



**GOVERNING BOARD AGENDA  
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**

**NOTICE TO PUBLIC:** *In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.*

*The Open Session of the Board meets the second Tuesday of every month starting at 5:00 p.m. in the Governing Board Room of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action. Anyone having an interest in documents on file should call the Governing Board's Executive Assistant in the President's Office on extension 2104. Please note all meetings are recorded electronically. The Board reserves the right to modify the order of business in the manner it deems appropriate.*

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

A.	Call to Order (4:00 p.m.) .....	2
AA.	Roll Call .....	2
B.	Public Comments .....	2
C.	Recess to Closed Session .....	2
CC.	Reconvene to Open Session (5:00 p.m.).....	2
D.	Comments from Other Individuals or Groups .....	3
E.	Approval of Minutes .....	3
F.	Call for Removal of Items from or Changes to Agenda .....	3
G.	Reports/Presentations.....	3
GG.	Acknowledgement of Retirements .....	3
H.	Report of the Governing Board President.....	4
HH.	Report of the Governing Board Trustees .....	4
I.	Report of the Superintendent/President.....	4
J.	Approval of Consent Calendar Items .....	4
K.	Action on Items Removed from Consent Calendar .....	16
L.	Reports from College Groups .....	16
M.	Unfinished Business.....	16
N.	New Business .....	16
O.	Board Requests for Reports .....	27
P.	Recess to Closed Session .....	27
Q.	Reconvene to Open Session .....	27
R.	Adjournment.....	27

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

**AA. ROLL CALL**

Establishment of a Quorum

**B. PUBLIC COMMENTS**

**In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.**

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

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code §54957 et seq.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code §54957.6.
5. Public Employment, pursuant to Government Code §54957.
6. Conference with Real Property Negotiator, pursuant to Government Code §54956.8. Property APNs as follows:
  - a. Discussion of potential sites in the southern portion of the District.
7. Conference with Legal Counsel - Existing Litigation, pursuant to Government Code §54956.9a. Erickson v. Palomar Community College District

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

Actions Taken In Closed Session  
Pledge of Allegiance

**D. COMMENTS FROM OTHER INDIVIDUALS AND GROUPS**

1. **INFORMATION: Comments from **Other** Individuals or Groups**

**In accordance with Board Procedure 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.**

**E. RECOMMENDATION: ACTION - APPROVAL OF MINUTES**

1. The Governing Board hereby approves the Minutes of the Regular Meeting of 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.

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

**G. REPORTS/PRESENTATIONS**

1. Actuarial Study Presentation of Retiree Health Liabilities – Dr. Bonnie Ann Dowd, Vice President, Finance & Administrative Services
2. Speech and Debate Team – Dewi Hokett, Associate Professor, Speech Communication/Forensics/ASL

**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.
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.
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.
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.
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.
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.
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.
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.
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.

**H. REPORT OF THE GOVERNING BOARD PRESIDENT**

**HH. REPORTS OF GOVERNING BOARD TRUSTEES**

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda."

**I. REPORT OF THE SUPERINTENDENT/PRESIDENT**

1. Report of Vice President for Instruction
  - a. Accreditation Self-Study Progress Report – Berta Cuaron
2. Report of Vice President for Student Services
3. Report of Vice President for Finance and Administrative Services
4. Report of Vice President for Human Resource Services

**J. APPROVAL OF CONSENT CALENDAR ITEMS**

***NOTICE TO PUBLIC: There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be routine and will be approved by one motion.***

**BUSINESS SERVICES**

**1. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES MADE FOR PRIOR SIXTY DAYS**

The Governing Board hereby reviews and approves the following **purchase transactions and contracts** entered into on behalf of the Palomar Community College District. All of the following purchases are made against the 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
				<b><u>\$ 3,075,501.31</u></b>

**EXHIBIT J-1**

**FISCAL**

**2. RECOMMENDATION: ACTION – APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

The Governing Board hereby approves the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for quarter ending March 31, 2008.  
**EXHIBIT J-2**

**3. RECOMMENDATION: ACTION – APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

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

**4. RECOMMENDATION: ACTION – APPROVE SIGNATURES FOR COUNTY BUSINESS**

The Governing Board of Palomar Community College District hereby approves 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**

**5. RECOMMENDATION: ACTION – APPROVE INTRABUDGET TRANSFER AT FISCAL YEAR END**

Governing Board of Palomar Community College District hereby authorizes 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**

**6. RECOMMENDATION: ACTION – APPROVE BUDGET ADJUSTMENTS AND REVISED BUDGET AS OF APRIL 30, 2008**

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

**TRAVEL**

**7. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES**

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

- |    |   |   |
|----|---|---|
| a. | Board Member<br>Advanced Funds?<br>To attend:<br>Location:<br>Date:<br>Amount:<br>Budget No.: | <b>RUTH LARSON</b><br>Registration<br>Annual SDICCCA Dinner<br>San Diego, California<br>February 6, 2008<br>\$45.00<br>575200-11-111100-66100-10-2008-0000000                               |
| b. | Board Member<br>Advanced Funds?<br>To attend:<br>Location:<br>Date:<br>Amount:<br>Budget No.: | <b>NANCY C. CHADWICK</b><br>Registration, mileage<br>Annual SDICCCA Dinner<br>San Diego, California<br>February 6, 2008<br>\$85.73<br>575200-11-111100-66100-10-2008-0000000                |
| c. | Board Member<br>Advanced Funds?<br>To attend:<br>Location:<br>Date:<br>Amount:<br>Budget No.: | <b>MICHELE T. NELSON</b><br>Registration, mileage<br>Annual SDICCCA Dinner<br>San Diego, California<br>February 6, 2008<br>\$67.59<br>575200-11-111100-66100-10-2008-0000000                |
| d. | Board Member<br>Advanced Funds?<br>To attend:<br>Location:<br>Date:<br>Amount:<br>Budget No.: | <b>MARK EVILSIZER</b><br>Registration, mileage<br>Annual SDICCCA Dinner<br>San Diego, California<br>February 6, 2008<br>\$84.77<br>575200-11-111100-66100-10-2008-0000000                   |
| e. | Board Member<br>Advanced Funds?<br>To attend:<br>Location:<br>Date:<br>Amount:<br>Budget No.: | <b>NANCY C. CHADWICK</b><br>Registration, mileage<br>San Diego Regional Chamber of Commerce<br>San Diego, California<br>March 26, 2008<br>\$89.77<br>575200-11-111100-66100-10-2008-0000000 |

- e. Board Member **DARRELL L. MC MULLEN**  
Advanced Funds? Mileage, parking  
To attend: San Diego Grand Jury/Education Committee  
Location: San Diego, California  
Date: March 11, 2008  
Amount: \$41.86  
Budget No.: 575200-11-111100-66100-10-2008-0000000

### REPLACEMENT OF WARRANTS

#### **8. RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANTS**

The Governing Board hereby authorizes the Disbursing Officer to draw new warrants as follows:

- a. Warrant #76-169799, dated **September 20, 2007**, in the amount of **\$114.74**, to **Datel Systems Inc.**, 5636 Ruffin Road, CA 92123. Void due to stale date.
- b. Warrant #77-109694, dated **September 20, 2007**, in the amount of **\$333.31**, payable to **Ned G. Vanderpol**, 245 Walnut Hills Drive, San Marcos, CA 92078. Void due to stale date.
- c. Warrant #77-109572, dated **September 20, 2007**, in the amount of **\$803.49**, payable to **Michael J. McCann**, 11306 Penanova Street, San Diego, CA 92129. Void due to stale date.

### PERSONNEL

#### **9. RECOMMENDATION: ACTION - RATIFY ACADEMIC EMPLOYMENT**

The Governing Board ratifies the recommendation of the Superintendent/President regarding the **employment** of the following **academic employees** salary rates will be adjusted for the 2006-2009 Palomar Faculty Federation contract, ratified April 29, 2008:

- a. Name: **GEOFFREY L. SCHRODER**  
Position: Assistant Professor, Nursing Education  
(Gerontology and Medical-Surgical Nursing)  
Department: Nursing Education  
Degrees: M.S., Nursing  
B.S., Nursing  
Position #: 6412 New: Yes  
Remarks: Position approved 6/12/07; 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%
- 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: 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%
- f. Name: **GENE A. GUSHANSKY**  
Position: Assistant Professor, Biology  
Department: Life Sciences  
Degrees: M.A., Biological Sciences: Thesis  
B.A., Biological Sciences: Human Biology  
Position #: 5261 New: Yes  
Remarks: Position approved 11/13/07  
Sal Rng/Stp: **D/1** Salary: **\$5,236.73/month**  
% of Position: 100% # Mos.: 10  
Effective: August 22, 2008  
Account #: A-111000-346200-04010-0000000/100%

- g. Name: **LESLEY E. BLANKENSHIP-WILLIAMS**  
Position: Assistant Professor, Biology  
Department: Life Sciences  
Degrees: Ph.D., Marine Biology  
M.S., Marine Biology  
B.A., Marine Biology  
B.A., Mathematics
- Position #: 5261 New: Yes  
Remarks: Position approved 11/13/07  
Sal Rng/Stp: **G/1** Salary: **\$5,969.14/month**  
% of Position: 100% # Mos.: 10  
Effective: August 22, 2008  
Account #: A-111000-346200-04010-0000000/100%
- h. Name: **KENNETH J. DODSON**  
Position: Assistant Professor, Graphic Communications  
Department: Graphic Communications  
Degrees: A.A., Graphic Communications Management  
6+ Years Experience
- Position #: 5365 New: Yes  
Remarks: Position approved 11/13/07  
Sal Rng/Stp: **B/8** Salary: **\$6,457.81/month**  
% of Position: 100% # Mos.: 10  
Effective: August 22, 2008  
Account #: A-111000-346200-04010-0000000/100%

**10. RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINE**

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

Antonio Perez, Jr. Automotive Technology

**11. RECOMMENDATION: ACTION – RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/ President regarding the **employment of the following part-time faculty**, at the hourly rates indicated for 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 Eminence in the Field	\$51.30
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**12. RECOMMENDATION: ACTION - RATIFY ADMINISTRATIVE EMPLOYMENT**

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

- a. Name: **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/Step: **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%

**13. RECOMMENDATION: ACTION - RATIFY CLASSIFIED EMPLOYMENT**

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

a. Name: **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.

**14. RECOMMENDATION: ACTION - RATIFY CHANGE TO CLASSIFIED POSITION**

The Governing Board hereby ratifies 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%

**15. RECOMMENDATION: ACTION - RATIFY LEAVE OF ABSENCE**

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

**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.
- e.      **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.

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

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

- a. **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.

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

The Governing Board hereby approves **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%

**19. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY**

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

**20. APPROVE NEW COMMUNITY DEVELOPMENT CLASSES, AGREEMENTS, AND PERSONNEL**

The Governing Board hereby approves 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
- n.     **Name:**                     Ardalan Keykavoussi  
       **Name of Class:**        Martial Arts  
       **Effective:**             June 2008  
       **Instructor Rate:**       40% of fees collected  
       **Fees to Student:**       \$75.00  
       **Terms:**                 Min 10 – Max 15
- o.     **Name:**                     Kellie Nicholson  
       **Name of Class:**        Bartending – Online Course  
       **Effective:**             June 2008  
       **Instructor Rate:**       40% of fees collected  
       **Fees to Student:**       \$119.00  
       **Terms:**                 Min 1 – Max 50
- p.     **Name:**                     Betty Ziegler  
       **Name of Class:**        Building A Successful Business Using The Internet  
       **Effective:**             June 2008  
       **Instructor Rate:**       40% of fees collected  
       **Fees to Student:**       \$325.00  
       **Terms:**                 Min 10 – Max 30
- q.     **Name:**                     Cozy Peters  
       **Name of Class:**        Minimizing Your Car Maintenance Costs  
       **Effective:**             June 2008  
       **Instructor Rate:**       40% of fees collected  
       **Fees to Student:**       \$50.00  
       **Terms:**                 Min 10 – Max 30
- r.     **Name:**                     Boston Reed  
       **Name of Class:**        Phlebotomy for Medical Professionals  
       **Effective:**             June 2008  
       **Instructor Rate:**       \$295 per student  
       **Fees to Student:**       \$395.00  
       **Terms:**                 Min 10 – Max 30

## **GIFTS**

### **21. RECOMMENDATION: ACTION – ACCEPT GIFTS**

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

- a. **Accu-Check** base and machine, **model #05701311, serial #3035131** (\$625.00); and **Accu-Check** base and machine, **model #3035123, serial #5001305** (\$625.00), donated by **Palomar Pomerado Health Care/Ellen McKissick**, 15615 Pomerado Road, Poway, CA 92064. These donations are to be used by nursing students to practice in clinical lab. Total cash value as estimated by donor is **\$1,250.00**.
- b. **Meade 10-inch Schmidt-Cassegrain** telescope with fork mount (\$700), model #2120; **Meade LX200 8-inch** telescope with 8X50 finder (\$200); **Meade 4.5 inch Newtonian telescope** (\$200), model #4500; miscellaneous tools and parts related to these items, donated by **Brian Baker**, 11419 Menkar Place, San Diego, CA 92216. These donations are to be used for public outreach and students in lab classes. Total cash value as estimated by donor is **\$1,300.00**.

## **Resumption of REGULAR AGENDA**

### **K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

### **L. REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION: Report of the Faculty Senate**
2. **INFORMATION: Report of the Palomar Faculty Federation**
3. **INFORMATION: Report of the Administrative Association**
4. **INFORMATION: Report of the Confidential and Supervisory Team**
5. **INFORMATION: Report of the CCE/AFT**
6. **INFORMATION: Report of the Associated Student Government**

### **M. UNFINISHED BUSINESS**

### **N. NEW BUSINESS**

1. **RECOMMENDATION: ACTION – APPROVE RESOLUTION OF APPRECIATION TO STUDENT TRUSTEE**

**BE IT RESOLVED**, That the members of the Governing Board of the Palomar Community College District do hereby express 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.

2. **RECOMMENDATION: ACTION – REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE BETWEEN FEBRUARY 16, 2008, AND APRIL 15, 2008**

The Governing Board hereby ratifies and approves 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**.

3. **RECOMMENDATION: ACTION – REAFFIRM 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**

The Governing Board hereby declares 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)

4. **RECOMMENDATION: ACTION – RESOLUTION OF GOVERNING BOARD OF PALOMAR COMMUNITY COLLEGE DISTRICT REQUESTING TEMPORARY TRANSFER OF FUNDS**

**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 **13<sup>th</sup> day of May, 2008**, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO**

I, Dr. Ruth Larson, 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

\_\_\_\_\_  
Dr. Ruth Larson  
Secretary of the Board

**EXHIBIT N-4**

5. **RECOMMENDATION: ACTION – APPROVE AUTHORIZING FBC ROTH 403(b)  
OFFERED THROUGH THE SAN DIEGO COUNTY OFFICE OF EDUCATION FRINGE  
BENEFITS CONSORTIUM**

**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: \_\_\_\_\_

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

The Governing Board hereby approves 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

**7. RECOMMENDATION: ACTION – APPROVE REMOVAL OF COURSES FROM CURRICULUM – EFFECTIVE FALL 2008**

The Governing Board hereby approves 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

**8. RECOMMENDATION – ACTION: APPROVE REMOVAL OF PROGRAMS FROM CURRICULUM – EFFECTIVE FALL, 2008**

The Governing Board hereby approves 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

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

The Governing Board hereby authorizes 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.

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

The Governing Board hereby authorizes 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.

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

The Governing Board hereby authorizes 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.

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

The Governing Board hereby authorizes 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.

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

The Governing Board hereby authorizes 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.

**14. RECOMMENDATION: ACTION – ACCEPT 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 APPROVE CONTRACT, SUBJECT TO RECEIPT OF BONDING, INSURANCE, AND SATISFACTORY REFERENCE CHECKS**

The Governing Board hereby **accepts 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 hereby approves 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**

15. **RECOMMENDATION: ACTION – ACCEPT THE SELECTION OF AMERICAN WRECKING INC., AS THE LOWEST RESPONSIVE BIDDER, BID #CM-01-108, ABATEMENT & DEMOLITION MULTI-DISCIPLINARY BUILDING (MIB) AND “S” BUILDING; APPROVE CONTRACT, SUBJECT TO RECEIPT OF BONDING AND INSURANCE CERTIFICATES**

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

Furthermore, the Governing Board hereby **approves 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**

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

The Governing Board hereby **ratifies 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**

17. **RECOMMENDATION: ACTION – APPROVE AGREEMENT WITH JOHNSON CONSULTING ENGINEERS IN RESPONSE TO RFP 301-08, “A” BUILDING EMERGENCY GENERATOR DESIGN SERVICES/PROP M TELECOMMUNICATION UPGRADES**

The Governing Board hereby approves 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**

18. **RECOMMENDATION: ACTION – APPROVE 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**

The Governing Board hereby approves 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**

19. **RECOMMENDATION: ACTION – APPROVE 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**

The Governing Board hereby approves 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 review 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**

20. **RECOMMENDATION: ACTION – APPROVE 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**

The Governing Board hereby approves 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**

21. **RECOMMENDATION: ACTION – APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE PALOMAR COMMUNITY COLLEGE DISTRICT AND MARINE CORPS BASE, CAMP PENDLETON, CA**

The Governing Board hereby approves 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 reviews, 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.

**22. RECOMMENDATION: ACTION – APPROVE AGREEMENT WITH VICENTI, LLOYD, STUTZMAN, LLP, FOR DISTRICT AUDIT SERVICES**

The Governing Board hereby approves 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:

<b>Maximum Cost:</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
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

**23. RECOMMENDATION: ACTION – DECLARE MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE PUBLIC SURPLUS TO CONDUCT AN AUCTION VIA WEBSITE**

The Governing Board hereby declares 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 approves items be sold at a web auction, conducted by Public Surplus, in accordance with California Education Code Section 81450(b). **EXHIBIT N-23**

**24. RECOMMENDATION: ACTION – APPROVE FIELD COURSE TO YELLOWSTONE NATIONAL PARK FOR SUMMER, 2008**

The Palomar Community College District’s 2008 **field course to Yellowstone National Park** be and is hereby 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 hereby **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**

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

The Governing Board hereby approves 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**

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

The Governing Board hereby authorizes 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**

**27. RECOMMENDATION: ACTION - APPROVE 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**

The Governing Board hereby approves 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**

**28. RECOMMENDATION: ACTION – APPROVE 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**

The Governing Board hereby approves 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**

**29. RECOMMENDATION: ACTION – EXCUSE ABSENCE OF MEMBER**

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.

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

The Governing Board of the Palomar Community College District hereby approves 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**

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board hereby approves the following agenda items for consideration at the next meeting:\_\_\_\_\_

**P. RECESS TO CLOSED SESSION**

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code §54957 et seq.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code §54957.6.
5. Public Employment, pursuant to Government Code §54957.
6. Conference with Real Property Negotiator, pursuant to Government Code §54956.8. Property APNs as follows:
  - 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

**Q. RECONVENE TO OPEN SESSION**

**R. ADJOURNMENT**

**Public Notice—Nondiscrimination:**

Palomar College does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation, color, or disability in any of its programs or activities. Palomar College is committed to providing reasonable accommodations for persons with disabilities. Upon request, this publication will be made available in alternate formats. Please contact Josie Silva, Executive Assistant to the Superintendent/Governing Board, 1140 West Mission Road, San Marcos, CA 92069, (760) 744-1150 extension 2104, 7:30 a.m. to 5:00 p.m., Monday – Friday.