



APPROVED: DECEMBER 13, 2005

GOVERNING BOARD MINUTES

REGULAR MEETING OF THE GOVERNING BOARD

DATE: NOVEMBER 8, 2005

4:00 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 4:00 p.m.

AA. 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. MC MULLEN, M.B.A., TRUSTEE

NEILL KOVRIG, STUDENT TRUSTEE

EXECUTIVE ADMINISTRATORS PRESENT:

Robert P. Deegan, Superintendent/President

Berta Cuaron, Assistant Superintendent/Vice President, Instruction

Carmen Fernandez, D.B.A., Interim Assistant Superintendent/Vice President, Finance and Administrative Services

Joseph Madrigal, Assistant Superintendent/Vice President, Student Services

Jack Miyamoto, Ed.D., Interim Assistant Superintendent/Vice President, Human Resource Services

B. PUBLIC COMMENTS – There were none.

C. RECESS TO CLOSED SESSION

The Board went into Closed Session at 4:01 p.m., to discuss:

4. Public Employee Performance Evaluation, pursuant to Government Code §54957. Position Title: Superintendent/President
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.

CC. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 6 p.m. Board President Nancy Chadwick reported the following:

The Board took action in closed session to terminate a probationary classified employee, #000924203, in the classification of Senior Office Specialist, effective November 9, 2005.

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; Associate Professor, Behavioral Sciences
Julie Ivey, Co-President, PFF/AFT; Adjunct, English
Lynda Halttunen, Counseling Services
JoAnn Ellis, Information Services
Michael Ellis, Director, Facilities
Judy Fish, ROP
Katheryn Garlow, Languages & Literature
Pat Schwerdtfeger, Arts, Media, Business & Computing Services
Sara Thompson, Mathematics and the Natural and Health Sciences
Katherine Gannett, Library
Wilma Owens, Career, Technical & Extended Education
Herman Lee, Enrollment Services
Mark Oggel, Communications
Donald Sullins, Information Services
Elaine Armstrong, Academic Technology
Blaine Morrow, e-Conferencing
Pam Keinath, Child Development
Norma Bean, Extended Education
Michelle Barton, Institutional Research & Planning
Katheryn Gannett, Library
Jean Ruff, CCE
Marsha Doughty, Evaluations
Others present are listed on the sign-in sheets

GUESTS:

Those 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.

D. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS – There were none.

E. APPROVED MINUTES

MSC Larson/McMullen

The minutes of October 11, 2005, were approved as submitted.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

F. CALLED FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA

There were no items removed from the Agenda.

G. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Nancy Chadwick commended Pat Hahn and his crew for the fine work on the North County News and Primetime Palomar programs. She also mentioned that the SDICCCA group is vigorously working on equalization focusing on legislators to carry bills pertaining to equalization.

H. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Nelson – no report

Trustee Mark Evilsizer reported on the numerous activities that he attended during the month.

Trustee Darrell McMullen – no report

Trustee Ruth Larson – no report

Student Trustee Neill Kovrig announced that several reporters for the Telescope received awards at the Journalism Association of Community Colleges Conference.

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

President Robert Deegan introduced Interim Vice President of Finance and Administrative Services, Dr. Carmen Fernandez. He read a letter that was received from the California Post Secondary Education Commission approving the District's intent to establish a North Palomar Education Center in Fallbrook. He thanked Michelle Barton, Kelley Hudson Mac Isaac, Dr. Mark Vernoy, and all staff for all of their work on this project.

President Deegan expressed his appreciation to everyone involved in creating the new spring class schedule, which will be mailed out to every household in the Palomar Community College District.

1. Report of Vice President for Instruction

Vice President Berta Cuaron reported on a variety of departmental presentations that were conducted during the month. She also reported that the curriculum management system, Curricunet, was put into action this fall semester and plans to demonstrate the system at the December Board meeting.

In response to Trustee Nelson's request for a report on Tutoring Services, Vice President Cuaron introduced Dr. Mark Vernoy and Ruth Barnara, who gave a detailed report on tutoring services available to students.

2. Report of Vice President for Student Services

Vice President Joe Madrigal reported that Student Services held a Staff Appreciation Day last month in honor of their hard work during the year. He summarized the events planned for the Annual High School Counselors Day visit. Lastly, he said he is working with the Boehm Gallery on a photo exhibit commemorating Cesar Chavez.

3. Report of Vice President for Finance and Administrative Services - No report.

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

**Resumption of
REGULAR AGENDA**

J. APPROVAL OF CONSENT CALENDAR ITEMS

1. REVIEWED AND APPROVED PURCHASES MADE FOR THE PRIOR SIXTY DAYS

MSC Larson/McMullen

The Governing Board hereby reviewed and approved 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**:

Purchase Orders	0640155	through	0640189	\$	90,624.78
Travel	0650016	through	0650030	\$	3,522.27
Advertising/Increases	0660023	through	0660037	\$	75,548.65
Employment Ads	0665003	through	0665006	\$	2,558.00
Agreement/Services	0670301	through	0670378	\$	572,324.40
Repairs	0675030	through	0675046	\$	11,183.65
Agreement/Annual	0680140	through	0680148	\$	23,295.43
Utilities	0695041	through	0695041	\$	1,080.00
Library Orders	0625003	through	0625003	\$	8,000.00
					<u>\$ 788,137.18</u>

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. REVIEWED AND APPROVED CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS

MSC Larson/McMullen

The Governing Board hereby ratified and approved all **contracts and agreements** for the period September 1, 2005, through October 31, 2005, and entered into on behalf of the Palomar Community College District. **EXHIBIT J-2.**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. APPROVED ANNUAL FINANCIAL STATUS REPORT (CCFS-311)

MSC Larson/McMullen

RESOLUTION NO. 05-20846

The Governing Board approved the California Community Colleges Annual Financial Status Report (CCFS-311) for period ending June 30, 2005. **EXHIBIT J-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVED CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT (CCFS-311Q)**

MSC Larson/McMullen

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending September 30, 2005.

EXHIBIT J-4

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVED THE QUARTERLY REPORT OF THE INTERIM DIRECTOR OF FISCAL SERVICES REGARDING DISCLOSURE OF DISTRICT INVESTMENTS**

MSC Larson/McMullen

The Governing Board approved the **Quarterly Report of the Interim Director of Fiscal Services regarding disclosure of District investments** as of September 30, 2005.

EXHIBIT J-5

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVED TRAVEL EXPENSES**

MSC Larson/McMullen

The Governing Board approved/ratified **travel expenses** for the following persons:

- | | | |
|----|---------------------|--|
| a. | Board Member | NANCY CHADWICK |
| | Advanced Funds? | Yes |
| | For: | Conference registration, mileage |
| | To attend: | 2005 Higher Education Law & Policy Institute |
| | Location: | San Diego, CA |
| | Date: | December 4-6, 2006 |
| | Amount: | \$650.00 |
| | Budget Acct. No.: | 575200-11-111100-66100-10-2006-0000000 |
| b. | Board Member | RUTH LARSON |
| | Advanced Funds? | Yes |
| | For: | Transportation, lodging, registration |
| | To attend: | 2005 CCLC Annual Convention |
| | Location: | San Francisco, CA |
| | Date: | November 17-19, 2005 |
| | Amount: | \$1,284.75 |
| | Budget Acct. No.: | 575200-11-111100-66100-10-2006-0000000 |

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. RATIFIED CORRECTION OF ASSIGNED TIME TO ACADEMIC CONTRACTS

MSC Larson/McMullen

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **correction to assigned time and monthly stipends** for faculty for the 2005-2006 academic year:

Name	Assignment	Department	Assigned Time	Monthly Stipend
Cater, Judy	Chair	Library Department	40%	\$458.33
Fernandez, Jose	Chair	Counseling	60%	\$500.00

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

8. RATIFIED NEW ACADEMIC POSITIONS

MSC Larson/McMullen

The Governing Board ratified the recommendation of the Superintendent/ President regarding the following **academic positions**:

- a. Position: **ASSISTANT PROFESSOR/AUTOMOTIVE**
 Name: Vacant
 Department: Trade and Industry
 Position #: 5220 New: Yes
 % of Position: 100% # Mos.: 10
 Effective: November 12, 2005
 Account #: A-111000-338200-09480-0000000/100%

- b. Position: **ASSISTANT PROFESSOR/LIBRARIAN**
 Name: Vacant
 Department: Library
 Position #: 5034 New: Yes
 % of Position: 100% # Mos.: 10
 Effective: November 12, 2005
 Account #: A-125000-317100-61200-0000000/100%

- c. Position: **ASSISTANT PROFESSOR/COUNSELOR**
 Name: Vacant
 Department: Counseling
 Position #: 5519 New: Yes
 % of Position: 100% # Mos.: 11
 Effective: November 12, 2005
 Account #: A-122100-462100-63100-0000000/80%
 A-111000-461100-4930E-0000000/20%

- d. Position: **ASSISTANT PROFESSOR/COUNSELOR**
 Name: Vacant
 Department: Counseling
 Position #: 6353 New: Yes
 % of Position: 100% # Mos.: 11
 Effective: November 12, 2005
 Account #: A-122100-462100-63100-0000000/80%
 A-111000-461100-4930E-0000000/20%

- e. Position: **ASSISTANT PROFESSOR/AFRICANA STUDIES**
Name: Vacant
Department: Multicultural Studies
Position #: 6355 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-366200-22020-0000000/100%
- f. Position: **ASSISTANT PROFESSOR/ENGLISH**
Name: Vacant
Department: English
Position #: 5098 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-324200-15010-0000000/100%
- g. Position: **ASSISTANT PROFESSOR/ENGLISH**
Name: Vacant
Department: English
Position #: 6354 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-324200-15010-0000000/100%
- h. Position: **ASSISTANT PROFESSOR/COACH**
Name: Vacant
Department: Physical Education/Athletics
Position #: 6356/6357 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-122100-367300-08350-0000000/57%
A-111000-367200-08370-0000000/23%
A-111000-431200-08350-0000000/20%
- i. Position: **ASSISTANT PROFESSOR/PHYSICS & ENGINEERING**
Name: Vacant
Department: Engineering
Position #: 6092 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-349200-09010-0000000/100%
- j. Position: **ASSISTANT PROFESSOR/LIFE SCIENCES**
Name: Vacant
Department: Life Sciences
Position #: 5228 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-346700-04100-0000000/100%
- k. Position: **ASSISTANT PROFESSOR/ART**
Name: Vacant
Department: Art
Position #: 5083 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-322200-10020-0000000/100%

- l. Position: **ASSISTANT PROFESSOR/MATHEMATICS**
Name: Vacant
Department: Mathematics
Position #: 5273 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-347200-17010-0000000/100%
- m. Position: **ASSISTANT PROFESSOR/MATHEMATICS**
Name: Vacant
Department: Mathematics
Position #: 6358 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-347200-17010-0000000/100%
- n. Position: **ASSISTANT PROFESSOR/PSYCHOLOGY**
Name: Vacant
Department: Behavioral Sciences
Position #: 5425 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-363500-20010-0000000/100%
- o. Position: **ASSISTANT PROFESSOR/BUSINESS**
Name: Vacant
Department: Business Education
Position #: 6359 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 12, 2005
Account #: A-111000-357100-05010-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. RATIFIED PART-TIME FACULTY EMPLOYMENT

MSC Larson/McMullen

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **employment of the following part-time faculty**, at the hourly rates indicated for Fall 2005 and Spring 2006 (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

OCCUPATIONAL & NONCREDIT PROGRAMS

Payne, Scott

Apprenticeship – Drywall
Journeyman Certificate
Coursework
6+ Years Experience

Paid by
sponsor:
Southern California
Drywall/Lather
Joint Apprenticeship
& Training Committee

SPRING 2006

AMERICAN INDIAN STUDIES

Alegre, Riley American Indian Studies \$44.13
A.A., General Liberal Arts & Sciences
B.A., Business Administration
M.A., History

BUSINESS EDUCATION

Adams, Paula Accounting \$44.13
A.A., Business Administration
B.A., Public Administration
G.M.B.A., Business Administration

Wolking, Jeffrey Business Education \$44.13
M.B.A., Business Administration

ECONOMICS/HISTORY/POLITICAL SCIENCE

Culhane, Richard History \$46.90
B.A., History
M.A., History
Ph.D., History

FOREIGN LANGUAGES

Kendall, Michelle French \$44.13
B.A., French/Philosophy
M.A., French Literature

GRAPHIC COMMUNICATIONS

Brown, Linda Graphic Communications/Multimedia \$43.06
B.A., Interdisciplinary Computing & the Arts
2+ Years Experience

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. RATIFIED CLASSIFIED EMPLOYMENT

MSC Larson/McMullen

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

- a. Name: **MICHAEL CHAPMAN**
Position: Custodian I
Department: Facilities/Custodial Services
Position #: 5661 New?: No
Remarks: Replacement for Arturo Medina
Sal Grade/Step: **8/1** Salary: **\$2,156.83/month**
% of Position: 100% # Mos.: 12
Effective: November 28, 2005
Account #: A-212200-542200-65300-0000000/100%
Normal Work Schedule: Monday – Thursday, 10:00 pm – 6:30 am; Friday, 5:00 pm – 1:30 am. A 3% salary differential will be paid for hours worked between 6:00 pm and 10:00 pm, and a 5% salary differential will be paid for hours worked between 10:00 pm and 6:00 am.

- b. Name: **MATTHEW WETTLAUFER**
Position: Instructional Support I
Department: Computer Science & Information Systems
Position #: 6031 New?: No
Remarks: Replacement for Gerald Swaim
Sal Grade/Stp: **16/1** Salary: **\$1,572.00/month**
% of Position: 60% # Mos.: 10
Effective: November 14, 2005
Account #: A-212200-358100-07040-0000000/100%
Normal Work Schedule: Monday – Thursday, 4:00 pm – 10:00 pm. A 3% salary differential will be paid for hours worked between 6:00 pm and 10:00 pm.
- c. Name: **JENNIFER MARTIN**
Position: Senior Administrative Secretary
Department: Arts, Media, Business and Computing Systems Division
Position #: 5309 New?: No
Remarks: Replacement for Diana Olson
Sal Grade/Stp: **23/9** Salary: **\$3,963.22/month**
% of Position: 100% # Mos.: 12
Effective: November 9, 2005
Account #: A-212200-351100-60910-0000000/100%
- d. Name: **WENDY ANTES**
Position: Staff Assistant
Department: Facilities
Position #: 6314 New?: No
Remarks: Replacement for Deborah Adler
Sal Grade/Stp: **23/1** Salary: **\$3,107.13/month**
% of Position: 100% # Mos.: 12
Effective: November 21, 2005
Account #: A-212200-541100-65110-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. RATIFIED RECLASSIFICATION OF CLASSIFIED POSITIONS

MSC Larson/McMullen

The Governing Board ratified the recommendation of the Superintendent/President regarding the **reclassification** of the following classified **positions**:

- a. **Position: EDUCATION CENTER ASSISTANT**
Department: Mt Carmel Center
Name: Robyn E. Vinci-Gladish
Position #: 5324 New?: No
Remarks: Position was Grade 13
Effective: November 9, 2005
% of position: 50% # Mos.: 12
Sal Grade/Stp: 16/25 Salary: **\$1,957.73/month**
Account #: J-212200-354300-60910-0000000/100%

- b. **Position:** **EDUCATION CENTER ASSISTANT**
Department: Camp Pendleton Center
Name: Teresa M. Nelson
Position #: 5855 New?: No
Remarks: Position was Grade 13
Effective: November 9, 2005
% of position: 45% # Mos.: 12
Sal Grade/Stp: 16/5 Salary: **\$1,432.85/month**
Account #: G-212200-354150-60910-0000000 /100%
- c. **Position:** **EDUCATION CENTER ASSISTANT**
Department: Camp Pendleton Center
Name: Aaron M. Schnarr
Position #: 5859 New?: No
Remarks: Position was Grade 13
Effective: November 9, 2005
% of position: 25% # Mos.: 12
Sal Grade/Stp: 16/5 Salary: **\$796.03/month**
Account #: G-212200-354150-60910-0000000 /100%
- d. **Position:** **EDUCATION CENTER ASSISTANT**
Department: Camp Pendleton Center
Name: Silvia Vosburg
Position #: 5860 New?: No
Remarks: Position was Grade 13
Effective: November 9, 2005
% of position: 100% # Mos.: 12
Sal Grade/Stp: 16/5 Salary: **\$3,184.11/month**
Account #: G-212200-354150-60910-0000000 /100%
- e. **Position:** **EDUCATION CENTER ASSISTANT**
Department: Camp Pendleton Center
Name: Susan W. Butler
Position #: 5865 New?: No
Remarks: Position was Grade 13
Effective: November 9, 2005
% of position: 75% # Mos.: 12
Sal Grade/Stp: 16/7 Salary: **\$2,463.76/month**
Account #: G-212200-354150-60910-0000000 /100%
- f. **Position:** **EDUCATION CENTER SPECIALIST**
Department: Fallbrook Center
Name: Nancy J. Compian
Position #: 5001 New?: No
Remarks: Position was Grade 15
Effective: November 9, 2005
% of position: 100% # Mos.: 12
Sal Grade/Stp: 18/21 Salary: **\$3,951.28/month**
Account #: E-212200-354250-60910-0000000 /100%

- g. **Position:** **EDUCATION CENTER SPECIALIST**
Department: Ramona Center
Name: Barbara A. Llamas
Position #: 5317 New?: No
Remarks: Position was Grade 15
Effective: November 9, 2005
% of position: 45% # Mos.: 12
Sal Grade/Stp: 18/7 Salary: **\$1,553.49/month**
Account #: F-212200-354450-60910-0000000 /100%
- h. **Position:** **EDUCATION CENTER SPECIALIST**
Department: Pauma Valley Center
Name: Naida M. Garcia
Position #: 5376 New?: No
Remarks: Position was Grade 15
Effective: November 9, 2005
% of position: 100% # Mos.: 12
Sal Grade/Stp: 18/16 Salary: **\$3,761.49/month**
Account #: I-212200-354350-60910-0000000 /100%
- i. **Position:** **EDUCATION CENTER SPECIALIST**
Department: Mt Carmel Center
Name: Helen B. Reynolds
Position #: 5699 New?: No
Remarks: Position was Grade 15
Effective: November 9, 2005
% of position: 50% # Mos.: 12
Sal Grade/Stp: 18/15 Salary: **\$1,854.19/month**
Account #: C-212200-354400-60910-0000000 /100%
- j. **Position:** **EDUCATION CENTER SPECIALIST**
Department: Borrego Springs Center
Name: Lynn Wilderson
Position #: 5857 New?: No
Remarks: Position was Grade 15
Effective: November 9, 2005
% of position: 25% # Mos.: 12
Sal Grade/Stp: 18/5 Salary: **\$836.51/month**
Account #: H-212200-354100-60910-0000000 /100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. **INFORMATION - RETIREMENT**

On behalf of the Governing Board of the Palomar Community College District, the following retirement was accepted by Robert P. Deegan, Superintendent/President, as authorized by the Governing Board, under Group III:

- a. **Maria T. Johnson**, Personnel Specialist, Human Resource Services, effective February 3, 2006.

16. **RATIFIED RESIGNATION**

MSC Larson/McMullen

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

- a. **Veronica Briseno**, Senior Office Specialist, English as a Second Language, effective October 21, 2005 (last day of employment October 20, 2005).

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

K. **ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR** – There were none.

L. **REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION**

Report of the Faculty Senate

Faculty Senate President Katie Townsend-Merino reported that the Faculty Senate has completed its 2005-06 goals. The Senate passed a resolution requesting that the Student Grievance policy be placed in the class schedule so that students are informed of their rights. Ms. Townsend-Merino also briefed the Board on several other Senate activities.

2. **INFORMATION**

Report of the Palomar Faculty Federation

Palomar Faculty Federation Co-President Julie Ivey reported on Campus Equity Week activities that PFF was actively engaged in.

3. **INFORMATION**

Report of the Administrative Association – no report

4. **INFORMATION**

Report of the Confidential and Supervisory Team – no report

5. **INFORMATION**

Report of the CCE/AFT

CCE/AFT President Becky McCluskey reported on Classified Appreciation Day scheduled on November 16, 2005.

6. **INFORMATION**

Report of the Associated Student Organization

ASO President Neill Kovrig reported on his attendance at the California Community College Student Affairs Association Leadership Conference in San Jose, and reported on several campus events that the ASO sponsored. Lastly, Mr. Kovrig commented on a letter written to the Faculty Senate last month regarding bookstore orders and said he hopes to work with individuals on resolving book order problems in the future.

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

N. **NEW BUSINESS**

1. **AUTHORIZED PERSON TO SIGN PURCHASE ORDERS AND CONTRACTS FOR FISCAL YEAR 2005-06**

MSC McMullen/Evilsizer

The Governing Board of the Palomar Community College District authorized **Dr. Carmen Fernandez, Interim Assistant Superintendent/Vice President, Finance and Administrative Services**, to sign purchase orders, contracts, and agreements on behalf of the District for fiscal year 2005-06, pursuant to California Education Code, §81655-81656.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVED SIGNATURES FOR COUNTY BUSINESS**

MSC Evilsizer/Nelson

The Governing Board of Palomar Community College District approved the following **business procedures** be authorized as of August 1, 2005.

- a. Persons authorized, pursuant to the provisions of the Education Code Section 85232, to sign any and all school orders in the name of the District, drawn on the funds of the District:

Dr. Carmen Fernandez, Interim Assistant Superintendent/Vice President,
Finance and Administrative Services and
Robert P. Deegan, Superintendent/President or
Kenneth Jay, Director of Business Services

- b. Person authorized to receive mail from the Accounting Section of the San Diego County Office of Education:

Phyllis Laderman, Interim Director of Fiscal Services or
Kenneth Jay, Director of Business Services

EXHIBIT N-2

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **DESIGNATED DECEMBER 13, 2005, MEETING AS "ANNUAL ORGANIZATIONAL MEETING"**

MSC Nelson/Evilsizer

RESOLUTION NO. 05-20847

The Governing Board of the Palomar Community College District designated the Regular Meeting scheduled for **December 13, 2005, 5 p.m.**, as the "**Annual Organizational Meeting.**" The meeting will be held in the Governing Board room on the San Marcos Campus. Regular meeting of the Governing Board will commence immediately following the Annual Organizational Meeting.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVED AGREEMENT WITH SAN FRANCISCO COMMUNITY COLLEGE DISTRICT FOR 2005-2006 CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM**

MSC Larson/Nelson

The Governing Board approved an **agreement** between the **Palomar Community College District and San Francisco Community College District** for implementation of the **2005-2006 California Early Childhood Mentor Program**. Funding of the project comes from the California Department of Education through the San Francisco Community College District. The term of the agreement - September 1, 2005, through June 30, 2006. **EXHIBIT N-4**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **AUTHORIZATION TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON JOB NO. B-6006 RE-ROOFING PROJECT DURING THE WINTER SEMESTER BREAK**

MSC Nelson/Larson

The Governing Board authorized Dr. Carmen Fernandez, Interim Vice President, Finance and Administrative Services, or Ken Jay, Director, Business Services, to execute a contract within the limits of available funding to the lowest responsive bidder for **re-roofing of various buildings** at the San Marcos campus and Escondido Center. This project will be competitively bid and work and completion of the project shall be during winter semester break, December 17, 2005, through January 16, 2006. **EXHIBIT N-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **AUTHORIZATION TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON JOB NO. B-6007, SIDEWALK IMPROVEMENT PROJECT, DURING THE WINTER SEMESTER BREAK**

MSC Larson/Evilsizer

The Governing Board authorized Dr. Carmen Fernandez, Interim Vice President, Finance and Administrative Services or Ken Jay, Director, Business Services, to execute contracts within the limits of available funding to the lowest responsive bidder for Job No. B-6007, **Sidewalk Improvement Project** at the San Marcos campus. This project will be competitively bid and work and completion of the project shall be during winter semester break, December 17, 2005, – January 16, 2006. **EXHIBIT N-6**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

7. **APPROVED AMENDMENT NO. 01, 2005/06 CHILD DEVELOPMENT AGREEMENT CONTRACT NUMBER: CCAM-5010, CAMPUS CHILD CARE; ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

MSC Larson/McMullen

RESOLUTION NO. 05-20848

The Governing Board approved **Amendment No. 01, Child Development Services agreement**, Contract Number: CCAM-5010, between California Department of Education and Palomar Community College District, effective July 1, 2005, through June 30, 2006; and authorizes, Dr. Carmen Fernandez, Interim Vice President, Finance & Administrative Services, and/or Ken Jay, Director of Business Services, to sign contract documents of the California Department of Education – Child Development Services. **EXHIBIT N-7**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

8. **APPROVED MEMORANDUM OF UNDERSTANDING FOR FISCAL YEAR 2005-2006 WITH THE SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR R.O.P. PROGRAMS AND SERVICES FUNDED BY THE CARL D. PERKINS VOCATIONAL AND TECHNICAL EDUCATION ACT OF 1998 (VTEA)**

MSC Nelson/Evilsizer

The Governing Board approved a **Memorandum of Understanding** (MOU) between the San Diego County Superintendent of Schools (County) and the Palomar Community College District (District) for Fiscal Year **2005-2006**, pursuant to which ROP programs and services will be provided by the District and funded through the County under the **Carl D. Perkins Vocational Technology Education Act of 1998** (VTEA); initial funding to be paid to the District shall be **\$78,661.00** (seventy eight thousand, six hundred sixty one dollars). **EXHIBIT N-8**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

9. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID # B-6008: ASBESTOS REMOVAL PROJECTS**

MSC McMullen/Larson

The Governing Board authorized Dr. Carmen Fernandez, Interim Vice President, Finance and Administrative Services, or Ken Jay, Director, Business Services, to execute a contract within the limits of available funding to the **lowest responsive bidder** for Bid #B-6008. This bid is scheduled to be publicly opened on or before November 29, 2005, and is for **various asbestos removal projects** during the remainder of FY 2006. The initial three projects need to be performed during the December winter break, December 19, 2005, through January 1, 2006. Because the selected contractor must obtain required permits at least ten days prior to the start of these initial projects, the award must be made, the required insurance certificates and bonds must be received, and the purchase order must be issued all prior to the next Governing Board meeting of December 13, 2005. The contract award will be brought back to the Governing Board for ratification at the December 13, 2005, Governing Board meeting. **EXHIBIT N-9**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **APPROVED AMENDMENT 01, 2005/06 CHILD DEVELOPMENT AGREEMENT, CONTRACT NUMBER: CPRE-5312 STATE PRESCHOOL; ACCEPTED FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZED DESIGNATED PERSONNEL TO SIGN CONTRACT**

MSC Larson/Nelson

RESOLUTION NO. 05-20849

The Governing Board approved Amendment No. 01, **Child Development Services agreement**, Contract Number: CPRE-5312, **between California Department of Education and Palomar Community College District**, effective July 1, 2005, through June 30, 2006; and authorized Dr. Carmen Fernandez, Interim Assistance Superintendent/Vice President, Finance and Administrative Services, and/or Ken Jay, Director of Business Services, to sign contract documents of the California Department of Education – Child Development Services. **EXHIBIT N-10**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **APPROVED AGREEMENT WITH FORESTER INSTITUTO INTERNACIONAL FOR STUDY ABROAD PROGRAM IN SAN JOSE, COSTA RICA, DECEMBER 29, 2005, THROUGH JANUARY 15, 2006**

MSC Evilsizer/Nelson

The Governing Board approved an agreement between Palomar Community College District and **Forester Instituto Internacional**, for the purpose of conducting a **Study Abroad Program in San Jose, Costa Rica**, on December 29, 2005, through January 15, 2006. Classes are to be offered in Spanish 50, 101A 101B, 102A, 102B, 201A, 201B, 202A, 202B, 235 and 296. Cost is \$1,050.00 plus airfare. Cost will include all academic program fees, mid-week excursion, daily room and board, and books. Students are responsible for paying Palomar College registration fees of \$26 per unit for California residents, and travel insurance.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

O. BOARD REQUESTS FOR REPORTS

1. Grant Application Process (Nelson)
2. Professional Services-Policy & Monitoring (Evilsizer)
3. Report on Solar Energy at Palomar College (Evilsizer)
4. Update on Student Learning Outcomes (Nelson)
5. Governmental Affairs Liaison (Evilsizer)
6. Bookstore Ordering Process (Nelson)

R. ADJOURNMENT

The meeting was adjourned at 7:18 p.m.

President

Secretary