



APPROVED 11/13/07

GOVERNING BOARD MINUTES

REGULAR MEETING OF THE GOVERNING BOARD

DATE: OCTOBER 9, 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

A. CALL TO ORDER

Board President, Mark Evilsizer, called the regular meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

AA. ROLL CALL

TRUSTEES PRESENT:

MARK R. EVILSIZER, M.A., PRESIDENT
DARRELL L. MC MULLEN, M.B.A., VICE PRESIDENT
RUTH LARSON, M.D., SECRETARY
NANCY C. CHADWICK, M.S.W., M.P.A., TRUSTEE
MICHELLE EICHELBERGER, STUDENT TRUSTEE

TRUSTEE ABSENT:

MICHELE T. NELSON, PH.D., TRUSTEE

EXECUTIVE ADMINISTRATORS PRESENT:

Robert P. Deegan, Superintendent/President
Berta Cuaron, Assistant Superintendent/Vice President, Instruction
Bonnie Ann Dowd, Ed.D., Assistant Superintendent/Vice President, Finance & Administrative Services
Joseph Madrigal, Assistant Superintendent/Vice President, Student Services
John Tortarolo, Assistant Superintendent/Vice President, Human Resource Services

B. PUBLIC COMMENTS

C. RECESS TO CLOSED SESSION

The Board went into Closed Session at 4:00 p.m., to discuss:

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.

CC. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 5 p.m. There was no reportable action taken.

STAFF PRESENT:

Brent Gowen, President, Faculty Senate; Associate Professor, English
Laura Gropen, President, Administrative Association; Manager of Marketing Services, EDUCTV
Shannon Lienhart, Co-President, PFF/AFT; Associate Professor, Mathematics
Neill Kovrig, President, CCE/AFT; Counseling Services Specialist, Transfer Center
Josie Silva, Executive Assistant, Superintendent/Governing Board

GUESTS:

Others present are listed on the sign-in sheets.

QUORUM ESTABLISHED

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

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

D. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

1. Katherine Gannett – Breast Cancer

At this time, the Hawthorne Machinery Company Presentation was moved forward on the agenda.

The Hawthorne Machinery & the Caterpillar Foundation presented two \$10,000 checks to Palomar College for the Diesel Technology Program. Dean Wilma Owens introduced representatives from the Hawthorne Machinery & Caterpillar Company and acknowledged the contributions this company has made to the programs at Palomar College. On behalf of the College and the Diesel Technology Program, Dean Owens presented the Hawthorne Machinery Company with a plaque of appreciation.

DD. PUBLIC HEARING – PROPOSED 2007-2008 BUDGET

2. OPEN PUBLIC HEARING ON PROPOSED 2007-2008 BUDGET

Board President Mark Evilsizer opened the public hearing at 5:14 p.m. There were no comments from the Public.

1. **PRESENTATION OF PROPOSED 2007-2008 BUDGET**

Vice President Bonnie Ann Dowd summarized on the expenses incurred for the past year. She further explained the projected budget for the 2007-08 academic year. Several Board members asked questions regarding specific budget items.

3. **CLOSE PUBLIC HEARING**

Board President Mark Evilsizer closed the public hearing at 5:51 p.m.

4. **APPROVED ADOPTION OF ANNUAL FINANCIAL AND BUDGET REPORT**

MSC Chadwick/Larson

BE IT RESOLVED, That the Palomar Community College District **Annual Financial and Budget Report** be approved. This is the Financial Report for Fiscal Year 2006-2007 and the Budget Report for Fiscal Year 2007-2008. **EXHIBIT DD-4**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

E. **APPROVAL OF MINUTES**

MSC Chadwick/Larson

1. The Governing Board approved the Minutes of the Regular Meeting of September 11, 2007.
2. The Governing Board approved the Minutes of the Special Meeting of September 19, 2007.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

F. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** - None

G. **REPORTS/PRESENTATIONS**

1. Hawthorne Machinery Company Presentation - moved forward on agenda.
2. Second Hand Smoke – Michelle Eichelberger, ASG President

Michelle Eichelberger reported on efforts of ASG to educate the campus community and garner support for a resolution ASG passed to adopt a smoke free campus policy. The resolution called for a 100% ban on smoking on campus gradually phasing in. ASG President Eichelberger gave a PowerPoint presentation on the effects of secondhand smoke.

3. Report moved to VP report.
4. Grant Funded Student Programs – Calvin One Deer Gavin, Grant Funded Student Support Programs.

Cecilia Rocha, Supervisor for GEAR Up, and Calvin One Deer Gavin, Director of Grant Funded Student Support Programs, presented an update on the grant funded student programs, which focused on the successes of the Federally funded GEAR Up Partnership Program.

H. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Mark Evilsizer reported on his attendance at the SDICCCA Legislative Breakfast where issues in the political arena were addressed with elected officials. He also attended a collaborative research workshop at CSUSM, which was an opportunity to network with local community non-profits and activists to learn about finding ways to collect data and objectively report the findings in order to make good policy decisions and positively affect programs that benefit students in the communities. Board President Evilsizer announced that he participated as a presenter at the Association of Community College Trustees Congress which was held in San Diego. His workshop focused on improving educational outcomes among Latino boys. He attended the memorial for Dean Sara Thompson, which was held on campus. Board President Evilsizer attended the Encuentros Conference, which was held at Palomar College. He said there were over 600 Latino boys who attended the all day event and thanked the several individuals for their involvement on this event. Lastly, he mentioned the EOP&S Conference in San Diego where Ann Stadler co-chaired the event.

HH. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Nancy Chadwick reported on her attendance at the Association of Community College Trustees Conference in San Diego. She also attended the Educational Forum that the City of San Marcos sponsored. The City of San Marcos, CSUSM, Palomar College (represented by Trustees McMullen and Chadwick), and the K-12 district came together and answered questions from community members. It was an opportunity to hear the concerns of the public and to strengthen the gap among the educational entities. She is hopeful this event will take place annually. Trustee Chadwick attended the open house at the Fallbrook Education Center and expressed her content with the space occupied by Palomar College at Fallbrook High School. Trustee Chadwick mentioned the SDICCCA Legislative Breakfast. She said the Community College Initiative, which is now known as Proposition 92, will be the main focus for SDICCCA. There are many powerful forces being formed against Proposition 92, and she strongly urged everyone's support to get Proposition 92 passed.

Trustee Ruth Larson thanked the Gear Up staff for their presentation. She acknowledged the benefits of the program because it is very important to develop the potential of everyone and leave no one behind. She just returned from Harvard, where she attended a course on Mind-Body Medicine and explained how stress impacts learning.

Board Vice President Darrell McMullen announced that he is the Chair of the Boys and Girls Club this year and Calvin One Deer Gavin's name is very well known among the staff. He commended Mr. Gavin for a job well done. Trustee McMullen reported on his attendance at the Educational Forum sponsored by the City of San Marcos, where the City of San Marcos, CSUSM, Palomar College, and the K-12 District participated in a forum where the public was able to ask questions. Each of the participants spoke on behalf of their educational entity. He came away with the sentiment that these entities are very supportive of one another.

Student Trustee Michelle Eichelberger attended the Encuentros Leadership event with other ASG members. She felt the event was a very positive experience, especially for the participants.

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

Superintendent/President Robert Deegan thanked everyone who assisted in the preparations for the memorial service for Dean Sara Thompson. He paid tribute to Dean Thompson. President Deegan reported on his attendance at the Encuentros Leadership Conference and said Board President Evilsizer is the President of that organization. He said the Encuentros Leadership organization does a great job in motivating Latino boys to become potential college students and gives continuous support throughout their educational career. President Deegan announced that an Emergency Preparedness debriefing with various individuals who are first responders met and recommendations have been referred to the Safety and Security Committee.

He invited all constituent group leaders to attend an all day emergency preparedness conference in Orange County sponsored by the Red Cross.

1. Report of Vice President for Instruction

Vice President Berta Cuaron thanked the college community for helping celebrate the life of Sara Thompson. As was her style, Dean Thompson helped plan this whole event with her family and left with grace and humor. Vice President Cuaron announced the kick off events for Accreditation self-study process. She thanked the leadership from all constituents who have stepped forward in helping become part of a writing team to address the fourteen accreditation standards. The first draft should be prepared by middle of March 2008, the second draft by end of Spring 2008, and the final to SPC by October 2008. The final will be forwarded for Board approval in December 2008. WASC site visit will be sometime in March.

2. Report of Vice President for Student Services

Vice President Joe Madrigal announced that the Mexican government and the Mexican Consulate invited Anne Stadler, Director of EOP&S/CARE, to attend a ceremony in Mexico City. She was presented with a plaque on behalf of the Mexican government for her efforts in maintaining and providing a service, which is called the INEA Program. The program was developed by Anne Stadler and Dean Katheryn Garlow, who was Department Chair of ESL at that time. They offered the opportunity under this program for all Spanish speaking students to finish their elementary and secondary education and to develop their basic skills necessary to learn English. Vice President Madrigal also announced the appointment of Sherry Titus as the Interim Director of Students Affairs.

Board President Mark Evilsizer called for a recess at 7:05 p.m. The meeting reconvened at 7:13 p.m.

3. Report of Vice President for Finance and Administrative Services

Vice President Bonnie Ann Dowd unveiled the new Prop M website to the Board. She demonstrated the various web pages related to the procedures of doing business with Palomar College. The web site was discussed with various suggestions from Board members.

After the website demonstration, Vice President Dowd read the following statement that will be placed on the FAQs related to business opportunities:

“Business Services produces two distinct standard reports regarding Contracts Services and Purchasing Services activities of the prior sixty days for the Governing Board to review and ratify. The Contracts Services’ report details agreements entered into for services, leases for classroom space, contract renewals, and contract amendments. The Purchasing Services’ report details all issued purchase orders for goods or services (excluding those generated from New Business Board Agenda items) and Cal-Card purchases. It is important to note the Purchasing Services’ report may reflect any purchase orders generated by agreements seen on the Contract Services’ report.

These reports are designed to be informational in nature and are geared to enable Governing Board members to review and ratify agreements and purchase orders. Neither report is formatted to allow a precise accounting of expenditures or are suitable for use in the preparation of District financial statements.”

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

**Resumption of
REGULAR AGENDA**

J. APPROVAL OF CONSENT CALENDAR ITEMS

1. REVIEWED AND APPROVED PURCHASES MADE FOR PRIOR SIXTY DAYS

MSC Chadwick/McMullen

The Governing Board reviewed and approved the following **purchase transactions and contracts** entered into on behalf of the Palomar Community College District. All of the following purchases are made against the 2007-2008 fiscal year budget:

Purchase Orders	0840114	through	0840163	\$ 199,499.52
Advertising/Increases	0860010	through	0860012	\$ 3,920.90
Employment Ads	0865001	through	0865005	\$ 5,926.03
Agreement/Services	0870225	through	0870297	\$ 647,184.65
Repairs	0875020	through	0875027	\$ 14,825.96
Agreement/Annual	0880104	through	0880142	\$ 144,528.57
Bond Money	M08010007	through	M08010008	\$ 5,851.40
Procurement Card	Time Period: 08/23/07 – 09/22/07			\$ 267,342.54
				<u>\$ 1,289,079.57</u>

EXHIBIT J-1

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. APPROVED DRAWING NEW WARRANT

MSC Chadwick/McMullen

The Governing Board authorized the Disbursing Officer to **draw new warrant** as follows:

- a. Warrant #76-162355, dated February 1, 2007, in the amount of **\$2,224.00**, to **Takuya Sokukawa**, 247 Knoll Road #10, San Marcos, CA 92069. Void due to stale date.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. APPROVED REVOLVING CASH EXPENDITURES

MSC Chadwick/McMullen

The Governing Board approved the **Revolving Cash Expenditures** for the month of August, 2007. **EXHIBIT J-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. GRANT EQUIVALENCY FOR DISCIPLINE

MSC Chadwick/McMullen

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

Henry Cisneros	Welding Technology
Pamela Frisbie	Health & Safety Education

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

5. RATIFIED PART-TIME FACULTY EMPLOYMENT

MSC Chadwick/McMullen

The Governing Board ratified the recommendation of the Superintendent/President regarding the **employment of the following part-time faculty**, at the hourly rates indicated for Fall, 2007 and Spring, 2008 (day and/or evening); said part-time faculty are not scheduled to teach more than a 60 percent load in a single semester:

FALL 2007

OCCUPATIONAL & NONCREDIT PROGRAMS

Erman, Nancy	Older Adult Education M.A., Public Administration – Health Services Administration A.A., Nursing	\$48.72
Frisbie, Pamela	Health & Safety Education Eminence in the Field	\$47.54

TRADE & INDUSTRY

Cisneros, Henry	Welding Technology Eminence in the Field	\$47.54
Schaeffer, Joseph P. (Retired Full-Time Faculty)	Diesel Mechanics Technology Community College Instructor Credential: Automotive Mechanics & Related Technologies	\$66.00

SPRING 2008

ART

Lanski, Jennifer L.	Design & Composition M.F.A., Painting	\$48.72
---------------------	--	---------

BEHAVIORAL SCIENCES

McCune, Barbara J.	Sociology M.A., Sociological Practice B.A., Liberal Studies	\$48.72
Ruiz, Sonia Y.	Psychology Ph.D., Psychology M.A., Psychology B.S., Psychology	\$51.78

BUSINESS ADMINISTRATION

Tehrani, Sherry	Business J.D., Master of Real Estate Development B.A., Economics	\$51.78
-----------------	---	---------

CHEMISTRY

Dahl, Russell	Chemistry Ph.D., Chemistry M.S., Chemistry	\$51.78
---------------	--	---------

COOPERATIVE EDUCATION

Terrell, Jon L.	Work Experience M.A., New Testament M.A., Philosophy of Religion & Ethics B.S., Bioengineering	\$48.72
-----------------	---	---------

ECONOMICS, HISTORY & POLITICAL SCIENCE

Gomez, Emilio	Economics M.A., Economics	\$48.72
---------------	------------------------------	---------

TRADE & INDUSTRY

Pollizzi, Vincent	Diesel Mechanics Technology A.S., Engineering 6+ Years Work Experience	\$47.54
-------------------	--	---------

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. APPROVED CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT

MSC Chadwick/McMullen

The Governing Board ratified the recommendation of the Superintendent/ President regarding the employment of the following Child Development Center Teacher, at the hourly rate indicated for Fall 2007:

Medina, Jacquelyn	Teacher Child Development Teacher Permit 24+ ECE/CD Units 16+ GE Units	\$15.16
-------------------	---	---------

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. Removed from Consent Calendar.

8. RATIFIED CLASSIFIED EMPLOYMENT

MSC Chadwick/McMullen

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

- a. Name: **TAWN M. GREGG**
Academic Department Assistant
Department: Chemistry/Physics & Engineering
Position #: 5241/5304 New?: No
Remarks: Replacement for Leslie Elmer; transfer for Ms. Gregg.
Sal Grade/Stp: **23/12** Salary: **\$4,488.24/month**
% of Position: 90%/10% # Mos: 12
Effective: January 2, 2008
Account #s: A-212200-342100-60910-0000000/100%
A-212200-349100-60910-0000000/100%
- b. Name: **JESUS A. GARCIA**
Administrative Aide
Department: Fallbrook Center
Position #: 5856 New?: No
Remarks: Replacement for Richard Garcia
Sal Grade/Stp: **11/1** Salary: **\$1,151.95/month**
% of Position: 45% # Mos: 12
Effective: October 10, 2007
Account #: E-212200-354250-60910-0000000/100%
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.
- c. Name: **PATRICIA C. RODRIGUEZ**
GEAR UP Staff Assistant
Department: Grant Funded Student Support Programs/GEAR UP
Position #: 6118 New?: No
Remarks: Replacement for Cecilia Rocha; promotion for Ms. Rodriguez;
funded – GEAR UP Federal Grant.
Sal Grade/Stp: **23/6** Salary: **\$4,269.92/month**
% of Position: 100% # Mos: 12
Effective: October 10, 2007
Account #: K-212200-471200-64990-1112320/100%
- d. Name: **GUADALUPE JIMENA MARTINEZ**
Position: GEAR UP Outreach Coordinator
Department: Grant Funded Student Support Programs/GEAR UP
Position #: 6390 New?: Yes
Remarks: Position approved 11/14/06; funded – GEAR UP Federal Grant.
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # Mos: 12
Effective: October 10, 2007
Account #: K-212200-471200-64990-1112320/100%

e. Name: **NELIDA MARTINEZ PANTOJA**
Position: GEAR UP/Upward Bound Guidance Services Advisor
Department: Grant Funded Student Support Programs/GEAR UP/Upward Bound
Position #: 6275 New?: No
Remarks: Replacement for Monica Morris; funded – 50% GEAR UP Federal Grant and 50% Upward Bound.
Sal Grade/Stp: **16/1** Salary: **\$2,892.53/month**
% of Position: 100% # Mos: 12
Effective: October 10, 2007
Account #s: K-212200-471200-64990-1112320/50%
K-212200-471400-64300-1112310/50%

f. Name: **JUAN C. GONZALEZ**
Position: ESL Program Assistant
Department: English as a Second Language
Position #: 5128 New?: No
Remarks: Replacement for Monica Colon-Cruz; voluntary demotion for Mr. Gonzalez; funded – 50% ESL and 50% Non-Credit Matriculation.
Sal Grade/Stp: **18/3** Salary: **\$3,349.69/month**
% of Position: 100% # Mos: 12
Effective: October 10, 2007
Account #s: A-212200-325100-60910-0000000/50%
K-212200-325100-63210-1612122/50%
Normal Work Schedule: Monday – Thursday, 12:00 pm – 8:30 pm; Friday, 8:30 am – 5:00 pm. A 3% night differential will be paid for hours worked between 6:00 pm and 10:00 pm.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. RATIFIED NEW CLASSIFIED POSITIONS

MSC Chadwick/McMullen

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

a. Position: **TRIO/EOC OUTREACH COORDINATOR**
Name: Vacant
Department: GFSSP/TRIO/EOC
Position #: 6418 New?: Yes
Remarks: Funded – TRIO/EOC
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # Mos: 12
Effective: October 10, 2007
Account #: K-212200-331500-63900-1112304/100%

- b. Position: **TRIO/SSS OUTREACH COORDINATOR**
Name: Vacant
Department: GFSSP/TRIO/SSS
Position #: 6419 New?: Yes
Remarks: Funded – TRIO/SSS
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # Mos: 12
Effective: October 10, 2007
Account #: K-212200-471300-64300-1112300/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. APPROVED PERSONNEL ACTIONS/HISTORY

MSC Chadwick/McMullen

The Governing Board approved the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **September, 2007, and short-term employees** for the month of **October, 2007. EXHIBIT J-10**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. RATIFIED STIPEND FOR DESIGNATED BILINGUAL INTERPRETER

MSC Chadwick/McMullen

The Governing Board ratified the recommendation of the Superintendent/ President granting the bilingual stipend for the following employee who is a designated bilingual interpreter:

- a. **Nicole R. Moreau-Deibert**, Counseling Services Specialist, Career Center, effective October 10, 2007.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. RATIFIED LEAVES OF ABSENCE

MSC Chadwick/McMullen

- a. The Governing Board ratified the recommendation of the Superintendent/ President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective August 1, 2007, for a maximum of 480 hours, to **Julie A. Anguiano**, Instructional Support Assistant II, Reading Services.
- b. The Governing Board ratified the recommendation of the Superintendent/ President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective August 13, 2007, through November 2, 2007, to **Rita Campo Griggs**, Tech Prep Coordinator, Career, Technical and Extended Education.

- c. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Medical Leave of Absence with no effect on benefits**, effective August 28, 2007, through September 30, 2007, to **Tyrone O. Davis**, Custodian I, Facilities/Custodial Services.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. RATIFIED RESIGNATIONS

MSC Chadwick/McMullen

The Governing Board ratified the recommendation of the Superintendent/President to accept the resignations of the following employees:

- a. **Mariela L. Castellano-Arredondo**, GEAR UP Outreach Coordinator, Grant Funded Student Support Programs/GEAR UP, effective September 15, 2007 (last day of employment September 14, 2007).
- b. **Belen Ramírez**, GEAR UP Outreach Coordinator, Grant Funded Student Support Programs/GEAR UP, effective September 1, 2007 (last day of employment August 31, 2007).

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. INFORMATION - RETIREMENTS

On Behalf of the Governing Board of the Palomar Community College District, the following retirement was accepted by Robert P. Deegan, Superintendent/President, as authorized by the Governing Board, under Group 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. **Katheryn Garlow**, Dean of Languages and Literature, effective December 22, 2007. She has served Palomar College for 33 years from September 4, 1974, to December 21, 2007.

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

- a. **Lynn Wilderson**, Education Center Specialist, Borrego Springs Center, effective November 1, 2007. She has served Palomar College for 6 years from June 13, 2001, to October 31, 2007.

15. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the **Professional Growth Program for Classified Employee**, the following employee were granted a **\$500 ANNUAL STIPEND**, prorated on a monthly basis, effective July 1, 2007:

- a. Employee Name: **Julie Vera-Miller**
Position: VTEA Budget Technician
Department: Career, Technical & Extended Education
Course of Study: MPA

16. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the **Professional Growth Program for Classified Employees**, the following employees were granted a **ONE-TIME LUMP SUM STIPEND OF \$2,000** effective September 1, 2007, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

- a. Employee Name: **Mariela Castellano-Arredondo**
Position: GEAR UP Outreach Coordinator
Department: GFSSP/GEAR UP
Course of Study: Job Related
- b. Employee Name: **Victor M. Rodriguez**
Position: Skilled Maintenance Technician
Department: Facilities/Building Services
Course of Study: Job Related

17. **ACCEPTED GIFT**

MSC Chadwick/McMullen

The Governing Board accepted the following **gift** and directed that an appropriate letter of appreciation be sent to the donor:

- a. Plants donated by **Jim Sherman Nursery**, 751 Cassou Road, San Marcos CA 92069, to be planted on campus grounds. Total cash value as estimated by donor is \$367.50.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

7. RATIFIED ADMINISTRATIVE EMPLOYMENT

MSC Chadwick/McMullen

The Governing Board ratified the recommendation of the Superintendent/ President regarding the employment of the following administrative employee:

a. Name: **SHERRY M. TITUS**
 Position: Interim Director of Student Affairs
 Department: Student Affairs
 Position #: 5486 New?: No
 Remarks: Interim replacement for Bruce Bishop
 Sal Grade/Stp: **67/11** Salary: **\$9,344.83/month**
 % of Position: 100% # Mos: 12
 Effective: **October 10, 2007**
 Account #: A-123400-451100-64910-0000000/100%

Student Trustee Michelle Eichelberger said she looked forward to working with Ms. Titus and to a very productive year.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

L. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Faculty Senate President, Dr. Brent Gowen, reported that the Senate will be concentrating on accreditation for the next year and a half and is building the writing team. The Senate is discussing some kind of endearing gesture for Dean Sara Thompson who was very instrumental in the planning of the new science building.

2. INFORMATION

PFF Co-President, Shannon Lienhart, reported that the PFF has appointed Dr. Rocco Versaci to be the Grievance Officer. Also, Roger Morrissette, Lead Negotiator for PFF, will be going on sabbatical leave in the fall and Dr. Versaci will be taking over as the lead negotiator. Ms. Lienhart said she and Julie Ivey attended a Community College Council meeting where one topic of discussion was the Community College Initiative. Ms. Lienhart also announced that negotiations are going well and are close to settling.

3. INFORMATION

Administrative Association President, Laura Gropen, reported that a general meeting of the Association was held on September 21, which proved to be a good working group with the main goal - communications for administrators on this campus. She will be attending a conference on disaster preparedness next week.

4. INFORMATION

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

5. **INFORMATION**

CCE President, Neill Kovrig, reported that CCE held a membership meeting of Union members this past month and will be holding a general classified staff meeting on October 18. He also said negotiations are progressing well. Mr. Kovrig said some members of the classified unit will be attending the Classified Educators Conference which will be held in San Diego.

6. **INFORMATION**

Report of the Associated Student Government

ASG President, Michelle Eichelberger, reported that Comet celebrations will be held next week. The Inter Club Council is in the middle of planning the Halloween Escape. Phi Theta Kappa has its leadership conference coming up. ICC is doing a leadership series workshop along with Phi Theta Kappa for the clubs to help build their organizations. She thanked Mark Oggel and Melinda Finn for the ASG pictures that will be placed on the new ASG web site.

M. UNFINISHED BUSINESS – There was none.

N. NEW BUSINESS

1. **APPROVED 2007-2008 GANN AMENDMENT LIMIT**

MSC McMullen/Chadwick

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

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

WHEREAS, The District must establish a Gann Limit for the 2007-2008 fiscal year in accordance with the provisions of the Gann Amendment and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED, That this Board does provide public notice that the attached calculations and documentation of the 2007-2008 Gann Limit are made in accord with applicable constitutional and statutory law and that this Board does declare that the appropriations in the 2007-2008 budget do not exceed the limitations imposed by the Gann Amendment;

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

Attachment: California Community Colleges 2007-2008 Gann Limit Worksheet showing 2007-2008 Appropriations Limit of \$112,249,164.00, and a 2007-2008 Appropriations Subject to Limit of \$85,556,973.00. **EXHIBIT N-1**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **RATIFIED THE REJECTION OF BIDS ON BID #B-8002 FOR HP-UX SERVER & COMPATIBLE DATA STORAGE DEVICES**

MSC Chadwick/Larson

The Governing Board ratified the rejection of the two (2) formal bids received on September 5, 2007, from Abtech Systems, Inc., and Nth Generation Computing, Inc., for Bid # B-8002 for HP-UX Server and Compatible Data Storage Devices due to both bids being deemed non-responsive to the District's bid specifications. **EXHIBIT N-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **AUTHORIZATION TO EXECUTE CONTRACT FOR NEW BID #B-8003 FOR P-UX SERVER AND COMPATIBLE STORAGE DEVICES**

MSC Chadwick/Larson

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance and Administrative Services, or Ken Jay, Director, Business Services, to execute a contract with one of the three lowest responsive bidders for new modified Bid # B-8003 for HP-UX Server & Compatible Storage Devices, which will provide the hardware and software to comprise a PeopleSoft Version 9 HR Student Computing Environment. Since the updated goal is to have the equipment operational by mid-December, 2007, a contract must be awarded promptly. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. Funding for the contract will be from Prop. M Funds. **EXHIBIT N-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **AUTHORIZATION TO EXECUTE CONTRACT(S) FOR UPCOMING BID #B-8004 FOR THE D-10 DIMMER RACK PROJECT**

MSC Larson/McMullen

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance and Administrative Services, or Ken Jay, Director, Business Services, to execute contract(s) with the lowest responsive bidder(s) for the upcoming Bid # B-8004 for the D-10 Dimmer Rack Project. Since the goal is to have the dimmer rack equipment installed in early January, 2008, prior to the start of Spring semester, a contract must be awarded as soon as possible after bid opening to allow lead time for the equipment. The contract award(s) will be brought back to the Governing Board for ratification at a future Governing Board meeting. **EXHIBIT N-4**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVED AGREEMENT WITH FORESTER INSTITUTO INTERNACIONAL FOR STUDY ABROAD PROGRAM IN SAN JOSE, COSTA RICA, JANUARY 5, 2008 – JANUARY 20, 2008**

MSC Chadwick/Larson

The Governing Board approved an agreement between Palomar Community College District and Forester Instituto Internacional, for the purpose of the Foreign Languages Department to conduct a Study Abroad Program in San Jose, Costa Rica, on January 5, 2008, through January 20, 2008. Classes will be offered in Spanish 50, 101A, 101B, 102A, 102B, 201A, 201B, 202A, 215, 216, 235, and 296. In addition to program price, program participants will be responsible for paying all fees including transportation, housing, insurance, books, materials, and personal expenses. **EXHIBIT N-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVED ACCEPTANCE OF PROFESSIONAL DEVELOPMENT FUNDS**

MSC Chadwick/McMullen

The Governing Board approved and accepted funds in the amount of \$3,000.00 from the Region 10 Consortium. The funds will be used for travel and conference expenses for vocational faculty at Palomar College. The funds should be posted to a Professional Development – Travel account. **EXHIBIT N-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVED AGREEMENT 07-08 4489 WITH YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD DEVELOPMENT TRAINING CONSORTIUM**

MSC Chadwick/McMullen

The Governing Board approved agreement number 07-08 4489 between the Palomar Community College District (hereinafter “Palomar”) and the Yosemite Community College District, Child Development Training Consortium (hereinafter “YCCD-CDTC”), effective September 1, 2007, through June 30, 2008. Palomar shall provide college credit to enrolled students required to obtain or renew a child development permit and YCCD-CDTC shall pay to Palomar an amount not to exceed Eighteen Thousand Seven Hundred Fifty Dollars (\$18,750.00). **EXHIBIT N-7**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **ACCEPTED GRANT: "HIGH BEGINNINGS/LOW INTERMEDIATE ESL CLASSES AT MISSION MIDDLE SCHOOL" FROM THE CITY OF ESCONDIDO CITY BLOCK GRANT AND APPROVED AGREEMENT WITH THE CITY OF ESCONDIDO**

MSC Chadwick/McMullen

The Governing Board accepted Fourteen Thousand Five-Hundred Dollars (\$14,500) from the City of Escondido City Block Grant and approved an agreement with City of Escondido for the purpose of assisting residents in the Mission Middle School area to overcome language barriers and improve their vocational/economic opportunities through ESL classes offered by Palomar College's Workforce & Community Development department.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **AUTHORIZATION TO EXECUTE CONTRACT WITHIN THE LIMITS OF AVAILABLE FUNDS ON PROJECT BID #004-07, REPLACEMENT AND UPGRADE OF TELECOMMUNICATION DATA CABLING IN BUILDING AA/ST AND PARTS OF "A" BUILDING**

MSC Larson/Chadwick

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance and Administrative Services or Ken Jay, Director, Business Services, to execute a contract within the limits of available funding to the lowest responsive bidder for the replacement and upgrade of telecommunications – data cabling in Building AA/ST and parts of the "A" Building on the San Marcos campus. The project is scheduled to begin on December 16, 2007, and be completed by January 5, 2008. The project will be paid for with State Scheduled Maintenance funds, however, if the lowest bid exceeds the State Scheduled Maintenance fund balance of \$54,000, the remainder will be paid through Proposition M funds. **EXHIBIT N-9**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **APPROVED REQUEST OF C. E. WYLIE CONSTRUCTION TO RELEASE 2.5% OF RETENTION FOR HIGH TECHNOLOGY LABORATORY AND CLASSROOM BUILDING**

MSC Chadwick/McMullen

The Governing Board approved the request of C. E. Wylie Construction Corporation (CEW), to reduce the retention to 7.5% of the total contract price on the High Technology Laboratory and Classroom Building (HTL/C). The project is 99% complete and CEW's performance on the project has been acceptable.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **ADOPTED 2007-2008 GOVERNING BOARD GOALS**

MSC Chadwick/Larson

At the August 28, 2007, workshop, the **Governing Board's 2007-2008 Goals** were formulated by the Board, using as a framework the Strategic Plan 2009 Goals, the progress made on 2006-2007 Governing Board Goals, and the Master Plan 2022 to set the direction and provide the support for administration and staff.

The Governing Board adopted the following 2007-2008 Governing Board Goals:

**Palomar Community College District
2007-2008 Governing Board Goals**

ACCREDITATION

1. Support, monitor and participate, where appropriate, in Palomar's self-study for reaffirmation of its accreditation.

STUDENT SUCCESS

1. Promote and support the development and implementation of an institution-wide plan that includes strategies to improve student retention and persistence.
2. Ensure that Palomar has a process in place to respond to and address the changing needs of the workforce in a timely manner.
3. To facilitate student success and goal achievement, ensure that the college provides timely access to programs and courses.
4. Support Palomar's efforts to provide access to the district's diverse community and promote success for all students.

TEACHING AND LEARNING EXCELLENCE

1. Support implementation of the assessment of student learning outcomes at the course, program, and institutional levels.
2. Ensure that Palomar's curriculum, planning and budgeting processes are responsive to emerging technologies and innovative approaches to teaching and learning.

ORGANIZATIONAL AND PROFESSIONAL DEVELOPMENT

1. Support a culture of respect and civility.
2. Ensure that Palomar links Institutional Review to the planning and budgetary process.
3. Continue to review and update the District's Board Policies in order to ensure that they comply with legislative changes and incorporate appropriate and current language.

FACILITIES IMPROVEMENT

1. Continue to explore and implement alternative and sustainable energy sources at Palomar.
2. Monitor the implementation of the *Palomar Community College District Educational and Facilities Master Plan 2022*.

RESOURCE MANAGEMENT

1. Strengthen partnerships within the community, including educational and business partnerships, to promote the college, respond to workforce development needs and facilitate transfer to four year institutions.
2. Continue legislative advocacy, especially for equitable funding, for community colleges at the local, state, and federal levels.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

12. EXCUSED ABSENCE OF STUDENT TRUSTEE

MSC Larson/Chadwick

In accordance with Section 72425(c) of the California Education Code, the Governing Board found the absence of Student Trustee **MICHELLE EICHELBERGER** from the Regular Meeting of the Governing Board held **September 11, 2007**, was **excused** due to illness.

The Vote was unanimous.

13. INFORMATION – APPROVE REVISION OF PALOMAR COMMUNITY COLLEGE DISTRICT POLICIES: CHAPTER 1 - THE DISTRICT (BP 1100 THROUGH BP 1300) AND CHAPTER 2 - GOVERNING BOARD (BP 2010 THROUGH BP 2745)

This information item included a proposal to revise the present policies on Chapter 1 – The District (BP 1100 through BP 1300), and Chapter 2 – Governing Board (BP 2010 through BP 2745). These policies underwent final review through the shared governance process. They will be presented for approval at the November Governing Board meeting.
EXHIBIT N-13

Trustee Chadwick expressed her concern regarding the language on two of the policies. Student Trustee Eichelberger also questioned BP 2105. President Deegan suggested sending the policies in question back to the Policies & Procedures Task Force for clarification.

O. BOARD REQUESTS FOR REPORTS – no reports requested.

P. RECESS TO CLOSED SESSION – no additional session needed.

R. ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

Mark Evilsizer, Board President

Ruth Larson, Secretary of the Board