



GOVERNING BOARD MINUTES
REGULAR MEETING, GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
COLLEGE CAMPUS
SAN MARCOS, CALIFORNIA
TUESDAY, FEBRUARY 8, 2005
6:00 P.M. (CLOSED SESSION) 7 P.M. (OPEN SESSION)

A. CALL TO ORDER

Nancy Chadwick, 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:

NANCY C. CHADWICK, M.S.W., M.P.A., PRESIDENT
MICHELE T. NELSON, PH.D., VICE PRESIDENT
MARK R. EVILSIZER, M.A., SECRETARY
RUTH LARSON, M.D., TRUSTEE
DARRELL L. McMULLEN, M.B.A., TRUSTEE
PAUL CHARAS, STUDENT TRUSTEE

EXECUTIVE ADMINISTRATORS PRESENT:

Robert P. Deegan, 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 6:00 p.m., to discuss:

2. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
3. 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.
4. Conference with Legal Counsel - Pending Litigation, pursuant to Government Code 54956.9. Name of Case: Voth vs. Palomar Community College District; Superior Court, North County Judicial District
1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.

BBB. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 7 p.m. There was no reportable action taken during Closed Session.

STAFF PRESENT:

Jenny Akins, President, Confidential and Supervisory Team; Supervisor, Purchasing Services
Ken Jay, President, Administrative Association; Director, Business Services
Teresa Luaghlin, 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
Rocco Versaci, Co-President, PFF/AFT; Associate Professor, English

GUESTS:

Others present are listed on the sign-in sheets.

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Ms. Chadwick 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 FROM THE MEETING DATE.

C. APPROVAL OF MINUTES

MSC Evilsizer, McMullen

The Governing Board hereby approves the Minutes of the Regular Meeting of January 11, 2005.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

The following changes to the agenda were reported

1. Salary information was corrected on Item H.17.a. as follows:
Grade Step: **30/2** Salary: **\$3,665.25/month**
2. Resolution on agenda was corrected on Item **M.5**. Change was due to revised language.
3. Item M.6. was removed from agenda.
4. Item M.12.c. was removed from agenda.
5. Item M.13. was removed from agenda.

E. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Nancy Chadwick welcomed everyone. She reported that she attended the Community College League of California Conference in Sacramento. She participated in the Chair Workshop and the legislative conference. The legislative conference provided an opportunity for trustees to hear legislators talk about the current budget. She expressed her concern regarding equalization issues, which for Palomar would mean several more million dollars. She said the Underfunded District Caucus met with a number of legislators and their staff, and it was apparent that no one was going to be marching in and insist that the 80 million be put back in the budget. The legislators were interested in knowing what other people thought about how it was going to be funded, and based on the conversations that she heard it may mean loosening the strings of Prop 98. Ms. Chadwick further commented that we may have to look at parts of the COLA and parts of the growth in terms of coming up with the 80 million dollars. She encouraged everyone to talk to the legislators and mention these things because it is important for them to hear from us. One of the biggest supporters was Senator Ducheny, who is from this area and has been very helpful. Ms. Chadwick stated that from the time the budget is first announced in January, lots of wars go on between now and whenever we get this budget signed in the middle of June, it starts out and ends up totally different. The difference is us, she stated, so we all have to work together on this issue.

Ms. Chadwick reported on her attendance at the paramedic graduation this past week. She expressed her admiration at the commitment of these students.

F. REPORTS OF THE GOVERNING BOARD MEMBERS

Trustee Mark Evilsizer reported that he was invited and attended the Adjunct Faculty Plenary Session. He said it was nice to see adjunct faculty members getting together before the new semester and being addressed by our parting president, Dr. Jones, and our new president, President Deegan. He said he was also invited by Julie Ivey to attend a breakout session. In January he was able to introduce President Deegan to Captain Kenneth Quaco, who is the captain of the San Marcos Sheriffs Station, and toured their facilities and the Public Safety facilities that are part of Palomar College Fire and Police Academies.

Trustee Evilsizer also attended the Palomar College Foundation kickoff at the Edwards Theatres in San Marcos. He said it was another opportunity to introduce our new president to another group of people who are very tied into Palomar College and believe in our mission.

Trustee Evilsizer also reported that he attended the Community College League of California Conference in Sacramento with all of the trustees. He mentioned that the Underfunded Districts banded together in a small senate hearing room and met with legislators. The legislators questioned how we spent the equalization dollars that we got last year. Trustee Evilsizer said it might be good for us to tell our local legislators how we spent the 2.1 million dollars that we gained as part of the equalization effort. It would be good to inform the legislators that we were able to offer more sections of courses to our students.

On a final note, Trustee Evilsizer informed the group that he, along with President Deegan, toured the arboretum and the adjacent land.

Trustee Michele Nelson reported that she also attended the conference in Sacramento. She said it was very beneficial and informative. Trustee Nelson said she was very concerned about the 26 billion dollar state debt and the 4 billion dollar annual service on that debt. She mentioned that equalization remains an issue and believes that we are experiencing the impact of term limits and what that means for us in leadership. It is something that community colleges are going to have to speak with one voice and overcome the mythologies that we are a fractured group. It came up over and over in a variety of ways in conversations with aides and legislators, the community colleges don't speak up in one voice. Trustee Nelson said she doesn't think that's true anymore, she believes we really are pulling it off together. She said it was important that community colleges communicate how they would spend equalization money. We must remain

realistic about what this indebtedness in this state means and what it may mean for us next year. Furthermore, Trustee Nelson remains optimistic and is looking forward to a wonderful year; however, she remains concerned about what is happening in Sacramento.

Trustee Darrell McMullen - No report

Trustee Ruth Larson reported that she had the opportunity of attending the conference in Sacramento on Effective Trusteeship. She said she learned a lot and received her official orientation textbook, which she has been reading. She also attended the legislative conference, which was a rude awakening. She was able to talk to legislators and has been writing letters to our local senators and representatives, and encourages everyone to write for equal funding and for our fair share for community colleges. She said she is still continuing to learn and thanked everyone.

Student Trustee Paul Charas expressed his appreciation of postponing action on item 12.C.

G. REPORT OF THE SUPERINTENDENT/PRESIDENT

President Robert Deegan thanked everyone for the very warm and supportive welcome that he has received over the last two weeks. He said that after asking Cheryl Ashour, his assistant in the President's Office, to identify how many meetings he had scheduled on his calendar, she stopped counting after she got to 100. President Deegan said he has met as many people as possible around the campus including all the constituent groups and many departments. He said he is very pleased to be here and is impressed with our students, our outstanding faculty, outstanding staff, and very dedicated administrative team.

President Deegan plans to hold college forums at various times of the day so that everyone is able to attend.

President Deegan also mentioned that he received an enrollment report and in terms of headcount, we are down about 1.5% compared to last spring. Things are improving and looking at our FTES target, we thought we were going to be 500 below that projection, but currently it is projected at 330 below that cap. He said we need to gain FTES and that Vice President Cuaron, deans, and department chairs are working together in identifying strategies to ensure the college reaches cap for apportionment. President Deegan said we have to begin to plan for next year, it looks like with the state budget we are looking at 3% next year which translates to another 500 FTES.

At the January meeting there was discussion about Community Services and concern was expressed about the 27% indirect costs. Mr. Deegan wanted to report back to the Board that the college is going to address that issue by working with the governance groups starting with the Strategic Planning Council and the Fiscal Stability Task Force. We are asking that those groups take a look at the 27% indirect cost and come up with another number that is more effective in terms of its fairness for programs. President Deegan said that even though the Community Services' expenses exceeded its revenue, we think it is important to address the 27% and we are looking at all programs to see if there is a number that is more realistic.

President Deegan also reported to the Governing Board that he met with the deans and cabinet and he is happy to report that budget reviewing is occurring regularly. Further, the savings that were seen in the ending balances were there because people were tightening up on spending. Those budgets are being monitored often.

President Deegan also said that the College put together an accountability model that was proposed under AB1417. He thanked the Academic Senate President, Katie Merino, Barb Kelber, Michele Barton, Berta Cuaron, and others who helped craft the response. He also thanked the Board for its support. President Deegan said we are not afraid of accountability, but it's the different measures that are being proposed that is of concern. He further stated that we will continue to keep the focus on students and the focus on learning.

President Deegan commended the Board members who were lobbying very hard in Sacramento for equalization. He said we will continue to work on our fair share.

At this point, **Michele Barton** gave a report on Student Engagement.

Report of Vice President for Instruction

Ms. Berta Cuaron acknowledged the retirement of Louise Boehm, who has been a faculty member in the Art Department for 23 years. Ms. Cuaron read a statement from the Art Department thanking Ms. Boehm for her valuable contributions to the Boehm Gallery and to Palomar College.

Ms. Cuaron gave an update on the Accreditation Progress Report. She said the report responds to six recommendations from the Accreditation visit of Spring, 2003.

She also acknowledged Wayne Armstrong for being featured in Science Magazine's January issue. She read an excerpt from the magazine to the Board.

Ms. Cuaron reported that three faculty members in the Chemistry Department are hosting a conference here at Palomar on March 11 and 12. She said she wanted to acknowledge them for the extra work they are doing to bring their colleagues together.

Ms. Cuaron also mentioned that we are going live with our ETV and Math faculty members doing what is called Math Line. It will be an on-line live tutoring show through our ETV production and will be available countywide for students to call in and ask questions under the leadership of the Math Department Chair and other faculty in that department.

At this time Ms. Cuaron introduced Dean Sarah Thompson who gave an update on health related career programs.

Report of Vice President for Student Services – No report

Report of Vice President for Finance and Administrative Services

Mr. Joe Newmyer said that later this month Palomar should receive the reports from the state on apportionment. He said we'll finally know what our revenue from last year was and then we'll get our first apportionment for this year. He said he will put together a report for the Board in terms of where we are in finances for this year.

At this time **Ms. Kelley Hudson-Mac Isaac** gave an update on emergency response activities.

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 Nelson, McMullen

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:

Re-Encumbered				
FY 2004 PO's	0500021	through	0500024	\$ 19,255.32
Purchase Orders	0540279	through	0540421	\$ 875,450.73
Travel	0550040	through	0550054	\$ 7,748.83
Advertising/Increases	0560029	through	0560048	\$ 43,164.87
Agreement/Services	0570455	through	0570594	\$ 2,223,711.53
Repairs	0575065	through	0575078	\$ 9,002.87
Agreement/Annual	0580145	through	0580158	\$ 25,347.60
Utilities	0595051	through	0595052	\$ 240.00
Library Orders	0525004	through	0525005	\$ 33,000.00
Procurement Card	Time Period: 11/23-04 – 12/22/04			\$ 140,994.12
	Time Period: 12/23/04 – 01/22/05			\$ 81,424.83
				\$ 3,459,340.70

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

2. Item was removed from the Consent Calendar for discussion.

3. ACCEPT GIFT

MSC Nelson, McMullen

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

- a. Various costume clothing articles donated by Monica Shelhoup, 452 Ocean View Drive, Vista, CA 92084, to be used by students in Performing Arts. Total cash value as estimated by donor is \$350.00.

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

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

MSC Nelson, McMullen

The Governing Board hereby approves the **Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** as of December 31, 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 Nelson, McMullen

The Governing Board hereby approves the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending December 31, 2004. **EXHIBIT H-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVE DRAWING NEW WARRANTS**

MSC Nelson, McMullen

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

- a. Warrant #77070409, dated December 20, 2003, in the amount of \$1,842.75 to Karmi Catalina Flores, 36 Kahana Ridge Drive, Lahaina, HI 76761-8300. Void due to stale date.
- b. Warrant #77070782, dated December 23, 2003, in the amount of \$4,632.00 to Joseph P. Schaeffer, 1424 Leland Way, Escondido, CA 92026. Void due to stale date.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **GRANT EQUIVALENCY FOR DISCIPLINE**

MSC Nelson, McMullen

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

Michael Asuncion – Welding Technology
Katherine Buffington – English
Terrence Colbert – Electrical Technology
Joshua Ferri – Welding Technology
Scott Hayhurst – Wastewater Technology
Robert Hollyday – Music
Donald Leavitt – Electrical Technology
Gerald Loudon, Sr., – Welding Technology
Monet Ludlow – Dance
Barbara Marks - Drawing
Doyle Morrison – Electrical Technology
Zebedee Navarro – Radio and Television
Michael Oleson – Art
Fatim-Zahra Samir – Arabic

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. RATIFY PART-TIME FACULTY EMPLOYMENT

MSC Nelson, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment of the following part-time faculty**, at the hourly rates indicated for 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:

SPRING 2005

AMERICAN INDIAN STUDIES

Bigfeather, Joanna American Indian Studies \$44.13
M.F.A., Art Studio

ART

Marks, Barbara Drawing \$43.06
Coursework and Experience

Oleson, Michael Art \$43.06
B.A., Visual Art
Coursework and Experience

BEHAVIORAL SCIENCES

Coats, Andrew Philosophy \$46.90
B.A., Philosophy
M.A., Philosophy
Ph.D., Philosophy

CHILD DEVELOPMENT

Wilson, Gina Child Development \$44.13
B.S., Child Development
M.A., Human Development

Pak, Victoria Child Development \$46.90
B.A., Language and Literature
M.A., Liberal Arts
M.S., Child Development

COMMUNICATIONS

Navarro, Zebedee Radio and Television \$43.06
Eminence in Radio and Television

DESIGN AND CONSUMER EDUCATION

Lanzi, Karen Interior Design \$43.06
B.F.A., Interior Design
2+ Years Experience

Nelson-Reimer, Lee Interior Design \$43.06
B.A., History/Art History
2+ Years Experience

EARTH SCIENCE

Bender, Russell Geology \$46.90
B.S., Geology
Ph.D., Geology

ECONOMICS/HISTORY/POLITICAL SCIENCE		
Green, Andrew	Political Science B.A., Political Science M.A., Political Science	\$45.62
ENGLISH		
Buffington, Katherine	English B.A., Comparative Literature M.A., Women's Studies and Gender Relations	\$44.13
Metcalfe, Dale	English M.A., English Ph.D., English	\$46.90
ENGLISH AS A SECOND LANGUAGE		
Harootian, Donald	English as a Second Language A.A., Business Administration B.S., Business Administration M.A., TESOL	\$44.13
Helvig, Diane	English as a Second Language (NonCredit) B.S.E., Rehabilitation M.S., Rehabilitation Professional Certificate in TESOL	\$44.13
FOREIGN LANGUAGE		
Moya, Gabriela	Spanish B.A., Spanish M.A., Spanish	\$44.13
Samir, Fatim-Zahra	Arabic B.A., Linguistics M.A., Linguistics	\$44.13
GRAPHIC COMMUNICATIONS		
Lasley, Anthony	Graphic Communications B.A., Applied Science Music 2+ Years Experience	\$43.09
LIFE SCIENCE		
Clark, Raymond	Biology B.A., Biology M.S., Biology Ph.D., Biology	\$46.90
Martin, Donald	Physiology B.A., Liberal Studies (Education) M.S., Biology (Molecular Biology)	\$44.13
MATHEMATICS		
Penelope Nichols	Mathematics A.B., Mathematics M.S., Mathematics M.S., Management	\$46.90
Sadler, Bivin	Mathematics B.S., Mathematics M.S., Applied Mathematics	\$44.13

Terbell, Lawrence	Mathematics B.S., Mathematics M.S., Mathematics	\$44.13
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NURSING EDUCATION

Olson, Linda	Nursing (Clinical Practice) B.S.N., Nursing 2+ Years Experience	\$43.06
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Puleo, Diana	Nursing A.D.N., Nursing B.S., Biological Sciences M.S.N., Nursing	\$44.13
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OCCUPATIONAL & NONCREDIT PROGRAMS

Austin, Phillip	Apprenticeship – Electrical Technology Journeyman’s Certificate (Wireman) Coursework and 6+ Years Experience	Paid by sponsor: San Diego Electrical Training Trust
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Colbert, Terrence	Apprenticeship – Electrical Technology Eminence in Field of Electrical Technology	Paid by sponsor: San Diego Electrical Training Trust
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Hayhurst, Scott	Wastewater Technology Eminence in Field of Wastewater Technology	\$43.06
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Leavitt, Donald	Apprenticeship – Electrical Technology Eminence in Field of Electrical Technology	Paid by sponsor: San Diego Electrical Training Trust
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McGrew, Fay	Community Education M.A., Media Studies	\$44.13
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Mifflin, Robert	Community Education B.S., Engineering 2+ Years	\$43.06
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Morrison, Doyle	Apprenticeship – Electrical Technology Eminence in Field of Electrical Technology	Paid by sponsor: San Diego Electrical Training Trust
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PERFORMING ARTS

Hollyday, Robert	Music B.A., Music Coursework and Experience	\$43.06
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Ludlow, Monet	Dance Eminence in the Field of Dance	\$43.06
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PUBLIC SAFETY

Galindo, Chris	Fire Technology	\$43.06
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	A.S., Fire Protection Technology 6+ Years Experience	
Magoon, Kevin	Fire Technology A.A., Fire Technology 6+ Years Experience	\$43.06
Meers, Randy	Fire Technology B.S., Fire Science 2+ Years Experience	\$43.06

REGIONAL OCCUPATIONAL PROGRAM

Turney, T. Michael	Computer Technology B.A., Computer Science 2+ Years Experience	\$43.06
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SPEECH COMMUNICATIONS/FORENSICS/AMERICAN SIGN LANGUAGE

Mu, Geri	American Sign Language A.A., Interpreter for the Deaf B.A., Deaf Studies M.A., Linguistics	\$44.13
Sheneman, Naomi	American Sign Language M.A., Teach & Learn Bilingual Education: (ASL – English) M.S., Administration	\$46.90

TRADE & INDUSTRY

Asuncion, Michael	Welding Technology Eminence in the Field of Welding	\$43.06
Ferri, Joshua	Welding Technology Eminence in the Field of Welding	\$43.06
Loudon Sr., Gerald	Welding Technology Eminence in the Field of Welding	\$43.06

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. RATIFY CORRECTION OF ASSIGNED TIME TO ACADEMIC CONTRACTS

MSC Nelson, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/
President regarding the correction to assigned time and monthly stipends for faculty for
the Spring 2005 semester:

<u>Name</u>	<u>Assignment</u>	<u>Department/Position</u>	<u>Assigned Time</u>	<u>Monthly Stipend</u>
Laughlin, Teresa	President	The Faculty	20%	
Carpenter, Carey	Co-Chair	Life Sciences	40%	\$270.54
Gilardi, James	Co-Chair	Life Sciences	20%	\$180.36

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. RATIFY ACADEMIC EMPLOYMENT

MSC Nelson, McMullen

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

- a. Name: **BRENDA WRIGHT**
Position: CalWORKs Counselor/Assistant Professor
Degrees: B.A.B.S., Behavioral Science
M.A., Human Behavior
Minimum qualifications satisfied through equivalency
Department: Extended Opportunity Programs and Services (EOP&S)
Position #: 6312 New: Yes
Remarks: Position approved 10/12/04; funded – CalWORKs. This is a specially funded position; pursuant to California Education Code Section 87470, service is not included in computing the service required for the attainment of, or eligibility to, classification as a regular employee. Ms. Wright is a former full time faculty member who was laid off in June, 2002.
Sal Rng/Stp: **C/11** Salary: **\$6,157.36/month**
% of Position: 100% # Mos.: 11
Effective: February 1, 2005
Account #: K-122100-331200-63100-1612020/100%

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

11. RATIFY CORRECTION TO ACADEMIC CONTRACT

MSC Nelson, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **corrections** to the following **academic contracts**:

- a. Name: **MARY J. CASSONI**
Position: Assistant Professor, Business
Degree(s): B.A., Biology
M.B.A., Business Administration
Department: Business Education
Position #: 5340 New: No
Remarks: Increased step placement due to verification of previous related work experience.
Sal Rng/Stp: **D/8** Salary: **\$5,752.88/month**
% of Position: 100% # Mos.: 10
Effective: January 18, 2005
Account #(s): A-111000-357100-05140-0000000/100%

b. Name: **VERONICA AGUILERA**
Position: Counselor/Assistant Professor
Degree(s): B.A., Sociology
M.S., Counseling
Department: Extended Opportunity Programs & Services (EOP&S)/
Cooperative Agencies Resources for Education (CARE)
Position #: 5548 New: No
Remarks: Increased step placement due to verification of previous related
work experience.
Sal Rng/Stp: **D/5** Salary: **\$5,146.04/month**
% of Position: 100% # Mos.: 11
Effective: January 11, 2005
Account #s: K-122100-473100-64300-1612060/75%
K-122100-473100-64300-1612050/25%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. RATIFY CHANGE TO ADMINISTRATIVE POSITION

MSC Nelson, McMullen

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

a. Position: **Director of Development and Governmental
Relations/Executive Director for the Foundation**
Name: Vacant
Department: Palomar College Foundation
Position #: 5685 New?: No
Remarks: Change to position title only
Sal Grade/Stp: **72/1** Salary: **\$6,843.34/month**
% of Position: 100% # Mos.: 12
Effective: February 9, 2005
Account #: A-212100-212100-67110-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. RATIFY ADMINISTRATIVE EMPLOYMENT

MSC Nelson, McMullen

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

- a. Name: **DEBORAH E. STANLEY**
Position: Director of Development and Governmental Relations/
Executive Director for the Foundation
Department: Palomar College Foundation
Position #: 5685 New: No
Remarks: Replacement for Dale Wallenius; change to position title approved
2/8/05.
Sal Grade/Step: **72/1** Salary: **\$7,008.26/month**
% of Position: 100% # Mos.: 12
Effective:
Account #: A-212100-212100-67110-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY

MSC Nelson, McMullen

The Governing Board hereby approves the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **January, 2005, and short-term employees** for the month of **February, 2005. EXHIBIT H-14**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. RATIFY NEW CLASSIFIED POSITIONS

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

- a. Position: **Foundation Accountant**
Name: Vacant
Department: Advancement/Foundation Office
Position #: 6325 New: Yes
Remarks: Transfer of Advancement/Foundation Position to
Palomar College
Sal Grade/Step: **32/1** Salary: **\$3,665.25/month**
% of Position: 100% # Mos.: 12
Effective: February 9, 2005
Account #: A-212200-212100-67110-0000000/100%

c. Position: **Senior Office Specialist**
 Name: Vacant
 Department: English as a Second Language
 Position #: 5130 New?: No
 Remarks: Replacement for Jeannette Martinez; position was
 100%; balance of funds to new position 6294
 Sal Grade/Stp: 14/1 Salary: **\$1,062.65/month**
 % of Position: 45% # Mos.: 12
 Effective: February 9, 2005
 Account #: A-212200-325100-60910-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

17. RATIFY CLASSIFIED EMPLOYMENT

MSC Nelson, McMullen

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

a. Name: **ANGELINA E. ARZATE**
 Position: Systems Module Functional Assistant
 Department: Financial Aid & Scholarships
 Position #: 6285 New?: Yes
 Remarks: Position approved December 9, 2003; promotion for Ms.
 Arzate. Funded – BFAP categorical funds.
 Sal Grade/Stp: 30/2 Salary: \$3,665.25/month
 % of Position: 100% # Mos.: 12
 Effective: January 13, 2005
 Account #: K-212200-475100-64600-1612002/100%

b. Name: **GLENN L. WILLIAMS**
 Position: Storekeeper
 Department: Facilities
 Position #: 5680 New?: No
 Remarks: Replacement for Ray Tafejian; voluntary demotion for Mr.
 Williams.
 Sal Grade/Stp: **16/5** Salary: **\$3,013.34/month**
 % of Position: 100% # Mos.: 12
 Effective: January 24, 2005
 Account #: A-212200-532200-67730-0000000/100%

c. Name: **PAULETTE M. SEELY**
 Position: Enrollment Services Specialist
 Department: Enrollment Services
 Position #: 5479 New?: No
 Remarks: Replacement for Diane Pierce. Position was Admissions
 Assistant, Grade 16; reclassification of position approved
 11/9/04.
 Sal Grade/Stp: **20/1** Salary: **\$2,734.49/month**
 % of Position: 100% # Mos.: 12
 Effective: January 24, 2005
 Account #: A-212200-421100-62100-0000000/100%

d. Name: Eric B. Ramirez
Position: Custodian I
Department: Facilities/Custodial Services
Position #: 6306 New?: No
Remarks: Replacement for José Zepeda
Sal Grade/Step: **8/1** Salary: **\$2,041.15/month**
% of Position: 100% # Mos.: 12
Effective: February 7, 2005
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.

The Vote was unanimous:
Student Trustee Advisory Vote: Aye

18. RATIFY RESIGNATION

MSC Nelson, McMullen

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

- a. Maria E. Spears, Tutorial Assistant, Tutorial Services, effective January 12, 2005 (last day of employment January 11, 2005).

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

19. RATIFY LEAVES OF ABSENCE

MSC Nelson, McMullen

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective January 18, 2005, through May 20, 2005, to **Shellie Douglass**, Senior Office Specialist, Educational Television, to teach.

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective January 18, 2005, through May 20, 2005, to **Kelly Patrick**, Library Media Tech II, Library Media Center, to teach.

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective January 18, 2005, through May 20, 2005, to **Dennis Casey**, Academic Department Assistant, Computer Science & Information Services, to teach.

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **45% Family Leave of Absence without pay and with no effect on benefits**, effective February 1, 2005, through April 30, 2005, to **Larissa Baumann**, Senior Telephone Operator, Telephone Services.

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective January 31, 2005, through April 22, 2005, to **Cynthia A. Kaptein**, Educational Center Assistant, Fallbrook Education Center.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

20. APPROVE TRAVEL EXPENSES

MSC Nelson, McMullen

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

- a. **Board Member Nancy C. Chadwick**
Advanced Funds? Yes
For: Registration, mileage
To attend: Annual SDICCCA Board Dinner and Workshop
Location: Del Mar, CA
Date: February 10, 2005
Amount: \$65.53
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000

- b. **Board Member Michele T. Nelson**
Advanced Funds? Yes
For: Registration, mileage
To attend: Annual SDICCCA Board Dinner and Workshop
Location: Del Mar, CA
Date: February 10, 2005
Amount: \$58.57
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000

- c. **Board Member Mark Evilsizer**
Advanced Funds? Yes
For: Registration, mileage
To attend: Annual SDICCCA Board Dinner and Workshop
Location: Del Mar, CA
Date: February 10, 2005
Amount: \$66.55
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000

- d. **Board Member Darrell L. McMullen**
Advanced Funds? Yes
For: Registration, mileage
To attend: Annual SDICCCA Board Dinner and Workshop
Location: Del Mar, CA
Date: February 10, 2005
Amount: \$61.00
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000

e. **Board Member** **Ruth Larson**
Advanced Funds? Yes
For: Registration, mileage
To attend: Annual SDICCCA Board Dinner and Workshop
Location: Del Mar, CA
Date: February 10, 2005
Amount: \$60.94
Budget Acct. No.: 575200-11-111100-66100-10-2005-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

21. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees, the following employees are granted a one-time lump sum stipend of \$2,000.00 effective February 1, 2005, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Gregory Baker
Position: Instructional Support Assistant IV
Department: Communications/RTV
Course of Study: M.A. Degree

Employee Name: LaVern S. Brack
Position: Welder
Department: Building Services/Facilities
Course of Study: Certificate Program

Employee Name: Angelica Guzman
Position: Curricular Schedules Technician
Department: Instruction Office
Course of Study: A.A. Degree

22. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees, the following employees are granted a \$500.00 annual stipend, prorated on a monthly basis, effective February 1, 2005:

Employee Name: Genevieve R. Al-Shafie
Position: Academic Department Assistant
Department: Business Education
Course of Study: Job Related

Employee Name: Eleanor M. Masiello
Position: Admissions & Enrollment Coordinator
Department: Enrollment Services
Course of Study: Job Related

Employee Name: Devonay I. Olson
Position: ASL/English Interpreter
Department: Disability Resource Center
Course of Study: A.A. Degree

Employee Name: Eddie J. Tubbs
Position: Instructional Support Assistant II
Department: Career Center/Counseling

Course of Study: B.A. Degree

Employee Name: Mary G. Vorhis
Position: Senior Accounting Assistant
Department: Fiscal Services
Course of Study: A.A. Degree

23. INFORMATION - RETIREMENT

On Behalf of the Governing Board of the Palomar Community College District, the following retirement has been accepted by Robert P. Deegan, Superintendent/President, as authorized by the Governing Board, under Group I (receive the employer-paid health benefits as provided to active employees and eligible dependents for life of the retiree) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **Louise K. Boehm**, Professor, Art, effective February 1, 2005. She served Palomar College for more than 23 years from March 23, 1981, to January 31, 2005.

Resumption of REGULAR AGENDA

I. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

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

MSC McMullen, Nelson

The Governing Board hereby ratifies and approves **all contracts and agreements** for the period November 1, 2004, through December 31, 2004, and entered into on behalf of the Palomar Community College District. **EXHIBIT H-2**

After a brief discussion regarding the current Board Policy on purchasing and contracts, it was decided to take a closer look and revise the policy.

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

J. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate

Ms. Katie Townsend-Merino welcomed Mr. Deegan to Palomar College. She said the Senate seated a new Faculty Vice President, Candi Francis, and stated that this position will be vacated at the end of the semester when the contract is ratified. She acknowledged a new Senator, Jose Rangel, and thanked these two individuals for their service.

Ms. Townsend-Merino said they collaborated on feedback regarding AB 1417. This was a consensus effort between faculty and administration at our college and is now coming before the Board as a resolution. The faculty struggled with the question whether they should draft a separate response that expressed their sheer disappointment and sincere

outrage at the idea of such a system, but opted to sending a unified response to the Statewide Academic Senate as the administrators sent theirs to the Community College League of California, in hopes that it makes it more difficult for legislators and planners to isolate and discredit the faculty voice when everyone works together.

Ms. Townsend-Merino said the Senate has established its yearly Senate goals. She said they have endorsed the Student Equity Plan and the Pilot Mentor Program, which pairs individual faculty members with students. Ms. Townsend-Merino further stated that the Senate is also examining the issues of grading as it relates to the use of the FW grade.

On January 31, the Senate supported a resolution that defines the roles of counselors on campus.

2. **INFORMATION**

Report of the Palomar Faculty Federation

Dr. Rocco Versaci stated that there are currently four positions on the PFF Executive Board that are up for election this year, two part time instructors and two full time instructors. The election will take place in mid April and those elected will take office in May.

Dr. Versaci further stated the big news is that the contract ratification process is underway. Copies of the contract will go out this Friday, February 11, to all departments, the San Marcos Library, and the Escondido Library. A copy of the contract will be posted on the PFF website. Three informational meetings will be held. Members in good standing are invited to come and vote. The outcome will be reported on Friday, March 4. The PFF hereby requests that the Board's ratification of the contract be placed as an action item under New Business on the agenda for the meeting of March 8.

3. **INFORMATION**

Report of The Faculty

Ms. Teresa Laughlin stated that classes are well underway and everyone is settling down. The Faculty had a meeting on February 2, and the contract, the logistics, and the timeline were the primary issues of that meeting. Also discussed at this meeting were the concerns of faculty members that the services for students and faculty at night were not on par. The Faculty is hoping to come to some sort of solution on that issue.

4. **INFORMATION**

Report of the Administrative Association

Mr. Ken Jay reported the Administrative Association Executive Council will be meeting with Mr. Deegan this week.

5. **INFORMATION**

Report of the Confidential and Supervisory Team

Ms. Jenny Akins thanked Mr. Deegan for meeting with members of the executive council of CAST. CAST appreciates the opportunity to meet with him and hopes to meet with him in the future.

6. **INFORMATION**

Report of the CCE/AFT

Ms. Becky McCluskey thanked Mr. Deegan for the opportunity to meet with him several times.

7. **INFORMATION**

Report of the Associated Student Government

Mr. Paul Charas introduced two members of student government. He said he couldn't be happier the members in ASG this year. Mr. Charas reported on the activities of the ASG retreat.

Mr. Charas said ASG is currently conducting three big events: 1) Black history month; 2) Women's history month; 3) Exploring the issue of a student union at the Escondido Center. He said 2,000 student votes are needed to pass this item.

K. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

Richard W. Alcala – Paralegal Program

L. UNFINISHED BUSINESS – There was none.

M. NEW BUSINESS

1. **DECLARE STARS ELECTRIC THE LOWEST RESPONSIVE BIDDER AND AWARD CONTRACT FOR JOB NO. B-5005, A-6 COMPUTER ROOM ELECTRICAL UPGRADE**

MSC McMullen, Nelson

The Governing Board hereby declares Stars Electric, San Diego, CA, as the lowest responsive bidder in response to Job No. B-5005, A-6 Computer Room Electrical Upgrade project and awards a contract to Stars Electric in the amount of \$23,430.00, subject to receipt of all required bonding and insurance certificates. **EXHIBIT M-1**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **DECLARE AMERICAN INDUSTRIAL SERVICES AS LOWEST RESPONSIVE BIDDER AND AWARD CONTRACT FOR JOB NO. B-5006, DESIGN & INSTALLATION OF SAWDUST COLLECTION SYSTEM**

MSC Nelson, Evilsizer

The Governing Board hereby declares American Industrial Services, Escondido, CA, as the lowest responsive bidder in response to Job No. B-5006, Design and Installation of Sawdust Collection System and awards a contract to American Industrial Services in the amount of \$37,680.00, subject to receipt of all required bonding and insurance certificates. **EXHIBIT M-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **APPROVE AGREEMENT WITH POWAY ACADEMY OF HAIR DESIGN FOR COSMETOLOGY PROGRAM OFFERED THROUGH REGIONAL OCCUPATIONAL PROGRAM (ROP)**

MSC Evilsizer, Larson

The Governing Board hereby approves an agreement between the District and Poway Academy of Hair Design to provide vocational education/skill training in all phases of a Cosmetology Program for ROP students. The term of this agreement shall be from February 1, 2005, through June 30, 2005. **EXHIBIT M-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVE CHANGE ORDER NO. 1; ACCEPT AS FINAL & COMPLETE, JOB NO. B-5004 SEWER LINE REPLACEMENT PROJECT/ STUDENT SERVICES CENTER & D-BUILDING; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

MSC Larson, Evilsizer

The Governing Board hereby approves **Change Order #1**; pertaining to Job No. B-5004 Sewer Line Replacement Project/Student Services Center and D-Building, San Marcos campus, original contract approved by the Governing Board on January 11, 2005, as detailed in **EXHIBIT M-4**. Total amount of **additive items** on change order #1 is \$9756.65; total amount of deductive item on change order #1 is **\$885.00**; total net cost of change order #1 is \$8,871.65 and;

The Governing Board hereby accepts the Job No. B-5004 Sewer Lines Replacement Project/Student Services Center and D-Building, on the San Marcos campus (hereinafter "Project") in accordance with the bid awarded by the District, on January 11, 2005, to CCL Contracting, Inc., (the "Contractor"), San Marcos, CA, as complete and final; and the Superintendent/President is authorized to execute and file the Notice of Completion including execution of the verification as Secretary of the Governing Board. The total amount of this contract is \$137,871.65 and all money due and owing to the Contractor, with the exception of the ten percent (10%) retention, shall be paid, and following the expiration of thirty-five (35) calendar days from the date this resolution is recorded, the Retention shall be paid to the Contractor, provided no liens are filed within this period. The bid security posted by CCL Contracting, Inc., shall be returned to this Contractor and all bonds shall be released within the time and in the manner as provided by law.

The Governing Board would like to express their appreciation and thank CCL Contracting, Inc., for getting the job completed on time given the rainy weather and acknowledges all of the extra efforts they put into the project. **EXHIBIT M-4**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVE RESOLUTION IN SUPPORT OF THE PALOMAR COLLEGE JOINT FACULTY AND ADMINISTRATIVE RESPONSE TO THE PROPOSED AB 1417 PERFORMANCE REVIEW MODEL**

MSC Evilsizer, McMullen

WHEREAS, AB 1417 charged the Board of Governors “to provide recommendations, based on information to be developed in a study to be conducted by the Chancellor of the California Community Colleges, to the Legislature and the Governor regarding the design of a workable structure for the annual evaluation of district-level performance in meeting statewide educational outcome priorities.”

WHEREAS, AB 1417 also specified that the System Office complete this work by March 25, 2005, and “afford community college organizations, and interested parties and individuals, the opportunity to review and comment on the proposed recommendations before their consideration and adoption by the Board of Governors of the California Community Colleges by February 4, 2005,”

WHEREAS the Palomar Community College District directs the following joint faculty and administrative response to the State Academic Senate and the CCLC regarding the proposed AB 1417 Performance Review Model:

- Consider the current budget crisis, and aim for a fiscally responsible option for performance reporting. We urge the Chancellor’s Office to partner with the Accreditation Commission in order to avoid duplication of efforts, to guard against reductive measures that will not support the general mission of community colleges, and to allow for authentic assessment to take shape within the system.
- We are strongly opposed to any “rank ordering” which might result from the state’s interpretation of the data requirements outlined in the current model. Using the District’s own region as an example, we see a more constructive approach in collaboration rather than competition. The North County Higher Education Alliance (NCHEA) offers a good example in the District’s area. Rank ordering works against the value of collaboration, and the District suggests that the Chancellor’s Office take a strong position against it.
- If, in fact, the legislature imposes an “accountability system,” we believe the best approach would consider a combination of performance assessment options.
- We commend the RP/CSS and the oversight committee for acknowledging the need to take “a fair and equitable view of a district’s performance to the degree possible.” The metrics seem to reflect this interest in equity among districts with different levels of funding and/or fewer resources.
- Efforts to equalize funding among community colleges would further serve this purpose.
- Consider the role of community colleges in the state, the nation, and the world, and seize the opportunity to move toward forward-looking models for performance review. Numbers alone are too easily translated into a punitive response, and

questions of “consequences” that might follow from “poor performance” remain unanswered.

- Community colleges provide significant benefits for the state of California, and they do so at least partially by maintaining an open-access system. This system requires that we serve a wide variety of students whose level of skills and preparedness we cannot control. The criteria for performance review should recognize and value this fact, and should be addressed within any accountability model.
- As an open-access system, community colleges are more likely to perform and improve significantly if given the opportunity to focus evaluative criteria on their local student populations and specific mission statements. Therefore, we support the inclusion of Tier 2 district-specific optional measures, and we urge the accommodation of qualitative evaluation in the forms of narrative and description.
- All community colleges are subject to the fluctuations of the job market and other anomalies of the local environment. Here at Palomar, for instance, where Camp Pendleton Marines and their families are among our district’s population, we feel the effects of the present massive deployment in dramatic ways, and our mission demands that we consider ways to serve the educational needs of that group. Any accountability system should allow for description and evaluation relating to local context.
- Although representatives of the Statewide Academic Senate have been included in the oversight committee, the role of community college faculty in the actual development of this model has apparently been non-existent, and this regrettable fact is clearly reflected in the model itself. For instance, reasonable ratios of full-time to part-time faculty and adequate support for professional development are essential elements of a successful college, and they should be part of the evaluative picture.
- We are critical of the brief window of opportunity we’ve been given to react to this legislative requirement and to respond with meaningful feedback. We are not afraid of accountability, and we are open to change, but this timeline engenders skepticism rather than collegial participation.

BE IT RESOLVED, that the Palomar Community College Governing Board endorses this joint faculty and administrative response to the proposed AB1417 Performance Review Model, respectfully submitted to both the CCCLC and Statewide Academic Senate offices on February 4, 2005.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. Item removed from agenda.

7. **APPROVE FIELD COURSE TO NEW YORK CITY, NEW YORK, FOR FASHION MERCHANDISING & DESIGN DEPARTMENT**

MSC Nelson, Evilsizer

The Governing Board hereby **approves** a field study course for Fashion Merchandising and Design Department to travel to New York City, New York, during spring break (March 19, 2005 – March 26, 2005). Students who **participate in the field course** will enroll in **FASH 155** and receive 2 units of college credit for the field studies cost. Total cost for field course program is \$1,400.00, which covers airfare, hotel accommodations, transportation to and from the airport, and other scheduled events as described in Exhibit M-7. Student must pay a deposit of \$500.00 by February 11, 2005, to the Palomar College Cashier’s Office and remaining balance is due by February 25, 2005.

EXHIBIT M-7

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. APPROVE COURSE TO MEET MULTICULTURAL COURSE REQUIREMENT

MSC Nelson, Evilsizer

The Governing Board hereby **approves the following course**, which has been reviewed by Subcommittee C of the Curriculum Committee, to **meet the Multicultural Course Requirement**, effective Fall 2005:

IBUS 110 Cultural Environment of International Business - All Sections

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. APPROVE COURSES FOR INCLUSION IN CURRICULUM

MSC McMullen, Nelson

The Governing Board hereby approves the **courses** listed on **EXHIBIT M-9**, which have been examined by the Curriculum Committee and are being recommended for **inclusion in the Palomar College curriculum**.

Ms. Cuaron reported a correction on exhibit M-9, item #52. DT 184 Real Time 3D Technical/Game Animation, **4 hours lecture/lab** instead of 6 hours.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. APPROVE PROGRAMS FOR INCLUSION IN CURRICULUM

MSC McMullen, Nelson

The Governing Board hereby approves the **programs** listed on **EXHIBIT M-10**, which have been examined by the Curriculum Committee and are being recommended for **inclusion in the Palomar College curriculum**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. APPROVE REMOVAL OF COURSES FROM CURRICULUM

MSC McMullen, Nelson

The Governing Board hereby approves the removal of the **courses** listed on **EXHIBIT M-11**, which have been examined by the Curriculum Committee and are being recommended for **removal from the Palomar College Curriculum**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **APPROVE REMOVAL OF PROGRAMS FROM CURRICULUM**

MSC McMullen, Nelson

The Governing Board hereby approves the **removal of the following programs**, which have been examined by the Curriculum Committee and are being recommended **for removal from the Palomar College curriculum**:

- a. **Discipline:** **Apprenticeship Training (AP)**
Program Title: Electrical Lineperson (AP EL)
Catalog Pages: 80-81
Reason for Deletion: Program sponsor has moved to another college.
Effective Term: Fall 2005

- b. **Discipline:** **Music**
Program Title: Arts Management
Catalog Page: 183
Reason for Deletion: Inactive
Effective Term: Fall 2005

- c. Item removed from agenda.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. Item removed from agenda.

14. **ADOPT NONRESIDENT TUITION FEE; ADOPT FEE FOR CAPITAL OUTLAY, MAINTENANCE, AND EQUIPMENT EXPENDITURES NOT COVERED IN NONRESIDENT TUITION FEE; AUTHORIZE CHARGING NON-REFUNDABLE INTERNATIONAL STUDENT APPLICATION PROCESSING FEE; AND AUTHORIZE MAKING ALL AFOREMENTIONED FEES EFFECTIVE BEGINNING WITH SUMMER 2005, SESSION**

MSC McMullen, Evilsizer

The Governing Board hereby adopts the rate of **\$151 per unit of credit for the 2005-2006 Nonresident Tuition Fee for all nonresident students**.

The Governing Board also authorizes the Palomar Community College District to charge nonresident students who are both citizens and residents of a foreign country **\$6 per unit of credit for the 2005-2006 Fiscal Year**. This \$6 fee is for the purposes of **capital outlay, maintenance, and equipment expenditures** which are not covered in the above-calculated Nonresident Tuition Fee and is authorized under Education Code 76141.

The Governing Board also authorizes the Palomar Community College District to charge a **non-refundable International Student Application Processing Fee of \$25**.

The Governing Board also authorizes that these fees be **effective beginning with the Summer 2005, session. EXHIBIT M-14**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. **EXCUSE ABSENCE OF TRUSTEE**

MSC McMullen, Nelson

In accordance with Section 72425(c) of the California Education Code, the Governing Board hereby finds that the absence of **Ruth Larson** from the Governing Board Meeting held **January 11, 2005**, is **excused** due to personal necessity.

The Vote: 4 Ayes, 1 Abstention (Larson)
Student Trustee Advisory Vote: Aye

16. **GOVERNING BOARD COMMITTEE APPOINTMENTS**

MSC Nelson, McMullen

The Governing Board President hereby makes the following committee appointments:

Finance Committee: 1. Evilsizer 2. Larson (McMullen-Alternate)
Real Estate Committee: 1. Nelson 2. Chadwick

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

17. **SCHEDULE BOARD RETREAT**

MSC Nelson, McMullen

The Governing Board hereby schedules a **special meeting** as a **Board Retreat** on February 22, 2005, at 5:00 p.m., location to be determined.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

18. **BOARD TO NOMINATE TRUSTEE TO BE A CANDIDATE FOR THE CCCT BOARD**

MSC Nelson, Larson

The Governing Board of the Palomar Community College District nominates **NANCY CHADWICK** to be a candidate for the CCCT Board.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

19. **AGENDA ITEMS FOR CONSIDERATION AT NEXT MEETING**

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

Reports Pending:

Grant Application Process (*Nelson*)
Cell Phone Towers (*Public Request*)
Health Sciences Report (*Chadwick*)
Federal Budget Impact on Palomar College (*Chadwick*)
Renewal/Approval of Contracts (*Evilsizer*)
Review and Update Board Policies (*Larson*)

P. **ADJOURNMENT**

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