



GOVERNING BOARD AGENDA
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, NOVEMBER 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 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
I.	Action on Items Removed from Consent Calendar	14
J.	Reports from College Groups	14
K.	Comments from Other Individuals or Groups	14
L.	Unfinished Business	14
M.	New Business	14
N.	Closed Session	17
O.	Reconvene to Open Session	17
P.	Adjournment	17

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 CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.
5. Public Employment, pursuant to Government Code 54957.
6. Conference with Real Property Negotiator, pursuant to Government Code 54956.8. Property APNs as follows: 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.
7. Review of tort claim, pursuant to Government Code 54956.95.
8. Conference with Legal Counsel - Anticipated Litigation, pursuant to Government Code 54956.9.
9. Conference regarding Presidential selection process 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 Special Meeting of October 5, 2004, and the Regular Meeting of October 12, 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. Report on Emergency Response Procedures - Kelley Hudson Maclsaac
2. Report of Vice President for Instruction
 - a. Update on CCC-Confer Project – Blaine Morrow
 - b. Library Remodel supported by Foundation and President's Associates – Mark Vernoy
 - c. Update on Learning Outcomes Council – Barb Kelber

3. Report of Vice President for Student Services
4. Report of Vice President for Finance and Administrative Services
 - a. Oracle Acquisition of PeopleSoft - Don Sullins
5. 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 2004-2005 fiscal year budget:

Purchase Orders	0540163	through	0540204	\$ 196,449.35
Travel	0550019	through	0550034	\$ 3,866.22
Advertising/Increases	0560011	through	0560017	\$ 120,819.55
Employment Ads	0565003	through	0565008	\$ 15,875.00
Agreement/Services	0570306	through	0570393	\$ 1,120,127.96
Repairs	0575043	through	0575055	\$ 4,780.84
Agreement/Annual	0580122	through	0580142	\$ 73,875.30
Utilities	0595045	through	0595049	\$ 5,540.00
Library Orders	0525003	through	0525003	\$ 3,428.60
Procurement Card	Time Period: 09/23/04 – 10/22/04			\$ <u>135,535.58</u>
				\$ <u>1,680,298.40</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. HP Scanner 5370C, Serial #TW06P22623; Xerox Fax/Copier XE80, Serial #037051; and HP DeskJet 970CSE, Serial #US96LIK02B; Shamrock 15-inch Monitor SRC 1502, Serial #58TSB0310740; keyboards; and cable modem, donated by **Gil Jimenez**, 1185 Park Center Drive, Vista, California 92081. Total cash value as estimated by donor is \$460.00.
- b. Photographic Film Dryer, donated by **Jack Iskin**, 6063 Dassia Way, Oceanside, California 92056. Total cash value as estimated by donor is \$1,000.00.

TRAVEL

3. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **Mark Evilsizer**
Advanced Funds? Yes
For: Airfare, lodging, meals
To attend: Site Visit
Location: Eugene, OR
Date: October 25-26, 2004
Amount: \$817.00
Budget Acct. No.: 575200-11-213100-60100-10-2005-0000000
- b. **Mark Evilsizer**
Advanced Funds? Yes
For: Conference registration, mileage, and meals
To attend: CCLC
Location: Anaheim, CA
Date: November 17-20, 2004
Amount: \$786.25
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000
- c. **Michele Nelson**
Advanced Funds? Yes
For: Mileage
To attend: Site Visit
Location: Orange, CA
Date: October 21, 2004
Amount: \$61.13
Budget Acct. No.: 575200-11-213100-60100-10-2005-0000000
- d. **Michele Nelson**
Advanced Funds? Yes
For: Airfare, lodging, meals
To attend: Site Visit
Location: Eugene, OR
Date: October 25-26, 2004
Amount: \$856.86
Budget Acct. No.: 575200-11-213100-60100-10-2005-0000000
- e. **Richard Jones**
Advanced Funds? Yes
For: Conference registration and meals
To attend: CCLC
Location: Anaheim, CA
Date: November 18-21, 2004
Amount: \$707.25
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000

FISCAL SERVICES

4. RECOMMENDATION: ACTION – APPROVE THE QUARTERLY REPORT OF CHIEF FINANCIAL OFFICER REGARDING DISCLOSURE OF DISTRICT INVESTMENTS

The Governing Board hereby approves the **Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** as of September 30, 2004.
(EXHIBIT H-4)

5. **RECOMMENDATION: ACTION – APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT (CCFS-311Q)**

The Governing Board hereby approves the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending September 30, 2004.
EXHIBIT (H-5)

REPLACEMENT OF WARRANTS

6. **RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANTS**

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

- a. Warrant #76-126358, dated 3/13/04 in the amount of \$54.00 to Stephanie C. Loomis, 9035 Rohr Place, San Diego, CA 92123. Void due to stale dating.
- b. Warrant #76-112681, dated 9/15/03 in the amount of \$54.00 to Priscilla Divila, 890 Vine Street Apt. #5, Oceanside, CA 92054. Void due to stale dating.
- c. Warrant #76-124272, dated 2/5/04 in the amount of \$54.00 to Chad D. Eaton, 4665 Desmond Circle, Oceanside, CA 92056. Void due to stale dating.
- d. Warrant #76-125754, dated 3/4/04 in the amount of \$72.00 to Andrew Friend, 9461 West Lilac Road, Escondido, CA 92026. Void due to stale dating.
- e. Warrant #76-118279, dated 12/18/03 in the amount of \$72.00 to Omar Orendain, 1247 Maryland Drive, Vista, CA 92083. Void due to stale dating.

COMMUNITY DEVELOPMENT

7. **RECOMMENDATION: ACTION – APPROVE NEW COMMUNITY DEVELOPMENT CLASSES, AGREEMENTS, AND PERSONNEL**

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

Spring 2005

- a. **Presenter:** Pamela Begeal
Name of Class: Starting Your Own Pet Sitting Business
Effective: April 16, 2005
Instructor Rate: 30% of fees collected
Fee to Student: \$49
Terms: Minimum/maximum 10/50
- b. **Presenter:** Crystal Neels
Name of Class: The Secret of Power: A Life Changing Seminar for Women
Effective: April 23, 2005
Instructor Rate: 30% of fees collected
Fee to Student: \$69
Terms: Minimum/maximum 10/50

- c. **Presenter:** Linda Kurokawa
Name of Class: Trip to Walt Disney Concert Hall for a James Moody 80th Birthday Tribute and Concert
Effective: April 30, 2005
Instructor Rate: No fee
Fee to Student: \$119 - \$129
Terms: Minimum/maximum 25/45
- d. **Presenter:** Farheen Umar
Name of Class: Documentary Video Production
Effective: April 2, 2005
Instructor Rate: 30% of fees collected
Fee to Student: \$159
Terms: Minimum/maximum 8/16
- e. **Presenter:** Hal Betencourt
Name of Class: Drawing Perspectives for the Artist
Effective: April 2, 2005
Instructor Rate: 30% of fees collected
Fee to Student: \$39
Terms: Minimum/maximum 15/23
- f. **Presenter:** Lee Otsubo
Name of Class: How to Get the Most from Your Digital Camera
Effective: Feb. 12, 2005
Instructor Rate: No fee
Fee to Student: \$49
Terms: Minimum/maximum 15/30

PERSONNEL

8. RECOMMENDATION: ACTION - RATIFY CORRECTION TO ACADEMIC CONTRACT

The Governing Board ratifies the recommendation of the Interim Superintendent/President regarding the **correction** to the following **academic contract**:

- a. **Name:** **KARL E. SEILER**
Position: Assistant Professor, Physical Education/Head Women's Volleyball Coach
Department: Physical Education/Athletics
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: **C/8** **Salary:** **\$5,550.65/month**
% of Position: 100% **# of Mos:** 10
Effective: August 20, 2004
Account #: A-111000-367300-08350-0000000/75%
A-111000-431200-08350-0000000/25%

9. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board hereby approves the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **October, 2004, and short-term employees** for the month of **November, 2004. (EXHIBIT H-9)**

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

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 Fall 2004 and Spring 2005 (day and/or evening); said part-time faculty are not scheduled to teach more than a 60 percent load in a single semester:

FALL 2004

BUSINESS EDUCATION

Tristano, Angelo	Real Estate B.A., Psychology 2+ Years Experience	\$43.06
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ENGLISH

Rossiter, Nancy	English B.S., English M.A., Communication	\$44.12
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PUBLIC SAFETY

Lopez, Miguel	Fire Technology A.S., Fire Protection Technology B.S., Occupational Studies: Vocational Arts 2+ Years Experience	\$43.06
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SPRING 2005

BEHAVIORAL SCIENCES

Anderson, Ulla	Psychology A.A., Psychology B.A., Psychology M.A., Psychology	\$44.13
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CHEMISTRY

Duffy, Anne	Chemistry B.S., Chemistry M.S., Chemistry	\$44.13
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COUNSELING

Angeles, Miranda	Counseling B.A., Liberal Studies M.A., Counseling	\$44.13
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EARTH SCIENCE

Waterhouse, Tye	Oceanography B.S., Oceanography M.S., Marine Science	\$44.13
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ENGLISH

Aronson III, Henry	English M.S., Counseling M.A., English	\$46.90
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Diamond, Jennifer	English B.A., Literature and Writing M.A., Literature	\$44.13
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Harrison, Sharon	English B.A., Literature/Writing M.A., Literature & Writing Studies	\$44.13
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- d. Name: **THERESA M. LAMBERT**
Position: Senior Accounting Assistant
Department: Enrollment Services
Position #: 5728 New?: No
Remarks: Replacement for Francisca Limón de Gonzalez
Sal Grade/Stp: **20/1** Salary: **\$2,734.49/month**
% of Position: 100% # of Mos: 12
Effective: November 1, 2004
Account #: A-212200-552100-67200-0000000/100%
Normal work schedule: Monday–Thursday, 11:00 a.m.–8:00 p.m. and Friday,
8:00 a.m.–5:00 p.m. A 3% night differential will be paid for hours worked between
6:00 p.m. and 10:00 p.m.
- e. Name: **MEA M. DAUM**
Position: Marketing Services Coordinator
Department: Communications
Position #: 5849 New?: No
Remarks: Replacement for Barbara Anaya (position was Staff Assistant,
Grade 23; change to position approved 10/12/04); transfer for Ms. Daum.
Sal Grade/Stp: **25/11** Salary: **\$4,000.62/month**
% of Position: 100% # of Mos: 12
Effective: November 8, 2004
Account #: A-212200-212200-67120-0000000/100%
- f. Name: **KELLY A. LADENDORF BODEN**
Position: Instructional Support Assistant I
Department: Disability Resource Center
Position #: 6029 New?: No
Remarks: Replacement for Jeanne Thompson; funded – DSPS.
Sal Grade/Stp: **16/1** Salary: **\$1,115.78/month**
% of Position: 45% # of Mos: 10
Effective: November 10, 2004
Account #: K-212200-472100-64200-1612030/100%
- g. Name: **MARIA T. JOHNSON**
Position: Personnel Specialist
Department: Human Resource Services
Position #: 5023 New?: No
Remarks: Replacement for Helen Johnson
Sal Grade/Stp: **20/14** Salary: **\$3,650.19/month**
% of Position: 100% # of Mos: 10
Effective: November 10, 2004
Account #(s): A-212200-611100-66600-0000000/100%

12. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS

BE IT RESOLVED, That the Governing Board hereby ratifies the recommendation of the Interim Superintendent/President regarding the **reclassification** of the following classified **positions**:

- a. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Cristina Armenta
Position #: 5825 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/4** Salary: **\$3,166.58/month**
Account #: K-212200-441100-63200-1612120/100%
- b. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Ardith D. Burrows
Position #: 5840 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/7** Salary: **\$3,430.36/month**
Account #: A-212200-421100-62100-0000000/55%
 A-212200-424100-62100-0000000/45%
- c. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Lea M. Fugate
Position #: 5475 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/7** Salary: **\$3,430.36/month**
Account #: A-212200-421100-62100-0000000/100%
- d. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Linda C. Herritt
Position #: 5478 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/4** Salary: **\$3,166.58/month**
Account #: A-212200-421100-62100-0000000/100%
- e. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Angie N. Martinez-Heffner
Position #: 5481 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/5** Salary: **\$3,324.85/month**
Account #: A-212200-421100-62100-0000000/100%

- f. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Vandy K. McKnight
Position #: 5472 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/15** Salary: **\$3,686.61/month**
Account #: A-212200-421100-62100-0000000/100%
- g. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Leann S. Pell
Position #: 5700 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 80% # of Mos: 12
Sal Grade/Stp: **20/5** Salary: **\$2,659.88/month**
Account #: A-212200-422100-62100-0000000/50%
 J-212200-354300-60910-0000000/50%
- h. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Harrison R. Purcell
Position #: 6022 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/3** Salary: **\$3,013.34/month**
Account #: A-212200-424100-62100-0000000/45%
 A-212200-424100-62100-0611400/55%
- i. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Gloria Saltz
Position #: 5477 New?: No
Remarks: Position was Records Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/14** Salary: **\$3,650.19/month**
Account #: A-212200-421100-62100-0000000/100%
- j. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Pollyanna V. Shafer
Position #: 5473 New?: No
Remarks: Position was Records Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/4** Salary: **\$3,166.58/month**
Account #: K-212200-441100-63200-1612120/100%

- k. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Cindy L. Shand
Position #: 5474 New?: No
Remarks: Position was Records Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/25** Salary: **\$4,083.53/month**
Account #: A-212200-421100-62100-0000000/100%
- l. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Jane Stiles
Position #: 5476 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/7** Salary: **\$3,430.36/month**
Account #: A-212200-421100-62100-0000000/100%
- m. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Linda J. Stuart
Position #: 5480 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 50% # of Mos: 12
Sal Grade/Stp: **20/12** Salary: **\$1,789.29/month**
Account #: A-212200-421100-62100-0000000/100%
- n. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Adriana Velasco
Position #: 5483 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: September 1, 2004
% of position: 45% # of Mos: 12
Sal Grade/Stp: **20/2** Salary: **\$1,292.13/month**
Account #: A-212200-421100-62100-0000000/100%
- o. **Position:** **ENROLLMENT SERVICES SPECIALIST**
Department: Enrollment Services
Name: Vacant
Position #: 5479 New?: No
Remarks: Position was Admissions Assistant, Range 16
Effective: November 10, 2004
% of position: 100% # of Mos: 12
Sal Grade/Stp: **20/1** Salary: **\$2,734.49/month**
Account #: A-212200-421100-62100-0000000/100%

**Resumption of
REGULAR AGENDA**

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 - DESIGNATE DECEMBER 14, 2004, MEETING AS "ANNUAL ORGANIZATIONAL MEETING"**

The Governing Board of the Palomar Community College District hereby designates the Regular Meeting scheduled for **December 14, 2004, 7 p.m.**, as the "**Annual Organizational Meeting.**" The meeting is to be held in the Governing Board Room on the San Marcos Campus.

2. **RECOMMENDATION: ACTION – SCHEDULE CLOSED SESSION MEETINGS TO DEVELOP INTERVIEW QUESTIONS, INTERVIEW FINALISTS, AND DISCUSS NEW SUPERINTENDENT/PRESIDENT**

BE IT RESOLVED, That the Governing Board hereby schedules closed session meetings to develop interview questions, interview finalists, and discuss the new Superintendent/President.

3. **RECOMMENDATION: ACTION - REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board hereby ratifies and approves all contracts and agreements for the period September 1, 2004, through October 31, 2004, and entered into on behalf of the Palomar Community College District. **(EXHIBIT M-3)**

4. **RECOMMENDATION: ACTION - APPROVE 2004/05 CHILD DEVELOPMENT AGREEMENT CONTRACT NUMBER: FIMS-4540, INSTRUCTIONAL MATERIALS, ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

The Governing Board hereby approves Child Development Services agreement, Contract Number: FIMS-4540, Instructional Materials, between California Department of Education and Palomar Community College District, effective July 1, 2004, through June 30, 2005; and accepts funding in the amount not to exceed \$1,322.00 for instructional materials.

The Governing Board hereby authorizes Joe Newmyer, Interim Vice President, Finance & Administrative Services, and Ken Jay, Director, Business Services, to sign contract documents of the California Department of Education – Child Development Services. **(EXHIBIT M-4)**

5. **RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH FORESTER INSTITUTO INTERNACIONAL, TO CONDUCT A STUDY ABROAD PROGRAM IN SAN JOSE, COSTA RICA**

The Governing Board hereby approves an agreement between the Palomar Community College District and Forester Instituto Internacional, San Jose, Costa Rica, for the purpose of allowing the District's Foreign Languages Department to conduct a Study Abroad Program in San Jose, Costa Rica, from January 1, 2005, through January 16, 2005. Classes will be offered in Spanish 50, 105, 106, 115, 116, 205, 206, 215, 216, 235, and 296. In addition to the program price, program participants will be responsible for arranging and paying all fees including transportation, housing, insurance, books, materials and personal expenses. **(EXHIBIT M-5)**

6. **RECOMMENDATION: ACTION – AUTHORIZATION TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON CONSTRUCTION PROJECTS DURING THE SEMESTER BREAK**

The Governing Board hereby authorizes Joseph Newmyer, Interim Vice President, Finance and Administrative Services, or Ken Jay, Director, Business Services, to execute contracts within the limits of available funding to the lowest responsive bidders for the electrical upgrade at the Escondido Center, and the sewer-line replacement project at the Student Services Center and D-Building on the San Marcos campus. These projects will be competitively bid; work and completion of the construction projects shall be during semester break, December 19, 2004–January 17, 2005. **(EXHIBIT M-6)**

7. **RECOMMENDATION: ACTION - APPROVE INSURANCE POLICY AND AUTHORIZE PREMIUM PAYMENT TO KEENAN & ASSOCIATES FOR OWNER CONTROLLED INSURANCE FOR THE CONSTRUCTION OF THE HIGH-TECHNOLOGY LABORATORY/ CLASSROOM BUILDING**

The Governing Board hereby approves the insurance policy administered by Keenan & Associates, Torrance, California, for the District to implement an Owner Controlled Insurance Program (OCIP), provided by the Statewide Educational Wrap Up Insurance Program Joint Powers Authority (SEWUP) on the construction of the High-Technology Laboratory/Classroom Building.

The Governing Board hereby authorizes payment to Keenan & Associates in the amount of one million three hundred thirty-four thousand eight hundred thirty seven dollars (\$1,334,837.00). The premium includes coverage for the length of the construction project, which is estimated from November 1, 2004, through December 31, 2006, and provides workers' compensation, general liability, contractor's pollution liability, and builder's risk insurance for all contractors on the project. **(EXHIBIT M-7)**

8. **RECOMMENDATION: ACTION – APPROVE/RATIFY MEMORANDUM OF UNDERSTANDING FOR FISCAL YEAR 2004-2005 WITH THE SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR R.O.P. PROGRAMS AND SERVICES FUNDED BY THE CARL D. PERKINS VOCATIONAL AND TECHNICAL EDUCATION ACT OF 1998**

The Governing Board hereby approves the Memorandum of Understanding (MOU) for period July 1, 2004, through June 30, 2005, between the San Diego County Superintendent of Schools and Palomar Community College District for Fiscal Year 2004-2005, pursuant to which ROP programs and services will be provided by the District and funded through the County under the Carl D. Perkins Vocational and Technical Education Act of 1998. Funding for the period of July 1, 2004, through June 30, 2005, shall be \$82,777.00. **(EXHIBIT M-8)**

9. **RECOMMENDATION: ACTION - APPROVE RESOLUTION AUTHORIZING PARTICIPATION IN THE SAN DIEGO COUNTY OFFICE OF EDUCATION FRINGE BENEFIT CONSORTIUM 457/403(b) PLAN**

WHEREAS, it is determined to be in the best interest of the Palomar Community College District (Palomar College) and employees to allow them to enhance their retirement through a District sponsored plan; and

WHEREAS, Palomar College has made such a plan available to its employees; and

WHEREAS, it is intended that such a plan comply with the requirements IRC Section 457/403(b) Plan to its employees;

NOW THEREFORE BE IT RESOLVED, That the San Diego County Schools Fringe Benefits Consortium 457(b)/403(b) Plan is approved and adopted by the Palomar Community College District and that the Superintendent/President's designee is authorized and directed to act on behalf of the District in all matters pertaining to the plan.

10. **RECOMMENDATION: ACTION – EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(c) of the California Education Code, the Governing Board hereby finds that the absence of **Ralph Jensen** from the Governing Board Meeting held **September 14, 2004**, is **excused** due to illness.

11. **RECOMMENDATION: ACTION – EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(c) of the California Education Code, the Governing Board hereby finds that the absence of **Ralph Jensen** from the Governing Board Special Meeting held **October 5, 2004**, is **excused** due to illness.

12. **RECOMMENDATION: ACTION - APPROVE RESOLUTION OF APPRECIATION TO GOVERNING BOARD TRUSTEE**

BE IT RESOLVED, That the members of the Governing Board of the Palomar Community College District do hereby express their **sincere appreciation** to **RALPH G. JENSEN**, who has served as a **Governing Board Trustee** from 1993 through 2004, and who, throughout his tenure in office, has rendered **outstanding service** and provided **responsible leadership**, and who, as a result, has accomplished a great deal for the betterment of the students, staff, and the entire community of Palomar College.

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

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

N. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code 54957.6.
5. Public Employment, pursuant to Government Code 54957.
6. Conference with Real Property Negotiator, pursuant to Government Code 54956.8. Property APNs as follows: 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.
7. Review of tort claim, pursuant to Government Code 54956.95.
8. Conference with Legal Counsel - Anticipated Litigation, pursuant to Government Code 54956.9.
9. Conference regarding Presidential selection process pursuant to Government Code 54957.6.

O. RECONVENE TO OPEN SESSION

P. ADJOURNMENT