



**GOVERNING BOARD MINUTES**  
**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 P.M. (OPEN SESSION)**

**A. CALL TO ORDER**

Mr. 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  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
MARK R. EVILSIZER, M.A., TRUSTEE  
DARRELL L. McMULLEN, M.B.A., TRUSTEE  
PAUL CHARAS, STUDENT TRUSTEE

**TRUSTEES ABSENT:**

MICHELE T. NELSON, PH.D., VICE PRESIDENT

**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., 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 6:01 p.m., to discuss:

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.

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**

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  
Norma Bean, President, Administrative Association; Director, Business Services  
Barbara Kelber, President, The Faculty; Associate Professor, English  
Becky McCluskey, President, CCE/AFT; Accounting Technician, Fiscal Services, Escondido Center  
Julie Ivey, Co-President, PFF/AFT; Part-Time Faculty, English  
Josie Silva, Executive Assistant, Superintendent/Governing Board  
Katie Townsend-Merino, President, Faculty Senate; Associate Professor, Behavioral Sciences

**GUESTS:**

Others present are listed on the sign-in sheets.

**QUORUM ESTABLISHED**

Following the pledge of allegiance to the flag, Mr. Jensen declared a quorum present, and the meeting proceeded with the order of business.

A TAPED RECORD OF THE PROCEEDINGS OF THIS MEETING IS ON FILE IN THE PRESIDENT'S OFFICE FOR ONE YEAR.

**C. APPROVAL OF MINUTES**

MSC Evilsizer, McMullen

The Governing Board hereby approves the Minutes of the Special Meeting of October 5, 2004, with the following correction:

Rocco Versaci, *Ph.D.*, Professor, English

The Vote: 3 Ayes; 1 Abstention  
Student Trustee Advisory Vote: Aye

MSC Evilsizer, McMullen

The Governing Board hereby approves the Minutes of the Regular Meeting of October 12, 2004.

The Vote: 3 Ayes; 1 Abstention  
Student Trustee Advisory Vote: Aye

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

At this time Ms. Nancy Chadwick motioned to move item M.12. brought forward for action.  
Motion was carried.

**M. NEW BUSINESS**

**12. APPROVE RESOLUTION OF APPRECIATION TO GOVERNING BOARD TRUSTEE**

MSC Chadwick, McMullen

**RESOLUTION NO. 04-20803**

**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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

**Mr. Ralph Jensen gave the following report:**

I want to thank everyone for their well wishes during my illness. I still have a hole in my stomach, but it is healing up. I have been falling asleep every night by 8:00 p.m., so I am going to turn the reigns of this meeting over to our Secretary, Nancy Chadwick, shortly. It's been twelve years and it's kind of ironic that it is sixty years to the day after I was born that I lost my first election. It goes back to the years of Cub Scouts and high school and what not. Anyway, maybe it is a good thing, my mother tells me that I was born on the day that FDR was elected his fourth term, and of course we all know he died shortly thereafter, so maybe it is a good thing. In the twelve years, I have seen the College make a lot of progress. We remained as you know one of the top three in the nation. It has been a pleasure working with you and I leave with just one thought, it's a question posed by St. Thomas Aquinas: "Why does truth engender hatred?" With that I turn the meeting over to Nancy Chadwick.

Mr. Jensen left the meeting at this time due to illness. Ms. Nancy Chadwick chaired the meeting from this point forward.

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

**Mr. Mark Evilsizer gave the following report:**

I wanted to comment that the forums that we had for Bob Deegan and Richard Jarvis were held on a couple of rainy days. I was a little disappointed at the number of people that showed up for the forums. I was hoping that more students and employees of the College would have come to those forums to hear first-hand and to ask questions directly to the candidates. However, their forums were recorded and are viewable on the website so I encourage everyone to check those out; and also share your observations by email so that the Board can hear from you. I really want

to hear from everybody on campus that has something to say about the candidates. Please share your thoughts and observations with us.

I was also fortunate enough to go on two site visits, one to Santiago Canyon College in Orange, and one to the University of Oregon. Trustee Nelson went along, as well as the two co-chairs for the search committee. I can't wait to share all of the notes that I took at both sites and I know we are going to have some interesting discussions, that's why I want everyone to weigh in on the presidential candidates so we can make the best decision.

I also attended a toy drive the Mecha students were having last Friday. When we walked in, there was a rock group, the band members were about 13-14 years old, they called themselves the Fijis and they really rocked, they were excellent! I hope I run across them in the future and maybe dance to their music next time I see them.

Last night I, along with Dr. Jones, attended the CA Community Colleges Board of Governors meeting held at Southwestern College. We got there early enough to take in the final closing minutes of that session prior to the dinner meeting. There were some interesting statistics that were shared when we walked in there, the CA community colleges lost over 200,000 students this year. We don't know if that's due to fee increases or what factors were involved, but that was definitely one of the data shown. There was an increase in the Asian and Hispanic populations; there was a decrease in the overall number of sections offered statewide in computer sciences/computer technology area. I don't know if that is a result of the .com bubble bursting or what, but those were some interesting statistics that were shared with us.

Congratulations on the re-election of Trustees McMullen, Chadwick, and Dr. Ruth Larson who will be taking Oath of Office next month. Congratulations to all of our victors.

**Mr. Darrell McMullen gave the following report:**

I would like to reiterate congratulations. I look forward to the next four years of getting the work done for the benefit of Palomar College and having it continue being one of the top Vanguard colleges in the nation. I already gave my personal congratulations to Ruth Larson and am looking forward to working with her.

I did have one item I want to bring forth. The actual final numbers came out on the spread of the 80 million dollars equalization. In the case of Palomar College, it is \$2,148,719. The interesting thing is that equalization still has us ranked 63<sup>rd</sup> in the State, so it has brought us up closer to the 90<sup>th</sup> percentile. (At this point Ms. Chadwick pointed out that Palomar was 63 out of 72 districts.) The point is that it backs us up from where we were, but it still does not solve the problem completely. To bring you up to date, and this is good news, the California Academic Senate unanimously adopted a resolution to support continuation of funding for equalization for 05-06 and 06-07 to bring all Districts to the 90<sup>th</sup> percentile. In addition, the Board of Governors will consider a proposed system budget at its November 8<sup>th</sup> meeting that will include the 80 million dollars for equalization. The fight will still be on and one thing they are suggesting is to thank your legislators, thank the Governor, and thank whomever because we don't want to sound like we are not appreciative. However, I don't think we're through at SDICCCA. We're not going to be through until we bring our funding up to the 100 percentile. We will keep after it because what's fair is fair, and we should get the same full time equivalency dollars per student as any other community college in California. We will keep after it and the attitude is that it is going to happen at some point, but it will just takes perseverance.

**Mr. Paul Charas:**

No Report

**Ms. Nancy Chadwick gave the following report:**

I attended the forums for both of the candidate finalists for Superintendent/President. I was very happy that lots of people were able to take time out to come by to listen. I think we had good sessions which are available for viewing. You can download them on your computers as well. I would like to reiterate Trustee Evilsizer's remarks about getting your comments in. It is very important. I'm hoping that everybody knows that email addresses exist for each candidate. We need as much feedback as possible. You are our really most important consultation. We want your consultation. I hope you can give it to us. Thank you so much.

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

**Dr. Jones gave the following report:**

This is going to be a very pleasant evening of very interesting reports. We are going to start by talking about the new science building and the groundbreaking. Dean Thompson, will you please update us on that?

At this time, Dean Thompson stated that the construction of the new science building is about to begin. The groundbreaking ceremony will be held on December 3, 2004, at 12:00 noon, near the Friendship Pavilion. Invitations will be sent out to all employees, students, Governing Board members, Foundation members, as well as all elective officials that represent San Marcos and Palomar at any level. She looks forward to the completion of this structure within a couple of years.

Dr. Jones continued:

We have a month left for the advertising of the position of the Director of Development and Governmental Relations/Executive Director For The Foundation. We have advertised in a number of publications, including the Chronicle of Philanthropy, which has a large number of advertisements for similar types of jobs where people in the non-profit sector go to research jobs.

I want to talk about what happened a couple of weeks ago. We lost power on a Wednesday morning at around 11:00 a.m. A number of events occurred from that outage. After communicating with Mike Ellis, who was in communication with SDG&E, he was told they could not look at this problem until after 2:00 p.m. So, I closed the College until 5:00 p.m. hoping three hours was sufficient to get the problem fixed. As it turned out, SDG&E fixed the problem shortly thereafter. This outage brought up a number of questions about what we are to do when something like this happens. What are we going to do about it? The following night, the power goes out again, this time it was dark, and this time the telephone system went out. Our Evening Administrator was unable for a long period of time to get in contact with the Police. It was a very complicated issue. What we have started now is a whole new approach to a number of issues. The people who have been serving as evening administrators will also include other members of the management group who will be drafted to this service. I have asked each person who has served in that role to turn in a list of concerns and we will then create a manual addressing these issues for the evening administrators. The other matter in process is what to do about safety, what procedures do we follow to evacuate or depart the campus? The Safety Committee has been hard at work with that and I'm going to ask Kelly Hudson Mac Isaac to bring you up to date on where we are with that manual.

1. Report on Emergency Response Procedures

Ms. Kelley Hudson Mac Isaac gave a report on the incidents that occurred due to the power outage. She summarized the problems that were encountered and stated that the Safety Committee is currently reviewing the current practices and procedures and will be making its recommendations soon. Ms. Hudson Mac Isaac is hopeful the procedures and training will be in place before the new President begins.

At this point Mr. Evilsizer requested the following information: 1) How many police officers were on duty that Wednesday during the day and Thursday evening? 2) How many CSO's were available to assist on those two days? 3) How many automobiles were evacuated off campus during the peak period? 4) How long did it take to evacuate campus? 5) How long did it take to lock down buildings? 6) How would emergency vehicles be allowed entry into the campus for medical emergencies during an evacuation?

2. Report of Vice President for Instruction

Ms. Cuaron gave the following report:

I want to share with you a plaque that was presented to our Emergency Medical Education Program and Director, Debbie Moffat. It is a community service award from the North County Fire Protection District to Palomar College for our contribution to the development of the District's Emergency Medical Education Program. It is signed by Fire Chief William R. Metcalf.

During my absence, Dean Sara Thompson and Dean Wilma Owens convened the second meeting of the health related career programs on October 21. They continued to have some very good dialogue with the department chairs, faculty, and program directors as to directions that would ensure growth as well as consolidation and collaboration of those programs. We are continuing those discussions and looking for ways to strengthen program areas wherever we can, to consider reorganization as well as some sharing of resources, and how they can really work together reaching out to the community for their clinical needs. We will continue these discussions. The group has worked very well, have a lot of ideas and brainstorming, and there's a real interest to work together. A lot of discussion is still needed before any recommendations are made, and, of course, funding considerations will come along with any recommendations.

In response to Trustee Evilsizer's request at the last Board meeting regarding trends in our vocational programs, Dean Wilma Owens, Michelle Barton, and I met on November 4<sup>th</sup>. We have some tentative data that we will pull together that will focus on the number of sections in all of our vocational programs, enrollment, the types of FTES that has been generated, and number of certificates and degrees that have been awarded. In this report we will also include some data regarding our contract education efforts and reaching out to the workforce community as well. We will bring this report to the December meeting for you.

Lastly, our Forensics Team students continue to make us very proud. I have a report from professor Dewi Hokett, who states that the Forensics Team received many individual and team awards at recent events. The team has been busy during the month of October and competed in three invitational competitions: Placed first as a community college sweepstakes campus in the Norene Hokett invitational. On October 16 and 17, at the Cougar Invitational at Azusa Pacific University, out of 36 schools and 19 community colleges, we placed first in the community college division. On October 30 and 31, in Pasadena City College, in the Lancer Invitational, again competing against nine schools we placed second in community college sweepstakes. Our efforts with our students in Forensics continues to be very positive and very rewarding, not only for our students, but for the faculty members as well and I wanted to acknowledge them.

Moving on to our formal reports, we are in our fourth year of our CCC Confer Project. As you know, it is a state project where we are providing very specialized technology to support meetings and programs up and down the state. I have invited the Director of the project, Blaine Morrow, to present to you a status report on some very positive things we are doing in particular to support instruction with the funding that this project has provided for Palomar.

a. Update on CCC-Confer Project

Mr. Morrow gave a PowerPoint presentation on the status of the CCC Confer Project.

b. Library Remodel supported by Foundation and President's Associates

Dr. Mark Vernoy explained the floor plans of the current set up of the library and the remodeling plans of the first and second floor of the library that will be completed within the next six months.

c. Update on Learning Outcomes Council

Dr. Barbara Kelber, Co-Chair of the Learning Outcomes Coordinating Council, gave a progress report on the activities of the Learning Outcomes Committee.

3. Report of Vice President for Student Services

Mr. Joe Madrigal reminded the Board that the Dedication of the Veterans' Memorial Plaque will be held on Thursday, November 11, 2004. He stated it will be a memorable event and all are welcome to attend.

4. Report of Vice President for Finance and Administrative Services

Mr. Newmyer introduced Ms. Don Sullins, Information Services Consultant.

a. Oracle Acquisition of PeopleSoft

At the request of Trustee Chadwick, Mr. Don Sullins briefed the Board on the current status of the Oracle acquisition of PeopleSoft.

At the conclusion of Mr. Sullins' report, Mr. Joe Newmyer gave an update on the construction of the Police Department building. He mentioned that the bankruptcy of the construction company set back the completion date of the building, but those details are currently being worked out. He also reviewed the Federal grant guidelines and funding for the Police Department.

5. Report of Vice President for Human Resource Services - No report

**CONSENT CALENDAR**

**H. CONSENT CALENDAR**

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

MSC McMullen, Evilsizer

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>

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**2. ACCEPT GIFTS**

MSC McMullen, Evilsizer

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**3. APPROVE TRAVEL EXPENSES**

MSC McMullen, Evilsizer

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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **APPROVE THE QUARTERLY REPORT OF CHIEF FINANCIAL OFFICER REGARDING DISCLOSURE OF DISTRICT INVESTMENTS**

MSC McMullen, Evilsizer

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC McMullen, Evilsizer

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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **APPROVE DRAWING NEW WARRANTS**

MSC McMullen, Evilsizer

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVE NEW COMMUNITY DEVELOPMENT CLASSES, AGREEMENTS, AND PERSONNEL**

MSC McMullen, Evilsizer

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 80<sup>th</sup> 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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**8. RATIFY CORRECTION TO ACADEMIC CONTRACT**

MSC McMullen, Evilsizer

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%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**9. APPROVE PERSONNEL ACTIONS/HISTORY**

MSC McMullen, Evilsizer

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC McMullen, Evilsizer

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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**PHYSICAL EDUCATION**

Adams, Benjamin	Physical Education A.A., Arts & Science B.S., Physical Education/Health M.A., Physical Education	\$44.13
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The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**11. RATIFY CLASSIFIED EMPLOYMENT**

MSC McMullen, Evilsizer

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

- a. Name: **DAVID A. WILLIAMS**  
Position: Custodian I  
Department: Facilities/Custodial Services  
Position #: 5666 New?: No  
Remarks: Replacement for Emmett Logan  
Sal Grade/Stp: **8/1** Salary: **\$2,041.15/month**  
% of Position: 100% # of Mos: 12  
Effective: October 24, 2004  
Account #: A-212200-542200-65300-0000000/100%  
Normal work schedule: Monday–Thursday, 10:00 p.m.–6:30 a.m.; Sunday, 4:00 p.m.–12:30 a.m. A 3% night differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 5% night differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- b. Name: **GLORIA J. HILSTAD**  
Position: Custodian I  
Department: Facilities/Custodial Services  
Position #: 6305 New?: Yes  
Remarks: Position approved August 10, 2004  
Sal Grade/Stp: **8/1** Salary: **\$2,041.15/month**  
% of Position: 100% # of Mos: 12  
Effective: October 31, 2004  
Account #: A-212200-542200-65300-0000000/100%  
Normal work schedule: Monday–Thursday, 10:00 p.m.–6:30 a.m.; Sunday, 4:00 p.m.–12:30 a.m. A 3% night differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 5% night differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- c. Name: **JANIEN A. LAU-THOMPSON**  
Position: Systems Module Functional Specialist  
Department: Payroll Services  
Position #: 6293 New?: Yes  
Remarks: Position approved 10/12/04; promotion for Ms. Lau-Thompson.  
Sal Grade/Stp: **39/2** Salary: **\$4,563.35/month**  
% of Position: 100% # of Mos: 12  
Effective: October 20, 2004  
Account #: A-212200-559100-67310-0000000/100%
- 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%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**12. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS**

MSC McMullen, Evilsizer

**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%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**13. RATIFY CHANGE TO CLASSIFIED POSITION**

MSC McMullen, Evilsizer

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

- a. Position: **Enrollment Services Specialist**  
Name: Adriana Velazco Saldivar  
Department: Enrollment Services, Escondido Center  
Position #: 5483 New?: No  
Remarks: Position was 45%; funded–15% Transcript Fees and 55% BFAP  
Sal Grade/Stp: **20/2** Salary: **\$2,871.40**  
% of Position: 100% # Mos: 12  
Effective: November 10, 2004  
Account #: A-212200-421100-62100-0000000/30%  
A-212200-422200-62100-0811650/15%  
A-212200-475100-64600-0811010/55%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**14. RATIFY LEAVES OF ABSENCE**

MSC McMullen, Evilsizer

- a. The Governing Board hereby ratifies the recommendation of the Interim Superintendent/President granting a **100% Personal Leave of Absence without pay and with no effect on benefits**, effective January 18, 2005, through May 20, 2005, to **Daniel K. Clegg**, Associate Professor, Mathematics Department.
- 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 October 3, 2004, through January 1, 2005, to **Gilda D. Williamson**, Maintenance Painter, Building Services Department.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**15. INFORMATION - RETIREMENTS**

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

- a. **Agaton E. Mateo**, Instructional Support Assistant IV, Chemistry Department, effective January 1, 2005.

On Behalf of the Governing Board of the Palomar Community College District, the following retirement has been accepted by Dr. Richard A. Jones, Interim Superintendent/President, as authorized by the Governing Board, under Group III:

- a. **Terri L. Canela**, Staff Assistant, Professional Development, effective October 23, 2004.

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**

There were no items removed from the Consent Calendar.

**J. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION**

Report of the Faculty Senate

Katie Townsend-Merino gave the following report:

I wanted to just let you know that we finished seating the rest of the senators on our current Faculty Senate. We had an orientation to discuss with them the role of the Faculty Senate at Palomar and to have the new senators to especially understand where our power as a Senate comes from in terms of Ed Code and Title 5. We did some team building and we ate dinner together.

I, along with Teresa Laughlin and Maria Miller, attended the Statewide Academic Senate where I DID vote for all resolutions for money from the State. Interestingly, at this Fall Plenary session the discussion about the new accreditation standards really dominated much of what was happening at the Senate. We heard from Roger Bowen, of the American Association of University Professors, who urges faculty to be vigilant in protecting academic freedom from the increase in political assault on faculty and classroom speech. The AAUP is the guardian of the principle that faculty set curriculum, we hire colleagues, and we set academic standards. I actually went to a workshop that discussed the political process behind the California Performance Review. That was really fascinating, and I learned the status of most of the recent recommendations involving our system, some of which are still being evaluated. The Senate is watching this; I'm sure the CCLC system is watching this as well. We heard from a fiery, dynamic and forceful Mark Drummond, the Chancellor of the CA Community College System, who discussed the impact of the "insidious conservative agenda" on higher education. He reminded us that the non-affordability of college in California is elitist, and that balancing the budget by excluding folks from higher education (the 200,000 people that you discussed earlier) was both elitist and exclusionary. I think that all leads to my thanking Barb Kelber, Berta Cuaron, and the entire Learning Outcomes Team for their work. Their task is really made more difficult by the fact that they intend for it to be meaningful. It would be really easy to take a reductive approach as other people have and I think their dedication to working together and not doing that (as we reject that reductive approach) what I think will happen is that Palomar will be setting the standard for how this should be done. I think it is going to take us a little more time and I think people are already looking to us. They are thrilled with the way we have set up our Council, the way we have the multi-constituency group, the way we have the Senate involved with that, and I trust that

the conversation that is happening now, the information that is gathered, and the emphasis on preservation will really lead us to the forefront, not just in California, but perhaps nationally as well. So thank you for the work you are doing.

2. **INFORMATION**

**Report of the Palomar Faculty Federation**

Julie Ivey gave the following report:

I realize that the word “soon” is relative in consideration of negotiations, but we have been stepping up the pace and the District and PFF have been negotiating more often. It is possible that we’ll have a contract that is favorable to all faculty, possibly within the next couple of months.

3. **INFORMATION**

**Report of The Faculty**

Barbara Kelber gave the following report:

The Faculty is having a meeting tomorrow, so this will be brief. The one thing that I want to say is to look at this fabulous spring schedule. I really want to commend the people who designed it, I think it is lovely, and people will certainly pick it up to look at it. It never ceases to amaze me how many classes are being taught on this campus, thanks to our full time faculty, and a big thanks to our adjunct faculty, who teach so many of these classes. This schedule represents a lot of learning, education, with students at the center, as well as all of the people who send it out.

4. **INFORMATION**

**Report of the Administrative Association**

Norma Bean gave the following report:

It is my pleasure on behalf of the Administrative Association to congratulate the incumbent trustees, Trustee Chadwick and Trustee McMullen. I would also like to publicly recognize and thank Trustee Jensen for his years of service.

5. **INFORMATION**

**Report of the Confidential and Supervisory Team**

Jenny Akins gave the following report:

Cast would like to extend their congratulations to you as well.

6. **INFORMATION**

**Report of the CCE/AFT**

Becky McCluskey gave the following report:

We would also like to congratulate you both as well.

7. **INFORMATION**

**Report of the Associated Student Government**

Paul Charas gave the following report:

I would also like to congratulate you. ASG are moving right along, we are adding members weekly it seems and the new process is serving well, it is working better than expected. We are going to have eleven members as of this month. Our shared governance is finally getting rolling. It's kind of tough with school and schedules, and to get everybody assigned to a committee. We did have a retreat about a month ago where we all got together and everybody learned what their goal is in shared governance.

The Escondido Center is always continuing, hopefully we'll get that done, I want to say in the next couple of months. We have already received some donations in terms of paint, sand, and those kinds of things for the child development center.

I was also fortunate enough to attend the Phi Beta Kappa Leadership Conference which was in San Diego at the Holiday Inn By The Bay. At the next meeting I will explain exactly what Phi Beta Kappa is; it is a great group that does a lot for students.

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

1. Shannon Lienhart – I would like to have an agenda item at the next Board meeting.

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

M. **NEW BUSINESS**

1. **DESIGNATE DECEMBER 14, 2004, MEETING AS “ANNUAL ORGANIZATIONAL MEETING”**

MSC McMullen, Evilsizer

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC McMullen, Evilsizer

The Governing Board hereby schedules special meetings on December 6, 2004, and December 7, 2004, to administer Oath of Office and schedule closed session meetings to develop interview questions, interview finalists, and discuss the new Superintendent/President.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC McMullen, Evilsizer

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **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**

MSC Evilsizer, McMullen

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC Evilsizer, McMullen

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **AUTHORIZE TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON CONSTRUCTION PROJECTS DURING THE SEMESTER BREAK**

MSC McMullen, Evilsizer

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC McMullen, Evilsizer

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **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**

MSC McMullen, Evilsizer

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)**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC Evilsizer, McMullen

**RESOLUTION NO. 04-20802**

**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.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

10. **EXCUSE ABSENCE OF TRUSTEE**

MSC McMullen Evilsizer

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.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

11. **EXCUSE ABSENCE OF TRUSTEE**

MSC McMullen, Evilsizer

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.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

12. Item moved to section D.

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

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

Ms. Chadwick called on Shannon Lienhart regarding her request. Shannon Lienhart stated the following, "I want to include an item about a report that was filed by a consultant of PPL, and I would like that to be considered. I know that some of the interim contracts are up for renewal and I would just like for you guys to hear the agenda item prior to renewing the contract. Also, this item is on behalf of Dr. Finkenthal, he couldn't be here tonight so he asked me to bring this forward."

Nancy Chadwick requested the following report:

- The most recent report from the Chancellor's Office regarding new and used textbooks.

The meeting was adjourned at 9:28 p.m.