



APPROVED: SEPTEMBER 23, 2005

**GOVERNING BOARD MINUTES
REGULAR MEETING OF THE GOVERNING BOARD**

DATE: AUGUST 9, 2005

5:00 P.M. (CLOSED SESSION) - 6:00 P.M. (OPEN SESSION)

PALOMAR COMMUNITY COLLEGE DISTRICT

GOVERNING BOARD ROOM, STUDENT SERVICES CENTER

1140 WEST MISSION ROAD

SAN MARCOS, CALIFORNIA

A. CALL TO ORDER

Nancy Chadwick, President, called the regular meeting of the Palomar Community College District Governing Board to order at 5:00 p.m.

B. ROLL CALL

TRUSTEES PRESENT:

NANCY C. CHADWICK, M.S.W., M.P.A., PRESIDENT
MICHELE T. NELSON, PH.D., VICE PRESIDENT
RUTH LARSON, M.D., TRUSTEE
DARRELL L. MC MULLEN, M.B.A., TRUSTEE
NEILL KOVRIG, STUDENT TRUSTEE

TRUSTEE ABSENT:

MARK R. EVILSIZER, M.A., SECRETARY

EXECUTIVE ADMINISTRATORS PRESENT:

Robert P. Deegan, Superintendent/President
Berta Cuaron, Assistant Superintendent/Vice President, Instruction
Joseph Madrigal, Assistant Superintendent/Vice President, Student Services
Jack Miyamoto, Ed.D., Interim Assistant Superintendent/Vice President, Human Resource Services
Joe Newmyer, Interim Assistant Superintendent/Vice President, Finance and Administrative Services

C. PUBLIC COMMENTS

D. RECESS TO CLOSED SESSION

The Board went into Closed Session at 5:01 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code §54957.6.
2. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
3. Conference with Real Property Negotiators, pursuant to Government Code §54956.8.
Property: APNs as follows: 323-100-01, 04, 09, 11, 12; 323-482-12; 323-500-01, 07, 08, 09, 14; 323-501-02; 323-070-46-00; 323-110-68; 323-110-22; 323-110-65; 323-110-44; 323-110-66; 323-110-69; 323-110-70; 323-110-71; 323-110-55; and 323-110-26.

Agency Negotiators: Robert Deegan, Joseph Newmyer, Jim Goodell, and David Rodriguez.
Negotiating Parties: District and Property Owners.
Under Negotiation: Price and terms of payment.

4. Conference with Real Property Negotiators, pursuant to Government Code §54956.8.

Property: Approximately 80 acres of real property generally located at the northeast corner of Interstate 15 and State Route 76, near Fallbrook.

Agency Negotiators: Robert Deegan, Joseph Newmyer, Jim Goodell, and David Rodriguez
Negotiating Parties: District and Passerelle, LLC
Under Negotiation: Price and terms in agreement.

DD. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 6 p.m. There was no reportable action taken during Closed Session.

STAFF PRESENT:

Jenny Akins, President, Confidential and Supervisory Team; Supervisor, Purchasing Services
Tom Plotts, President, Administrative Association; Director, Business Services
Becky McCluskey, President, CCE/AFT; Accounting Technician, Fiscal Services
Josie Silva, Executive Assistant, Superintendent/Governing Board
Katie Townsend-Merino, President, Faculty Senate; 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.

DDD. PUBLIC HEARING

1. OPEN PUBLIC HEARING

Board President Chadwick opened the public hearing for comments.

2. PUBLIC HEARING – PALOMAR COMMUNITY COLLEGE DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION FOR THE ACADEMIC YEAR 2005-2006

In compliance with California Government Code, Section 3547(b), the Governing Board of the Palomar Community College District will hold a public hearing on August 9, 2005, so that representatives of the public in this District may have the opportunity to express themselves to the Board regarding the Palomar Faculty Federation's proposal for negotiations for the academic year 2005-2006. The Palomar Community College District proposal is available for review in the Human Resource Services office. **(EXHIBIT DDD-2)**

At this time an unidentified individual of the audience questioned why the 3.5% salary increase that was recently provided to all employee groups except the part-time faculty. President Deegan expressed his gratitude to the part-time faculty in helping the District achieve its goal of reaching CAP, but that this had been previously negotiated with PFF. Dr. Rocco Versaci stated that PFF did not negotiate this item for the adjunct faculty. Dr. Miyamoto also commented that the salary increase was implemented on the basis of negotiation contract terms.

3. CLOSE PUBLIC HEARING

After no further comments, Board President Chadwick closed the public hearing.

E. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

F. APPROVAL OF MINUTES

MSC Larson/Nelson to approve the Minutes of the Regular Meeting of July 12, 2005.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

MSC McMullen/Nelson to approve the Minutes of the Special Meeting of July 16, 2005.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

MSC Larson/McMullen to approve the Minutes of the Special Meeting of July 26, 2005.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

RETIREMENT ACKNOWLEDGEMENTS

The following employees were acknowledged:

Vice President Berta Cuaron acknowledged **Jane D. Johnson**, Library Media Technician II, Library Media Center. She has served Palomar College for **18 years** from May 26, 1987, to August 29, 2005. Ms. Katheryn Gannet, Library Manager, gave a brief history on Ms. Johnson's career at Palomar College. Ms. Gannet stated that this is a loss the library will feel quite strongly and quoted a letter that was written by former Librarian, Dan Arsan, commending Ms. Johnson.

Vice President Joe Madrigal acknowledged the retirements of three Student Services employees and commented that among the three, it signifies 65 years of employment history, loyalty to Palomar College, and service to our students.

Mr. Herman Lee, Director of Enrollment Services, gave a brief background on the careers of **Barbara D. Clay**, Financial Aid Advisor, Financial Aid & Scholarships, who has served Palomar College for **31 years** from July 26, 1973, to June 30, 2005; and **Maureen A. Holden**, Financial Aid Specialist, Financial Aid & Scholarships, who has served Palomar College for **13 years** from December 1, 1999, to August 5, 2005.

Present at the meeting was **Ms. Mary A. Tennant**, who has worked as the Veteran's Services Advisor, Veterans' Services. She has served Palomar College for **21 years** from January 1, 1984, to July 29, 2005. Mr. Lee commended Ms. Tennant on her work with the Veterans' Memorial. Ms. Tennant was presented with a plaque and pictures were taken with Board President Chadwick, President Deegan, and Vice President Madrigal.

G. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Nancy Chadwick reported on her attendance at the INEA graduation, which is a literacy program from Mexico for adults residing in the United States. She was very impressed with this celebration, which was attended by representatives of the Mexican consulate and various officials and commented that she was very honored to attend.

GG. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Michele Nelson reported on the Board workshop/retreat in which Cindra Smith, from the Community College League of California, was the presenter. Dr. Nelson stated that the workshop was a worthwhile opportunity to look at the Board goals and an opportunity to look at the direction that the Board is going. The Board will be conducting its self-evaluation and the evaluation of the District CEO. Dr. Nelson also stated that she visited the adjunct faculty offices and was very impressed with the facilities. She commented that she also visited the campus police facilities.

Trustee McMullen – no report

Trustee Ruth Larson reported that she enjoyed the Board workshop/retreat, and feels that it helps the Board members to be the very best. She is looking forward to more training.

Student Trustee Neill Kovrig stated that he was happy to see members from the Telescope present at the Board meeting. Student Trustee Kovrig stated that he will not be able to attend the student trustee workshop this weekend, but will attend the ACCT conference in September.

H. REPORT OF THE SUPERINTENDENT/PRESIDENT

Superintendent/President Robert Deegan thanked all of the staff working in Student Services, Instructional Services, Finance and Administrative Services, Human Resources, and those reporting to the President's Office for all of the work everyone has done this summer to help our students. He commended everyone for an outstanding job and looks forward to the faculty and students returning for the new semester. President Deegan reported that headcount is up 1% credit, 2% overall, and 3% FTES increase compared to the same time last year. He said there is an opportunity to grow 5.35% for the year, which equals to more than three million dollars budget increase.

1. Report of Vice President for Instruction

Vice President Berta Cuaron remarked that things have been very positive here at Palomar College and believes it is due to the efforts of everyone coming together and feeling good about where we work and the reason we are all here – for the students. Ms. Cuaron gave an update on the events that will take place next week for the part-time faculty, new faculty, department chairs, and contract faculty.

Ms. Wendy Nelson, Department Chair of Communications and The Telescope advisor, shared some accomplishments from the past year as well as plans for the coming year for the Telescope. She summarized the variety of awards that Palomar student journalists have won. Tom Chambers, Editor-In-Chief, Coast News Group, spoke of his experience at Palomar College. Ms. Nelson thanked everyone for their support and stated that she appreciates it when everyone takes the time to speak to the student journalists.

2. Report of Vice President for Student Services

Vice President Joe Madrigal reported that thanks to Ms. Mary SanAgustin and the availability of financial assistance, new signage in the Student Services building has been installed. He also mentioned that these signs will be placed in the Student Union and bookstore areas which will make it easier for students to be well informed. A new PA system has also been installed in the Student Union, with marquees being installed at a later date. Mr. Madrigal thanked all of the Student Services staff for their hard work this summer and said that results are showing by way of enrollment growth.

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

MSC McMullen/Nelson

The Governing Board hereby approves the **Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments** as of June 30, 2005. **EXHIBIT J-2**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

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

MSC McMullen/Nelson

The Governing Board hereby approves the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for quarter ending June 30, 2005. **EXHIBIT J-3**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

4. **APPROVE REVOLVING CASH EXPENDITURES FOR MONTH OF JUNE, 2005**

MSC McMullen/Nelson

The Governing Board hereby approves the **Revolving Cash Expenditures** for the month of June 2005. **EXHIBIT J-4**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

5. **APPROVE DRAWING NEW WARRANTS**

MSC McMullen/Nelson

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

Warrant #76-134259, dated September 14, 2004, in the amount of \$146.00, to Myrshya Bell, 709 Hideaway Terrace, Vista, CA 92081. Void due to stale date.

Warrant # 76-127672, dated April 22, 2004, in the amount of \$800.00, to David E. Hicks dba Distribution Systems, 933 West Ranch Road, San Marcos, CA 92069. Void due to stale date.

Warrant # 76-115127, dated October 9, 2003, in the amount of \$57.00, to Michael Schorzman, 13438 Black Hills Road, San Diego, CA 92129. Void due to stale date.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

6. GRANT EQUIVALENCY FOR DISCIPLINE

MSC McMullen/Nelson

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:

Cowan, Kimberly – Athletics
Garcia, Michael – Administration of Justice
Hanson, Holland – Athletics
Kincaid, Tyler – Physical Education
Sonnenberg, Delicia – Theatre Arts
Wolcott, Raymond – Oceanography

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

7. RATIFY PART-TIME FACULTY EMPLOYMENT

MSC McMullen/Nelson

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

SUMMER 2005

FOREIGN LANGUAGES

Bolivar, Maria	Spanish B.A., Liberal Arts and Sciences – Political Science M.A., Spanish Literature Ph.D., Spanish Literature	\$46.90
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FALL 2005

ATHLETICS

Cowan, Kimberly	Soccer B.A., Literature and Writing Studies 2+ Years Experience	\$43.06
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Hanson, Holland	Soccer A.A., General Studies 6+ Years Experience	\$43.06
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BEHAVIORAL SCIENCES

Hepburn, Bonnie	Psychology B.A., Psychology M.A., Psychology	\$44.13
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Snider, Elizabeth	Psychology M.A., Psychology Ph.D., Clinical Psychology	\$46.90
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BUSINESS EDUCATION

Coopat, Regina	Accounting B.S., Accounting M.B.A., Business Administration Certified Management Accountant	\$44.13
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Summers, Nancy	Real Estate B.A., Geography 2+ Years Experience	\$43.06
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COMMUNICATIONS

Chaffin–Quaray, Garrett	Radio and Television B.A., Cinema – Television M.A., Cinema – Television	\$44.13
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Shellhammer, John	Radio and Television B.A., Radio – Television 2+ Years Experience	\$43.06
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Watson, Mark	Radio and Television B.S., Radio – Television M.A., Communications	\$44.13
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COUNSELING

Aguirre, Leticia	Counseling B.A., Social Work M.S.W., Social Work	\$44.13
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Kalck, Christopher	Counseling B.A., Human Development M.A., Education (Counseling)	\$44.13
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Lopez, Charles	Counseling M.A., Counseling Psychology	\$44.13
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EARTH SCIENCES

Quinlan, Rick	Geographic Information Systems M.A., Geography	\$44.13
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Wolcott, Raymond	Oceanography B.S., Business M.S., Marine Biology	\$44.13
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ENGLISH AS A SECOND LANGUAGE

Tamura, Katrina	Community Education - Noncredit B.A., Spanish Professional Certificate in Teaching English to Speakers of Other Languages	\$43.06
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FOREIGN LANGUAGES

Riley, Elizabeth	Spanish B.A., English and Spanish M.A., Spanish	\$44.13
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Talamantes, Evelia	Spanish M.A., Spanish	\$44.13
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GRAPHIC COMMUNICATIONS

Ruvalcaba, Zachariah Web Motion Graphics \$44.13
B.S., Criminal Justice Administration
M.S., Instructional Technology
2+ Years Experience

LIFE SCIENCES

Rowland, Scott Zoology \$44.13
M.A., Biology

MATHEMATICS

Adams, David Mathematics \$46.90
M.S., Mathematics
M.S., Electrical Engineering

Colburn Jr., William Mathematics \$44.13
B.A., Physics
M.S., Engineering Sciences Bioengineering
California Community College Instructor Credential
In Biological Sciences; Chemistry;
Engineering; Mathematics

Parvini, Shahrokh Mathematics \$46.90
B.S., Mathematics
M.S., Statistics
Ed.D., Technology and Learning

Van Veen, Gina Mathematics \$44.13
B.A., Mathematics and Visual Arts (Media)
M.A., Mathematics (Applied)

Zahed Zahedani, Heydar Mathematics \$46.90
M.S., Mathematics
M.S.M., Pure Mathematics

PERFORMING ARTS

Sonnenberg, Delicia Theatre Arts \$43.06
B.F.A., Drama
2+ Years Experience

PHYSICAL EDUCATION

Kincaid, Tyler Physical Education \$43.06
B.S., Kinesiology (Physical Education)
Coursework and Experience

Matson, Kathryn Physical Education \$43.06
California Community College Limited Service
Credential in Physical Education

PUBLIC SAFETY PROGRAMS

Garcia, Michael Administration of Justice \$43.06
Eminence in the Field - Police Force

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

8. APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT

MSC McMullen/Nelson

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment of the following Child Development Center Teachers**, at the hourly rates indicated for Fall 2005:

Kitsukawa, Mayumi	Teacher B.A., Social Sciences Certificate of Achievement – Child Development	\$15.30
Rollins, Leticia	Teacher 44 Units CHDV Coursework 60 Units General Education Coursework 4+ Years Experience	\$13.40

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

9. RATIFY NEW CLASSIFIED POSITIONS

MSC McMullen/Nelson

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

- a. Position: **ESL Student Specialist**
Name: Vacant
Department: English as a Second Language
Position #: 6327 New: Yes
Sal Grade/Stp: **20/1** Salary: **\$2,818.99/month**
% of Position: 100% # Mos.: 12
Effective: August 10, 2005
Account #: K-212200-325100-63210-1612122/100%
- a. Position: **ESL Student Specialist**
Name: Vacant
Department: English as a Second Language
Position #: 6328 New: Yes
Sal Grade/Stp: **20/1** Salary: **\$1,268.54/month**
% of Position: 45% # Mos.: 12
Effective: August 10, 2005
Account #: K-212200-325100-63210-1612122/100%
- b. Position: **Staff Assistant**
Name: Vacant
Department: Extended Opportunity Programs & Services
Position #: 6351 New: Yes
Sal Grade/Stp: **23/1** Salary: **\$3,031.35/month**
% of Position: 100% # Mos.: 12
Effective: August 10, 2005
Account #: K-212200-473100-64300-1612060/100%

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

10. RATIFY CLASSIFIED EMPLOYMENT

MSC McMullen/Nelson

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

- a. Name: **RYAN A. JOHNSON**
 Position: Tutorial Assistant
 Department: Tutorial Services
 Position #: 5773 New?: No
 Remarks: Replacement for Maria Spears
 Sal Grade/Stp: **9/1** Salary: **\$1,656.44/month**
 % of Position: 75% # Mos.: 10
 Effective: July 12, 2005
 Account #: A-212200-477100-61110-0000000/100%

- b. Name: **FILEMON OREA-OREA**
 Position: Skilled Maintenance Technician
 Department: Facilities Operations/Escondido Center
 Position #: 6349 New?: Yes
 Remarks: Position approved 7/12/05
 Sal Grade/Stp: **17/1** Salary: **\$2,685.07/month**
 % of Position: 100% # Mos.: 12
 Effective: July 19, 2005
 Account #: B-212200-542100-65100-0000000/100%

- c. Name: **SANDRA L. BROWN**
 Position: EOP&S Staff Aide
 Department: Extended Opportunity Programs & Services
 Position #: 6081 New?: No
 Remarks: Replacement for Jackie Szitta; promotion for Ms. Brown; funded –
 75% EOP&S and 25% CARE.
 Sal Grade/Stp: **20/2** Salary: **\$3,034.13/month**
 % of Position: 100% # Mos.: 12
 Effective: August 1, 2005
 Account #: K-212200-473100-64300-1612060/75%
 K-212200-473100-64300-1612050/25%

- d. Name: **SCOTT A. SEITZ**
 Position: Police Academy Training Officer
 Department: Public Safety Programs
 Position #: 6196 New?: No
 Remarks: Replacement for Kevin Armentano
 Sal Grade/Stp: **25/1** Salary: **\$1,468.69/month**
 % of Position: 45% # Mos.: 12
 Effective: August 2, 2005
 Account #: A-221000-336200-21050-0000000/100%

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

11. **APPROVE PERSONNEL ACTIONS/HISTORY**

MSC McMullen/Nelson

The Governing Board hereby approves the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **July, 2005, and short-term employees** for the month of **August, 2005. EXHIBIT J-11**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

12. **RATIFY LEAVES OF ABSENCE**

MSC McMullen/Nelson

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective August 22, 2005, through November 14, 2005, to **Jo Anne M. Giese**, Administrative Assistant, Administrative Services.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

13. **RATIFY RESIGNATIONS**

MSC McMullen/Nelson

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

- a. **Cynthia A. Kaptein**, Education Center Specialist, Fallbrook Center, effective July 15, 2005 (last day of employment July 14, 2005).
- b. **Denise A. Robertson**, ASL/English Interpreter, Disability Resource Center, effective July 22, 2005 (last day of employment July 21, 2005).
- c. **Michael S. Vafeados**, Police Officer I, Campus Police, effective July 28, 2005 (last day of employment July 27, 2005).
- d. **Aaron D. Mansker**, Community Service Officer, Campus Police, effective August 13, 2005 (last day of employment August 12, 2005).
- e. **Ruben E. Murcia**, Associate Professor, Life Sciences, effective August 17, 2005 (last day of employment August 16, 2005).

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

14. INFORMATION - RETIREMENTS

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. Kristeen T. Fukunaga, Professor, Chemistry, effective December 17, 2005.

On behalf of the Governing Board of the Palomar Community College District, the following retirements have been accepted by Robert P. Deegan, 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. Maureen A. Holden, Financial Aid Specialist, Financial Aid & Scholarships, effective August 5, 2005.
- b. Jane D. Johnson, Library Media Technician II, Library Media Center, effective August 30, 2005.

15. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a \$500 annual stipend, prorated on a monthly basis, effective July 1, 2005:

Employee Name: Bryan Hilton
Position: Broadcast Operator
Department: Educational Television
Course of Study: Job Related

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a one-time lump sum stipend of \$2,000 effective July 1, 2005, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Richard Loucks
Position: Systems Module Functional Specialist
Department: Instruction Office
Course of Study: Job Related

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

MSC McMullen/Nelson

The Governing Board hereby approves the following new classes, agreements, and personnel for providing Community Services classes.

FAII/2005

- a. **Name:** Matt Cowell
 Name of Class: Certificated TIPS Training
 Effective: October 8, 2005
 Instructor Rate: 30% of tuition fees collected
 Fees to Student: \$40
 Terms: Min 10/Max 35

- b. **Name:** Kathy Felker
 Name of Class: GPS Navigation Course
 Effective: September 24, 2005
 Instructor Rate: Adjunct Salary
 Fees to Student: \$60
 Terms: Min 10/Max 35

- c. **Name:** Sharyl Massey
 Name of Class: Birding for Beginners
 Effective: September 23, 2005
 Instructor Rate: 30% of tuition fees collected
 Fees to Student: \$40
 Terms: Min 10/Max 35

- d. **Name:** Martha Velasco
 Name of Class: Spanish Intensive for Travelers
 Effective: October 22, 2005
 Instructor Rate: Adjunct Salary
 Fees to Student: \$120
 Terms: Min 10/Max 35

- e. **Name:** Carolyn Starr
 Name of Class: Hearst Castle Getaway
 Effective: October 8, 2005
 Instructor Rate: \$300 flat fee
 Fees to Student: \$320
 Terms: Min 20/Max 42

- f. **Name:** David Draime
 Name of Class: Art Weekend Intensive
 Effective: November 19, 2005
 Instructor Rate: 40% of tuition fees collected
 Fees to Student: \$150
 Terms: Min 10/Max 25

- g. **Name:** Teryn Hartnett
 Name of Class: Become a Certified Dog Trainer School
 Effective: September 16, 2005
 Instructor Rate: 40% of tuition fees collected
 Fees to Student: \$800
 Terms: Min 10/Max 30

- h. **Name:** Robert Campbell
 Name of Class: Timing the Real Estate Market
 Effective: September 24, 2005
 Instructor Rate: 40% of tuition fees collected
 Fees to Student: \$50
 Terms: Min 10/Max 50

- i. **Name:** Josie Silva and Maria Gallegos
 Name of Class: The Art of Tamale Making
 Effective: November 5, 2005
 Instructor Rate: 30% of tuition fees collected
 Fees to Student: \$40
 Terms: Min 10/Max 30

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

17. APPROVE TRAVEL EXPENSES

MSC McMullen/Nelson

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

- a. **Board Member** **NANCY CHADWICK**
 Advanced Funds? Yes
 For: Transportation, lodging, registration, car rental, meals
 To attend: ACCT Community College Leadership Congress
 Location: Seattle, WA
 Date: September 6-10, 2005
 Amount: \$2,443.02
 Account #: 575200-11-111100-66100-10-2006-0000000

- b. **Board Member** **MARK EVILSIZER**
 Advanced Funds? Yes
 For: Transportation, lodging, registration, meals
 To attend: ACCT Community College Leadership Congress
 Location: Seattle, WA
 Date: September 7-10, 2005
 Amount: \$1,860.97
 Account #: 575200-11-111100-66100-10-2006-0000000

- c. **Student Trustee** **NEILL KOVRIG**
 Advanced Funds? Yes
 For: Transportation, lodging, registration, meals
 To attend: ACCT Community College Leadership Congress
 Location: Seattle, WA
 Date: September 7-10, 2005
 Amount: \$1,858.86
 Account #: 575300-11-111100-66100-10-2006-0000000

The Vote was unanimous (of those Trustees present).

Student Trustee Advisory Vote: Aye

K. **ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR** – no items removed.

L. **REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION**

Report of the Faculty Senate

Ms. Katie Townsend-Merino asked the Board questions regarding their last meeting in which the Board drafted goals and objectives for the following year. It was understood that these goals and objectives will be brought through the governance process for discussion.

2. **INFORMATION**

Report of the Palomar Faculty Federation

Dr. Rocco Versaci reported that Paul Jordan will continue as the chief negotiator during PFF negotiations with the District. Also on the negotiations team are Julie Ivey, Mary Ann Drinan, Reno Frigo, Colleen Weldele, Marutte Hecht, and Shannon Lienhart; Dr. Versaci will serve as the alternate. He also said that Perry Snyder will be filling the open part timer position on the executive board which was vacant.

3. **INFORMATION**

Report of the Administrative Association

Mr. Tom Plotts reported that they have had several meetings with their membership. On a personal note, he thanked Mary Tennant for all of her work in Veterans' Services.

4. **INFORMATION**

Report of the Confidential and Supervisory Team – no report

5. **INFORMATION**

Report of the CCE/AFT

Becky McCluskey gave the following report:

Ms. Becky McCluskey thanked Barbara, Mary, Maureen, and Jane for contributing over 83 years of work at Palomar. She stated that they will be greatly missed.

6. **INFORMATION**

Report of the Associated Student Government

Student Trustee/ASG President Neill Kovrig reported that ASG has completed its work of Article 5 and Article 6 of its bylaws. He also said ASG is in the process of appointing new senators; Don Sullins from Information Services gave a presentation to the ASG regarding student email accounts and the changes that will be made. Student Trustee Kovrig said he hopes to have student representation on college committees early in the semester. He reported on Comet week preparations and on the ASG retreat in early September.

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

N. NEW BUSINESS

1. APPROVE REVISION OF B.P. 540 PURCHASING

MSC Nelson/McMullen

RESOLUTION NO. 05-20829

The Governing Board of the Palomar Community College District hereby approves the revision of B.P. 540 Purchasing as follows:

**B.P. 540
Purchasing**

The Governing Board has the sole authority and responsibility for purchase contracts of the District. The Governing Board may designate certain individuals as being authorized to sign purchase orders and certain contractual documents on its behalf, subject to ratification. Only those persons' names may obligate the District on behalf of the Governing Board. Furthermore, the Governing Board recognizes the need to establish guidelines for conducting day-to-day purchasing procedures as defined by the Purchasing Procedures Handbook.

The Governing Board shall review, prior to signature and implementation, the following contracts:

- All contracts meeting the dollar requirements for mandatory public bidding under Public Contract Code, section 20111(a). This review requirement includes agreements related to contract/grant-funded programs meeting these parameters.
- All public project contracts meeting the dollar requirements for mandatory public bidding under Public Contract Code, Sections 20111(b) and 20651(b). This review requirement includes agreements related to contract/grant-funded programs meeting these parameters.
- All multi-year contracts excluding maintenance, repair, and service agreements; hardware and software maintenance and license renewals.
- All real estate purchase or lease agreements except leasing of classroom space.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

2. APPROVE REVISION OF B.P. 470 ATHLETIC FUNDING

MSC Larson/Nelson

RESOLUTION NO. 05-20830

The Governing Board of the Palomar Community College District hereby approves the revision of B.P. 540 Purchasing as follows:

**BP 470
ATHLETIC FUNDING**

The District shall assume financial responsibility for the Athletic Program.

The Vote was unanimous (of those Trustees present).

Student Trustee Advisory Vote: Aye

3. **APPROVE AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR OPERATION OF REGIONAL OCCUPATIONAL PROGRAM, FY 2005-06**

MSC Larson/Nelson

The Governing Board hereby approves an agreement between the Palomar Community College District and the San Diego County Superintendent of Schools for the operation of the Regional Occupational Program courses and services for fiscal year 2005-2006 (effective July 1, 2005, and terminating June 30, 2006), in the amount of \$1,891,618.00, and the Superintendent/President of the District is hereby authorized to execute the agreement on behalf of the District. **EXHIBIT N-3**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

4. **APPROVE INCREASE IN PARENT FEES AT DISTRICT CHILD DEVELOPMENT CENTERS**

MSC Nelson/Larson

RESOLUTION NO. 05-20831

The Governing Board hereby approves a new fee structure to parents of (non-subsidized) children enrolled full- and part-time at the District's Child Development Centers, effective with the start of the Fall 2005 semester, in order to meet the Center's fiscal needs for budget year 2005/06. The increase in fees will be 10-20% based on a weekly rate. **EXHIBIT N-4**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

5. **APPROVE REVISED PARENT HANDBOOK FOR CHILD DEVELOPMENT CENTERS**

MSC Nelson/McMullen

The Governing Board hereby approves the revised Parent Handbook, including the subsidized Student Parent Policies for the Child Development Centers. **EXHIBIT N-5**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

6. **ACCEPT AS FINAL & COMPLETE, JOB NO. B-5005, A-6 COMPUTER ROOM ELECTRICAL UPGRADE; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

MSC McMullen/Nelson

RESOLUTION NO. 05-20832

The Governing Board hereby accepts Job No. B-5005, Computer Room Electrical Upgrade on the San Marcos campus, in accordance with the bid awarded by the District, on February 8, 2005, to Stars Electric (the "Contractor"), San Diego, 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 to the Governing Board. The total amount of this contract is \$23,430.00, 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 Stars Electric shall be returned to this Contractor and all bonds shall be released, within the time and in the manner as provided by law.

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

7. **AUTHORIZE THE SELECTION OF CARPET CLUB FOR FLOORING COVERING REPLACEMENT PROJECTS AND RATIFY CONTRACT FOR SERVICES**

MSC McMullen/Larson

The Governing Board hereby authorizes the selection of Mobile Carpet Club, Inc., dba Carpet Club, 518 W. Washington Avenue, Escondido, CA, as the lowest responsive bidder and hereby ratifies a contract between the District and Carpet Club in the total base bid amount of \$89,598.75, and an additive alternate of \$12,868.00.

Carpet Club responded to a request for bids on Floor Covering Replacement Projects for the San Marcos campus and Escondido Center. **EXHIBIT N-7**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

8. **ACCEPT AND APPROVE CHANGE ORDER #4 FOR HIGH TECHNOLOGY LABORATORY/CLASSROOM BUILDING**

MSC Nelson/Larson

RESOLUTION NO. 05-20833

The Governing Board hereby accepts and approves Change Order #4 in the amount of \$197,943.00, pertaining to Job No. 712, High Technology Laboratory/Classroom Building project; original contract approved by the Governing Board on October 12, 2004. **EXHIBIT N-8**

The Vote was unanimous (of those Trustees present).
Student Trustee Advisory Vote: Aye

O. BOARD REQUESTS FOR REPORTS

Trustee Larson requested a Board workshop in September, 2005.

R. ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

President

Secretary