



APPROVED 12/11/07

GOVERNING BOARD MINUTES

REGULAR MEETING OF THE GOVERNING BOARD

DATE: NOVEMBER 13, 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
MICHELE T. NELSON, PH.D., TRUSTEE
JESSE LYN, STUDENT TRUSTEE

EXECUTIVE ADMINISTRATORS PRESENT:

Robert P. Deegan, Superintendent/President
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

EXECUTIVE ADMINISTRATORS ABSENT:

Berta Cuaron, Assistant Superintendent/Vice President, Instruction

B. PUBLIC COMMENTS – There were none.

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.
 - a. Discussion of potential sites in the southern portion of the District.
7. **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:** Significant exposure to litigation pursuant to subdivision (b)(2)(C) of Government Code Section 54956.9: One case--Amended Tort Claim of John Erickson.

CC. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 5:11 p.m. – There was no reportable action taken during closed session.

STAFF PRESENT:

Brent Gowen, President, Faculty Senate; Associate Professor, English
Laura Gropen, President, Administrative Association; Manager of Marketing Services, EDUCTV
Julie Ivey, Co-President, PFF/AFT; Part Time Faculty, English
Neill Kovrig, President, CCE/AFT; Counseling Services Specialist, Transfer Center
Wilma Owens, Dean, Career, Technical & Extended Education
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.

CCC. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE

Board President Mark Evilsizer administered the Oath of Office to Jesse Lyn, newly appointed Student Trustee.

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

E. APPROVAL OF MINUTES

MSC Chadwick/Larson

The Governing Board approved the Minutes of the Regular Meeting of October 9, 2007.

The Vote: 4 Ayes, 1 Abstention (Nelson)
Student Trustee Advisory Vote: Aye

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

The following item was removed from the agenda: **New Business, N-1**, line #15, Aramark Contract.

G. REPORTS/PRESENTATIONS

1. Introduction Of The Independent Citizens Oversight Committee (ICOC) Members

Vice President Bonnie Ann Dowd introduced the members of the Independent Citizens Oversight Committee.

Presentation By SDG&E Of A Check For The NS Building – “Savings by Design”

Mr. Mike Ellis, Director/Facilities introduced representatives from SDG&E: Robert Maderazo, Chuck Poindexter, and Lianna Rios. He explained that the District partnered with San Diego Gas & Electric during the design process for the new Natural Science building in September, 1999. On behalf of SDG&E, Ms. Rios presented a check in the amount of \$131,513.00 as an incentive. Ms. Rios said the Savings by Design Program is an incentive program for the commercial new construction market. It encourages integrated whole building design and provides building owners and design teams with incentives in three areas of building performance. The entire project will save approximately 1.3 million KWH of electricity and 100.2K of electric demand. The District is expected to save approximately \$188,000 per year on the new Natural Science building compared to a standard college building.

President Deegan thanked the Governing Board for their commitment to sustainability and thanked SDG&E for the incentive award. He thanked the Facilities staff and everyone involved in the planning and construction of the new Natural Science building.

H. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Mark Evilsizer commented on the recent fire disaster and said he was encouraged on how the campus rallied together to help families who lost their homes. He commended all those involved in preparing the campus in time for Monday classes.

HH. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Darrell McMullen dittoed the sentiments of Board President Evilsizer regarding the fire disaster.

Trustee Ruth Larson commented on her personal experience with the fire disaster and how this has affected her life. She would like to use this ordeal to empathize and connect with people.

Trustee Nancy Chadwick recognized the Palomar College community in terms of the response, outreach, and empathy that was demonstrated during the fire disaster. She expressed her amazement of the fire relief fund that was set up immediately; she said it was just a clear statement of how powerful this community is. She thanked everyone and expressed her sympathy and condolences for anyone who had been severely impacted.

Trustee Chadwick announced that the Secretary of State's web page has all of the information regarding Prop 92, in terms of supporting arguments, rebuttals, and the argument against Prop 92. She read the names of those folks who wrote the argument in favor of the proposition, and the names of those opposed. Trustee Chadwick said SDICCCA is taking a strong stand on this issue and will have a separate meeting at the legislative conference, which will be held in Sacramento with all of the legislators, legislative representatives, and their staff to talk about Prop 92. She urged everyone's support of Proposition 92.

Trustee Michele Nelson reported she was out of the country when the fire disaster threatened her neighborhood. She felt very proud of the Palomar community in terms of stepping up and taking charge. She expressed her appreciation to Mike Ellis and the Facilities staff, and to President Deegan. She welcomed the new student trustee, Jesse Lyn, and wished everyone a happy Thanksgiving holiday.

Student Trustee Jesse Lyn reported that ASG is currently working on revising its bylaws and forming a public relations committee to bring ASG awareness. ASG is happy to hear that transfer students may be walking at commencement as early as 2009. ICC held a food drive in a joint effort with the Office of Student Affairs and the Foundation, at which time \$1,000 was raised with donations from students, staff, and visitors. The Student Affairs office donated \$5,000 for textbook replacement for students who were affected by the fires. Lastly, she reported that several senators attended the Statewide Student Senate where issues such as no-tax for textbooks and sustainability were discussed. Ms. Lyn also reported that Michelle Eichelberger was elected as the At-Large Senator for the Statewide Student Senate.

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

President Robert Deegan congratulated Student Trustee Jesse Lyn on her appointment. He thanked Michelle Eichelberger for the outstanding job she did as the student trustee. President Deegan expressed his appreciation to the Palomar Police Department, who secured the campus during the fire disaster; Mike Ellis and the Facilities staff for preparing the grounds and classrooms; Mark Oggel and the Communications staff for keeping everyone updated; Jose Vargas, Information Services, for helping with the computers; Mike Dimmick for the telephone messages; Mark Vernoy and Terry Gray for their help with the web site; all of the Vice Presidents and constituent group leaders for coming in on the Saturday ensuring the College was ready to open on Monday; and the entire Palomar community for stepping up with donations. President Deegan introduced Foundation Director, Rich Talmo, who reported that the President's Associates donated \$10,000 towards the Fire Relief Fund, over 100 employees donated about \$12,000, and the Foundation matched the funds donated; overall the Foundation raised \$46,562 to help those impacted by the fires. President Deegan thanked the Foundation and thanked the faculty for the empathy shown towards students during this time.

1. Report of Vice President for Instruction – no report

2. Report of Vice President for Student Services

Vice President Joe Madrigal announced that Mary San Agustin, Director of Financial Aid & Scholarships, was elected by the College Scholarship Service Assembly to serve a three-year term on their Council, which consists of Financial Aid Administrators from higher education institutions throughout the United States. He also announced that Palomar College is host to Ventura College at Escondido High School on Saturday.

3. Report of Vice President for Finance and Administrative Services

Vice President Bonnie Ann Dowd recognized Espy Flores, Supervisor of Payroll Services, and her staff for working diligently throughout the fire disaster in order to pay employees on time with no interruption. She commented on her involvement in a Community College Facility Coalition presentation with other individuals on the success of doing a high tech science building.

4. Report of Vice President for Human Resource Services

Vice President John Tortarolo announced that the Board will be appointing Debbie Allen as the Director of Human Resources. At this time, he introduced Ms. Allen to the Board.

**Resumption of
REGULAR AGENDA**

J. APPROVAL OF CONSENT CALENDAR ITEMS

BUSINESS SERVICES

1. REVIEWED AND APPROVED PURCHASES MADE FOR PRIOR SIXTY DAYS

MSC Chadwick/Nelson

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:

Re-Encumbered					
Purchase Orders	0840164	through	0840180	\$	62,583.49
Advertising/Increases	0860013	through	0860019	\$	80,481.51
Agreement/Services	0870298	through	0870300	\$	10,796.00
Repairs	0875028	through	0875034	\$	8,145.09
Agreement/Annual	0880143	through	0880151	\$	36,151.35
Utilities	0895027	through	0895027	\$	5,172.00
Bond Money	M08010009	through	M08010014	\$	967,531.70
Procurement Card	Time Period: 09/23/07 – 10/22/07			\$	180,197.17
					<u>\$ 1,351,058.31</u>

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

FISCAL

2. APPROVED QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR

MSC Chadwick/Nelson

The Governing Board approved the **Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments** as of September 30, 2007. **EXHIBIT J-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. APPROVED CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT

MSC Chadwick/Nelson

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending September 30, 2007. **EXHIBIT J-3**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

REPLACEMENT OF WARRANTS

4. APPROVED DRAWING NEW WARRANTS

MSC Chadwick/Nelson

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

- a. Warrant #77-103308 dated **February 09, 2007**, in the amount of **\$23.85**, payable to **Barbara Jean Brandt**, 1921 West Drive, Vista, CA 92083. Void due to stale date.
- b. Warrant #77-105098 dated **March 30, 2007**, in the amount of **\$239.25**, payable to **Ryan J. Bishop**, 2147 Royal Lytham Glen, Escondido, CA 92026. Void due to stale date.
- c. Warrant #77-105243 dated **March 30, 2007**, in the amount of **\$534.39**, payable to **Israel Narvaez**, 2190 Valley Rim Glen, Escondido, CA 92026. Void due to stale date.
- d. Warrant #77-099554 dated **September 29, 2006**, in the amount of **\$165.00**, payable to **Jennifer L. Bauer**, 131 Via Morella, Encinitas, CA 92024. Void due to stale date.
- e. Warrant #77-104049 dated **February 28, 2007**, in the amount of **\$178.13**, payable to **Jennifer L. Bauer**, 131 Via Morella, Encinitas, CA 92024. Void due to stale date.
- g. Warrant #77-104559 dated **March 20, 2007**, in the amount of **\$108.83**, payable to **Richard R. Gaylord**, P.O. Box 27775, San Diego, CA 92198. Void due to stale date.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

GIFTS

5. ACCEPTED GIFTS

MSC Chadwick/Nelson

The Governing Board accepted the following **gifts** and directs that an appropriate letter of appreciation be sent to the donors:

- a. Desk with return, serial #SN3060SFECN, donated by **Candice Francis**, 25327 Jesmond Dene Road, Escondido, CA 92026. Total cash value as estimated by donor is \$450.00.
- b. High fire kiln shelves, kiln gloves, wood and plaster bats, and dry materials for glazing, donated by **Joan Laib**, 1014 Prospect Place, Vista, CA 92081. These items are educational materials to be used by Art students. Total cash value as estimated by donor is \$1,200.00.
- c. Stirling Engine (\$50.00) and miscellaneous books and components donated by **Fran Obler**, 4925 Tilos Way, Oceanside, CA 92056, to be used for lab demonstrations. Total cash value as estimated by donor is \$100.00.

- d. Variety of plants donated by **Tom Piergrossi Landscape**, 2324 Lone Oak Lane, Vista, CA 92084, to be planted on campus grounds. Total cash value as estimated by donor is \$135.77.
- e. Four drawer filing cabinet (\$300.00) and 3 drawer filing cabinet (\$200.00), donated by **Patricia Reyes**, 1320 Oak View Way, Escondido, CA 92029. Total cash value as estimated by donor is \$500.00.
- f. Four Dell Computers: Dell Optiplex Computer, serial #CL6FT31, model GX270; Dell Optiplex Computer, serial #36WBG41, model GX270; Dell Optiplex Computer, serial #4X7LQ41, model GX270; Dell Optiplex Computer, serial #CL5Y141, model GX270, donated by **San Diego Futures Foundation**, 4283 El Cajon Boulevard #130, San Diego, CA 92105. Computers to be used by the Regional Occupational Program. Total cash value as estimated by donor is \$800.00.
- g. Variety of plants donated by **Pardee Tree**, P.O. Box 240, Bonsall, CA 92003. Total cash value as estimated by donor is \$3,070.50.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

PERSONNEL

6 RATIFIED NEW ACADEMIC POSITIONS

MSC Chadwick/Nelson

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

- a. Position: **ASSISTANT PROFESSOR, AMERICAN INDIAN STUDIES**
Name: Vacant
Department: American Indian Studies
Position #: 6420 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-362200-22010-0000000/100%
- b. Position: **ASSISTANT PROFESSOR, ENGLISH AS A SECOND LANGUAGE**
Name: Vacant
Department: English as a Second Language
Position #: 5122 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-325200-4930V-0000000/100%
- c. Position: **ASSISTANT PROFESSOR, GRAPHIC COMMUNICATIONS**
Name: Vacant
Department: Graphic Communications
Position #: 5365 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-355200-09360-0000000/100%

- d. Position: **ASSISTANT PROFESSOR, BIOLOGY**
Name: Vacant
Department: Life Sciences
Position #: 5261 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-346200-04010-0000000/100%
- e. Position: **ASSISTANT PROFESSOR, BIOLOGY**
Name: Vacant
Department: Life Sciences
Position #: 5262 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-346200-04010-0000000/100%
- f. Position: **ASSISTANT PROFESSOR, ECONOMICS**
Name: Vacant
Department: Economics, History and Political Science
Position #: 5450 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 14, 2007
Account #: A-111000-365200-22040-0000000/100%
- g. Position: **LIBRARIAN/ASSISTANT PROFESSOR**
Name: Vacant
Department: Library
Position #: 5033 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 14, 2007
Account #: A-125000-317100-61200-0000000/100%
- h. Position: **LIBRARIAN/ASSISTANT PROFESSOR**
Name: Vacant
Department: Library
Position #: 5036 New: Yes
% of Position: 100% # Mos.: 10
Effective: November 14, 2007
Account #: A-125000-317100-61200-0000000/100%
- i. Position: **ASSISTANT PROFESSOR, PSYCHOLOGY/SOCIOLOGY**
Name: Vacant
Department: Behavioral Sciences
Position #: 5391 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-363500-20010-0000000/100%
- j. Position: **ASSISTANT PROFESSOR, DIESEL MECHANICS TECHNOLOGY**
Name: Vacant
Department: Trade and Industry
Position #: 5222 New: Yes
% of Position: 100% # of Mos: 10
Effective: November 14, 2007
Account #: A-111000-338400-09470-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. RATIFIED CERTIFICATED EMPLOYMENT

MSC Chadwick/Nelson

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

a. Name: **SYLVIE TARNOVSKY**
 Position: Teacher II
 Department: Child Development Center
 Position #: 6016 New?: No
 Remarks: Replacement for Marianne Swift Gifford
 Sal Grade/Stp: **C/1** Salary: **\$2,733.71/month**
 % of Position: 100% # of Mos: 12
 Effective: November 14, 2007
 Account #: U-111000-364300-69200-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. GRANTED EQUIVALENCY FOR DISCIPLINE

MSC Chadwick/Nelson

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

Nicole M. Loftus	Sociology
Pin-Hsuan Sung	Chinese
Gregory K. Taylor	Physical Education

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. RATIFIED PART-TIME FACULTY EMPLOYMENT

MSC Chadwick/Nelson

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 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:

SPRING 2008

BEHAVIORAL SCIENCES

Amador, Linda	Sociology M.A., Sociological Practice B.A., Visual & Performing Arts	\$48.72
Loftus, Nicole M.	Sociology B.A., Sociology Eminence in the Field	\$47.54
Smith, William T.	Sociology M.A., Sociology B.S., Computer Information Systems	\$50.37

BUSINESS ADMINISTRATION

Peterson, Lorraine	Accounting M.A., Accounting B.S., Taxation	\$48.72
--------------------	--	---------

CHEMISTRY

Abbas, Rima	Chemistry M.S., Chemistry	\$48.72
Tahiti, Mary	Chemistry Ph.D., Chemistry	\$51.78

COMMUNICATIONS

Romani, Rebecca	Cinema M.A., Television, Film & New Media Production	\$48.72
-----------------	--	---------

FOREIGN LANGUAGES

Miguel-Saldana, Jesus M.	Spanish M.A., Spanish M.A., English as a Foreign Language B.A., English as a Foreign Language	\$51.78
Perovic, Cvetanka	French M.A., French	\$48.72
Sung, Pin-Hsuan	Chinese M.S., Linguistics Eminence in the Field	\$48.72

11. **RATIFIED CLASSIFIED EMPLOYMENT**

MSC Chadwick/Nelson

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

- a. Name: **NICOLE M. PABLO**
Position: GEAR UP/Upward Bound Senior Office Specialist
Department: Grant Funded Student Support Programs/GEAR UP/Upward Bound
Position #: 6155 New?: No
Remarks: Replacement for Jody Hall; funded – 50% Upward Bound and 50% GEAR UP Federal Grant.
Sal Grade/Stp: **14/1** Salary: **\$2,754.78/month**
% of Position: 100% # of Mos: 12
Effective: November 14, 2007
Account #s: K-212200-471400-64300-1112310/50%
K-212200-471200-64990-1112320/50%
- b. Name: **CARMELINO CRUZ**
Position: GEAR UP Outreach Coordinator
Department: Grant Funded Student Support Programs/GEAR UP
Position #: 6237 New?: No
Remarks: Replacement for Belen Ramirez; funded – GEAR UP Federal Grant.
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # of Mos: 12
Effective: November 14, 2007
Account #: K-212200-471200-64990-1112320/100%
- c. Name: **HECTOR NAVARRETE**
Position: GEAR UP Outreach Coordinator
Department: Grant Funded Student Support Programs/GEAR UP
Position #: 6260 New?: No
Remarks: Replacement for Mariela Castellano-Arredondo; funded – GEAR UP Federal Grant.
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # of Mos: 12
Effective: November 14, 2007
Account #: K-212200-471200-64990-1112320/100%
- d. Name: **MAGDALENA GODINEZ-AYALA**
Position: GEAR UP Outreach Coordinator
Department: Grant Funded Student Support Programs/GEAR UP
Position #: 6364 New?: No
Remarks: Replacement for Joshua Galea' i; funded – GEAR UP Federal Grant.
Sal Grade/Stp: **20/1** Salary: **\$3,189.98/month**
% of Position: 100% # of Mos: 12
Effective: November 15, 2007
Account #: K-212200-471200-64990-1112320/100%

e. Name: **LERINA BARCZYS**
Position: Proposition M Construction Accountant
Department: Facilities
Position #: 6408 New?: Yes
Remarks: Position approved 4/10/07; funded – Proposition M bond funds.
Sal Grade/Step: **32/1** Salary: **\$4,275.78/month**
% of Position: 100% # of Mos: 12
Effective: November 14, 2007
Account #: Y-212200-711910-67900-2071000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. RATIFIED CHANGE TO SALARIES TO COMPLY WITH THE CALIFORNIA MINIMUM WAGE LAW INCREASE FOR SHORT-TERM AND STUDENT EMPLOYEES

MSC Chadwick/Nelson

The Governing Board ratified **the change to salaries** to comply with the California minimum wage law increase to \$8.00 per hour effective January 1, 2008. **EXHIBIT J-12**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. APPROVED PERSONNEL ACTIONS/HISTORY

MSC Chadwick/Nelson

The Governing Board approved the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **October, 2007**, and **short-term employees** for the month of **November, 2007**. **EXHIBIT J-13**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. RATIFIED RESIGNATIONS

MSC Chadwick/Nelson

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

- a. **Michelle Grace**, Senior Office Specialist, Educational Television, effective October 17, 2007 (last day of employment October 16, 2007).
- b. **Scott A. Seitz**, Police Academy Training Officer, Public Safety Programs, effective November 28, 2007 (last day of employment November 27, 2007).
- c. **Julie A. Vera-Miller**, VTEA Budget Technician, Career, Technical and Extended Education, effective November 3, 2007 (last day of employment November 2, 2007).

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. RATIFIED LEAVES OF ABSENCE

MSC Chadwick/Nelson

- a. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Personal Leave of Absence without pay and with no effect on benefits**, effective October 8, 2007, through October 19, 2007, to **Christie L. Bundy**, Staff Assistant, Library.
- 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 October 10, 2007, through December 15, 2007, to **Linton J. Dise**, Professor/Counselor, Counseling Services.
- c. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective September 24, 2007, through December 14, 2007, to **Linda M. Norris**, Counseling Services Specialist, Counseling Services.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

COMMUNITY DEVELOPMENT

16. APPROVED NEW COMMUNITY DEVELOPMENT CLASSES, AGREEMENTS, AND PERSONNEL

MSC Chadwick/Nelson

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

Spring 2008

- a. **Name:** Jack Broady
Name of Class: Starting a Career as a Radio Personality
Effective: April 2008
Instructor Rate: 40% of tuition fees collected
Fees to Student: \$59
Terms: Min 10 – Max 30
- b. **Name:** James Honey
Name of Class: Paint From The Heart
Effective: April 2008
Instructor Rate: 40% of tuition fees collected
Fees to Student: \$125
Terms: Min 10 - Max 20
- c. **Name:** Sue Staley
Name of Class: College Filer – Planning Workshop
Effective: January 2008
Instructor Rate: 40% of tuition fees collected
Fees to Student: \$50
Terms: Min 10 - Max 40

d.	Name:	Workforce staff
	Name of Class:	Sea of Tranquility – Old Globe Excursion
	Effective:	January 2008
	Instructor Rate:	n/a staff
	Fees to Student:	\$79
	Terms:	Min 25 – Max 45

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

L. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate

Dr. Brent Gowen, Faculty Senate President, reported that the Faculty Senate will be discussing accreditation, the ROP transition, Basic Skills, and Service Learning.

2. INFORMATION

Report of the Palomar Faculty Federation

Julie Ivey, PFF Co-President, reported that AFT has issued \$500 checks to union members affected by the fire. PFF wants to get together with constituent groups in support of Prop 92. She announced UTLA is in support of Prop 92.

3. INFORMATION

Report of the Administrative Association

Laura Gropen, Administrative Association President, reported on her attendance at the disaster preparedness training with President Deegan and other constituent group representatives. She recognized staff and administrators who worked so diligently throughout the disaster to keep the community and campus safe and ready for everyone to return. She expressed her appreciation to Mark Oggel and his staff for their communications; Mike Ellis and his staff; Tom Plotts, Anthony Cruz, and members of the police department; and Jose Vargas, Information Services, for keeping the email system up.

4. INFORMATION

Report of the Confidential and Supervisory Team – no report

5. INFORMATION

Report of the CCE/AFT

Neill Kovrig, CCE President, expressed his appreciation to the staff in the Facilities Department and Information Services for keeping things going throughout the fire disaster. He presented a check to the Foundation in the amount of \$1,000 from the CCE/AFT to provide support for the campus community and the classified staff who were affected by the fires. CCE President Kovrig announced he will serve as Accreditation tri-chair. He also reported that the ASG is working with other constituency groups to forward the Prop 92 ballot measure.

6. **INFORMATION**

Report of the Associated Student Government

Student Trustee, Jesse Lyn, thanked President Deegan for including the ASG in disaster preparedness training.

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

N. **NEW BUSINESS**

1. **REVIEWED AND APPROVED CONTRACTS AND AGREEMENTS MADE BETWEEN AUGUST 16, 2007, AND OCTOBER 15, 2007**

MSC Chadwick/Nelson

The Governing Board ratified and approved all contracts and agreements for the period August 16, 2007, through October 15, 2007, and entered into on behalf of the Palomar Community College District. **EXHIBIT N-1**

Item #15, Aramark Contract, on Exhibit N-1, was removed from the agenda and not approved.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. **APPROVED RESOLUTION IN SUPPORT OF THE COMMUNITY COLLEGE GOVERNANCE, FUNDING STABILIZATION, AND STUDENT FEE REDUCTION ACT (PROPOSITION 92)**

MSC Chadwick/Larson

RESOLUTION NO. 08-20934

The Governing Board of the Palomar Community College District approved a resolution in support of the Community College Governance, Funding Stability, and Student Fee Reduction Act (Proposition 92).

Resolution in Support of the Community College Governance, Funding Stabilization, and Student Fee Reduction Act (Proposition 92)

WHEREAS, California Community Colleges serve 2.4 million students annually through a system of 72 locally-established and governed community college districts with 109 colleges within a statewide system;

WHEREAS, California Community Colleges need stable funding, predictable student fees, local control, and the ability to provide effective leadership for the system of 109 colleges;

WHEREAS, the California Community College Initiative (officially known as the Community College Governance, Funding Stabilization, and Student Fee Reduction Act) would ratify the bilaterally-governed community college system by placing it in the State Constitution, thereby securing local governance while enhancing state leadership;

WHEREAS, the California Community College Initiative would provide the local community colleges with a secure, stable source of funds that is tied to community college enrollment growth, and thus stop the annual competition between K-12 and community college districts for Proposition 98 funding without harming K-12 schools;

WHEREAS, the use of the actual community college enrollment growth figure would avoid the artificial funding cap that would otherwise be imposed on community colleges over the next ten years because of declining K-12 enrollment;

WHEREAS, the California Community College Initiative has qualified for the February 5, 2008 statewide election;

WHEREAS, the California Community College Initiative will provide the Palomar Community College District with \$32 million in projected additional funds over the next five years;

WHEREAS, the California Community College Initiative would not threaten funding for K-12 education in California because primary and secondary education would retain a separate funding mechanism tied to its growth;

WHEREAS, the California Community College Initiative would end the “zero-sum” game of the Proposition 98 split, which has resulted in shifting funds from community colleges to K-12 schools under the current provisions of Proposition 98;

WHEREAS, the California Community College Initiative would ensure that promises made by the Legislature are kept with a property tax guarantee;

WHEREAS, the California Community College Initiative funds the increase to community colleges over the next ten years through natural growth in the state's general fund, without raising taxes;

WHEREAS, the California Community College Initiative reduces student fees to \$15 to make them stable and predictable as well as consistent with personal income, and prohibits the Legislature from increasing fees in the future by more than the change in per capita personal income;

WHEREAS, the California Community College Initiative would eliminate the possibility of mid-semester fee increases and guarantee that students will have at least 60 days' notice before any fee increase takes effect;

WHEREAS, the California Community College Initiative ensures that fee revenue stays with the community colleges for the improvement of education, instead of being diverted to other state programs;

WHEREAS, the California Community College Initiative would allow the Board of Governors and Chancellor to hire the senior staff professionals currently appointed by the governor, and thus have the same authority as that provided to the UC President and CSU Chancellor;

WHEREAS, the California Community College Initiative includes provisions in the state constitution for locally-elected governing boards accountable to voters and for a statewide chancellor hired by a board appointed by the governor;

WHEREAS, the California Community College Initiative allows locally-elected governing boards to overturn unreasonable and costly state regulations by a two-thirds vote; and

THEREFORE, be it resolved, that the Governing Board of the Palomar Community College District supports the Community College Governance, Funding Stability, and Student Fee Reduction Act.

APPROVED, PASSED, AND ADOPTED this 13TH day of November, 2007, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

ATTEST:

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

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **DESIGNATED DECEMBER 11, 2007, MEETING AS "ANNUAL ORGANIZATIONAL MEETING"**

MSC McMullen/Larson

RESOLUTION NO. 08-20935

The Governing Board of the Palomar Community College District designated the Regular Meeting scheduled for December 11, 2007, 5 p.m., as the "Annual Organizational Meeting." The meeting will be held in the Governing Board room on the San Marcos campus. Regular meeting of the Governing Board will commence immediately following the Annual Organizational Meeting.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **APPROVED 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)**

MSC Chadwick/Larson

RESOLUTION NO. 08-20936

The Governing Board of the Palomar Community College District approved the revision of Governing Board Policies: **Chapter 1 – The District (BP 1100 through BP 1300) and Chapter 2 – Governing Board (BP 2010 through BP 2745). EXHIBIT N-4**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. ACCEPTED AS COMPLETE AND FINAL JOB NO. B-7015 FOR AN ELEVATED FLOOR FOR NATURAL SCIENCES BUILDING (NS); AUTHORIZE RELEASE OF RETENTION AND BONDS; AND RECORD NOTICE OF COMPLETION

MSC Larson/Nelson

The Governing Board accepted as complete and final **Job No. B-7015** for an elevated floor in the Chemical Storage Room of the Natural Sciences Building (NS), in accordance with the bid awarded by the District on July 12, 2007, and ratified by the Governing Board on August 14, 2007, to ISEC Inc. (the "Contractor"), 3888 Calle Fortunada, Suite A, San Diego, CA; and the **Superintendent/President is authorized to execute and file the Notice of Completion** including execution of the verification as Secretary of the Governing Board. The total amount of this purchase order/contract is \$62,095.00; all money due and owing to the Contractor, including the ten percent (10%) retention, shall be paid within sixty (60) days after the date of the acceptance by the Board of the completion of the work. All bonds shall be released within the time and in the manner as provided by law.

The District's Facilities Department Construction Manager, Mr. Chris Miller, notified the Purchasing/Business Services Office on October 31, 2007, that the test reports for this project came back favorable and that he will state that this project was accepted as final and complete effective October 1, 2007. Funding for the project is from Prop. M Funds.

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

6. RATIFIED CONTRACT WITH ABTECH SYSTEMS, INC., FOR AWARD OF BID #B-8003 FOR HP-UX SERVER & COMPATIBLE DATA STORAGE DEVICES

MSC Chadwick/McMullen

The Governing Board ratified the contract between the District and **ABTECH SYSTEMS, INC.**, for award of Bid #B-8003 for HP-UX Server & Compatible Data Storage Devices, as follows:

Awarded Vendor	Total Contract / Purchase Order Amounts, including Tax	Contract Award Date
ABTECH SYSTEMS, INC. 2042 Corte del Nogal, Ste. D Carlsbad, CA 92011	Equipment Purchase & Installation, less Trade-In Credit \$215,623.70	
	Year # 1 Equipment Maintenance Costs \$ 29,062.00	10/10/2007
Total Initial Contract:		
\$244,685.70		

The above vendor responded to the District's request for bids for HP-UX Server & Compatible Data Storage Devices, which will provide the hardware and software to comprise a PeopleSoft Version 9 HR Student Computing Environment, all as detailed in Exhibit N-6, and was found to be the lowest and sole responsive bidder. Funding for the equipment purchase and installation is from Prop. M Funds, and the funding for the first year equipment maintenance coverage is from Information Services Departmental Funds. **EXHIBIT N-6**

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

7. **CONFIRMED THE CLASSIFICATION OF PERKINS RECORDS TO CLASS 3-DISPOSABLE AND AUTHORIZED DESTRUCTION THEREOF PURSUANT TO TITLE 5, §59028 CALIFORNIA ADMINISTRATIVE CODE**

MSC Larson/Nelson

The Governing Board approved those Perkins records identified in the backup memorandum, Exhibit N-7 hereto attached, which have been certified by the Dean of Career, Technical & Extended Education as designee of the Superintendent of the District, as accurate in detail; and,

FURTHERMORE, That the aforesaid records are hereby confirmed to be Class 3-disposable, and may be destroyed in accordance with Title 5, Division 6, Chapter 10, §59028 et seq., of the California Code of Regulations. **EXHIBIT N-7**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

8. **APPROVED EARTH SCIENCES FIELD COURSE STUDY - SOUTHERN CALIFORNIA BIGHT, MAY 27, 2008 - MAY 30, 2008**

MSC McMullen/Larson

The Governing Board of Palomar Community College District approved the Earth Sciences department to offer a 1-unit field course study to explore coastal ecosystems and processes from La Jolla to Point Conception and the oceanography of the Southern California Bight on May 27, 2008, through May 30, 2008. Students must enroll in OCN 195, GEOG 195 or ES 195 to participate in field course study.

All agreements and contracts necessary to carry out this field course are hereby authorized and advance deposits, if necessary, by vendors are hereby authorized. The estimated cost per student is \$60.00. **EXHIBIT N-8**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

9. **APPROVED AGREEMENT WITH AVID TECHNOLOGY, INC., FOR 3-C MEDIA SOLUTIONS**

MSC Chadwick/Larson

The Governing Board approved an agreement with Avid Technology, Inc., to lease the Avid Symphony Nitris system for the 3C Media Solution Project for 60 months at \$1,063.37 per month for a total cost of \$63,802.20. **EXHIBIT N-9**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

10. **APPROVED CHANGE ORDER #20; ACCEPT AS FINAL & COMPLETE THE CONSTRUCTION OF THE FOR HIGH TECHNOLOGY LABORATORY/CLASSROOM BUILDING, PROJECT 712, AUTHORIZE RELEASE OF BID SECURITY IN THIRTY FIVE DAYS; RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

MSC Chadwick/Larson

RESOLUTION NO. 08-20937

The Governing Board accepted and approved Change Order #20 in the amount of \$287,882.00 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 in support hereof

Furthermore, the Governing Board accepted the High Technology Laboratory/ Classroom Building, Project 712, on the San Marcos campus (hereinafter "Project") in accordance with the bid awarded by the District on October 12, 2004 to C.E. Wylie Construction Company, (the "Contractor"), 3777 Ruffin Road, San Diego, CA 92123-1894, 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 of the Governing Board. The total amount of this contract is \$29,612,023.00 and all money due and owing to the Contractor with the exception of the 7.5% retention, shall be paid, and following the expiration of the thirty-five (35) calendar days from the date this resolution is recorded, the Retention shall be paid to the Contractor, provided no liens are filed within this period. The bid security posted by Contractor shall be returned to this Contractor and all bonds shall be released within the time and in the manner as provided by law. **EXHIBIT N-10**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

11. **APPROVED FIELD COURSE TO SANTA CATALINA ISLAND FOR SPRING, 2008, AND AUTHORIZATION TO CONTRACT WITH VENDORS**

MSC McMullen/Larson

The Governing Board approved Life Science and Earth Science's Spring 2008 (March 22, 2008 – March 25, 2008) 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 authorized between the District and the following vendors: (a) Catalina Express (b) Two Harbors Cabins (c) Two Harbors Dive & Recreation Center (d) Safari Bus. Advance deposits, if necessary, by these vendors are hereby authorized. The estimated cost per student is \$165.00. **EXHIBIT N-11**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

12. EXCUSED ABSENCE OF TRUSTEE

MSC Chadwick/Larson

In accordance with Section 72425(c) of the California Education Code, the Governing Board found that the absence of Trustee **MICHELE T. NELSON** from the Regular Meeting of the Governing Board held **October 9, 2007**, was **excused** due to personal necessity.

The Vote: 4 Ayes, 1 Abstention (Nelson)
Student Trustee Advisory Vote: Aye

13. SCHEDULED SPECIAL MEETING

MSC McMullen/Chadwick

The Governing Board scheduled a Special Meeting on Tuesday, November 27, 2007, at 4:00 p.m., in room SU-18, for the purpose of reviewing information for CEQA certification prior to action at the December 11, 2007, Governing Board meeting.

December Governing Board meeting date was incorrect on the agenda.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

O. BOARD REQUESTS FOR REPORTS

Board President Mark Evilsizer requested a report on how Palomar College can serve the community during a major public disaster.

P. RECESS TO CLOSED SESSION – No additional session was needed.

R. ADJOURNMENT

The meeting was adjourned at 6:21 p.m.

Darrell L. McMullen, President of the Board

Nancy C. Chadwick, Secretary