



**GOVERNING BOARD AGENDA**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**DATE: TUESDAY, OCTOBER 14, 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. In compliance with Government Code §54957.5, non-exempt writings that are distributed to the Governing Board Members in advance of their meetings, may be viewed at the Governing Board Office, LL-204, or by clicking on the Governing Board web site at [www.palomar.edu/gb](http://www.palomar.edu/gb). In addition, if you would like a copy of any record related to an item on the agenda, please contact Josie Silva, Executive Assistant, at (760) 744-1150, extension 2104, or at [jsilva@palomar.edu](mailto:jsilva@palomar.edu). The Board reserves the right to modify the order of business in the manner it deems appropriate. Please note all meetings are recorded electronically.*

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 .....	2
DD.	Public Hearing: Proposed 2008-2009 Budget .....	3
E.	Approval of Minutes .....	3
F.	Call for Removal of Items from or Changes to Agenda .....	3
G.	Report of the Governing Board President.....	3
H.	Report of the Governing Board Trustees .....	3
I.	Report of the Superintendent/President.....	3
J.	Approval of Consent Calendar Items .....	4
K.	Action on Items Removed from Consent Calendar .....	9
L.	Reports from College Groups .....	9
M.	Unfinished Business.....	9
N.	New Business .....	10
O.	Board Requests for Reports .....	14
P.	Recess to Closed Session .....	14
Q.	Reconvene to Open Session .....	15
R.	Adjournment.....	15

**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. Public Employee Performance Evaluation, pursuant to Government Code §54957.  
Position Title: Superintendent/President
7. Conference with Real Property Negotiator, pursuant to Government Code §54956.8.
  1. Discussion of potential sites in the southern portion of the District.
8. Conference with Legal Counsel - Existing Litigation, pursuant to Government Code §54956.9a. County of San Diego vs. Palomar Community College District
9. Conference with Legal Counsel - Anticipated Litigation, pursuant to Government Code §54956.9: One (1) case

**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.**

**DD. PUBLIC HEARING – PROPOSED 2008-2009 BUDGET**

1. **PRESENTATION OF PROPOSED 2008-2009 BUDGET**
2. **OPEN PUBLIC HEARING ON PROPOSED 2008-2009 BUDGET**
3. **CLOSE PUBLIC HEARING**
4. **RECOMMENDATION: ACTION – APPROVE ADOPTION OF ANNUAL FINANCIAL AND BUDGET REPORT**

**BE IT RESOLVED**, That the Palomar Community College District **Annual Financial and Budget Report** be approved. This is the Financial Report for Fiscal Year 2007-2008 and the Budget Report for Fiscal Year 2008-2009. **EXHIBIT DD-4**

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

1. The Governing Board hereby approves the Minutes of the Regular Meeting of September 9, 2008.
2. The Governing Board hereby approves the Minutes of the Special Meeting of September 30, 2008.

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

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

**H. 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

**CONSENT CALENDAR**

**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.*

**TRAVEL**

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

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

- |    |                 |  |
|----|-----------------|--|
| a. | Board Member    | <b>MARK EVILSIZER</b>                              |
|    | Advanced Funds? | Yes  |
|    | For:            | Transportation, mileage, meals, registration, etc. |
|    | To attend:      | CCLC 2008 Annual Convention                        |
|    | Location:       | Anaheim, California                                |
|    | Date:           | November 20-22, 2008                               |
|    | Amount:         | \$819.01   |
|    | Budget No.:     | 575200-11-111100-66100-10-2009-0000000             |

**REPLACEMENT OF WARRANTS**

**2. RECOMMENDATION: ACTION – APPROVE DRAWING NEW WARRANTS**

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

- a. Warrant #76-171301, dated November 8, 2007, in the amount of **\$598.85**, to **AXA Advisors LLC.**, 2249 Warmlands Avenue, Vista, CA 92084-2719. Void due to stale date.
- b. Warrant #76-171710, dated November 21, 2007, in the amount of **\$722.75**, to **AXA Advisors LLC.**, 2249 Warmlands Avenue, Vista, CA 92084-2719. Void due to stale date.
- c. Warrant #76-174251, dated February 14, 2008, in the amount of **\$20.00**, to **Matthew Dale Roesink**, 10344 Craftsman Way #306, San Diego, CA 92127. Void due to stale date.
- d. Warrant #77-111385 dated November 20, 2007, in the amount of **\$1,321.34**, payable to **Richard H. Hannon, Jr.**, 706 Leonard Ave., Oceanside, CA 92054. Void due to stale date.
- e. Warrant #77-111394 dated November 20, 2007, in the amount of **\$1,041.50**, payable to **Perrietta Hester**, 2600 Torrey Pines Road A11, La Jolla, CA 92037. Void due to stale date.
- f. Warrant #77-109240 dated September 10, 2007, in the amount of **\$378.27**, payable to **Mark Cook**, 40815 Los Ranchos Circle, Temecula, CA 92592. Void due to stale date.
- g. Warrant #77-112538 dated December 20, 2007, in the amount of **\$598.44**, payable to **Pandora H. Warner**, 9534 Vervain Street, San Diego, CA 92129. Void due to stale date.

- h. Warrant #77-100708 dated October 31, 2006, in the amount of **\$50.00**, payable to **Eric Sleator McGill**, 225 Mason Road, Vista, CA 92084. Void due to stale date.
- i. Warrant #77-101718 dated November 30, 2006, in the amount of **\$65.00**, payable to **Eric Sleator McGill**, 225 Mason Road, Vista, CA 92084. Void due to stale date.
- j. Warrant #77-102710 dated December 22, 2006, in the amount of **\$72.50**, payable to **Eric Sleator McGill**, 225 Mason Road, Vista, CA 92084. Void due to stale date.
- k. Warrant #77-103236 dated January 31, 2007, in the amount of **\$57.50**, payable to **Eric Sleator McGill**, 225 Mason Road, Vista, CA 92084. Void due to stale date.
- l. Warrant #77-104182 dated February 28, 2007, in the amount of **\$226.83**, payable to **Eric Sleator McGill**, 225 Mason Road, Vista, CA 92084. Void due to stale date.

**PERSONNEL**

**3. 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:

Cory Gallup	Fire Technology
Crystal Robbins	Theatre Arts
Geoffrey C. Weaver	Emergency Medical Education
Karen Wooton	Art

**4. 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 Fall 2008 and Spring 2009 (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**

**EMERGENCY MEDICAL EDUCATION**

Weaver, Geoffrey C.	Emergency Medical Education Eminence in the Field	\$51.30
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**FOREIGN LANGUAGES**

Accomando, John	Italian Ph.D., Italian	\$55.80
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**NURSING EDUCATION**

Oglesby, M. Danette	Nursing M.S., Nursing	\$52.55
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**OCCUPATIONAL & NONCREDIT PROGRAMS**

Forest, Monika A.	Health & Safety Education B.A., Biology 4+ Years Experience	\$51.30
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**PERFORMING ARTS**

Robbins, Crystal	Theatre Arts B.F.A., Theatre Arts Eminence in the Field	\$51.30
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**PUBLIC SAFETY PROGRAMS**

Gallup, Cory	Fire Technology Eminence in the Field	\$51.30
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Klopfenstein, Justin W.	Fire Technology A.A., Fire Technology 6+ Years Experience	\$51.30
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**SPRING 2009**

**ART**

Wooton, Karen	Art J.D., Law Eminence in the Field	\$55.80
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**BEHAVIORAL SCIENCES**

Christian, Jennifer	Sociology M.A., Sociology B.A., Sociology/Psychology	\$54.30
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Horn, Rachael E.	Sociology M.A., Sociology	\$52.55
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**5. RECOMMENDATION: ACTION - RATIFY CORRECTIONS TO ASSIGNED TIME TO ACADEMIC CONTRACTS**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **corrections to assigned time** for faculty for the 2008-2009 Academic Year:

<b>Name</b>	<b>Assignment</b>	<b>Assigned Time</b>
Brannick, Monika	President, Faculty Senate	60%
Fernandez, Jose	Learning Outcomes Council, Steering Committee Member	0%

**6. RECOMMENDATION: ACTION – RATIFY TEMPORARY ACADEMIC EMPLOYEE CONTRACTS FOR LOAD AVERAGING**

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

- a. Name:** Rosalie DeMarco  
**Position:** Temporary Teacher Pursuant to Ed. Code 87482.5  
**Department:** Business Administration  
**Division:** Arts, Media, Business and Computing Systems  
**% Load:** FA 2008 63%, SP 2009 0%, Annual Average 31.5%

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

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

a. Name: **JEFFREY A. TARR**  
Position: Print Services Press Operator  
Department: Business Support Services  
Position #: 6423 New?: Yes  
Remarks: Position approved 8/12/08  
Sal Grade/Stp: **24/1** Salary: **\$3,732.57/month**  
% of Position: 100% # Mos: 12  
Effective: October 15, 2008  
Account #: A-212200-534200-67750-0000000/100%

**8. 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 **September, 2008, and short-term employees** for the month of **October, 2008**.  
**EXHIBIT J-8**

**9. RECOMMENDATION: ACTION - RATIFY RESIGNATION**

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

a. **Andrew R. Cloyd**, Instructional Support Assistant I, Performing Arts, effective October 1, 2008 (last day of employment September 30, 2008).

**10. RECOMMENDATION: ACTION - RATIFY LEAVES OF ABSENCE**

a. The Governing Board hereby ratifies 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 **Michelle L. Fifield**, Wellness/Fitness Center Outreach Coordinator, Wellness/Fitness Center.

b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **10% Personal Leave of Absence without pay and with no effect on benefits**, effective September 13, 2008, through September 27, 2008, to **Monika A. Forest**, Police Officer I, Palomar College Police Department, to teach.

c. 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 September 10, 2008, through December 2, 2008, to **John H. Goldsworthy**, Instructional Computer Laboratory Technician, English.

d. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective September 3, 2008, through December 15, 2008, to **Marcela Gomez**, ESL Student Specialist, English as a Second Language, to teach.

- e. 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 August 25, 2008, through November 14, 2008, to **Jerry L. Houser**, Professor, Earth, Space and Aviation Sciences.
- f. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Personal Leave of Absence without pay and without benefits**, effective December 1, 2008, through May 31, 2009, to **Carol A. Moore**, Staff Assistant, Counseling Services.
- g. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a **100% Medical and Personal Leave of Absence without pay and without benefits**, effective December 1, 2008, through March 9, 2009, to **Jennifer L. Pursley**, Clinical Coordinator, Emergency Medical Education.
- h. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting an **Intermittent Family Medical Leave of Absence with no effect on benefits**, effective September 15, 2008, for a maximum of 480 hours, to **Terri L. Wallace**, Staff Assistant, Fiscal Services.

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

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

**Employee Name:** Monica L. Morris  
**Position:** Counseling Services Specialist  
**Department:** Counseling  
**Course of Study:** M.S., Counseling

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 September 1, 2008, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

**Employee Name:** Leticia L. Murillo  
**Position:** Tutoring/Proctoring Assistant  
**Department:** Tutoring Services  
**Course of Study:** Job Related

**GIFTS**

**12. 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. **Variety of cactus plants** donated by **Patti Brandon**, 34605 Calle Portola, Capistrano, CA 92624. These plants will be planted on campus grounds. Total cash value as estimated by donor is **\$200.00**.
- b. **Variety of plants** donated by **Monterey Bay Nursery**, P.O. Box 1296, Watsonville, CA 95077. These plants will be planted on campus grounds. Total cash value as estimated by donor is **\$200.00**.

- c. **Eighty-one art books (\$1,600.00) and easel & paints (\$50)**, donated by Mike and Cynthia Seeberg, 2883 Rancho Cortes, Carlsbad, CA 92009. These items will be assimilated into the Art Department's reference book collection to be available to students in the Arts Media Lab. Total cash value as estimated by donor is **\$1,650.00**.
- d. **Two-hundred cookbooks** donated by **Todd Thompson**, P.O. Box 254, Ollalla, WA 98359. These books will be available for use by students enrolled in the Culinary Program. Total cash value as estimated by donor is **\$1,000.00**.
- e. **Two-hundred ten cookbooks** donated by **Craig Thompson, 1102 Prospect Place, Vista, CA 92081**. These books will be available for use by students enrolled in the Culinary Program. Total cash value as estimated by donor is **\$1,050.00**.
- f. **Two-hundred twenty cookbooks** donated by **Gary Thompson, 31251 Brooks Street, Laguna Beach, CA 92651**. These cookbooks will be available for use by students enrolled in the Culinary Program. Total cash value as estimated by donor is **\$1,100.00**.

**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**

- 1. **RECOMMENDATION: 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 M-1**

**N. NEW BUSINESS**

**1. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES**

The Governing Board hereby reviews and approves all purchase transactions and contracts entered into on behalf of the Palomar Community College District, pursuant to resolutions numbered 96-18423 and 96-18424 adopted June 24, 1997. All purchases listed herein are made against the 2008-2009 fiscal year budget: **EXHIBIT N-1**

Purchase Orders	Time Period: 07/01/08 – 10/02/08	\$ 7,667,983.62
Procurement Card	Time Period: 08/23/08 – 09/22/08	\$ 154,494.06
		\$ <b><u>7,822,477.68</u></b>

**2. RECOMMENDATION: ACTION – APPROVE DESTRUCTION OF RECORDS PURSUANT TO TITLE 5, §59025**

The Governing Board hereby approves the destruction of records identified below. The Superintendent/President or his designee is instructed to dispose of these records in accordance with Title 5, Division 6, Chapter 10, Subchapter 2.5, Article 2, Section 59025 of the California Code of Regulations.

**2000-2005**

Bulk Mail Billing	Postage Due Statements
Check Receipt	Postage Meter Tapes
Federal Express Billing	Postage Billing
Firm Mailing Books: Certified Mail	Stamp Sale Records
Special Services Billing	UPS Billing

**3. RECOMMENDATION: ACTION - APPROVE AND ACCEPT PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE BUILDING-S REPLACEMENT PROJECT (“NEW” HEALTH SCIENCES BUILDING)**

The plans and specifications dated August 4, 2008, and prepared by the Architect & Engineering Team of Carrier Johnson for the design and construction of the Building S Replacement (“new” Health Sciences Building) located on the San Marcos campus of the Palomar Community College District, be and are hereby 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 hereby authorizes Robert P. Deegan, Superintendent/President of the Palomar Community College District to execute the approval of plans and specifications, and all revisions, for the Building-S Replacement Project on behalf of the Palomar Community College District as evidence of the approval and acceptance thereof by the Governing Board of the District.

4. **RECOMMENDATION: ACTION-APPROVE MEMORANDUM OF UNDERSTANDING (MOU) AND FACILITIES USE AGREEMENT WITH SOUTHERN ILLINOIS UNIVERSITY CARBONDALE**

The Governing Board hereby approves an agreement between the Palomar Community College District and Southern Illinois University Carbondale (SIUC), to establish a **long-term relationship permitting SIUC use of the District's facilities** for administrative offices and classrooms that support the delivery of SIUC academic programs at Palomar Community College District, as detailed in the MOU. **EXHIBIT N-4**

5. **RECOMMENDATION: ACTION – APPROVE ASSIGNMENT FOR DR. LEE KERCKHOVE TO TEACH STUDY ABROAD CLASSES IN SALAMANCA, SPAIN, SPRING 2009 SEMESTER**

The Governing Board of Palomar Community College District hereby approves **assignment for Dr. Lee Kerckhove**, Professor of Philosophy, Behavioral Sciences Department, for the Spring 2009 semester. Dr. Kerckhove has been selected by the Southern California Foothills Consortium (hereinafter "Consortium") to teach courses for their Study Abroad Program in Salamanca, Spain. In accordance with the Consortium's guidelines, herewith attached as **Exhibit N-5**, the Consortium will reimburse the District up to \$9,000 to cover backfill teaching costs for courses taught by other faculty during Dr. Kerckhove's leave. **EXHIBIT N-5.**

6. **RECOMMENDATION: ACTION – APPROVE ACCEPTANCE OF INDUSTRY DRIVEN REGIONAL GRANT FUNDS**

The Governing Board hereby accepts funds in the amount of **\$16,750.00** from the **Industry Driven Regional Grant Funds (IDRC)** administered through Cuyamaca College as the lead on the grant funds and the fiscal agent. The funds shall be used for water and wastewater part-time faculty professional development. **EXHIBIT N-6**

7. **RECOMMENDATION: ACTION – APPROVE ACCEPTANCE OF PROFESSIONAL DEVELOPMENT FUNDS**

The Governing Board hereby approves and accepts funds in the amount of **\$3,000.00** from the **Region 10 Consortium**. The funds will be used for travel and conference expenses for vocational faculty at Palomar College. **EXHIBIT N-7**

8. **RECOMMENDATION: ACTION – APPROVE MUTUAL CONFIDENTIALITY & NON-DISCLOSURE AGREEMENT WITH AMERICAN FIDELITY ASSURANCE COMPANY**

The Governing Board hereby approves a confidential and **non-disclosure agreement** with **American Fidelity Assurance Company** for the purpose of conducting a dependent eligibility verification audit of all benefit-eligible employees health plans: medical, dental, and vision. The audit/verification process will be conducted from October 8, 2008, through November 7, 2008. There is no charge for this service. **EXHIBIT N-8**

9. **RECOMMENDATION: ACTION – RATIFY AGREEMENT WITH XAP CORPORATION FOR PARTICIPATION IN THE CCC TRAN SYSTEM**

The Governing Board hereby ratifies an agreement between the District and **XAP Corporation** for participation in an electronic transcript exchange system (the "CCC Tran System") that is being designed, developed, operated and maintained by XAP for Butte-Glenn Community College District, acting for the California Community College System. Fees for installation, operation and maintenance of the CCC Tran System will be paid on an annual fiscal year, effective July 1, 2008, and ending June 30, 2012, in accordance with contact terms, Section 7. **EXHIBIT N-9**

**10. RECOMMENDATION: ACTION – RATIFY SERVICE AGREEMENT WITH CREDENTIALS, INC., FOR THE ORDERING AND PROCESSING OF ACADEMIC TRANSCRIPT ORDERS AND DATA**

The Governing Board hereby ratifies an agreement with Credentials, Inc., 436 Frontage Road, Suite 200, Northfield, IL 60093, to act on behalf of the District in providing students and alumni **academic transcripts** upon request electronically. The term of the agreement is for (3) years, effective September 8, 2008, and will be renewed for succeeding one-year periods unless sooner terminated. **EXHIBIT N-10**

**11. RECOMMENDATION: ACTION - ACCEPT THE SELECTION OF LEMON GROVE SHEET METAL WORKS, INC., AS THE LOWEST RESPONSIVE BIDDER, BID #103-09, HVAC MECHANICAL AND REPLACEMENT PROJECT AND APPROVE CONTRACT, SUBJECT TO RECEIPT OF BONDING AND INSURANCE**

The Governing Board hereby accepts the bid of Lemon Grove Sheet Metal Works, Inc., 3485 Olive Street, Lemon Grove, CA 91945, as the lowest responsive bidder for the **HVAC Mechanical & Replacement Project: San Marcos Campus & Escondido Center, Bid #103-09.**

Furthermore, the Governing Board hereby approves a contract between Palomar Community College District and Lemon Grove Sheet Metal Works, Inc., in the amount of \$663,000.00, subject to receipt of all required bonds and insurance certificates. **EXHIBIT N-11**

**12. RECOMMENDATION: ACTION – ACCEPT & APPROVE ROP LOCAL PLAN FOR CARL D. PERKINS VTEA PLAN FOR FISCAL YEARS 2008-2012**

The Governing Board hereby accepts and approves the Palomar College Regional Occupational Program (ROP) local plan for Carl D. Perkins VTEA Plan for fiscal years 2008-2012. **EXHIBIT N-12**

**13. 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-13**

**14. RECOMMENDATION: ACTION - APPROVE LIFE SCIENCES FIELD COURSE TRIP TO BELIZE, CENTRAL AMERICA – DECEMBER 29, 2008–JANUARY 8, 2009**

The Governing Board hereby approves the Life Sciences **field course trip to Belize**, Central America, scheduled for December 29, 2008, through January 8, 2009. The following courses shall be offered during the field course: (a) Biology 45A Field Studies in Natural History, (b) Biology 195A Field Studies in Natural History (c) Biology 195B Field Studies in Ecology, (d) Biology 195C Field Studies in Marine Biology, (e) Biology 195E, Field Studies in Tropical Biology.

All agreements and contracts necessary to carry out this field course to Belize, Central America are hereby authorized between the Palomar Community College District and the following vendors: (1) American Airlines; (2) Tropic Air; and (3) Belize Marine Trec. Advance deposits as may be required by these vendors are hereby authorized. The estimated cost per student is not expected to exceed \$2,700. Fee includes transportation, lodging, activities, and three meals per day while in Belize. **EXHIBIT N-14**

**15. RECOMMENDATION: ACTION – APPROVE CHANGE ORDER #1; ACCEPT AS FINAL AND COMPLETE, BID NO. B-007 NS BUILDING ADA RAMP PROJECT; AUTHORIZE RELEASE OF RETENTION TO RANDALL CONSTRUCTION IN THIRTY-FIVE DAYS AND RELEASE THE BONDS AND RECORD NOTICE OF COMPLETION**

The Governing Board hereby approves **Change Order #1** in the amount of **\$756.00**; accepts Bid #B-007 NS Building ADA Ramp Project as complete and final; and authorizes the Superintendent/President to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The **total amount of the contract is \$89,866.00**, and all money due and owing to the Contractor, with the exception of the ten percent (10%) retention, shall be paid, and following the expiration of thirty-five (35) calendar days from the date of this resolution, the retention shall be paid to Randall Construction, 3656 Ruffin Road #D, San Diego, CA, provided no liens are filed within this period. The bid security posted by Randall Construction shall be returned and all bonds shall be released, within the time and in the manner as provided by law. **EXHIBIT N-15**

**16. RECOMMENDATION: ACTION – APPROVE AMENDMENT #2 TO THE AGREEMENT FOR THE SEGAL COMPANY FOR CLASSIFICATION & COMPENSATION STUDY**

The Governing Board hereby approves Amendment #2, herewith attached as **Exhibit N-16**, to extend the agreement for one (1) additional year, effective September 11, 2008. Furthermore, the Governing Board hereby approves the additional scope of services to include site visits with employee groups, employee classification appeals, and additional market survey participations, as described in **Exhibit N-16**; and compensate The Segal Company for an amount not to exceed **\$30,000** to cover the additional scope of services. **EXHIBIT N-16**

**17. RECOMMENDATION: ACTION - APPROVE EXTENDED FIELD STUDY CLASS TRIP (PHOTO 212 LANDSCAPE PHOTOGRAPHY) TO CALIFORNIA'S EASTERN SIERRA AND THE BRISTLECONES PINES – OCTOBER 16-19, 2008**

The Governing Board hereby approves the extended Field Study Class Trip for Photo 212 Landscape Photography class to California's eastern Sierras from October 16, 2008, through 19, 2008. Class will visit the Highway 395 corridor from Lone Pine to Bishop and will include a half-day in the ancient Bristlecone Pines in the White Mountains. Students will be responsible for their own transportation and lodging. **EXHIBIT N-17**

**18. RECOMMENDATION: ACTION – AUTHORIZATION TO EXECUTE CONTRACT FOR BID #105-09 AIR-BLOWN FIBER (ABF) INFRASTRUCTURE RELOCATION**

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 and responsible bidder for ABF Infrastructure Relocation**. This project needs to be completed prior to the start of construction of the Multi-Disciplinary Instructional Building (MIB).

In order for the project to be completed within the timeframe, it is necessary to award a contract as soon as possible after the bid opening date of October 27, 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. **EXHIBIT N-18**

**19. RECOMMENDATION: ACTION – APPROVE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SAN BERNARDINO COMMUNITY COLLEGE DISTRICT AND 3C MEDIA SOLUTIONS**

The Governing Board hereby approves a Memorandum of Understanding (MOU) between San Bernardino Community College District and Palomar Community College District, representing 3C Media Solutions Project funded by the Chancellor's Office of the California Community College, to formalize a partnership to provide development and full deployment of **EduStream**, a **video-on-demand service** for all instructors and student in the California Community Colleges System. The term of the MOU will be effective July 1, 2008–June 30, 2009, with annual renewals through June 30, 2013. A stipend of \$850,000.00 shall be paid to San Bernardino Community College District. Payment will be made with 3C Media Solution funds. **EXHIBIT N-19**

**20. RECOMMENDATION: ACTION – RATIFY CHANGE TO DATES FOR PUBLIC INSPECTION ON THE 2008-09 ANNUAL FINANCIAL AND BUDGET REPORT**

The Governing Board hereby **ratifies** that the proposed **2008-2009 Annual Financial and Budget Report of the Palomar Community College District** was on display and available for public inspection on Tuesday, October 7, 2008, through Monday, October 13, 2008, 8:00 a.m. to 5:00 p.m., Fiscal Services, Room A-2 Administration Building, Palomar College. This ratification is to reflect date changes for public inspection due to budget impasse as previously approved by the Governing Board. Said Notice of Public Hearing was published by the North County Times on October 3, October 4, and October 5, 2008. **EXHIBIT N-20**

**21. RECOMMENDATION: ACTION - EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(c) of the California Education Code, the Governing Board finds that the absence of **Trustee RUTH LARSON** from the Special Meeting of the Governing Board held **September 30, 2008**, is **excused** due to personal necessity.

**22. RECOMMENDATION: ACTION – SCHEDULE SPECIAL MEETING FOR BOARD WORKSHOP**

The Governing Board of the Palomar Community College District hereby schedules a special meeting/Board workshop on **Wednesday, October 29, 2008**, to review the District's Accreditation Self-Study.

**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. Public Employee Performance Evaluation, pursuant to Government Code §54957.  
Position Title: Superintendent/President
  7. Conference with Real Property Negotiator, pursuant to Government Code §54956.8.
    1. Discussion of potential sites in the southern portion of the District.
  8. Conference with Legal Counsel - Existing Litigation, pursuant to Government Code §54956.9a. County of San Diego vs. Palomar Community College District
  9. Conference with Legal Counsel - Anticipated Litigation, pursuant to Government Code §54956.9: One (1) case
- 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.