



GOVERNING BOARD AGENDA
REGULAR AND ORGANIZATIONAL MEETING OF THE GOVERNING BOARD

DATE: DECEMBER 13, 2005

4:00 P.M. (CLOSED SESSION) - 5:00 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	2
AA	Roll Call	2
AAA.	Public Comments.....	2
B.	Closed Session.....	2
BB.	Reconvene to Open Session and Organizational Meeting.....	2
C.	Election of Officers.....	2
CC.	Appointment of Secretary to the Board.....	2
CCC.	Establishment of Date, Time, and Place of Meetings	3
D.	Approval of Minutes	3
E.	Comments from Other Individuals or Groups.....	3
F.	Call for Removal of Items from or Changes to Agenda.....	3
G.	Report of the Governing Board President.....	3
H.	Report of the Governing Board Trustees	4
I.	Report of the Superintendent/President.....	4
J.	Approval of Consent Calendar Items	4-13
K.	Action on Items Removed from Consent Calendar	14
L.	Reports from College Groups	14
M.	Unfinished Business	14
N.	New Business	14-17
O.	Board Requests for Reports	17
P.	Recess to Closed Session	17
Q.	Reconvene to Open Session	17
R.	Adjournment	17

A. CALL MEETING TO ORDER: 4 p.m.

AA. ROLL CALL

Establishment of a Quorum

AAA. 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.

B. 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.

BB. RECONVENE TO OPEN SESSION AND ORGANIZATIONAL MEETING: 5 p.m.

Actions Taken In Closed Session

Pledge of Allegiance

C. ELECTION OF OFFICERS

1. RECOMMENDATION: ACTION – ELECTION OF PRESIDENT

BE IT RESOLVED, That _____ be elected **President of the Governing Board of the Palomar Community College District, effective December 13, 2005.**

2. RECOMMENDATION: ACTION – ELECTION OF VICE PRESIDENT

BE IT RESOLVED, That _____ be elected **Vice President of the Governing Board of the Palomar Community College District, effective December 13, 2005.**

3. RECOMMENDATION: ACTION – ELECTION OF SECRETARY

BE IT RESOLVED, That _____ be elected **Secretary of the Governing Board of the Palomar Community College District, effective December 13, 2005.**

CC. APPOINTMENT OF SECRETARY TO THE BOARD

1. RECOMMENDATION: ACTION – APPOINTMENT OF SECRETARY TO THE BOARD

The Governing Board hereby appoints **Robert P. Deegan, Superintendent/ President**, to serve as **Secretary to the Governing Board** of the Palomar Community College District, effective December 13, 2005.

CCC. ESTABLISHMENT OF DATE, TIME, AND PLACE OF MEETINGS

1. RECOMMENDATION: ACTION – ESTABLISH DATE, TIME, AND PLACE OF MEETINGS

The Governing Board hereby declares that the **Regular Meetings** of the Governing Board of the Palomar Community College District shall be held on the **second Tuesday** of each month, **closed session** beginning at **4 p.m.**, **open session** beginning at **5 p.m.**, in the **Governing Board Room, Student Services Center, San Marcos Campus.**

ADJOURNMENT OF ORGANIZATIONAL MEETING

CONVENE REGULAR MEETING

D. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

1. The Governing Board hereby approves the Minutes of the Regular Meeting of November 8, 2005.

DD. 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.

1. **Petra Caballero**, Senior Administrative Secretary, Counseling Services, effective December 30, 2005.
2. **Kristeen T. Fukunaga**, Professor, Chemistry, effective December 17, 2005.
3. **Beverly M. Gardner**, Professor/Counselor, Counseling, effective January 1, 2006.
4. **Mary L. Thomson**, Library Media Technician II, Library Media Center, effective November 30, 2005.

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. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA

G. REPORT OF THE GOVERNING BOARD PRESIDENT

H. REPORTS OF GOVERNING BOARD TRUSTEES

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.”

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

1. **Report of Vice President for Instruction**
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**

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:

Purchase Orders	0640190	through	0640302	\$	418,627.14
Travel	0650031	through	0650035	\$	1,800.66
Advertising/Increases	0660038	through	0660043	\$	15,899.25
Employment Ads	0665007	through	0665012	\$	6,553.00
Agreement/Services	0670379	through	0670469	\$	669,744.99
Repairs	0675047	through	0675052	\$	12,332.19
Agreement/Annual	0680149	through	0680153	\$	18,109.00
Procurement Card	Time Period: 09/23/05 – 10/22/05			\$	152,517.51
Procurement Card	Time Period: 10/23/05 – 11/22/05			\$	191,396.64
Exhibit J-1	Total			\$	<u>1,486,980.38</u>

GIFTS

2. 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. Heavy-duty alternators and starters (used) for use in Industrial Training, donated by **Penske Truck Leasing**, 1355 Linda Vista Drive, San Marcos, CA 92069. Total cash value as estimated by donor is \$500.00.
- b. 81 GMC commercial truck chassis for use in Industrial Training, donated by **County of San Diego**, 5555 Overland Road, San Diego, CA. Total cash value as estimated by donor is \$2,500.00.

TRAVEL

3. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **Board Member** **NANCY CHADWICK**
Advanced Funds? Yes
For: Mileage, transportation, lodging, registration, meals, etc.
To attend: ACCT National Legislative Summit 2006
Location: Washington, D.C.
Date: February 5 - 8, 2006
Amount: \$2,288.47
Budget Acct. No.: 575200-11-111100-66100-10-2006-0000000
- b. **Board Member** **NANCY CHADWICK**
Advanced Funds? Yes
For: Registration, mileage, meals
To attend: 2005 Higher Education Law & Policy Institute
Location: San Diego, CA
Date: December 4-6, 2006
Amount: \$714.50
Budget Acct. No.: 575200-11-111100-66100-10-2006-0000000
Note: This is a correction of the item passed at the November 8, 2005, Governing Board meeting.

FISCAL SERVICES

4. RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANTS

- a. The Governing Board hereby approves/ratifies drawing a new warrants to replace the following stale-dated warrants:

Warrant #77-080742, dated December 20, 2004, in the amount of \$352.54, payable to Katherine Hickey, 1225 North Grove Street #B, Redlands, CA 92374.

Warrant #76-118671 dated January 8, 2004, in the amount of \$51.68 payable to Carla Thomson, 1063 El Paseo, Vista, CA 92084.

5. RECOMMENDATION: ACTION – APPROVE REVOLVING CASH EXPENDITURES

The Governing Board hereby approves the **Revolving Cash Expenditures** for the month of December 2005 as indicated on **Exhibit J-5**

PERSONNEL

6. RECOMMENDATION: ACTION - RATIFY RESIGNATIONS

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

- a. **Lasea Usini**, Assessment Assistant, Counseling, effective November 1, 2005 (last day of employment October 31, 2005).
- b. **Alfred Ventura**, Instructional Support Assistant I, Art Department, effective December 19, 2005 (last day of employment December 18, 2005).
- c. **Debora E. Smedley**, Senior Accounting Assistant, Enrollment Services Department, effective January 14, 2006 (last day of employment January 13, 2006).

7. 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. **Petra G. Caballero**, Sr. Administrative Secretary, Counseling Services, effective December 30, 2005. She has served Palomar College for 34 years from October 21, 1971 to December 30, 2005.

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 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. **Mary L. Thomson**, Library Media Technician II, Library Media Center, effective November 30, 2005. She has served Palomar College for 13 years from July 1, 1992 to November 30, 2005.

8. 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: **YEKATERINA KHASKIN**
Position: Financial Aid Specialist
Department: Financial Aid & Scholarships
Position #: 5714 New?: No
Remarks: Replacement for Maureen Holden; funded – BFAP categorical funds.
Sal Grade/Step: **20/1** Salary: **\$2,889.46/month**
% of Position: 100% # of Mos: 12
Effective: December 19, 2005
Account #: K-212200-475100-64600-1612000/100%
- b. Name: **SANDRA MILLER**
Position: Administrative Secretary
Department: Health Services
Position #: 6065 New?: No
Remarks: Replacement for Estela Gibson; funded – Student Health Fees.
Sal Grade/Step: **19/1** Salary: **\$2,819.12/month**
% of Position: 100% # of Mos: 11
Effective: December 19, 2005
Account #: K-212200-474100-64400-1812090/100%
- c. Name: **LORI P. BARENDSE**
Position: Communications Assistant I
Department: Communications Office
Position #: 5730 New?: No
Remarks: Replacement for Susan Martin
Sal Grade/Step: **20/1** Salary: **\$2,167.10/month**
% of Position: 75% # of Mos: 12
Effective: December 20, 2005
Account #: A-212200-212200-67120-0000000/100%
- d. Name: **LINDA M. NORRIS**
Position: Assessment Assistant
Department: Counseling Services
Position #: 5762 New?: No
Remarks: Replacement for Susan Rogers; funded – Matriculation funds.
Sal Grade/Step: **16/1** Salary: **\$2,620.03/month**
% of Position: 100% # of Mos: 12
Effective: December 14, 2005
Account #: K-212200-441100-63200-1612120/100%

e. Name: **CARRIE JACK**
 Position: Assessment Assistant
 Department: Counseling Services
 Position #: 5740 New?: No
 Remarks: Replacement for Lasea Usini
 Sal Grade/Stp: **16/1** Salary: **\$2,620.03/month**
 % of Position: 100% # of Mos: 12
 Effective: December 14, 2005
 Account #: A-212200-462100-63100-0000000/100%

9. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATION OF CLASSIFIED POSITION

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

a. **Position: VETERANS' SERVICES ADVISOR**
 Department: Veterans' Services
 Name: Mary A. Tennant
 Position #: 5485 New?: No
 Remarks: Position was Grade 20
 Effective: February 21, 2005
 % of position: 100% # of Mos: 12
 Sal Grade/Stp: 24/15 Salary: **\$4,293.71/month**
 Account #: A-212200-423100-64800-0000000/100%

10. 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:

Hogue, Aimee – Zoology
Hunnicut, Jennifer – Zoology
McDermott, Jason – Fire Technology
Mendoza, Sylvia – Multicultural Studies
Stewart, Mary – Mathematics

11. 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, 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

LIBRARY MEDIA CENTER

Zagarella, Jeremy	Reference Librarian	\$44.13
	M.L.I.S., Library and Information Science	

SPRING, 2006

BEHAVIORAL SCIENCES

Pomicpic, Keryn	Sociology	\$45.62
	B.A., Sociology	
	M.A., Sociology	

BUSINESS EDUCATION

Thibodeau, Tamara	Accounting/Business Education	\$44.13
	B.S., Business Administration – Real Estate	
	B.A., Economics	
	M.B.A., Business Administration	

CHEMISTRY

Lingner, David	Chemistry	\$46.90
	B.S., Mathematics/Chemistry	
	Ph.D., Chemistry	

Potuznik, Suzan	Chemistry	\$46.90
	Ph.D., Chemistry	

COMMUNICATIONS

Kauffman, Bruce	Journalism	\$44.13
	A.B., English	
	A.M., Journalism	

COMPUTER SCIENCE AND INFORMATION SYSTEMS

Stavola, Eric	Computer Science and Information Systems	\$44.13
	B.A., Liberal Studies	
	M.S., Computer Information Systems	

ECONOMICS/HISTORY/POLITICAL SCIENCE

Soto, Monica	History	\$44.13
	A.S., Science	
	B.A., History	
	M.A., History	

Toolsie, Krishna	History	\$44.13
	A.B., History	
	M.A., History	

ENGLISH

Evarkiou, Catherine	Humanities	\$44.13
	B.A., English/French	
	A.M., Comparative Literature	

Halsted, Lauren	English	\$44.13
	B.A., English	
	M.A., English (Literature)	

FOREIGN LANGUAGES

Mendoza, Paulino	Spanish	\$44.13
	B.A., Spanish	
	M.A., Spanish	

12. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **20% Personal Leave of Absence without pay and with no effect on benefits**, effective January 19, 2006, through May 18, 2006, to **Glenna R. Long**, Senior Library Media Technician, Library, to teach.
- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **13.75% Personal Leave of Absence without pay and with no effect on benefits**, effective January 17, 2006, through May 20, 2006, to **Cynthia J. Anfinson**, Associate Professor, Mathematics Department, to work on textbook.
- c. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **40% Family Leave of Absence without pay and no effect on benefits**, effective January 3, 2006, through March 28, 2006, to **Michelle R. Hernandez**, Senior Office Specialist, Child Development Center.

13. 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** and **short-term employees** for the month of **December, 2005. EXHIBIT J-5**

14. RECOMMENDATION: ACTION - RATIFY EXECUTIVE ADMINISTRATIVE EMPLOYMENT

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

- a. Name: _____
Position: Assistant Superintendent/Vice President
Department: Finance and Administrative Services
Position #: 5574 New?: No
Remarks: Replacement for Jerry Patton
Sal Grade/Stp: **79/1** Salary: **\$8,801.11/month**
% of Position: 100% # of Mos: 12
Effective: January 3, 2006
Account #: A-121000-511100-66500-0000000/100%

- b. Name: _____
Position: Assistant Superintendent/Vice President
Department: Human Resource Services
Position #: 5020 New?: No
Remarks: Replacement for Jack Miyamoto
Sal Grade/Stp: **79/1** Salary: **\$8,801.11/month**
% of Position: 100% # of Mos: 12
Effective: January 3, 2006
Account #: A-121000-611100-67300-0000000/100%

COMMUNITY DEVELOPMENT

15. RECOMMENDATION: ACTION - APPROVE NEW COMMUNITY DEVELOPMENT CLASSES, AGREEMENTS, AND PERSONNEL

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

Spring, 2006

- a. **Name:** Curtis Adney
 Name of Class: Testing Taking Secrets
 Effective: 2/25/06
 Instructor Rate: 30% of fees collected
 Fees to Student: \$50.00
 Terms: Min 10/Max40

- b. **Name:** Steve Spangler
 Name of Class: How to get started in backpacking
 Effective: 2/27/05
 Instructor Rate: \$44.00 per hour
 Fees to Student: \$50.00
 Terms: Min 7/ Max40

- c. **Name:** Dr. Andrew Winkler
 Name of Class: Teach Essential Pre-Reading Skills
 Effective: 3/4/05
 Instructor Rate: 30% of fees collected
 Fees to Student: \$75
 Terms: Min 10/ Max 30

- d. **Name:** Sue Weaver
 Name of Class: SAT Preparation class
 Effective: 2/4/06
 Instructor Rate: 30% of fees collected
 Fees to Student: \$145
 Terms: Min 10/ Max 25

- e. **Name:** Willis Rowe
 Name of Class: SAT Preparation class
 Effective: 2/4/06
 Instructor Rate: 30% of fees collected
 Fees to Student: \$145
 Terms: Min 10/ Max 25

- f. **Name:** Christina Ortega
 Name of Class: Figure Drawing
 Effective: 2/25/06
 Instructor Rate: 30% of fees collected
 Fees to Student: \$65
 Terms: Min 10/ Max 30

- g. **Name:** Christina Ortega
 Name of Class: Illustration for Children's Books
 Effective: 2/25/06
 Instructor Rate: 30% of fees collected
 Fees to Student: \$90
 Terms: Min 10/ Max 30

- h. **Name:** Brenda Umbro
 Name of Class: Sewing classes for Charter School
 Effective: 1/7/06
 Instructor Rate: \$28.00 per hour
 Fees to Student: \$70
 Terms: Min 10/ Max 20
- i. **Name:** Blaine Marrow
 Name of Class: Web Graphics for Teens
 Effective: 2/4/06
 Instructor Rate: 30% of fees collected
 Fees to Student: \$175
 Terms: Min 10/ Max 30
- j. **Name:** Lori Higly
 Name of Class: Reading Tutor
 Effective: 2/18/06
 Instructor Rate: \$28.00
 Fees to Student: \$175
 Terms: Min 4/Max 8
- k. **Name:** Nancy Brelig
 Name of Class: Reading Tutor
 Effective: 2/18/06
 Instructor Rate: \$28.00
 Fees to Student: \$175
 Terms: Min 4/Max 8
- l. **Name:** Cami Fox
 Name of Class: Math Tutor
 Effective: 2/18/06
 Instructor Rate: \$40.00
 Fees to Student: \$175
 Terms: Min 4/Max 8
- m. **Name:** Donnie Schiff
 Name of Class: Sewing classes for Charter School Partnership
 Effective: 1/7/06
 Instructor Rate: \$28.00 per hour
 Fees to Student: \$70
 Terms: Min 10/ Max 20
- n. **Name:** Debbie Lousberg
 Name of Class: New Year – New Career!
 Effective: 2/25/06
 Instructor Rate: \$30.00 per hour
 Fees to Student: \$50
 Terms: Min 10/ Max 30
- o. **Name:** Chef Rei Rubio
 Name of Class: Gourmet Cooking Class
 Effective: 2/25/06
 Instructor Rate: 40% of fees collected
 Fees to Student: \$65
 Terms: Min 10/ Max 30

**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 - AUTHORIZE SELECTION OF MIDWEST ENVIRONMENTAL CONTROL, INC., FOR AWARD OF BID # B-6008: ASBESTOS REMOVAL PROJECTS, AND RATIFY CONTRACT FOR SERVICES**

The Governing Board hereby authorizes the selection of **Midwest Environmental Control Inc. (MEC)** as the lowest responsive bidder for the District's preferred asbestos removal method Alternate # 1 for Bid # B-6008: Asbestos Removal Projects, and hereby ratifies the contract between the District and MEC in the amount of **\$20,570.00 for the Base Contract only** (Projects # 1, # 2, and # 3), and ratifies the rejection of an award for the Additive Items (optional Projects # 4, # 5, and # 6) for Alternate # 1. The Governing Board hereby also ratifies the rejection of all bids for the less-preferred removal method Alternate # 2.

The above vendor responded to a request for bids for asbestos removal projects requested by the Facilities Department as detailed in **Exhibit N-1**.

2. **RECOMMENDATION: ACTION - RECEIVE BIDS FOR UTILITY VEHICLES**

The following bids were received by the Palomar Community College District in response to Notice to Bidders for "**Bid #B-6003: Utility Vehicles – Electric & Gas**" published on October 18, 2005, and October 25, 2005, from the firms indicated in the attached **Exhibit N-2**.

<u>Bid Item # : Desc.</u>	<u>BIDDER</u>	<u>TOTAL BID PRICE</u>
# 1 : Electric Carts (Qty: 4)	CART MART, INC. 237 Bent Ave. San Marcos, CA 92078	\$35,210.00
# 2 : Gas Carts (Qty: 2)	MAG INTERNATIONAL, INC. 10620 Lawson River Ave. Fountain Valley, CA 92708	\$17,350.00

Cart Mart, Inc., is hereby found to be the lowest responsive bidder to the Palomar Community College District for the four (4) various electric utility vehicles comprising Bid Item #1, and an agreement per the price schedule as listed in the attached **Exhibit N-2** is hereby authorized between this company and the District for Bid Item #1.

Mag International, Inc., is hereby found to be the lowest responsive bidder to the Palomar Community College District for the two (2) gas utility vehicles comprising Bid Item #2, and an agreement per the price schedule as listed in the attached **Exhibit N-2** is hereby authorized between this company and the District for Bid Item #2.

Funding Source: Facilities Department Unrestricted Funds (5 carts); and Facilities Department Parking Fees Main Campus Funds (1 cart).

3. **RECOMMENDATION: ACTION - ACCEPT AND APPROVE CHANGE ORDER #7 FOR HIGH TECHNOLOGY LABORATORY/CLASSROOM BUILDING**

The Governing Board hereby accepts and approves **Change Order #7** in the amount of **\$65,674.00**, 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 the accompanying memorandum. **Exhibit N-3**

4. **RECOMMENDATION: ACTION - ACCEPT AND APPROVE CHANGE ORDERS #1, 2, 3, & 4 FOR JOB NO. B-6001, FLOOR REPLACEMENT PROJECT**

The Governing Board hereby accepts and approves **Change Orders #1, 2, 3, & 4** in the total amount of **\$9,339.23**, pertaining to Job No. B-6001, **Floor Replacement Project**; original contract approved by the Governing Board on July 12, 2005, as detailed on the accompanying memorandum. **Exhibit N-4.**

5. **RECOMMENDATION: ACTION – AUTHORIZATION TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON JOB NO. B-6009, NORTH WING REMODEL, ESCONDIDO CENTER, DURING THE WINTER SEMESTER BREAK**

The Governing Board hereby authorizes 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-6009 – **North Wing Remodel – Escondido Center**. 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-5**

6. **RECOMMENDATION: ACTION – ACCEPT AS FINAL AND COMPLETE, JOB NO. B-5006, DESIGN AND INSTALLATION OF SAWDUST COLLECTION SYSTEM; AUTHORIZE RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASE THE BONDS, AND RECORD NOTICE OF COMPLETION**

The Governing Board hereby accepts Job No. B-5006 **Design and Installation of Sawdust Collection System** on the San Marcos campus in accordance with the bid awarded by the District, on February 8, 2005, to American Industrial Services (hereinafter "AIS"), Escondido, California, 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 \$37,680.00, and all money due and owing to the Contractor, with the exception of the ten (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 AIS, provided no liens are filed within this period. The bid security posted by AIS shall be returned and all bonds shall be released, within the time and in the manner as provided by law.

7. **RECOMMENDATION: ACTION - APPROVE FIELD COURSE TO SANTA CATALINA ISLAND FOR SPRING, 2006**

The Governing Board hereby approves Life Science and Earth Science's **Spring 2006 field course to Santa Catalina Island**. The following courses shall be offered during the field course: (a) Biology 195A, Field Studies in Natural History 1 unit; (b) Biology 195B, Field Studies in Ecology 1 unit; (c) Biology 195D, Field Studies in Island Ecology 1 unit; (d) Biology 195F Field Studies in Animal Ecology 1 unit; and (e) Geography 195 Regional Field Studies in Geography 1 unit.

All agreements and contracts necessary to carry out this Spring field course to Santa Catalina Island are hereby authorized between the District and the following vendors: (a) Catalina Express; (b) Two Harbors Cabins; (c) Two Harbors Dive & Recreation Center; and (d) Safari Bus. Advance deposits, if necessary, by these vendors are hereby authorized. The estimated cost per student is \$160.00. **Exhibit N-7**

8. **RECOMMENDATION: ACTION - DECLARE EQUIPMENT FROM THE CABINET AND FURNITURE TECHNOLOGY PROGRAM SURPLUS AND AUTHORIZE PRIVATE SALE**

The Governing Board hereby declares equipment identified in the attached memorandum as **Exhibit N-8** surplus, and no longer needed for District use by the **Cabinet and Furniture Technology Program**. The Governing Board by a unanimous vote hereby approves the equipment to be sold at a private sale, conducted by Jon Stone, Associate Professor of the Cabinet and Furniture Technology Program, in accordance with District Procedure 552 and California Ed Code Section 81452(a). All proceeds from the equipment shall be deposited in the Cabinet and Furniture Technology account.

9. **RECOMMENDATION: ACTION - DECLARE LAPTOP COMPUTERS SURPLUS AND OF INSUFFICIENT VALUE FOR AUCTION, AND DONATE PROPERTY TO DELGADO COMMUNITY COLLEGE, NEW ORLEANS, LOUISIANA (unanimous consent required)**

The Governing Board hereby declares the **laptop computers** identified in the attached memorandum as **surplus** and no longer needed for District use. The Governing Board by a unanimous vote hereby approves the laptop computers to be **donated to Delgado Community College, New Orleans, Louisiana**, victims of Hurricane Katrina, in accordance with District Procedure 552 and California Ed Code Section 81450(b). **Exhibit N-9**

10. **RECOMMENDATION: ACTION- AUTHORIZE THE SELECTION OF UNIVERSAL COATINGS, INC., AS THE LOWEST REPOSITIVE BIDDER FOR JOB NO. B-6006, RE-ROOFING PROJECTS AND RATIFY CONTRACT FOR SERVICES**

The Governing Board hereby authorizes the selection of **Universal Coatings, Inc.**, 1220 E. North Avenue, Fresno, CA 93725, as the lowest responsive bidder and hereby ratifies a contract between the District and Universal Coatings, Inc., in the total amount of **\$334,000.00**.

Universal Coatings, Inc., responded to a request for bids on **re-roofing projects** at the San Marcos campus and Escondido Center, as detailed in **Exhibit N-10**.

11. RECOMMENDATION: ACTION - AUTHORIZE THE SELECTION OF WESTERN RIM CONSTRUCTORS, INC., AS THE LOWEST RESPONSIVE BIDDER FOR JOB NO. B-6007- SIDEWALK IMPROVEMENT PROJECT, AND RATIFY CONTRACT FOR SERVICES

The Governing Board hereby authorizes the selection of **Western Rim Constructors, Inc.**, ("WRC") 912 S. Andreasen Dr., Suite 108, Escondido, CA 92029, as the lowest responsive bidder and hereby ratifies a contract between the District and WRC, in the total amount of **\$104,101.00**.

WRC responded to a request for bids for the **demolition of existing paved surface and installation of new concrete sidewalks, curbs, and concrete accessories at Lot 2, Comet Circle entrance, and Lot 9** of the San Marcos campus, as detailed in **Exhibit N-11**.

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 §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.

Q. RECONVENE TO OPEN SESSION

R. ADJOURNMENT