



**GOVERNING BOARD AGENDA
REGULAR MEETING OF THE GOVERNING BOARD**

DATE: JUNE 12, 2007

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 5:00 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. Please note all meetings are recorded electronically.

AS A COURTESY TO OTHERS, PLEASE TURN OFF YOUR CELL PHONES OR PAGERS.

A.	Call to Order (4:00 p.m.)	2
AA.	Roll Call	2
B.	Public Comments	2
C.	Recess to Closed Session	2
CC.	Reconvene to Open Session (5:00 p.m.).....	2
CCC.	Administration of Oath of Office to Student Trustee	2
D.	Comments from Other Individuals or Groups	3
E.	Approval of Minutes	3
F.	Call for Removal of Items from or Changes to Agenda	3
G.	Reports/Presentations.....	3
GG.	Acknowledgement of Retirements	3
H.	Report of the Governing Board President.....	3
HH.	Report of the Governing Board Trustees	3
I.	Report of the Superintendent/President.....	4
J.	Approval of Consent Calendar Items	4
K.	Action on Items Removed from Consent Calendar	19
L.	Reports from College Groups	19
M.	Unfinished Business.....	20
N.	New Business	20
O.	Board Requests for Reports	24
P.	Recess to Closed Session	24
Q.	Reconvene to Open Session	24
R.	Adjournment.....	24

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

AA. ROLL CALL

Establishment of a Quorum

B. 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.

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

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code §54957 et seq.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code §54957.6.
5. Public Employment, pursuant to Government Code §54957.
6. Conference with Real Property Negotiator, pursuant to Government Code §54956.8. Property APNs as follows:
 - a. Discussion of potential sites in the southern portion of the District.
 - b. Approximately 80 acres of real property generally located at the northeast corner of Interstate 15 and State Route 76, near Fallbrook.
7. Public Employee Performance Evaluation, pursuant to Government Code §54957. Position Title: Superintendent/President
8. Review of tort claim, pursuant to Government Code §54956.95.

CC. RECONVENE TO OPEN SESSION: 5 p.m.

Actions Taken In Closed Session

Pledge of Allegiance

CCC. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE

D. 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.

E. RECOMMENDATION: ACTION - APPROVAL OF MINUTES

1. The Governing Board hereby approves the Minutes of the Regular Meeting of May 8, 2007.
2. The Governing Board hereby approves the Minutes of the Special Meeting of May 22, 2007.
3. The Governing Board hereby approves the Minutes of the Special Meeting of June 6, 2007.

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

G. REPORTS/PRESENTATIONS

1. Final Project Proposal, Humanities Building – LPA

GG. ACKNOWLEDGEMENT 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. **Belinda K. Richhart**, Financial Aid Services Coordinator, Financial Aid, Veterans and Scholarships Services, effective July 7, 2007. She has served Palomar College for 10 years from April 9, 1997, to July 6, 2007.
2. **Judith K. Fish**, Director, Regional Occupational Program, effective July 1, 2007. She has served Palomar College for ten years from December 2, 1996, to June 30, 2007.

H. REPORT OF THE GOVERNING BOARD PRESIDENT

HH. 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
 - a. 2007-08 Tentative Budget Presentation
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 2006-2007 fiscal year budget:

Re-Encumbered				
Purchase Orders	0740677	through	0740816	\$ 1,323,830.30
Advertising/Increases	0760094	through	0760110	\$ 36,883.88
Employment Ads	0765007	through	0765007	\$ 246.25
Agreement/Services	0770652	through	0770689	\$ 71,916.78
Repairs	0775072	through	0775085	\$ 9,325.69
Agreement/Annual	0780176	through	0780176	\$ 8,259.90
Procurement Card	Time Period: 03/23/06 – 04/22/07			\$ 202,493.81
	Time Period: 04/23/06 – 05/22/07			\$ 150,773.14
				<u>\$ 1,803,729.75</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. Potted plants, 408 one-gallon variety donated by **Altman Specialty Plants**, 3742 Bluebird Canyon Road, Vista, CA 92084, to be planted on campus for commencement. Total cash value as estimated by donor is \$958.80.
- b. Twenty flats of flowers donated by **Color Spot**, 2575 Olive Hill Road, Fallbrook, CA 92028, to be planted on campus for commencement. Total cash value as estimated by donor is \$200.00.
- c. Two large potted cacti and one windmill fan palm donated by **Judy Fish**, 16205 Avenida Suavidad, San Diego, CA 92128, to be planted on campus. Total cash value as estimated by donor is \$1,000.00.

- d. Ceramic tools, paints, and miscellaneous supplies donated by **Jean Fox**, 3904 Cadena Avenue, Oceanside, CA 92054, to be used by students in ceramics classes. Total cash value as estimated by donor is \$350.00.

TRAVEL

3. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES

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

- a. **Board Member** **NANCY CHADWICK**
Advanced Funds? Yes
For: Registration, mileage, etc.
To attend: ACCT Annual Congress
Location: San Diego, CA
Date: September 26-29, 2007
Amount: \$1,233.11
Budget Acct. No.: 575200-11-111100-66100-10-2007-0000000
- b. **Board Member** **MARK EVILSIZER**
Advanced Funds? Yes
For: Registration, mileage, etc.
To attend: ACCT Annual Congress
Location: San Diego, CA
Date: September 27-29, 2007
Amount: \$1,100.67
Budget Acct. No.: 575200-11-111100-66100-10-2007-0000000

FISCAL SERVICES

4. RECOMMENDATION: ACTION – APPROVE BANK SIGNATURE AUTHORIZATIONS FOR PERIOD JULY 1, 2007, THROUGH JUNE 30, 2008

The Governing Board authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College District Financial Aid, Federal Account in Wells Fargo Bank:

Bonnie Ann Dowd, Assistant Superintendent/Vice President,
Finance and Administrative Services, **or**
Robert P. Deegan, Superintendent/President

The Governing Board authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College Transfer Account deposited in Wells Fargo Bank:

Bonnie Ann Dowd, Assistant Superintendent/Vice President,
Finance and Administrative Services, **or**
Robert P. Deegan, Superintendent/President

The Governing Board authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College Revolving Cash Fund in Wells Fargo Bank:

Bonnie Ann Dowd, Assistant Superintendent/Vice President,
Finance and Administrative Services, **or**
Robert P. Deegan, Superintendent/President

The Governing Board authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College District Associated Students of Palomar College in Wells Fargo Bank:

Bonnie Ann Dowd, Assistant Superintendent/Vice President,
Finance and Administrative Services, **or**
Robert P. Deegan, Superintendent/President
and
Michelle Eichelberger, President, Associated Student Government
or
Jesse Lyn, Vice President, Associated Student Government

The Governing Board authorizes the following to deposit/withdraw funds deposited to the Palomar Community College, State of California--Cal Grant Account in Wells Fargo Bank:

Bonnie Ann Dowd, Assistant Superintendent/Vice President,
Finance and Administrative Services, **or**
Robert P. Deegan, Superintendent/President

The Governing Board authorizes two of the following to deposit/withdraw funds currently deposited to the Palomar College Payroll Account (automatic payroll deposit and electronic funds transfer for state and federal taxes) in Wells Fargo Bank:

Robert P. Deegan, Superintendent/President
Bonnie Ann Dowd, Assistant Superintendent/Vice President,
Finance and Administrative Services
Esperanza Flores, Manager, Payroll Services
Janien A. Lau-Thompson, Systems Module Functional Specialist
Cynthia Battaglia, Payroll Assistant

EXHIBIT J-4

PERSONNEL

5. 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:

Jerraca A. Betancourt	Dance
Filamena Christopher	Tai Chi
Valerie L. Clark	Dance
Anthony Fedon	Diesel Mechanics Technology
Paul Remeika	Geology
Mark J. Schneider	Radio & Television
Andrew Shean	Counseling

6. 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 Summer and Fall, 2007, (day and/or evening); said part-time faculty are not scheduled to teach more than a 60 percent load in a single semester:

SUMMER 2007

ART

Warehall, William D.	Art M.F.A., Ceramics & Glass B.F.A., Art	\$48.72
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CHEMISTRY

Jacobsen, Faith E.	Chemistry M.S., Chemistry B.S., Biology-Chemistry	\$50.37
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COUNSELING

Shean, Andrew	Counseling Ed.D., Education Leadership & Management B.A., Sociology of Education Eminence in the Field	\$51.78
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ENGLISH

Guinon, Teresa	English M.A., English B.A., Elementary Education	\$48.72
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ENGLISH AS A SECOND LANGUAGE

Gasca, Caroline	Community Education-Noncredit M.S., Education (TESOL)	\$50.37
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Romano, Jason	Community Education-Noncredit M.A., Linguistics B.A., Spanish T.E.S.O.L. Certificate to be completed during first year of employment	\$48.72
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Scales, Julie	ESL M.A., TESL B.A., Spanish	\$48.72
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EARTH SCIENCES

Sharpe, Brian D.	Astronomy Ph.D., Astrophysics & Astronomy M.S., Physics B.S., Physics	\$51.78
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OCCUPATIONAL & NONCREDIT PROGRAMS

Schneblin, Elizabeth	Older Adult Education (Tai Chi) M.A., Teaching with a Specialization In Educational Technology 2+ Years Experience	\$48.72
Wouters, Bela M.	Apprenticeship – Electrical B.S., Electrical Engineering 4+ Years Experience	Paid by sponsor: San Diego Electrical Training Trust

PERFORMING ARTS

Betancourt, Jerraca A.	Dance M.A., Education/Early Childhood Education B.A., Theatre Eminence in the Field	\$48.72
Clark, Valerie L.	Dance Eminence in the Field	\$47.54
Fieldsa, Karen S.	Theatre Arts M.A., Humanities-Interdisciplinary B.F.A., Theater	\$50.37
Weinberg, Sadie C.	Dance M.F.A., Dance	\$48.72

TRADE & INDUSTRY

Fedon, Anthony	Diesel Technology Eminence in the Field	\$47.54
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FALL 2007

BEHAVIORAL SCIENCES

Richie Zavaleta, Arduizur	Sociology M.A., Sociological Practice B.A., Sociology	\$50.37
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BUSINESS EDUCATION

Haag, Catherine L.	Business Education M.B.A., Business Administration B.A., Psychology	\$48.72
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COMMUNICATIONS

Schneider, Mark J.	Radio & Television Eminence in the Field	\$47.54
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COUNSELING

Askerneese, Adrean J.	Counseling M.S., Counseling M.A., Marriage & Family Therapy B.A., Sociology	\$51.78
Bader, Elissa D.	Counseling M.A., Counseling B.A., Psychology	\$48.72

Harrison, Christina	Counseling M.A., Career Development B.A., Psychology	\$48.72
Lara, Luke J.	Counseling M.A., Education (Counseling)	\$48.72
ENGLISH		
Bale, Lorie J.	English M.A., English B.A., English	\$48.72
Hannon, Richard H.	English M.A., Rhetoric & Writing Studies (Teaching of Writing) B.A., Literature/Writing	\$48.72
Woodside, Martin	English M.A., English B.A., English	\$48.72
EARTH SCIENCES		
Remeika, Paul	Geology B.A., Recreation Administration A.A., Geology Eminence in the Field	\$47.54
LIFE SCIENCES		
Pillsworth, Thomas J.	Zoology Ph.D., Pharmacology M.A., Biology B.S., Liberal Arts	\$51.78
Schmidt, Jeff	Zoology Ph.D., Biology	\$51.78
OCCUPATIONAL & NONCREDIT PROGRAMS		
Christopher, Filamena	Tai Chi Eminence in the Field	\$47.54
PUBLIC SAFETY PROGRAMS		
Vogt, Eric L.	Fire Technology M.P.A., Public Administration B.A., Speech 2+ Years Experience	\$48.72

7. RECOMMENDATION: ACTION - RATIFY NEW ACADEMIC POSITIONS

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

- a. Position: **ASSISTANT PROFESSOR, NURSING
(Medical-Surgical Nursing)**
Name: Vacant
Department: Nursing Education
Position #: 6411 New?: Yes
Remarks: Position will be grant funded – Capacity Building Grant
Effective: June 13, 2007
% of Position: 100% # Mos.: 10
Account #: K-111000-348200-12300-1612189/100%
- b. Position: **ASSISTANT PROFESSOR, NURSING
(Gerontology & Medical-Surgical Nursing)**
Name: Vacant
Department: Nursing Education
Position #: 6412 New?: Yes
Remarks: Position will be grant funded – Capacity Building Grant
Effective: June 13, 2007
% of Position: 100% # Mos.: 10
Account #: K-111000-348200-12300-1612189/100%

8. RECOMMENDATION: ACTION - RATIFY CORRECTION TO ACADEMIC CONTRACT

The Governing Board ratifies the recommendation of the Superintendent/President regarding the **correction** to the following **academic contract**:

- a. Name: **WING H. CHEUNG**
Position: Assistant Professor, Geography
Department: Earth Sciences
Degrees: M.P.A., Specialized Study
M.S., Environmental Science, Specialized
B.A., History and Geography/Environmental Studies
Minimum qualifications satisfied through equivalency
Position #: 6392 New: Yes
Remarks: Increased grade placement due to verification of additional education.
Sal Rng/Stp: **D/1** Salary: **\$5,236.73/month**
% of Position: 100% # Mos: 10
Effective: August 17, 2007
Account #: A-111000-345500-22060-0000000/100%

9. **RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES**

The Governing Board hereby approves reimbursement of travel expenses for interviews for the following:

a. **WING H. CHEUNG**

For: Airfare, hotel, and meals
To Attend: Interview for the position of Assistant Professor, Geography
Location: Bloomington, IN, to San Marcos, CA
Date: April 13, 2007
Amount: \$525.33
Account #: 575400-12-611200-67600-10-2007-1612080/100%

b. **RICHARD D. TALMO**

For: Airfare, hotel, rental car, parking, and meals
To Attend: Interview for the position of Director of Development/Executive Director for the Foundation
Location: San Francisco, CA, to San Marcos, CA
Date: May 9, 2007
Amount: \$432.15
Account #: 575400-12-611200-67600-10-2007-1612080/100%

10. **RECOMMENDATION: ACTION – APPROVE CONTRACT FOR SUPERINTENDENT/PRESIDENT**

The Governing Board hereby extends and renews the employment contract for Mr. Robert P. Deegan, Superintendent/President effective July 1, 2007, through June 30, 2011.

11. **RECOMMENDATION: ACTION – APPROVE CONTRACTS FOR ASSISTANT SUPERINTENDENTS/VICE PRESIDENTS**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the contracts for the following Assistant Superintendents/Vice Presidents effective July 1, 2007, through June 30, 2009:

Cuaron, Berta C.
Assistant Superintendent/Vice President, Instructional Services

Dowd, Bonnie Ann
Assistant Superintendent/Vice President, Finance and Administrative Services

Madrigal, Joseph L.
Assistant Superintendent/Vice President, Student Services

Tortarolo, John S.
Assistant Superintendent/Vice President, Human Resource Services

12. RECOMMENDATION: ACTION - RATIFY ADMINISTRATIVE EMPLOYMENT

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

- a. Name: **NORMA M. BEAN**
 Position: Interim Instructional Dean
 Department: Arts, Media, Business & Computing Systems
 Position #: 6413 New?: No
 Remarks: Interim replacement for Patrick Schwerdtfeger
 Sal Grade/Stp: **75/4** Salary: **\$10,207.07/month**
 % of Position: 100% # of Mos: 12
 Effective: June 13, 2007
 Account #(s): A-123100-351100-60110-0000000/100%
- b. Name: **SCOTT T. CATHCART**
 Position: Director, Athletics
 Department: Athletics
 Position #: 5488 New?: No
 Remarks: Replacement for John Woods
 Sal Grade/Stp: **71/4** Salary: **\$9,249.37/month**
 % of Position: 100% # of Mos: 12
 Effective: July 1, 2007
 Account #(s): A-123400-431100-60100-0000000/100%

13. RECOMMENDATION: ACTION – APPROVE CONTRACTS FOR EDUCATIONAL AND CLASSIFIED ADMINISTRATORS

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **contracts** for the following **administrators** for the 2007-2008 fiscal year:

One-year Contracts for Educational Senior Administrators

Bean, Norma M.	Interim Dean of Arts, Media, Business and Computing Systems
Francis, Candice A.	Interim Dean of Mathematics and the Natural and Health Sciences
Garlow, Katheryn	Dean of Languages and Literature
Halttunen, Lynda G.	Dean of Counseling Services
Owens, Wilma G.	Dean of Career, Technical and Extended Education
Thompson, Sara L.	Dean of Mathematics and the Natural and Health Sciences
Vernoy, Mark W.	Dean of Social and Behavioral Sciences

One-year Contracts for Educational and Classified Administrators (Continued)

Barnaba, Ruth V.	Tutoring Services Program Coordinator
Barton, Michelle A.	Director, Institutional Research, Planning and Grants
Bianchi, Americo	Web Services Manager
Bishop, Bruce E.	Director, Student Affairs
Borden, Richard C.	Institutional Research Analyst
Brockett, Theo Y.	Manager, Education Center
Cathcart, Scott T.	Director, Athletics
Cerda, Phillip J.	Broadcast Operations Manager
Coleman, Susan	Internal Auditor/Analyst
Conway, Mary Jayne	Director, Health Services
Cruz, Anthony C.	Police Lieutenant
Ellis, Michael D.	Director of Facilities
Flores, Esperanza	Payroll Manager
Gannett, Katherine G.	Manager, Library Staff & Services
Gavin, Calvin One Deer	Director, Grant Funded Student Support Programs
Gropen, Laura A.	Marketing Services Manager
Haines, Ronald R.	Director, Disability Resource Center
Hoffman, Janet S.	Manager, Education Center/Counselor
Hudson-Maclsaac, Kelley	Manager, Facility Planning/Environmental Health and Safety
Jay, Kenneth P.	Director, Business Services
Larmer, G. Patrick	Manager, Theatre Operations
Lee, Herman C.	Director of Enrollment Services
McClure, Scott R.	Programming Manager
Medel, Thomas R.	Manager, Education Center
Morrow, Blaine V.	Project Director, e-Conferencing
Oggel, Mark R.	Director Communications
O'Neill, Yasue	International Student Advisor/Coordinator
Plotts, Thomas B.	Director, Public Safety Programs/Chief of Police
Safranek, Teresa E.	Director, Workforce and Community Development
San Agustin, Mary S.	Director, Financial Aid, Veterans & Scholarships Services
Smith, Mollie R.	Director, Occupational & Noncredit Programs
Stadler, Anne K.	Director, EOP&S/CARE
Talmo, Richard D.	Director of Development/Executive Director for the Foundation
Taramasco, Michelle A.	Client Services Manager
Taveuveu, Brandi Y.	Budget Manager
Vargas, Jose I.	Manager, Network and Technical Services
Veach, Diane M.	Manager, Instruction Office

Extension of Existing Contract for Educational Administrator (July 1, 2007- August 31, 2007)

Woods, John F.	Director, Athletics
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14. RECOMMENDATION: ACTION - RATIFY CHANGES TO CLASSIFIED POSITIONS

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

- a. Position: **ROP SPECIALIST**
Name: Vacant
Department: Regional Occupational Program
Position #: 5812 New?: No
Remarks: Replacement for Deborah Brooks. Position was Senior Office Specialist, Grade 14. Position is specially funded by and dependent on the annual renewal of ROP funding.
Sal Grade/Stp: **14/1** Salary: **\$2,754.78/month**
% of Position: 100% # Mos.: 12
Effective: June 13, 2007
Account #: A-212200-337100-62100-1812080/100%
- b. Position: **ACCOUNTING TECHNICIAN**
Name: Becky S. McCluskey
Department: Business Services
Position #: 5596 New?: No
Remarks: Position relocated from Fiscal Services.
Sal Grade/Stp: **22/19** Salary: **\$4,718.29/month**
% of Position: 100% # Mos.: 12
Effective: July 1, 2007
Account #: A-212200-531100-67760-0000000/100%

15. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATIONS OF CLASSIFIED POSITIONS

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

- a. Position: **ADMISSIONS AND ENROLLMENT COORDINATOR**
Department: Enrollment Services
Name: Eleanor M. Masiello
Position#: 5469 New?: No
Remarks: Position was Grade 25.
Sal Grade/Stp: **27/11** Salary: **\$4,901.46/month**
% of Position: 100% # Mos.: 12
Effective: January 1, 2007
Account #: A-212200-422100-62100-0000000/100%
- b. Position: **SENIOR GROUNDSKEEPER**
Department: Grounds Services
Name: Jeffrey M. Jones
Position#: 5676 New?: No
Remarks: Position was Groundskeeper, Grade 13.
Sal Grade/Stp: **17/5** Salary: **\$3,603.18/month**
% of Position: 100% # Mos.: 12
Effective: January 1, 2007
Account #: A-212200-542300-65500-0000000/100%

c. Position: **LIBRARY MEDIA TECHNICIAN III**
Department: Library
Name: Judith A. Smith (Retiree)
Position#: 5052 New?: No
Remarks: Position was Grade 15.
Sal Grade/Stp: **17/14** Salary: **\$3,956.34 /month**
% of Position: 100% # Mos.: 12
Effective: January 1, 2007 – January 27, 2007
Account #: A-212200-317100-61200-0000000/100%

16. RECOMMENDATION: ACTION - RATIFY CHANGE TO CLASSIFIED EMPLOYMENT

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

a. Name: **DEREK T. MILLER**
Position: Police Academy Training Officer
Department: Public Safety Programs
Position #: 6197 New?: No
Remarks: Revised start date; original start date was 5/9/07.
Sal Grade/Stp: **25/1** Salary: **\$1,621.43/month**
% of Position: 45% # Mos: 12
Effective: June 4, 2007
Account #: A-221000-336200-21050-0000000/100%

17. 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: **YESENIA M. ZERMENO**
Position: Academic Department Assistant
Department: Design & Consumer Education
Position #: 5199 New?: No
Remarks: Replacement for Jennifer Martin
Sal Grade/Stp: **23/1** Salary: **\$3,430.29/month**
% of Position: 100% # Mos: 12
Effective: June 13, 2007
Account #: A-212200-335100-60910-0000000/100%

b. Name: **MONICA L. MORRIS**
Position: Counseling Services Specialist
Department: Counseling Services
Position #: 6078 New?: No
Remarks: Replacement for Debbie Cheesman; promotion for Ms. Morris.
Sal Grade/Stp: **20/1** Salary: **\$1,435.49/month**
% of Position: 45% # Mos: 12
Effective: June 13, 2007
Account #: A-212200-462100-63100-0000000/100%
Normal Work Schedule: Wednesday and Thursday, 8:00 am – 1:00 pm; Friday, 8:00 am – 5:00 pm.

- c. Name: **RANDY J. GALLAGHER**
Position: Senior Office Specialist
Department: Health Services
Position #: 5707 New?: No
Remarks: Replacement for Kathryn Aschbrenner; funded – Student Health Fees.
Sal Grade/Stp: **14/1** Salary: **\$1,239.65/month**
% of Position: 45% # Mos: 11
Effective: June 13, 2007
Account #: K-212200-474100-64400-1812090/100%
Normal Work Schedule: Monday – Thursday, 2:30 pm – 7:00 pm. A 3% night differential will be paid for hours worked between 6:00 pm and 10:00 pm.
- d. Name: **DIANNA TRUJILLO-HERNANDEZ**
Position: Communications Assistant I
Department: Communications Office
Position #: 5730 New?: No
Remarks: Replacement for Lori Barendse
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # Mos: 12
Effective: June 18, 2007
Account #: A-212200-212200-67120-0000000/100%
- e. Name: **KAREN M. GONZALEZ**
Position: Administrative Aide
Department: Ramona Site
Position #: 6395 New?: Yes
Remarks: Position approved 3/13/07
Sal Grade/Stp: **11/1** Salary: **\$1,151.95/month**
% of Position: 45% # Mos: 12
Effective: June 18, 2007
Account #: F-212200-354450-60910-0000000/100%
Normal Work Schedule: Monday – Thursday, 5:30 pm – 10:00 pm. A 3% night differential will be paid for hours worked between 6:00 pm and 10:00 pm.
- f. Name: **D’ANN D. SWARTZLANDER**
Position: Administrative Aide
Department: Poway Site
Position #: 6396 New?: Yes
Remarks: Position approved 3/13/07
Sal Grade/Stp: **11/1** Salary: **\$1,151.95/month**
% of Position: 45% # Mos: 12
Effective: June 18, 2007
Account #: C-212200-354400-60910-0000000/100%
Normal Work Schedule: Monday – Thursday, 5:30 pm – 10:00 pm. A 3% night differential will be paid for hours worked between 6:00 pm and 10:00 pm.
- g. Name: **DAVID J. OLIVIA**
Position: Administrative Aide
Department: Mt. Carmel Site
Position #: 6397 New?: Yes
Remarks: Position approved 3/13/07
Sal Grade/Stp: **11/1** Salary: **\$1,151.95/month**
% of Position: 45% # Mos: 12
Effective: June 18, 2007
Account #: J-212200-354300-60910-0000000/100%
Normal Work Schedule: Monday – Thursday, 5:30 pm – 10:00 pm. A 3% night differential will be paid for hours worked between 6:00 pm and 10:00 pm.

h. Name: **DONALD R. THOMPSON**
Position: Proposition M Facilities Planning Specialist
Department: Facilities Planning/Environmental Health and Safety
Position #: 6410 New?: Yes
Remarks: Position approved 5/8/07; transfer for Mr. Thompson; funded – Prop M Funds.
Sal Grade/Step: **27/10** Salary: **\$4,864.83/month**
% of Position: 100% # Mos: 12
Effective: September 1, 2007
Account #: Y-212200-711910-67900-2071000/100%

18. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board hereby approves the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **May, 2007, and short-term employees** for the month of **June, 2007. EXHIBIT J-18**

19. RECOMMENDATION: ACTION - RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETERS

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

- a. **Michael J. Bea**, Police Sergeant, Palomar College Police Department, effective June 13, 2007.
- b. **Arturo Carlos Jr.**, Police Officer I, Palomar College Police Department, effective June 13, 2007.
- c. **Carlos Carrizosa**, Community Service Officer, Palomar College Police Department, effective June 13, 2007.
- d. **Gilberto Ontiveros-Villanueva**, Community Service Officer, Palomar College Police Department, effective June 13, 2007.

20. RECOMMENDATION: ACTION - RATIFY RESIGNATIONS

The Governing Board hereby ratifies the recommendation of the Superintendent/President to accept the **resignations** of the following **employees**:

- a. **Angela M. Cerda**, Fiscal Administrator, Educational Television, effective May 11, 2007 (last day of employment April 30, 2007).
- b. **Angela L. Metts**, Office Specialist, Creative Print Services, effective May 19, 2007 (last day of employment May 18, 2007).
- c. **Anna Woodcock**, Institutional Research Analyst, Research and Planning, effective June 2, 2007 (last day of employment June 1, 2007).

21. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective May 8, 2007, through May 21, 2007, to **James E. Duvall**, Assistant Professor, Regional Occupational Program.
- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective May 15, 2007, for a maximum of 480 hours, to **Lisa S. Galbreath**, Counseling Services Specialist, Transfer Center.
- c. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective April 17, 2007, through July 9, 2007, to **Michelle Grace**, Senior Office Specialist, Educational Television.
- d. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective June 18, 2007, through August 13, 2007, to **Flecia D. Heise**, Athletic Trainer, Athletics, to teach.
- e. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective March 22, 2007, for a maximum of 480 hours, to **Gloria J. Hilstad**, Custodian I, Custodial Services.
- f. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective May 1, 2007, through July 23, 2007, to **Peter J. Lewis**, Media Equipment Technician, Audio Visual.
- g. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective June 18, 2007, through August 10, 2007, to **Kelly Patrick**, Library Media Technician II, Library, to teach.
- h. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **20% Family Medical Leave of Absence with no effect on benefits**, effective June 1, 2007, through June 30, 2008, to **Denise M. Vander Stoel**, Interpreter Program Coordinator, Disability Resource Center.

22. INFORMATION - RETIREMENTS

On Behalf of the Governing Board of the Palomar Community College District, the following **retirements** have been accepted by Robert P. Deegan, Superintendent/President, as authorized by the Governing Board, under **Group I** (receive the employer-paid health benefits as provided to active employees and eligible dependents for life of the retiree) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **Marsha I. Doughty**, Academic Evaluator/Advisor, Evaluations and Records, effective August 1, 2007. She has served Palomar College for 27 years from September 2, 1980, to July 31, 2007.
- b. **Robert Gilson**, Professor, Performing Arts, effective May 19, 2007. He has served Palomar College for 34 years from September 4, 1973, to May 18, 2007.

- c. **David A. Keller**, Custodian II, Custodial Services, effective June 30, 2007. He has served Palomar College for 21 years from August 1, 1986, to June 29, 2007.
- d. **Joseph P. Schaeffer**, Professor, Trade and Industry, effective May 19, 2007. He has served Palomar College for 31 years from September 3, 1976, to May 18, 2007.
- e. **Susan M. Wronski**, Site Supervisor, Child Development Center, effective May 19, 2007. She has served Palomar College for 32 years from September 1, 1975, to May 18, 2007.

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. **Ernest E. Carson**, Programmer Analyst, Information Services, effective December 1, 2007. He has served Palomar College for 14 years from August 16, 1993, to November 30, 2007.

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 III**:

- a. **Beverly J. Carson**, Disabled Student Assistant, Disability Resource Center, effective July 1, 2007. She has served Palomar College for 7 years from September 15, 1999, to June 30, 2007.

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 – APPROVE RESOLUTION EXERCISING OPTION FOR THE PURCHASE OF REAL PROPERTY FOR THE PROPOSED NORTH EDUCATION CENTER PROJECT AND TAKING ACTIONS RELATED THERETO

**PALOMAR COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 07-20921**

RESOLUTION EXERCISING OPTION FOR THE PURCHASE OF REAL PROPERTY FOR THE PROPOSED NORTH EDUCATION CENTER PROJECT AND TAKING ACTIONS RELATED THERETO

WHEREAS, the Governing Board (the “Board”) of the Palomar Community College District (the “District”) has determined that it is necessary to acquire certain real property within the County of San Diego, consisting of approximately 83 acres of land located generally northeast of the intersection of Interstate 15 and State Route 76 (the “Property”), for the proposed North Education Center campus (the “Project”); and

WHEREAS, the Property to be acquired is more particularly described in the document entitled “Option Agreement and Joint Escrow Instructions” (“Option Agreement”) between Passerelle LLC and the Palomar Community College District, which document was approved by this Board as of June 21, 2005, and amended as of September 12, 2005; and

WHEREAS, the Board and the owners of the Property have agreed upon certain additional amendments to the Option Agreement, which are shown in the “2nd Amendment to Option Agreement and Joint Escrow Instructions” attached to this Resolution as Exhibit “A” and which this Board hereby approves; and

WHEREAS, under the terms of the Option Agreement, as amended, the District must exercise its option to purchase the Property and then close escrow on the purchase by June 15, 2007; and

WHEREAS, it is in the best interest of the District to exercise its option and complete the purchase of the Property by said date; and

WHEREAS, the purchase of the Property is a “project” for purposes of the California Environmental Quality Act (“CEQA”) and so requires CEQA review and the preparation of appropriate CEQA documentation before it may be approved, except that under California Code of Regulations, Title 14, section 15004(b) and relevant case law, the District may defer such review and document preparation until the District has completed its plans for the use of the Property if it conditions the District’s future use of the Property on compliance with CEQA before such use; and

WHEREAS, the Board intends to so condition the District’s future use of the Property; and

WHEREAS, upon approval of this Resolution, the Superintendent/President of the District, or his designee, will be authorized to execute the “2nd Amendment to Option Agreement and Joint Escrow Instructions,” to exercise the option set forth in the Option Agreement as amended pursuant to the substantive provisions set forth therein, and take other actions necessary or convenient to complete the purchase of the Property

NOW, THEREFORE, the Governing Board of the Palomar Community College District hereby finds, determines, and orders as follows:

- Section 1.** The foregoing recitals are hereby adopted as true and correct.
- Section 2.** The District Superintendent/President, or his designee, is authorized and directed to execute the "2nd Amendment to Option Agreement and Joint Escrow Instructions," substantially in the form attached to this Resolution as Exhibit "A," and to provide duplicate originals or copies of the executed document to the Property owner and the Escrow Holder.
- Section 3.** The District Superintendent/President, staff, and consultants are authorized and directed to take all steps necessary or convenient to exercise the Option and complete the purchase of the Property in accordance with said Option Agreement, as amended.
- Section 4.** In accordance with California Code of Regulations, Title 14, section 15004(b), and relevant case law, the Board hereby conditions the District's future use (or change of use) of the Property on CEQA compliance before such use or change of use.
- Section 5.** This Board's Special Legal Counsel, LOZANO SMITH, is authorized and directed to prepare and/or review and approve all appropriate documents, opinions, and instructions as necessary or convenient to complete the acquisition of the Property in accordance with the Option Agreement, as amended.

The foregoing Resolution was adopted by the Governing Board of Palomar Community College District at a meeting of the Board on **June 12, 2007**, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Mark R. Evilsizer, M.A.,
President of the Board
Palomar Community College District
Governing Board

Attest:

Ruth Larson, M.D., Secretary of the Board
Palomar Community College District
Governing Board

2. RECOMMENDATION: ACTION – APPROVE TENTATIVE BUDGET

The Governing Board hereby approves the **2007-2008 Tentative Budget** for the Palomar Community College District. **EXHIBIT N-2**

3. RECOMMENDATION: ACTION - ADOPT NOTICE OF PUBLIC HEARING FOR THE 2007-2008 ANNUAL FINANCIAL BUDGET REPORT (CCFS-311)

The Governing Board hereby approves that the proposed **2006-2007 Annual Financial and Budget Report** of the Palomar Community College District will be on display and available for public inspection on Tuesday, September 4, 2007, through Monday, September 10, 2007, 8:00 a.m. to 5:00 p.m., Fiscal Services, Room A-2, Administration Building, Palomar College.

Further, the Governing Board of the Palomar Community College District will conduct a **Public Hearing** on the Annual Financial and Budget Report at a meeting of the Governing Board on Tuesday, September 11, 2007, 5:00 p.m., Board Conference Room, SSC-1, Palomar College. Said Notice of Public Hearing is to be published by the North County Times on August 10, August 13, or August 14, 2006. **EXHIBIT N-3**

4. RECOMMENDATION: ACTION – APPROVE FIVE-YEAR CONSTRUCTION PLAN

The Governing Board hereby approves the Palomar Community College District Five Year Construction Plan. The Five Year Construction Plan is consistent with the proposed Facilities Master Plan, which was originally approved by the Governing Board on August 26, 2003. **EXHIBIT N-4**

5. RECOMMENDATION: ACTION - REJECT BIDS RECEIVED ON DANCE FLOOR PROJECT, BID # 001-07

The Governing Board hereby rejects the formal bids received on April 12, 2007, in reference to Bid No. 001-07 Dance Floor Replacement project. After reviewing a prototype of the floor to be installed, it was determined the floor was not suitable for the dance program. **EXHIBIT N-5**

6. RECOMMENDATION: ACTION – AUTHORIZATION TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON BID NO. 003-07 ASBESTOS REMOVAL PROJECT

The Governing Board hereby authorizes Bonnie Ann Dowd, Asst. Superintendent, Vice President, Finance & 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 No. 003-07 Asbestos Removal Project. This project will be competitively bid and work and completion of the project shall be done between the summer & fall semester. The contract will be brought back to the Governing Board for ratification at a future Governing Board meeting. **EXHIBIT N-6**

7. **RECOMMENDATION: ACTION - ACCEPT THE SELECTION OF HIDDEN VALLEY PUMP SYSTEMS, INC., AS THE LOWEST RESPONSIVE BIDDER, BID #002-07, IRRIGATION WATER WELL PUMP UPGRADE AND APPROVE CONTRACT, SUBJECT TO RECEIPT OF BONDING, INSURANCE, AND SATISFACTORY REFERENCE CHECKS**

The Governing Board hereby accepts the bid of Hidden Valley Pump Systems, Inc., Valley Center, CA, as the lowest responsive bidder for the upgrade of the irrigation water well pump system on the San Marcos campus.

Furthermore, the Governing Board hereby approves a contract between Palomar Community College District and Hidden Valley Pump Systems, Inc., in the amount of \$17,812.46, subject to receipt of all required bonds and insurance certificates, and on condition that all reference checks are positive.

8. **RECOMMENDATION: ACTION - AUTHORIZATION TO CONTRACT WITH ELLUMINATE, INC., FOR HOSTING THE STATEWIDE e-CONFERENCING PROJECT**

The Governing Board hereby accepts Elluminate, Inc., as the vendor to provide the e-Conferencing hosting services to deliver the CCC Confer product and to provide technology to facilitate the meeting events. Furthermore, the Governing Board hereby authorizes the District to enter into a contract with Elluminate, Inc., subject to final agreement on all terms and conditions including fees, costs and all applicable charges. **EXHIBIT N-8**

9. **RECOMMENDATION: ACTION - ACCEPT FUNDS FROM CALIFORNIA DEPARTMENT OF EDUCATION AND APPROVE AGREEMENT FOR PARTICIPATION IN THE TECH PREP COORDINATION PROJECT**

The Governing Board hereby accepts funding in the amount of \$58,000.00 from the California Department of Education and approves an agreement for providing services in support of the Tech Prep Regional Consortium. Funds will be used for Fashion Merchandising career pathway alignment. **EXHIBIT N-9**

10. **RECOMMENDATION: ACTION - APPROVE STATE OF CALIFORNIA, DEPARTMENT OF EDUCATION, CHILD DEVELOPMENT DIVISION, AGENCY ANNUAL REPORT FOR CHILD DEVELOPMENT CENTERS, AND AUTHORIZE SECRETARY TO THE GOVERNING BOARD TO EXECUTE REPORT**

The Governing Board of the Palomar Community College District hereby approves the annual Agency Self-Evaluation Report for the Child Development Center and authorizes the Secretary to the Governing Board to sign all documents evidencing said approval by the Board. **EXHIBIT N-10**

11. **RECOMMENDATION: ACTION - APPROVE FOURTH AMENDMENT TO LEASE FOR OFFICE SPACE AT 365 SO. RANCHO SANTA FE ROAD, SAN MARCOS, SUITE 104, FOR 3C MEDIA SOLUTIONS, FORMERLY KNOWN AS CCCSAT**

The Governing Board hereby approves a fourth amendment to an existing lease with NetReit, a California Corporation, for administrative office space for 3C Media Solutions (formerly CCCSAT), located at 365 So. Rancho Santa Fe Road, Suite 104, San Marcos, CA 92069. The amendment extends the lease 9 months, effective October 1, 2007 to June 30, 2008 and modifies the base rent to \$3,038.00 (\$1.75 sq. ft.) per month.

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 et seq.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code §54957.6.
5. Public Employment, pursuant to Government Code §54957.
6. Conference with Real Property Negotiator, pursuant to Government Code §54956.8.
Property APNs as follows:
7. Public Employee Performance Evaluation, pursuant to Government Code §54957.
Position Title:
8. Review of tort claim, pursuant to Government Code §54956.95.

Q. RECONVENE TO OPEN SESSION

R. ADJOURNMENT

Public Notice—Nondiscrimination:

Palomar College does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation, color, or disability in any of its programs or activities. Palomar College is committed to providing reasonable accommodations for persons with disabilities. Upon request, this publication will be made available in alternate formats. Please contact Josie Silva, Executive Assistant to the Superintendent/Governing Board, 1140 West Mission Road, San Marcos, CA 92069, (760) 744-1150 extension 2104, 8:30 a.m. to 5:00 p.m., Monday – Friday.