



APPROVED 6/10/2008

**GOVERNING BOARD MINUTES
REGULAR MEETING OF THE GOVERNING BOARD**

DATE: MAY 13, 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
MICHELE T. NELSON, PH.D., TRUSTEE
MARK R. EVILSIZER, M.A., TRUSTEE
JESSE LYN, STUDENT 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 4:01 p.m., to discuss:

5. Public Employment, pursuant to Government Code §54957.
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.
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.
7. Conference with Legal Counsel - Existing Litigation, pursuant to Government Code §54956.9a. Erickson v. Palomar Community College District

CC. RECONVENE TO OPEN SESSION

The meeting reconvened to Open Session at 5 p.m. Board President Darrell McMullen reported the following:

The Board took action in closed session to terminate a **probationary classified** employee, #007915503, effective May 14, 2008.

STAFF PRESENT:

Monika Brannick, President, Faculty Senate; Associate Professor, Mathematics
Laura Gropen, President, Administrative Association; Manager of Marketing Services, EDUCTV
Lee Hoffmann, President, CAST; Administrative Assistant, Student Services
Neill Kovrig, President, CCE/AFT; Counseling Services Specialist, Transfer Center
Shannon Lienhart, Co-President, PFF/AFT; Associate Professor, Mathematics
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

1. Steve McDonald, Dean, Arts & Literature - Bravura

E. APPROVAL OF MINUTES

MSC Chadwick/Nelson

1. The Governing Board hereby approves the Minutes of the Regular Meeting of April 8, 2008.
2. The Governing Board hereby approves the Minutes of the Special Meeting of April 22, 2008.
3. The Governing Board hereby approves the Minutes of the Special Meeting of April 29, 2008.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

F. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA – There were none.

G. REPORTS & PRESENTATIONS

1. Actuarial Study Presentation of Retiree Health Liabilities – Dr. Bonnie Ann Dowd, Vice President, Finance & Administrative Services

Geoff Kischuk, Total Compensation Systems, gave a presentation on the new accounting standards for retiree health liabilities affecting all governmental entities.

2. Achievements of Speech and Debate Team – Dewi Hokett, Associate Professor, Speech Communication/Forensics/ASL

Associate Professor, Dewi Hokett, updated the Board on the activities and accomplishments of the Palomar College Debate Team. The Debate Team placed third in the nation in debate, and ninth overall out of eighty schools nationally. The following students are members of the Debate Team: Ashley Nuckels, Todd Newkirk, Wes Heid, Daniel Wolkenstein, Emily Hupp, Caitlin Teasdale, Monique Parizeau, Cristin Skjegstad, Holly Whiticker-Barton, Marc Ouimet, Bliss Edwards.

At this time, Ashley Nuckels gave a demonstration of an impromptu speech based on a quote from Malcolmb Forbes, *Education's purpose is to replace an empty mind with an open one.*

GG. ACKNOWLEDGEMENT OF RETIREMENTS

An opportunity for the Board of Trustees to express appreciation and accept the retirements of employees with **ten (10)** or more years of service to the District.

1. **David H. Boyd** - Professor, Performing Arts, effective June 2, 2008. He has served Palomar College for 32 years from September 3, 1976, to June 1, 2008.

Professor Michael Mufson acknowledged Professor Boyd and commented on Professor Boyd's accomplishments and career at Palomar College.

2. **Kathleen G. Clyne** - Professor, Nursing Education, effective June 1, 2008. She has served Palomar College for 20 years from August 26, 1988, to May 31, 2008.

Dr. Candi Francis recognized Professor Clyne for her contributions to Palomar College and the community. She has always been very supportive of students and a Board member of Elizabeth Hospice. She will be greatly missed.

5. **Suzanna M. Grenz** - Associate Professor, Economics, History, Political Science, effective April 1, 2008. She has served Palomar College for 6 years from August 24, 2001, to March 31, 2008.

Professor Grenz was acknowledged by various individuals. Vice President Cuaron said Ms. Grenz is an incredible lecturer. Dr. Mark Vernoy commented that Ms. Grenz is a dynamic storyteller with incredible enthusiasm. Professor Bill Janell, who is a friend and colleague of Professor Grenz, said she is an amazing individual who served as a part time instructor for twenty two years. She is a very humble and wonderful lecturer. She has served on the auditing board for the United Way. She wanted him to mention how much she loved her time at Palomar College, she loves her students, and she missed Palomar College tremendously. Professor Juan Valdez said Ms. Grenz is a very talented person and felt fortunate to have her teach Africana Studies for the Multicultural Studies Department. Professor Cater said Ms. Grenz made numerous and generous donations to the library collection.

6. **R. Anthony Guerra** - Professor, Multicultural Studies/Behavioral Sciences, effective May 24, 2008. He has served Palomar College for 34 years from January 28, 1974, to May 23, 2008.

Dean Mark Vernoy Vernoy acknowledged Professor Guerra and said he was instrumental in forming the Multicultural Studies Department. He has taught Chicano Studies over the years and his students thoroughly enjoy his lectures, took Ethic Studies and raised it to a higher level. Professor Guerra, among other professors, is depicted in a mural in room SU-17, which was created by students in Chicano Studies. Professor Juan Valdez commented that Professor Guerra's extensive research revolutionized Chicano Studies. He appreciates Professor Guerra's years of service and dedication. President Deegan also acknowledged Professor Guerra's service and dedication to his students and to Palomar College. Professor Guerra said one of the best things he did was to attend a community college and to be involved in sports. He feels privileged to be among the faculty members at Palomar College and commended the faculty, administration, and the Board.

8. **Lani Fawcett-Murders** - Division Secretary, Social and Behavioral Sciences Division, effective June 1, 2008. She has served Palomar College for 21 years from August 25, 1986, to May 30, 2008.

Dr. Mark Vernoy, Dean, Social and Behavior Sciences Division, commended his administrative assistant, Lani Fawcett-Murders for her dedication to her work to Palomar College. She has worked in various departments at the District for 23 years; two of these years were as an hourly employee. Numerous individuals acknowledged and thanked Lani for her help during the years. Lani expressed her appreciation.

9. **Rena V. Stevens** - Professor, Business Administration, effective July 1, 2008. She has served Palomar College for 20 years from February 1, 1988, to June 30, 2008.

Vice President Cuaron acknowledged Professor Stevens for her twenty years of service to Palomar College. Interim Dean Norma Bean expressed her appreciation of Professor Stevens and said she will be missed by her colleagues and students.

4. **Donna L. Greene**, Administrative Assistant, Student Services, effective June 11, 2008. She has served Palomar College for 37 years from September 22, 1970, to June 10, 2008.

Vice President Madrigal acknowledged Donna for her 37 years of service to Palomar College. He summarized her career at Palomar and said she will be missed greatly.

3. **Linton John Dise** - Professor/Counselor, Counseling Services, effective July 2, 2008. He has served Palomar College for 36 years from August 7, 1972, to July 1, 2008.

Dean Lynda Halttunen said Professor Dise was the founder of the career center and responsible for starting the career fairs at Palomar.

7. **James A. Luna**, Professor/Counselor, Counseling Services, effective May 23, 2008. He has served Palomar College for 22 years from September 2, 1986, to May 22, 2008.

Dean Lynda Halttunen said Professor Luna was the first Transfer Center counselor that was hired. He is a well renowned artist and will continue performing. Professor Luna will return to work part time.

Dean Halttunen also commented that Professor Maria Miller, who has been a counselor for many years, has taken a position with the Behavioral Sciences Department. She ran the career center, which is recognized as a statewide model career center.

H. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Darrell McMullen said this is the time of the year when many students reach an educational milestone. He reported on his attendance at several celebration events this past week, with six more scheduled in the coming weeks. Board President McMullen said next year will be a tough financial year and everyone will need to work close together and continue to provide the students with exceptional educational opportunities.

HH. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Mark Evilsizer reported on the passing of Rebecca Faubus. She was an advocate of Palomar College and an honor student at Palomar. She re-entered college life in her mid to late forties and did academically well. She earned her BA degree at Cal State San Marcos in History, and then went on to Claremont Graduate University where she was pursuing a MA degree in History. Trustee Evilsizer acknowledged the newly appointed Chancellor of the System Office, Dr. Jack Scott, who is a real advocate of community colleges. Trustee Evilsizer attended the CCLC (Community College League of California) conference which was held in Palm Springs. He attended a variety of workshops dealing with Board accountability for educational quality, accreditation, K-12 partnerships, and exploring possibilities of private dollars for education. Trustee Evilsizer congratulated Richard Talmo, Foundation Director, on representing Palomar in Sacramento for the announcement of the 70 million dollar endowment from the Bernard Osher Fund, which was the single largest gift to a community college system nationwide which will be used for scholarships for students. Trustee Evilsizer reported on several campus events which he attended. He thanked President Deegan, Dr. Dowd, and Vice President Cuaron for meeting with him and Dr. Larson as part of the Finance Committee duties.

Trustee Michele Nelson participated on an accreditation visit, which is always powerful to be able to contribute back and to take a look at how other campuses do business – the business of fine work for students. She attended the Gay Pride Center grand opening celebration at Cal State San Marcos. She thanked Rich Talmo, Foundation Director, for the Foundation event and for a major revitalization of the Foundation. Lastly, she thanked all the staff and wished everyone a wonderful summer.

Trustee Nancy Chadwick attended the CCLC Conference in Palm Springs. She commented that the keynote speaker was very provocative. He made some startling points of where we are headed in the state in terms of population. He predicted that the bulk of students will be attending community colleges, not UCs or CSUs. Trustee Chadwick also reported on her attendance at various end of semester events.

Trustee Ruth Larson expressed her gratitude to the new retirees for their service. She thanked Vice President Cuaron and Vice President Dowd for spending time meeting with her and Trustee Evilsizer.

Student Trustee Jesse Lyn attended the Academic State Senate for CA Community Colleges Student Senate General Assembly in Los Angeles where elections for the 2008-09 At Large Senators were held. A resolution regarding alternatives to conventional textbook purchases for students was presented. Region Ten will be holding its last business meeting to fine tune its bylaws, finalizing code of conduct for Region Ten officers and representatives, and regional elections for representatives and officers. Lastly, Student Trustee Lyn read a statement in which she expressed her gratitude for the opportunity to represent students and being able to be their voice.

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

Superintendent/President Robert Deegan welcomed the new president of the Faculty Senate, Professor Monika Brannick. He congratulated all of the students on their academic success and is looking forward to commencement where hundreds of students who have completed their associates degrees and occupational certificates will be honored. Also honored are the transfer students for their academic success. He thanked the faculty for their outstanding job to ensure

students succeed, classified staff for the work they do in supporting students, the administrators and the outstanding deans for a wonderful job. He acknowledged the vice presidents for the outstanding job they do as the vice presidents of this college. He said he relies on their expertise daily and is very appreciative for their work. He thanked a group of 35 faculty and staff who participated on the first campus CERT training program in San Diego County – Community Emergency Response Team. He thanked Michelle Barton and the Institutional Research & Planning staff for putting together the Palomar College Fact Book. He mentioned that at the last Board meeting, Trustee Evilsizer asked about the Sprinter and how students are doing. As a result, he met with representatives of the North Transit District. He found that ASG gives discounts to students who use the Sprinter at a cost of \$42/month unlimited use, which is a \$10 savings. There are more than 800 students a day who use the Sprinter and with the high gas prices, it is expected more students will use this type of transportation.

1. Report of Vice President for Instruction

a. Accreditation Self-Study Progress Report – Berta Cuaron

Vice President Cuaron reported that the accreditation self study is moving forward. Reading circles have been effective with individuals giving feedback on the second drafts of each of the standards. The goal is to give feedback to the writing teams the first week in June and draft #3 will be due June 25 or so.

Vice President Cuaron thanked Dr. Brent Gowen who is the outgoing Faculty Senate President. She recognized the faculty leadership: Monika Brannick, Theresa Laughlin; Judy Cater; Mary Ann Drinan, and Patrick O'Brien. She welcomed Dr. Candi Francis and Steve McDonald as the new deans who will be approved tonight. She invited the Board to the Faculty Achievement Tea and to the All College Retirement Barbecue.

2. Report of Vice President for Student Services

Vice President Joe Madrigal acknowledged Sherry Titus, Interim Director, Student Affairs, for taking over the organization of commencement. Under the leadership of Dean Lynda Halttunen, plans for the second Early Acceptance Program (EAP) are underway. The program will be held on June 7, 14, and 21, with over 3,000 students participating.

3. Report of Vice President for Finance and Administrative Services

Vice President Bonnie Ann Dowd will be attending the Chief Business Officers Conference where the May Revise will be discussed. The tentative budget will come forward to the Board in June. She updated the Board on the North Education Center approval process. The ICOC will have three individuals whose terms will expire. Applications are currently being collected. Modular buildings will be placed in lot 2 while the demolition of LS, CH, and ES buildings is underway. Lastly, Mike Ellis has been invited to speak at the North County Philanthropy Council, representing the efforts of Palomar College on energy conservation, sustainability, and going green.

4. Report of Vice President for Human Resource Services

Vice President John Tortarolo announced that four years ago the college was experiencing increasing workers compensation costs and in response to that the college moved from a self-funded workers comp plan that was administered by the County risk management JPA to an insured plan administered through the Protected Insurance Program for Schools and Community College provided by Keenan & Associates. Since the District moved to the insured plan, the costs have dropped. This translates into a real savings to the District over the next several years. These savings are attributed to the hard work of all District employees who are involved not only on the safety committee, but looking through their workplace to make sure that it is a safe working environment and Keenan's effective planning in risk management.

**Resumption of
 REGULAR AGENDA**

J. APPROVAL OF CONSENT CALENDAR ITEMS

BUSINESS SERVICES

1. REVIEWED AND APPROVED PURCHASES MADE FOR PRIOR SIXTY DAYS

MSC Chadwick/Larson

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:

FY 2007 PO's	0800000	through	0800000	\$ 11,970.50
Purchase Orders	0840373	through	0840479	\$ 434,833.01
Advertising/Increases	0860057	through	0860073	\$ 187,107.32
Agreement/Services	0870589	through	0870717	\$ 465,868.00
Repairs	0875058	through	0875071	\$ 9,457.91
Agreement/Annual	0880176	through	0880183	\$ 11,661.30
Bond Money	M08010076	through	M08010098	\$ 1,576,680.15
Procurement Card	Time Period	02/23/07 – 03/22/08		\$ 214,875.38
	Time Period	03/23/07 – 04/22/08		\$ 163,047.74
				<u>\$ 3,075,501.31</u>

EXHIBIT J-1

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

FISCAL

2. APPROVED CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT

MSC Chadwick/Larson

The Governing Board approved the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for quarter ending March 31, 2008.

EXHIBIT J-2

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

3. APPROVED QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR

MSC Chadwick/Larson

The Governing Board approved the **Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments** as of March 31, 2008. **EXHIBIT J-3**

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

4. APPROVED SIGNATURES FOR COUNTY BUSINESS

MSC Chadwick/Larson

The Governing Board of Palomar Community College District approved the following business procedures be authorized effective July 1, 2008, through June 30, 2009.

Persons authorized, pursuant to the provisions of the Education Code Section 85232, to sign any and all school orders in the name of the District, drawn on the funds of the District:

Bonnie Ann Dowd, Assistant Superintendent/Vice President, Finance and Administrative Services,
Phyllis Laderman, Director, Fiscal Services
Ken Jay, Director, Business Services

Person authorized to receive mail from the Accounting Section of the San Diego County Office of Education:

Bonnie Ann Dowd, Assistant Superintendent/Vice President, Finance and Administrative Services,
Phyllis Laderman, Director, Fiscal Services

Person authorized to designate employees that can initiate, authorize and process wire transfers with the county of San Diego:

Bonnie Ann Dowd, Assistant Superintendent/Vice President, Finance and Administrative Services,
Phyllis Laderman, Director, Fiscal Services

EXHIBIT J-4

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. APPROVED INTRABUDGET TRANSFER AT FISCAL YEAR END

MSC Chadwick/Larson

Governing Board of Palomar Community College District authorized the Vice President, Finance and Administrative Services to make such transfers between the undistributed reserve and any expenditure classification of the budget of the District for the Fiscal Year 2007-2008 as are necessary to permit the payment of obligations of the District incurred during the fiscal year. **EXHIBIT J-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. APPROVED BUDGET ADJUSTMENTS AND REVISED BUDGET AS OF APRIL 30, 2008

MSC Chadwick/Larson

The Governing Board of Palomar Community College District approved Budget Adjustments of Fiscal Year 2007-08 from September 21, 2007 through April 30, 2008 and the revised budgets as of 4/30/08. This report shows adjustments made to the Budget as of 4/30/08 and the revised budgets as of 4/30/08. **EXHIBIT J-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

TRAVEL

7. APPROVED TRAVEL EXPENSES

MSC Chadwick/Larson

The Governing Board approved/ratified travel expenses for the following persons:

- a. Board Member **RUTH LARSON**
Advanced Funds? Registration
To attend: Annual SDICCCA Dinner
Location: San Diego, California
Date: February 6, 2008
Amount: \$45.00
Budget No.: 575200-11-111100-66100-10-2008-0000000

- b. Board Member **NANCY C. CHADWICK**
Advanced Funds? Registration, mileage
To attend: Annual SDICCCA Dinner
Location: San Diego, California
Date: February 6, 2008
Amount: \$85.73
Budget No.: 575200-11-111100-66100-10-2008-0000000

- c. Board Member **MICHELE T. NELSON**
Advanced Funds? Registration, mileage
To attend: Annual SDICCCA Dinner
Location: San Diego, California
Date: February 6, 2008
Amount: \$67.59
Budget No.: 575200-11-111100-66100-10-2008-0000000

- d. Board Member **MARK EVILSIZER**
Advanced Funds? Registration, mileage
To attend: Annual SDICCCA Dinner
Location: San Diego, California
Date: February 6, 2008
Amount: \$84.77
Budget No.: 575200-11-111100-66100-10-2008-0000000

- e. Board Member **NANCY C. CHADWICK**
Advanced Funds? Registration, mileage
To attend: San Diego Regional Chamber of Commerce
Location: San Diego, California
Date: March 26, 2008
Amount: \$89.77
Budget No.: 575200-11-111100-66100-10-2008-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

- b. Name: **LISA BERTOTTI**
Position: Assistant Professor, Nursing Education
(Medical-Surgical and Pediatrics Nursing)
Department: Nursing Education
Degrees: M.S., Nursing
B.S., Nursing
Position #: 6366 New: No
Remarks: Replacement for Lori Michelangelo; funded – Enrollment Growth
Grant 2008-2009.
Sal Rng/Stp: **C/1** Salary: **\$4,992.54/month**
% of Position: 100% # Mos.: 10
Effective: August 22, 2008
Account #: K-111000-348200-12300-1612186/100%
- c. Name: **JONATHAN P. SMITH**
Position: Assistant Professor, Economics
Department: Economics, History & Political Science
Degrees: M.A., Economics
B.A., Economics and Mathematics
Position #: 5450 New: Yes
Remarks: Position approved 11/13/07
Sal Rng/Stp: **F/1** Salary: **\$5,724.97/month**
% of Position: 100% # Mos.: 10
Effective: August 22, 2008
Account #: A-111000-365200-22040-0000000/100%
- d. Name: **SERGIO H. HERNANDEZ**
Position: Assistant Professor, Diesel Mechanics Technology
Department: Trade & Industry
Degrees: Occupational Associates Degree, Automotive
Diesel Technology
6+ Years Experience
Position #: 5222 New: Yes
Remarks: Position approved 11/13/07
Sal Rng/Stp: **B/1** Salary: **\$4,748.07/month**
% of Position: 100% # Mos.: 10
Effective: August 22, 2008
Account #: A-111000-338400-09470-0000000/100%
- e. Name: **MARIA S. MILLER**
Position: Assistant Professor, Psychology/Sociology
Department: Behavioral Sciences
Degrees: M.A., Marital & Family Therapy
M.Ed., Education – Student Personnel in Higher Education
B.A., Psychology
California Community College
Credential: Psychology
Position #: 5391 New: Yes
Remarks: Position approved 11/13/07; transfer for Ms. Miller.
Sal Rng/Stp: **G/28** Salary: **\$9,748.39/month**
% of Position: 100% # Mos.: 10
Effective: August 22, 2008
Account #: A-111000-363500-20010-0000000/100%

11. RATIFIED PART-TIME FACULTY EMPLOYMENT

MSC Chadwick/Larson

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, Summer, and Fall, 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

OCCUPATIONAL & NONCREDIT PROGRAMS

Kalisuch, Barbara A.	Basic Education (Literacy/Adult Basic Education) M.A., Education: Reading Education	\$52.55
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SUMMER, 2008

OCCUPATIONAL & NONCREDIT PROGRAMS

Fieweger, Paul C.	Apprenticeship – Electrical A.A., Electrician A.A., General Studies 4+ Years Experience Journeyman Certificate	Paid by sponsor: San Diego Electrical
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PUBLIC SAFETY

Hackenberg, Ronald J.	Administration of Justice M.S., Human Organization Science B.S., Criminal Justice	\$52.55
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FALL, 2008

BEHAVIORAL SCIENCES

Georgianna, Sibylle	Psychology Ph.D., Psychology M.A., Psychology	\$55.80
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Novy, Meghan B.	Psychology M.A., Psychology B.S., Ecology, Behavior & Evolution	\$52.55
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DESIGN & CONSUMER EDUCATION

Belyk, Shanna K.	Interior Design B.A., Interior Design 2+ Years Experience	\$51.30
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EMERGENCY MEDICAL EDUCATION

Seabloom, Lynne	Emergency Medical Education B.S., Nursing 2+ Years Experience	\$51.30
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OCCUPATIONAL & NONCREDIT PROGRAMS

Rilea, Estrellita	Health & Safety B.A., Criminal Justice Administration 2+ Years Experience	\$51.30
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TRADE & INDUSTRY

Perez Jr., Antonio Automotive Technology \$51.30
Eminence in the Field

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. RATIFIED ADMINISTRATIVE EMPLOYMENT

MSC Chadwick/Larson

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

- a. Name: **STEPHEN B. MCDONALD**
Position: Instructional Dean
Department: Languages and Literature
Position #: 6421 New?: No
Remarks: Replacement for Katheryn Garlow; promotion for Mr. McDonald.
Sal Grade/Stp: **75/4** Salary: **\$10,207.07/month**
% of Position: 100% # Mos.: 12
Effective: June 2, 2008
Account #: A-123100-321100-60110-0000000/100%
- b. Name: **CANDICE A. FRANCIS**
Position: Instructional Dean
Department: Mathematics and the Natural and Health Sciences
Position #: 6399 New?: No
Remarks: Replacement for Sara Thompson; promotion for Dr. Francis.
Sal Grade/Stp: **75/6** Salary: **\$10,832.80/month,**
plus \$1,200 annual
stipend for doctorate
% of Position: 100% # Mos.: 12
Effective: June 2, 2008
Account #: A-123100-341100-60110-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. RATIFIED CLASSIFIED EMPLOYMENT

MSC Chadwick/Larson

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

- a. Name: **ERIC M. LOCRICCHIO**
 Position: Custodian II
 Department: Facilities/Custodial Services
 Position #: 5659 New?: No
 Remarks: Replacement for Romero Mullen
 Sal Grade/Stp: **12/1** Salary: **\$2,786.60/month**
 % of Position: 100% # Mos.: 12
 Effective: May 14, 2008
 Account #: A-212200-542200-65300-0000000/100%
 Normal Work Schedule: Monday – Thursday, 10:00 pm – 6:30 am; Friday, 5:00 pm – 1:30 am. A 6% night differential will be paid for hours worked between 10:00 pm and 6:00 am, and a 3% night differential will be paid for hours worked between 6:00 pm and 10:00 pm.
- b. Name: **GLENDA A. GARDNER**
 Position: Division Secretary
 Department: Social & Behavioral Sciences
 Position #: 5693 New?: No
 Remarks: Replacement for Lani Fawcett-Murders
 Sal Grade/Stp: **27/1** Salary: **\$4,017.30/month**
 % of Position: 100% # Mos.: 12
 Effective: May 19, 2008
 Account #: A-212200-361100-60910-0000000/100%
- c. Name: **ANDREW R. CLOYD**
 Position: Instructional Support Assistant I
 Department: Performing Arts
 Position #: 5877 New?: No
 Remarks: Replacement for Patricia Stewart
 Sal Grade/Stp: **16/1** Salary: **\$1,228.53/month**
 % of Position: 40% # Mos.: 10
 Effective: May 14, 2008
 Account #: A-221000-327300-10040-0000000/100%
 Normal Work Schedule: Monday – Thursday, 3:30 pm – 7:30 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

14. RATIFIED CHANGE TO CLASSIFIED POSITION

MSC Chadwick/Larson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **change** to the following **classified position**:

- a. Position: **MEDIA EQUIPMENT TECHNICIAN**
Name: Michael L. Jordan
Department: Library Media Services - Audio Visual
Position #: 5734 New?: No
Remarks: Telecommunications Technician, Information Services, grade 27;
Transfer to Y-Rated position.
Sal Grade: **20 "Y-Rated"** Salary: **\$5,257.36/month**
% of Position: 100% # Mos: 12
Effective: April 21, 2008
Account #: A-212200-317300-61300-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. RATIFIED LEAVE OF ABSENCE

MSC Chadwick/Larson

- a. The Governing Board ratified the recommendation of the Superintendent/ President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective April 10, 2008, through May 23, 2008, to **Judy C. Stafford**, Professor, English.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

16. INFORMATION - RETIREMENTS

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

- a. **David H. Boyd**, Professor, Performing Arts, effective June 2, 2008. He has served Palomar College for 32 years from September 3, 1976, to June 1, 2008.
- b. **Kathleen G. Clyne**, Professor, Nursing Education, effective June 1, 2008. She has served Palomar College for 20 years from August 26, 1988, to May 31, 2008.
- c. **Linton John Dise**, Professor/Counselor, Counseling Services, effective July 2, 2008. He has served Palomar College for 36 years from August 7, 1972, to July 1, 2008.
- d. **Donna L. Greene**, Administrative Assistant, Student Services, effective June 11, 2008. She has served Palomar College for 37 years from September 22, 1970, to June 10, 2008.

On Behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by Robert P. Deegan, Superintendent/President, as authorized by the Governing Board, under **Group II** (receive the employer-paid health benefits as provided to active employees and eligible dependents until the retiree has reached the age of 65, dental for life) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **Patricia G. Ward**, Staff Assistant, Palomar College Police Department, effective July 1, 2008. She has served Palomar College for 13 years from February 1, 1995, to June 30, 2008.

17. RATIFIED STIPEND FOR DESIGNATED BILINGUAL INTERPRETERS

MSC Chadwick/Larson

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

- a. **Lee C. Martin III**, Police Sergeant, Palomar College Police Department, effective February 20, 2008.
- b. **Monica L. Morris**, Counseling Services Specialist, Counseling Services, effective April 10, 2008.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

18. APPROVED REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES

MSC Chadwick/Larson

The Governing Board approved **reimbursement** of **travel expenses** for a second-level interview for the following candidate:

- a. Name: **JOSEPH P. WALL**
For: Airfare and hotel
To Attend: Second-level interview for the position of Instructional Dean, Languages and Literature
Location: Modesto, CA
Date: April 21, 2008
Amount: \$330.98
Account #: 575400-11-611100-66600-10-2008-0000000/100%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

19. APPROVED PERSONNEL ACTIONS/HISTORY

MSC Chadwick/Larson

The Governing Board approved the **Personnel Actions/History** report, which includes hires and pay rate changes for **student employees** for the month of **April, 2008, and short-term employees** for the month of **May, 2008. EXHIBIT J-19**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

MSC Chadwick/Larson

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

Venture Program Summer 2008

- a. **Name:** Bruce Fried
 Name of Class: CPR for the Healthcare Professional
 Effective: June 2008
 Instructor Rate: \$46.06 per hour
 Fees to Student: \$80.00
 Terms: Min 10 – Max 25

- b. **Name:** Mel Carrillo
 Name of Class: Ballroom Dance for Children
 Effective: June 2008
 Instructor Rate: 30% of fees collected
 Fees to Student: \$59.00
 Terms: Min 10 – Max 50

- c. **Name:** Lisa Eshelman
 Name of Class: Family Feasts in a Flash
 Effective: July 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$70.00
 Terms: Min 10 – Max 22

- d. **Name:** William Warehall
 Name of Class: Glass Blowing/Glass Casting
 Effective: May 31, 2008
 Instructor Rate: \$48.72 per hour
 Fees to Student: \$250
 Terms: Min 8 – Max 15

- e. **Name:** Steve Dilley
 Name of Class: Glass Blowing/Glass Casting
 Effective: May 31, 2008
 Instructor Rate: \$51.78 per hour
 Fees to Student: \$250.00
 Terms: Min 8 – Max 15

- f. **Name:** Donna Wolf
 Name of Class: Gluten Free Cooking
 Effective: July 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$65.00
 Terms: Min 10 – Max 25
- g. **Name:** Rueben Monet
 Name of Class: Hip Hop Dance
 Effective: July 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$65.00
 Terms: Min 10 – Max 40
- h. **Name:** American Home Inspectors Training Institute
 Name of Class: Home Inspection Training
 Effective: July 2008
 Instructor Rate: \$845.00 per student
 Fees to Student: \$995.00
 Terms: Min 10 – Max 24
- i. **Name:** Troy Bottle
 Name of Class: Be Your Own Handyman
 Effective: June 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$89.00
 Terms: Min 10 – Max 30
- j. **Name:** Mike Hayes
 Name of Class: How To Purchase Your First Home
 Effective: July 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$50.00
 Terms: Min 10 – Max 40
- k. **Name:** Mario Carrillo
 Name of Class: I Am A Band
 Effective: June 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$90.00
 Terms: Min 10 – Max 15
- l. **Name:** Mario Carrillo
 Name of Class: Introduction to the Music Business
 Effective: June 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$200.00
 Terms: Min 10 – Max 30
- m. **Name:** Mario Carrillo
 Name of Class: Business of Songwriting
 Effective: June 2008
 Instructor Rate: 40% of fees collected
 Fees to Student: \$200.00
 Terms: Min 10 – Max 30

L. REPORTS FROM COLLEGE GROUPS

1. INFORMATION

Report of the Faculty Senate – Faculty Senate President, Monika Brannick, reported that the Faculty Senate elected a new secretary and a new vice president: Richard Hishmeh, Secretary; Fari Towfiq, Vice President. The Senate passed a motion to transition Jackie Martin Klement and Anita Sugar with full tenure and placed on the appropriate salary scale. Another motion failed to transition Bruce Gann, Computer Repair, and Ed Kirk, Air Conditioning/reheating; another motion was tabled because the Senate needed more information. The Senate will meet one more time and hopefully be able to name the co-coordinators of Teaching & Learning Centers. The last item endorsed was the Service Learning Program New Concept.

2. INFORMATION

Report of the Palomar Faculty Federation – Shannon Lienhart, PFF Co-President, reported on PFF elections. Shannon Lienhart and Dr. Carlos Von Song will serve as co-presidents; New e-board member is Molly Faulkner; Dr. Rocco Versaci will act at lead negotiator and grievance officer for the next year. Dr. Von Song and Shannon Lienhart will attend the community college council hoping to become more involved with CFT and advocating for more public funding for California community colleges.

Ms. Lienhart shared her thoughts on private funding and the importance of the public funding of education. The PFF has supported three faculty members from the ROP curriculum to be transitioned into full tenured faculty members – Anita Sugar, Jackie Martin Klement, and Eric Duvall. A task force on evaluation headed by Mary Ann Drinan will be taking a serious look at professional standards. An on-line teaching task force with the Senate will look at work load issues, access issues, and evaluation issues that surround on-line teaching. Also, a 75/25 task force will be formed to try to develop a plan to bring a higher percentage of full time teachers to Palomar College.

3. INFORMATION

Report of the Administrative Association - Absent

4. INFORMATION

Report of the Confidential and Supervisory Team - Lee Hoffmann, CAST President, reported that plans are being finalized for the CAST Retreat. Employee of the Year nominations are taking place.

5. INFORMATION

Report of the CCE/AFT – Neill Kovrig, CCE President, is looking forward to working with the faculty on issues of common concern. He congratulated the faculty on completion of negotiations. CCE will continue to protect the rights and jobs of all classified employees during the budget crisis. Elections are currently taking place and should be completed by June. He thanked everyone for their condolences and good wishes after his grandmother's passing.

6. **INFORMATION**

Report of the Associated Student Government

ASG President, Jesse Lyn, reported that ASG was able to help with student discipline policy, the student grade dispute policy, and the smoking policy. Also, beginning at commencement in 2009, Transfer students will be among those walking with cap and gown. The Diversity Center is in progress and expected to be open by the Fall semester. She thanked Sherry Titus, Marilyn Lunde, and Paul Barboa. She also thanked the ASG Senators for their team work during the year. Lastly, results of ASG elections: Claudia Duran, Vice President; Robert Frederick, President/Student Trustee.

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

N. **NEW BUSINESS**

1. **APPROVED RESOLUTION OF APPRECIATION TO STUDENT TRUSTEE**

MSC Larson/Nelson

BE IT RESOLVED, That the members of the Governing Board of the Palomar Community College District expressed their **sincere appreciation to JESSE LYN**, who has served as Student Trustee from November 13, 2007, through May 13, 2008, and who, throughout her tenure in office, has rendered outstanding service and provided responsible leadership, and who, as a result, has accomplished a great deal for the betterment of the students at Palomar College.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

The Board presented Student Trustee, Jesse Lyn, with a plaque of appreciation for her leadership during the year.

2. **REVIEWED AND APPROVED CONTRACTS AND AGREEMENTS MADE BETWEEN FEBRUARY 16, 2008, AND APRIL 15, 2008**

MSC Larson/Chadwick

The Governing Board ratified and approved all contracts and agreements for the period February 16, 2008, through April 15, 2008, and entered into on behalf of the Palomar Community College District, as detailed on **EXHIBIT N-2**.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. **REAFFIRMED ELECTION PROCEDURES - IN EVENT OF TIE VOTE, DETERMINE GOVERNING BOARD MEMBER ELECTION WINNER OR WINNERS BY LOT; CANDIDATES TO PAY ALL CHARGES; AND 200-WORD MAXIMUM ON CANDIDATE'S STATEMENT**

MSC Chadwick/Larson

RESOLUTION NO. 08-20954

The Governing Board declared that for the purposes of the November 4, 2008, regular Governing Board member elections, the Palomar Community College District has established the following **election regulations**:

Tie Vote Procedures (Education Code Section 5016, BP 9.4)

Winner(s) determined by lot
 Runoff election to be called

Costs of Candidate's Statement (Elections Code Section 13307, BP 9.3)

Candidate to pay all charges
 District will pay charges

200-word maximum
 400-word maximum (WILL DOUBLE THE COST)

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **RESOLUTION OF GOVERNING BOARD OF PALOMAR COMMUNITY COLLEGE DISTRICT REQUESTING TEMPORARY TRANSFER OF FUNDS**

MSC Chadwick/Larson

RESOLUTION NO. 08-20955

WHEREAS, the California Constitution, Article XVI, Section 6, and Education Code Section 85220, provide that the Treasurer of the County shall have the power and it shall be his duty to make such temporary transfer from the funds in his custody as may be necessary to provide funds for meeting the obligations incurred for maintenance purposes by any district whose funds are in his custody and are paid out solely through his office; such temporary transfer of funds shall be made only upon resolution adopted by the governing board of the County to make such temporary transfer; such temporary transfer of funds shall not exceed 85% of taxes accruing to the district, shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year, and shall be replaced from the taxes accruing to such district before any other obligation of the district is met from such taxes; and

WHEREAS, on June 10, 2008, the Governing Board will:

[XXX] Adopt a tentative budget
[] Adopt its final budget

for this District for the fiscal year 2008-2009 pursuant to the provisions of the Education Code Sections 85000, et seq., and taxes accruing to the District for said fiscal year are estimated to be \$55,557,876 and 85% of said taxes is \$47,224,195; and

WHEREAS, taxes accrued to this district during the 2007-2008 fiscal year are projected to be \$54,468,506; and

WHEREAS, it is necessary to provide funds for meeting the obligations incurred for maintenance purposes by this district;

AND NOW THEREFORE IT IS RESOLVED AND ORDERED, pursuant to the provisions of the California Constitution, Article XVI, Section 6, and Education Code Section 85220 as follows:

1. The Board of Supervisors of the County of San Diego is requested to direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in his custody to this district during the 2008-2009 fiscal year to meet obligations incurred for maintenance purposes in the amount of:
 - (a) \$8,028,113 for the period from July 1, until August 31, not to exceed 17% of the authorized limit.
 - (b) \$47,224,195 after August 31, but not to exceed a total of 85% of taxes accruing to the District. This amount represents the total available temporary transfer approved by the Governing Board for the 2008-2009 fiscal year inclusive of the 17% shown in (a) above.
2. If directed by the Board of Supervisors, funds will be transferred to this District by the Treasurer of the County of San Diego in sums as requested by the District Superintendent and certified by him/her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the District not to exceed the maximum amount herein specified, provided the Treasurer determines that funds in his custody are available for such transfers.
3. The Secretary of this Board is directed to file a copy of this resolution with the Board of Supervisors, the County Superintendent of Schools, the County Auditor and Controller and the County Treasurer-Tax Collector.

PASSED AND ADOPTED by the Governing Board of the Palomar Community College District, County of San Diego, State of California, this **13th day of May, 2008**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**STATE OF CALIFORNIA
COUNTY OF SAN DIEGO**

I, **Nancy Chadwick**, Secretary of the Board of the Palomar Community College District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Board at a meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

Date

Nancy C. Chadwick
Secretary of the Board

EXHIBIT N-4

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVED AUTHORIZING FBC ROTH 403(b) OFFERED THROUGH THE SAN DIEGO COUNTY OFFICE OF EDUCATION FRINGE BENEFITS CONSORTIUM**

MSC Larson/Chadwick

RESOLUTION NO. 08-20956

**RESOLUTION OF THE GOVERNING BOARD OF THE
PALOMAR COMMUNITY COLLEGE DISTRICT:
FBC ROTH 403(b)**

WHEREAS, the District employees are able to contribute to tax-sheltered retirement savings accounts under IRS sections 403(b), 457(b), and Roth 403(b); and

WHEREAS, recent changes in state and federal law now require vendors to register with the state, and hold districts responsible for ensuring that both contributions into these plans and distributions from these plans meet complex IRS requirements; and

WHEREAS, the San Diego County Office of Education Fringe Benefits Consortium (FBC) provides compliance monitoring services for Roth 403(b) post-tax deferral, 403(b) pre-tax deferral, and 457(b) pre-tax deferral plans for participating districts through the FBC; and

WHEREAS, compliance monitoring services are provided for the Roth 403(b) post-tax plan under the new IRS Compliance Hold Harmless/Informational Sharing Agreement with the FBC and agree to coordinate information with the FBC on plan distributions.

THEREFORE, BE IT RESOLVED, that the FBC Roth 403(b) subsequent amendment to plan is authorized and the FBC directed to act on behalf of the District pertaining to the Roth 403(b) plan.

IT IS FURTHER RESOLVED, that effective July 1, 2008, District employees' contributions to the Roth 403(b) post-tax deferred plan are restricted to vendors on the FBC approved Vendor List.

PASSED AND ADOPTED by the Governing Board of the PALOMAR COMMUNITY COLLEGE DISTRICT this _____ day of _____ 2008, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

6. **RECOMMENDATION – ACTION: APPROVED COURSE TO MEET MULTICULTURAL COURSE REQUIREMENT – EFFECTIVE FALL, 2008**

MSC Larson/Chadwick

The Governing Board hereby approved the following course, which has been reviewed by the Curriculum Planning Subcommittee of the Curriculum Committee, to meet the Multicultural Course Requirement, effective Fall, 2008:

a. Course Number and Title: CHDV 172 Teaching in a Diverse Society

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

7. APPROVED REMOVAL OF COURSES FROM CURRICULUM – EFFECTIVE FALL 2008

MSC Chadwick/Larson

The Governing Board hereby approved the removal of the courses which have been examined by the Curriculum Committee and are being recommended for removal from the Palomar College Curriculum, effective Fall, 2008:

CREDIT COURSES

- a. Course Number and Title: CSIS 294 Enterprise JavaBeans and J2EE
Discipline: Computer Science and Information Systems (CSIS)
Recommended Prep: CSIS 273
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Reason for Deactivation: Inactive
- b. Course Number and Title: ZOO 205L Physiology Laboratory
Discipline: Zoology (ZOO)
CSU GE Area B: Physical and its Life Forms - B2, B3
IGETC Area 5: Physical and Biological Sciences - B, C
Transfer Acceptability: UC, CSU
Reason for Deactivation: Inactive

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. APPROVED REMOVAL OF PROGRAMS FROM CURRICULUM – EFFECTIVE FALL, 2008

MSC Chadwick/Larson

The Governing Board hereby approved the removal of the following programs, which have been examined by the Curriculum Committee and are being recommended for removal from the Palomar College curriculum, effective Fall, 2008:

CREDIT PROGRAMS

- a. Program Title: Advanced Electronic Technician
Discipline: Electronic and Computer Hardware Technology (ECHT)
Award Type: A.A. Degree Major or Certificate of Achievement
Total Units: 39.00
Reason for Deactivation: Non-sustainable
- b. Program Title: Computer Hardware/Telecommunications Technician
Discipline: Electronic and Computer Hardware Technology (ECHT)
Award Type: A.A. Degree Major or Certificate of Achievement
Total Units: 27
Reason for Deactivation: Non-sustainable
- c. Program Title: Electronics Assembler
Discipline: Electronic and Computer Hardware Technology (ECHT)
Award Type: Certificate of Proficiency
Total Units: 7.5
Reason for Deactivation: Non-sustainable

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

Having read all contracts prior to the Board meeting, the Board members approved items 9 through 19 in one unanimous motion.

9. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #106-08, INSTALLATION OF AIR CLEANERS, TRADES & INDUSTRY T-9 PROJECT**

MSC Larson/Nelson

RESOLUTION NO. 08-20957

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director, Business Services, to execute a contract to the lowest responsive bidder for Bid #106-08, Installation of Air Cleaners (Trades & Industry T-9) Project. The project consists of installing two industrial air cleaner units in room T-9 to improve the air quality in the classroom.

In order for the project to be completed prior to summer semester, it is necessary to award a contract as soon as possible after the bid opening of May 13, 2008. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. This project will be paid from State Scheduled Maintenance funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #107-08, PHYSICS LAB, NS-255 REMODEL PROJECT**

MSC Larson/Nelson

RESOLUTION NO. 08-20958

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director, Business Services, to execute a contract to the lowest responsive bidder for Bid #107-08, Physics Lab, NS-255 Remodel Project. The project consists of a remodel of the existing room NS 255 into a Physics Lab complete with new casework, lab utilities, modifications to the electrical and HVAC systems, creation of a new lab support room with new doors and hardware.

In order for the project to be completed by the start of fall semester, it is necessary to award a contract as soon as possible after the bid opening of May 23, 2008. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. This project will be paid from Prop M funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #108-08, MODULAR SWING SPACE INFRASTRUCTURE**

MSC Larson/Nelson

RESOLUTION NO. 08-20959

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director, Business Services, to execute a contract to the lowest responsive bidder for Bid # 108-08, Modular Swing Space Infrastructure. The scope of work for the project is to furnish and install power, data, fire alarm and plumbing utilities to 16 temporary modular classroom buildings which will be located in Staff Parking Lot 2 on the San Marcos campus. The scope of work also includes installing chain link fencing and minor re-striping of the parking lot.

In order for the project to be completed in a expeditious manner to provide swing space for programs and classrooms affected by the construction of the "MIB" and "S" Building Replacement Projects, it is necessary to award a contract as soon as possible after the bid opening of May 21, 2008. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. This project will be paid from Prop M funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #109-08, PARKING LOT IMPROVEMENT PROJECTS (SOCCER FIELD PARKING AND PARKING LOT 12)**

MSC Larson/Nelson

RESOLUTION NO. 08-20960

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director, Business Services, to execute a contract to the lowest responsive bidder for Bid #109-08, Parking Lot Improvement Projects – Soccer Field Parking & Parking Lot 12. The Soccer Field Parking Project consists of developing a new parking lot adjacent to the soccer field at the NE corner of the campus. Ninety (90) new spaces are desired and parking will be shared use between the District and the City of San Marcos. The scope of work for Parking Lot 12 is to revise an existing parking lot to add 130 new spaces including disabled parking and new lighting.

In order for the project to be completed by the start of fall semester, it is necessary to award a contract as soon as possible after the bid opening date of May 28, 2008. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. This project will be paid through Prop M funds.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #110-08, ASBESTOS REMOVAL PROJECTS Q-2, CAFE, BOEHM GALLERY)**

MSC Larson/Nelson

RESOLUTION NO. 08-20961

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director, Business Services, to execute a contract to the lowest responsive bidder for Bid # 110-08, Asbestos Removal Projects (Q-2, Café, and Boehm Gallery). The project consists of removing asbestos materials in areas in Room Q-2, the Café and Boehm Gallery.

In order for the project to be completed prior to summer semester, it is necessary to award a contract as soon as possible after the projected bid opening date of May 19, 2008. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. This project will be funded through the State Hazardous Substance Removal Program.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

14. **ACCEPTED THE SELECTION OF PACIFIC ASPHALT SERVICES, INC., AS THE LOWEST RESPONSIVE BIDDER, BID #105-08, ASPHALT REPAVING PROJECT (J-BUILDING/MAINTENANCE. COMPOUND, COMET CIRCLE ROADWAY & VARIOUS PARKING LOT SURFACES) AND APPROVED CONTRACT, SUBJECT TO RECEIPT OF BONDING, INSURANCE, AND SATISFACTORY REFERENCE CHECKS**

MSC Larson/Nelson

RESOLUTION NO. 08-20962

The Governing Board **accepted the bid** of Pacific Asphalt Services, Inc., as the lowest responsive bidder for Bid #105-08 Asphalt Repaving Projects at the J-Building/ Maintenance Compound, Comet Circle roadway and various parking lot surfaces on the San Marcos campus.

Furthermore, the Governing Board approved a contract between Palomar Community College District and Pacific Asphalt Services in the amount **\$100,000.00**, subject to receipt of all required bonds and insurance certificates, and on condition that all reference checks are positive. **EXHIBIT N-14**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

15. **ACCEPTED THE SELECTION OF AMERICAN WRECKING, INC., AS THE LOWEST RESPONSIVE BIDDER, BID #CM-01-108, ABATEMENT AND DEMOLITION OF MULTI-DISCIPLINARY BUILDING (MIB) AND APPROVED CONTRACT, SUBJECT TO RECEIPT OF BONDING, INSURANCE, AND SATISFACTORY REFERENCE CHECKS**

MSC Larson/Nelson

RESOLUTION NO. 08-20963

The Governing Board **accepted the bid** of American Wrecking, Inc., as the lowest responsive bidder for Bid #CM-01-108 Abatement and Demolition – Multi-Disciplinary Instructional Building (MIB).

Furthermore, the Governing Board **approved a contract** between Palomar Community College District and American Wrecking, Inc., in the amount of \$455,477.00 subject to receipt of all required bonds and insurance certificates. **EXHIBIT N-15**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

16. **RATIFIED CONTRACT WITH WHITAKER CONSTRUCTION CORPORATION FOR AWARD OF BID 005-07, NS DEAN/ADJUNCT AREA RENOVATION AND IS HVAC UPGRADE**

MSC Larson/Nelson

RESOLUTION NO. 08-20964

The Governing Board **ratified the contract** between the District and Whitaker Construction Corporation, Lakeside, CA, in the amount of \$290,000. Whitaker Construction Corporation responded to the District's request for bids for the NS Dean/Adjunct Area Renovation and IS HVAC Upgrade project in the Natural Sciences building as detailed in **EXHIBIT N-16**, and was found to be the lowest responsive bidder. **EXHIBIT N-16**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

17. **APPROVED AGREEMENT WITH JOHNSON CONSULTING ENGINEERS IN REPONSE TO RFP 301-08, "A" BUILDING EMERGENCY GENERATOR DESIGN SERVICES/PROP M TELECOMMUNICATION UPGRADES**

MSC Larson/Nelson

RESOLUTION NO. 08-20965

The Governing Board approved a **contract** between the District and Johnson Consulting Engineers for the **purpose of reviewing** the existing layout for telecommunication equipment, both data and telephone, and **developing** the construction plans and specifications for a new electrical generator system that can supply all of the critical electrical requirements on the District's San Marcos campus, Building "A" during an electrical power outage. Total estimated engineering design fee for the services is \$40,000.00. Fees shall be paid with Prop M funds. **EXHIBIT N-17**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

18. **APPROVED AGREEMENT WITH JOHNSON CONSULTING ENGINEERS IN RESPONSE TO RFP 302-08, INFRASTRUCTURE UPGRADE – ELECTRICAL DESIGN SERVICES/PROP M INFRASTRUCTURE UPGRADE: SAN MARCOS CAMPUS HIGH VOLTAGE DISTRIBUTION SYSTEM**

MSC Larson/Nelson

RESOLUTION NO. 08-20966

The Governing Board approved a **contract** between the District and Johnson Consulting Engineers for the purpose of **reviewing** the existing plans and specifications for the existing high-voltage (4,160 volt) electrical distribution system, and **preparing** all the construction documents, plans, and specifications to install a new (12,000 volt) electrical distribution system on the District's San Marcos Campus. Total estimated engineering design fee for the services is \$80,000. Fees will be paid through Prop M funds. **EXHIBIT N-18**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

19. **RECOMMENDATION: ACTION – APPROVED AGREEMENT WITH KTU&A PLANNING AND LANDSCAPE ARCHITECTURE IN RESPONSE TO RFP 303-08 LANDSCAPE/ HARDSCAPE IMPROVEMENT FOR THE ARBORETUM/PROP M LANDSCAPE IMPROVEMENT PROJECTS**

MSC Larson/Nelson

RESOLUTION NO. 08-20967

The Governing Board hereby approved a **contract** between the District and KTU&A Planning & Landscape Architecture for the purpose of reviewing layout for the District's San Marcos Campus Arboretum area, and preparing construction plans and specifications for access to persons with disabilities; landscape irrigation design and installation; plant material REVIEWED and recommendations; the pedestrian access between the campus landscape and hardscape areas and a link between the San Diego County Trail System; and features within the Arboretum and other landscape areas around the San Marcos Campus. The cost proposal from KTU&A is **\$255,642.00**. Fees shall be paid through Prop M funds. **EXHIBIT N-19**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

20. **APPROVED AGREEMENT WITH KEENAN & ASSOCIATES IN RESPONSE TO RFP 304-08, LABOR COMPLIANCE & ENFORCEMENT PROGRAM CONSULTING SERVICES FOR PROP M SERIES "A" AND STATE CAPITAL OUTLAY PROJECTS**

MSC Chadwick/Nelson

RESOLUTION NO. 08-20968

The Governing Board approved a **contract** between the District and Keenan & Associates to **develop and administer** a Labor Compliance and Enforcement Program for various construction projects related to the Prop M – Series "A" Bond and State Capital Outlay Projects. Estimated cost to provide this service for projects under consideration for the first bond series and state capital outlay projects is **\$282,420**. Fees shall be paid through Prop M funds or Capital Outlay funds, depending on the project.

EXHIBIT N-20

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

21. **APPROVED MEMORANDUM OF UNDERSTANDING BETWEEN THE PALOMAR COMMUNITY COLLEGE DISTRICT AND MARINE CORPS BASE, CAMP PENDLETON, CA**

MSC Chadwick/Nelson

The Governing Board approved the **Memorandum of Understanding (MOU)** between the Palomar Community College District and Marine Corps Base, Camp Pendleton, effective May 14, 2008, for a continuous period, with annual REVIEWEDs, or until terminated by either party. The purpose of the agreement is to **provide guidelines and procedures** for delivering undergraduate degrees, certificates, and courses at Camp Pendleton. Three percent of gross tuition income from Camp Pendleton students will be applied by the District to support the learning environment at Camp Pendleton, such as reference materials, equipment, and classroom learning environment at the base library/education center.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

22. APPROVED AGREEMENT WITH VICENTI, LLOYD, STUTZMAN, LLP, FOR DISTRICT AUDIT SERVICES

MSC Nelson/Chadwick

The Governing Board approved an agreement for audit services pursuant to California Education Code, §84040, for fiscal years ending June 30, 2008, and June 30, 2009, with Vicenti, Lloyd, Stutzman, LLP, a partnership of Certified Public Accountants. Compensation for basic audit services shall be in the amount of \$66,700 for FY 2007-2008; \$70,000 for FY 2008-2009.

Furthermore, the District shall retain the services of this firm for additional services as described below with a not to exceed cost:

Maximum Cost:	FY 2007-08	FY 2008-09
SAS No. 99	4,400	4,620
New Risk Assessment	4,000	5,100
GASB No. 34/35	2,600	2,800
GASB No. 45	N/A	850
Data Collection Prep & Submittal	440	450
Prop 39/Measure M	10,500	10,500
State Compliance	950	950

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

23. DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE PUBLIC SURPLUS TO CONDUCT AN AUCTION VIA WEBSITE

MSC Nelson/Chadwick

The Governing Board declared the list of items as described in the accompanying memorandum to this resolution, as surplus property and no longer of value or use to the District. The Governing Board hereby approved items be sold at a web auction, conducted by Public Surplus, in accordance with California Education Code Section 81450(b). **EXHIBIT N-23**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

24. APPROVED FIELD COURSE TO YELLOWSTONE NATIONAL PARK FOR SUMMER, 2008

MSC Larson/Chadwick

The Palomar Community College District's 2008 **field course to Yellowstone National Park** be and is approved; that the following courses shall be offered during the field course: (a) Biology 195A Field Studies in Natural History, (b) Biology 195B Field Studies in Ecology, (c) Biology 45A Field Studies in Natural History, (d) Biology 114L Ecosystem Biology Laboratory (e) Biology 295, Directed Study in Life Science.

That all agreements and contracts necessary to carry out this summer field course to Yellowstone National Park are **authorized** between the Palomar Community College District and the following vendors: (a) Xanterra Int'l (AMFAC Parks & Resorts); (b) National Park Service; (c) Dornan's Moose Enterprise; (d) Leisure Sports; (e) Grand Teton Lodge Company; (f) Triangle X Ranch. Advance deposits as may be required by these vendors are hereby authorized. Fee includes lodging and activities. Estimated cost per student is \$780.00 (two students per cabin); \$680.00 (three students per cabin); \$590.00 (four students per cabin); \$410.00 if students wish to tent camp.

EXHIBIT N-24

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

25. **APPROVED AGREEMENT WITH AMAUTA LANGUAGE SCHOOL TO CONDUCT A STUDY ABROAD PROGRAM IN CUZCO, PERU, FROM DECEMBER 27, 2008 – JANUARY 18, 2009**

MSC Chadwick/Larson

The Governing Board approved an agreement between Palomar Community College District and Amauta Language School, for the purpose of conducting a Study Abroad Program in Cuzco, Peru, December 27, 2008, through January 18, 2009. Transfer-level Spanish classes (SPAN101A, SPAN101B, SPAN102A, SPAN102B, SPAN201A, SPAN201B, SPAN 235, SPAN296) will be offered. In addition to the program price, program participants will be responsible for paying for all fees, including registration fees at Palomar College, transportation, meals and housing, insurance, books, materials, and personal expenses. **EXHIBIT N-25**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

26. **AUTHORIZATION TO EXECUTE CONTRACT FOR FORTHCOMING BID #B-8010, FOR PRINTING AND DISTRIBUTION OF VENTURE SCHEDULES**

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** to the lowest responsive bidder for forthcoming Bid # B-8010, for printing and distribution of Venture Schedules. Since time is of the essence, a contract must be awarded promptly, as explained in the attached **EXHIBIT N-26**. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting. **EXHIBIT N-26**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

27. **APPROVED MEMORANDUM OF UNDERSTANDING FOR FISCAL YEAR 2008-2009 WITH THE SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR R.O.P. PROGRAMS AND SERVICES FUNDED BY THE CARL D. PERKINS CAREER & TECHNICAL EDUCATION IMPROVEMENT ACT OF 2006**

MSC Chadwick/Nelson

The Governing Board approved the **Memorandum of Understanding (MOU)** between the San Diego County Superintendent of Schools (County) and the Palomar Community College District (District) for Fiscal Year 2008-2009, pursuant to which ROP programs and services will be provided by the District and funded through the County under the **Carl D. Perkins Career & Technical Education Improvement Act of 2006**; initial funding to be paid to the District shall be \$59,311.00. **EXHIBIT N-27**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

28. **APPROVED MEMORANDUM OF UNDERSTANDING WITH SUPERINTENDENT OF SCHOOLS, SAN DIEGO COUNTY OFFICE OF EDUCATION, FOR THE TRANSITION OF ROP CLASSES IN ACCORDANCE WITH ASSEMBLY BILL 2448 REGIONAL OCCUPATIONAL CENTERS & PROGRAMS ACCOUNTABILITY & REFORM ACT**

MSC Chadwick/Nelson

The Governing Board approved the **Memorandum of Understanding** between the Superintendent of Schools, San Diego County Office of Education, and Palomar Community College District to reduce the number of ROP classes being offered in annual phases with all ROP classes **phased out by July 1, 2011**, in accordance with Assembly Bill 2448 Regional Occupational Centers & Programs Accountability & Reform Act. **EXHIBIT N-28**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

29. **EXCUSED ABSENCE OF MEMBER**

MSC Chadwick/Nelson

In accordance with SB 345, Chapter 579, Section 1090 of the California Education Code, the Governing Board finds that the absence of **DARRELL L. MC MULLEN** from the Governing Board special meetings held April 22, 2008, and April 29, 2008, is excused due to personal business.

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

30. **REVISION OF PALOMAR COMMUNITY COLLEGE DISTRICT POLICIES: CHAPTER 6 – FINANCE & ADMINISTRATIVE SERVICES**

MSC Chadwick/Larson

The Governing Board of the Palomar Community College District approved the **revision of Governing Board Policies: Chapter 6 – Finance & Administrative Services**. These policies have gone through final review through the shared governance process. **EXHIBIT N-30**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

O. BOARD REQUESTS FOR REPORTS

Trustee Chadwick requested a brief summary on how the campus is monitoring students and drug cartel activities.

Trustee Michele Nelson requested an update on the Green Theme (AB 32).

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

R. ADJOURNMENT

The meeting was adjourned at 7:37 p.m.

Darrell L. McMullen, Board President

Nancy C. Chadwick, Secretary of the Board