



APPROVED 3/11/08

GOVERNING BOARD MINUTES

REGULAR MEETING OF THE GOVERNING BOARD

DATE: FEBRUARY 19, 2008

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

AA. ROLL CALL

TRUSTEES PRESENT:

DARRELL L. MC MULLEN, M.B.A., PRESIDENT

RUTH LARSON, M.D., VICE PRESIDENT

NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY

MARK R. EVILSIZER, M.A., TRUSTEE

JESSE LYN, STUDENT TRUSTEE

TRUSTEES 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

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

B. PUBLIC COMMENTS – There were none.

C. RECESS TO CLOSED SESSION

The Board went into Closed Session at 4:02 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. Consider granting honorary degree, pursuant to Ed. Code §72122.

CC. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 5 p.m. – No reportable action.

STAFF PRESENT:

Brent Gowen, President, Faculty Senate; Associate Professor, English
Shawna Hearn, Secretary, CAST; Employment Services Supervisor, Human Resource Services
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 McMullen 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 TWO YEARS FROM THE MEETING DATE.

D. COMMENTS FROM OTHER INDIVIDUALS OR GROUPS

E. APPROVAL OF MINUTES

MSC Chadwick/Evilsizer

1. The Governing Board approved the Minutes of the Regular Meeting of January 8, 2008.
2. The Governing Board approved the Minutes of the Special Meeting of January 22, 2008, with the following correction: Change title of Board members on roll call list.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

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

H. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Darrell McMullen commented on an article regarding a community college that could possibly lose its accreditation. He said losing its accreditation would not only ruin a college's reputation in the community, but without accreditation the college cannot offer academic instruction to students. At Palomar, teams have been working hard to review and document various standards, and collecting records that verify the College's compliance. He said it is unfortunate that a number of team members have resigned which makes it difficult and puts a heavier workload on those left behind. He hopes that someone would step up and help out with that area of responsibility because it is crucial that the college's accreditation is not jeopardized.

HH. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Mark Evilsizer reported his attendance at the part time faculty plenary session in January. He also participated in the Governing Board's goals review session on January 22nd. Trustee Evilsizer affirmed the Board's commitment to increase the number of full time faculty in this institution, and also committed to improving the diversity of our employees. He attended the legislative conference in Sacramento and was impressed with the session on health care, especially the need for allied health workers in the State of California. Trustee Evilsizer learned that there are over 400 classifications of employees in the health field and inferred that Palomar College only has four of those programs. He would like for Palomar to explore and expand its programs in this field. On a final note, Trustee Evilsizer said he attended the EMT graduation ceremony, which was held at Valley Center High School.

Trustee Nancy Chadwick attended the part time faculty plenary and indicated that these organizational meetings allow part time faculty feel more part of the institution. She attended the Foundation workshop, which was an opportunity for the Foundation to come together as a whole and talk about the kinds of things they are doing well and the things that are not. She acknowledged Foundation Director, Richard Talmo, for a wonderful job. Trustee Chadwick attended an installation dinner where Richard Talmo was one of the new Board members initiated for the San Marcos Chamber of Commerce. Trustee Chadwick attended the legislative conference in Sacramento and commented about the budget situation. The legislature is concentrating on budget cuts for the current year. She said the League is planning Capitol Days, which is an opportunity to spend the day at the Capitol and advocate for community colleges. During the conference, SDICCCA had a whole afternoon meeting with individual legislators. Trustee Chadwick also attended the Federal legislative conference in Washington, where she heard various legislators who now know what the community college issues are. She gave updates on the Higher Education Act, the Pell grant, and on Perkins. Lastly, SDICCCA is planning a session on best practices in labor management relations in May.

Trustee Ruth Larson reported on her attendance at the Annual SDICCCA Trustees Dinner. She commented about the multiple health jobs in our community that are in dire need of trained personnel. Trustee Larson participated in the Governing Board workshop, where the Board recommitted itself to respond to the community. She feels trustees are elected to represent the community and be the liaison of their needs. Trustee Larson acknowledged the Telescope for the article on State of Healthcare in the United States. She liked the critical thinking and the analysis presented in the article.

Student Trustee Jesse Lyn reported that Region 10 will meet at Palomar next month. She acknowledged the failure to pass Proposition 92, and on behalf of students offered any assistance during the budget crisis.

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

President Robert Deegan expressed his heartfelt sympathies to the victims who were slain or injured in the Illinois University tragedy. He said it is a reminder to be prepared for such events on this campus and assured everyone that the Police Department receives annual training on how to handle that specific situation. He met with Tom Plotts and Kelley Hudson Mac Isaac in terms of updating the District's emergency preparedness report. He commended Student Trustee, Jesse Lyn, for attending tonight's Board meeting; Ms. Lynn sustained a head injury on campus. He also acknowledged the return of Vice President Tortarolo, who just returned from medical leave. President Deegan expressed his sentiments regarding the defeat of Proposition 92, and thanked the PFF, the Foundation, and the President's Associates for the money that was raised. President Deegan thanked the people who worked on the initial draft of the Accreditation Self-Study and expressed his disappointment that some members of faculty and staff resigned from the self-study writing teams. He stated the input is absolutely critical to get an accurate self-study. President Deegan affirmed that the District is doing everything possible to try to find a resolution to contract negotiations.

1. Report of Vice President for Instruction

a. Accreditation Self-Study Progress Report – Berta Cuaron

Vice President Berta Cuaron commented that accreditation doesn't pop up at a college every six years - it is at the college every day. The College functions to satisfy and fulfill the standards that are set by ACCJC and WASC. She reported that the self study started down the path with eleven writing teams and team leaders, the teams were very committed and have lost some membership these last two weeks. Nevertheless, the teams have continued to work very hard in small numbers. The self study is about all of the good things that are done at Palomar College, and there are many things that need to be done. The self study is a call for the College to look at issues and how to address those issues to move forward as an institution. It is a report of many voices - it is not a report about one voice. She hopes that individuals will reflect upon the commitment that was made as an institution and come back to the table where everyone can work together on a self study that reflects on Palomar College. Vice President Cuaron said the site visit is scheduled on March 9, 2009. The first drafts of the self-study have been submitted and in the process of being reviewed. She strongly urged folks to return and work on the self study.

2. Report of Vice President for Student Services - Absent

3. Report of Vice President for Finance and Administrative Services

Vice President Bonnie Ann Dowd summarized the current status of the budget situation.

4. Report of Vice President for Human Resource Services

Vice President John Tortarolo announced the classification study is moving forward. Out of 388 employees whose positions were eligible for the study, 98% job classification questionnaires were completed and turned in. Segal & Company is currently reviewing the questionnaires. It is anticipated that a draft of the classification portion study to be reviewed by the steering committees sometime in March or early April. The study should be completed by end of June. He announced that a tentative agreement between CCE and the District in terms of salary and benefits will be ratified by the Board at tonight's meeting. Also to be ratified at the next Board meeting are three MOU's between PFF and the District.

**Resumption of
REGULAR AGENDA**

J. APPROVAL OF CONSENT CALENDAR ITEMS

BUSINESS SERVICES

1. Removed from Consent Calendar at the request of Trustee Evilsizer.

FISCAL

2. **APPROVED DRAWING NEW WARRANT**

MSC Chadwick/Evilsizer

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

- a. Warrant #77-102917, dated January 10, 2007 in the amount of **\$119.74**, to **Sarah E. Wade**, 810 11th Street, Ramona, CA 92065. Void due to stale date.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

3. **APPROVED CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

MSC Larson/Chadwick

The Governing Board approved the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for quarter ending December 31, 2007. **EXHIBIT J-3**

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

4. **APPROVED QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

MSC Larson/Chadwick

The Governing Board approved the **Quarterly Report of Fiscal Services Director**, regarding **Disclosure of District Investments** as of December 31, 2007. **EXHIBIT J-4**

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

DESTRUCTION OF RECORDS

5. CONFIRM ED CLASSIFICATION OF RECORDS TO CLASS 3-DISPOSABLE; AND AUTHORIZE DESTRUCTION PURSUANT TO TITLE 5, §16023 THROUGH §16028, CALIFORNIA ADMINSTRATIVE CODE

MSC Larson/Chadwick

The Governing Board approved the records identified below, the substance of which is incorporated by this reference, which have been certified by the Director of Enrollment Services, as designee of the Superintendent of the District, as accurate in detail; and approved that the following **records** are hereby confirmed to be **Class 3-Disposable**, and may be **destroyed** in accordance with Article 2, Sections 16023 through 16028, of Article 5, California Administrative Code.

Spring/Summer/Fall 2003

- Applications
- Course Requests Add/Drop forms
- Drop rosters and cards
- Attendance rosters
- Community Education Applications
- Deposit Worksheets

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

PERSONNEL

6. RATIFIED CORRECTION TO ACADEMIC CONTRACT

MSC Larson/Chadwick

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

- a. Name: **SAMANTHA N. SANGSANOI**
Position: Assistant Professor, Nursing Education
(Medical-Surgical Nursing)
Department: Nursing Education
Degrees: M.S., Nursing
B.S., Nursing
Position #: 6411 New: Yes
Remarks: Increased step placement due to verification of teaching and related occupational experience.
Sal Rng/Stp: **C/8** Salary: **\$6,701.85 /month**
% of Position: 100% # Mos: 10
Effective: January 22, 2008
Account #: K-111000-348200-12300-1612189/100%

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

7. GRANTED EQUIVALENCY FOR DISCIPLINE

MSC Larson/Chadwick

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

Donatas Bukauskas	Italian
Jennifer Corpora	Business English
Kenneth G. Haines	Cabinet & Furniture Technology

The Vote was unanimous of those present.

Student Trustee Advisory Vote: Aye

8. RATIFIED PART-TIME FACULTY EMPLOYMENT

MSC Larson/Chadwick

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

Dinckan, Gulay M.	Anthropology M.A., Anthropology	\$48.72
Drecun, Aleksandra	Psychology Ph.D., Psychology M.A., Marital & Family Therapy	\$51.78
Najor, Mary J.	Sociology Ph.D., Sociology M.A., Sociology	\$51.78
Wennerberg, Rob	Psychology M.A., Forensic Psychology B.S., Neuroscience & Psychology	\$50.37

BUSINESS ADMINISTRATION

Agatha, Rachelle	Accounting M.A., Business Administration	\$48.72
Corpora, Jennifer	Business English M.A., English Eminence in the Field	\$48.72

DESIGN & CONSUMER EDUCATION

Shultz, Luisa	Drafting Technology M.A., Architecture	\$47.54
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DISABILITY RESOURCE CENTER		
Batel, Susan L.	Disability Resource M.A., Special Education B.A., Sociology	\$48.72
ECONOMICS, HISTORY & POLITICAL SCIENCES		
Karanovich, Milenilo	History Ph.D., History (Russian)	\$51.78
ENGLISH		
Dalrymple, Michelle A.	English M.A., Comparative Literature B.A., English	\$48.72
FOREIGN LANGUAGES		
Bukauskas, Donatas	Italian M.A., Mathematics Eminence in the Field	\$48.72
NURSING EDUCATION		
McAllister, Lisa M.	Clinical Nursing B.S., Nursing 2+ Years Experience	\$47.54
OCCUPATIONAL & NONCREDIT PROGRAMS		
Lewis, Greg	Public Works Management B.S., Civil Engineering & Geosciences 2+ Years Experience	\$48.72
PERFORMING ARTS		
Wolf, Scott L.	Music M.M., Guitar Performance B.A., Music	\$48.72
PUBLIC SAFETY PROGRAMS		
Henry, Edward D.	Administration of Justice B.S., Management 2+ Years Experience	\$47.54
O'Brien, Jason	Fire Technology B.S., Public Administration 2+ Years Experience	\$47.54
SPEECH COMMUNICATION/FORENSICS/AMERICAN SIGN LANGUAGE		
Branz, Patricia A.	American Sign Languages B.S., Business Administration 2+ Years Experience	\$47.54
TRADE & INDUSTRY		
Haines, Kenneth G.	Cabinet & Furniture Technology Eminence in the Field	\$47.54

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

9. APPROVED CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT

MSC Larson/Chadwick

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 Spring 2008:

Malacas, Rebian	Teacher B.S., Child Development	\$17.31
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The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

10. RATIFIED CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT

MSC Larson/Chadwick

The Governing Board ratified the recommendation of the Superintendent/President regarding the **employment** of the following **Confidential and Supervisory Team employee**:

a. Name: **VALARIE R. CARLOMAGNO**
Position: Administrative Assistant
Department: Finance & Administrative Services
Position #: 5575 New?: No
Remarks: Replacement for Jo Anne Giese
Sal Grade/Step: **48/1** Salary: **\$4,522.61/month**
% of Position: 100% # Mos: 12
Effective: March 3, 2008
Account #: A-211000-511100-66500-0000000/100%

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

11. RATIFIED CLASSIFIED EMPLOYMENT

MSC Larson/Chadwick

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

a. Name: **RANDY J. GALLAGHER**
Position: Office Specialist III
Department: Health Services
Position #: 5853 New?: No
Remarks: Replacement for Julie Thurston-Donaghy; promotion for Ms. Gallagher; funded – Student Health Fees.
Sal Grade/Step: **16/1** Salary: **\$2,892.53/month**
% of Position: 100% # Mos: 12
Effective: February 20, 2008
Account #: K-212200-474100-64400-1812090/100%

b. Name: **AARON D. HOLMES**
Position: Instructional Support Assistant III
Department: Disability Resource Center
Position #: 6028 New?: No
Remarks: Replacement for Carla Boyd; funded – Disabled Student Programs & Services.
Sal Grade/Stp: **25/1** Salary: **\$3,603.18/month**
% of Position: 100% # Mos: 12
Effective: February 20, 2008
Account #: K-212200-472100-64200-1612030/100%

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

12. APPROVED PERSONNEL/HISTORY

MSC Larson/Chadwick

The Governing Board approved the **Personnel/History** report, which includes hires and pay rate changes for **student employees** for the month of **January, 2008, and short-term employees** for the month of **February, 2008. EXHIBIT J-12**

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

13. RATIFIED LEAVES OF ABSENCE

MSC Larson/Chadwick

- a. The Governing Board ratified the recommendation of the Superintendent/President granted an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective January 22, 2008, for a maximum of 480 hours, to **Katy F. French**, Librarian/Assistant Professor, Library.
- b. The Governing Board ratified the recommendation of the Superintendent/President granted an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective July 1, 2007, for a maximum of 480 hours, to **Lisa S. Galbreath**, Counseling Services Specialist, Transfer Center.
- c. The Governing Board ratified the recommendation of the Superintendent/President granted a **100% Family Medical Leave of Absence with no effect on benefits**, effective January 4, 2008, through March 4, 2008, to **Richard K. Gallagher**, Assistant Maintenance Electrician, Building Services.
- d. The Governing Board ratified the recommendation of the Superintendent/President granted a **100% Medical Leave of Absence without pay and without benefits**, effective March 9, 2008, through March 8, 2009, to **Suzanna M. Grenz**, Associate Professor, Economics, History and Political Science.
- e. The Governing Board ratified the recommendation of the Superintendent/President granted a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective January 22, 2008, through May 22, 2008, to **Flecia D. Heise**, Athletic Trainer, Athletics, to teach.

- f. The Governing Board ratified the recommendation of the Superintendent/President granted an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective November 15, 2007, for a maximum of 480 hours, to **Janeen Y. Johnson-Foster**, GEAR UP Program Research Specialist, Granted Funded Student Support Programs/GEAR UP.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

14. RATIFIED RESIGNATION

MSC Larson/Chadwick

The Governing Board ratified the recommendation of the Superintendent/President to accept the **resignation** of the following **employee**:

- a. **Lori Michelangelo**, Assistant Professor, Nursing Education, effective January 13, 2008 (last day of employment January 12, 2008).

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

15. RATIFIED MEMORANDUM OF UNDERSTANDING WITH THE COUNCIL OF CLASSIFIED EMPLOYEES/AFT LOCAL 4522 FOR SHIFT DIFFERENTIAL PAY

MSC Larson/Chadwick

RESOLUTION NO. 08-20943

The Governing Board ratified the **Memorandum Of Understanding** with the Council of Classified Employees/AFT Local 4522 for **Shift Differential Pay**.
EXHIBIT J-15

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

16. RATIFIED MEMORANDUM OF UNDERSTANDING WITH THE COUNCIL OF CLASSIFIED EMPLOYEES/AFT LOCAL 4522 FOR LEAVES FOR FIRE DISASTER RECOVERY

MSC Larson/Chadwick

RESOLUTION NO. 08-20944

The Governing Board ratified the **Memorandum Of Understanding** with the Council of Classified Employees/AFT Local 4522 for **Leaves for Fire Disaster Recovery**.
EXHIBIT J-16

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

17. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS – ANNUAL STIPEND**

In accordance with the **Professional Growth Program for Classified Employees**, the following employee is granted a **\$500 annual stipend**, prorated on a monthly basis, effective February 1, 2008:

- a. Employee Name: **Elizabeth Zermeno**
Position: Counseling Services Specialist
Department: Counseling
Course of Study: BA

18. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS – LUMP SUM STIPEND**

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **one-time lump sum stipend of \$2,000** effective February 1, 2008, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

- a. Employee Name: **Julia Coon**
Position: GEAR UP Outreach Coordinator
Department: GFSSP/GEAR UP
Course of Study: Job Related
- b. Employee Name: **John Goldsworthy**
Position: Instructional Computer Lab Technician
Department: English
Course of Study: Job Related
- c. Employee Name: **Robert Sedillo**
Position: Financial Assistance Specialist
Department: Financial Aid, Veterans' and Scholarship Services
Course of Study: Job Related

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

BUSINESS SERVICES

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

MSC Chadwick/Larson

The Governing Board **reviewed and approved** all purchase transactions and contracts entered into on behalf of the Palomar Community College District, pursuant to resolutions numbered 96-18423 and 96-18424, adopted June 24, 1997, be and are hereby reviewed and approved for the following. All purchases listed herein are made against the 2007-2008 fiscal year budget:

Re-Encumbered					
Purchase Orders	0840203	through	0840322	\$	484,275.39
Advertising/Increases	0860030	through	0860045	\$	94,489.06
Agreement/Services	0870301	through	0870502	\$	1,883,610.20
Repairs	0875042	through	0875051	\$	22,318.93
Agreement/Annual	0880163	through	0880172	\$	26,952.14
Bond Money	M08010016	through	M08010057	\$	1,218,380.07
Procurement Card	Time Period: 11/23/07 – 12/22/07			\$	167,360.70
	Time Period: 12/23/07 01/22/08			\$	120,876.60
				\$	<u>4,018,263.09</u>

EXHIBIT J-1

Trustee Evilsizer requested clarification on a \$600,000 contract amount with the McCahil Group. Dean Wilma Owens explained that it is a contract working with the Military base through the Workforce Development Program training exiting military people for jobs in the trucking industry.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

L. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate

Dr. Brent Gowen, President of the Faculty Senate, reported that the Accreditation Self Study process has been greatly diminished by faculty and staff moving off writing teams to protest stale negotiations. He commented the faculty said from the beginning that this study was going to be accurate and based on wide participation, and now all of those qualities are jeopardized.

2. INFORMATION

Report of the Palomar Faculty Federation

PFF Co-President, **Shannon Lienhart**, reported that she had the opportunity to travel to Los Angeles and meet with an Assemblyman. She announced PFF donated \$20,000 for Proposition 92 early in the campaign and advocated strongly for the passage of that proposition. Ms. Lienhart expressed her frustrations with the state of negotiations and explained why faculty walked off the accreditation teams. She summarized recommendations which were detailed in the last Accreditation report six years ago,

which have not been met. Lastly, Ms. Lienhart strongly protested the manner in which the District deals with the union.

3. **INFORMATION**

Report of the Administrative Association

Administrative Association President, **Laura Gropen**, reported on a new web site for administrators. She hopes administrators will find it useful and informative. The site will highlight administrators of the work they are doing in their departments and in the community.

4. **INFORMATION**

Report of the Confidential and Supervisory Team – No report.

5. **INFORMATION**

Report of the CCE/AFT

CCE/AFT President, **Neill Kovrig**, expressed his contentment to have reached a tentative agreement with the District regarding salary and COLA for the classified staff. He also reported on tentative agreements on two MOU's regarding differential pay for graveyard shift and fire storm relief. He said these agreements do not diminish CCE's support of the needs of the faculty and will continue to support their efforts in obtaining a fair and equitable contract with the District. He is hopeful that negotiations will continue to progress on a positive note. He thanked members of the CCE negotiations team and expressed his appreciation to the District for its positive energy with respect to CCE's negotiations process. Mr. Kovrig reported that CCE is working diligently in assembling a program for the Classified Staff Development Day and invited the Board members and all faculty and staff to attend. Staff Development Day is scheduled on March 26. Lastly, he reported that a delegate team will attend the CFT convention.

6. **INFORMATION**

Report of the Associated Student Government

ASG President, **Jesse Lyn**, summarized several events that will be held on campus and at the Escondido campus. AST is working on the Grade Dispute Policy in conjunction with the Faculty Senate. She announced that students who have earned a certificate to transfer will be walking in commencement beginning in 2009. Lastly, the Diversity Center plans are moving forward and currently being reviewed by the Facilities Review Committee.

Ms. Lyn expressed her displeasure with the fact that her accident could have been prevented. She explained that a work order had been in process since last year to fix the door of an office, but the work was not completed until her accident occurred. She stated that student safety is not just bomb threats and shootings, it is as simple as fixing a door.

She stressed the importance of maintaining safety for students, faculty, and staff immediately and not wait for an accident to happen.

M. UNFINISHED BUSINESS – There was none.

N. NEW BUSINESS

1. AUTHORIZATION TO EXECUTE CONTRACT DOCUMENTS OF THE OFFICE OF EMERGENCY SERVICES

MSC /Chadwick/Larson

RESOLUTION NO. 08-20945

The Governing Board of the Palomar Community College District **authorized** the **Assistant Superintendent/Vice President, Finance and Administrative Services**, or the **Director, Business Services**, to **execute** for and on behalf of the Palomar Community College District, a public entity established under the laws of the State of California, **this application and to file** it in the **Office of Emergency Services** for the purpose of obtaining certain financial assistance under P.L. 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the Natural Disaster Assistance Act.

The Governing Board of the Palomar Community College District authorized its agent(s) on behalf of the Palomar Community College District, a public entity established under the laws of the State of California, to **provide** to the State Office of Emergency Services for all matters pertaining to such **state disaster assistance the assurances and agreements** required. **EXHIBIT N-1**

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

2. RATIFIED RECOMMENDATION OF SUPERINTENDENT/ PRESIDENT IN CLOSURE OF CHILD DEVELOPMENT CENTERS DUE TO AIR QUALITY ARISING FROM SOUTHERN CALIFORNIA FIRE STORMS DURING THE PERIOD OF OCTOBER 22, 2007, THROUGH OCTOBER 26, 2007

MSC Chadwick/Larson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **closure** of the **Child Development Centers** at the San Marcos campus and Escondido Center during the period of October 22, 2007, through October 26, 2007, due to concerns about air quality resulting from the Southern California Fire Storms of 2007. **EXHIBIT N- 2**

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

3. **APPROVED CHILD DEVELOPMENT SERVICES CONTRACT CIMS-7510 INSTRUCTIONAL MATERIAL PROJECT # 37-6827-00-7; ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

MSC Chadwick/Evilsizer

RESOLUTION NO. 08-20946

The Governing Board approved **Child Development Services Contract #CIMS-7510** Instructional Materials, between California Department of Education and Palomar Community College District, effective July 1, 2007, through June 30, 2008. The Governing Board hereby **accepts funding** in the amount of \$2,159.00 and authorizes Dr. Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director of Business Services, to **sign contract documents** of the California Department of Education – Child Development Services. **EXHIBIT N-3**

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

4. **ACCEPTED AS COMPLETE AND FINAL JOB NO. B-8004 FOR THE D-10 DIMMER RACK PROJECT; AUTHORIZE RELEASE OF RETENTION AND BONDS; AND RECORD NOTICE OF COMPLETION**

MSC Chadwick/Evilsizer

The Governing Board **accepted as complete and final** Job No. B-8004 for the D-10 Dimmer Rack Project, in accordance with the bid awarded by the District on November 20, 2007, and ratified by the Governing Board on December 11, 2007, to 3-D Stage Lighting, Inc. (the "Contractor"), 2335 University Avenue, 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 \$32,590.95; 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 Performing Arts Department Chairperson, Mr. Michael Mufson, notified the Purchasing/Business Services Office on January 9, 2008, that the job and the training had been successfully completed as of that same date. Funding for the project is Foundation Grants.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

5. **AUTHORIZATION TO EXECUTE CONTRACT FOR UPCOMING BID #B-8007 FOR THE NS BUILDING A.D.A. RAMP**

MSC Larson/Chadwick

The Governing Board authorized Dr. Bonnie Ann Dowd, Vice President, Finance and Administrative Services, or **Ken Jay**, Director, Business Services, to execute a contract to the **lowest** responsive bidder for upcoming Bid #B-8007 for the NS Building A.D.A Ramp. The addition of a new ADA ramp adjacent to the west entry to the existing NS Building will supplement the existing ADA accessible path of travel. Since student safety and accessibility is a high priority of the District, a contract must be awarded promptly after bid opening in order to expedite the completion of this ramp. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. Funding will be from Prop. M Funds.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

6. **AUTHORIZATION TO EXECUTE CONTRACT(S) FOR UPCOMING BID(S) FOR VARIOUS FLOORING REPLACEMENT PROJECTS**

MSC Chadwick/Larson

The Governing Board authorized **Dr. Bonnie Ann Dowd**, Vice President, Finance and Administrative Services, or **Ken Jay**, Director, Business Services, to execute a contract(s) to the lowest responsive bidder(s) for upcoming bid(s) for various flooring replacement projects to begin current fiscal year. The Facilities Department is currently developing bid specifications for various flooring replacement projects. Projects to be included are carpet replacements for both the Disability Resource Center (DRC) and EOP&S during spring break, March 24-30, 2008. In order to minimize the disruption of classes and office support activities, contract(s) must be awarded promptly after bid opening(s) in order to expedite the completion of the projects within the restrictive time frames required. It is anticipated that funding could come from numerous budgets, including the International Students Non-Resident Capital Outlay account for the DRC and EOP&S projects. The contract award(s) will be brought back to the Governing Board for ratification at a future Governing Board meeting(s).

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

7. **RATIFIED TENTATIVE AGREEMENT BETWEEN THE DISTRICT AND CCE/AFT LOCAL 4522 REGARDING SALARIES AND EMPLOYEE BENEFITS FOR CLASSIFIED BARGAINING UNIT EMPLOYEES FOR FY 2006–2007 AND FY 2007-2008**

MSC Larson/Chadwick

RESOLUTION NO. 08-20947

The Governing Board ratified **the tentative agreement** between the District and CCE/AFT Local 4522, for represented classified employees, for a total increase in FY 2006-2007 equal to 7.5% (inclusive of the 5.92% COLA previously granted in December, 2006, plus an additional **1.58%**) effective July 1, 2006; in FY 2007-2008 a total increase of **4.53% Cost of Living Adjustment** effective July 1, 2007; and for the continuation of **District-paid employee benefits at current levels at District expense** during fiscal year 2007-2008. Should settlement with the faculty bargaining unit result in increases exceeding the above, the same increases shall be granted to the classified bargaining unit employees.

The Vote was unanimous of those present.
Student Trustee Advisory Vote: Aye

8. **DISCUSSION: DISTRICT'S REPORTING TO THE PUBLIC OF EMPLOYEE AND CONSULTANT HIRES AND BUDGET TRANSFERS**

The Governing Board will add three more stand alone items to its agenda in the interest of informing the public of significant business activities:

- The hiring of any consultant and/or employee who will be acting in an administrative capacity or in support of administrative functions for the District.
- The renewal or modification of any contract of any consultant and/or employee who will be acting in an administrative capacity or in support of administrative functions for the District.
- Any budget transfers from General Fund into Fund 69.

These items will appear on the Governing Board agenda prior to any taking place.

After a brief discussion, Trustee Chadwick motioned to bring this item for action at the March Board meeting; it was seconded by Trustee Evilsizer.

O. **BOARD REQUESTS FOR REPORTS**

Trustee Nancy Chadwick requested a status report on faculty renewal recommendations.

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

R. **ADJOURNMENT**

The meeting was adjourned at 6:36 p.m.