



GOVERNING BOARD AGENDA
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, MARCH 9, 2004
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
B.	Roll Call	2
BB.	Closed Session	2
BBB.	Open Session (7 p.m.)	2
C.	Approval of Minutes	2
D.	Call for Removal of Items from or Changes to Agenda	2
E.	Report of the Board President	2
F.	Reports of the Governing Board Members	2
G.	Report of the Superintendent/President	2
H.	Consent Calendar	3-10
I.	Action on Items Removed from Consent Calendar	10
J.	Reports from College Groups	10-11
K.	Comments from Other Individuals or Groups	11
L.	Unfinished Business	11
M.	New Business	11-15
N.	Adjournment	15

A. CALL MEETING TO ORDER

B. ROLL CALL

Establishment of a Quorum

BB. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.

BBB. RECONVENE TO OPEN SESSION

Pledge of Allegiance

C. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

The Governing Board hereby approves the Minutes of the Regular Meeting of February 10, 2004.

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. Presidential Search Update – Dr. Carl Ehmann
2. Report of Vice President for Instruction
4. Report of Vice President for Student Services
5. Report of Vice President for Finance and Administrative Services
6. 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	0400028	through	0400029	\$ 106,288.73
Purchase Orders	0440337	through	0440402	\$ 229,379.58
Travel	0450061	through	0450077	\$ 3,823.25
Advertising/Increases	0460048	through	0460060	\$ 17,783.26
Employment Ads	0465012	through	0465016	\$ 1,524.00
Agreement/Services	0470391	through	0470425	\$ 81,540.36
Repairs	0475080	through	0475097	\$ 14,220.05
Agreement/Annual	0480163	through	0480165	\$ 1,599.49
Utilities	0495058	through	0495058	\$.00
Library Orders	0425003	through	0425003	\$ 10,000.00
Procurement Card	Time Period: 01/23/04 - 02/22/04			\$ 121,612.18
	Total			<u>\$ 587,770.90</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. Four new videos: "Running Fence," "Valley Curtain," "Islands," and "Christo in Paris," for use in the Art Department classes, donated by **Charles Koehler**, P.O. Box 2928, Santa Rosa, California 95405-0928. Total cash value as estimated by donor is \$159.80.
- b. Twenty cartons of art books for the Art Department library, donated by **Katie Phalen**, 17055 Bernardo Oaks Drive, San Diego, California 92128. Total cash value as estimated by donor is \$12,150.00.
- c. "Handbook of Psychology," 12 volume set, for use in psychological research in the Behavioral Sciences Department, donated by **Dr. Mark Vernoy**, Dean, Social and Behavioral Sciences. Total cash value as estimated by donor is \$1,800.00.

TRAVEL

3. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **Mark R. Evilsizer**
- | | |
|-------------------|--|
| Advanced Funds? | Yes |
| For: | Mileage, parking, meals, registration, miscellaneous |
| To attend: | CCCT Annual Trustees Conference |
| Location: | Long Beach, California |
| Date: | April 30 – May 2, 2004 |
| Amount: | \$614.13 |
| Budget Acct. No.: | 575200-11-111100-66100-10-2004-0000000 |

FISCAL SERVICES

4. RECOMMENDATION: ACTION – APPROVE BUDGET ADJUSTMENTS

The Governing Board of the Palomar Community College District hereby approves **Budget Adjustments** from the Adopted budget **through February 15, 2004**. This report shows adjustments made to the Adopted Budget as of February 15, 2004. **Exhibit H-4**

5. RECOMMENDATION: ACTION – AUTHORIZE DRAWING NEW WARRANTS

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

Warrant #76-112191, dated 9/15/2003, in the amount of \$55.00 to Jared Rodriquez, 505 San Pasqual Valley Road Apt #167, Escondido, CA 92027. Void due to stale dating.

Warrant #76-108292, dated 7/24/2003, in the amount of \$500.00 to Arckay Santos, 1042 Chestnut Street, Escondido, CA 92025. Void due to stale dating.

CONTRACTS

6. RECOMMENDATION: ACTION - REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY DAYS

The Governing Board hereby ratifies and approves all **contracts and agreements** for the period January 1, 2004, through February 29, 2004, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-6**.

PERSONNEL

7. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board hereby approves the **Personnel Actions** report, which includes hires and pay rate changes for **student employees** for the month of **February, 2004**, and **short-term employees** for the months of **March, 2004**. **Exhibit H-7**

8. RECOMMENDATION: ACTION - RATIFY TERMINATION

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the **termination** of **Stephen E. Keith**, Police Sergeant, Campus Police, effective February 24, 2004, (last date in paid status, February 23, 2004).

9. RECOMMENDATION: ACTION - RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: **DENISE M. VANDER STOEL**
Position: Interpreter Program Coordinator
Department: Disability Resource Center
Position #: 5706 New?: No
Remarks: Replacement for Marilyn Starwalker; promotion for Ms. Vander Stoel.
Sal Grade/Step: **35/3** Salary: **\$4,243.78/month**
% of Position: 100% # of Mos: 12
Effective: February 17, 2004
Account #(s): A-212200-472100-64200-0000000/100%
- b. Name: **SUSAN L. ROBBINS**
Position: Counseling Support Specialist
Department: Counseling and Matriculation
Position #: 5832 New?: No
Remarks: Replacement for Lisa Galbreath
Sal Grade/Step: **16/1** Salary: **\$2,421.16/month**
% of Position: 100% # of Mos: 12
Effective: February 26, 2004
Account #(s): A-212200-462100-63100-0000000/50%
A-212200-462100-63100-0611400/50%
Normal work schedule: Monday, 8:00 am – 5:00 pm; Tuesday and Wednesday, 10:00 am – 7:00 pm; Thursday, 8:00 am – 5:00 pm; Friday, 7:30 am – 4:00 pm.
3% differential paid for hours worked between 6:00 pm and 10:00 pm.
- c. Name: **SAIDA MUNOZ-PEREZ**
Position: EOP&S Staff Assistant
Department: Extended Opportunity Programs & Services
Position #: 5554 New?: No
Remarks: Replacement for Rose Golden; funded - EOP&S.
Sal Grade/Step: **23/1** Salary: **\$2,871.29/month**
% of Position: 100% # of Mos: 12
Effective: March 8, 2004
Account #(s): K-212200-473100-64300-1612060/100%

- d. Name: **MEGAN M. SCHWERTFEGER**
 Position: Counseling Support Specialist
 Department: Counseling and Matriculation
 Position #: 5527 New?: No
 Remarks: Replacement for Sherry Urban
 Sal Grade/Step: **16/1** Salary: **\$1,089.52/month**
 % of Position: 45% # of Mos: 12
 Effective: March 1, 2004
 Account #(s): A-212200-462100-63100-0000000/100%
 Normal work schedule: Monday and Friday, 8:00 am – 10:30 am and 12:30 pm – 4:00 pm; Wednesday, 1:00 pm – 7:00 pm; 3% differential paid for hours worked between 6:00 pm and 10:00 pm.
- e. Name: **ELOISA CASTRO**
 Position: Supervisor, Employment Services
 Department: Human Resource Services
 Position #: 5024 New?: No
 Remarks: Replacement for Nancy Horio. Promotion for Ms. Castro. Position is in the Confidential and Supervisory Team.
 Sal Grade/Step: **48/1** Salary: **\$3,785.61/month**
 % of Position: 100% # of Mos: 12
 Effective: March 10, 2004
 Account #(s): A-212100-611100-66600-0000000/100%

10. 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:

- David Bennett - Aeronautics
- Mathew Fuzie – Parks and Recreation
- Jesus Ramirez – Emergency Medical Education

11. 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 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

EARTH SCIENCES

Bennett, David	Aeronautics Extensive Air Traffic Control Training and 6+ Years Experience in Aeronautics	\$37.01
Schuck, Jerome	Aeronautics B.A., Accounting 2+ Years Experience	\$37.01

EMERGENCY MEDICAL EDUCATION

Ramirez, Jesus	Emergency Medical Education Coursework and 6+ Years Experience as Emergency Medical Technician	\$37.01
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ENGLISH AS A SECOND LANGUAGE

Colls, Guillermo	English As A Second Language (Non-Credit) B.A., Communication M.A., Linguistics	\$38.24
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LIBRARY SCIENCE

Cunningham, April	Library Technology B.A., Literature/Writing M.L.I.S., Library and Information Science	\$38.24
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Ganguli, Vicki	Library Technology B.S., Biology M.S., Library Science	\$38.24
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Moran, Laurel	Library Technology B.A., History M.L.I.S., Library and Information Science J.D., Law	\$40.71
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OCCUPATIONAL & NONCREDIT PROGRAMS

Baker, James	Apprenticeship – Sheet Metal Coursework Journeyman’s Certificate 6+ Years Experience	Paid by sponsor San Diego Sheet Metal Joint Apprenticeship and Journeyman Training Center
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Fuzie, Mathew	Parks and Recreation Coursework and 6+ Years Experience in Parks and Recreation	\$37.01
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PERFORMING ARTS

Ingber, Jonathon	Music B.M., Trumpet Performance M.M., Trumpet Performance	\$38.24
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REGIONAL OCCUPATIONAL PROGRAMS

Perez, John	ROP Drafting Technology Preliminary Designated Subjects Vocational Education Teaching Credential Part-Time in Drafting Occupations	\$37.01
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TRADES & INDUSTRY

Schertzer, Doulgas	Welding B.S., Electrical Engineering 2+ Years Experience	\$37.01
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12. RECOMMENDATION: ACTION - RATIFY CLASSIFIED RECLASSIFICATION

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

- a. Position: **Academic Evaluator/Advisor**
 Department: Evaluations & Records
 Name: Marsha I. Doughty
 Position #: 5731 New?: No
 Remarks: Position was Grade 20
 Effective: July 1, 2003
 % of Position: 100% # Mos: 12
 Sal Grade/Stp: **24/19** Salary: **\$4,103.96**
 Account #: A-212200-422200-62100-0811650/100%

- b. Position: **Academic Evaluator/Advisor**
 Department: Evaluations & Records
 Name: Valerie D. Smith
 Position #: 5890 New?: No
 Remarks: Position was Grade 20
 Effective: July 1, 2003
 % of Position: 100% # Mos: 12
 Sal Grade/Stp: **24/10** Salary: **\$3,782.60**
 Account #: A-212200-421100-62100-0000000/100%

- c. Position: **Academic Evaluator/Advisor**
 Department: Evaluations & Records
 Name: Cheryl L. Takala
 Position #: 5466 New?: No
 Remarks: Position was Grade 20
 Effective: July 1, 2003
 % of Position: 100% # Mos: 12
 Sal Grade/Stp: **24/9** Salary: **\$3,751.93**
 Account #: A-212200-421100-62100-0000000/100%

- d. Position: **Academic Evaluator/Advisor**
 Department: Evaluations & Records
 Name: Kathleen A. Graves
 Position #: 5826 New?: No
 Remarks: Position was Grade 20
 Effective: July 1, 2003
 % of Position: 100% # of Mos: 12
 Sal Grade/Stp: **24/3** Salary: **\$3,246.61**
 Account #: A-212200-421100-62100-0000000/100%

- e. Position: **Senior Academic Evaluator/Advisor**
 Department: Evaluations & Records
 Name: Richard G. Herren
 Position #: 5467 New?: No
 Remarks: Position was Grade 23
 Effective: July 1, 2003
 % of Position: 100% # Mos: 12
 Sal Grade/Stp: **26/8** Salary: **\$3,906.48**
 Account #: A-212200-421100-62100-0000000/100%

f. Position: **Lead Programmer Analyst**
 Department: Information Services
 Name: Mark S. Hopkins
 Position #: 5738 New?: No
 Remarks: Position was Programmer Analyst, Grade 45
 Effective: March 10, 2004
 % of Position: 100% # Mos: 12
 Sal Grade/Stp: **50/3** Salary: **\$6,119.13**
 Account #: A-212200-561100-67800-0000000/100%

13. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **one-time lump sum stipend of \$2,000.00** effective February 1, 2004, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Peggy Richardson
Position: Library Public Services Supervisor
Department: Library Media Center
Course of Study: AA Degree/Women's Studies

14. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **\$500.00 annual stipend**, prorated on a monthly basis, effective February 1, 2004:

Employee Name: Daniel Jani
Position: Instructional Computer Lab Tech
Department: Academic Technology Resources Ctr.
Course of Study: BS Degree/Computer Science

15. RECOMMENDATION: ACTION - RATIFY RESIGNATIONS

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

- a. **RENE M. ROBELIN**, Master Teacher, Child Development Center, effective February 9, 2004, (last day of employment February 8, 2004).
- b. **LORIE A. SOUSA**, Institutional Research Analyst, Research & Planning, effective February 21, 2004, (last day of employment February 20, 2004).
- c. **JOSE G. CELIS-CELIS**, Gear Up Outreach Coordinator, Grant Funded Student Support Programs, effective February 28, 2004, (last day of employment February 27, 2004).
- d. **KEVIN J. ARMENTANO**, Police Academy Training Officer, Public Safety Programs, effective February 29, 2004, (last day of employment February 28, 2004).

16. INFORMATION: RETIREMENT

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by Dr. Sherrill L. Amador, Superintendent/President, as authorized by the Governing Board, under **Group II** (receive the employer-paid health benefits as provided to active employees and eligible dependents until the retiree has reached the age of 65, dental for life) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **OLIVIA ROMERO-WALSH**, Academic Department Assistant, Occupational & NonCredit Programs, February 29, 2004.

17. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective March 13, 2004, through April 24, 2004, and **50% Family Leave of Absence without pay and with no effect on benefits**, effective April 25, 2004, through July 18, 2004, to **Meei-chun Gau**, Academic Department Assistant, Graphic Communications.
- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **33% Personal Leave of Absence without pay and with no effect on benefits**, effective January 20, 2004, through May 22, 2004, to **Steven W. Miller**, Associate Professor, Art Department.

18. RECOMMENDATION: ACTION – RATIFY ASSIGNED TIME TO ACADEMIC CONTRACT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **assigned time** for the following faculty for the Spring, 2004, Semester:

Name	Assignment	Department/Position	Assigned Time
Merino, Katherine L.	Chair	The Committee on Committees	20%

<p>Resumption of REGULAR AGENDA</p>

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 COURSE TO MEET MULTICULTURAL COURSE REQUIREMENT**

The Governing Board hereby approves the following course, which has been reviewed by Subcommittee C of the Curriculum Committee, to meet the **Multicultural Course Requirement**, effective Fall, 2004:

SOC 115 Introduction to Women's Studies All Sections

2. **RECOMMENDATION: ACTION – APPROVE COURSES FOR INCLUSION IN CURRICULUM**

The Governing Board hereby approves the **courses** listed on **Exhibit M 1-5**, which have been examined by the Curriculum Committee and are being recommended for **inclusion in the Palomar College curriculum**.

3. **RECOMMENDATION: ACTION – APPROVE PROGRAMS FOR INCLUSION IN CURRICULUM**

The Governing Board hereby approves the **programs** listed on **Exhibit M 1-5**, which have been examined by the Curriculum Committee and are being recommended for **inclusion in the Palomar College curriculum**.

4. **RECOMMENDATION: ACTION – APPROVE REMOVAL OF COURSES FROM CURRICULUM**

The Governing Board hereby approves the removal of the **courses** listed on **Exhibit M 1-5**, which have been examined by the Curriculum Committee and are being recommended for **removal from the Palomar College Curriculum**.

5. **RECOMMENDATION: ACTION – APPROVE REMOVAL OF PROGRAMS FROM CURRICULUM**

The Governing Board hereby approves the removal of the **programs** listed on **Exhibit M 1-5**, which have been examined by the Curriculum Committee and are being recommended for **removal from the Palomar College curriculum**.

6. **RECOMMENDATION: ACTION – APPROVE ADOPTION OF BP 6820 – SMOKING AND DELETION OF BP 105 – SMOKING**

In accordance with California State Law, the Governing Board hereby approves the **adoption of BP 6820 – Smoking** shown below:

BP 6820

Smoking

There shall be no smoking permitted in buildings or within 20 feet of buildings at Palomar College or in areas designated as “No Smoking” by the College.
Government Code Section 7596-7598, AB 846

and the **deletion of current BP 105 – Smoking** as shown below:

BP 105

Smoking (86-11842, 95-17640)

There shall be no smoking permitted in buildings or within 7.5 feet of buildings at Palomar College.

7. **RECOMMENDATION: ACTION – GRANT HONORARY ASSOCIATE IN HUMANE ARTS DEGREE**

The Governing Board hereby confers the degree of **Associate in Humane Arts** with all rights, benefits, and privileges appertaining thereto, in recognition of distinguished community service, upon **ANGELO MITCHELL**. The degree will be conferred at the commencement ceremony on May 21, 2004.

8. **RECOMMENDATION: ACTION – APPROVE HOLIDAY SCHEDULES**

The Governing Board hereby approves the **Holiday Schedule for 2004-2005 (Exhibit M-8a)** and the **Winter Holiday Schedules for 2004-2005 and 2005-2006 (Exhibit M-8b)**.

9. **RECOMMENDATION: ACTION – ADD A MEMBER OF PACRA TO THE PRESIDENTIAL SEARCH COMMITTEE**

The Governing Board hereby approves of the **addition of a member of PACRA**, to be **selected by PACRA**, to serve on the **Presidential Search Committee**. (Requires 2/3 approval)

10. **RECOMMENDATION: ACTION - DECLARE PIANO SURPLUS AND AUTHORIZE GREENE MUSIC OF SAN MARCOS TO CONDUCT LOCAL AUCTION PURSUANT TO DISTRICT PROCEDURES 552, SURPLUS INVENTORY**

The Governing Board hereby declares the piano, identified in the attached memorandum as **Exhibit M-10**, and incorporated herein by this reference, surplus and that the piano shall be consigned to Greene Music of San Marcos, for reconditioning and then sold at a local auction pursuant to District Procedures 552, to be conducted by Greene Music of San Marcos which company is hereby appointed as the auctioneer.

11. **RECOMMENDATION: ACTION – APPROVE ACCEPTANCE OF PROFESSIONAL DEVELOPMENT FUNDS**

The Governing Board hereby accepts \$3,000.00 from the Region Ten Consortium located at Cuyamaca Community College. The funds will be used for travel and conference expenses for vocational faculty at Palomar College. The funds shall be posted to a Professional Development - Travel Account. **Exhibit M-11**

12. RECOMMENDATION: ACTION – ACCEPT FUNDS AND APPROVE CONTRACT WITH CALIFORNIA DEPARTMENT OF EDUCATION FOR AMERICAN SIGN LANGUAGE DISTANCE LEARNING GRANT: THE DISTANCE LEARNING PROGRAM FOR INTERPRETERS IN EDUCATIONAL SETTINGS

The Governing Board hereby accepts a grant and approves agreement #2385 with the California Department of Education in the amount of \$250,000.00. Palomar College's American Sign Language program was selected for the grant to provide distance learning education and skill development to working sign language interpreters who serve deaf and hard-of-hearing students in K-12 setting in rural and remote areas throughout California in order that the interpreters can meet State Board adopted qualification standards by 2007. The term of the contract is for three years.

The Governing Board hereby authorizes, Jerry R. Patton, Vice President, Finance and Administrative Services, and Ken Jay, Director, Business Services, to sign contract documents of the California Department of Education – American Sign Language Distance Learning Grant: The Distance Learning Program for Interpreters in Educational Settings. **Exhibit M-12**

13. RECOMMENDATION: ACTION - APPROVE ACCEPTANCE AS FINAL AND COMPLETE RE-ROOFING PROJECT FOR STUDENT SERVICES CENTER BY COOK COATINGS, INC; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS, RELEASE BONDS, AND RECORD NOTICE OF COMPLETION

The Governing Board hereby accepts the re-roofing project of the Student Services Center in accordance with the bid awarded by the District on January 13, 2004, to Cook Coatings, Inc., (the "Contractor"), 19955 Calle Lobito, Murrieta, California, as complete and final; and the Superintendent/President is authorized to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The total amount of this contract is \$83,600.00; and all money due and owing to the Contractor, with the exception of the ten percent (10%) retention of \$8,360.00 (the "Retention") shall be paid; and following the expiration of thirty-five calendar days from the date of this action, the Retention shall be paid to the Contractor, providing no liens are filed within this period. The bid security posted by Cook Coatings, Inc., shall be returned to this Contractor and all other bonds be released within the time and in the manner as provided by law. **Exhibit M-13**

14. RECOMMENDATION: ACTION - APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN PALOMAR COMMUNITY COLLEGE DISTRICT AND MARINE CORPS BASE, CAMP PENDLETON

The Governing Board hereby approves the Memorandum of Understanding (MOU) between the Palomar Community College District and Marine Corps Base, Camp Pendleton, California, effective February 26, 2004, for a continuous period, with annual reviews, or until terminated by either party. The purpose of the agreement is to provide guidelines and procedures for delivering undergraduate degrees, certificates, and courses at Camp Pendleton. Three percent of gross tuition income from Camp Pendleton students will be applied by the District to support the learning environment at Camp Pendleton, such as reference materials, equipment, and classroom learning environment at the base library/education center. **Exhibit M-14**

15. INFORMATION: SABBATICAL LEAVES

An item will appear on the agenda for the **April 13** meeting requesting the Governing Board to vote on the approval of **sabbatical leaves** for **2004-2005** for the following faculty members as outlined on **Exhibit M-15**:

Fall 2004

Louise Boehm, Art Department
Lisa DuBois, Earth Sciences
Candice Francis, Life Sciences
Terry Humphrey, Behavioral Sciences
Mark Lane, Earth Sciences
Elizabeth Lowe (Pearson), Life Sciences
Christine Oatman, Art Department
Jorge Saavedra, Mathematics
Anthony W. Smith, Computer Science and Information Systems
Richard Stegman, Computer Science and Information Systems
Cristina Tejeda, Design & Consumer Education
Anne Voth, Mathematics
Gary Zacharias, English Department

Spring 2005

Michael Arguello, Economics, History and Political Science
G.D.(Doug) Durrant, Art Department
Russell Filbeck, Trades and Industry
Maura Gage, Life Sciences
Sherry Gordon, Business Education
Lori Graham, Design and Consumer Education
Robert Jones, Mathematics
Shannon Lienhart, Mathematics
Patriceann Mead, Performing Arts
Dennis O'Neil, Behavioral Sciences
Susan Snow, Mathematics
Paul Stachelek, Communications Department

16. RECOMMENDATION: ACTION – RATIFY REHIRING OF PROBATIONARY FACULTY

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **rehiring** for the **2004-2005 academic year** of the following **as second-year probationary faculty members**:

Adelina Acevedo	Dental Assisting
Chantal Flanagan	Nursing Education
Denise Rudy	Dental Assisting
Barbara Servatka	Nursing Education

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **rehiring** for the **2004-2005 and 2005-2006 academic years** of the following **as three-/four-year probationary faculty members**:

Margaret Banta-Ford	Communications
Ronald Burgher	Computer Science/Information Systems
Margaret Faulkner	Performing Arts
Nicholas Green	Computer Science/Information Systems
Jerry Jenkins	English
Leanne Maunu	English
Clifford Meyer	Trade and Industry
Susan Miller	Behavioral Sciences
Annette Squires	Mathematics

17. RECOMMENDATION: ACTION – RATIFY GRANTING OF TENURE

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the granting of **tenure** effective for the **2004-2005 academic year** to the following faculty members:

John Aegerter II	Physical Education
Madelyn Byrne	Performing Arts
Terrie Canon	Computer Science/Information Systems
Grace Fowler	Graphic Communications
Sherry Goldsmith	Disability Resource Center
Dewi Hokett	Speech Communication/Forensics/ASL
Catherine Jain	Earth Sciences
Gloria Kerkhoff	Counseling
Jo Anne Lesser	Counseling
Wendy Nelson	Communications
Jon Panish	English
Jennifer Paris	Library Technology
Craig Thompson	English
Carla Thomson	Reading Services
Cynthia Torgison	Mathematics
Steven White	Athletics
Susan Zolliker	English

18. INFORMATION: CCCT BOARD ELECTION – 2004

An item will appear on the agenda for the **April 13** meeting requesting the Governing Board to vote for ten candidates for the **CCCT Board. Exhibit M-18**

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

The Governing Board hereby approves the following items to be placed on the agenda for consideration at the next meeting: _____

N. ADJOURNMENT