



APPROVED 10/13/2009
GOVERNING BOARD MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
DATE: TUESDAY, SEPTEMBER 8, 2009
4:00 P.M. (CLOSED SESSION) - 5:00 P.M. (OPEN SESSION)
PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD ROOM, STUDENT SERVICES CENTER
1140 WEST MISSION ROAD
SAN MARCOS, CALIFORNIA

A. CALL TO ORDER

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

AA. ROLL CALL

TRUSTEES PRESENT:

NANCY C. CHADWICK, M.S.W., M.P.A., PRESIDENT
MICHELE T. NELSON, PH.D., VICE PRESIDENT
MARK R. EVILSIZER, M.A., SECRETARY
DARRELL L. MC MULLEN, M.B.A., TRUSTEE
ROSE MARIE DISHMAN, PH.D., TRUSTEE
ANDREW BISSELL, 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
John Tortarolo, Assistant Superintendent/Vice President, Human Resource Services
Mark Vernoy, Ph.D., Interim Assistant Superintendent/Vice President, Student Services

B. PUBLIC COMMENTS – There were none.

C. RECESSED TO CLOSED SESSION

The Board went into Closed Session at 4:02 p.m., to discuss:

1. Public Employee Discipline/Dismissal/Release, pursuant to Government Code §54957 et seq.
2. Conference regarding negotiations with CCE/AFT, pursuant to Government Code §54957.6.
3. Conference regarding negotiations with PFF/AFT, pursuant to Government Code §54957.6.
4. Conference regarding discussion with Other Unrepresented Employees, pursuant to Government Code §54957.6.
5. Public Employment, pursuant to Government Code §54957.
6. Conference with Real Property Negotiator, pursuant to Government Code §54956.8. Property APNs as follows:
 - a. Discussion of potential sites in the southern portion of the District.
7. Review of tort claim, pursuant to Government Code §54956.95.

CC. RECONVENED TO OPEN SESSION

The meeting reconvened to Open Session at 5:00 p.m. There was no reportable action taken.

STAFF PRESENT:

Monika Brannick, President, Faculty Senate; Associate Professor, Mathematics
Phill Cerda, President, Administrative Association; Manager, Broadcast Operations
Lee Hoffmann, President, CAST; Supervisor of Media, Audio Visual
Neill Kovrig, President, CCE/AFT; Counseling Services Specialist, Transfer Center
Shannon Lienhart, PFF Co-President; Associate Professor, Mathematics
Josie Silva, Executive Assistant, Superintendent/Governing Board

GUESTS:

Others present are listed on the sign-in sheets.

QUORUM ESTABLISHED

Following the pledge of allegiance to the flag, Board President Chadwick 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 – There was one comment.

DD. PUBLIC HEARING – PROPOSED 2009-2010 BUDGET – Board President Chadwick opened the public hearing at 5:05 p.m.

1. PRESENTATION OF PROPOSED 2009-2010 BUDGET

Vice President Bonnie Ann Dowd commented that on January 1, 2009, the Department of Finance unveiled the 2009-2010 Governor's budget. It was reported that the state's serious fiscal condition necessitated the early release of the proposed budget. The proposed budget identified major shortfalls for fiscal year 2008-09 and 2009-2010. On July 28, 2009, the state's revised 2009-2010 budget act was signed into law. The revision included \$24 billion in budget "solutions" and \$8 million in borrowing. The revision resulted in \$754 million in cuts for California Community Colleges. The revised budget also eliminated all growth funds and COLA, made significant cuts to categorical programs, and included additional apportionment payment deferrals.

Vice President Dowd addressed budget parameters and priorities, budget assumptions and development process, revenue, expenditures, retiree health benefits, ending fund balance, as well as potential risks to the fiscal year 2009-2010 adopted budget. Interaction among Board members ensued regarding budget.

2. OPEN PUBLIC HEARING ON PROPOSED 2009-2010 BUDGET – There were no comments.

3. CLOSED PUBLIC HEARING – 5:40 p.m.

4. APPROVED ADOPTION OF 2009-2010 BUDGET

MSC Nelson/Evilsizer

BE IT RESOLVED, That the Palomar Community College District 2009-2010 Budget be approved. EXHIBIT DD-4

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

E. APPROVAL OF MINUTES

MSC Nelson/Evilsizer

1. The Governing Board approved the Minutes of the Regular Meeting of August 11, 2009.
2. The Governing Board approved the Minutes of the Special Meeting of August 25, 2009.

Student Trustee Andrew Bissell remarked that after attending the California Community College Student Trustees conference, he since has learned that the CCCT Student Trustee is Chris DeBauche.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

G. REPORT OF THE GOVERNING BOARD PRESIDENT

Board President Nancy Chadwick reported her attendance at the faculty plenary. She had the opportunity to attend the pre-gala event sponsored by the Foundation and the President's Associates and expressed her gratitude for the funds these two organizations raise in support of students. She also participated in the *Topping Out* ceremony for the Health Sciences and Multidisciplinary buildings. Lastly, at the Advisory Legislative Committee for the League, there was discussion regarding issues such as decentralization of the administration of the Cal Grant and the lack of transfers into four year institutions for eligible transfer students under transfer agreements.

H. REPORTS OF GOVERNING BOARD TRUSTEES

Trustee Michele Nelson reported on her participation at the *Topping Out* ceremony and said it was a significant event where all of the individuals who had any part in the construction of the Health Sciences and Multidisciplinary buildings signed the top beam.

Trustee Mark Evilsizer reported on his participation at the faculty plenary and was impressed by the proactive can-do spirit of the faculty in addressing the accreditation report. He thanked Monika Brannick for her comments on the community of the college. Trustee Evilsizer attended the dedication of Minkoff Field, which is the new soccer field on campus. Lastly, the Encuentros Career and Education Conference will be held on October 10, at Mira Costa College.

Trustee Darrell McMullen said he also attended the *Topping Out* ceremony of the Health Sciences and Multidisciplinary buildings. He thanked Trustee Chadwick for participating on the Advisory Legislative Committee and for briefing the Board about the status of issues surrounding community colleges.

Trustee Rose Marie Dishman commented on her participation at the *Topping Out* ceremony. She said she had not been on campus lately and was amazed on how much progress has been made

on these buildings. Trustee Dishman inquired about articulation agreements and the frequency of review.

Student Trustee Andrew Bissell reported on his participation at the Student Trustees Workshop held in San Francisco, it was a great opportunity for networking. Lastly, Region 10 is meeting monthly in hopes of finding methods to help students.

I. REPORT OF THE SUPERINTENDENT/PRESIDENT

Superintendent/President Robert Deegan reported that headcount is up 3% and FTES is up 6.3% over last year at this same time. FTS is about 544 over last year and nearly 1,500 FTES over CAP. The instructional program was reduced slightly, which translates to 270 sections being cut. Many other colleges have reduced their offerings by a lot more than Palomar, it is occurring throughout the state. He thanked Vice President Dowd, Phyllis Laderman, and Brandi Taveuveu for their outstanding work on pulling together the budget. He also thanked all staff and faculty for doing their best in conserving because it will allow the District to get through the current year. President Deegan thanked everyone in the Strategic Planning Council for the Strategic Plan and looking at the source allocation model for the College. Everyone has taken the recommendations from the Accreditation seriously and all constituent groups are working very hard together. Lastly, President Deegan attended the Heroes Fund fundraiser and thanked Richard Talmo and staff connected with the fundraiser.

1. Report of Vice President for Instruction

Vice President Berta Cuaron reported on the instructional classes that were cut due to budget restraints. She congratulated Judy Cater as the new Interim Dean for Social & Behavioral Sciences. The Board was invited to attend the Teaching & Learning Center grand opening which will be held September 16.

a. Accreditation Update – Berta Cuaron, Assistant Superintendent/Vice President

Vice President Cuaron informed the Board on the status of progress to date on the Accreditation recommendations. One of the major tasks was to better define the planning structure and a resource allocation model which addresses the priorities in planning. A planning model and cycle were approved by the Strategic Planning Council last week. Vice Cuaron handed a copy of the model and cycle and said that putting this into practice will be a bigger challenge. The Resource Allocation Model will hopefully be implemented with the 2010-2011 budget. All of the components in the planning cycles are addressed in the program review and planning process. She informed the Board that a draft follow-up report will be presented in December or January. Vice President Cuaron said the goal is to satisfy each and every recommendation made by the Accrediting Council. Monthly newsletters continue to be distributed for information on the status of the work to date.

b. Multicultural Studies Department – John Valdez, Professor, Multicultural Studies

Professor Valdez reported on the Multicultural Studies Department's development of an Honors Program that challenges current stereotype and misinformation in the areas of gender, immigration, and the Israel-Palestine divide. Plans are also in the works to develop a Scholar/Mentor/Tutor Program supported by returning Palomar College students who have recently received a B.A./B.S. degree. The primary function of these returning students will be to mentor/tutor in the class as well as outside the classroom through one-on-one or small group dedication. Professor Valdez asked for the Board's support in instituting this program. The proposal to formalize this program will be put through the process.

2. Report of Vice President for Student Services

Interim Vice President Mark Vernoy reported that because of a record number of students, Student Services has been highly impacted especially with fewer employees. He also reported on the dedication of Minkoff Field.

3. Report of Vice President for Finance and Administrative Services

Vice President Bonnie Ann Dowd acknowledged all those individuals who worked on the implementation of the Teaching & Learning Center. She said C.W. Driver was recognized by Cal OSHA for its effort in implementing and maintaining an effective injury and illness prevention program.

4. Report of Vice President for Human Resource Services – no report.

Resumption of REGULAR AGENDA

J. APPROVAL OF CONSENT CALENDAR ITEMS

TRAVEL

1. APPROVED TRAVEL EXPENSES

MSC McMullen/Nelson

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

a.	Board Member	NANCY C. CHADWICK
	Advanced Funds?	Yes
	For:	Transportation, mileage, meals, etc.
	To attend:	CCLC Legislative Committee
	Location:	Sacramento, California
	Date:	September 4, 2008
	Amount:	\$552.00
	Budget No.:	575200-11-111100-66100-10-2010-0000000

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

REPLACEMENT OF WARRANTS

2. APPROVED DRAWING NEW WARRANTS

MSC McMullen/Nelson

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

- a. Warrant #76-182389, dated October 23, 2008, in the amount of **\$150.00**, to **Emily Greene**, 14145 Peach Tree Lane, Poway, CA 92064. Void due to stale date.
- b. Warrant #76-184338, dated January 15, 2009 in the amount of **\$100.00**, to **Leigh Anna Kappes**, 2671 Buena Rosa, Fallbrook, CA 92083. Void due to stale date.
- c. Warrant #76-182628, dated October 30, 2008, in the amount of **\$20.00**, to **Leigh Anna Kappes**, 2671 Buena Rosa, Fallbrook, CA 92083. Void due to stale date.

- d. Warrant #76-181244, dated September 17, 2008, in the amount of **\$673.00**, to **Leigh Anna Kappes**, 2671 Buena Rosa, Fallbrook, CA 92083. Void due to stale date.
- e. Warrant #76-158465, dated September 19, 2006, in the amount of **\$487.00**, to **Marina Lopez**, P.O. Box 1797, Borrego Springs, CA 92004. Void due to stale date.
- f. Warrant #76-181001, dated September 10, 2008, in the amount of **\$113.00**, to **Hector Torres**, 2817 New Castle Way, Carlsbad, CA 92010. Void due to stale date.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

PERSONNEL

3. GRANTED EQUIVALENCY FOR DISCIPLINE

MSC McMullen/Nelson

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

Bachtel, Jason R.	Apprenticeship – Electrical
Benishek, Carl F.	Apprenticeship – Electrical
Birdsall, Mark A.	Apprenticeship – Electrical
Collier, Kenneth	Electrician Trainee
Crimmey, Joshua A.	Apprenticeship – Electrical
Duggins, William E.	Electrician Trainee
Gurczynski, Jeanette C.	Journalism
Forseth, Carol A.	English as a Second Language
Friedman, Howard	Apprenticeship – Electrical
Fulgham, Kenneth R.	Apprenticeship – Electrical
Klott, Thomas C.	Apprenticeship – Electrical
Laudenslager, Quinn E.	Apprenticeship – Electrical
Lawson, Elton	Cabinet & Furniture Technology
Li, Qiuyu	Chinese
Martinez, Dino A.	Apprenticeship – Electrical
Mohr, Stephen C.	Apprenticeship – Electrical
Murphy, Robert C.	Apprenticeship – Electrical
Parker, Matthew J.	Physical Education & Health
Pendray, Julie G.	Journalism
Schroeder, Marina L.	Italian
Tabbert, Mark A.	Apprenticeship – Electrical
Wittmann, Ferdinand	Apprenticeship – Electrical

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. RATIFIED PART-TIME FACULTY EMPLOYMENT

MSC McMullen/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 2009 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

FALL 2009

COMMUNICATIONS

Gurczynski, Jeanette C.	Journalism M.A., English B.A., English Eminence in the Field	\$51.53
Pendray, Julie G.	Journalism B.A., Political Sciences Eminence in the Field	\$50.27

COMPUTER SCIENCE AND INFORMATION SYSTEMS

Davis, Joseph R.	CSIS – Networking B.S., Business Management 2+ Years Experience	\$50.27
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DENTAL ASSISTING

Perkins, Claudia M.	Dental Assisting J.D., Law A.A., Dental Hygiene 2+ Years Experience	\$54.80
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ECONOMICS, HISTORY & POLITICAL SCIENCES

Cannon, Neeka	History M.A., History & Archival Studies B.A., History	\$51.53
Sargent, Tiffany J.	Economics M.A., Economics	\$51.53

ENGLISH

Ames, Christina B.	English M.A., Literature & Writing Studies B.A., Literature & Writing Studies	\$51.53
Avner, Robin S.	English Ph.D., Literature B.A., English	\$54.80

ENGLISH AS A SECOND LANGUAGE

Cantow, Roberta L.	ESL M.A., Teaching English to Speakers of Other Languages M.F.A., Film & Television	\$54.80
Forseth, Carol A.	English as a Second Language M.A., English B.A., Music Education Eminence in the Field	\$51.53

FOREIGN LANGUAGES

Garcia, Edgar Spanish \$51.53
M.A., Spanish
B.A., Spanish

Li, Qiuyu Chinese \$54.80
M.A., Linguistics: Language
& Culture
M.A., English & American Literature
Eminence in the Field

Schroeder, Marina L. Italian \$51.53
M.A., Spanish
B.A., Linguistics
Eminence in the Field

GRAPHIC COMMUNICATIONS

Abril, Mari Graphic Communications \$54.80
M.S., Information Technology
M.A., Advertising Design
2+ Years Experience

OCCUPATIONAL & NONCREDIT PROGRAMS

Collier, Kenneth Electrician Trainee \$50.27
Eminence in the Field

Davidson, William L. Electrician Trainee \$50.27
A.S., Electricity
6+ Years Experience

Duggins, William E. Electrician Trainee \$50.27
Eminence in the Field

Volper, Andrew F. Electrician Trainee \$51.53
M.A., Public Administration
2+ Years Experience

PHYSICAL EDUCATION

Parker, Matthew J. Physical Education & Health \$50.27
Eminence in the Field

TRADE & INDUSTRY

Lawson, Elton Cabinet & Furniture Technology \$50.27
Eminence in the Field

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. RATIFIED APPRENTICESHIP INSTRUCTOR CERTIFICATION

MSC McMullen/Nelson

The Governing Board ratified the recommendation of the Superintendent/President regarding the **certification of the following apprenticeship instructors**, for Fall 2009 (day and/or evening); said instructor is employed by the respective Program Sponsors:

OCCUPATIONAL & NONCREDIT PROGRAMS

Employed and paid by sponsor: Riverside-San Bernardino Electrical Joint Apprenticeship Training Center

Bachtel, Jason R.	Apprenticeship – Electrical Eminence in the Field
Benishek, Carl F.	Apprenticeship – Electrical Eminence in the Field
Nickey, Kenneth	Apprenticeship – Electrical A.S., Pre-Engineering 4+ Years Experience
Martinez, Dino A.	Apprenticeship – Electrical Eminence in the Field

Employed and paid by sponsor: San Diego Electrical Training Trust

Birdsall, Mark A.	Apprenticeship – Electrical Eminence in the Field
Crimmey, Joshua A.	Apprenticeship – Electrical Eminence in the Field
Friedman, Howard	Apprenticeship – Electrical Eminence in the Field
Fulgham, Kenneth R.	Apprenticeship – Electrical Eminence in the Field
Klott, Thomas C.	Apprenticeship – Electrical Eminence in the Field
Laudenslager, Quinn E.	Apprenticeship – Electrical Eminence in the Field
Mohr, Stephen C.	Apprenticeship – Electrical Eminence in the Field
Murphy, Robert C.	Apprenticeship – Electrical Eminence in the Field
Tabbert, Mark A.	Apprenticeship – Electrical Eminence in the Field
Wittmann, Ferdinand	Apprenticeship – Electrical Eminence in the Field

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

6. APPROVED CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT

MSC McMullen/Nelson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **employment of the following Child Development Center Teacher**, at the hourly rate indicated for Summer & Fall 2009:

Muscarella, Renè V.	Master Teacher M.Ed., Special Education B.S., Early Childhood Education	\$22.85
Smith, Lynn	Associate Teacher Child Development Associate Teacher Permit Certificate, Child Development Teacher 48.5 Units Child Development Coursework 2+ Years Experience	\$14.32

The Vote was unanimous.
 Student Trustee Advisory Vote: Aye

7. RATIFIED ASSIGNED TIME TO ACADEMIC CONTRACTS

MSC McMullen/Nelson

The Governing Board ratified the recommendation of the Superintendent/ President regarding the **assigned time for faculty for the 2009-2010 Academic Year**:

<u>Name</u>	<u>Assignment/Department</u>	<u>Assigned Time</u>	<u>Monthly Stipend</u>
Bertram, Steven	Chair, Trade and Industry	40%	\$537.28
Boyajian, David	Chair, Chemistry	40%	\$537.28
Burgher, Ronald	Chair, Computer Science and Information Systems	60%	\$586.12
Cecere, Rosemarie Lisa	Chair, Communications	40%	\$537.28
Eckhart, Judith	Chair, Nursing Education	80%	\$634.97
Evans, Martha	Chair, Foreign Languages	60%	\$586.12
Fererro, Jennifer	Chair, Child Development	20%	\$488.44
Ferges, Ralph	Chair, Life Sciences	60%	\$586.12
Gach, Peter	Chair, Performing Arts	60%	\$586.12
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
Locklear, Linda	Chair, American Indian Studies	20%	\$488.44
Lowry, Christopher	Chair, Speech Communications/ Forensics/ASL	40%	\$537.28
Lowther, Carolyn	Chair, English as a Second Language	60%	\$586.12
McDonough, Bruce	Chair, Cooperative Education	20%	\$488.44
Morrow, Linda	Chair, Library	60%	\$586.12
Nakajima, Takashi	Chair, Physics and Engineering	20%	\$488.44
Ober, Ingram	Chair, Art	60%	\$586.12
Payn, Lillian	Chair, Graphic Communications	20%	\$488.44

Rudy, Denise	Director, Dental Assisting Program	40%	\$537.28
Spear, Steven	Chair, Earth, Space and Aviation Sciences	60%	\$586.12
Valdez, John	Chair, Multicultural Studies	20%	\$488.44
Vetter, Robert	Chair, Physical Education	60%	\$586.12
Wiestling, Jay	Chair, Mathematics	80%	\$634.97
Workman, Deborah	Director, Emergency Medical Education	80%	\$634.97
Zolliker, Susan	Chair, English	80%	\$634.97

<u>Name</u>	<u>Assignment</u>	<u>Assigned Time</u>
Brannick, Monika	Faculty Senate President	60%
Brannick, Monika	Curriculum Committee Co-Chair	40%
Crossen, Jon	Wellness Fitness Center Coordinator	25%
Davis, Haydn	Academic Technology Resources Coordinator	60%
Drinan, Mary Ann	Tenure and Evaluations Review Board Coordinator	80%
Eighmey, Jim	Archaeology Program Coordinator	20%
Furch, Martha	Learning Outcomes Steering Committee Member, Coordinator	80%
Gach, Peter	Artist in Residence – President's Association	40%
Gowen, Brent	Accreditation Self-Study Co-Chair	40%
Hogan Egkan, Theresa	Freshman Experience Coordinator	80%
Huskey, Karan	Transfer Center Director	60%
Japtok, Martin	Professional Development Coordinator	60%
Japtok, Martin	HSI Grant - Professional Development Activities	20%
Kelber, Barbara	Faculty Senate Secretary	20%
Kerkhoff, Gloria	Articulation Officer	100%
Lienhart, Shannon	Co-President, Palomar Faculty Federation	80%
Martin-Klement, Leah Jackie	Palomar Faculty Federation, Treasurer	15%
Miller, Maria	Alcohol & Other Drug Studies Program Director	20%
Mufson, Michael	Theatre Technical Director	20%
Mufson, Michael	Palomar Faculty Federation, Public Relations 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	5%
Pistone, Joseph	Palomar Faculty Federation, Webmaster, Reimbursed by PFF in Accordance with Article 6.17	20%
Sivert, Shayla	English as a Second Language Computer Lab Director	27%
Sosa, Gary	Basic Skills Initiative Coordinator	80%
Studinka, Diane	Liaison to the Children's Center	20%
Towfiq, Fariheh	Faculty Senate Vice President	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%
Von Son, Carlos	Co-President, Palomar Faculty Federation, Reimbursed by PFF in Accordance with Article 6.17	50%
Wilson, Judy	Learning Outcomes Steering Committee Member, Assistant Coordinator	20%
Wilson, Judy	Service Learning Coordinator	20%
Zacharias, Gary	Director, English Lab	25%

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

In accordance with the **Professional Growth Program for Classified Employees**, the following employees were granted a **\$500 annual stipend**, prorated on a monthly basis, effective September 1, 2009:

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

Employee Name: **Elena Ibarra**
Position: Information Services Network Assistant
Department: Network & Technical Services
Course of Study: M.B.A. Degree

GIFTS

12. **ACCEPTED GIFTS**

MSC McMullen/Nelson

The Governing Board accepted the following **gifts** and directed that an appropriate letter of appreciation be sent to the donor:

- a. Sewing patterns donated by **Lois Clow**, P.O. Box 188, Rancho Santa Fe, CA 92067. These patterns are to be used for student projects and instruction samples. **Total cash value as estimated by donor is \$2,000.00.**
- b. Forty pieces of fabric (3-4 yards each) and sewing notions donated by **Keith D. Lee**, 11856 Bernardo Terrace, Unit E, San Diego, CA 92138. This donation will be used for student projects and instruction samples. **Total cash value as estimated by donor is \$500.00**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

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

L. **REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION**

Report of the Faculty Senate

Monika Brannick, President of the Faculty Senate, reported that the Senate met twice since the semester began and jumped right into the accreditation recommendations. The Student Learning Outcomes have almost doubled since March.

2. **INFORMATION**

Report of the **Palomar Faculty Federation** – no report

Shannon Lienhart gave the following report:

3. **INFORMATION**

Report of the **Administrative Association** – no report

Laura Gropen gave the following report:

4. **INFORMATION**

Report of the **Confidential and Supervisory Team** – no report

Leigh Hoffman gave the following report:

5. **INFORMATION**

Report of the **CCE/AFT**

Neill Kovrig, CCE President, reported that the CCE met with the District regarding the Classification Study Appeals committee. Terri Canela, Assistant Grievance Officer, has agreed to serve on the Accreditation Steering Committee. Lastly, he plans a verbal report regarding sunshining for the negotiations cycle at the next Board meeting.

6. **INFORMATION**

Report of the **Associated Student Government**

Andrew Bissell, ASG President, reported that eight interim Senator positions have been filled, along with three incumbent Senators. He also reported that ASG is currently working on a workshop.

M. UNFINISHED BUSINESS – There was none.

N. NEW BUSINESS

1. **REVIEWED AND APPROVED PURCHASES**

MSC Nelson/Evilsizer

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

Purchase Orders	Time Period: 07/30/09 – 08/27/09	\$ 4,203,625.60
Procurement Card	Time Period: 05/23/09 – 06/22/09	\$ 74,791.63
Procurement Card	Time Period: 06/23/09 – 07/22/09	\$ 89,695.74
		<u>\$ 4,368,112.97</u>

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

2. RATIFIED AND APPROVED CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS

MSC Nelson/Evilsizer

The Governing Board ratified and approved all contracts and agreements for the period June 15, 2009, through August 16, 2009, and entered into on behalf of the Palomar Community College District, as detailed on **EXHIBIT N-2**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

3. APPROVED GOVERNING BOARD GOALS 2009-2010

MSC McMullen/Evilsizer

The Governing Board of the Palomar Community College District approved its Board Goals for 2009-2010 as follows:

**PALOMAR COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD GOALS
2009-2010**

1. In order to achieve its mission, ensure that the District develops and implements a comprehensive, integrated, and evidence-based planning and evaluation cycle that links planning to resource allocation decisions. (*Strategic Goal: All*)
2. In order to achieve proficiency on the Accrediting Commission for the Community and Junior College's Student Learning Outcomes rubric by 2012, ensure that the District executes its plans to implement Student Learning Outcomes Assessment Cycles at the course, program, and institution levels. (*Strategic Goal: Teaching and Learning Excellence*)
3. Complete the review and update of the District's Board policies. (*Strategic Goal: Organizational and Professional Development*)
4. Continue to monitor the implementation of the Palomar Community District's Educational and Facilities Master Plan. (*Strategic Goal: Facilities Improvement*)
5. Actively participate in legislative advocacy for community college funding. (*Strategic Goal: Resource Management*)
6. Strengthen partnerships within the community, including educational and business partnerships, to promote the college, respond to workforce development needs and facilitate transfer to four year institutions. (*Strategic Goal: Student Success and Resource Management*)

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

4. **REJECTED CLAIM**

MSC McMullen/Evilsizer

The Governing Board of the Palomar Community College District rejected the claim for damages filed by Michael Stone, Stone Busailah, LLP, on behalf of his client **Tom Plotts and West Coast consulting Group, Inc.**, and refers it to the District's Claim Administrator for handling.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

5. **APPROVED AGREEMENT WITH BELLUS ACADEMY FOR COSMETOLOGY PROGRAM OFFERED THROUGH REGIONAL OCCUPATION PROGRAMS (ROP)**

MSC McMullen/Evilsizer

The Governing Board approved an agreement between Palomar Community College District and Bellus Academy (formerly the Poway Academy of Hair Design) to provide vocational education/skill training in all phases of a Cosmetology Program for twenty (20) ROP students. The term of this agreement shall be from September 8, 2009, through June 30, 2010. **EXHIBIT N-5**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

6. **APPROVED MEMORANDUM OF UNDERSTANDING (MOU) AND FACILITIES USE AGREEMENT WITH SOUTHERN ILLINOIS UNIVERSITY CARBONDALE**

MSC Evilsizer/Nelson

The Governing Board approved a Memorandum of Understanding (MOU) and Facilities Use Agreement between the Palomar Community College District and Southern Illinois University Carbondale (SIUC), effective August 1, 2009 and terminating July 31, 2010. The purpose of the MOU is 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. **EXHIBIT N-6**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

7. **APPROVED LICENSING AGREEMENT FOR TELEVISION PROGRAM WITH CALIFORNIA FARM BUREAU FEDERATION**

MSC McMullen/Evilsizer

The Governing Board approved a licensing agreement with California Farm Bureau Federation in order for 3C Media Solutions to air the agricultural television program "California Country." The agreement is effective upon execution by both parties and shall terminate on June 30, 2014. Neither party is responsible for compensation as it may derive from advertisement inserted into the program. **EXHIBIT N-7**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

8. **AUTHORIZATION TO EXECUTE CONTRACT FOR BID #101-10 INFORMATION SERVICES & CAMPUS POLICE GENERATOR PROJECTS**

MSC McMullen/Evilsizer

The Governing Board authorized Bonnie Ann Dowd, Vice President, Finance & Administrative Services, or Ken Jay, Director, Business & Contract Services, to execute a contract to the lowest responsive pre-qualified Electrical Contractor for Bid #101-10 Information Services & Campus Police Generator Projects.

In order for the project to be completed by January 3, 2010, it is necessary to award a contract as soon as possible after the bid opening of September 16, 2009. The contract award will be brought back to the Governing Board for ratification at a future Governing Board meeting.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

9. **RATIFIED CONTRACT WITH BAKER ELECTRIC, INC., FOR BID 113-09 SAN MARCOS CAMPUS 12kV HIGH VOLTAGE UPGRADE, PHASE 1**

MSC Nelson/Evilsizer

The Governing Board ratified a contract between Palomar Community College District ("District") and Baker Electric, Inc., ("Contractor") in the amount of \$447,650.00. Contractor responded to the District's legal advertisement calling for bids on Bid #113-09 San Marcos Campus 12kV High Voltage Upgrade, Phase 1 and was found to be the lowest responsive pre-qualified bidder. **EXHIBIT N-9**

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

10. **ACCEPTED AND APPROVED DSA CHANGE ORDER #1 – HEALTH SCIENCES BUILDING PROJECT**

MSC McMullen/Evilsizer

The Governing Board approved DSA Change Order #1 in the amount of \$5,203.14 for the Health Sciences Building project. The change order is comprised of Contract Change Directives (CCD) received from the following awarded prime contractors for the project, as detailed on the accompanying memorandum in support hereof:

Bid #CM-23-09 (Structural Concrete) Edge Development, Inc.	\$1,617.50
Bid #CM-23-09 (Structural Concrete) Edge Development, Inc.	\$1,352.50
Bid #CM-27-09 (Interior/Exterior Assemblies) Richard & Richard Construction Co., Inc.	\$1,353.20

Bid #CM-35-09 (Plumbing & HVAC) Able Heating & Air Conditioning, Inc.	(\$1,617.50)
Bid # CM-36-09 (Electrical) Construction Electric, Inc.	\$2,497.44

EXHIBIT N-10

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

11. **ACCEPTED AS FINAL & COMPLETE, BID NO. 111-09 CHILD DEVELOPMENT CENTER REMODEL/ESCONDIDO CENTER; AUTHORIZED RELEASE OF RETENTION TO LEDCOR CONSTRUCTION, INC., IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION**

MSC Nelson/McMullen

The Governing Board accepted Bid #111-09 Child Development Center Remodel/Escondido Center as complete and final on August 14, 2009; and authorized the Superintendent/President to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The contracted amount being \$76,689.00, 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 Ledcor Construction, Inc., 6405 Mira Mesa Blvd., San Diego, CA 92121, provided no liens are filed within this period.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

12. **ACCEPTED AS FINAL & COMPLETE, BID NO. 109-09 ALTERATIONS TO THE TEACHING & LEARNING CENTER - ESCONDIDO CENTER; AUTHORIZED RELEASE OF RETENTION TO PACIFIC BUILDING GROUP IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION**

MSC Nelson/McMullen

The Governing Board accepted Bid #109-09: Alterations to the Teaching & Learning Center/Escondido Center as complete and final on August 24, 2009; and authorized the Superintendent/President to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The original contracted amount being \$447,281.00, 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 Pacific Building Group, 9752 Aspen Creek Ct., Ste. 150, San Diego, CA 92126, provided no liens are filed within this period.

The Vote was unanimous.
Student Trustee Advisory Vote: Aye

13. **APPROVED NEW AND/OR CONTINUING CLASSES, AGREEMENTS, AND PERSONNEL FOR PROVIDING CONTRACT TRAINING CLASSES THROUGH WORKFORCE & COMMUNITY DEVELOPMENT**

MSC McMullen/Nelson

The Governing Board approved the following new and/or continuing classes, agreements, and personnel for providing training classes through Workforce & Community Development:

Fall 2009 – Workforce & Community Development Venture Program

Class & Independent Contractor

Name:	Jones, Jill Lesly
Name of Class:	33 Ways to Make \$\$ with Your Voice
Effective:	10/3/09 & 10/10/09
Instructor Rate:	40% of registration fees
Fees to Student:	\$160.00

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

14. **DECLARED MISCELLANEOUS EQUIPMENT SURPLUS AND AUTHORIZE PUBLIC SURPLUS TO CONDUCT AN AUCTION VIA WEBSITE**

MSC McMullen/Evilsizer

The Governing Board declared the list of items as described in the accompanying memorandum to this resolution, as surplus property and no longer of value or use to the District. The Governing Board approved items be sold at a web auction, conducted by Public Surplus, in accordance with California Education Code Section 81450(b). **EXHIBIT N-14**

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

15. **EXCUSED ABSENCE OF TRUSTEE**

MSC Nelson/Evilsizer

In accordance with Section 72425(c) of the California Education Code, the Governing Board hereby finds that the absence of **Trustee Rose Marie Dishman** from the Special Meeting/Governing Board Workshop held on **August 25, 2009**, is **excused** due to personal necessity.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

16. SCHEDULED SPECIAL MEETING/BOARD WORKSHOP

MSC McMullen/Evilsizer

The Governing Board of the Palomar Community College District scheduled a Special Meeting/Board Workshop on **Tuesday, September 22, 2009**.

The Vote was unanimous.

Student Trustee Advisory Vote: Aye

O. BOARD REQUESTS FOR REPORTS

Board President Chadwick inquired about any outstanding Board reports. President Deegan said the only report outstanding was a request to visit a site that had the tile type/color for the planetarium materials – he said a group visited a site and it was fine. President Deegan will arrange a date and time when Board members would like to visit this site. The list of requested reports has been completed.

At this time, additional comments from guests/individuals were received.

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

R. ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Nancy C. Chadwick
Board President

Mark Evilsizer
Secretary of the Board