



**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**DATE: TUESDAY, AUGUST 12, 2008**  
**4:00 P.M. (CLOSED SESSION) - 5:00 P.M. (OPEN SESSION)**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ESCONDIDO CENTER, ROOM ESC 506**  
**1951 EAST VALLEY PARKWAY**  
**ESCONDIDO, CALIFORNIA**

**A. CALL TO ORDER**

Board President, Darrell McMullen, called the regular meeting of the Palomar Community College District Governing Board to order at 4:04 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  
ROBERT FREDERICK, 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 – There were none.**

**C. RECESS TO CLOSED SESSION**

The Board went into Closed Session at 4:05 p.m., to discuss:

7. Public Employee Performance Evaluation, pursuant to Government Code §54957.  
Position Title: Superintendent/President
6. Conference with Real Property Negotiators, pursuant to Government Code §54956.8.  
Property: Acquisition of habitat property in north county San Diego to mitigate impacts associated with the Palomar Community College-North Education Center Project.  
  
Agency Negotiators: Bonnie Ann Dowd, James Whalen, Richard Geisler, Jennifer Chavez, Jeffrey Chine  
Negotiating Parties: District and Property Owners  
Under Negotiation: Price, terms of payment, and agreement
8. Review of claim, pursuant to Government Code §54956.95.
9. Conference with Legal Counsel - Existing Litigation, pursuant to Government Code §54956.9a. Erickson vs. Palomar Community College District
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.

**CC. RECONVENE TO OPEN SESSION**

The meeting reconvened to Open Session at 5:15 p.m. There was no reportable action taken.

**STAFF PRESENT:**

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

**GUESTS:**

Others present are listed on the sign-in sheets.

**QUORUM ESTABLISHED**

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

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

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

**E. APPROVAL OF MINUTES**

MSC Chadwick/Larson

1. The Governing Board approved the Minutes of the Regular Meeting of **July 8, 2008**.
2. The Governing Board approved the Minutes of the Special Meeting of **July 22, 2008**.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

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

Change item under **CONSENT CALENDAR J-12** as follows:

**12. RECOMMENDATION: ACTION - RATIFY NEW CLASSIFIED POSITION**

The Governing Board hereby **ratifies** the recommendation of the Superintendent/President regarding the **approval of the following new classified position**:

- a. Position: **PRINT SERVICES PRESS OPERATOR**  
Name: Vacant  
Department: Business Support Services  
Position #: 6423 New: Yes  
Remarks: ~~Funded – 50% Creative Print Services & 50% Comet Copy~~ **Salary savings from K. Dodson's former position**  
Sal Grade/Stp: **24/1** Salary: **\$3,732.57/month**  
% of Position: 100% #Mos.: 12  
Effective: August 13, 2008  
Account #s: ~~A-212200-534200-67750-0811551/50%~~  
~~A-212200-534200-67750-0811432/50%~~  
**A-212200-534200-67750-000000/100%**

**G. REPORTS & PRESENTATIONS**

**1. Acquisition of Habitat Property in North County San Diego to Mitigate Impacts Associated with the Palomar Community College District - North Education Center Project – Dr. Bonnie Ann Dowd**

Dr. Dowd introduced Mr. Jim Whalen, J. Whalen & Associates, and Paul Metcalf, Metcalf Development & Consulting, who presented information to the Board on acquisition of habitat property in North County to mitigate impacts associated with the North Education Center Project.

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

**Board President Darrell McMullen** reported on his plans to attend the Police Academy graduation, the Gala Kickoff event sponsored by the President's Associates, and the faculty plenary sessions. He expressed his thoughts about the upcoming new semester and on the current budget situation.

**HH. REPORTS OF GOVERNING BOARD TRUSTEES**

**Trustee Ruth Larson** commented on the Board's special meeting to develop goals. She also shared her personal views regarding goals, family, dreams, and vision.

**Trustee Nancy Chadwick** announced she was appointed by the Community College League of California to the Legislative Committee. The Legislative Committee is an advisory group for the League. She also announced that she has filed paperwork for re-election as a Governing Board Trustee.

**Trustee Michele Nelson** congratulated Trustee Chadwick on her appointment and said she looks forward to a very productive year.

**Trustee Mark Evilsizer** acknowledged Theo Brockett, Manager of the Escondido Center, and thanked her for her hospitality. He announced that he attended a play written by Michael Mufson and Carlos Von Son titled, *Wait a Minute, Men*. They did a wonderful job in portraying both sides of the immigration issue. Trustee Evilsizer also attended the National Institute for the Education

of Parents, which is a program administered by Anne Stadler, Director of EOP&S/CARE. who does a wonderful job in reaching out to the community. The Consulate General of Mexico was present with three other representatives. This is an acknowledgement of the value of education in that community and how important it is for these adults to continue their education, even if it is an elementary certificate or a high school certificate. Palomar College is a key in bringing these people together.

**Student Trustee Rob Frederick** said he also saw the play, *Wait a Minute, Men*. He said it made a big impact. Student Trustee Frederick reported on his attendance at the Community College League of California Student Trustee Workshop. He also reported on several events being planned for students.

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

**Superintendent/President Robert Deegan** thanked Theo Brockett and the staff at the Escondido Center for their hospitality in holding the August Governing Board meeting. He attended the New Faculty Orientation where he met twelve new colleagues. Enrollment headcount is up 7% and full time equivalency (FTE) is up 4% compared to last fall. The college is offering 200 less sections this fall as compared to last fall. President Deegan is hopeful to hear some news regarding the state budget. He received a letter from a nearby resident informing him the "P" on the "P" mountain had been vandalized. President Deegan thanked Sherry Titus, who was instrumental in gathering volunteers and repairing the "P" on the mountain. Lastly, President Deegan said he looks forward to another exciting year!

### **1. Report of Vice President for Instruction**

**Vice President Berta Cuaron** reported that seven of twelve new faculty members participated in orientation activities. The part time plenary will take place next Thursday evening and the full time faculty plenary will take place on Friday, August 22<sup>nd</sup>.

#### **a. Accreditation Self-Study Progress Report – Berta Cuaron**

Vice President Cuaron announced that the Accreditation Self-Study is moving right along. The Steering Committee met last week for four days where they reviewed draft #4 and gave feedback to the writing team leaders. Writing teams are now working on draft #5. The goal is to post draft #5 the first week of September, take planning agendas to SPC the first meeting in September for discussion, with the goal of having SPC approve the self study on October 7, and the Governing Board on November 11.

Vice President Cuaron further reported that the Learning Outcomes Steering Committee had its planning retreat on July 17. The plan was presented to the Chairs/Directors at its meeting on August 21, and at Plenary on August 22. The main focus in the fall will be on professional development workshops for faculty and working with either departments or disciplines, and encouraging them to come up with a two year plan as to how it relates to learning outcomes over the next three years.

Vice President Cuaron announced that this fall Instructional Services will be working on Policies - Chapter 4 Instruction. Dr. Mark Vernoy is driving administrative leadership and the Faculty Senate identifying those faculty leaders who will work on that process. There has been a lot of discussion on Study Abroad, BP 306. Recommendation forms have been prepared from the District's Risk Management Insurance Company that include a checklist by category that can pulled together and used as a model. Materials have been sent to Governing Board members on the Study Abroad Program with extended information and much more detailed itinerary that clearly defines instructional hours versus those hours that are non instructional when students are on their own and not a learning experience. It is a goal to get this put together in the fall and put it in place in the spring.

**2. Report of Vice President for Student Services**

**Vice President Joe Madrigal** commended the presentation of *Wait A Minute, Men!* He also commended Dr. Carlos Von Son and Michael Mufson for presenting a very controversial issue and presenting it bilingually. Vice President Madrigal reported that Vector Marketing Corporation recognized Palomar College for providing student employees in their sales of cutlery to the community. The firm presented \$1,000 to Palomar College at a reception where Sherry Titus and Marilyn Lunde accepted the donation on behalf of the District. These funds will be deposited in the Student Activities account for student events.

**3. Report of Vice President for Finance and Administrative Services**

**Vice President Bonnie Ann Dowd** updated the Board on the status of the state budget and how the District is handling the budget issue. She informed the Board that they will be adopting the final budget possibly in October, dependent upon the passage of the state budget. Dr. Dowd briefed the Board on the visit to the North Center Education Center in Fallbrook from the California Education Commission.

**4. Report of Vice President for Human Resource Services**

**Vice President John Tortarolo** thanked Mike Ellis for catching an error in the Grand Jury Report Responses, exhibit N-2. The error is on page 4, "...student trustee play a valuable role..."

<b>Resumption of REGULAR AGENDA</b>
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**J. APPROVAL OF CONSENT CALENDAR ITEMS**

**BUSINESS SERVICES**

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

MSC Chadwick/Nelson

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

Re-Encumbered				
Purchase Orders	0840671	through	0840739	\$ 273,946.18
Advertising/Increases	0860123	through	0860123	\$ 3,350.52
Agreement/Services	0870897	through	0870905	\$ 65,211.52
Agreement/Annual	0880196	through	0880197	\$ 592.80
				<b><u>\$ 343,101.02</u></b>

All purchases listed herein are made against the **2008-2009** fiscal year budget:

Purchase Orders	0940000	through	0940019	\$ 286,097.23
Advertising/Increases	0960000	through	0960000	\$ 195.00
Employment Ads	0965000	through	0965000	\$ 20,000.00
Agreement/Services	0970000	through	0970006	\$ 1,177,305.44
Repairs	0975000	through	0975007	\$ 19,026.60
Agreement/Annual	0980000	through	0980004	\$ 20,608.73
Utilities	0995000	through	0995021	\$ 251,252.00
Library Orders	0925000	through	0925001	\$ 12,300.00
Procurement Card	Time Period: 06/23/08 – 07/22/08			\$ 137,914.75
				<b><u>\$ 1,924,699.75</u></b>

**EXHIBIT J-1**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**FISCAL SERVICES**

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

MSC Chadwick/Nelson

The Governing Board approved the **California Community Colleges Quarterly Financial Status Report (CCFS-311Q)** for quarter ending June 30, 2008. **EXHIBIT J-2**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

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

MSC Chadwick/Nelson

The Governing Board approved the **Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments** as of June 30, 2008. **EXHIBIT J-3**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**PERSONNEL**

**4. APPROVED REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES**

MSC Chadwick/Nelson

The Governing Board approved **reimbursement** of **travel expenses** for an interview for the following candidate:

- a. **LESLEY E. BLANKENSHIP-WILLIAMS**  
For: Airfare, hotel, rental car, fuel, parking, and meals  
To Attend: Second-level interview for the position of Assistant Professor, Biology  
Location: Seattle, WA, to San Marcos, CA  
Date: April 17, 2008  
Amount: \$576.22  
Account #: 575400-11-611100-66600-10-2008-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**5. RATIFIED CORRECTIONS TO ACADEMIC CONTRACTS**

MSC Chadwick/Nelson

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

- 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: Increased salary grade and step due to verification of education and teaching experience.  
Sal Rng/Stp: **D/8** Salary: **\$7,375.41/month**  
% of Position: 100% #Mos: 10  
Effective: August 22, 2008  
Account #: A-111000-348200-12300-0000000/100%
- b. Name: **MARLENE G. FORNEY**  
Position: Librarian/Assistant Professor  
Department: Library  
Degrees: A.M.L.S., Library Science  
B.A., French  
Position #: 5033 New: Yes  
Remarks: Increased salary step due to verification of related occupational experience.  
Sal Rng/Stp: **C/8** Salary: **\$7,116.13/month**  
% of Position: 100% #Mos: 10  
Effective: August 22, 2008  
Account #: A-125000-317100-61200-0000000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**6. RATIFIED ASSIGNED TIME TO ACADEMIC CONTRACTS**

MSC Chadwick/Nelson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **assigned time and monthly stipends** for faculty for the 2008-2009 Academic Year:

<b>Name</b>	<b>Assignment/Department</b>	<b>Assigned Time</b>	<b>Monthly Stipend</b>
Bertram, Steven	Chair, Trade and Industry	40%	\$537.28
Boyajian, David	Chair, Chemistry	40%	\$537.28
Cater, Judy	Chair, Library	60%*	\$586.12
Cecere, Rosemarie Lisa	Chair, Communications	40%	\$537.28
Chen, Lihe	Chair, English as a Second Language	60%	\$586.12
Dixon, Patricia	Chair, American Indian Studies	20%	\$488.44
Eckhart, Judith	Chair, Nursing Education	80%	\$634.97
Evans, Martha	Chair, Foreign Languages	60%	\$586.12
Ferges, Ralph	Chair, Life Sciences	60%	\$586.12
Forney, Craig	Chair, Multicultural Studies	20%	\$488.44
Galli, Nancy	Chair, Design and Consumer Education	40%	\$537.28
Gordon, Sherry	Chair, Business Administration	60%	\$586.12
Hernandez, Timothy	Chair, Counseling Services	80%*	\$634.97
Humphrey, Terry	Chair, Behavioral Sciences	80%	\$634.97
Johnson, Christopher	Chair, Economics, History & Political Science	60%	\$586.12
Levy, Stanley	Director, Reading Services	20%	\$488.44
Lowry, Christopher	Chair, Speech Communications/ Forensics/ASL	40%	\$537.28
McDonough, Bruce	Chair, Cooperative Education	20%	\$488.44
Mufson, Michael	Co-Chair, Performing Arts	40% of 60%	\$390.75
Nakajima, Takashi	Chair, Physics and Engineering	20%	\$488.44
Payn, Lillian	Chair, Graphic Communications	20%	\$488.44
Rudy, Denise	Director, Dental Assisting Program	40%	\$537.28
Sasse, Robert	Chair, Child Development	20%	\$488.44
Schultz, Jay	Chair, Art	60%	\$586.12
Spear, Steven	Chair, Earth, Space and Aviation Sciences	60%*	\$586.12
Stegman, Richard	Chair, Computer Science and Information Systems	60%	\$586.12
Vetter, Robert	Chair, Physical Education	60%	\$586.12
Weller, Ellen	Co-Chair, Performing Arts	20% of 60%	\$195.37
Wiestling, Jay	Chair, Mathematics	80%	\$634.97
Workman, Deborah	Director, Emergency Medical Education	80%	\$634.97
Zolliker, Susan	Chair, English	80%	\$634.97

Name	Assignment	Assigned Time
Brannick, Monika	President, Faculty Senate	50%
Brannick, Monika	Curriculum Committee Co-Chair	40%
Crossen, Jon	Wellness Fitness Center Coordinator	25%
Davis, Haydn	Academic Technology Resources Coordinator	60%
De Barros, Philip	Archaeology Program Coordinator	20%
Drinan, Mary Ann	Tenure and Evaluations Review Board Coordinator	80%
Fernandez, Jose	Learning Outcomes Council, Steering Committee Member	20%
Furch, Martha	Learning Outcomes Council Co-Chair	40%
Furch, Martha	English as a Second Language Computer Lab Coordinator	27%
Gach, Peter	Artist in Residence – President's Association	40%
Gowen, Brent	Accreditation Self-Study Co-Chair	40%
Hishmeh, Richard	Faculty Senate Secretary	20%
Huskey, Karan	Transfer Center Director	60%
Japtok, Martin	Professional Development Coordinator	60%
Lienhart, Shannon	Co-President, Palomar Faculty Federation	60%
Martin-Klement, Leah Jackie	Palomar Faculty Federation, Treasurer	15%
Miller, Maria	Alcohol & Other Drug Studies Program Director	20%
Mufson, Michael	Palomar Faculty Federation, Public Relations Director	20%
Mufson, Michael	Theatre Technical Director	20%
O'Brien, Patrick	Faculty Senate Chair of Committee on Committees	20%
O'Doherty, Fergal	Basic Skills Initiative Coordinator	80%**
Pistone, Joseph	Palomar Faculty Federation, Webmaster	25%
Sosa, Gary	Basic Skills Initiative Coordinator	80%**
Studinka, Diane	Liaison to the Children's Center	20%
Towfiq, Fariheh	Vice President, Faculty Senate	20%
Towfiq, Fariheh	Math Center Director	40%
Versaci, Rocco	Palomar Faculty Federation, Chief Grievance Officer/Chief Negotiator	20%/50%
Von Son, Carlos	Co-President, Palomar Faculty Federation	10%
Wilson, Judy	Learning Outcomes Council, Steering Committee Member	20%
Zacharias, Gary	Director, English Lab	25%

\*Increase in assigned time

\*\*New PFF assigned time

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **RATIFIED TEMPORARY ACADEMIC EMPLOYEE CONTRACTS FOR LOAD AVERAGING**

MSC Chadwick/Nelson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the following **two-semester temporary academic employee contracts for load averaging purposes:**

- a.     **Name:**            **Celli Herman**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:     Art  
          Division:        Arts, Media, Business & Computing Systems  
          % Load:         FA 2008 67%, SP 2009 33%, Annual Average 50%  
          Effective:       8/21/08
  
- b.     **Name:**            **Chris Polentz**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:     Art  
          Division:        Arts, Media, Business & Computing Systems  
          % Load:         FA 2008 67%, SP 2009 33%, Annual Average 50%  
          Effective:       8/21/08
  
- c.     **Name:**            **Michael Gilkey**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:     Business Administration Department  
          Division:        Arts, Media, Business & Computing Systems  
          % Load:         FA 2008 66%, SP 2009 0%, Annual Average 33%  
          Effective:       8/21/08
  
- d.     **Name:**            **Lawrence Krupinski**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:     Business Administration Department  
          Division:        Arts, Media, Business & Computing Systems  
          % Load:         FA 2008 66%, SP 2009 40%, Annual Average 53%  
          Effective:       8/21/08
  
- e.     **Name:**            **Andrew Potts**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:     Business Administration Department  
          Division:        Arts, Media, Business & Computing Systems  
          % Load:         FA 2008 66%, SP 2009 40%, Annual Average 53%  
          Effective:       8/21/08

- f.     **Name:**            **Ron M. Lycan**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Computer Sciences/Information Services  
Division:            Arts, Media, Business & Computing Systems  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- g.     **Name:**            **Brian M. Michaelson**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Computer Sciences/Information Services  
Division:            Arts, Media, Business & Computing Systems  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- h.     **Name:**            **Rebecca S. Ahn**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 33%, SP 2009 67%, Annual Average 50%  
Effective:           8/21/08
- i.     **Name:**            **Manuel Cortes Rangel**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- j.     **Name:**            **Daniela Juri**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- k.     **Name:**            **Kenneth Levin**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 53%, Annual Average 60%  
Effective:           8/21/08
- l.     **Name:**            **Paulino Mendoza**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- m.     **Name:**            **Joseph Mersch**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:         Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08

- n.     **Name:**            **Jesus Miguel Saldana**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- o.     **Name:**            **Provvidenza Scaduto**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- p.     **Name:**            **Pin-Hsuan Sung**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- q.     **Name:**            **Fumiko Tachibana**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 53%, Annual Average 60%  
Effective:           8/21/08
- r.     **Name:**            **Hiroko Takagi**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- s.     **Name:**            **Martha Velasco**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 33%, SP 2009 67%, Annual Average 50%  
Effective:           8/21/08
- t.     **Name:**            **Carlos Von Son**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08
- u.     **Name:**            **Daphne Wu**  
Position:            Temporary Teacher Pursuant to Ed. Code 87482.5  
Department:        Foreign Languages  
Division:            Languages & Literature  
% Load:            FA 2008 67%, SP 2009 33%, Annual Average 50%  
Effective:           8/21/08

- v.     **Name:**            **Miguel Zapata**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:    Foreign Languages  
          Division:        Languages & Literature  
          % Load:         FA 2008 67%, SP 2009 33%, Annual Average 50%  
          Effective:       8/21/08
  
- w.     **Name:**            **Brian Boynton**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:    Physical Education  
          Division:        Social & Behavioral Sciences Division  
          % Load:         FA 2008 65%, SP 2009 30%, Annual Average 47.5%  
          Effective:       8/21/08
  
- x.     **Name:**            **Tyler Hayden**  
          Position:        Temporary Teacher Pursuant to Ed. Code 87482.5  
          Department:    Physical Education  
          Division:        Social & Behavioral Sciences Division  
          % Load:         FA 2008 65%, SP 2009 35%, Annual Average 50%  
          Effective:       8/21/08

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**8.     GRANTED EQUIVALENCY FOR DISCIPLINE**

MSC Chadwick/Nelson

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

- a.     Perry A. Brown         Apprenticeship – Electrical
- b.     Brian S. Canfield      Stained Glass
- c.     Henry L'Esperance     Chicano Studies
- d.     Joseph E. Lepore       Apprenticeship – Electrical
- e.     John M. LeVey          Construction Inspection
- f.     Christopher D. Sheets   Graphic Communications
- g.     Stephen W. Waddell     Apprenticeship – Electrical

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**9.     RATIFIED PART-TIME FACULTY EMPLOYMENT**

MSC Chadwick/Nelson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **employment of the following part-time faculty**, at the hourly rates indicated for 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:

**FALL 2008**

<b>ART</b>		
Canfield, Brian S.	Stained Glass	\$51.30
	B.A., Liberal Studies	
	Eminence in the Field	

**BUSINESS ADMINISTRATION**

McAdams, Pia R.	Accounting M.B.A., Accounting	\$52.55
Martinez, Jose A.	Accounting M.A., Business Administration B.A., Accounting	\$52.55
Spencer, James	Business J.D., Law B.A., Business Administration	\$55.80

**COMMUNICATIONS**

Wagner, Daniel L.	Radio & Television B.S., Television, Film, & New Media (Production) 2+ Years Experience	\$51.30
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**EMERGENCY MEDICAL EDUCATION**

Buono, Colleen	Emergency Medical Education M.D., Medicine	\$52.55
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**ENGLISH**

Beswick, Leslie J.	English M.A., English B.A., Arts & Sciences	\$52.55
Gui, Dean A.	English M.A., English B.A., English	\$54.30

**GRAPHIC COMMUNICATIONS**

Sheets, Christopher D.	Multimedia & Web Eminence in the Field	\$51.30
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**MATHEMATICS**

Harland, John R.	Mathematics Ph.D., Mathematics	\$55.80
Kellgren, Gary M.	Mathematics M.S., Math B.S., Mathematics	\$52.55
Mohanty, Yana Z.	Mathematics Ph.D., Mathematics	\$55.80
Navo, Chris C.	Mathematics M.A., Mathematics B.S., Mathematics	\$52.55

**MULTICULTURAL STUDIES**

L'Esperance, Henry	Chicano Studies B.A., Philosophy Eminence in the Field	\$51.30
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**NURSING EDUCATION**

Frazier, Linda M.	Clinical Nursing B.S., Nursing	\$51.30
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2+ Years Experience

Houten, Juliane V.	Nursing M.S., Nursing B.S., Nursing A.A., Nursing	\$52.55
Stanton, Sean C.	Nursing M.S., Nursing B.S., Nursing A.A., Nursing	\$52.55
Todicheeney, Rydell L.	Nursing M.S., Nursing M.B.A., Health Care Management B.S., Nursing	\$55.80

**OCCUPATIONAL & NONCREDIT PROGRAMS**

Brown, Perry	Apprenticeship – Electrical Eminence in the Field 13+ Years Experience Coursework	Paid by sponsor: San Diego Electrical Training Trust
Crist, Chuck A.	Public Works Management B.A., Public Administration A.A., Horticulture - Landscape Management 2+ Years Experience	\$51.30
Lepore, Joseph E.	Apprenticeship – Electrical Eminence in the Field Journeyman Certificate 23+ Years Experience Coursework	Paid by sponsor: San Diego Electrical Training Trust
LeVey, John M.	Construction Inspection Eminence in the Field	\$51.30
Waddell, Stephen W.	Apprenticeship – Electrical Eminence in the Field Journeyman Certificate 7+ Years Experience Coursework	Paid by sponsor: San Diego Electrical Training Trust
Williamson, Harry C.	Water Technology Education A.A., General Studies 6+ Years Experience Certificate: Water Technology Education	\$51.30

**PUBLIC SAFETY PROGRAMS**

O’Deane, Matthew D.	Administration of Justice Ph.D., Public Policy M.A., Public Administration B.A., Criminal Justice	\$55.80
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**REGIONAL OCCUPATIONAL PROGRAMS**

Hernandez, Tina L.	Culinary Arts (Patisserie & Baking) M.A., Home Economics B.S., Home Economics	\$52.55
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10. **RATIFIED LEAVES OF ABSENCE**

MSC Chadwick/Nelson

- a. The Governing Board ratified the recommendation of the Superintendent/President granting a **15% Personal Leave of Absence without pay and with no effect on benefits**, effective August 25, 2008, through December 17, 2008, to **Gregory Baker**, Instructional Support Assistant IV, Communications, to teach.
- b. The Governing Board ratified the recommendation of the Superintendent/President granting a **17.5% Personal Leave of Absence without pay and with no effect on benefits**, effective August 25, 2008, through December 20, 2008, to **James E. Cooper**, Instructional Support Assistant III, Performing Arts, to teach.
- c. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Military Leave of Absence with pay and with no effect on benefits**, effective July 14, 2008, through July 27, 2008, to **Christopher W. Dillard**, Police Officer I, Palomar College Police Department.
- d. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Military Leave of Absence with pay and with no effect on benefits**, effective June 9, 2008, through June 27, 2008, to **Michael M. Harun**, Police Officer I, Palomar College Police Department.
- e. The Governing Board ratified the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective August 26, 2008, through December 16, 2008, to **Fleecia D. Heise**, Athletic Trainer, Athletics, to teach.
- f. The Governing Board ratified the recommendation of the Superintendent/President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective July 1, 2008, for a maximum of 480 hours, to **Lisa A. Hornsby**, Administrative Assistant, Human Resource Services.
- g. The Governing Board ratified the recommendation of the Superintendent/President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective July 1, 2008, for a maximum of 480 hours, to **Janeen Y. Johnson-Foster**, GEAR UP Program Research Specialist, Grant Funded Student Support Programs/GEAR UP.
- h. The Governing Board ratified the recommendation of the Superintendent/President granting a **12.5% Personal Leave of Absence without pay and with no effect on benefits**, effective August 25, 2008, through December 20, 2008, to **Mark G. Lee**, Audio Production Coordinator, Performing Arts, to teach.
- i. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective July 21, 2008, through September 15, 2008, to **Melissa E. G. Lopez**, Academic Department Assistant, Physical Education.
- j. The Governing Board ratified the recommendation of the Superintendent/President granting a **100% Personal Leave of Absence without pay and without benefits**, effective July 1, 2008, through June 30, 2009, to **Shiela S. Musser**, American Sign Language/English Interpreter, Disability Resource Center.

- k. The Governing Board ratified the recommendation of the Superintendent/ President granting a **100% Family Medical Leave of Absence with no effect on benefits**, effective July 2, 2008, through July 20, 2008, to **Lucy E. Nelson**, Benefits Specialist, Human Resource Services.
- l. The Governing Board ratified the recommendation of the Superintendent/ President granting a **40% Personal Leave of Absence without pay and with no effect on benefits**, effective September 1, 2008, through June 30, 2009, to **José L. Ramírez**, Non-credit Matriculation Assistant, English as a Second Language.
- m. The Governing Board ratified the recommendation of the Superintendent/ President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective July 1, 2008 for a maximum of 480 hours, to **Adriana Sanchez Velazco**, Enrollment Services Specialist, Enrollment Services.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**11. RATIFIED NEW CONFIDENTIAL AND SUPERVISORY TEAM POSITION**

MSC Chadwick/Nelson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the approval of the following **new Confidential and Supervisory Team position**:

- a. Position: **PROPOSITION M CONSTRUCTION PROJECT MANAGER**  
Name: Vacant  
Department: Facilities  
Position #: 6424  
Remarks: Funded – Proposition M bond funds. Position to exist through the duration of Prop M funding.  
Sal Grade/Stp: **50/1** Salary: **\$5,045.47/month**  
% of Position: 100% #Mos: 12  
Effective: August 13, 2008  
Account #: Y-212100-711910-67900-2071000/100%

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**12. Pulled from Consent Calendar**

**13. APPROVED PERSONNEL ACTIONS/HISTORY**

MSC Chadwick/Nelson

The Governing Board approved the **Personnel Actions/History** report, which included hires and pay rate changes for **student employees** for the month of **July, 2008, and short-term employees** for the month of **August, 2008. EXHIBIT J-13**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

14. **RATIFIED RESIGNATIONS**

MSC Chadwick/Nelson

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

- a. **Julia E. Coon**, GEAR UP Outreach Coordinator, Grant Funded Student Support Programs/GEAR UP, effective July 24, 2008 (last day of employment July 23, 2008).
- b. **Eric Locricchio**, Custodian II, Facilities/Custodial Services, effective June 25, 2008 (last day of employment June 24, 2008).
- c. **Gilberto Ontiveros-Villanueva**, Community Service Officer, Palomar College Police Department, effective July 8, 2008 (last day of employment July 7, 2008).
- d. **Tina M. Riley**, Fiscal Specialist, Educational Television, effective July 19, 2008 (last day of employment July 18, 2008).
- e. **Julie Q. Snowdy**, Financial Assistance Specialist, Financial Aid, Veterans' & Scholarship Services, effective August 12, 2008 (last day of employment August 11, 2008).

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

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

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

Employee Name: **Melinda Finn**  
Position: Photographer/Communications Specialist  
Department: Communications/Marketing  
Course of Study: Job Related

Employee Name: **Meei-chun Gau**  
Position: Academic Department Assistant  
Department: Graphic Communications Department  
Course of Study: Job Related

Employee Name: **Daniel G. Jani**  
Position: Information Services Technician  
Department: Information Services  
Course of Study: Job Related

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

Employee Name: **Kimberly M. Loya**  
Position: Academic Department Assistant  
Department: Performing Arts Department  
Course of Study: Job Related



2. **INFORMATION**

**Report of the Palomar Faculty Federation**

Shannon Lienhart, PFF Co-President, expressed her concerns with the Palomar College Foundation master agreement that is on the agenda tonight. She urged the Foundation to review and revise the agreement. Ms. Lienhart also shared her concerns with an item on the agenda regarding giving approval to the Director of Fiscal Services to sign purchase orders. She expressed her thoughts on the reorganization of Fiscal Services and Business Services, stating that reorganizations should go through the governance process.

3. **INFORMATION**

**Report of the Administrative Association**

Laura Gropen, President of the Administrative Association, reported that the Executive Council met during the summer to work on its handbook, which they hope to complete by December. The Council is also working on an Executive Council Handbook for reference by new executive officers.

4. **INFORMATION**

**Report of the Confidential and Supervisory Team**

Leigh Hoffman, CAST President, expressed his concern with the lack of communication in terms of notifying constituent group leaders when positions are deleted from their particular group.

5. **INFORMATION**

**Report of the CCE/AFT**

Neill Kovrig, CCE President, gave the following report: *(verbatim)*

*The state of affairs between the CCE and the District has reached another fork in the road. Specifically, we have found it necessary to declare a formal impasse through the Public Employees' Relations Board (PERB) to resolve an outstanding negotiations issue. Additionally, we have just learned this afternoon that PERB will be forwarding the item to mediation services for further processing. It is our hope that we will finally reach resolution with this outstanding item in this manner.*

*However, it is also necessary for us to bring to the Board's attention an issue, mentioned by Shannon, which is vital to the support of campus-wide morale – the issue of shared governance. Recently we became aware of a departmental change in Administrative Services which we, the CCE, and others agree should at the very least have been subject to input from SPC. SPC was not, however, informed, nor were any of the constituency leaders. Instead, this item was passed off as an "operation decision," a phrase which is bandied about more and more frequently as the campus atmosphere declines. This is, and very well should be, an exciting time for the College – we have construction ongoing, untold growth, and a new respect amongst our constituency leaders. What we don't have is a collegial atmosphere, where our input is respected and considered with due concern. District leadership claims that they do respect us – however, that apparently does not mean valuing our concerns, which are in the best interests of the District as a whole.*

*Moreover, there is a sense within this specific issue that the integrity of my Union is being targeted. Three members of my Executive Council are directly impacted by this*

*“operational” change. There is strong sentiment, despite protests to the contrary, that the District is engaging in union-busting techniques. We are not comforted by the fact that we have a pending Unfair Labor Practice charge, grievances, an Impasse, members of a duly-charged and appointed steering committee resigning for reasons well-known to the District, and generally contentious relations with District leadership.*

*We call on the District, then, to chart a new course – one which includes a return to the principles of Shared Governance which have seen us through so many other difficulties. We have been told that we don’t understand the Shared Governance process. I believe the contrary – we understand it in the spirit in which it was instituted: to provide a place for all groups to share their input on issues of common concern to all seven constituencies.*

*As a former interim vice-president once noted, “we are reasonable people,” and we are trying to continue to be so. However, actions speak louder than words, and the District’s present actions are not supported by the words coming from its leadership.*

At this time, Vice President John Tortarolo commented the CCE handbook was on hold because CCE had concerns with the handbook. He also said there have been numerous long and fruitful negotiation sessions with CCE this year, but there comes a point from time to time the parties do disagree. That’s what the mediation process is for and works with the parties to help resolve the issues. The District looks forward working with the mediator and the CCE. Vice President Tortarolo also commented on the Unfair Labor Practice charge that CCE filed against the District.

Vice President Dowd clarified the decision to reorganize and make operational changes to Business Services and Fiscal Services.

6. **INFORMATION**

**Report of the Associated Student Government**

Rob Frederick, Student Trustee, reported on several events ASG is sponsoring for students this semester. The ASG retreat will be held on August 15-16, which is an educational opportunity for incoming senators as well as old senators. He announced two new senators: Armando Telles and Eric Giron.

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

**N. NEW BUSINESS**

**1. APPROVED RESOLUTION AUTHORIZING THE ACQUISITION OF HABITAT PROPERTY IN NORTH COUNTY SAN DIEGO TO MITIGATE IMPACTS ASSOCIATED WITH THE PALOMAR COMMUNITY COLLEGE-NORTH EDUCATION CENTER PROJECT**

MSC Chadwick/Larson

**RESOLUTION NO. 09-20976**

**WHEREAS**, the Palomar Community College District (“District”) intends to construct the North Education Center campus (“Project”) on property it owns in the northern part of the District near the community of Fallbrook, San Diego County, California; and

**WHEREAS**, development of the Project will impact sensitive biological resources; and

**WHEREAS**, the District is required to mitigate such impacts by acquiring habitat in an offsite mitigation area (“Mitigation Requirement”); and

**WHEREAS**, if the District determines the site to be suitable for its purposes, the District desires to acquire a conservation easement (“Conservation Easement”) over 89.18 acres of property in the San Pasqual Valley area of the County of San Diego to satisfy a portion of the Mitigation Requirement; and

**WHEREAS**, Bonnie Ann Dowd, Ed. D, MBA, CMA, Assistant Superintendent/Vice President, Finance and Administrative Services (“Dr. Dowd”), entered into an agreement to acquire the Conservation Easement on behalf of the District on July 30, 2008 (“Agreement”), which Agreement may be terminated, without penalty, on or before September 26, 2008; and

**WHEREAS**, the District finds that the purchase price of \$2,949,900 represents the fair market value for the Conservation Easement.

**NOW, THEREFORE, THE GOVERNING BOARD OF THE PALOMAR COMMUNITY COLLEGE DISTRICT FINDS, DECLARES, AND RESOLVES AS FOLLOWS:**

1. The District, provided that all conditions of the Agreement are satisfied and the Conservation Easement is determined to satisfy the Mitigation Requirement, authorized the acquisition of the Conservation Easement for the price of \$2,949,900; and
2. The District further authorized Dr. Dowd, or her designee, to implement the Agreement, execute any and all documents necessary to fulfill the land acquisition described above, and any other documents necessary to implement this resolution.

The foregoing Resolution was adopted by the Governing Board of Palomar Community College District at a meeting of the Board on **August 12, 2008**, by the following vote:

AYES: 5  
NOES: 0  
ABSENT: 0  
ABSTAIN: 0

---

Darrell L. McMullen  
President of the Board  
Palomar Community College District  
Governing Board

Attest:

\_\_\_\_\_  
Nancy C. Chadwick, Secretary of the Board  
Palomar Community College District Governing Board

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

2. **APPROVED DISTRICT RESPONSE TO GRAND JURY REPORT DATED MAY 22, 2008, ON COMMUNITY COLLEGE ETHICS, AND DIRECT SUPERINTENDENT/ PRESIDENT TO RESPOND TO GRAND JURY REPORT**

MSC Chadwick/Nelson

The Governing Board approved the Response to the San Diego County Grand Jury report on community college ethics dated May 22, 2008, and directed the Superintendent/ President to respond to the Grand Jury report. **EXHIBIT N-2**

Vice President Tortarolo said there was a typo on page 4. The report will be edited and submitted.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

3. **POSTPONED ACTION: APPROVE AGREEMENT BETWEEN DISTRICT AND PALOMAR COLLEGE FOUNDATION**

The Governing Board hereby approves the **Master Agreement** by and between the Palomar Community College District and the **Palomar College Foundation**. **EXHIBIT N-3**

It was MSC Chadwick/Nelson to **POSTPONE ACTION** on this item until the September or October Governing Board meeting, giving ample time to revise the language on the agreement.

Discussion ensued with Board members expressing their concerns with the language on several sections of the agreement. Foundation Director, Richard Talmo, said he will take the recommendations to the Foundation.

The Vote was unanimous to postpone action.  
Student Trustee Advisory Vote: Aye

4. **APPROVED MODIFICATIONS TO APPENDIX F OF THE CONTRACT BETWEEN THE DISTRICT AND PALOMAR FACULTY FEDERATION**

MSC Chadwick/Nelson

The Governing Board approved changes to Appendix F of the contract between the District and Palomar Faculty Federation as mutually agreed to in MOUs dated May 14, 2008, and July 29, 2008, with regard to:

- Establishing Reassigned Time for Basic Skills Initiative Coordinator(s)
- Establishing New Head Cheer Coach.

Memoranda of Understanding and modified Appendix F contained in **EXHIBIT N-4**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

5. **EXCUSED ABSENCE OF TRUSTEE**

MSC Chadwick/Larson

In accordance with Section 72425(c) of the California Education Code, the Governing Board found that the absence of **Trustee Darrell McMullen** from the Special Meeting of the Governing Board held **July 22, 2008**, is **excused** due to personal necessity.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

6. **SCHEDULED GOVERNING BOARD WORKSHOP**

MSC Chadwick/Larson

The Governing Board scheduled a **special meeting** on **August 26, 2008, at 4:00 p.m.**, in the President's conference room, to finalize 2008-09 Board Goals.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

7. **REJECTED BID OF JACKSON & BLANC, ON BID #111-08 - INSTALLATION OF AIR CLEANERS/TRADES & INDUSTRY (T-9)**

MSC Chadwick/Larson

The Governing Board **rejects** the sole bid received on July 1, 2008, by Jackson & Blanc, in the amount of **\$47,490.00**, for the installation of air cleaners in Room T-9, Trades & Industry. The bid exceeded available funds for the project.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

8. **APPROVED CHILD DEVELOPMENT SERVICES CONTRACT CPRE-8323 GENERAL CHILD CARE & DEVELOPMENT PROGRAM PROJECT #37-6827-00-8; ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

MSC Chadwick/Larson

**RESOLUTION NO. 09-20977**

The Governing Board **approved Child Development Services Contract #CPRE-8323 – General Child Care Development Program, Project #37-6827-00-8**, between California Department of Education and Palomar Community College District, effective July 1, 2008, through June 30, 2009. The Governing Board **ACCEPTED funding** in the amount of \$259,974.00, and authorized Dr. Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director of Business Services, to **sign contract** documents of the California Department of Education – Child Development Services.  
**EXHIBIT N-8**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

9. **DECLARED EQUIPMENT FROM THE BORREGO SPRINGS EDUCATION CENTER SURPLUS AND APPROVED DONATION TO COLLEGE OF BORREGO FOUNDATION**

MSC Larson/Chadwick

The Governing Board **declared** one (1) Dell Computer, Inventory Number 11347, and related equipment as surplus, and **no longer needed for District** use by the Borrego Springs Education Center. The Governing Board by a unanimous vote approved **the computer to be donated** to College of Borrego Foundation, pursuant to California Education Code Section 81452(b). (**Unanimous consent required**). **EXHIBIT N-9**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

10. **ACCEPTED AS FINAL AND COMPLETE, BID NO. 110-08 ASBESTOS REMOVAL PROJECT; AUTHORIZE RELEASE OF RETENTION TO AKS ENTERPRISES, DBA: DESIGN FOR HEALTH ENVIRONMENTAL SERVICES, IN THIRTY-FIVE DAYS AND RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

MSC Chadwick/Nelson

The Governing Board **accepted the Asbestos Removal project** (Bid 110-08) awarded to AKS Enterprises, dba: Design for Health Environmental Services (hereinafter DHES), on May 13, 2008, as complete and final; and the **Superintendent/President** is **authorized to execute and file the Notice of Completion** including execution of the verification as Secretary to the Governing Board. The total amount of this contract is **\$16,875.00**, and all money due and owing to DHES, with the exception of the ten (10%) retention, shall be paid, and following the expiration of thirty-five (35) calendar days from the date this resolution is recorded, the retention shall be paid to DHES, provided no liens are filed within this period. The bid security posted by DHES shall be returned and all bonds shall be released, within the time and in the manner as provided by law.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

11. **ACCEPTED AS FINAL & COMPLETE, BID NO. 104-08 FLOOR COVERING REPLACEMENT PROJECT; AUTHORIZE RELEASE OF RETENTION TO PRO INSTALLATIONS, INC., DBA: PROSPECTRA CONTRACT FLOORING, IN THIRTY-FIVE DAYS AND RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

MSC Chadwick/Larson

The Governing Board **accepted the Floor Covering Replacement Project** (Bid 104-08) awarded to Pro Installations, Inc., dba: Pro Spectra Contract Flooring (hereinafter Pro Installations, Inc.), on May 13, 2008, as complete and final; and the Superintendent/President is authorized to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The total amount of this contract is **\$71,927.10**, and all money due and owing to Pro Installations, Inc., with the exception of the ten (10%) retention, shall be paid, and following the expiration of thirty-five (35) calendar days from the date this resolution is recorded, the retention shall be paid to Pro Installations, Inc., provided no liens are filed within this period. The bid security posted by Pro Installations, Inc., shall be returned and all bonds shall be released, within the time and in the manner as provided by law.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

12. **ACCEPTED AND APPROVED CHANGE ORDER #1A PROP M PARKING LOT IMPROVEMENTS: LOT 12 EASTSIDE RENOVATIONS AND #1B FOR THE PROP M PARKING LOT IMPROVEMENTS: SOCCER FIELD PARKING LOT**

MSC Larson/Nelson

**RESOLUTION NO. 09-20978**

The Governing Board accepted and approved **Change Order #1A** in the amount of **\$48,668.29** and **Change Order #1B** in the amount of **\$2,394.23** pertaining to the Prop M Parking Lot Improvements: Lot 12 Eastside Renovations & Soccer Field Parking; original contract approved by the Governing Board on July 8, 2008, as detailed on the accompanying memorandum in support hereof. **EXHIBIT N-12**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

13. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #102-09 INSTALLATION OF AIR CLEANERS TRADES & INDUSTRY T-9 PROJECT**

MSC Chadwick/Nelson

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 #102-09 Installation of Air Cleaners (Trades & Industry T-9) Project. The project consists of installing two (2) industrial air cleaner units in Room T-9 to improve the air quality in the classroom.

In order for the project to be completed during the summer semester, it is necessary to **award a contract as soon as possible after the bid opening of August 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 paid from State Scheduled Maintenance funds.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

14. **APPROVED AND ACCEPT PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE MULTI-DISCIPLINARY INSTRUCTIONAL BUILDING (MIB)**

MSC Chadwick/Larson

The plans and specifications dated July 18, 2008, and prepared by the Architect & Engineering Team of LPA, Inc., RBF Consulting, and TMAD, for the design and construction of the Multi-Disciplinary Instructional Building (hereinafter called the "MIB"), located on the San Marcos campus of the Palomar Community College District, be and are approved and accepted by the Palomar Community College District and the work of construction and detailed therein shall be completed in accordance therewith.

The Governing Board authorized Robert P. Deegan, Superintendent/President of the Palomar Community College District, to execute the approval of plans and specifications, and all revisions for the MIB on behalf of the Palomar Community College District as evidence of the approval and acceptance thereof by the Governing Board of the District.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

15. **APPROVED STUDY ABROAD PROGRAM TO CUZCO, PERU, FALL 2008**

MSC Larson/Chadwick

The Governing Board approved the **Study Abroad Program** for the purpose of allowing the District's Foreign Languages Department to conduct a Spanish studies field course to Cuzco, Peru, from December 26, 2008, to January 18, 2009. Students at all levels of Spanish proficiency will participate in classroom instruction and cultural excursions. An agreement between the **Palomar Community College District and Amauta Spanish School, Cuzco, Peru**, was approved on May 13, 2008

There are no travel warnings or travel alerts for Peru or Spain on the website of the U.S. Department of State, Bureau of Consumer Affairs. **EXHIBIT N-15**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

16. **AUTHORIZED ADDITIONAL PERSON TO SIGN PURCHASE ORDERS FOR FISCAL YEAR 2008-2009**

MSC Larson/Nelson

The Governing Board of the Palomar Community College District authorized Phyllis Laderman, Director of Fiscal Services, to sign purchase orders on behalf of the District for fiscal year 2008-2009, pursuant to California Education Code Sections 81655-81656.

A member of the public expressed her concerns regarding the duties of the Director of Fiscal Services.

Discussion followed with numerous individuals expressing concerns with the delegation of duties to the position of Director of Fiscal Services. Vice President Dowd assured the Board the action is in the best interest of the District and an operational matter.

The Vote: 3 Ayes (Larson, McMullen, Nelson) 2 Noes (Chadwick, Evilsizer)  
Student Trustee Advisory Vote: Nay

17. **ACCEPTED AS COMPLETE THE INITIAL DELIVERY AND INSTALLATION OF THE 16 MODULAR BUILDINGS TO BE USED FOR "SWING SPACE"; AUTHORIZE RELEASE OF RETENTION**

MSC Chadwick/Nelson

The Governing Board ACCEPTED as **complete the Initial Delivery and Installation** of the 16 Modular Buildings, in accordance with the "Agreement for Lease of 16 Modular Buildings" entered into by the District on May 13, 2008, and ratified by the Governing Board on June 10, 2008, to Mobile Modular Management Corporation (the "Contractor"), 11450 Mission Boulevard, Mira Loma, CA.

The total value over the life of the **3-year Agreement totals \$568,267.00**. The cost of the "initial delivery and installation" of the leased units per the Agreement totals \$58,650.00 and was subject to retention; all money due and owing to the Contractor for said initial delivery and installation of the leased units, including the ten percent (10%) retention, shall be paid within sixty (60) days after the date of the acceptance by the Board of the completion of said work.

The District's Construction Manager, Mr. Chris Miller, notified the Purchasing/Business Services Office on July 29, 2008, that the initial delivery and installation of the 16 modular buildings had been successfully completed. Funding for the lease agreements for the 16 modular buildings is from Proposition M Funds.

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

18. **RATIFIED CONTRACT WITH CREEL PRINTING COMPANY FOR AWARD OF BID #B-8010 FOR PRINTING AND DISTRIBUTION OF VENTURE SCHEDULES**

MSC Chadwick/Larson

The Governing Board ratified the contract between the District and Creel Printing Company for award of Bid #B-8010 for **Printing and Distribution of Venture Schedules**, as follows:

<b>Awarded Vendor</b>	<b>Grand Total Bid Evaluation Cost</b>	<b>Contract Award Date</b>
Creel Printing Company 466 Foothill Blvd. #218 La Canada, CA 91011	<b>\$ 140,242.44</b>	July 1, 2008

The above vendor responded to the District's request for bids for Printing and Distribution of Venture Schedules for Workforce and Community Development as detailed in Exhibit N-18, and was found to be the lowest responsive bidder. Funding will come from the Restricted General Funds of the Workforce and Community Development Department. **EXHIBIT N-18**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

19. **RATIFIED CONTRACT WITH SAN DIEGUITO PRINTERS FOR AWARD OF BID #B-9000 FOR PRINTING AND DISTRIBUTION OF CLASS SCHEDULES**

MSC Larson/Nelson

The Governing Board ratified the contract between the District and **San Dieguito Printers** for award of Bid #B-9000 for **Printing and Distribution of Class Schedules**, as follows:

<b>Awarded Vendor</b>	<b>Grand Total Bid Evaluation Cost</b>	<b>Contract Award Date</b>
<b>San Dieguito Printers</b> 1880 Diamond St. San Marcos, CA 92078	<b>\$ 207,072.55</b>	July 30, 2008

The above vendor responded to the District's request for bids for Printing and Distribution of Class Schedules as detailed in Exhibit N-19, and was found to be the lowest responsive bidder. Funding will be from the Communications/Marketing Office general funds. **EXHIBIT N-19**

The Vote was unanimous.  
Student Trustee Advisory Vote: Aye

**20. REJECTED CLAIM**

MSC Chadwick/Larson

**BE IT RESOLVED, That** the Governing Board of the Palomar Community College District rejected the claim for damages filed by Jack B. Winters Jr., Esq., Winters & Associates, on behalf of his client **Donald William Clark** and refers it to the District's Claim Administrator for handling.

The Vote was unanimous.  
Student Trustee Advisory Vote: Abstain

**O. BOARD REQUESTS FOR REPORTS**

**Trustee Chadwick** requested a report on the reasons why members of the Classification Study Steering Committee resigned and how the District expects to reconcile this issue. She also requested a report on the reorganization process and how is it defined.

**Trustee Evilsizer** requested that the District's Child Development Program contact the Vista Unified School District Childcare Program regarding opportunities for students to participate.

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

**R. ADJOURNMENT**

The meeting was adjourned at 7:14 p.m.