



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, JANUARY 13, 2004, 6:00 P.M.

A. CALL TO ORDER

Ralph G. Jensen, 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:

RALPH G. JENSEN, B.A., PRESIDENT
MICHELE T. NELSON, PH.D., VICE PRESIDENT
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY
MARK R. EVILSIZER, M.A., TRUSTEE
DARRELL L. McMULLEN, M.B.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:

1. Review of tort claim, pursuant to Government Code 54956.95.
2. Conference with Real Property Negotiator, pursuant to Government Code 54956.8. Property: Assessor's Parcel Number 219-161-17-00 through 19-00 and 21-00.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Public Employee Performance Evaluation, pursuant to Government Code 54957.
 - a. Superintendent/President

Closed-Session ended at 6:55 p.m.

BBB. RECONVENE TO OPEN SESSION

The meeting 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; Supervisor, Purchasing Services

Cheryl Ashour, Administrative Assistant

Michelle Barton, Director, Institutional Research and Planning

Norma Bean, Director, Extended Education

Bruce Bishop, Director, Office of Student Affairs

Mary Ann Drinan, Co-President, PFF; Associate Professor/Chair, Economics, History, and Political Science

Michael Ellis, Director, Facilities

Lynda Halttunen, Interim Dean, Counseling and Matriculation

Ken Jay, President, Administrative Association; Director, Business Services

Barbara Kelber, President, The Faculty

Herman Lee, Director, Enrollment Services

Becky McCluskey, President, CCE/AFT; Accounting Technician, Fiscal Services, Escondido Center

Mary Millet, Co-President, PFF/AFT; Part-Time Faculty, English

George Mozes, Director, Library/Educational TV

Wilma Owens, Dean, Career, Technical, & Extended Education

Michel Rourke, Dean, Mathematics and the Natural & Health Sciences

Cindy Sabato, Director, Marketing

Pat Schwerdtfeger, Dean, Arts, Media, Business, & Computing Systems

Josie Silva, Interim Executive Assistant to Superintendent/Governing Board

Mollie Smith, Director, Vocational Programs

Sara Thompson, President, Faculty Senate; Professor, Earth Sciences

Mark Vernoy, Dean, Social & Behavioral Sciences

Dale Wallenius, Chief Advancement Officer, Vice President Foundation

GUESTS:

Others present are listed on the sign-in sheets.

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Mr. Jensen 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 Nelson/McMullen

The Governing Board hereby approves the Minutes of the Regular Meeting of December 9, 2003, with the following correction: (Page 2)

B. ELECTION OF OFFICERS

1. ELECTION OF PRESIDENT

Nomination of Mr. Mullen by ~~Dr. Nelson~~ Ms. Chadwick; Mr. McMullen declined the nomination.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

D. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA - There were none.

E. REPORT OF THE GOVERNING BOARD PRESIDENT

Mr. Jensen gave the following report:

Since I teach full-time, I am unable to attend the SDICCA meetings on Wednesdays at 11:30 a.m., so Trustee McMullen has agreed to continue as our official representative to SDICCA.

F. REPORTS OF THE GOVERNING BOARD MEMBERS

Dr. Nelson gave the following report:

I hope everyone had a very good holiday and comes back renewed and revitalized, and that we can look forward to productive time for the year 2004. One simple commendation, we have had a lot of positive press in the newspapers, particularly a celebratory article about the pep squad. Both papers have given us a lot of good press.

Mr. Evilsizer gave the following report:

December 2003, was certainly a month of recognition and celebration. We started off with the President's Holiday Coffee reception in the faculty lounge. I understand that the lounge is in the process of being renovated. Hopefully it will be more enjoyable for our faculty in the future. The Upward Bound Program held a celebration event at the San Marcos Civic Center on December 11. I was very impressed with the students that participate in the Gear Up Program and equally impressed with the number of parents that get actively involved in their children's education. I am very pleased that Palomar College plays such a vital and important role in the community, both with our high school and middle school in San Marcos. That program is Federally funded and those are our tax dollars hard at work and doing a great job. Maybe we can see that type of program expand; the outreach is tremendous and it really benefits the community. They also sent lists of parents who graduated from this program. Apparently the parents participate in getting involved in their children's education. At the middle school, there are 123 parents who graduated, and at San Marcos High School there were 106 parents who graduated through this Gear Up Program. It is a wonderful program, keep up the good work. I was also fortunate to attend the Nursing Program's Pin Ceremony, which was at the Howard Brubeck Theatre on December 20. Once again that's a program that graduates some terrific people. There is a real nursing shortage, as we all know, in our healthcare system and there's

another opportunity for Palomar to make its mark in the community. I see 2004 as a year of challenges.

We are starting off with the Governor's budget proposal of an \$8 per unit increase on student fees, which equates to a 44% increase on top of the 60% increase from last year. So again this raises concerns about student access to our community colleges. How does that affect our economically disadvantaged? Will there be reductions in financial aid money to assist these students to be able to attend the community college? Those are all issues we have to advocate for our students. Another important event occurring in 2004 is the continuing work we are doing on the equity funding throughout the community college system in the State of California. I think we are making progress, in fact there's some positive discussion going on. 2004 is also a year of challenges in that we have a presidential search that we will be conducting, so I see that as a very important event here on campus. I think we are up for the challenges and looking forward to a good year.

Ms. Chadwick gave the following report:

I too spent some time in December going to events that always make me proud to be associated with this College. The EOPS Christmas party was really a stunner. They did so much work. They had Santa Claus, presents that were grouped together for each one of the age groups of children, and a stunning buffet. They are to be applauded for the good work that they did in terms of their program. I also went to the Nursing ceremony, which was wonderful. As I said many times, a graduating student is our most important product, so it is wonderful to see these kinds of things happening. I was heartened to hear from the Director of the program that we're getting additional money that will expand the faculty and help us get additional students. They are definitely needed. This community just wants more and more of our trained nurses. I have been attending the SDICCA meetings as a participant. This group has really energized itself. It has now a statewide strategy to achieve this year, the equalization plan that probably will be implemented, as I understand it, over a series of years. Just to get this plan in place will be a marvelous first step. I'm a little concerned about the budget, but at this point this is only the shot across the bow. We have a long time before we get to May. The May revise starts the Kabuki dance. That is going to be a very long and difficult one. I think between now and then we'll have to really strengthen our lobbying effort. We've got to do the work and let people know where we stand on these items. You heard Trustee Mark talk a little bit about that, it is very important that we represent this strongly. I do think that this budget may have some surprises that we are not aware of in terms of what happens after the May revise so we are going to stay on top of that. I certainly will do my share. I will be attending the Legislative Conference in Sacramento. I see some of us will be up there together. It's really important that we keep our force there, get ourselves positioned so that people see we mean business and that they see our credibility. The more we can be credible, the more we are going to be influential. I think that's very important. I'm hopeful that you can continue because you are the ones that have been doing the great job of making the case and doing the hard work, the leg work, with all of the people in the legislature. I applaud you and I hope you can keep up the good work. I am going to try to help as well.

Mr. McMullen:

I have no report.

Dr. Nelson stated, "Mr. Chair, may I just make one addition? I was handed a bit of good news and I would like to share it with everybody. I understand that the cheerleaders are going to be on Channel 7/39 tomorrow morning at 6:00 a.m. before they head off to the National Championships on Thursday, so they will be on the local news."

Mr. Amador Soto gave the following report:

I hope everyone had a good holiday.

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. Report of Vice President for Instruction

Ms. Cuaron indicated that Dr. Rourke, Dr. Garlow, Ms. Barton, Mr. Lee, and Linda Halttunen have been working together on gathering data for the Golden 4 Presentation. Ms. Cuaron requested postponement of the Golden 4 presentation from January 27th to the February 10th Board meeting in order to ensure that all of the Fall 2003 data collected is complete and accurate. The Board agreed to postpone the presentation to February 10, 2004. Ms. Cuaron acknowledged Dr. Bonnie Dowd and her marketing class (Business 158) for being selected as one of twelve colleges to participate in a pilot program working with the U.S. Army to develop campaign materials promoting career opportunities in the Army for individuals who speak the Arabic language. During the Spring 2004 semester, students enrolled in Business 158 will be given a \$2,500 budget to develop a full marketing campaign and will present these materials to Army personnel. Ms. Cuaron also acknowledged the Nursing Education faculty for their continued partnership with Pomerado Hospital. The Nursing Program was awarded \$28,000 that will support two clinical instructors and provide access for six additional students to enroll in the Spring 2004 semester.

2. Report of Vice President for Student Services

Mr. Madrigal acknowledged the staff in Admissions & Records, Counseling, and Career Center for their contributions to Student Services. He indicated that enrollment is up from last year. Mr. Madrigal discussed an article from the North Coast News about the Palomar College cheerleading squad.

a. Information on Bookstore Textbook Pricing and Buybacks

Upon the request from Ms. Chadwick for more information on textbook pricing and buybacks, Mr. Bruce Bishop, together with representatives from the Follett Bookstore Company, gave a detailed presentation to the Board regarding bookstore operations.

3. Report of Vice President for Finance and Administrative Services

a. Update on New CCC Funding Formula

Mr. Patton gave an overview of the Governor's budget, AB 1765, and Proposition 98. He also briefed the Board how the new funding formula will affect Palomar College operations. Dr. Amador summarized how the battle for equalization among community colleges began and the current status of where this issue lies.

4. Report of Vice President for Human Resource Services - No Report

5. Report of President/Superintendent

We received a status report on the fourth quarter of the financial conditions of the Districts in the state for all community colleges. As you know, as Board members you receive a copy from Mr. Patton every quarter. Well, there are several districts that are now on the watch list for a variety of reasons. Those that are the most troubled are Priority 1, and the colleges are Compton, Palo Verde and Santa Monica; Priority 2 is Ventura; and Priority 3 is Coast, Contra Costa, Glendale, Los Angeles, Marin, Peralta, San Francisco, Victor Valley, and West Hills. I have a couple of articles from the Los Angeles Times. The first article quotes Robert Tunnage, who is the Assistant Vice Chancellor for Fiscal Policy. He states, "Districts must file recovery plans with the State, scour budgets for further cost savings, and may be asked to renegotiate labor contracts." Then the President of Glendale, Mr. Davitt, said, "If we have to face more budget cuts, obviously we have to look at the number of classes we offer, which means restricting enrollment or more layoffs or unions are going to have to agree to a lower salary." So things are getting very serious with labor contracts, lack of funds in the district, and being able to remain a solvent district. I'm very proud to say, with the work of Jerry Patton and his staff that we have a solvent District and we're not on a watch list, but a lot of the big districts are.

Mr. Madrigal alluded to our increase in headcount. Where we were, per Herman's report, this morning is that the credit count compared to the same period over last spring was over 3.5%. Our total headcount is down 2.5% and the analysis of that is in our non-credit. We are looking at that, but at this point with the analysis of where we are, we will meet our growth goals, which is a good thing. There's a view that a lot of districts are not meeting their growth goals, so there may be some growth money at the end of the year. It is a good thing to be in a position to have growth and to be even over our CAP if that should be the case. We're playing it pretty close; we just hope to be at CAP at this point. Things are looking good. A good semester start, it will be fun to have the students and staff back. It's a little lonely around here, I see a few people, but there's not a lot except staff and the students that are coming to register. So starting on January 20th, we expect to have all of our usual parking problems, but that's a good thing because that means all of the students are coming back and the faculty is ready to go to work for another semester. I look forward to 2004 and my last six months with the District.

CONSENT CALENDAR

H. CONSENT CALENDAR

BUSINESS SERVICES

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

MSC Chadwick, Evilsizer

The Governing Board hereby ratifies and approves all contracts and agreements for the period of November 1, 2003, through December 31, 2003, and entered into on behalf of the Palomar Community College District as detailed on **Exhibit H-1**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

GIFTS

2. ACCEPT GIFTS

MSC Chadwick, Evilsizer

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

- a. 1997 Ford Tractor, VIN number Z960VFA6361, donated by Lusardi Construction, 1570 Linda Vista Drive, San Marcos, California, 92069. Total cash value as estimated by donor is \$3,500.
- b. 1998 Ford Tractor, VIN number Z960VFE5017, donated by Lusardi Construction, 1570 Linda Vista Drive, San Marcos, California, 92069. Total cash value as estimated by donor is \$3,500.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PAYROLL

3. APPROVE DRAWING NEW WARRANT

MSC Chadwick, Evilsizer

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

Warrant # 77-044631, dated October 10, 2001, in the amount of \$185.56, payable to Julia Coon, 1857 Pamela Lane, Escondido, CA 92026. Void due to stale date.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

4. APPROVE PERSONNEL ACTIONS HISTORY

MSC Chadwick, Evilsizer

The Governing Board hereby approves the **Personnel Actions** report, which includes hires and pay rate changes for **student employees** for the month of **December, 2003, and short-term employees** for the month of **January, 2004. (Exhibit H-4)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. RATIFY CLASSIFIED EMPLOYMENT

MSC Chadwick, Evilsizer

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

- a. Name: **PATRICIA L. WHITMAN**
Position: Academic Department Assistant
Department: English
Position #: 5116 New?: No
Remarks: Replacement for Suzanne Rutherford; transfer for Ms. Whitman.
Sal Grade/Stp: **19/6** Salary: **\$3,240.47/month**
% of Position: 100% # of Mos: 12
Effective: January 5, 2004
Account #: A-212200-324100-60910-0000000/100%
- b. Name: **KELLIS K. NEIDIFFER**
Position: Academic Department Assistant
Department: Dental Assisting
Position #: 5705 New?: No
Remarks: Replacement for Sue Macarchuk; promotion for Ms. Neidiffer.
Sal Grade/Stp: **19/8** Salary: **\$1,482.49/month**
% of Position: 45% # of Mos: 10
Effective: January 20, 2004
Account #: A-212200-344100-60910-0000000/100%
- c. Name: **NEILL K. KOVRIG**
Position: Counseling Support Specialist
Department: Counseling and Matriculation
Position #: 6079 New?: No
Remarks: Replacement for Javier Williams
Sal Grade/Stp: **16/1** Salary: **\$1,089.52/month**
% of Position: 45% # of Mos: 12
Effective: January 5, 2004
Account #: A-212200-464100-63300-0611400/100%
Note: Normal work schedule: Tuesday, 1:00 pm - 7:00 pm;
Wednesday, 3:00 - 7:00 pm; Thursday, 9:00 am - 3:00 pm;
Friday, 2:00 pm - 4:00 pm; 3% differential paid for hours worked
between 6:00 pm and 10:00 pm.

d. Name: **DANIEL F. DRYDEN**
Position: Administrative Secretary
Department: Disability Resource Center
Position #: 5542 New?: No
Remarks: Replacement for Patricia Whitman; transfer for Mr. Dryden;
funded - 28% DRC.
Sal Grade/Stp: **19/3** Salary: **\$2,871.29/month**
% of Position: 100% # of Mos: 12
Effective: January 14, 2004
Account #(s): A-212200-472100-64200-0000000/72%
K-212200-472100-64200-1612030/28%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. RATIFY ADMINISTRATIVE EMPLOYMENT

MSC Chadwick, Evilsizer

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

a. Name: **DEBBY L. JONES**
Position: CCCSAT Project Director
Department: Educational Television
Position #: 6281 New?: Yes
Remarks: Position approved 8/12/03; funded - CCCSAT.
Sal Grade/Stp: **71/1** Salary: **\$6,677.35/month**
% of Position: 100% # of Mos: 12
Effective: January 12, 2004
Account #: K-212100-318100-61320-1612190/100%

b. Name: **ANNETTE J. MINER**
Position: PInES Director
Department: Speech Communication/Forensics/American Sign Language
Position #: 6276 New?: Yes
Remarks: Position approved 11/11/03; funded - PInES.
Sal Grade/Stp: **53/1** Salary: **\$3,425.84/month**
% of Position: 80% # of Mos: 11
Effective: January 5, 2004
Account #: K-123400-329200-60100-1612183/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. APPROVE REIMBURSEMENT OF TRAVEL EXPENSES FOR SECOND-LEVEL INTERVIEWS

MSC Chadwick, Evilsizer

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

a. **BLAINE V. MORROW**

For: Airfare
To Attend: Second Level Interview for e-Conferencing Project
Director, Educational Television
Location: Michigan to San Diego, California
Date: October 23, 2003
Amount: \$398.00
Budget Account #: 545400-12-611200-67600-10-2004-1612080/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. RATIFY ASSIGNED TIME TO ACADEMIC CONTRACTS

MSC Chadwick, Evilsizer

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the assigned time and monthly stipends for faculty for the Spring 2004 semester.

Name	Assignment	Department	Assigned Time	Monthly Stipend
Houser, Jerry	Chair	Earth Sciences	20%	\$388.60
Carpenter, Carey	Chair	Life Sciences	60%	\$440.30
Mufson, Michael	Chair	Performing Arts	60%	\$440.30

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. ACTION - RATIFY LEAVE OF ABSENCE

MSC Chadwick, Evilsizer

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **10% Personal Leave of Absence without pay and with no effect on benefits**, effective January 20, 2004, through May 22, 2004, to **Kelly Patrick**, Library Media Technician II, 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 with no effect on benefits**, effective February 1, 2004, through June 30, 2004, to **Dorothy Farrell**, Staff Assistant, Counseling and Matriculation.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. ACTION - RATIFY RESIGNATION

MSC Chadwick, Evilsizer

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

- a. **BEVERLY A. WARREN DE PAULINO**, Outreach Coordinator, Grant Funded Support Programs, effective January 20, 2004 (last day of employment January 19, 2004).
- b. **WILLIAM L. KNACK**, Police Officer I, Campus Police, effective January 21, 2004, (last day of employment January 20, 2004).

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER

MSC Chadwick, Evilsizer

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the **bilingual stipend** for the following employee who is a **designated bilingual interpreter**:

GERARD R. PEREZ, Community Services Officer, Campus Police Escondido Center, effective January 1, 2004.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. ACTION - RATIFY TITLE CHANGE TO ADMINISTRATIVE POSITION

MSC Chadwick, Evilsizer

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

- a. Position: **Director, Extended Education**
Name: Norma M. Bean
Department: Career, Technical & Extended Education
Position #: 00005318 New?: No
Remarks: Position was Director Escondido Center, title change only
Sal Grade/Stp: **68/5** Salary: **\$7,552.75/month**
% of Position: 100 # Mos.: 12
Effective: July 1, 2003
Account #: B-123400-354200-60100-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. GRANT EQUIVALENCY FOR DISCIPLINE

MSC Chadwick, Evilsizer

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:

Alireza Aliabadi – Biology
Rudy Christian – Cabinet and Furniture Technology
Stephen Curry – Art
Shelli Douglass – Sociology
Kelly Falcone – Physical Education
Janet Hammer – Music
Joanna Kroon – Zoology
Joan Rubin – Radio and Television
Laura Saeger – Cabinet and Furniture Technology

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. RATIFY PART-TIME FACULTY EMPLOYMENT

MSC Chadwick, Evilsizer

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 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:

SPRING 2004

ART

Curry, Stephen	Art B.F.A., Fine Arts Eminence in Fine Arts, Painting	\$37.01
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BEHAVIORAL SCIENCES

Douglass, Shelli	Sociology B.A., Social Sciences M.A., Applied Sociology (Pending)	\$37.01
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BUSINESS EDUCATION

Bromley, William	Business Education B.S., Nuclear Technology M.B.A., Business Administration	\$38.24
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Hess, Lee	Business Education B.A., Biology with Education M.A., Education Ph.D., Educational Psychology	\$40.71
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Judge, Robert	Business Education M.B.A., Management Science	\$38.24
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Picha, Lance	Business Education B.S., Electrical Engineering M.B.A., Technology Management	\$38.24
Taylor, Simone	Business Education B.A., Organizational Studies M.B.A., Business Administration	\$38.24
COMPUTER SCIENCE AND INFORMATION SYSTEMS		
Romero, Jorge	Computer Science And Information Systems B.S., Business Management 2 + Years Experience	\$37.01
COMMUNICATIONS		
Rubin, Joan	Radio And Television A.S., Photography 6 + Years Experience	\$37.01
DESIGN AND CONSUMER EDUCATION		
Kaczur, Linda	Interior Design B.A., Art 2 + Years Experience	\$37.01
ECONOMICS, HISTORY, & POLITICAL SCIENCE		
Hewson, David	History A.B., History M.A., Regional Studies – East Asia	\$38.24
ENGLISH		
Perla, Tamar	English B.A., English M.A., English (Creative Writing)	\$38.24
ENGLISH AS A SECOND LANGUAGE		
Moreno, Susana	Counseling B.A., Sociology M.S., Rehabilitation Counseling	\$38.24
FOREIGN LANGUAGES		
Castellanos, Carlos	Spanish B.A., Spanish M.A., Spanish (Pending)	\$37.01
LIFE SCIENCES		
Aliabadi, Alireza	Biology B.S., Chemistry M.S., Chemistry	\$39.47
Kroon, Joanna	Zoology B.A., Biology M.A., Biology (Pending)	\$37.01
Kulkarni, Himgauri	Biology B.S., Microbiology M.S., Microbiology Ph.D., Botany	\$40.71

MATHEMATICS

Keune, Cynthia	Mathematics B.A., Mathematics M.S., Statistics M.B.A., Business Administration	\$40.71
Spangler, Megan	Mathematics B.A., Mathematics M.S., Mathematics	\$38.24

NURSING EDUCATION

Moore, Joan	Nursing (Clinical) B.A., Nursing 2 + Years Experience	\$37.01
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PERFORMING ARTS

Hammer, Janet	Music A.A., General Studies A.B., Music Eminence in the Field of Vocal Technique and Performance	\$37.01
Sutherland, Scott	Music B.M., Tuba M.M., Music	\$38.24

PHYSICAL EDUCATION

Falcone, Kelly	Physical Education B.S., Kinesiology M.A., Physical Education (Biomechanics) (Pending)	\$37.01
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OCCUPATIONAL & NONCREDIT PROGRAMS

Lara, Jessie	Apprenticeship – Sheet Metal A.S., Administrative Justice – Law Enforcement A.S., Sheet Metal Apprentice B.A., Interdisciplinary Studies 4 + Years Experience	Paid by sponsor San Diego Sheet Metal Joint Apprenticeship and Journeyman Training Center
Shaver, Barbara	Community Education B.S., Nursing 2 + Years Experience	\$37.01

TRADES & INDUSTRY

Christian, Rudy	Cabinet and Furniture Technology Eminence in Carpentry, Timber Framing, and Historic Preservation	\$37.01
Saeger, Laura	Cabinet and Furniture Technology Eminence in Carpentry, Timber Framing, and Historic Preservation	\$37.01

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

TRAVEL

15. APPROVE TRAVEL EXPENSES

MSC Chadwick, Evilsizer

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

- a. **Nancy Chadwick**
Advanced Funds? Yes
For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
To attend: CCLC Legislative Conference 2004
Location: Sacramento, CA
Date: January 25-26, 2004
Amount: \$866.75
Budget Acct. No.: 575200-11-111100-66100-10-2004-0000000

- b. **Mark Evilsizer**
Advanced Funds? Yes
For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
To attend: CCLC Legislative Conference 2004
Location: Sacramento, CA
Date: January 25-26, 2004
Amount: \$714.98
Budget Acct. No.: 575200-11-111100-66100-10-2004-0000000

- c. **Darrell L. McMullen**
Advanced Funds? Yes
For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
To attend: CCLC Legislative Conference 2004
Location: Sacramento, CA
Date: January 25-26, 2004
Amount: \$866.75
Budget Acct. No.: 575200-11-111100-66100-10-2004-0000000

- d. **Michele T. Nelson, Ph.D.**
Advanced Funds? Yes
For: Transportation, mileage, parking, meals, lodging, registration, miscellaneous
To attend: CCLC Legislative Conference 2004
Location: Sacramento, CA
Date: January 25-26, 2004
Amount: \$723.77
Budget Acct. No.: 575200-11-111100-66100-10-2004-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

**Resumption of
REGULAR AGENDA**

I. **ITEMS REMOVED FROM CONSENT CALENDAR** – There were none.

J. **REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION**

Report of the Faculty Senate

Sara Thompson, Vice President, reported that the Faculty Senate will have its list of representatives for the Presidential Search Committee on February 10, 2004.

2. **INFORMATION**

Report of the Palomar Faculty Federation

Mary Anne Drinan reported the PFF's concerns regarding the Presidential Search focus groups and parity/growth funds.

3. **INFORMATION**

Report of The Faculty

Barbara Kelber reported on a conference she attended. She also stated the concerns of The Faculty regarding participation in presidential search focus groups.

4. **INFORMATION**

Report of the Administrative Association – No report

5. **INFORMATION**

Report of the Confidential and Supervisory Team – No report

6. **INFORMATION**

Report of the CCE/AFT

Becky McCluskey reported that the CCE will have the names of members for the Presidential Search Committee by Friday.

7. **INFORMATION**

Report of the Associated Student Government

Amador Soto reported that they will have the representative for the Presidential Search Committee by Friday. He also reported that the ASG plans to challenge the per unit fee increase.

K. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

The following persons addressed the Board on the following subjects:

Gary Carlile – Water drainage issue
Ralph White – Water drainage issue

L. UNFINISHED BUSINESS – There was none.

M. NEW BUSINESS

1. EXCUSE ABSENCE OF STUDENT TRUSTEE

MSC Evilsizer, Nelson

In accordance with Section 72425(c) of the California Education Code, the Governing Board finds that the absence of Amador Soto from the Governing Board Meeting held November 18, 2003, is excused due to attendance not needed at workshop.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. APPROVE ACADEMIC CALENDAR FOR 2004-05

MSC Nelson, Soto

The Governing Board hereby approves the Academic Calendar for 2004-05, as shown on **Exhibit M-2**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. CONFIRM THE CLASSIFICATION OF RECORDS TO CLASS 3-DISPOSABLE, AND AUTHORIZE DESTRUCTION PURSUANT TO TITLE 5, §59028 CALIFORNIA ADMINISTRATIVE CODE

MSC Chadwick, Soto

The Governing Board hereby approves those records identified in the exhibit, the substance of which is incorporated by this reference, has been certified by the Director of Fiscal Services, as designee of the Superintendent/President of the District, as accurate in detail; and,

The aforesaid records are hereby confirmed to be Class 3-Disposable and may be destroyed in accordance with Title 5, Division 6, Chapter 10, §59021, et seq., of the California Code of Regulations. **(Exhibit M-3)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE MEMORANDUM OF UNDERSTANDING AND FUNDS DISTRIBUTION AGREEMENT WITH GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

MSC Nelson, Chadwick

The Governing Board hereby approves the Memorandum of Understanding and a Funds Disbursement Agreement between Palomar Community College District and Grossmont-Cuyamaca Community College District. The Agreement will provide three thousand, eight hundred dollars (\$3,800) to Palomar College Occupational and Noncredit Programs for the purpose of participating in the Regional Environmental Business Resources and Assistance Center (SD/REBRAC) Consortium. Funds will be used for Occupational & Noncredit Programs environmental activities. **(Exhibit M-4)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE MEMORANDUM OF UNDERSTANDING WITH PALOMAR-POMERADO HEALTHCARE DISTRICT**

MSC McMullen, Soto

The Governing Board hereby approves the Memorandum of Understanding between Palomar Community College District and Palomar-Pomerado Healthcare District. The Agreement will provide twenty eight thousand dollars (\$28,000) to Palomar College Nursing Program to allow the District to hire two additional clinical instructors and a laboratory assistant along with necessary supplies to provide nursing instruction to at least six additional students commencing in the Spring 2004 semester. **(Exhibit M-5)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **AUTHORIZE THE SELECTION OF COOK COATINGS, INCORPORATED, AND APPROVE CONTRACT SUBJECT TO RECEIPT OF BONDING, INSURANCE, AND SATISFACTORY REFERENCE CHECKS**

MSC Chadwick, Soto

The Governing Board hereby authorizes the selection of Cook Coatings, Inc., Murrieta, CA, (hereinafter "COOK") as the lowest responsive bidder in the amount of eighty three thousand six hundred dollars (\$83,600.00), and approves a contract with **COOK**, subject to receipt of all required bonds and insurance certificates, and on condition that all reference checks are positive.

The above vendor responded to the District's request for bids on the re-roofing project of the Student Services Center as detailed in the exhibit. **(Exhibit M-6)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **AUTHORIZE THE SELECTION OF EPOS CORPORATION AND APPROVE CONTRACT, SUBJECT TO AGREEMENT ON FINAL TERMS AND SATISFACTORY REFERENCE CHECKS**

MSC Nelson, Soto

The Governing Board hereby authorizes the selection of EPOS Corporation as the best qualified consultant responsive to the RFP, and approves a contract effective January 20, 2004, subject to agreement on final terms and satisfactory reference checks.

The above vendor/consultant responded to a Request for Proposals ("RFP") for a certified PeopleSoft partner who can effectively assist the District to minimize costs of merchant bank cards and to interface bank card data from the existing credit card terminal equipment into PeopleSoft Student Administration (SA) Version 8.1. **(Exhibit M-7)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **APPROVE AGREEMENT WITH MOTORCYCLE SAFETY FOUNDATION FOR OPERATION OF THE CALIFORNIA MOTORCYCLIST SAFETY PROGRAM**

MSC Chadwick, Nelson

The Governing Board hereby approves an agreement between the Palomar Community College District (hereinafter the "District") and Motorcycle Safety Foundation, a California corporation, dba "California Motorcyclist Safety Program" (hereinafter "CMSP"), for an initial period commencing January 1, 2004, and terminating December 31, 2005, subject to renewal for additional years commencing January 1, 2006.

Palomar Community College District shall prepare and maintain records of all students enrolled in and trained at the District, and shall execute all CMSP documentation and invoicing CMSP for compensation. **(Exhibit M-8)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **APPROVE AGREEMENT WITH DAVID E. CROUCH, dba DECART, FOR OPERATION OF THE CALIFORNIA MOTORCYCLIST SAFETY PROGRAM**

MSC Chadwick/Nelson

The Governing Board hereby approves an agreement with David E. Crouch, individually and doing business as DECART, to serve as a qualified instructor, and in his DECART business capacity, act as co-coordinator of the California Motorcyclist Safety Program.

The term of this agreement shall be from January 2, 2004, and until terminated by either party upon thirty (30) days prior written notice to the other party. Compensation for all services rendered, instructional and coordination, in the amount of fifty percent (50%) of all registration fees collected for the Program. **(Exhibit M-9)**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. REJECT CLAIM

MSC McMullen, Soto

The Governing Board of the Palomar Community College District hereby rejects the claim for personal injuries filed by Frances King and refers it to the District's Claim Administrator for handling.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. APPROVE 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: None

N. CLOSED SESSION

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT

The meeting was adjourned at 8:48 p.m.

President

Secretary