



**GOVERNING BOARD AGENDA
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT**

Room D-10

COLLEGE CAMPUS

SAN MARCOS, CALIFORNIA

TUESDAY, DECEMBER 9, 2003

6:00 P.M. (CLOSED SESSION) - 7:00 P.M. (OPEN SESSION)

NOTICE TO PUBLIC: In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

The Open Session of the Board meets the second and fourth Tuesday of every month starting at 7:00 p.m. in the Governing Board Room of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action. Anyone having an interest in documents on file should call the Governing Board's Executive Assistant in the President's Office on extension 2104.

A.	Call to Order (6 p.m.)	2
AA.	Roll Call	2
AAA.	Closed Session	2
B.	Election of Officers.....	2
BB.	Appointment of Secretary to the Board.....	2
BBB.	Establishment of Date, Time, and Place of Meetings	3
C.	Approval of Minutes	3
D.	Call for Removal of Items from or Changes to Agenda.....	3
E.	Report of the Board President	3
F.	Reports of the Governing Board Members	3
G.	Report of the Superintendent/President.....	3
H.	Consent Calendar	4
I.	Action on Items Removed from Consent Calendar	10
J.	Reports from College Groups	10
K.	Comments from Other Individuals or Groups.....	11
L.	Unfinished Business	11
M.	New Business	11
N.	Closed Session	15
O.	Reconvene to Open Session	15
P.	Adjournment	15

A. CALL MEETING TO ORDER

AA. ROLL CALL

Establishment of a Quorum

AAA. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.
5. Public Employee Performance Evaluation, pursuant to Government Code 54957.
 - a. Superintendent/President

AAAA. RECONVENE TO OPEN SESSION AND ORGANIZATIONAL MEETING

Pledge of Allegiance

B. ELECTION OF OFFICERS

1. RECOMMENDATION: ACTION – ELECTION OF PRESIDENT

BE IT RESOLVED, That _____ **be elected** **President** of the Governing Board of the Palomar Community College District, effective December 9, 2003.

2. RECOMMENDATION: ACTION – ELECTION OF VICE PRESIDENT

BE IT RESOLVED, That _____ **be elected** **Vice President** of the Governing Board of the Palomar Community College District, effective December 9, 2003.

3. RECOMMENDATION: ACTION – ELECTION OF SECRETARY

BE IT RESOLVED, That _____ **be elected** **Secretary** of the Governing Board of the Palomar Community College District, effective December 9, 2003.

BB. APPOINTMENT OF SECRETARY TO THE BOARD

1. RECOMMENDATION: ACTION – APPOINTMENT OF SECRETARY TO THE BOARD

The Governing Board hereby appoints **Dr. Sherrill L. Amador, Superintendent/President**, to serve as **Secretary to the Governing Board** of the Palomar Community College District, effective December 9, 2003.

BBB. ESTABLISHMENT OF DATE, TIME, AND PLACE OF MEETINGS

1. RECOMMENDATION: ACTION – ESTABLISH DATE, TIME, AND PLACE OF MEETINGS – BOARD TO SELECT OPTION 1 OR 2

OPTION 1:

The Governing Board hereby declares that the **Regular Meetings** of the Governing Board of the Palomar Community College District shall be held on the **second Tuesday** of each month, **closed session** beginning at **6 p.m.**, **open session** beginning at **7 p.m.**, in the **Governing Board Room, Student Services Center, San Marcos Campus.**

OPTION 2:

The Governing Board hereby declares that the **Regular Meetings** of the Governing Board of the Palomar Community College District shall be held on the **second and fourth Tuesday** of each month, **closed session** beginning at **6 p.m.**, **open session** beginning at **7 p.m.**, in the **Governing Board Room, Student Services Center, San Marcos Campus.**

ADJOURNMENT OF ORGANIZATIONAL MEETING

CONVENE REGULAR MEETING

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

The Governing Board hereby approves the Minutes of the Regular Meeting of November 11, 2003.

The Governing Board hereby approves the Minutes of the Special Meeting of November 18, 2003.

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

E. REPORT OF THE GOVERNING BOARD PRESIDENT

F. REPORTS OF THE GOVERNING BOARD MEMBERS

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. Report of Vice President for Instruction
2. Report of Vice President for Student Services
3. Report of Vice President for Finance and Administrative Services
4. Report of Vice President for Human Resource Services

CONSENT CALENDAR

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

H. CONSENT CALENDAR

BUSINESS SERVICES

1. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY DAYS

The Governing Board hereby reviews and approves the following purchase transactions and contracts entered into on behalf of the Palomar Community College District. All of the following purchases are made against the 2003-2004 fiscal year budget:

Re-Encumbered				
FY 2003 PO's	0400023	through	0400025	\$ 12,465.91
Purchase Orders	0440164	through	0440210	\$ 64,267.96
Travel	0450030	through	0450038	\$ 1,966.50
Advertising/Increases	0460021	through	0460025	\$ 2,985.06
Employment Ads	0465007	through	0465008	\$ 2,565.00
Agreement/Services	0470255	through	0470331	\$ 604,778.15
Repairs	0475034	through	0475059	\$ 11,964.94
Agreement/Annual	0480146	through	0480154	\$ 19,249.30
Utilities	0495056	through	0495056	\$ 1,800.00
				<u>\$ 722,042.82</u>

GIFTS

2. RECOMMENDATION: ACTION – ACCEPT GIFTS

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

- a. Forty EMS jackets for student simulation and field use, donated by Carlsbad Fire Department, 2560 Onon Way, Carlsbad, California, 92008. Total cash value as estimated by donor is \$2,000.
- b. Drafting table for use by students in the Design and Consumer Education Department, donated by Youngdale Manufacturing Corporation, 2449 F Cades Way, Vista, California, 92081. Total cash value as estimated by donor is \$450.
- c. Revox magnetic reel-to-reel tape recorder to be used by the Music Department Recording Technician, donated by Greg Bemko, 1462 La Plaza Drive, Lake San Marcos, California, 92069. Total cash value as estimated by donor is \$550.
- d. Bluthner Grand Piano to be used by students in the piano classroom, donated by Yoshiko Niiya Bemko, 1460 La Plaza, Lake San Marcos, California, 92069. Total cash value is \$27,000.
- e. Lyon & Healy Harp, donated by Chikaye Niiya to be used for orchestral rehearsals and performance, 1462 La Plaza Drive, Lake San Marcos, California, 92069. Total cash value is estimated at \$20,000.

FISCAL SERVICES

3. RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANT

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

Warrant # 76-087599, dated October 10, 2002, in the amount of \$36.00, payable to Solana Lynn Sloat, 2061 Monte Vista Drive, Vista, CA 92084. Void due to stale date.

Warrant # 76-095369, dated February 11, 2003, in the amount of \$9.50, payable to James George Kleppel, 705 Cooper Drive, Vista, California, 92083. Void due to stale date.

Warrant #76-098855, dated February 27, 2003, in the amount of \$20.00, payable to James George Kleppel, 705 Cooper Drive, Vista, California, 92083. Void due to stale date.

Warrant # 76-098875, dated February 27, 2003, in the amount of \$32.50, payable to Latifa Sakha, 708 Via Cafetal, San Marcos, California, 92069. Void due to stale date.

Warrant # 76-105277, dated June 24, 2003, in the amount of \$45.00, payable to Jessica Riggins, 25 Santa Rosa Ave, Half Moon Bay, CA 94019. Void due to lost check not cashed.

COMMUNITY SERVICES

4. RECOMMENDATION: ACTION – APPROVE NEW CLASSES, AGREEMENTS, AND PERSONNEL FOR PROVIDING COMMUNITY SERVICES CLASSES

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

Spring, 2004

- | | | |
|----|-------------------------|----------------------------------|
| a. | Presenter: | Karen Saffian-Jiménez |
| | Name of Class: | Community Spanish |
| | Effective: | Feb. 2, 4, & 9, 2004 |
| | Instructor Rate: | \$50 per hour |
| | Fee to Student: | \$85 (includes materials) |
| | Terms: | Minimum/maximum 12/25 |
| b. | Presenter: | Karen Saffian-Jiménez |
| | Name of Class: | Spanish for Nursing |
| | Effective: | Feb. 21, 2004 (hidden date 2/28) |
| | Instructor Rate: | \$50 per hour |
| | Fee to Student: | \$125 (includes materials) |
| | Terms: | Minimum/maximum 10/25 |
| c. | Presenter: | Karen Saffian-Jiménez |
| | Name of Class: | Spanish for Dental Hygienists |
| | Effective: | May 7, 8, 2004 |
| | Instructor Rate: | \$50 per hour |
| | Fee to Student: | \$125 (includes materials) |
| | Terms: | Minimum/maximum 10/25 |

- d. **Presenter:** Karen Saffian-Jiménez
Name of Class: Survival Spanish for Classroom Teachers
Effective: March 6, 2004
Instructor Rate: \$50 per hour
Fee to Student: \$125 (includes materials)
Terms: Minimum/maximum 10/25
- e. **Presenter:** Karen Saffian-Jiménez
Name of Class: Spanish for Office Personnel
Effective: March 15, 17, 22, 2004
Instructor Rate: \$50 per hour
Fee to Student: \$125 (includes materials)
Terms: Minimum/maximum 10/25
- f. **Presenter:** Stan Martin
Name of Class: i-Movies for Teens – Beginning & Intern.
Instructor Rate: 30% of fees collected
Fees to Student: \$59 (includes materials)
Effective: Feb 21, 28, 2004
Terms: Minimum/maximum 10/30 For ages 11 – 20
- g. **Presenter:** LeeAnne Krusemark
Name of Class: A Guide to Getting Published
Instructor Rate: \$15 per participant
Fees to Student: \$45
Effective: April 17, 2004
Terms: Minimum/maximum 10/60
- h. **Presenter:** Sally Greenleaf
Name of Class: Palomar Youth Chorale – Fallbrook Section
Instructor Rate: \$37 per hour
Fees to Student: \$120 per semester
Effective: January 27, 2004
Terms: Minimum/maximum 20/50
- i. **Presenter:** Diane Geller
Name of Class: Palomar Youth Chorale – San Marcos Section
Instructor Rate: \$38 per hour
Fees to Student: \$120 per semester
Effective: January 29, 2004
Terms: Minimum/maximum 20/50
- j. **Presenter:** Linda Kurokawa
Name of Class: Walt Disney Concert Hall Symphony Trip
Instructor Rate: none
Fees to Student: \$105 includes cost of ticket + transportation
Effective: April 17, 2004
Terms: Minimum/maximum 20/55
- k. **Presenter:** Collette Travel
Name of Class: Canadian Rockies Train Trip
Instructor Rate: none
Fees to Student: \$2,349
Effective: July 6, 2004
Terms: We receive \$200 per participant

- I. **Presenter:** Collette Travel
- Name of Class:** Tuscany, Italy Trip
- Instructor Rate:** none
- Fees to Student:** \$1,800
- Effective:** Nov. 1, 2004
- Terms:** We receive \$180 per participant

PERSONNEL

5. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board hereby approves the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **November, 2003, and short-term employees** for the month of **December, 2003. (Exhibit H-5)**

6. RECOMMENDATION: ACTION - RATIFY CLASSIFIED EMPLOYMENT

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

- a. **Name:** **EILLEN D. WALLER**
- Position:** Payroll Assistant II
- Department:** Payroll Services
- Position #:** 5598 **New?:** No
- Remarks:** Replacement for Cathy Hawkins
- Sal Grade/Stp:** **18/1** **Salary:** **\$2,542.59/month**
- % of Position:** 100% **# of Mos:** 12
- Effective:** November 13, 2003
- Account #:** A-212200-559100-67310-0000000/100%

7. RECOMMENDATION: ACTION - RATIFY NEW CLASSIFIED POSITION

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

- a. **Position:** **OFFICE SPECIALIST**
 - Name:** Vacant
 - Department:** Payroll Services
 - Position #:** 6284 **New?:** Yes
 - Remarks:**
 - Sal Grade/Stp:** **10/1** **Salary:** **\$920.68/month**
 - % of position:** 44% **# Mos:** 12
 - Effective:** December 10, 2003
 - Account:** A-212200-559100-67310-0000000/100%
-
- b. **Position:** **SYSTEMS MODULE FUNCTIONAL ASSISTANT**
 - Name:** Vacant
 - Department:** Financial Aid & Scholarships
 - Position #:** 6285 **New?:** Yes
 - Remarks:** Funded – BFAP-SFAA Funds.
 - Sal Grade/Stp:** **30/1** **Salary:** **\$3,409.75/month**
 - % of position:** 100% **# Mos:** 12
 - Effective:** December 10, 2003
 - Account:** K-212200-475100-64600-1612000/100%

c. **Position:** **FINANCIAL AID SERVICES COORDINATOR**
Name: Vacant
Department: Financial Aid & Scholarships
Position #: 6286 New?: Yes
Remarks: Funded – BFAP-SFAA Funds.
Sal Grade/Stp: **25/1** Salary: **\$3,016.01/month**
% of position: 100% # Mos: 12
Effective: December 10, 2003
Account: K-212200-475100-64600-1612000/100%

8. RECOMMENDATION: ACTION - RATIFY CHANGE TO CLASSIFIED POSITION

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

a. **Position:** **CLIENT SERVICES ASSISTANT**
Name: Vacant
Department: CCC Confer/Educational Television
Position #: 6271 New?: No
Remarks: Increase position from 75% to 100% Funded – CCC Confer
Sal Grade/Stp: **20/1** Salary: **\$2,670.14/month**
% of position: 100% # Mos: 12
Effective: December 10, 2003
Account: K-212200-318100-61320-1612191/100%

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

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting **bilingual stipends** for the following employees who are **designated bilingual interpreters**:

Adriana Ayala, Academic Department Assistant, Nursing Education, effective 12/01/03

Patricia Castillo, Outreach Coordinator, Grant Funded Support Programs, effective 9/01/03

Jose Celis-Celis, Outreach Coordinator, Grant Funded Support Programs, effective 9/22/03

Veronica Delgado, Guidance Services Advisor, Grant Funded Support Programs, effective 9/01/03

Liz Gary, Outreach Coordinator, Grant Funded Support Programs, effective 9/01/03

Cecilia Rocha, Staff Assistant, Grant Funded Support Programs, effective 9/15/03

Beverly Warren de Paulino, Outreach Coordinator, Grant Funded Support Programs, effective 9/01/03

10. RECOMMENDATION: ACTION - RATIFY LEAVE OF ABSENCE

a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **10% Personal Leave of Absence without pay and no effect on benefits**, effective January 22, 2004, through May 20, 2004, to **GLENN R. MITCHELL**, Senior Library Media Technician, Library Media Center.

- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **40% Personal Leave of Absence without pay and no effect on benefits**, effective August 23, 2004, through December 18, 2004, to **CYNTHIA J. ANFINSON**, Associate Professor, Mathematics.

11. RECOMMENDATION: ACTION - RATIFY RESIGNATION

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

- a. **STEPHANIE A. GONZALES**, Marketing Services Assistant, Educational Television, effective December 11, 2003 (last day of employment 12/10/2003).
- b. **ERIN J. MESSERSMITH**, Technology Training Coordinator, Human Resource Services, effective December 6, 2003 (last day of employment 12/5/2003).
- c. **VERONICA DELGADO**, Guidance Services Advisor, GFSP/Upward Bound, effective January 1, 2004 (last day of employment 12/31/2003).
- d. **DAVID L. SANTOS**, Community Service Officer, Palomar College Police Department, effective 10/9/03 (last day of employment 10/8/03).

12. RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINE

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

Gerald Beaudry – Cabinet and Furniture Technology
Alexander Ehrath – Computer Science and Information Systems
Trenton Niemi – Zoology
Silfredo Vigo - Dance

13. RECOMMENDATION: ACTION – RATIFY PART-TIME FACULTY EMPLOYMENT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment of the following part-time faculty**, at the rates indicated for Fall 2003 and Spring 2004 (day and/or evening); said part-time faculty are not scheduled to teach more than a 60 percent load in a single semester:

FALL, 2003

COMPUTER SCIENCE AND INFORMATION SYSTEMS

Ehrath, Alexander	Computer Science and Information Systems	\$37.01
	Eminence in Video Game Engineering	

EMERGENCY MEDICAL EDUCATION

Rosenberg, Linda	Emergency Medical Education	\$37.01
	A.S., Registered Nursing	
	6+ Years Experience	

PUBLIC SAFETY

Steffen, Joseph	Administrative Justice	\$37.01
	A.A., Law Enforcement	
	6+ Years Experience	

SPRING, 2004

BEHAVIORAL SCIENCES

Brown, Pamela Psychology \$38.24
B.A., Psychology
M.A., Psychology

ECONOMICS, HISTORY, & POLITICAL SCIENCE

Abajian, Mark Economics \$38.24
B.A., Economics
M.A., Economics

LIFE SCIENCES

Niemi, Trenton Zoology \$38.24
B.S., Kinesiology (Fitness, Nutrition and Health)
M.S., Exercise Physiology

PERFORMING ARTS

Vigo, Silfredo Dance \$37.01
Eminence in Dance Performance and
Choreography

PHYSICAL EDUCATION

Gilmore, Carla Physical Education \$38.24
B.S., Nursing
M.Ed., Physical Education

TRADES & INDUSTRY

Beaudry, Gerald Cabinet and Furniture Technology \$37.01
Coursework and 6+ Years Experience in
Cabinet and Furniture Technology

Chauvin, Timothy Cabinet and Furniture Technology \$37.01
B.A., Biology
2+ Years Experience

<p style="text-align: center;">Resumption of REGULAR AGENDA</p>
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I. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

J. REPORTS FROM COLLEGE GROUPS

1. **INFORMATION: Report of the Faculty Senate**
2. **INFORMATION: Report of the Palomar Faculty Federation**
3. **INFORMATION: Report of The Faculty**
4. **INFORMATION: Report of the Administrative Association**
5. **INFORMATION: Report of the Confidential and Supervisory Team**
6. **INFORMATION: Report of the CCE/AFT**
7. **INFORMATION: Report of the Associated Student Government**

K. COMMENTS FROM OTHER INDIVIDUALS AND GROUPS

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

In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

L. UNFINISHED BUSINESS

M. NEW BUSINESS

1. **RECOMMENDATION: ACTION – APPROVE TENTATIVE PRESIDENTIAL SEARCH PROCESS TIMELINE**

The Governing Board hereby approves the following Tentative Search Process Timeline for Superintendent/President:

12/9/03	Board approves Tentative Search Process Timeline, Composition of Superintendent/President Search Committee, and Sending Request for Proposals to Search Firms
1/13/04	Board Approves Search Firm and Membership of Superintendent/President Search Committee
2/10/04	Board approves qualifications for Superintendent/President and recruitment brochure
2/16/04	Start search process plans (11 weeks)
2/16–4/30/04	Search Committee working with Search Firm completes procedures, questions, and schedule
4/30/04	Applications due
5/3–5/14/04	Committee screens applications and selects interviewees
Week of 5/31/04	Search Committee interviews
Week of 6/14/04	Board interviews semi-finalists and selects finalists
Week of 6/28/04	Finalists Open Forum
Week of 7/12/04	Campus Visits
7/20/04	Special Closed Session to select candidate
7/27/04	Board approves contract of Superintendent/President
9/1/04	New Superintendent/President contract start date
Or sooner	

2. **RECOMMENDATION: ACTION – APPROVE COMPOSITION OF SEARCH COMMITTEE MEMBERS**

The Governing Board hereby approves the following composition of the Presidential Search Committee:

Community Member (2)
Governing Board Member (1 non-voting)
Faculty Member (5)
Faculty Member Alternate (1)
Classified Staff Member (2)
Confidential and Supervisory Team Member (1)
Administrative Association Member (1)
Administrator appointed by the President (2)
Student selected by ASG (1)
Committee Facilitator (Search Liaison/non-voting)

Total committee members: 15 (with 1 alternate)

3. **RECOMMENDATION: ACTION – APPROVE SENDING A REQUEST FOR PROPOSALS TO SEARCH FIRMS**

The Governing Board hereby approves that a Request for Proposals (RFP) be sent to leading search firms that could act as a consultant to the Board and the Search Committee with the understanding that the search firm would assist the Board and the Search Committee, but that the Search Committee would review all applicants and recommend candidates to the Board.

4. **RECOMMENDATION: ACTION – APPROVE DELETION OF BP 403.4 STUDENT HEALTH FEE AND APPROVE ADOPTION OF BP 5030.3**

Upon the recommendation of the Strategic Planning Council, the Governing Board hereby approves the deletion of BP 403.4 and the **adoption of BP 5030.3**, which reads as follows:

BP 5030.3 – STUDENT HEALTH FEE
Education Code Section 76355
(replaces BP 403.4) **EXHIBIT M-4**

The District shall charge all students the state-mandated Health Fee for the operation of a student health center or centers, including direct or indirect medical services and health supervision.

5. **RECOMMENDATION: ACTION - AUTHORIZE CONTRACT FOR RE-ROOFING PROJECT – STUDENT SERVICES CENTER (SSC)**

The Governing Board hereby authorizes the Office of Contract Services to competitively bid the re-roofing project for the Student Services Center (SSC) on the San Marcos campus, and execute a contract within the limits of available funding to the lowest, responsive bidder subject to later ratification by the Board. **(EXHIBIT M-5)**

6. **RECOMMENDATION: ACTION – RATIFY RECOMMENDATION OF SUPERINTENDENT/PRESIDENT IN CLOSURE OF CHILD DEVELOPMENT CENTERS DUE TO AIR QUALITY ARISING FROM FIRES DURING THE PERIOD OF OCTOBER 27, 2003, THROUGH OCTOBER 31, 2003**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the closure of the Child Development Centers at the San Marcos campus and Escondido Center during the period of October 27, 2003, through October 31, 2003, due to concerns about air quality resulting from the recent wildfires. **(EXHIBIT M-6)**

7. RECOMMENDATION: ACTION - APPROVE CONSULTING AGREEMENT WITH PUBLIC PRIVATE VENTURES FOR SPECIALIZED REAL ESTATE SERVICES PERTINENT TO THE PALOMAR COMMUNITY COLLEGE DISTRICT MASTER PLAN 2022

The Governing Board hereby approves a consulting services agreement with Public Private Ventures (PPV), Pasadena, California, to provide specialized real estate services, pertinent to the Palomar Community College District Master Plan 2022. PPV will provide the District with a full range of real estate services including:

- Due diligence for site selection and appraisal as defined by the California Community College's Capital Outlay Handbook and by California Postsecondary Education Commission (CPEC).
- Coordination of any/all engineering services, appraisal services or any other professional services required in due diligence process as defined by the Chancellor's Office Capital Outlay Handbook and CPEC.
- Negotiations with property owners of potential sites.

The scope of services will be completed in phases. All phases and funding will be subject to board approval before proceeding to next phase. The schedule of fees/charges and phases of work for consultant services are detailed in the exhibit. All fees shall be paid from Redevelopment fund. **(EXHIBIT M-7)**

8. RECOMMENDATION: ACTION – THE GOVERNING BOARD HEREBY APPROVES THE AGREEMENT WITH THE CONFIDENTIAL AND SUPERVISORY TEAM (CAST) TO INCREASE PAID VACATION ACCRUAL FROM 1.833 DAYS PER MONTH TO 2 DAYS PER MONTH BEGINNING WITH THE 10TH YEAR OF SERVICE WITH THE DISTRICT, RETROACTIVE TO JULY 1, 2003

The Governing Board hereby approves the agreement with the Confidential and Supervisory Team (CAST) to increase paid vacation accrual from 1.833 days per month to 2 days per month beginning with the 10th year of service with the District, retroactive to July 1, 2003. This increase applies to employees who have a regular work assignment of forty (40) hours per week. Employees who have a work assignment of less than forty (40) hours per week accrue vacation computed pro rata for the hours of their regular assignment.

All other Vacation Policy agreements between the District and the Confidential and Supervisory Team remain unchanged and in effect.

9. RECOMMENDATION: ACTION – APPROVE MEET AND CONFER AGREEMENT WITH THE ADMINISTRATIVE ASSOCIATION TO INCREASE THE MAXIMUM PAID VACATION ACCRUAL FROM TWENTY-TWO (22) DAYS PER YEAR TO TWENTY FOUR (24) DAYS PER YEAR, RETROACTIVE TO JULY 1, 2003

The Governing Board hereby approves the agreement with the Administrative Association to increase paid vacation accrual from twenty-two (22) days per year to twenty-four (24) days per year retroactive to July 1, 2003.

All other Vacation Policy agreements between the District and the Administrative Association remain unchanged and in effect.

10. RECOMMENDATION; ACTION - APPROVE ADOPTION OF CalSTRS RETIREMENT INCENTIVE PROGRAM (GOLDEN HANDSHAKE) AND APPROVE WINDOW PERIOD FOR RETIREMENT

WHEREAS, it is determined to be in the best fiscal interest of the Palomar Community College District that the best interest of the District would be served by encouraging the voluntary retirement of all employees of the District who are members of the CalSTRS Defined Benefit Program in that the retirements will result in a net savings to the District. **This retirement incentive is offered for the window period specified below only.**

WHEREAS, the Palomar Community College District has considered requests from eligible employees of the District to offer the STRS Golden Handshake option that provides an additional two years of service credit to members of the Defined Benefit Program;

NOW THEREFORE BE IT RESOLVED That:

The Palomar Community College District adopt the STRS Golden Handshake provision of Assembly Bill 1207 (Corbet) enacted as Chapter 313, Statutes of 2003 with the participation window period for 2004 to begin May 1, 2004, through July 1, 2004, for all employees of the District who are members of the CalSTRS Defined Benefit Program. The District agrees to pay the present value of the additional allowance and purchasing power supplemental payment in the time period and manner specified by the California State Teachers' Retirement Board.

AYES:
NOES:
ABSENT:
ABSTAIN:

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

Dr. Sherrill L. Amador, the Secretary to the Governing Board of the Palomar Community College District of San Diego County, California, hereby certifies that the above foregoing resolution was duly and regularly adopted by said District at a regular meeting thereof held on December 9, 2003, and passed by a _____ vote of said Board.

11. RECOMMENDATION: ACTION – APPROVE WORKSHOP TO DISCUSS TRANSFER ISSUES WITH STAFF FROM CALIFORNIA STATE UNIVERSITY SAN MARCOS, SAN DIEGO STATE UNIVERSITY, AND UNIVERSITY OF CALIFORNIA SAN DIEGO TO BE ONLY ITEM ON AGENDA AT THE JANUARY 27, 2004, BOARD MEETING; HOLD MEETING IN D-10

The Governing Board hereby approves that, unless an item requiring urgent action arises, a **workshop to discuss transfer issues with staff from California State University San Marcos, San Diego State University, and University of California San Diego** be the only item on the agenda at the January 27, 2004, meeting and that the meeting be held in **D-10**.

12. RECOMMENDATION: ACTION – APPROVE AGENDA ITEMS FOR CONSIDERATION AT NEXT MEETING

N. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.
5. Public Employee Performance Evaluation, pursuant to Government Code 54957.
 - a. Superintendent/President

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT