



GOVERNING BOARD AGENDA
REGULAR MEETING OF THE GOVERNING BOARD
DATE: SEPTEMBER 13, 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

NOTICE TO PUBLIC: In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

The Open Session of the Board meets the second Tuesday of every month starting at 6:00 p.m. in the Governing Board Room of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action. Anyone having an interest in documents on file should call the Governing Board's Executive Assistant in the President's Office on extension 2104.

A.	Call to Order (5:00 p.m.)	2
B.	Roll Call	2
C.	Public Comments	2
D.	Recess to Closed Session	2
DD.	Reconvene to Open Session (6:00 p.m.).....	2
DDD.	Public Hearing – Proposed 2005-2006 Budget	2
E.	Comments from Other Individuals or Groups	3
F.	Approval of Minutes	3
G.	Reports Governing Board Members	3
H.	Report of the Superintendent/President.....	3
I.	Call for Removal of Items from or Changes to Agenda	3
J.	Approval of Consent Calendar Items	4
K.	Action on Items Removed from Consent Calendar	16
L.	Reports from College Groups	16
M.	Unfinished Business.....	16
N.	New Business	17
O.	Board Requests for Reports	20
P.	Recess to Closed Session	20
Q.	Reconvene to Open Session	20
R.	Adjournment.....	20

A. CALL MEETING TO ORDER: 5 p.m.

B. ROLL CALL

Establishment of a Quorum

C. PUBLIC COMMENTS

In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

D. RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code §54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
4. 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.
5. 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: 6 p.m.

Actions Taken In Closed Session
Pledge of Allegiance

DDD. PUBLIC HEARING – PROPOSED 2005-2006 BUDGET

1. **PRESENTATION OF PROPOSED 2005-2006 BUDGET**
2. **OPEN PUBLIC HEARING ON PROPOSED 2005-2006 BUDGET**
3. **CLOSE PUBLIC HEARING**
4. **RECOMMENDATION: ACTION – APPROVE ADOPTION OF ANNUAL FINANCIAL AND BUDGET REPORT**

BE IT RESOLVED, That the Palomar Community College District Annual Financial and Budget Report be approved. This is the Financial Report for Fiscal Year 2004-2005 and the Budget Report for Fiscal Year 2005-2006. EXHIBIT DDD-4

E. COMMENTS FROM OTHER INDIVIDUALS AND GROUPS

1. **INFORMATION:** Comments from **Other** Individuals or Groups

In accordance with Board Procedure 12.10.1, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

F. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

The Governing Board hereby approves the Minutes of the Regular Meeting of August 9, 2005.

The Governing Board hereby approves the Minutes of the Special Meeting of August 30, 2005.

ACCEPTANCE OF RETIREMENTS

An opportunity for the Board of Trustees to express appreciation and accept the retirements of employees with **ten (10)** or more years of service to the District.

Diana J. Olson, Senior Administrative Secretary, Arts, Media, Business and Computing Systems, has served Palomar College for 33 years from November 1, 1971, to September 30, 2005.

Bruce J. Swart, Athletic Trainer, Athletics, has served Palomar College for 26 years from February 15, 1979, to October 4, 2005.

G. REPORT OF THE GOVERNING BOARD MEMBERS

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda."

H. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. Report of Vice President for Instruction

a. Sabbatical Leave Report

2. Report of Vice President for Student Services

3. Report of Vice President for Finance and Administrative Services

4. Report of Vice President for Human Resource Services

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

J. APPROVAL OF CONSENT CALENDAR ITEMS

NOTICE TO PUBLIC: *There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be routine and will be approved by one motion.*

BUSINESS SERVICES

1. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY DAYS

The Governing Board hereby reviews and approves the following **purchase transactions and contracts** entered into on behalf of the Palomar Community College District. All of the following purchases are made against the 2005-2006 fiscal year budget:

Re-Encumbered				
FY 2005 PO's	0600000	through	0600013	\$ 23,347,061.46
Purchase Orders	0640021	through	0640110	\$ 290,740.95
Travel	0650005	through	0650010	\$ 1,600.79
Advertising/Increases	0660003	through	0660015	\$ 21,937.08
Employment Ads	0665002	through	0665002	\$ 26.10
Agreement/Services	0670076	through	0670196	\$ 1,484,741.24
Repairs	0675010	through	0675021	\$ 12,338.26
Agreement/Annual	0680046	through	0680105	\$ 238,090.82
Utilities	0695031	through	0695039	\$ 28,430.00
Library Orders	0625001	through	0625002	\$ 17,000.00
Procurement Card	Time Period: 06/23/05 – 07/22/05			\$ 133,785.96
	Time Period: 07/23/05 – 08/22/05			\$ 171,484.58
				<u>\$ 25,747,237.24</u>

2. RECOMMENDATION: ACTION - REVIEW AND APPROVE CONTRACT AND AGREEMENT RENEWALS

The Governing Board hereby ratifies and approves **all contracts and agreements** for the period July 1, 2005, through June 30, 2006, and entered into on behalf of the Palomar Community College District. **EXHIBIT J-2**

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

The Governing Board hereby ratifies and approves all contracts and agreements for the period July 1, 2005, through August 31, 2005, and entered into on behalf of the Palomar Community College District. **EXHIBIT J-3**

GIFTS

4. RECOMMENDATION: ACTION – ACCEPT GIFTS

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

- a. Flat file mat board holder (Oak cabinet on wheels), full-size mats, sketchbooks, watercolor paper, and tracing paper, donated by Marshall Byer, 2076 Warmlands Avenue, Vista, CA 92084-3334, to be used by students in the Art Department. Total cash value as estimated by donor is \$800.00.

- b. Baton, baton holder, ASP holder, handcuffs case, two handcuffs, two gloves, radio holder, gun belt, regular belt, badge holder, boots, single magazine holder, bag three key holders, two handcuff keys, and citation book case; donated by Eric Field, 906 Brighton Court, Vista, CA 92081, to be used by Palomar Police Officers only. Total cash value as estimated by donor is \$500.00.
- c. Handicapped W/C Scooter donated by California Mobility, 1221 Linda Vista, San Marcos, CA 92069, to be used by handicapped students. Total cash value as estimated by donor is \$2,300.00.

FISCAL SERVICES

5. RECOMMENDATION: ACTION - APPROVE 2005-2006 GANN AMENDMENT LIMIT

WHEREAS, In November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment; and,

WHEREAS, The provisions of that amendment establish maximum appropriation limitations, commonly called "Gann Limits" for public agencies, including school districts; and

WHEREAS, The District must establish a Gann Limit for the 2005-2006 fiscal year in accordance with the provisions of the Gann Amendment and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED, That this Board does provide public notice that the attached calculations and documentation of the 2005-2006 Gann Limit are made in accord with applicable constitutional and statutory law and that this Board does hereby declare that the appropriations in the 2005-2006 budget do not exceed the limitations imposed by the Gann Amendment;

AND BE IT FURTHER RESOLVED, That the Superintendent/President provide copies of this resolution along with appropriate attachments to interested citizens of this District.

Attachment: California Community Colleges 2005-2006 Gann Limit Worksheet showing 2005-2006 Appropriations Limit of \$102,028,778 and a 2005-2006 Appropriations Subject to Limit of \$73,908,067. **EXHIBIT J-5**

PERSONNEL

6. RECOMMENDATION: ACTION - RATIFY ASSIGNED TIME TO ACADEMIC CONTRACTS

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **assigned time and monthly stipends** for faculty for the 2005-2006 Academic Year:

Name	Assignment/Department/Position	Assigned Time	Monthly Stipend
Boyajian, David	Chair Chemistry Department	40%	\$458.33
Canon, Terrie	Chair CSIS Department	60%	\$500.00
Cater, Judy	Chair Library Technology Department	20%	\$416.67
Deen, Patty	Chair Earth Sciences Department	40%	\$458.33
Dixon, Patricia	Chair American Indian Studies Department	20%	\$416.67
Eckhart, Judy	Chair Nursing Education Department	80%	\$541.66
Esteban, Jose	Chair Economics, History & Political Science Department	60%	\$500.00
Ferges, Ralph	Chair Life Sciences Department	60%	\$500.00
Fernandez, Jose	Chair Counseling Department	20%	\$416.67
Forsyth, David	Chair Business Education Department	60%	\$500.00

Fowler, Grace	Chair	Graphic Communications Department	20%	\$416.67
Furch, Marty	Chair	English as a Second Language Department	60%	\$500.00
Galli, Nancy	Chair	Design and Consumer Education Department	40%	\$458.33
Gomez, Carlos	Chair	Foreign Languages Department	60%	\$500.00
Levy, Stan	Director	Reading Services	20%	\$416.67
McDonough, Bruce	Chair	Cooperative Education Department	20%	\$416.67
Mills, Patrick	Chair	Speech Communications/Forensics/ASL Department	40%	\$458.33
Mufson, Michael	Chair	Performing Arts Department	60%	\$500.00
Nakajima, Takashi	Chair	Physics and Engineering Department	20%	\$416.67
Nelson, Wendy	Chair	Communications Department	40%	\$458.33
Orton, Bruce	Chair	English Department	80%	\$541.67
Rudy, Denise	Director	Dental Assisting Program	40%	\$458.33
Schaeffer, Joe	Chair	Trade and Industry Department	40%	\$458.33
Steirnagle, Michael	Chair	Art Department	60%	\$500.00
Studinka, Diane	Chair	Child Development Department	20%	\$416.67
Townsend-Merino, Katie	Chair	Behavioral Sciences Department	60%	\$541.67
Valdez, John	Chair	Multicultural Studies Department	20%	\$416.67
Vetter, Robert	Chair	Physical Education Department	60%	\$500.00
Wiestling, Jay	Chair	Mathematics Department	80%	\$541.67
Workman, Debi	Director	Emergency Medical Education Department	40%	\$458.33

Name	Assignment/Department/Position	Assigned Time
Anfinson, Cynthia	Math Center Director	20%
Boyd, David	Theatre Technical Director	20%
Brannick, Monika	Faculty Senate Chair of Committee on Committees	20%
Crossen, Jon	Wellness Fitness Center Coordinator	25%
DeBarros, Philip	Archaeology Coordinator	20%
Dowd, Bonnie	Academic Technology Resources Coordinator	60%
Dowd, Bonnie	Faculty Senate Secretary	20%
Drinan, Mary Ann	Tenure and Evaluations Review Coordinator	60%
Furch, Marty	English as a Second Language Computer Lab Coord.	27%
Gach, Peter	Artist in Residence – President's Association	40%
Gowen, Brent	Past-President Designee of the Faculty Senate	10%
Gowen, Brent	Senate Rep., Learning Outcomes Coordinating Com.	20%
Kelber, Barbara	Co-Chair, Learning Outcomes Council	50%
Lane, Mark	Director, Planetarium	40%
Laughlin, Teresa	Curriculum Committee Co-Chair	20%
Laughlin, Teresa	Curriculum Rep./Learning Outcomes Coordinating Com.	20%
Lienhart, Shannon	Palomar Faculty Federation Secretary	25%
Martin-Klement, Jackie	Palomar Faculty Federation Treasurer	50%
Nebelsick-Tagg, Marilee	Vice President, Faculty Senate	10%
Paes De Barros, Deborah	Faculty-Member-at-Large, Learning Outcomes Coordinating Committee	20%
Pistone, Joseph	Palomar Faculty Federation Webmaster	25%
Studinka, Diane	Liaison to the Children's Center	20%
Townsend-Merino, Katie	President, Faculty Senate	60%
Versaci, Rocco	Palomar Faculty Federation Co-President	50%
Waite, Lori	Professional Development Coordinator	60%
Waite, Lori	Faculty-Member-at-Large, Learning Outcomes Coord. Com.	20%
Zacharias, Gary	Director, English Lab	25%

7. RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINE

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:

- Bush, Andrea – Spanish
- Courtney, Melinda – World Regional Geography
- Falconer, Bruce – Administration of Justice
- Hoff, Theresa – Reading
- Johnson, Paula – Africana Studies
- Kelly, Timothy – Administration of Justice
- Knudsen, Karen – Computer Science and Information Systems
- Langdon, Clifton – American Sign Language
- Norskog, Jack – Computer Science and Information Systems
- Sako, Gerald – Arabic
- Zambrano, Frank – Carpentry Apprenticeship

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

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 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:

FALL 2005

AMERICAN INDIAN STUDIES

Aldern, Jared	American Indian Studies M.A., History and Environmental Studies	\$44.13
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ART DEPARTMENT

Flores, Tobias	Art M.F.A., Art	\$44.13
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Scherer, Gwendolyn	Art A.B., Art M.A., Art History	\$44.13
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BEHAVIORAL SCIENCES

Cefalu, Rita	Religious Studies M.A., Biblical Exegesis M.A.T., Theology	\$46.90
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Hill, Juan	Psychology M.A., Psychology Ph.D., Clinical Psychology	\$46.90
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Umali Kopp, Christine	Psychology B.A., Psychology M.A., Culture & Human Behavior Psy.D., Culture & Human Behavior	\$46.90
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BUSINESS EDUCATION

Burkland, Susan Paralegal Studies \$46.90
 B.A., Radio – Television
 J.D., Law

Haddock, Scott Paralegal Studies \$46.90
 B.A., Speech Communication
 J.D., Law

Molokwu, Victor Accounting \$46.90
 M.B.A., Business Administration
 M.P.A., Public Administration
 Certified Public Accountant

CHEMISTRY

Love, Shubhangi Chemistry \$43.06
 California Community Colleges Instructor
 Credential in Chemistry

CHILD DEVELOPMENT

Zink, Rozella Child Development \$44.13
 B.S., Child Development
 M.A., Human Behavior

COMMUNICATIONS

Buckner, Kathleen Journalism \$44.13
 B.A., Communications
 M.A., Organizational Management

Perry, Ann Journalism \$44.13
 A.B., English
 M.S., Journalism

DESIGN AND CONSUMER EDUCATION

Chzyk, Sabrina Nutrition \$43.06
 B.S.A., Food Science & Human Nutrition
 2+ Years Experience

EARTH SCIENCES

Courtney, Melinda World Regional Geography \$44.13
 B.A., History
 M.A., History
 Coursework and Experience

ENGLISH

Gray, Barbara English \$44.13
 A.B., English Literature
 M.A., English

ENGLISH AS A SECOND LANGUAGE

Chou, Ai Lien Community Education – Noncredit \$46.90
 B.A., Liberal Arts
 M.Ed., English as a Second Language
 Ed.D., Bilingual Education

Devlin, Mark	Community Education-Noncredit B.A., Business M.A., Teaching English to Speakers of Other Languages	\$44.13
McGill, Linda	Community Education – Noncredit B.A., English Certificate in the Teaching of English as a Second Language 2+ Years Experience	\$43.06
Munger, Pamela	Community Education – Noncredit B.A., Literature 2+ Years Experience	\$43.06
Sheik, Habib	Community Education – Noncredit B.S., Crop Production A.B., English M.A., Linguistics Ph.D., English	\$46.90
FOREIGN LANGUAGES		
Bush, Andrea	Spanish B.A., Dance M.Ed., Secondary Education Coursework and Experience	\$44.13
Robinson, Naini	Japanese B.A., Japanese M.A., Japanese	\$44.13
Sako, Gerald	Arabic B.S., Physics 2+ Years Experience	\$43.06
LIFE SCIENCES		
Strader, Diane	Medical Insurance Coding M.S., Nursing	\$44.13
MATHEMATICS		
Sadatmand, Kamal	Mathematics M.S., Software Engineering Ed.D., Computer Education California Community Colleges Instructor Credential in Mathematics	\$46.90
Siegrist, James	Mathematics M.A., Mathematical Scholarship	\$44.13
MULTICULTURAL STUDIES		
Johnson, Paula	Africana Studies B.A., Liberal Arts Coursework and Experience	\$43.06

NURSING EDUCATION

Adams, Heather	Nursing B.S.N., Nursing 2+ Years Experience	\$43.06
Senn, Joni	Nursing B.S.N., Nursing 2+ Years Experience	\$43.06

OCCUPATIONAL & NONCREDIT PROGRAMS

Lawler, James	Construction Inspection A.A., Construction Inspection 6+ Years Experience	\$43.06
Love, Curtis	Apprenticeship – Drywall Preliminary Designated Subjects Vocational Education Teaching Credential: Full Time in Welding; Drywall Installation; Carpentry	Paid by sponsor: So. California Drywall/Lather Joint Apprenticeship & Training Committee
Zambrano, Frank	Apprenticeship – Carpentry Eminence in the Field – Carpentry	Paid by sponsor: So. California Carpentry Joint Apprenticeship & Training Committee

PHYSICAL EDUCATION

Wilson, Charles	Physical Education B.S., Physical Education M.Ed., Physical Education	\$44.13
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PUBLIC SAFETY PROGRAMS

Blumenthal, Matthew	Administration of Justice B.A., Liberal Arts & Sciences – Geography M.A., Management 2+ Years Experience	\$44.13
Cotteen, Scott	Administration of Justice A.A., General Studies B.P.A., Criminal Justice 2+ Years Experience	\$43.06
Falconer, Bruce	Administration of Justice Eminence in the Field – Public Safety	\$43.06
Kelly, Timothy	Administration of Justice Eminence in the Field – Public Safety	\$43.06
Licata, Craig	Fire Technology A.A., Fire Technology 6+ Years Experience	\$43.06

- e. **Position:** **INFORMATION SERVICES SUPPORT SPECIALIST**
Department: Information Services
Name: JoAnn K. Ellis
Position #: 5845 New?: No
Remarks: Position was Information Services Support Specialist, Grade 23
Effective: July 1, 2005
% of position: 100% # of Mos: 12
Sal Grade/Stp: 28/7 Salary: **\$4,406.53/month**
Account #: A-212200-561100-67800-0000000/100%

- f. **Position:** **ADMISSIONS ASSISTANT**
Department: International Education
Name: Ronald E. Bonner
Position #: 5814 New?: No
Remarks: Position was Admissions Assistant, Grade 16
Effective: July 1, 2005
% of position: 100% # of Mos: 12
Sal Grade/Stp: 20/8 Salary: **\$3,652.66/month**
Account #: A-212200-424100-62100-0000000/100%

11. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITION

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

- a.. **Position:** **INTERNATIONAL STUDENT ADVISOR/COORDINATOR**
Department: International Education
Name: Yasue O'Neill
Position #: 5462 New?: No
Remarks: Position was International Student Advisor/Coordinator, Grade 45
Effective: July 1, 2003
% of position: 100% # of Mos: 12
Sal Grade/Stp: 50/7 Salary: **\$5,347.20/month**
Account #: A-212100-421100-62100-0000000/100%

12. RECOMMENDATION: ACTION - RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: **JODY HALL**
Position: Staff Assistant
Department: Escondido Center
Position #: 5320 New?: No
Remarks: Replacement for Glynda Knighten; promotion for Ms. Hall.
Sal Grade/Stp: **23/1** Salary: **\$3,107.13/month**
% of Position: 100% # of Mos: 12
Effective: August 15, 2005
Account #: B-212200-354200-60910-0000000/100%

- b. Name: **IRENE S. DOOLEY**
Position: Employment Specialist
Department: Human Resource Services
Position #: 6158 New?: No
Remarks: Replacement for Eloisa Castro.
Sal Grade/Stp: **20/1** Salary: **\$2,889.46/month**
% of Position: 100% # of Mos: 12
Effective: August 29, 2005
Account #: A-212200-611100-66600-0000000/100%

c. Name: **MARCELA GOMEZ**
Position: ESL Student Specialist (Bilingual English-Spanish)
Department: English as a Second Language
Position #: 6327 New?: Yes
Remarks: Position approved 8/9/05; promotion for Ms. Gomez;
funded – Non-Credit Matriculation.
Sal Grade/Stp: **20/4** Salary: **\$3,346.04/month**
% of Position: 100% # of Mos: 12
Effective: September 12, 2005
Account #: K-212200-325100-63210-1612122/100%

d. Name: **JORGE G. VILLALOBOS**
Position: ESL Student Specialist (Bilingual English-Spanish)
Department: English as a Second Language
Position #: 6328 New?: Yes
Remarks: Position approved 8/9/05; funded – Non-Credit Matriculation.
Sal Grade/Stp: **20/1** Salary: **\$1,300.26/month**
% of Position: 45% # of Mos: 12
Effective: September 19, 2005
Account #: K-212200-325100-63210-1612122/100%

e. Name: **ULISES NAVA**
Position: Enrollment Services Specialist
Department: Enrollment Services
Position #: 5478 New?: No
Remarks: Replacement for Linda Herritt
Sal Grade/Stp: **20/1** Salary: **\$2,889.46/month**
% of Position: 100% # of Mos: 12
Effective: September 1, 2005
Account #: A-212200-421100-62100-0000000/100%

13. RECOMMENDATION: ACTION - RATIFY LEAVE OF ABSENCE - CORRECTION

a. The Governing Board hereby ratifies the corrected recommendation of the Superintendent/President granting a **100% Family Leave of Absence without pay and with no effect on benefits**, effective August 30, 2005, through November 21, 2005, to **Jo Anne M. Giese**, Administrative Assistant, Administrative Services.

14. RECOMMENDATION: ACTION - RATIFY LEAVE OF ABSENCE

a. 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 August 22, 2005, through December 17, 2005, to **Kelly Patrick**, Library Media Tech II, Library Media Center, to teach.

15. RECOMMENDATION: ACTION - RATIFY RESIGNATIONS

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

- a. **Susan E. Martin**, Communications Assistant I, Communications/Marketing, effective August 20, 2005 (last day of employment August 19, 2005).
- b. **Brooke A. Bowden**, Tutor, Tutoring Center, effective August 19, 2005 (last day of employment August 18, 2005).

- c. **Ana E. Salas**, Administrative Secretary, Educational Television, effective August 20, 2005 (last day of employment August 19, 2005).
- d. **Adriana Ayala**, Academic Department Assistant, Nursing Education, effective August 12, 2005 (last day of employment August 11, 2005).
- e. **Deborah S. Adler**, Staff Assistant, Facilities, effective August 25, 2005 (last day of employment August 24, 2005).
- f. **Margaret A. Banta-Ford**, Assistant Professor, Communications, effective May 20, 2006 (last day of employment May 19, 2006).
- g. **Karen E. Miller**, Master Teacher I, Child Development Center, effective August 27, 2005 (last day of employment August 26, 2005).
- h. **Lasea Usini**, Assessment Assistant, Counseling, effective September 7, 2005 (last day of employment September 6, 2005).

16. RECOMMENDATION: ACTION - RATIFY STIPENDS FOR DESIGNATED BILINGUAL INTERPRETERS

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the **bilingual stipends** for the following employees **designated as bilingual interpreters**:

Javier A. Williams, Financial Aid Specialist, Financial Aid, effective September 1, 2005.

Marcela Gomez, ESL Student Specialist, English as a Second Language, effective September 12, 2005.

Jorge G. Villalobos, ESL Student Specialist, English as a Second Language, effective September 12, 2005.

17. RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF CANDIDATES FOR SECOND-LEVEL INTERVIEW EXPENSES

The Governing Board hereby approves **reimbursement of travel expenses** for an interview for the following:

- a. **RONALD ROOT**
 - For: Mileage and hotel
 - To Attend: Interview for the position of
Interim Assistant Superintendent/Vice President,
Finance & Administrative Services
 - Location: Sun City West, AZ, to San Marcos, CA
 - Date: August 25, 2005
 - Amount: \$396.57
 - Account #: 575400-12-611200-67600-10-2006-1612080/100%

18. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board hereby approves the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **August, 2005**, and **short-term employees** for the month of **September, 2005**. **EXHIBIT J-18**

19. INFORMATION - RETIREMENT

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 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. **Diana J. Olson**, Senior Administrative Secretary, Arts, Media, Business and Computing Systems, effective October 1, 2005. She has served Palomar College for 33 years from November 1, 1971, to September 30, 2005.
- b. **Bruce J. Swart**, Athletic Trainer, Athletics, effective October 4, 2005. He has served Palomar College for 26 years from February 15, 1979, to October 4, 2005.
- c. **Barry C. Reed**, Professor, Art, effective August 10, 2005. He has served Palomar College for 28 years from September 1, 1977, to August 10, 2005.

20. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD

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 September 1, 2005:

Employee Name:	Michael T. Hill
Position:	Supervisor of Construction/Weekend
Department:	Facilities
Course of Study:	A.A. Degree

**Resumption of
REGULAR AGENDA**

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

L. REPORTS FROM COLLEGE GROUPS

1. **INFORMATION: Report of the Faculty Senate**
2. **INFORMATION: Report of the Palomar Faculty Federation**
3. **INFORMATION: Report of the Administrative Association**
4. **INFORMATION: Report of the Confidential and Supervisory Team**
5. **INFORMATION: Report of the CCE/AFT**
6. **INFORMATION: Report of the Associated Student Government**

M. UNFINISHED BUSINESS

N. NEW BUSINESS

1. RECOMMENDATION: ACTION – RECEIVE BIDS FOR PRINTING OF CLASS SCHEDULES

The following bid was received by the Palomar Community College District in response to Notice to Bidders for “**Bid #B-6002: Printing of Class Schedules**” published on July 26, 2005, and August 2, 2005, from the firms indicated on the attached exhibit:

BIDDER

San Dieguito Printers
1880 Diamond St.
San Marcos, CA 92078

San Dieguito Printers is hereby found to be the lowest responsive bidder to Palomar Community College District on the aforesaid bid, and an agreement per the price schedule shown for this Bidder on the attached exhibit is hereby authorized between this company and the District, subject to compliance with all insurance requirements. The term of this purchase agreement is for the initial one-year period of approximately October 3, 2005, through September 30, 2006, with the option to annually renew for two (2) full additional years during the tenure of this agreement.

Funding Source: Marketing Communications printing account . **EXHIBIT N-1**

2. RECOMMENDATION: ACTION - APPROVE SUBSTITUTION OF SUBCONTRACTOR (KONE, INC.) JOB NO. 712, HIGH TECHNOLOGY/LABORATORY CLASSROOM BUILDING

The Governing Board hereby approves the request by C. E. Wylie Construction Company, general contractor for the High Technology Laboratory/Classroom Building, to substitute KONE, Inc., (“KONE”) for another subcontractor for §14205, §14240, and §14250, Elevators, on the project as authorized under Public Contract Code §4107. The substitution of product that KONE submitted was not an equal substitution and was rejected by the project architect. In accordance with Public Contract Code §4107, a certified letter was sent to KONE, notifying of the request for substitution and an opportunity to object. No objection was received by KONE within the required five working days and is deemed consent to the substitution.

3. RECOMMENDATION: ACTION - APPROVE SUBSTITUTION OF SUBCONTRACTOR (INTERRA, INC.) ON JOB NO. 712, HIGH TECHNOLOGY/LABORATORY CLASSROOM BUILDING

The Governing Board hereby approves the request by C. E. Wylie Construction Company, general contractor for the High Technology Laboratory/Classroom Building, to substitute Interra, Inc., (“INTERRA”) for another subcontractor for the Fixed Audience Seating on the project, as authorized under Public Contract Code §4107. The substitution of product that INTERRA submitted was rejected by the project architect on the basis that the product did not meet the specifications. In accordance with Public Contract Code §4107, a certified letter was sent to INTERRA, notifying of the request for substitution and an opportunity to object. No objection was received by INTERRA within the required five working days and is deemed consent to the substitution.

4. RECOMMENDATION: ACTION - ACCEPT AND APPROVE CHANGE ORDER #5 FOR HIGH TECHNOLOGY LABORATORY/CLASSROOM BUILDING

The Governing Board hereby accepts and approves Change Order #5 in the amount of \$30,532.00, pertaining to Job No. 712, High Technology Laboratory/Classroom Building project; original contract approved by the Governing Board on October 12, 2004, as detailed on **EXHIBIT N-4**.

5. **RECOMMENDATION: ACTION - ACCEPT AND APPROVE CHANGE ORDER #1 FOR BASEBALL FACILITY & PRACTICE FIELDS PROJECT**

The Governing Board hereby accepts and approves Change Order #1 (in the amount of **\$0.00**) pertaining to project; original contract approved by the Governing Board on April 14, 2004, as detailed on **EXHIBIT N-5**.

6. **RECOMMENDATION: ACTION - APPROVE 2005/06 CHILD DEVELOPMENT AGREEMENT CONTRACT NUMBER: CCAP-4227 TODDLER CHILD CARE RESOURCE PROGRAM, ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION, AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

The Governing Board hereby approves Child Development Services agreement, Contract Number CCAP-4277, between California Department of Education and Palomar Community College District, effective July 1, 2005, through June 30, 2006; and accepts funding in the amount of \$2,537.00 for support of Toddler Child Care Resources Program on the San Marcos campus.

The Governing Board hereby authorizes, Joe Newmyer, Interim Vice President, Finance & Administrative Services, and Ken Jay, Director of Business Services to sign contract documents of the California Department of Education – Child Development Services.
EXHIBIT N-6

7. **RECOMMENDATION: ACTION - APPROVE 2005/06 CHILD DEVELOPMENT AGREEMENT CONTRACT NUMBER: CRPM-4090, FACILITIES RENOVATION & REPAIR, ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION, AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

The Governing Board hereby approves Child Development Services agreement, Contract Number CRPM-4090, between California Department of Education and Palomar Community College District, effective July 1, 2005, through June 30, 2007; and accepts funding in the amount of **\$15,000.00** for improvements to the San Marcos and Escondido Child Development Centers.

The Governing Board hereby authorizes Joe Newmyer, Interim Vice President, Finance & Administrative Services, and Ken Jay, Director of Business Services, to sign contract documents of the California Department of Education – Child Development Services.
EXHIBIT N-7

8. **RECOMMENDATION: ACTION - APPROVE AMENDMENT TO LEASE FOR OFFICE SPACE AT 365 SO. RANCHO SANTA FE ROAD, SAN MARCOS, CA, FOR CCC CONFER ADMINISTRATIVE OFFICES**

The Governing Board hereby approves an amendment to an existing lease with NetReit, a California Corporation, for administrative office space for CCC Confer, located at 365 So. Rancho Santa Fe Road, San Marcos, CA 92069. The amendment modifies the square footage, term and the base rent of the lease. The amendment to the lease shall be for eight (8) months, commencing October 1, 2005, and ending February 28, 2006, for approximately 2,399 square feet, in the monthly amount of **\$3,886.38**.

9. RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH ESTUDIO INTERNACIONAL SAMPERE TO OFFER SPANISH CLASSES IN MADRID, SPAIN

The Governing Board hereby approves an agreement between the **Palomar Community College District** and **Estudio Internacional Sampere**, Lagasca, 16, Madrid, Spain, for the purpose of allowing the District's Foreign Languages Department to conduct a **Study Abroad Program** in **Madrid, Spain**, from May 20, 2006, to June 17, 2006. Classes will be offered in Spanish 101, 102, 201, 202, 235, and 195. In addition to the program price, program participants will be responsible for paying for all fees including transportation, housing, insurance, books, materials, and personal expenses.

10. RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH THE CENTER OF LANGUAGES, ENSENADA, BAJA CALIFORNIA, MEXICO

The Governing Board hereby approves an amended agreement with the **Center of Languages**, Ensenada, Mexico for the purpose of conducting a **Study Abroad Program** in **Ensenada, Baja California**, Mexico, for academic years 2005 through 2008. Participants enrolled in 1 to 3 units of SPAN 296, pay all program costs and are responsible for arranging their own transportation.

11. RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH SOLEXICO LANGUAGE & CULTURAL CENTER FOR STUDY ABROAD PROGRAM IN OAXACA, MEXICO, DECEMBER 30, 2005 – JANUARY 15, 2006

The Governing Board hereby approves an agreement between **Palomar Community College District** and **Solexico Language & Cultural Center**, Oaxaca, Mexico, for the purpose of conducting a Study Abroad Program in **Oaxaca, Mexico**, on December 30, 2005, through January 15, 2006. Classes will be offered in Spanish 101A, 101B, 102A, 102B, 201A, 201B, 235, and 296. In addition to program price, program participants will be responsible for paying for all fees including transportation, housing, insurance, books, materials, and personal expenses.

12. RECOMMENDATION: ACTION - APPROVE CONSULTANT AGREEMENT WITH LPA ARCHITECTS AS ARCHITECT FOR DISTRICT

The Governing Board hereby approves the selection of **LPA Architects**, 5161 California Avenue, Suite 100, Irvine, CA 92617, for consultant services as **District architect** and authorizes the District to enter into a contract with LPA. The term of the agreement will be on a year to year basis for up to five calendar years. LPA will provide architectural services to the District to include, but not limited to, master planning design, design drawings, cost estimating, and construction drawings of new construction, as well as remodels.

13. RECOMMENDATION: ACTION - APPROVE CONSULTANT AGREEMENTS WITH RBC DAIN RAUSCHER, UBS FINANCIAL SERVICES, AND A. G. EDWARDS & SONS FOR BOND FINANCING/UNDERWRITING SERVICES

The Governing Board hereby approves the selection and authorizes the District to enter in consultant agreements with RBC Dain Rauscher (RBC), 777 S. Figueroa St., Ste. 850, Los Angeles, CA 90017; UBS Financial Services, Inc., (UBS), 1 California St., Ste. 2700, San Francisco, CA 94111; and A. G. Edwards & Sons (AGE), 333 S. Hope St., Ste. 3700, Los Angeles, CA 90071, in assisting the District on bond financial/underwriting services.

RBC AND UBS will act as Co-Senior Management Underwriters, and AGE will act as Co-Manager. Payment for the services of **the Financial Consultants/Underwriters**, are contingent on the District Governing Board passage of a resolution calling for a General Obligation Ballot Measure in the year 2006, and the passage by the voters at the election on which this ballot measure appears. Payment of services will not be an expenditure of the District's general fund, but will be covered as a result of a successful election.

14. RECOMMENDATION: ACTION - APPROVE AGREEMENT WITH RUTAN & TUCKER, LLP, ATTORNEYS AT LAW, FOR SPECIALIZED LEGAL SERVICES

The Governing Board hereby approves an agreement between **Palomar Community College District and Rutan & Tucker, LLP, Attorneys at Law** (hereinafter "Firm"), 611 Anton Blvd., 14th Floor, Costa Mesa, CA 92626-1931. The Firm shall provide specialized legal services. The Firm shall bill for their services requested by District, at the rate of \$225.00 per hour for all attorney time and established hourly rates for paralegal and document clerk time. District shall reimburse the Firm for any direct costs and expenses incurred in the course of providing the services herein, including but not limited to long distance telephone calls, messenger and other delivery fees, parking, travel expenses, photocopy and facsimile costs.

15. RECOMMENDATION: ACTION – SCHEDULE GOVERNING BOARD WORKSHOPS

The Governing Board hereby schedules a **Board Workshop** on **September 22, 2005**; time, location, and topic to be determined.

16. RECOMMENDATION: ACTION – EXCUSE ABSENCE OF TRUSTEE

In accordance with Section 72425(c) of the California Education Code, the Governing Board hereby finds that the absence of **Trustee Mark Evilsizer** from the Regular Meeting of the Governing Board held **August 9, 2005**, is **excused** due to personal necessity

O. BOARD REQUESTS FOR REPORTS

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

P. RECESS TO CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957.6.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code 54957.6.
4. Conference 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.

5. 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.

Q. RECONVENE TO OPEN SESSION

R. ADJOURNMENT