



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING, GOVERNING BOARD**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD ROOM, STUDENT SERVICES CENTER**  
**COLLEGE CAMPUS**  
**SAN MARCOS, CALIFORNIA**  
**TUESDAY, JULY 13, 2004**  
**6:00 P.M. (CLOSED SESSION) - 7:00 P.M. (OPEN SESSION)**

**A. CALL MEETING 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  
PAUL J. CHARAS, STUDENT TRUSTEE

**EXECUTIVE ADMINISTRATORS PRESENT:**

Richard A. Jones, Ed.D., Interim 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., Interim Assistant Superintendent/Vice President, Human Resource Services  
Joe Newmyer, M.A., Interim Assistant Superintendent/Vice President, Finance and Administrative Services

**BB. CLOSED SESSION**

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

5. Conference with Real Property Negotiator, pursuant to Government Code §54956.8. Property APNs as follows: 108-121 Parcel 11; 108-120 Parcels 62, 63, 64; 126-061 Parcel 06; 126-121 Parcel 14; 323-100 Parcels 04, 10, 11, 12; 323-482 Parcel 12; 323-500 Parcels 01, 05, 06, 07, 08, 09, 14; 323-501 Parcel 02.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
6. Review of tort claim, pursuant to Government Code §54956.95.
7. Conference with Legal Counsel - Anticipated Litigation, pursuant to Government Code §54956.9.

**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, President, Confidential and Supervisory Team; Supervisor, Purchasing Services  
Cheryl Ashour, Administrative Assistant; President's Office  
Tricia Frady, Vice President, CCE/AFT; Systems Functional Specialist, Fiscal Services  
Reno Frigo, Part-Time Faculty, Chemistry  
Ken Jay, President, Administrative Association; Director, Business Services  
Shannon Lienhart, Associate Professor, Mathematics  
Josie Silva, Executive Assistant to Superintendent/Governing Board  
Katie Townsend-Merino, President, Faculty Senate; Associate Professor, Behavioral Sciences  
Rocco Versaci, Co-President, PFF/AFT; Associate Professor, English

**GUESTS:**

Neill Kovrig, Student  
Maximilan "Max" Zavodney, Student

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. RECOMMENDATION: ACTION - APPROVAL OF MINUTES**

MSC Chadwick, Nelson

At this time, Dr. Nelson expressed her concerns about discussing closed-session items in open session.

The Governing Board hereby approved the Minutes of the Regular Meeting of June 8, 2004.

The Vote was unanimous.  
Student Advisory Vote: Aye

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

Mr. Jensen announced the following change to the agenda:

Page 5: Item H-7, Exhibit H-7, add to Short-Term Personnel Action Request:

Department	Human Resource Services
Last Name	Chadwell
First	Carletta
Start Date	07/19/04
End Date	10/30/04
Job Title	Technical/Paraprofessional
Hourly Comp Rate	\$15.03
Job Description:	Database Technician

**E. REPORT OF THE GOVERNING BOARD PRESIDENT**

Mr. Jensen gave the following report:

Last night I attended a meeting with Bonnie Dumanis, our District Attorney, with representatives of the San Diego Police Department, the FBI, and the Homeland Security Department. I was truly impressed by the fact that all of these agencies who traditionally are jealous and like to bicker with each other have come together and are working together since 9-11. Apparently they are doing something right since no one has blown up San Diego yet; but I thought if they could do that we ought to be able to do the same thing here.

**F. REPORTS OF THE GOVERNING BOARD MEMBERS**

Dr. Nelson gave the following report:

I attended, along with others, the lovely departure celebration for administrators and Barbara, our former mother of the Board. Congratulations to you, Josie; we're delighted that you have replaced her.

I also represented Palomar at the Poway Chamber at the Poway Business Park Association. We are going to have a half-day retreat in a couple of weeks; and I will be attending along with my fellow trustee, Nancy Chadwick, a facilities and real estate sub-committee meeting.

On another matter, I'd like to share with you that I have personally rethought my position; my original position was that I thought the existing Board should be the one to conduct final interviews for the new president and select that president. After a lot of soul searching, I think what is best for this college community and community at large is that we reconsider our position and that the new Board should conduct the final interviews and select the President. And so, at the end when we have an agenda item request, I am going to request that we re-examine this issue and that we look at a way to continue along with what the committee is doing. Ultimately after the election, the final interviews would be held by the people that are elected to the Board and the selection made at that time. This would be something we can tell the candidates. I'm just throwing this out for discussion and telling you what my position is now.

Mr. Evilsizer gave the following report:

I would like to welcome all of our new additions to the podium this evening. We have Dr. Jones, welcome aboard Captain. Dick is a retired U.S. Coast Guard Reserve Lieutenant Commander. He has extensive experience with the California community colleges; he served as an interim president for nine other interim assignments; he is very well equipped with experience to help us, and I hope he will help us to build a common ground for the new president whenever we ultimately select a candidate for that position.

I would also like to commend Trustee Nelson for her decision to reconsider her position for postponing the ultimate interview/selection process for the new president's position until after the elections.

Ms. Chadwick gave the following report:

I, too, want to express my appreciation to have these people join us, in particular Dick Jones. All of your astute experience is going to serve us well. We are happy and pleased that you have chosen to join us. And, of course, Josie and the new student trustee, we welcome you and hope things go well.

I attended the Upward Bound graduation where all of the students passing through that program talk about themselves and their plans to attend a four-year institution. I love these things because it is an opportunity for us to look at our most important product, and that is a graduating student.

At this time of the year, everyone is focused on the budget. As I understand it, there is to be a Big Five meeting this afternoon at 4:30 p.m. Hopefully we will get more information, but things have been sort of volatile as usual. Stay interested in the budget because we, from time to time, have to press that button to make sure that the kind of things we're interested in are still there when they come out of those conference committees, and sometimes it's on short notice. We're very appreciative of everything you have done in terms of the budget.

I was somewhat surprised to hear the statement made a few minutes ago by Trustee Nelson, but I applaud it and I certainly will support it.

Mr. McMullen – no report

Mr. Charas gave the following report:

In my spare free time for fun, I was going through the Governing Board minutes of yesteryear and I noticed something about the Golden Four, about the classes that students absolutely have to have to graduate, like English 100, Speech 100, classes that students absolutely need to go on to the next level or get an AA Degree. I know with the guaranteed transfer option, that's going to impact the Golden Four classes. I was a little concerned because I also saw that last year, there were 800 seats in the English 100 classes and there were over 1,600 students that went for those 800 seats. I just want to make sure that something is happening to ensure that students will be able to get out of here in two years instead of the five-year plan now. I just really want to make sure something is being done, that it's being addressed, and that we can help them move on to the next level as quickly as we can.

At this time Dr. Nelson stated, "I share your concerns; I think we all do, and I asked the question at the last Board meeting as to where we stood on this."

Ms. Cuaron said, "For the fall semester, about two or three weeks ago, the Division Deans worked very closely with Department Chairs and Program Directors to look at what we can do to really beef up our fall schedule for high demand sections that we know are barriers for students to get through. We added close to sixty sections that are high demand. Those were sections that had an enrollment capacity of 90%+ and are now available for fall registration. We do have some work to do on the Golden Four; we do recognize that there is an unmet need there, in the English area in particular. Dr. Garlow is working on that with the faculty and the department."

#### **G. REPORT OF THE INTERIM SUPERINTENDENT/PRESIDENT**

I promise you I will never make another report like the one I'm going to make tonight, but as a newby I'm going to exercise the privilege and spend a moment or two longer than I might otherwise. I would also like to recognize another newby, our Interim Vice President for Finance and Administrative Services, Joe Newmyer. I want to express my thanks to the number of people who have been so supportive in welcoming me. It really seems like a great place. Dr. Amador's transition assistance was very helpful, her filing system and mine are compatible, and the planning structure that she has left in place is just marvelous. I also received an encouraging note from your former president, Dr. George Boggs, who wished me well on this assignment. I have had great help from Josie Silva and Cheryl Ashour; they have been very helpful to me. What I would like to do is get a picture of the college and so far I haven't even had a tour of the campus. I have my first guided tour of the campus scheduled this coming Friday afternoon with Mike Ellis. I haven't had a chance to dig into the Master Plan to see when we're going to make that two way road around the campus and things of that nature. I have met with the officers of the three different faculty organizations. I have met separately with the officers of the Palomar Faculty Federation; I have several appointments to meet with the classified leadership; with the Confidential and Supervisory Team; and with the Administrative Association. I have yet to meet with student leaders, and I hope to do so as soon as we can. I met with the Board Agenda Review Committee which is prior to this meeting. I met separately with the four vice presidents and three managers who report to the Superintendent/President - Michelle Barton, Cindy Sabato, and Pam Grasso. I also met with the vice presidents as a group. Yesterday morning, I met with the Lake San Marcos Friends of Palomar College, that's a group from the Foundation. This last

Friday, the Foundation had a very successful golf tournament raising funds; it went well. I interviewed finalists for Assistant Professor in Child Development, two really great candidates. I could not have done any of this except for the fact that I did pass my TB test. When you go to a different county you have to have a TB test.

So, just because this is my 47<sup>th</sup> academic year as an educator and my tenth interim assignment, do not think I have seen it all. As a matter of fact, something occurred the other day – a piece of mail came from a firm named Procopio, Cory, Hargreaves & Savitch to tell us that we have final approval on our official logo. It is now perfectly legal and it is registered in our name. I have never worked in a college with a registered trademark. I received instructions from them about how to protect our property rights. We must now put that little circle with an ® on all future printings next to this logo to demonstrate to others that it is a registered trademark. That's a first for me.

Finally, before we get on to more substantive reports, I have to apologize to Mathematics professor, Robert Jones, for what I am doing to his email life. He is an RJones and I'm an RJones. But, he was here first so he's an [rjones@palomar.edu](mailto:rjones@palomar.edu) and I'm [rjones2@palomar.edu](mailto:rjones2@palomar.edu). He has already received things meant for the Office of the President. I will repeat this information when I meet with the faculty. If you want to send something to me, don't forget to put that number 2 next to my name.

1. Announcement of CAST Employee of the Year Award

Jenny Akins, President, Confidential and Supervisory Team, presented the CAST Employee of the Year Award to Linda Cox, Supervisor, Records & Evaluation.

2. Report of Vice President for Instruction

Ms. Cuaron made the following report:

My report this evening includes a presentation in response to Trustee Evilsizer's request at the last meeting regarding how we interact with business and industry. Dean Wilma Owens will be reporting on Advisory Committees; and the retired Dr. Mike Rourke, back as an hourly employee for awhile, has put together information on our health programs in response to Trustee Chadwick's request. We have some of the program directors and faculty in the audience, Debbie Workman, Director of EMT/Paramedic Program, Kathy Clyne, Nursing Education, and Denise Rudy, Director of our Dental Assisting Program.

a. Advisory Committees

In response to Mr. Evilsizer's request regarding how we interact with business and industry, Dean Wilma Owens gave a presentation on Advisory Committees. California State Plan for Vocational and Technical Education, Chapter 4, says that the primary mission of the California Community Colleges is to advance California's economic growth and global competitiveness through education, training, and services that contribute to workforce development. She said that the State makes it very clear that they expect community colleges to continually work with industry in our respective areas. The colleges are broken up into regions to make sure that they are meeting the workforce demands of the industries in those regions. Palomar College belongs to Region 10. The State requires the formation of advisory committees in order to receive funding. Dean Owens distributed a handbook which she developed giving guidelines to the various occupational programs in developing and maintaining their advisory committees.

b. Health Science Programs

In response to Trustee Chadwick's request for information on health programs offered at Palomar College, Dr. Michael Rourke gave background information on the four major health-related programs: Nursing Education, Dental Assisting, EMT/Paramedic, and Medical Assisting. Dr. Rourke gave a PowerPoint presentation featuring where each program is housed, general information about the program, information about the students, costs associated with the programs, revenue generated, and issues that are facing each of the programs.

**EXHIBIT G2b**

3. Report of Vice President for Student Services

Mr. Madrigal made the following report:

It is always a pleasure to celebrate what we are here for and that is student success. We have a prime example of a student who has achieved much through a lot of adversity, and I would like to ask John Woods, our Athletics Director, to make a special introduction this evening to the Governing Board and the audience.

a. Scholar Athlete Award

John Woods introduced Maximilan "Max" Zavodney, a student who was chosen as Scholar Athlete of the Year for the Pacific Coast Conference. He received his Associate of Arts degree in Math and Liberal Studies in May 2004. He has completed 105 semester credits with a perfect 4.0 GPA. Max is 17 years old. He is one of 18 Scholar Athletes in the State and will be forwarded to the Commission on Athletics to be considered for the Male Scholar Athlete of the Year for the entire State. He will be attending the California Institute of Technology for the Fall 2004 semester.

4. Report of Interim Vice President for Finance and Administrative Services

a. Budget Update

Mr. Joe Newmyer gave an update on the budget.

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

**CONSENT CALENDAR**

**H. CONSENT CALENDAR**

**BUSINESS SERVICES**

**1. REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY DAYS**

MSC McMullen, Chadwick

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:

Purchase Orders	0440658	through	0440828	\$	696,758.58
Travel	0450122	through	0450122	\$	207.20
Advertising/Increases	0460104	through	0460115	\$	53,031.40
Employment Ads	0465023	through	0465023	\$	470.00
Agreement/Services	0470616	through	0470699	\$	424,368.77
Repairs	0475136	through	0475138	\$	37.50
Agreement/Annual	0480168	through	0480176	\$	1,883.55
Procurement Card	Time Period: 05/23-04 – 06/22/04			\$	31,887.33
					<u>\$ 1,308,644.33</u>

The Vote was unanimous.  
 Student Trustee Advisory Vote: Aye

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

MSC McMullen, Chadwick

The Governing Board hereby reviews and approves all **contracts and agreements** for the period May 1, 2004, through June 30, 2004, and entered into on behalf of the Palomar Community College District, as detailed on **Exhibit H-2**.

The Vote was unanimous.  
 Student Trustee Advisory Vote: Aye

**GIFTS**

**3. ACCEPT GIFTS**

MSC McMullen, Chadwick

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

- a. Ceramic molds for use in Ceramics classes, donated by **John Clifford**, 130 Equestrian Court, San Marcos, California 92069. Cash value as estimated by donor is \$5,000.00.
- b. Three vintage trunks, one vintage file case, one vintage valise, one military pea coat, five caps, one military raincoat, and two linings for use as props in the Performing Arts Department, donated by **Muriel Kaplan**, 4796 Galacia Way, Oceanside, California 92056. Cash value as estimated by donor is \$450.00.

- c. Two Corian Solid Surface Counter Tops, Sink, and Installation in Staff Lounge, donated by **John Forst, Design Fabrication, Inc.**, 100 Bosstick Boulevard, San Marcos, California 92069. Cash value as estimated by donor is \$3,860.00.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## TRAVEL

### 4. APPROVE TRAVEL EXPENSES

MSC McMullen, Chadwick

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

- a. **Paul Charas**
- |                   |  |
|-------------------|--|
| Advanced Funds?   | Yes  |
| For:              | Transportation, lodging, registration, mileage, meals, parking |
| To attend:        | CCLC Student Trustee Workshop                                  |
| Location:         | San Francisco, California                                      |
| Date:             | August 13-14, 2004   |
| Amount:           | \$674.35   |
| Budget Acct. No.: | 575300-11-111100-66100-10-2005-0000000                         |

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## REPLACEMENT OF WARRANTS

### 5. APPROVE DRAWING NEW WARRANTS

MSC McMullen, Chadwick

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

Warrant #77-064376, dated April 30, 2003, in the amount of \$354.86, payable to Francis Cleaver, 3122 Old Oak Tree Lane, Escondido, California 92026. Void due to stale dating.

Warrant # 76-110839, dated September 1, 2003, in the amount of \$74.00, payable to Pierre O. Briglio, P.O. Box 1801, Vista, California 92085. Void due to stale dating.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## FISCAL SERVICES

### 6. APPROVE BANK SIGNATURE AUTHORIZATIONS FOR PERIOD JULY 1, 2004, THROUGH JUNE 30, 2005

MSC McMullen, Chadwick

The Governing Board authorizes two of the following to **deposit/withdraw funds** currently deposited to the **Palomar College Payroll Account** (automatic payroll deposit account) in California Bank & Trust, San Marcos, California:

Esperanza Flores, Manager, Payroll Services, or  
Janien A. Lau-Thompson, Payroll Assistant, and  
Martin Good, Director, Fiscal Services  
Joseph Newmyer, Interim Assistant Superintendent/Vice President,  
Finance and Administrative Services

The Governing Board authorizes the following to **deposit/withdraw funds** deposited to the **Palomar Community College, State of California--Cal Grant Account in California Bank & Trust**, San Marcos, California:

Joseph Newmyer, Interim Assistant Superintendent/Vice President, Finance and  
Administrative Services  
Martin Good, Director, Fiscal Services

The Governing Board authorizes the following to **deposit/withdraw funds deposited** to the **Palomar Community College, Payroll Electronic Funds Transfer Account for State Taxes** in California Bank & Trust, San Marcos, California:

Esperanza Flores, Manager, Payroll Services, or  
Janien A. Lau-Thompson, Payroll Assistant, and  
Martin Good, Director, Fiscal Services  
Joseph Newmyer, Interim Assistant Superintendent/Vice President,  
Finance and Administrative Services

The Governing Board authorizes the following to **deposit/withdraw funds** deposited to the **Palomar College/Tenancies**, Escondido Center in California Bank & Trust, San Marcos, California:

Joseph Newmyer, Interim Assistant Superintendent/Vice President, Finance and  
Administrative Services or  
Martin Good, Director, Fiscal Services

The Governing Board authorizes the following to deposit/withdraw funds deposited to the **Palomar College Payroll Electronic Funds Transfer-Federal Taxes** account in California Bank & Trust, San Marcos, California:

Esperanza Flores, Manager, Payroll Services, or  
Janien Lau-Thompson, Payroll Assistant  
Martin Good, Director, Fiscal Services  
Joseph Newmyer, Interim Assistant Superintendent/Vice President, Finance and  
Administrative Services

#### **Exhibit H-6**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## **PERSONNEL**

### **7. APPROVE PERSONNEL ACTIONS/HISTORY**

MSC McMullen, Chadwick

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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**8. APPROVE REIMBURSEMENT OF TRAVEL EXPENSES FOR SECOND-LEVEL INTERVIEWS**

MSC McMullen, Chadwick

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

- a. **ADRIAN RAMIREZ**  
For: Gas and food  
To Attend: Second interview for Assistant Professor, Business  
Location: Fresno, California, to San Diego, California  
Date: May 26, 2004  
Amount: \$94.47  
Budget Account No. 575400-12-611200-67600-10-2005-1612080/100%
- b. **BENJAMIN JOSE**  
For: Airfare, car rental, hotel  
To Attend: Second interview for Assistant Professor, Art  
Location: Minneapolis, Minnesota, to San Diego, California  
Date: June 21, 2004  
Amount: \$430.47  
Budget Account No. 575400-12-611200-67600-10-2005-1612080/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**9. RATIFY NEW ACADEMIC POSITIONS**

MSC McMullen, Chadwick

The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President regarding the following **new academic positions**:

Position: Assistant Professor, Political Science  
Name: Vacant  
Department: Economics, History, and Political Science  
Position #: 6300                      New:                      Yes  
% of Position: 100%                      # Mos.:                      10  
Effective: August 20, 2004  
Account #: A-111000-365400-22070-0000000/100%

Position: Assistant Professor, Interior Design/Drafting Technology  
Name: Vacant  
Department: Design & Consumer Education/Trades & Industry  
Position #: 6301/6302                      New:                      Yes  
% of Position: 100%                      # Mos.:                      10  
Effective: August 20, 2004  
Account #(s): A-111000-335500-13020-0000000/50%  
A-111000-338500-09530-0000000/50%

Position: Assistant Professor, Physical Education/Assistant Football Coach  
Name: Vacant  
Department: Physical Education/Athletics  
Position #: 6303/6304                      New:                      Yes  
% of Position: 100%                      # Mos.:                      10  
Effective: August 20, 2004  
Account #(s): A-111000-367300-08350-0000000/80%  
A-111000-367200-08370-0000000/20%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**10. RATIFY ACADEMIC EMPLOYMENT**

MSC    McMullen, Chadwick

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

- a.     Name:                      **PETER J. BOWMAN**  
Position:                     Assistant Professor, Political Science  
Degree:                      B.A., Political Science  
   M.A., Political Science  
Department:                 Economics, History, and Political Science  
Position #:                    6300                              New:                              Yes  
Remarks:                     Position approved on July 13, 2004  
Sal Rng/Stp:                 **C/1**                              Salary:                         **\$4,037.64/month**  
% of Position:                100%                             # of Mos:                     10  
Effective:                     August 20, 2004  
Account #:                    A-111000-365400-22070-0000000/100%
- b.     Name:                      **SANDRA J. ANDRE**  
Position:                     Assistant Professor, Interior Design/Drafting Technology  
Degree:                      A.A., Interior Design  
   B.A., Environmental Design  
   M.S., Electronic Commerce  
Department:                 Design & Consumer Education/Trades & Industry  
Position #:                    6301/6302                        New:                              Yes  
Remarks:                     Position approved on July 13, 2004  
Sal Rng/Stp:                 **C/1**                              Salary:                         **\$4,037.64/month**  
% of Position:                100%                             # of Mos:                     10  
Effective:                     August 20, 2004  
Account #(s):                A-111000-335500-13020-0000000/50%  
A-111000-338500-09530-0000000/50%
- c.     Name:                      **INGRAM S. OBER**  
Position:                     Assistant Professor, Art/Sculpture & Foundry  
Degree:                      B.A., Visual Arts  
   M.F.A., Fine Arts  
Department:                 Art  
Position #:                    6139                              New:                              No  
Remarks:                     Replacement for Ashley Guaragna  
Sal Rng/Stp:                 **D/1**                              Salary:                         **\$4,235.12/month**  
% of Position:                100%                             # of Mos:                     10  
Effective:                     August 20, 2004  
Account #:                    A-111000-322001-00200-0000000/100%

d. Name: **DANIEL F. EARLY**  
Position: Assistant Professor, Physical Education/Assistant Football Coach  
Degree: A.A., Liberal Studies  
B.A., Kinesiology  
M.Ed., Education (Concentration in Physical Education)  
Department: Physical Education/Athletics  
Position #: 6303/6304 New: Yes  
Remarks: Position approved on July 13, 2004  
Sal Rng/Stp: **C/5** Salary: **\$4,827.44/month**  
% of Position: 100% # of Mos: 10  
Effective: August 20, 2004  
Account #(s): A-111000-367300-08350-0000000/80%  
A-111000-367200-08370-0000000/20%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**11. RATIFY ACADEMIC CONTRACT**

MSC McMullen, Chadwick

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

a. Name: **MARI C. STEFFENSMEIER**  
Position: WIA Counselor/Contract Administrator  
Department: Career Center  
Position #: 5809 New: Yes  
Remarks: Funded – ACS State & Local Solutions, Inc.  
Sal Grade/Stp: **C/9** Salary: **\$2,808.75**  
% of Position: 50% # Mos.: 11  
Effective: July 1, 2004  
Account #: K-122100-462100-63100-1812105/100%

Note: This is a specially funded position. See Education Code §87470. Continued employment is dependent upon project funding. Service shall not be included in computing service required as a prerequisite to attainment of, or eligibility to classification as a regular employee.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**12. GRANT EQUIVALENCY FOR DISCIPLINE**

MSC McMullen, Chadwick

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

James Miller-Graphic Communications

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**13. RATIFY PART-TIME FACULTY EMPLOYMENT**

MSC McMullen, Chadwick

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

**SUMMER 2004**

**AMERICAN INDIAN STUDIES**

Ortiz, Diana	American Indian Studies A.A., Liberal Arts B.A., History M.A., American Indian Studies	\$38.24
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**CHEMISTRY**

Zabzdyr, Jennifer	Chemistry A.A., General Studies B.S., Chemistry Ph.D., Chemistry	\$40.71
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**COMMUNICATIONS**

Massey, Erin	Journalism B.S., Journalism M.S., Journalism	\$38.24
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**COUNSELING**

Homuth, Wendy	Counseling B.A., Liberal Arts M.A., Education: Educational Counseling	\$38.24
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**ENGLISH AS A SECOND LANGUAGE**

Winiecki, Cecily	English as a Second Language B.A., Psychology M.A., English as a Second Language	\$38.24
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**PERFORMING ARTS**

Steinwehe, Adam	Music B.M., Music M.M., Music	\$38.24
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**PHYSICAL EDUCATION**

McDonald, Richard	Health B.S., Physical Education M.A., Physical Education	\$38.24
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**SPEECH COMMUNICATION/FORENSICS/ASL**

Riggs, Thomas	American Sign Language B.S., Land Use M.A., Linguistics	\$38.24
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Smith, Colleen	American Sign Language B.A., Communication Arts M.A., Communicative Disorders	\$39.47
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**14. APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT**

MSC McMullen, Chadwick

The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President regarding the employment of the following Child Development Center Teachers, at the rate indicated for Summer 2004:

Dayag, Veronica	Teacher 24 Units Child Development Coursework 16 Units General Education Coursework Child Development Center Permit (pending)	\$12.26
Tarnovsky, Sylvie	Teacher 24 Units Child Development Coursework 16 Units General Education Coursework Child Development Center Permit (pending)	\$12.26

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**15. RATIFY RESIGNATIONS**

MSC McMullen, Chadwick

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

- a. **FARHANA KARIM**, Teacher II, Child Development Instruction & Services Center, effective June 12, 2004 (last day of employment June 11, 2004).
- b. **FREDDY N. RAMIREZ**, EOPS/CARE Counselor, Extended Opportunity Program & Services, effective August 1, 2004 (last day of employment July 31, 2004).
- c. **CLIFFORD G. MEYER**, Assistant Professor, Trades and Industry, effective July 1, 2004 (last day of employment May 21, 2004).

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**16. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

MSC McMullen, Chadwick

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

**ABELARDO S. MARTINEZ**, Maintenance Technician, Custodial Services, effective July 1, 2004. Since Mr. Martinez is employed at the Escondido Education Center, payment of this stipend will be made from an Escondido salary account: B-212200-354200-60910-0000000/100%.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**17. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS**

MSC McMullen, Chadwick

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

- a. Position: **INSTRUCTIONAL SUPPORT ASSISTANT III**  
Department: Performing Arts  
Name: **James E. Cooper**  
Position #: 5160 New?: No  
Remarks: Position was Instructional Support Assistant II, grade 22  
Effective: July 1, 2004  
% of position: 100% # of Mos: 12  
Sal Grade/Stp: 25/14 Salary: \$4,026.68/month  
Account #: A-212200-327400-69670-0000000/50%  
A-222000-327400-10060-0000000/50%
  
- b. Position: **CONTRACT SPECIALIST**  
Department: Business Services  
Name: **Eileen S. Poole**  
Position #: 5688 New?: No  
Remarks: Position was Staff Legal Assistant, grade 25  
Effective: July 1, 2004  
% of position: 100% # of Mos: 12  
Sal Grade/Stp: 30/11 Salary: \$4,415.49/month  
Account #: A-212200-513100-66510-0000000/100%
  
- c. Position: **TELEVISION TECHNICIAN**  
Department: Educational Television  
Name: **Michael E. Janak**  
Position #: 6048 New?: No  
Remarks: Position was Assistant Television Technician, grade 19  
Effective: May 1, 2003  
% of position: 100% # of Mos: 12  
Sal Grade/Stp: 23/6 Salary: \$3,754.10/month  
Account #: A-212200-318100-61320-0000000/100%
  
- e. Position: **BUSINESS SERVICES TECHNICIAN - CONTRACTS**  
Department: Business Services  
Name: **Debra J. Claypool**  
Position #: 5774 New?: No  
Remarks: Position was Sr. Office Specialist, grade 14  
Effective: July 1, 2004  
% of position: 100% # of Mos: 12  
Sal Grade/Stp: 20/4 Salary: \$3,092.06/month  
Account #: A-212200-531100-67760-0000000/100%
  
- f. Position: **STOREKEEPER**  
Department: Warehouse  
Name: **Lentonio D. Payton**  
Position #: 5681 New?: No  
Remarks: Position was Delivery Worker, grade 10  
Effective: July 1, 2004  
% of position: 100% # of Mos: 12  
Sal Grade/Stp: 16/13 Salary: \$3,200.00/month  
Account #: A-212200-532200-67730-0000000/100%

d. Position: **SUPERVISOR BUSINESS, MAIL SERVICES, AND WAREHOUSE**  
Department: Business Services  
Name: **Diane K. Cummins**  
Position #: 5582 New?: No  
Remarks: Position was Supervisor, Business and Mail Services, grade 39  
on the Administrative Salary Schedule.  
Effective: July 1, 2004  
% of position: 100% # of Mos: 12  
Sal Grade/Stp: 42/9 Salary: \$4,139.68/month  
Account #: A-212100-531100-67760-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**18. RATIFY CLASSIFIED EMPLOYMENT**

MSC McMullen, Chadwick

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

a. Name: **JOHNNIE L. FORTUNE, JR.**  
Position: Accountant  
Department: Fiscal Services  
Position #: 6200 New: No  
Remarks: Replacement for Tricia Frady; promotion for Mr. Fortune.  
Sal Grade/Stp: **32/1** Salary: **\$3,579.00/month**  
% of Position: 100% # of Mos: 12  
Effective: June 18, 2004  
Account #: A-212200-551100-67200-0811202/100%

b. Name: **LIA I. PELE**  
Position: Upward Bound Guidance Services Advisor  
Department: Grant Funded Support Programs/Escondido Center  
Position #: 6275 New: No  
Remarks: Replacement for Veronica Delgado  
Sal Grade/Stp: **16/1** Salary: **\$2,421.16/month**  
% of Position: 100% # of Mos: 12  
Effective: June 29, 2004  
Account #: K-212200-471400-64300-1112310/100%

c. Name: **JOSEPHINE SILVA**  
Position: Executive Assistant to the Superintendent/Governing Board  
Department: President's Office  
Position #: 5012 New: No  
Remarks: Replacement for Barbara Baldrige; promotion for Ms. Silva.  
Sal Grade/Stp: **52/5** Salary: **\$5,088.85/month**  
% of Position: 100% # of Mos: 12  
Effective: July 1, 2004  
Account #: A-212100-211100-66200-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**19.** Item was removed from the Consent Calendar by Mr. Evilsizer.

**20.** Item was removed from the Consent Calendar by Mr. Evilsizer.

**21. RATIFY LEAVES OF ABSENCE**

MSC McMullen, Chadwick

- a. The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective July 1, 2004, through July 28, 2004, to **Christopher F. Miller**, Supervisor of Construction Activities and Facilities Support Functions, Facilities.
- b. The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective July 7, 2004, through August 17, 2004, and **40% Family Leave of Absence without pay and no effect on benefits**, effective August 18, 2004, through November 30, 2004, to **Mirla Garcia**, Database Technician, Educational Television/CCCSAT.
- c. The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President granting a **40% Personal Leave of Absence without pay and with no effect on benefits**, effective July 14, 2004, through December 31, 2004, to **Dorothy Farrell**, Staff Assistant, Counseling & Matriculation.
- d. The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective May 10, 2004, through August 2, 2004, to **Angie N. Martinez-Heffner**, Admissions Assistant, Admissions & Records.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**22. RATIFY CHANGE TO ADMINISTRATIVE POSITION**

MSC McMullen, Chadwick

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

- a. 

Position:	<b>Fiscal Administrator</b>		
Name:	Angela M. Cerda		
Department:	Educational Television/CCCSAT		
Position #:	6223	New?:	No
Remarks:	Position was 100%		
Sal Grade/Step:	<b>52/4</b>	Salary:	<b>\$2,179.88</b>
% of Position:	45%	# Mos:	12
Effective:	August 1, 2004		
Account #:	K-212100-318100-61320-1612190/100%		

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**23. RATIFY CHANGE TO CLASSIFIED POSITIONS**

MSC McMullen, Chadwick

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

- a. Position: **Administrative Secretary**  
Name: Susan E. Martin  
Department: Marketing Communications  
Position #: 5730 New?: No  
Remarks: Position was 45%; permanent increase of position to 75%.  
Sal Grade/Stp: **19/3** Salary: **\$2,153.37**  
% of Position: 75% # Mos: 12  
Effective: July 1, 2004  
Account #: A-212200-212200-67120-0000000/100%
- b. Position: **Staff Assistant**  
Name: Barbara C. Anaya  
Department: Marketing Communications  
Position #: 5849 New?: No  
Remarks: Position was 75%; permanent decrease of position to 37.5%.  
Sal Grade/Stp: **23/7** Salary: **\$1,350.87**  
% of Position: 37.5% # Mos: 12  
Effective: July 1, 2004  
Account #: A-212200-212200-67120-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**24. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a **one-time** lump sum **stipend** of \$2,000 effective July 1, 2004, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Debra Claypool  
Position: Senior Office Specialist  
Department: Business Services  
Course of Study: B.A. Degree

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**25. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the Professional Growth Program for Classified Employees, the following employees are granted a \$500 **annual stipend**, prorated on a monthly basis, effective July 1, 2004:

Employee Name: Phyllis Berry  
Position: Buyer I  
Department: Purchasing Services  
Course of Study: A.A. Degree

Employee Name: Shelly Comfort  
Position: American Sign Language/English Interpreter  
Department: DRC  
Course of Study: B.A. Degree

Employee Name: David Gray  
Position: Academic Technology Support Specialist  
Department: Academic Technology  
Course of Study: Job Related Courses

Employee Name: Cynthia Hamada  
Position: Administrative Secretary  
Department: Occupational & Noncredit Programs  
Course of Study: Job Related Courses

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

Employee Name: Maria Francisca Limon de Gonzalez  
Position: Senior Accounting Assistant  
Department: Fiscal Services  
Course of Study: B.A. Degree

Employee Name: Michelle LaVigueur  
Position: Staff Assistant  
Department: Workforce & Community Development  
Course of Study: B.A. Degree

Employee Name: Brenda Morris  
Position: Academic Department Assistant  
Department: Earth Sciences  
Course of Study: CSU Transfer Courses

Employee Name: Shay Phillips  
Position: Academic Support Specialist  
Department: Academic Technology  
Course of Study: Job Related Courses

Employee Name: Pollyanna Shafer  
Position: Records Assistant  
Department: Evaluation & Records  
Course of Study: B.A. Degree

Employee Name: Glenda Valenzuela  
Position: Business Services Technician  
Department: Mail Services  
Course of Study: B.A. Degree

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**26. APPROVE PARTICIPATION IN STRS REDUCED WORKLOAD PROGRAM**

MSC McMullen, Chadwick

The Governing Board hereby approves the participation of **Steven W. Miller**, Associate Professor, Art, in the **STRS Reduced Workload** program per Board Policy 170. Associate Professor Miller will teach on a reduced workload of sixty-six percent (66%) of his full-time teaching load for academic years 2004-2005, 2005-2006, and 2006-2007.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

<b>Resumption of REGULAR AGENDA</b>
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**I. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**19. RATIFY NEW CLASSIFIED POSITIONS**

MSC McMullen, Chadwick

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

- a. Position: **Financial Aid Specialist**  
Name: Vacant  
Department: Financial Aid & Scholarships  
Position #: 6290                      New:                      Yes  
Remarks: Funded - BFAP-SFAA  
Sal Grade/Stp: **20/1**                      Salary:                      **\$2,670.14**  
% of Position: 100%                      # Mos.:                      12  
Effective: July 13, 2004  
Account #: K-212200-475100-64600-1612002/100%
  
- b. Position: **Financial Aid Specialist**  
Name: Vacant  
Department: Financial Aid & Scholarships  
Position #: 6291                      New:                      Yes  
Remarks: Funded - BFAP-SFAA  
Sal Grade/Stp: **20/1**                      Salary:                      **\$2,670.14**  
% of Position: 100%                      # Mos.:                      12  
Effective: July 13, 2004  
Account #: K-212200-475100-64600-1612002/100%
  
- c. Position: **Financial Aid Specialist**  
Name: Vacant  
Department: Financial Aid & Scholarships  
Position #: 6292                      New:                      Yes  
Remarks: Funded - BFAP-SFAA  
Sal Grade/Stp: **20/1**                      Salary:                      **\$2,670.14**  
% of Position: 100%                      # Mos.:                      12  
Effective: July 13, 2004  
Account #: K-212200-475100-64600-1612002/100%

Position: **Noncredit Matriculation Assistant**  
Name: Vacant  
Department: English As A Second Language  
Position #: 6296 New: Yes  
Remarks: Funded – Non Credit Matriculation  
Sal Grade/Stp: **23/1** Salary: **\$2,871.29**  
% of Position: 100% # Mos.: 12  
Effective: July 13, 2004  
Account #: K-212200-235100-63210-1612122/100%

Mr. Evilsizer asked where funding came from for these positions. Mr. Madrigal stated that these positions are categorically state funded and there is no impact on the general fund.

The Vote unanimous.  
Student Trustee Advisory Vote: Aye

**20. RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITIONS**

MSC McMullen/Chadwick

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

- a. Position: **Chief of Police**  
Name: Vacant  
Department: Police Department  
Position #: 6274 New?: No  
Remarks: Position was grade 56  
Sal Grade/Stp: **66/1** Salary: **\$5,902.77/month**  
% of Position: 100% # Mos: 12  
Effective: July 13, 2004  
Account #: K-212100-543100-69500-1812070/100%
- b. Position: **Director, Business Services**  
Name: Kenneth P. Jay  
Department: Business Services  
Position #: 5577 New?: No  
Remarks: Position was grade 68  
Sal Grade/Stp: **70/7** Salary: **\$8,093.74/month**  
% of Position: 100% # Mos: 12  
Effective: July 13, 2004  
Account #: A-212100-531100-67760-0000000/100%

The Vote: 4 Ayes (Nelson, Jensen, Chadwick, Nelson) 1 Nay (Evilsizer)  
Student Trustee Advisory Vote: Aye

**J. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Ms. Katie Townsend-Merino stated that the Senate has not met formally. She commented that the Executive Council of the Faculty Senate is continuing to work with Ms. Cuaron and Dean Owens over issues in hiring an interim for the Dean of Mathematics and the Natural Health Sciences position as well as release time for the Curricunet and Student Learning Outcomes Committees. She has met with Dr. Jones and looks forward to working with him.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Dr. Rocco Versaci stated that he, Ms. Julie Ivey, Ms. Mary Ann Drinan, and Ms. Mary Millet met with Dr. Jones. It was a very productive meeting and he looks forward to working with him.

**3. INFORMATION: Report of The Faculty**

Dr. Barbara Kelber welcomed Dr. Jones and stated that she looks forward to a very constructive relationship. She thanked Mr. Joe Newmyer for his leadership on the Financial Stability Task Force. Dr. Kelber noted that many faculty members are teaching summer school, while others who have the summer off are using that time for reading, research, and field work in their specific disciplines. She noted that this is valuable time for professional development among the faculty, and students benefit directly from their continuing expertise in their fields. She briefly described her own work as a specific example, and thanked the Board for its continuing support of faculty professional development.

**4. INFORMATION: Report of the Administrative Association**

Mr. Ken Jay commented on the Administrative salary schedule at Palomar. He expressed his concern with the fact that middle managers at Palomar are constantly being forced to justify their existence. He further explained that according to the survey that was prepared a few months ago, administrative salaries at Palomar are in the bottom 40% range in comparison to their counterparts at cohort colleges.

**5. INFORMATION: Report of the Confidential and Supervisory Team**

There was no report.

**6. INFORMATION: Report of the CCE/AFT**

There was no report.

**7. INFORMATION: Report of the Associated Student Government**

Mr. Paul Charas stated that the Phi Theta Kappa Chapter participated in the American Cancer Society event and raised over \$1,000. He also informed the Board that ASG is currently making changes to its election bylaws.

**K. COMMENTS FROM OTHER INDIVIDUALS AND GROUPS**

1. Shannon Lienhart – Archival of Board tapes (At this point Mr. Evilsizer and Ms. Chadwick commented that is a good idea to have the tapes archived for one year in the President's Office.)
2. Neill Kovrig – Student and Regional President of Phi Theta Kappa, expressed his concerns regarding English 100 courses and their availability. He said that only about 50% of students attempting to register for the English 100 courses are successful in attaining this course. He used himself as an example stating that it took him four attempts before successfully enrolling in English 100. He said many students are facing the difficulty of enrolling in English and mathematics courses, therefore having to postpone their transfer to UC or CSU because of the lack of availability of these courses at Palomar.

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

**M. NEW BUSINESS**

**1. TABLED - RESOLUTION PRESENTED AT THE REQUEST OF THE PALOMAR FACULTY FEDERATION**

MS/TABLED Nelson, Evilsizer

**RESOLUTION TABLED AT THE REQUEST OF MARK EVILSIZER**

In recognition of Contingent, Part-time, Adjunct, and Non-tenured Faculty in the State of California Public Institutions of Higher Education and In Support of the Ongoing Efforts to Raise Public Awareness and to Achieve Fair and Equitable Treatment;

**Whereas** the California system of public higher education, being widely recognized as one of the finest in the nation and attracting students from all over the world, has traditionally depended upon a core of tenured faculty and faculty who seek to attain full-time tenured positions based on achievement in teaching, research, and ancillary professional services; and

**Whereas** in the last decade, instruction in California Community Colleges, California State University and University of California has become dependent on a growing number of part-time, adjunct, full-time non-tenure-track faculty, and graduate student employees who together represent nearly two-thirds of the faculty, resulting in an erosion of the tenure system and a reduction in academic and support services available to college and university students; and

**Whereas** these contingent faculty members teach with distinction and make major contributions to the institutions they serve despite inadequate compensation and benefits, lack of professional support, and little or no opportunity to advance to full-time tenured positions, which has resulted in low morale, high turnover, and, ultimately, damage to the profession:

**Be It Now Resolved** that the Palomar College Governing Board urge the California legislature to:

**(1) recognize** the contributions of part-time, adjunct faculty, full-time non-tenure-track faculty, and graduate student employees who teach in California colleges and universities.

**(2) support** efforts to raise public awareness of deteriorating working and learning conditions in the State's higher education system.

**(3) promote** solutions which provide fair and equitable treatment for contingent faculty in higher education including but not limited to creating fair hiring practices, equity in pay and benefits, and ensuring the right to a stable career path for all who enter the three systems of public higher education desiring permanent tenured positions;

**(4) reaffirm** the State's promise to California students by opposing further cuts and re-establishing a stable academic workforce.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **REAFFIRM ADOPTION OF FAIR POLITICAL PRACTICES COMMISSION STANDARD  
CONFLICT OF INTEREST CODE; AMEND LIST OF DESIGNATED EMPLOYEES**

MSC Chadwick, Nelson

The Governing Board hereby reaffirms its adoption of the Fair Political Practices Commission Standard Conflict of Interest Code. **Exhibit M-2**

**CONFLICT OF INTEREST CODE FOR THE  
PALOMAR COMMUNITY COLLEGE DISTRICT**

The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations, Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regulations, Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the Palomar Community College District.

Designated employees shall file statements of economic interests with the agency who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Upon receipt of the statements of the Palomar Community College District's Board and Interim Superintendent/President, the agency shall make and retain a copy and forward the original of these statements to the County Clerk, San Diego. Statements for all other designated employees will be retained by the agency.

The Governing Board hereby amends the list of designated employees by deleting the employee designated as "Counsel, Contracts, Special Projects" as that position has been eliminated. Others remain as follows:

**PALOMAR COMMUNITY COLLEGE DISTRICT  
APPENDIX OF DESIGNATED EMPLOYEES**

**Designated Positions and Disclosure Requirements**

1. The persons occupying the following positions manage public investments. They shall file a **full statement** of economic interests pursuant to Government Code Sections 87200 *et seq.*:

**Governing Board Members  
Superintendent/President  
Assistant Superintendent/Vice President for Finance and  
Administrative Services**

2. Disclosure Categories: The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the designated employees must disclose for each disclosure category to which he or she is assigned.

**Category 1:** All investments and business positions and sources of income from, business entities that do business with the District or own real property within the boundaries of the District, plan to do business or own real property within the boundaries of the District within the next year, or have done business with or owned real property within the boundaries of the District within the past two (2) years.

- Category 2:** All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District.
- Category 3:** All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year, or have engaged in such activities within the jurisdiction of the District within the past two (2) years.
- Category 4:** All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.
- Category 5:** All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles, or equipment of a type purchased or leased by the District.
- Category 6:** All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles, or equipment of a type purchased or leased by the Designated Employee's Department.

**Designated Positions, and the Disclosure Categories to be assigned to them, are as follows:**

Assistant Superintendent/Vice President for Human Resource Services	Category 6
Assistant Superintendent/Vice President for Instruction	Categories 5,6
Assistant Superintendent/Vice President for Student Services	Categories 5,6
Director, Fiscal Services	Categories 4,5
Deans	Category 6
Director, Business Services	Categories 1,4,5
Director, Facilities	Categories 1,2,3,4
Chief of Police	Categories 5,6
Consultant	Categories 1,2,3,4,5,6

Consultants must be included in the list of designated employees and must disclose pursuant to the broadest disclosure category in this Code subject to the following limitation: The **Superintendent/President or designee** may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to comply fully with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant's duties and, based on that description, a statement of the extent of disclosure requirements. The Superintendent/ President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **APPROVE SDICCCA DATA SHARING AGREEMENTS WITH CALIFORNIA PARTNERSHIP FOR ACHIEVING STUDENT SUCCESS**

MSC Chadwick, Nelson

The Governing Board hereby approves the participation of Palomar College with the California Partnership for Achieving Student Success (Cal-PASS) in data sharing activities among secondary and post-secondary institutions. The District hereby agrees to enter into the Memorandum of Understanding (MOU) and be bound by all of its terms and conditions, effective July 13, 2004. **Exhibit M-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE ACADEMIC CALENDAR FOR 2005-06**

MSC McMullen, Chadwick

The Governing Board hereby approves the **Academic Calendar for 2005-06** as shown on **Exhibit M-4**.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVE MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO WORKFORCE INVESTMENT BOARD FOR A "ONE STOP" CAREER CENTER NETWORK**

MSC Chadwick, Nelson

The Palomar Community College District hereby approves a **Memorandum of Understanding** ("MOU") with the **San Diego Workforce Investment Board** effective July 1, 2004, and ending June 30, 2005, for the purpose of maintaining a One Stop partnership under the Workforce Investment Act (WIA) of 1998. The Interim Superintendent/ President of the District is hereby authorized to execute the agreement on behalf of the District. **Exhibit M-5**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE 2004/05 CHILD DEVELOPMENT AGREEMENT CONTRACT NUMBER: GCAM-4010, CAMPUS CHILD CARE, ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

MSC Chadwick, Nelson

**RESOLUTION 04-20793**

**BE IT RESOLVED** that the Governing Board hereby **approves** the Child Development Services agreement, Contract Number: GCAM-4010, Campus Child Care, between California Department of Education and Palomar Community College District, effective July 1, 2004, through June 30, 2005; and **accepts** funding in the amount of \$159,636 to subsidized child care for income qualifying Palomar College students at the San Marcos and Escondido Child Development Centers.

**BE IT FURTHER RESOLVED** that the Governing Board hereby **authorizes**, Joe Newmyer, Interim Vice President, Finance & Administrative Services, and Ken Jay, Director of Business Services, to sign contract documents of the California Department of Education – Child Development Services. **Exhibit M-6**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVE 2004/05 CHILD DEVELOPMENT AGREEMENT CONTRACT NUMBER: GPKR-3471, PRE-KINDERGARTEN RESOURCE, ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

MSC Chadwick, Nelson

#### **RESOLUTION 04-20794**

**BE IT RESOLVED** that the Governing Board hereby **approves** Child Development Services agreement, Contract Number: GPKR-3471, Pre-kindergarten Resource, between California Department of Education and Palomar Community College District, effective July 1, 2004, through June 30, 2005; and accepts funding in the amount of \$2402 for instructional materials to enhance the quality of the pre-school program.

**BE IT FURTHER RESOLVED** that the Governing Board hereby **authorizes**, Joe Newmyer, Interim Vice President, Finance & Administrative Services, and Ken Jay, Director of Business Services, to **sign** contract documents of the California Department of Education – Child Development Services. **Exhibit M-7**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **APPROVE RENEWAL OF MAINTENANCE AGREEMENT WITH BITCENTRAL FOR CCCSAT NETWORK**

MSC Chadwick, Evilsizer

The Governing Board hereby approves the renewal of a maintenance agreement with BitCentral to provide all labor, materials, tools, and utility services, including warranty and maintenance work for the California Community Colleges Satellite Network. (A joint project of the Palomar Community College District and the California Community College Chancellor's Office). The term of the agreement shall be for one year, effective July 1, 2004, through June 30, 2005, in the amount of \$82,237.00. Funds will be provided through the CCCSAT Maintenance Agreement account. **Exhibit M-8**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. **APPROVE RESOLUTION TO AUTHORIZE APPLICATION TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA, FOR A CERTIFICATE OF CONSENT TO SELF INSURE WORKERS' COMPENSATION LIABILITIES**

MSC Chadwick, McMullen

**RESOLUTION 04-20795**

**BE IT RESOLVED** that the Director, Business Services, and the Manager, Human Resources, are hereby severally authorized and empowered to make application to the Director of Industrial Relations, State of California, for a **Certificate of Consent to Self Insure** workers' compensation liabilities on behalf of the Palomar Community College District and to execute any and all documents required for such application.

I, Dr. Richard A. Jones, the undersigned Secretary to the Board of the said Palomar Community College District, a public educational institution, hereby certify that I am the Interim Superintendent/President of said public educational institution, that the foregoing is a full, true, and correct copy of the resolution passed by the Board at the meeting of said Board held on the day and at the place therein specified and that said resolution has never been revoked, rescinded, or set aside and is now in full force and effect.

**IN WITNESS WHEREOF:** I HAVE SIGNED MY NAME AND AFFIXED THE SEAL OF THIS public educational institution, this **thirteenth** day of **July, 2004**.

\_\_\_\_\_  
Dr. Richard A. Jones  
Secretary to the Board

**Exhibit M-9**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **APPROVE AGREEMENT WITH CONSTRUCTION INSPECTION SERVICES, AS DSA INSPECTOR OF RECORD ON THE HIGH-TECHNOLOGY LABORATORY/CLASSROOM BUILDING AND OTHER CONSTRUCTION PROJECT ON AN "AS NEEDED" BASIS**

MSC Chadwick, Nelson

The Governing Board hereby approves an **agreement** with Construction Inspection Services, Cardiff-by-the Sea, CA, as the District's appointed DSA (Division of State Architect) Inspector of Record on the construction of the High-Technology Laboratory/Classroom Building and on an "as needed" basis on other District projects. The agreement will be effective for an initial period of two (2) years, with an option to renew for an additional three (3) years, at a current hourly rate of \$75.00 per hour (prevailing wage) for inspection services. **Exhibit M-10**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **DECLARE COMPUTER EQUIPMENT SURPLUS AND AUTHORIZE LOCAL SALE**

MSC McMullen, Chadwick

The Governing Board hereby declares the computer equipment, identified in the attached memorandum as Exhibit M-11, and incorporated herein by this reference, surplus, and no longer needed for District use. The Governing Board hereby approves the computer equipment to be sold at a private sale, conducted by the Supervisor, Business, Mail Services, & Warehouse, in accordance with District Procedure 552 and CA Education Code, §81452. **Exhibit M-11**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

12. **APPROVE AND ACCEPT PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE HIGH TECHNOLOGY LABORATORY/CLASSROOM BUILDING**

MSC Chadwick, McMullen

**RESOLUTION 04-20796**

**WHEREAS** the plans and specifications dated April 1, 2003, and prepared by the Design Team of Marlene Imirzian & Associates, Burkett & Wong Engineers, Inc., Wallace, Roberts & Todd, Inc., Research Facilities Design, Inc., GEM Engineering, Inc., Syska Hennessy Group, Inc., and ARUP Acoustics for the design and construction of the High Technology Laboratory/Classroom Building (hereinafter called the "Project"), located on the San Marcos campus of the Palomar Community College District, are hereby approved and accepted by the Palomar Community College District, and the work of construction as detailed thereon shall be completed in accordance therewith.

**BE IT RESOLVED** that the Governing Board hereby authorizes Dr. Richard A. Jones, Interim Superintendent/ President of the Palomar Community College District, to execute the approval of plans and specifications for the Project on behalf of the Palomar Community College District as evidence of the approval and acceptance thereof by the Governing Board of the District. **Exhibit M-12**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

13. **REJECT CLAIMS**

MSC Chadwick, Evilsizer

The Governing Board of the Palomar Community College District hereby **rejects the claim** for damages filed by **Ms. Anne Voth** and refers it to the District's Claim Administrator for handling.

The Governing Board of the Palomar Community College District hereby **rejects the claim** for damages filed by James A. Greer, Esq., Greer and Associates, on behalf of his clients **Mr. and Mrs. William Nichols**, and refers it to the District's Claim Administrator for handling.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

**14. APPROVE AGENDA ITEMS FOR CONSIDERATION AT NEXT MEETING**

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

Dr. Nelson – Revise Superintendent/President hiring timeline

Ms. Chadwick – Update on proposed follow-up plan for Health Sciences Programs

Mr. McMullen – Release of Parity Funds

**P. ADJOURNMENT**

The meeting was adjourned at 8:37 p.m.