INFORMATION**

Report of The Faculty

Maria Miller reported that there was a special meeting of The Faculty during Convocation. They were pleased to see some of the Board members attend that meeting. Faculty awards were presented during that time. The Distinguished Faculty Award winners were Steve Bertram and Joseph Limer.

4. **INFORMATION**

Report of the Administrative Association

Ken Jay reported that the Administrative Association's Employee of the Year is Michelle Barton.

5. **INFORMATION**

Report of the Confidential and Supervisory Team

Jenny Akins reported that the Confidential and Supervisory Team wanted to take this opportunity to applaud all the faculty and staff who were recognized for their unique contributions to Palomar at Convocation on Friday. She also extended CAST's appreciation and congratulations to all the Employees of the Year: Michelle Barton, Jeff O'Bryant, Ralph Baker, Steve Bertram, and Joseph Limer. She thanked them all for their hard work and dedication to the students and staff and faculty of Palomar College.

6. **INFORMATION**

Report of the CCE/AFT

Tricia Frady read the following resolution from the California Council of Classified Employees:

**Resolution in Memoriam
Zeda Barnett**

Whereas, God in His infinite Wisdom, has seen fit to call our friend and fellow union sister Zeda Barnett to her reward, and

Whereas, Zeda Barnett has on numerous occasions demonstrated her belief in the importance of the California Council of Classified Employees as it related to her fellow Union and non-Union brothers and sisters at Palomar College, and

Whereas, to those immediate relatives and friends, who are most heart-stricken at the loss we have all sustained, we have but little of this world's consolation to offer; We can only sincerely, deeply, and most affectionately sympathize with you in your bereavement, Therefore, be it

Resolved, that in the death of Zeda Barnett, the California Council of Classified Employees has lost an active and beloved member, her mother a devoted daughter, and the community an upright, honorable, and conscientious citizen who knew her duty and dared to do it, And be it further

Resolved, that a copy of this RESOLUTION be forwarded to the Palomar College Governing Board in order that it may be included in the minutes of their next scheduled meeting, And be it further

Resolved, that a copy of this RESOLUTION be entered in the minutes and the archives of the California Council of Classified Employees and the archives of Zeda's Local, Palomar College CCE/AFT Local 4522, And be it

Finally Resolved, that the original RESOLUTION be presented to Zeda's mother, Valerie Adams, on behalf of the 13,000 members of the California Council of Classified Employees.

Respectfully submitted on this day of August 9, 2003

Ernest E. Carson, President
Peggy Gash, Northern Vice President
Velma Butler, Southern Vice President

Ms. Frady reported that the CCE would also like to congratulate all of the Employees of the Year for their hard work and dedication.

7. **INFORMATION**

Report of the Associated Student Government

Amador Soto reported that ASG will have their first meeting tomorrow in SU-18 at 1 o'clock. He invited everyone to attend.

ASG has been distributing survivor kits with goodies to all the students and staff.

K. **COMMENTS FROM OTHER INDIVIDUALS OR GROUPS** – There were none.

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

M. **NEW BUSINESS**

1. **APPROVE RESOLUTION SUPPORTING AB 1417 – PROVIDING PROPERTY TAX BACKFILL**

MSC Jensen, Chadwick

RESOLUTION 03-20767

Whereas, current provisions of state law provide “back-fill” protection to K-12 education in the event that actual property tax collections are below those estimates included in the annual state budget act and no such provision exists for community colleges, and;

Whereas, the estimate of property tax revenues are prepared by the State Department of Finance alone, making the community colleges vulnerable to loss of revenues due to miscalculations or less-than-accurate estimation by another state agency, and;

Whereas, this creates significant financial hardship to community colleges and is usually not determined until the fiscal year has ended and in most cases has not been restored by the State in the year of loss;

Therefore, it is hereby resolved by the Governing Board of the Palomar Community College District that efforts to provide equity and fairness to California's community colleges in the form of property tax backfill is of great importance and necessity in bringing financial stability to the largest higher education system in the nation and in the best interests of the citizens of California.

It is further resolved that the Governing Board of the Palomar Community College District hereby supports and applauds current legislation efforts in AB 1417 by Assembly Member Pacheco to address this egregious circumstance and encourages other district boards to do likewise by adopting this or a similar resolution.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVE WORKSHOP TO FORMULATE BOARD GOALS TO BE ONLY ITEM ON AGENDA AT SEPTEMBER 23 BOARD MEETING; HOLD MEETING IN SU-18**

MSC Chadwick, Nelson

The Governing Board hereby approves that, unless an item requiring urgent action arises, a **workshop to formulate Governing Board goals for 2003-2004** be the only item on the agenda at the September 23, 2003, meeting and that the meeting be held in **SU-18** to allow table-top workspace for Board members.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE MASTER PLAN 2022**

MSC Jensen, Nelson

The Governing Board hereby approves the Palomar Community College District Educational and Facilities Master Plan 2022. **Exhibit M-3**

Dr. Amador pointed out that there is an update of the Master Plan's project. In the final editing, they made a few changes which changed the figures on page 140. The Board was given a new page to replace the old page 140.

Ms. Chadwick made the following comments:

Page 3 – In the middle column under number 6 and number 7, she thinks the laboratory should be under number 6. The primary concern is the kinds of functions in these spaces, and laboratories are a major function. Saying that they should not be close to the center of the campus is a disservice. On number 9 and perhaps 10, 11, and 12, she couldn't find anything mentioning a parking structure. She feels there should be some reference made to parking structures. If nothing else, put it in the context of efficiencies.

Page 43 – Are we using a building rating system? As you go through the description and the history of the buildings, are we rating the buildings in any way? Kelley Hudson-Maclsaac reported that we conducted a facilities condition assessment that rates the deficiencies in all of these buildings. Ms. Chadwick suggested that these be legendized at the beginning of this discussion and that the buildings be coded with these ratings in the document. She feels that is a very pertinent piece of information, especially as we go to our constituencies and begin to talk about the needs of these buildings. If we have this rating system, there is a list of variables that each building is assessed on, and it yields a rating.

Pages 134 - 137 – Rather than having someone get to this point and try to determine how to interpret this, Ms. Chadwick suggested that a summary by each of our divisions be placed at the beginning of this section. It would give the readers a sense of each one of these and where the growth is occurring. Then place the detailed information after the summary. Dr. Amador suggested placing the summary in the appendix because the divisions seem to change often. Ms. Chadwick felt that it would be better to place the summary in the body and the detail in the appendix.

Page 140 – This is a very important sheet that lists all the projects that would implement what would be required to house all of the academic programs as they are projected. We need to ensure that the title of this be consistent with Master Plan 2022.

Page 147 – It would be useful to have a comment about parking structures and how they fit or not fit.

Pages 224 – 225 in the appendix - The print is unreadable. This is a wonderful spreadsheet, but it must be made legible.

Ms. Chadwick stated that this is an amazing document and it's almost ready.

Dr. Amador called on Michelle Barton who made the following comments: As a member of the Educational and Facilities Master Planning Task Force and being invited throughout the past year and a half to attend presentations where Dr. Vernoy has presented and has posted everything on a web site and requested input, I can tell you that information in the Master Plan has been out there. It is accessible information; it's on the web site. This particular document is not on the web site yet because it is going through the editing process.

Dr. Amador stated that a hard copy will be placed on reserve in the library for public inspection.

Ms. Chadwick reiterated that this is a good document, and we should be proud of the work that has been done on it.

Dr. Amador called on Mark Vernoy who asked for clarification of Ms. Chadwick's suggestions regarding the information on page 134. Ms. Chadwick stated that she is suggesting that a summary sheet showing each division be prepared so that we have a sense of where growth is occurring and in what division. She suggested that the information be presented in a table format.

Mr. Evilsizer referred to page 120, where reference is made to the Office of Counsel, Contracts, and Special Projects. He asked if this office is still in existence, and if not, do we have a plan to resurrect it in the future. Mr. Patton reported that the office is still in existence and is the depository where all official documents, grants, contracts, agreements for compliance, etc., are processed and are on file. There is only one person in the office now. Mr. Evilsizer also noted that there is also some reference made to having in-house counsel, and that is no longer part of the mix. Dr. Amador and Dr. Vernoy responded that the educational plan was completed about a year ago and was a snapshot of where everything was at that point. Ms. Chadwick noted that a document such as this is dynamic and you're never going to have a perfect document.

Mr. Evilsizer pointed out that on page 129 there are some typographical errors. Dr. Amador noted that staff is going through the final editing process and will correct all of these things.

Mr. McMullen noted that this document involved a lot of work and it was agreed that the committee did a great job.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. Item was removed from the agenda.

5. **DISCUSSION: AGENDA ITEMS FOR CONSIDERATION AT NEXT MEETING**

The Governing Board hereby approves the listing of the following items on the agenda for consideration at the next meeting:

Ms. Chadwick requested an update on planning for a retiree reception and certificates for retirees. Dr. Amador responded that she had spoken with Steve Spear, and they could not determine how to capture all those people back to campus. Mr. Spear noted that while we have quite a few who are still here teaching part-time, many have just gone. Dr. Amador reported Dr. Miyamoto has sent certificates and service award pins to those who retired this year. Ms. Chadwick asked if we are planning to do something consistent with our schedule for this year. Dr. Miyamoto stated that, if it is the will of the Board and people notify us in advance that they are planning to retire, we will do so. Mr. Spear suggested that holding an event off campus might attract a larger group.

Mr. Evilsizer requested that the Board openly discuss the pros and cons of disclosing the goals and objectives of the Superintendent/President of the District. He stated that he thinks that needs a public airing, and he thinks they need to openly review that and discuss that and finalize that with a vote of this Board to show what we ultimately decide upon.

Mr. McMullen stated that he thought this had been decided in Closed Session and he doubts that it will change the vote, but we will put it on for discussion.

Dr. Nelson asked Mr. Evilsizer for clarification of what he wants the Board to vote upon. Mr. Evilsizer stated, "I would like for us to publicly show where we stand after a discussion of publicly sharing the goals of the President/Superintendent of the District with the public."

N. **ADJOURNMENT**

The meeting was adjourned at 8:39 p.m.

President

Secretary