



**GOVERNING BOARD MINUTES  
REGULAR 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**

**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

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

**AAA. PUBLIC COMMENTS – There were none.**

**B. RECESS TO CLOSED SESSION**

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

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**

The meeting reconvened to Open Session at 5:00 p.m. Board President Nancy Chadwick stated that no reportable action had been taken during Closed Session.

**STAFF PRESENT:**

Jenny Akins, President, Confidential and Supervisory Team; Supervisor, Purchasing Services

Barbara Baldrige, Interim Executive Assistant, Superintendent/Governing Board

Norma Bean, Extended Education

Katherine Gannett, Manager, Library Staff and Services

Calvin One Deer Gavin, Vice President, Administrative Association; Director, GEAR UP/Federal Student Support Programs  
Becky McCluskey, President, CCE/AFT; Accounting Technician, Fiscal Services  
Katie Townsend-Merino, President, Faculty Senate; Associate Professor, Behavioral Sciences  
Michael Ellis, Director, Facilities  
Katherine Gannett, Library  
Lynda Halttunen, Counseling Services  
Rocco Versaci, Co-President, PFF/AFT; English  
Others present are listed on the sign-in sheet.

**GUESTS:**

Congressman Brian Bilbray  
Those present are listed on the sign-in sheet.

**QUORUM ESTABLISHED**

Following the pledge of allegiance to the flag led by Trustee Evilsizer, President Chadwick declared a quorum present, and the meeting proceeded with the order of business.

A TAPED RECORD OF THE PROCEEDINGS OF THIS MEETING IS ON FILE IN THE PRESIDENT'S OFFICE FOR ONE YEAR FROM THE MEETING DATE.

**C. ELECTION OF OFFICERS**

**1. ELECTION OF PRESIDENT**

MSC Larson, Evilsizer

**RESOLUTION NO. 05-20850**

**BE IT RESOLVED, That Michele T. Nelson, Ph.D.,** be elected **President** of the Governing Board of the Palomar Community College District, effective December 13, 2005.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

At this time, Ms. Chadwick presented the gavel to Dr. Nelson. Dr. Nelson thanked Ms. Chadwick for a wonderful year of leadership, grace in transition with our new President and our Interim President, and changing the tenor of the meetings. Ms. Chadwick was shown appreciation by a round of applause. Ms. Chadwick stated that it has been a pleasure to work with such wonderful faculty, staff, students, the Board, the President, and all the officers of the institution made it very comfortable.

**2. ELECTION OF VICE PRESIDENT**

MSC McMullen, Chadwick

**RESOLUTION NO. 05-20851**

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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **ELECTION OF SECRETARY**

MSC Chadwick, Larson

**RESOLUTION NO. 05-20852**

**BE IT RESOLVED, That Darrell L. McMullen, M.B.A.,** be elected **Secretary** of the Governing Board of the Palomar Community College District, effective December 13, 2005.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

At this time, newly elected Board President Michele Nelson and Superintendent/President Robert Deegan presented a plaque to Nancy Chadwick commemorating her outstanding year serving as Board President.

CC. **APPOINTMENT OF SECRETARY TO THE BOARD**

1. **APPOINTMENT OF SECRETARY TO THE BOARD**

MSC McMullen, Evilsizer

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

1. **ESTABLISH DATE, TIME, AND PLACE OF MEETINGS**

MSC Chadwick, McMullen

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.**

Mr. Evilsizer and Mr. Kovrig expressed concern about the public being unable to attend meetings that early. Ms. Chadwick noted that the staff had indicated support for this and that many public meetings in our county are held during the day.

The Vote: 3 Aye, 2 No (Evilsizer, Larson)  
Student Trustee Advisory Vote: No

**ADJOURNMENT OF ORGANIZATIONAL MEETING**

**CONVENE REGULAR MEETING**

**D. APPROVED MINUTES**

MSC Chadwick, McMullen

The minutes of the regular meeting of November 8, 2005, were approved as submitted.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

**DD. ACCEPTANCE OF RETIREMENTS**

The Governing Board expressed appreciation and accepted the retirements of the following employees with **ten 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.

Dean Lynda Halttunen provided summaries of the service and presented plaques to Ms. Caballero and Ms. Gardner on behalf of the Board. Berta Cuaron and Katherine Gannett provided summaries of the service and presented plaques for Ms. Thomson and Ms. Fukunaga.

**E. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS**

Congressman Brian Bilbray addressed the Board at this time regarding his opposition to AB 540.

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

Superintendent/President Robert P. Deegan reported that the following items had been pulled from the agenda: N-8 and J-14

Item N-1 had been revised as follows:

**RECOMMENDATION: ACTION - AUTHORIZE SELECTION OF MIDWEST ENVIRONMENTAL CONTROL, INC., FOR AWARD OF BID # B-6008: ASBESTOS REMOVAL PROJECTS, RATIFY CONTRACT FOR SERVICES, AND AUTHORIZE CHANGE ORDER # 1**

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 Revised**.

The Governing Board hereby authorizes **Change Order # 1** to this contract with MEC in the amount of **\$2,772.00** to also perform **Project # 5**, using removal method Alternate # 1, during the District's winter break.

At this time, President Nelson moved the following item forward on the agenda:

**I. REPORT OF THE SUPERINTENDENT/PRESIDENT**

Mr. Deegan noted that the Board's Executive Assistant, Josie Silva, is out on medical leave and is doing very well. She should return in about five weeks. During her absence, Barbara Baldridge, retired Board Executive Assistant, will be filling in for Josie.

Mr. Deegan pointed out a series of posters on display indicating some of the success stories of Palomar College graduates. Palomar's promotional campaigns and publications were recognized with six awards, including a Gold Medallion of Excellence, at the National Council for Marketing and Public Relations (NCMPR) District Six Conference in Palm Springs in November. Mr. Deegan commended the Communications Office and Creative Services staff for their efforts.

Mr. Deegan thanked everyone for their part in making 2005 a wonderful year for him and for Palomar College. He is very proud to be working with the outstanding faculty and staff in service of wonderful students.

Mr. Deegan thanked the Governing Board members and Ms. Chadwick as President for their outstanding work and leadership.

At this time, Mr. Deegan distributed copies of the Facilities Master Plan to the Board members. It was noted that we have recognized tremendous growth in the southern and northern parts of the District. The San Marcos campus is approaching its 60<sup>th</sup> year, and the buildings there are also in need of repair, renovation, or replacement. In order to accomplish these things, there is a need for additional resources. We can either wait for the state to provide funds for a building every few years, or we can go out to the community for a bond. It is important to stress the connections between the Facilities Master Plan and the request to the voters to approve a bond. It was noted that the successful passage of bond measures require effort on the part of everyone involved. At this time, Mr. Deegan introduced Larry Tramatola, Bonnie Moss, and Josh Williams and asked that the report of the Tramatola Group bond consultants be presented. **Exhibit I**

**G. REPORT OF THE GOVERNING BOARD PRESIDENT**

**Board President Nelson** reported that she had attended the TRIO recognition and celebration. She extended congratulations to the staff for the program being in the top ten percent in the nation and for preparing an outstanding submission.

Dr. Nelson also attended the Bond Taskforce meeting and found it to be very informative. She felt this will be a very positive experience for the campus.

Dr. Nelson wished everyone a happy holiday season and a well-deserved vacation.

**H. REPORTS OF GOVERNING BOARD TRUSTEES**

**Trustee Chadwick** added her kudos to the TRIO program, indicating that it is probably one of the best programs in the state, if not the nation. When representatives from Washington, D.C., travel here to provide awards, you know the program is good. As a result, they will receive one extra year's funds, which equates to about \$250,000. She congratulated the staff for their efforts.

Ms. Chadwick attended the Bond Taskforce as the Board's representative and finds the group to be energetic and progressing nicely.

Ms. Chadwick recently attended the free speech event, one of the ethics programs that is being offered on campus. She found it interesting to know what the students are thinking and talking about.

Ms. Chadwick attended the Higher Education Law and Policy Institute recently. Most of the sessions involved updates of labor employment. There was not a session on pension law, one of the biggest problems education is facing currently, but she is hopeful that there will be next year. Ms. Chadwick stated that this campus is in good shape compared to some.

Ms. Chadwick reported that the Under-funded Districts' Caucus members met with the Governor's staff. They discussed issues related to getting the funding done. It was a very positive meeting.

**Trustee Ruth Larson** thanked Ms. Chadwick for an outstanding job as Board President.

Dr. Larson reported that she had attended the Community College League of California Annual Conference recently. She discussed a session that described five schools and seven hospitals in the Los Angeles area in a cooperative effort to train 70 to 100 new nurses a year. She learned that 40 percent of hospitals predict bed closures due to the nursing shortage. Fifty percent of the workforce is imported. Most community colleges have a waiting list for qualified nursing students. The associate degree programs of community colleges provide 70 percent of California's nurses. She commended Palomar's nursing program for finding creative ways of funding.

Dr. Larson provided copies of "A Schooling Gap in our Future" for Board members. She complimented Calvin One Deer Gavin on his program and encouraged the College to be mindful of the need to outreach even more. We especially need to encourage minority children to attend college. She stated that the greatest growth in California's workforce during the past 25 years has been among minorities with the least education. Currently, only 48 percent of Latinos in California's workforce have a high school diploma, compared with 92 percent of whites. Twelve percent of working age Latinos have a college degree, compared to 46 percent of working age whites. Dr. Larson emphasized that we should be focusing on the outreach to educate our Californians.

Dr. Larson wished everyone happy holidays.

**Trustee Mark Evilsizer reported** commended Ms. Chadwick for being a stellar Board President in 2005 and congratulated Dr. Nelson on becoming President for 2006.

Mr. Evilsizer reported that he had attended the annual meeting of the Palomar College Foundation Board. He extended congratulations to Dr. Luene Corwin, newly elected President of the Foundation.

Mr. Evilsizer also reported that he had attended the gala event for the President's Associates, "Palomar Goes to the Ice Palace." He suggested that students be included in that event next year. Mr. Deegan responded that plans are being made to do so.

Mr. Evilsizer also attended the recent Fire Academy graduation ceremonies, where approximately 40 new fire candidates were honored.

Mr. Evilsizer also attended the TRIO award recognition ceremony. He stated that we are proud of our staff for keeping the program at such a high level of performance. The students were very eloquent at the event. He noted that the job fair going on the same day appeared to be very well attended.

Mr. Evilsizer provided copies of "New Energy for Campuses" for Board members, which shares what other colleges and universities in the United States and Canada are doing in terms of energy-efficient practices and the rewards they reap from these energy-saving ideas.

Mr. Evilsizer thanked Phyllis Laderman and Bonnie Ann Dowd for putting together a Budget 101 course for department chairs and faculty.

Mr. Evilsizer commended the dental assistant program for their recent accreditation site visit. The accreditation team stated that it was an outstanding program.

Mr. Evilsizer reported that he had recently read that for every dollar spent in higher education, the state of California reaps a three-dollar payback, in terms of people obtaining better jobs, paying more taxes, and helping the economy.

**Trustee Darrell McMullen** reported that he had also attended the Fire Academy graduation ceremonies.

Mr. McMullen also attended the Foundation's annual meeting. He noted that the Advancement Office supervises approximately \$6 million in donations to fund grants and scholarships.

Mr. McMullen also attended the President's Associates gala. Norma Bean was the chair of that event, and the effort of her team was certainly appreciated.

**Student Trustee Neill Kovrig** reported that he had also attended the Fire Academy graduation ceremonies.

Mr. Kovrig is looking forward to attending the Police Academy graduation on Thursday evening and the Nursing pinning ceremony on Saturday afternoon. It is nice to see our programs going out into the world.

## **I. REPORT OF THE SUPERINTENDENT/PRESIDENT**

Superintendent/President Deegan thanked Norma Bean, Debbie Stanley, and all the members of their committee for their efforts in raising nearly \$100,000 this year for the President's Associates.

President Deegan commended the performing arts groups for their many activities during the past few weeks, especially noting the recent caroling.

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

Vice President Berta Cuaron reported that the forensics team had held an evening of reading last Sunday night. The event was very well attended.

She also reported that the Dental Assisting program's successful site visit was due largely to the leadership of Denise Rudy, her staff, and her efforts in putting the self-study together. It is very rare for a site visit to be completed with no recommendations. Because no recommendations were given, we will not have to respond to anything.

This has been a very busy fall semester for the Instruction division. The faculty and staff have pulled together in many ways, including our scheduling process, and looking at ways we can continue to increase access to our students. She thanked the faculty, staff, department chairs, and division deans for making this happen.

The tenure and evaluation process under the leadership of Mary Ann Drinan has done a tremendous amount of work to ensure that improvement and streamlining in the process takes place. They are working hard to see that there is continuity and consistency. They are well on their way to ensure that the process is given the time and effort it deserves. Ms. Cuaron commended Mary Ann Drinan for her efforts in this regard.

### **2. Report of Vice President for Student Services** – no report

3. **Report of Vice President for Finance and Administrative Services**

Interim Vice President Carmen Fernandez wished everyone the best for the holidays.

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

Mr. Deegan wished everyone the happiest of holiday seasons. It has been a wonderful semester with the culmination of many events and activities. He indicated that he is very proud of the work everyone has done. There is so much good going on at Palomar College, and it is nice to be a part of it.

<b>Resumption of REGULAR AGENDA</b>
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J. **APPROVAL OF CONSENT CALENDAR ITEMS**

**BUSINESS SERVICES**

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

MSC Chadwick, Evilsizer

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
				Total	<u>\$ 1,486,980.38</u>

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**GIFTS**

2. **ACCEPTED GIFTS**

MSC Chadwick, Evilsizer

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## TRAVEL

### 3. APPROVED TRAVEL EXPENSES

MSC Chadwick, Evilsizer

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

## FISCAL SERVICES

### 4. APPROVED DRAWING NEW WARRANTS

MSC Chadwick, Evilsizer

- 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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **APPROVED REVOLVING CASH EXPENDITURES**

MSC Chadwick, Evilsizer

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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PERSONNEL**

6. **ACTION - RATIFY RESIGNATIONS**

MSC Chadwick, Evilsizer

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).

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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. RATIFIED CLASSIFIED EMPLOYMENT**

MSC Chadwick, Evilsizer

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/Step: **16/1** Salary: **\$2,620.03/month**  
% of Position: 100% # of Mos: 12  
Effective: December 14, 2005  
Account #: A-212200-462100-63100-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**9. RATIFIED RECLASSIFICATION OF CLASSIFIED POSITION**

MSC Chadwick, Evilsizer

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/Step: 24/15 Salary: **\$4,293.71/month**  
Account #: A-212200-423100-64800-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**10. GRANTED EQUIVALENCY FOR DISCIPLINE**

MSC Chadwick, Evilsizer

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

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**11. RATIFIED PART-TIME FACULTY EMPLOYMENT**

MSC Chadwick, Evilsizer

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 M.L.I.S., Library and Information Science	\$44.13
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**SPRING, 2006**

**BEHAVIORAL SCIENCES**

Pomicpic, Keryn	Sociology B.A., Sociology M.A., Sociology	\$45.62
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**BUSINESS EDUCATION**

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

Lingner, David	Chemistry B.S., Mathematics/Chemistry Ph.D., Chemistry	\$46.90
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Potuznik, Suzan	Chemistry Ph.D., Chemistry	\$46.90
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**COMMUNICATIONS**

Kauffman, Bruce	Journalism A.B., English A.M., Journalism	\$44.13
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**COMPUTER SCIENCE AND INFORMATION SYSTEMS**

Stavola, Eric	Computer Science and Information Systems B.A., Liberal Studies M.S., Computer Information Systems	\$44.13
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**ECONOMICS/HISTORY/POLITICAL SCIENCE**

Soto, Monica	History A.S., Science B.A., History M.A., History	\$44.13
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Toolsie, Krishna	History A.B., History M.A., History	\$44.13
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<b>ENGLISH</b>		
Evarkiou, Catherine	Humanities B.A., English/French A.M., Comparative Literature	\$44.13
Halsted, Lauren	English B.A., English M.A., English (Literature)	\$44.13
<b>FOREIGN LANGUAGES</b>		
Mendoza, Paulino	Spanish B.A., Spanish M.A., Spanish	\$44.13
<b>LIFE SCIENCES</b>		
Enns, Robert	Biology B.S., Biology M.S., Biology Ph.D., Biology	\$46.90
Hogue, Aimee	Zoology B.A., Interdisciplinary Studies M.A., Interdisciplinary Studies Coursework and Experience	\$44.13
Hunnicut, Jennifer	Zoology B.S., Animal Physiology & Neuroscience Coursework and Experience	\$43.06
<b>MATHEMATICS</b>		
Rom, Mark	Mathematics B.S., Mathematics M.S., Mathematics and Computer Science	\$44.13
Stewart, Mary	Mathematics B.A., Mathematics Coursework and Experience	\$43.06
<b>MULTICULTURAL STUDIES</b>		
Mendoza, Sylvia	Multicultural Studies B.A., Print Journalism Eminence in the field of Multicultural Studies	\$43.06
<b>PERFORMING ARTS</b>		
Polak, John	Theatre Arts B.A., Individualized Major M.A., Theatre and Drama	\$44.13
<b>PUBLIC SAFETY PROGRAMS</b>		
Hook, Jack	Administration of Justice B.S., Criminal Justice Administration M.P.A., Public Administration	\$44.13
McDermott, Jason	Fire Technology Eminence in the field of Fire Technology	\$43.06

**SPEECH COMMUNICATIONS/FORENSICS/AMERICAN SIGN LANGUAGE**

Kelly, Jean	American Sign Language B.A., Speech Communication M.A., Organizational Leadership 2+ Years Experience	\$44.13
Sottak, Paulette	American Sign Language B.A., Liberal Studies 2+ Years Experience	\$43.06

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**12. RATIFIED LEAVES OF ABSENCE**

MSC Chadwick, Evilsizer

- 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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**13. APPROVED PERSONNEL ACTIONS/HISTORY**

MSC Chadwick, Evilsizer

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-13**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

- 14.** Item was removed from agenda.

**COMMUNITY DEVELOPMENT**

**15. APPROVED NEW COMMUNITY DEVELOPMENT CLASSES, AGREEMENTS, AND PERSONNEL**

MSC Chadwick, Evilsizer

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

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

Katie Townsend-Merino reported that faculty and staff have worked very hard this semester. She commended Mary Ann Drinan for the exceptional job she has done with TERB. PFF and the Senate are working on new instruments and providing effective deadlines to be sure the Board is getting the feedback they need in a timely manner.

The Senate passed a resolution in support of moving toward Palomar becoming a completely wireless campus. Several faculty members have ideas about grants that might provide funding for that.

In consultation with the Instructional Planning Council, the Senate has spent time developing a new faculty hiring subcommittee, which is more in line with other institutions in the state and Title 5. They are still working on criteria and how to prioritize the hires.

Ms. Townsend-Merino met with Brent Gowen, a Faculty Senate Executive Council member, and Walt and Frank from the bookstore. The meeting was very productive, and they are looking at ways to improve the ordering process. They would like to establish a taskforce, including ADAs, students, and faculty to work on a wide range of issues.

Ms. Townsend-Merino thanked Debbie Stanley and the Information Services Department for their assistance in donating the old computers to Delgado Community College in New Orleans, Louisiana. She also thanked Debbie for providing tickets for the gala at a reduced price to faculty.

2.     **INFORMATION**

Report of the Palomar Faculty Federation

Rocco Versaci reported that, beginning this month, the PFF has instituted a fair share fee, which requires that all faculty who are not members of PFF share the financial costs of maintaining the union and the services it provides. He thanked Espy Flores and Janien Lau-Thompson, Payroll Services, for responding very quickly to requests for information and implementation.

3. **INFORMATION**

**Report of the Administrative Association**

Calvin One Deer Gavin that the A.A. has completed the first semester of its two-year term with new officers. They had monthly productive meet and confer meetings with Vice Presidents Madrigal and Miyamoto. Also Tom Plotts, A.A. President, has met regularly with President Deegan.

4. **INFORMATION**

**Report of the Confidential and Supervisory Team** – no report

5. **INFORMATION**

**Report of the CCE/AFT**

Becky McCluskey wished Petra Caballero and Mary Thomson good retirements.

6. **INFORMATION**

**Report of the Associated Student Organization**

Neill Kovrig introduced Kent Du, a member of the ASG, and Benjamin Parks, a former member of ASG, who were in the audience.

Mr. Kovrig reported that a very successful Comet Week was held in November, under the direction of Stephanie Chen. He also thanked Paul Groom, Student Activities Coordinator for his assistance.

The Associated Students are planning on Welcome Week – something new for this campus – January 17-18. We are hoping to have a festive atmosphere on those days as new people get acquainted with the campus.

ASG has adjourned for the remainder of the semester and will begin again on January 18.

Mr. Kovrig stated that he is glad there has been some dialog with the bookstore on the part of faculty and is looking forward to hearing the report at the January meeting.

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

**N. NEW BUSINESS**

**1. AUTHORIZED SELECTION OF MIDWEST ENVIRONMENTAL CONTROL, INC., FOR AWARD OF BID # B-6008: ASBESTOS REMOVAL PROJECTS, RATIFIED CONTRACT FOR SERVICES, AND AUTHORIZED CHANGE ORDER # 1**

MSC Chadwick, Larson

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 Revised**.

The Governing Board hereby authorizes **Change Order # 1** to this contract with MEC in the amount of **\$2,772.00** to also perform **Project # 5**, using removal method Alternate # 1, during the District's winter break.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**2. RECEIVED BIDS FOR UTILITY VEHICLES**

MSC McMullen, Evilsizer

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

**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).

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **ACCEPTED AND APPROVED CHANGE ORDER #7 FOR HIGH TECHNOLOGY LABORATORY/CLASSROOM BUILDING**

MSC Chadwick, McMullen

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**

Ms. Chadwick questioned the change orders for the contractor based upon the granite crush. Typically, as those change orders are processed, the contractor gets additional days and money on change orders. This change order includes almost \$65 thousand to extend the contractor's days, which should have been in each one of those previous change orders. Dr. Fernandez responded that these costs are due to cover overhead costs that were incurred by the general contractor. The 62 days were not anticipated by the initial contract. The soils report that was used for the contractors to bid the job did not mention the blue granite that was found to be widespread throughout the site once grading had begun. The company that prepared this report stated that the subsurface rock could be removed through conventional machinery. Therefore, blasting was not included in the contractor's work scope. Blasting was found to be the only successful method of removing the rock. So much rock was found under the site that we had to have the architect redraw the site plan to raise the building 24 inches. Other additional costs for blasting and rock removal activities are still pending. Since blasting and the extent of blue granite was not part of the contractor's original scope, they are legally entitled to recover their field overhead expenses, such as project supervision, field office expenses, utilities, vehicle/machinery maintenance, and markup.

Ms Chadwick asked for reassurance that any other prior change order related to the extra time and money for removing the granite did not include the cost factor and did not include days' extension. Dr. Fernandez responded affirmatively. Mike Ellis added that we did not know how long it was going to take to remove the granite because there were several subcontractors involved. Consequently, we have been bringing the subcontractors' bills to the Board as it progressed so that they could be paid in a timely manner.

Ms. Chadwick asked if we have any other days the general contractor has given us. Mr. Ellis responded that we have weather days, but he will need to look into how many remain. Ms. Chadwick stated that as much grief as this has caused us, we don't want this to cause an overrun. This is a substantial amount of money in terms of granite and extra days. Mr. Deegan assured the Board that each of the change orders that come through are being scrutinized carefully to be certain that costs are appropriate for the work that is done. Ms. Chadwick suggested that a study be done of all change orders to be certain the contractor hasn't duplicated charges.

Mr. Evilsizer questioned why the geological survey had not detected the approximate size of the granite. Mr. Ellis stated that the geotechnical engineer had stated that we should not have to blast. Mr. Evilsizer asked if the geological company had errors and omissions insurance that may cover the omission of a big piece of granite. Mr. Deegan stated that staff will review everything that has been done on the building to date, especially any options we might have regarding any liability on their part, and report back to the Board.

Mr. McMullen asked if there is a completion date in the contract. Mr. Ellis responded that there are liquidated damages. The contractor will add 62 days onto the end as a result of this matter.

Mr. Kovrig asked the amount of the remaining state allocated contingency. His estimation is approximately \$260,000. Dr. Fernandez concurred with this figure.

Mr. Kovrig echoed Mr. Evilsizer's suggestion that an investigation be made as to filing a claim on the errors and omissions insurance of the company that performed the geological survey because blue granite has been discovered all over this area.

Ms. Chadwick asked if Mr. Ellis had spoken with the geo-tech company about this. Mr. Ellis stated that he hadn't personally spoken with them; however, Mr. Deegan noted that the District had done so at some point. He will see that a complete report is prepared and presented to the Board.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

4. **ACCEPTED AND APPROVED CHANGE ORDERS #1, 2, 3, & 4 FOR JOB NO. B-6001, FLOOR REPLACEMENT PROJECT**

MSC Chadwick, McMullen

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.**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **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**

MSC Larson, Chadwick

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**

Mr. Evilsizer noted that six classrooms will be added for non-credit classes, thus removing the pressure on credit classes by freeing up the areas the non-credit classes formerly occupied.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **ACCEPTED AS FINAL AND COMPLETE, JOB NO. B-5006, DESIGN AND INSTALLATION OF SAWDUST COLLECTION SYSTEM; AUTHORIZED RELEASE OF BID SECURITY IN THIRTY-FIVE DAYS; RELEASED THE BONDS, AND RECORDED NOTICE OF COMPLETION**

MSC Chadwick, Larson

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.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **APPROVED FIELD COURSE TO SANTA CATALINA ISLAND FOR SPRING, 2006**

MSC Larson, Chadwick

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**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. Item was removed from the agenda.

9. **DECLARED LAPTOP COMPUTERS SURPLUS AND OF INSUFFICIENT VALUE FOR AUCTION, AND DONATED PROPERTY TO DELGADO COMMUNITY COLLEGE, NEW ORLEANS, LOUISIANA (unanimous consent required)**

MSC Chadwick, Larson

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**

The Vote was unanimous: 5 Aye (Chadwick, Nelson, Evilsizer, McMullen, Larson)  
Student Trustee Advisory Vote: Aye

10. **AUTHORIZED SELECTION OF UNIVERSAL COATINGS, INC., AS LOWEST REPONSIVE BIDDER FOR JOB NO. B-6006, RE-ROOFING PROJECTS AND RATIFIED CONTRACT FOR SERVICES**

MSC McMullen, Chadwick

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**.

Mr. McMullen noted that he had questioned the fact that the bid was for six buildings, and the lowest bid was \$348,000. Because the budget was \$334,000, we negotiated with them by dropping two of the small buildings. Mr. McMullen expressed concern that, if we go back to do the other two buildings next year, will we have to pay more than the extra \$14,000. Mr. Ellis stated that priorities had been examined, and it had been decided to do the critical areas first. We tried to be as frugal as possible.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **AUTHORIZED THE SELECTION OF WESTERN RIM CONSTRUCTORS, INC., AS THE LOWEST RESPONSIVE BIDDER FOR JOB NO. B-6007- SIDEWALK IMPROVEMENT PROJECT, AND RATIFIED CONTRACT FOR SERVICES**

MSC Chadwick, McMullen

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**.

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)
7. Workshop on the Carver Model (Nelson)

R. **ADJOURNMENT**

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