

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
January 12, 1971, 7:30 p.m.

The Board of Governors of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President (Call to Order Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Dr. Bruce D. Jaques (Roll Call)
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Dean of Humanities
Mr. Charles Coutts, Dean of Sci/Bus/Tech
Mr. Theodore Kilman, Dean of Continuing Education
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mr. Al Chamberlain, Chamac, Inc., Escondido
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Bonnie Tucker, Patrons of Palomar
Mr. Tom Pohle, A.S.B. President
Miss Debbie Hayworth, A.S.B. Representative
Mr. J. D. Hodges, Escondido
Mr. Jim Redington, Escondido
Miss Suzanne Emery, Escondido Times-Advocate
Mr. Keith Hanssen, A-V Department, Palomar
Mr. Scott Boyles, Administrative Assistant

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Dr. Huber stated that the Administration was requesting that Resolution No. 70-2971 of the Minutes of December 8, 1971, be amended to read that the installation charge for the automatic switchboard equipment be specified at a cost of \$2,400. Dr. Huber stated that the request for an amendment is based on written information which has been received from the Telephone Company.

Mr. Kornhauser stated that this is new information, and it should be taken up under old business.

Mr. Kornhauser called for the approval of the Minutes of December 8, 1970, and December 22, 1970. It was

MSC Jaques, Olmstead

RESOLUTION 70-2983

BE IT RESOLVED, That the Minutes of the Regular Meeting held December 8, 1970, be approved.

(Approve Minutes;
(December 8, 1970

MSC Jaques, Shadle

RESOLUTION 70-2984

BE IT RESOLVED, That the Minutes of the Regular Meeting held December 22, 1970, be approved.

(Approve Minutes;
(December 22, 1970

Dr. Huber reported that Mr. Jackson was unable to attend the meeting and therefore, there would be no report from the Faculty Senate.

(Report of the
(Faculty Senate

Mrs. Bonnie Tucker, President of the Patrons of Palomar, stated that there would be no report from the Patrons at this time.

(Report of the
(Patrons of Palomar

Mrs. Grace Burns noted that there was nothing to report from the North County Council of Community Colleges at this time.

(Report of the
(North County Council
(of Community Colleges

Mr. Tom Pohle stated that there was nothing to present from the Associated Student Body besides the matter of the Associated Students Constitution which appears on the agenda under new business.

(Report of the
(Associated Student
(Body

Mr. Kornhauser noted a letter received from Mr. C. J. Paderewski, of Paderewski, Dean and Associates, indicating that they have ordered two Italian Stone Pines to be delivered to the Palomar College campus. The Superintendent was instructed to write an appropriate letter of acceptance and thanks.

(COMMUNICATIONS:
(Letter from Paderewski
(noting donation of two
(Italian Stone Pines
(to Palomar College

Mr. Kornhauser asked Dr. Huber to now present the matter regarding the installation of an automatic switchboard.

(OLD BUSINESS:
(Automatic Switchboard

Dr. Huber stated that the figure of \$10,625 which was reported as an installation charge at the meeting of December 8, is actually a termination charge if the service is terminated within five years. Dr. Huber stated that obviously, this is not anticipated once the equipment is installed and noted that the Telephone Company also credits 1/60th of the \$10,625 for each full month the equipment is in service for the five years.

Dr. Huber stated that the total installation charge for this equipment is then \$2,400.

Mr. Olmstead inquired if there would be any corresponding charges for successive years? Dr. Huber stated that there would not be.

Dr. Huber stated that the Administration would recommend that the previous resolution (70-2971) adopted December 8, be rescinded or amended to delete the figures which were "\$10,625 payable over a five year period."

Mr. Kornhauser stated that he felt the original motion should be rescinded and the Board should consider a new motion.

Dr. Loomis disagreed stating that he felt this was a clarification based on new information.

Mr. Shadle pointed out that the District's liability is as set forth in the motion adopted on December 8, the District may reduce that liability by paying each month for sixty months, but the total true liability right now is the \$10,625.

Mr. Kornhauser stated that he felt that the resolution should reflect the liability factor which was pointed out by Mr. Shadle.

Mr. Olmstead stated that the Board should consider the \$10,625 as a contingency figure and that we have in fact, obligated ourselves for this contingency; but only for a direct, immediate obligation of \$2,400 at the present time.

Dr. Huber suggested that the Board could merely indicate, for the minutes, that the \$10,625 is a contingency factor.

Dr. Loomis suggested that the Board let the minutes stand as they are until the receipt of the contract from the Telephone Company and at that time the contract can be officially approved. Board concurred.

Mr. Kornhauser asked that the Board consider item G-10 on the agenda prior to the other new business items.

(NEW BUSINESS:

Dr. Huber reported that the Board, as indicated at the last meeting, is aware that the contractor for the swimming pool would be seeking a forty-five (45) day time extension. Dr. Huber stated that on Friday (January 8) the architect called to indicate that more time will be needed and that the time extension which will be requested will be for a sixty-five day extension.

Dr. Huber introduced Mr. Al Chamberlain, Chamac Construction Company, Inc., (swimming pool contractor) who addressed the Board regarding the requested change order.

Mr. Chamberlain stated that the basis for requesting the sixty-five day extension is a result of the comprehensive change orders and their timing. Mr. Chamberlain summarized the timing of the change orders indicating that the first change order dated July 14 was for approximately sixteen (16) days, change orders No. 2 and No. 3 was finally received from the Office of Architectural Construction on November 19, just eight (8) days prior to when the contract was scheduled to be completed. Change Order No. 4 was received sometime after December 14 and that change order itself would justify quite easily a six (6) week delay (Change Order No. 4 is based on the pool heater which was originally approved in Change Order No. 3, but subsequently, Chamac was able to submit an alternate pool heater which saved the District some money).

Mr. Chamberlain further stated that if the sixty-five (65) days are approved, there will still be some trouble in making the February 1 deadline. Mr. Chamberlain stated that he was fully aware of the fact that the Spring Semester begins February 1 and that swimming classes are scheduled to begin that day. Mr. Chamberlain noted, however, that he would assure the Board that the pool would be operational by that date.

Mr. Chamberlain stated that the problem lies with the fifty (50) horsepower electric motor that drives the pump. This motor has very specialized specifications (it is completely weatherproof). The company (Fairbanks-Morris) was already to ship the motor and the bench checked it before shipment, and it was found to be defective. This cannot be repaired and another one must be built; this will take approximately ninety days.

Mr. Chamberlain stated that he would suggest two solutions to the problem: one, a rental motor could be installed which would operate the filter until the other motor is ready; secondly, the District could accept a motor which is being used for similar installations around the country, but its specifications are not as rigid as the one which is called for in the contract. If the Board were to accept this second solution, it would involve a credit to the District.

Mr. Olmstead questioned as to the cost of the original motor which was originally specified. Mr. Chamberlain stated that it is approximately \$1,000 and this figure is included in the contract.

Mr. Chamberlain stated that if the District chose to rent a motor until the original one was built, the District would have to incur the monthly charge for this rental motor which would be approximately \$400.

Mr. Olmstead inquired if in Mr. Chamberlain's opinion that the ordinary motor (not one specified) would do the job needed to be done for a satisfactory period of time. Mr. Chamberlain stated it would.

Mr. Olmstead stated that he would personally favor going to a lower specified motor under the circumstances to avoid the rental cost and to also allow completion by February 1. Dr. Loomis concurred.

Dr. Schettler inquired if Mr. Chamberlain anticipated any difficulty in getting approval of this second level motor in Sacramento?

Mr. Chamberlain stated none whatsoever, and further stated that he did not expect any difficulty in getting approval of this motor with the District's architect and consulting engineer.

Dr. Huber inquired if the second level motor was available and what the time element would be regarding installation. Mr. Chamberlain stated that it was available and that they could meet the February 1 completion date.

Dr. Jaques inquired regarding the request for the sixty-five (65) day extension; what if it is not met, and also who is responsible for the \$400 rental of a motor and why? Dr. Jaques inquired as to why the District would be responsible for a \$400 rental fee for six weeks when the District has a contract for completion of the project within a certain amount of time?

Mr. Chamberlain stated that the specifications allow certain provision for extension of time, and it is generally due to happenings beyond his control. Mr. Chamberlain stated that he felt very strongly that the incident of the defective motor would fall in this category. Mr. Chamberlain also indicated that litigation could result if the extension was not granted. However, Dr. Huber noted that unless the District could show that such delay was the fault of the contractor, it would not be reasonable to take such action. Dr. Huber further stated that the rental fee would also be considered in this same light.

Dr. Huber inquired as to when the heating unit will arrive and be installed? Mr. Chamberlain stated that it is expected on January 18, and the pool will be operational by February 1. Dr. Huber stated that this is also one of the factors involved in the delay. Mr. Chamberlain stated that it was; this item was involved in two of the change orders, the last of which was not approved until after December 14.

After further discussion, it was

MSC Olmstead, Loomis

RESOLUTION 70-2985

BE IT RESOLVED, That the swimming pool contractor, Chamac Construction Company, Inc., be instructed to secure a lower specified motor (rather than the motor indicated in the contract specifications) for the 50 horsepower pump, subject to the District's architect and consulting engineer's approval, which will allow completion of the pool by February 1, 1971.

(Authorize Chamac
(to secure lower
(specified motor for
(swimming pool

MSC Shadle, Olmstead

RESOLUTION 70-2986

BE IT RESOLVED, That Change Order No. 5, submitted by Paderewski, Dean and Associates, requesting sixty-five (65) days time extension on the contract for the construction of the swimming pool, Chamac Construction Company, be approved, making the completion date January 31, 1971.

(Authorize Change
(Order No. 5,
(Contract for
(construction of
(Swimming Pool

MSC Loomis, Shadle

RESOLUTION 70-2987

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize the payment of \$2,690.78 to Paderewski, Dean and Associates for work performed under the terms of their contract dated July 15, 1969 (Swimming Pool Project). The amount computed as follows: $.01 \times \$269,078$ (amount of contract after Change Order No. 3) = \$2,690.78.

(Authorize payment
(to Paderewski, Dean
(and Associates;
(Swimming Pool
(Project

MSC Loomis, Shadle

RESOLUTION 70-2988

BE IT RESOLVED, That the work of Chamac Construction Company, Inc., on the contract for the swimming pool for the month of December 1970, be approved in the amount of \$15,763.00 and that a ten percent retainage be made with a net payment approved of \$14,186.70.

(Approve partial
(payment, Chamac
(Constr. Co.,
(Swimming Pool

MSC Loomis, Shadle

RESOLUTION 70-2989

BE IT RESOLVED, That Change Order No. 4, submitted by Paderewski, Dean and Associates, requesting authority to order specific work altering the specifications and reducing the contract price for the construction of the swimming pool in an amount of \$1,599.00 in accordance with Article 13 of the Architect's and Junior College District's contract dated June 29, 1970, be approved.

(Authorize Change
(Order No. 4, contract
(for construction of
(Swimming Pool

Mr. Kornhauser stated that the Board will now consider item G-1 under new business; Review Audit Report for the School Year 1969-70.

(Review Audit Report
(for School Year
(1969-70

Dr. Schettler stated that this audit was produced by the firm of Anthony J. Collura, San Diego, under the requirement of the Education Code which requires that each District must have an annual audit. Mr. Collura's firm reviewed the District operational budget and accounts, the cafeteria account and the Associated Student account for the fiscal year 1969-70. Dr. Schettler stated that they found matters in order and read a few excerpts from the report as follows:

"Our examination was made in accordance with generally accepted auditing practices. In our opinion the accompanying financial statements represents the position of various departments. The accounting records of the District were in excellent condition, reflecting good organization and proper internal control. The recommendation made in the June 30, 1969 audit report that complete property and equipment accounting and control procedures be established in accordance with those recommended by the California State Department of Education was implemented by the District in a complete and thorough manner. The District now maintains a detailed analysis of fixed assets including historical costs and acquisition or construction date."

Dr. Schettler stated that the remainder of the volume is detailed report sheets, balance sheets, and exhibits of various kinds.

Mr. Olmstead questioned the item which was brought out in Dr. Huber's Report of Superintendent regarding the erroneous listing of tax rates.

Dr. Schettler stated that the tax rate shown under General Financial Information (fourth page of the book) includes two tax rates that are not rates that are related to the Palomar College Board. They are applicable to the land of this District, but they are set by the County Schools Superintendent's Office to handle the Regional Occupational Program Centers and Childrens Institutions Tuition. Dr. Schettler stated that for some reason the auditor included them as if they were tax rates of the District.

Mr. Olmstead inquired if the auditor gave a reason for doing this. Dr. Schettler stated that he did not, and noted that they are rates which apply to the land, but they are not under the control of the Palomar College Governing Board.

Mr. Olmstead inquired if the auditor has submitted a letter to the District indicating that he is amending his audit to exclude these figures.

Dr. Schettler stated that he has not yet, but stated that the Administration has asked the County Superintendent's Office (Mr. Collura is an employee of that Office) if they would contact him and instruct him to submit such a letter. The Board concurred that Dr. Schettler should obtain such a letter as a matter of record. (This letter has since been received and is now on file).

Dr. Loomis stated that the Business Office should be commended again for its excellent job.

Dr. Huber presented the proposed Associated Students' Constitution, noting that it has been thoroughly reviewed and approved by the Administrative Council and the Faculty Senate. Dr. Huber cited an article which appears in the January 12 issue of the Telescope which states that this particular student council, which calls itself the Students For Change, and was lead by Mr. Tom Pohle, had as one of its platforms, a provision to provide for a new constitution and as the editor points out, this proposed constitution will provide for more student representation in student government,

(Associated Students'
(Constitution

less rigid requirements for those wishing to hold student government offices, and elimination of the A.S.B. card as a requirement to vote in the campus elections.

Dr. Huber also noted that this Constitution was submitted to, and approved by the student body itself. Dr. Huber stated that the Administration was recommending that the Board adopt this Constitution as presented. It was

MSC Loomis, Olmstead

RESOLUTION 70-2990

BE IT RESOLVED, That the Associated Students' Constitution, dated December 14, 1970, be approved as presented.

(Approve Associated
(Students'
(Constitution

Mr. Kornhauser stated that the members of the student body who worked on this document should be commended; it is a constructive and creative approach to the problem. Mr. Kornhauser further stated that he felt the document was very well thought out and hoped that it would be successful.

Dr. Jaques inquired as to when discussion was going to be held regarding student body cards and its relationship to activities and the entire matter of funding various programs and the relationship between the District and A.S.B. finance?

Dr. Huber stated that as indicated in the Report of Superintendent, the students are presently developing a financial code which would have some relationship to this particular problem. Dr. Huber noted, however, that there is indication that there needs to be a re-assessment of the aspect of the student body card, whether it should, in fact, be an activity card, or whether there should be such a thing as a membership fee; there are a number of factors involved. Dr. Huber stated that he would like to have an opportunity for the students to be able to develop their particular approach in terms of solving the financial problem of the student body.

Dr. Huber reminded the Board that the District presently has a policy which does provide for a District-Student Body procedure for budget purposes. Dr. Huber noted that the problem which was discussed at the meeting of December 8 related to the requirement of a student body card specifically. Dr. Huber stated that all of these items will have to be brought together in a re-statement of present budgetary procedures related to District and Associated Student Government, and there will have to be a specific division made between classroom activities and activities which are in fact, student body activities. Dr. Huber noted that the present policy (District-Associated Student Body Budget Procedure Policy) comes about as close as we can to this particular issue without saying that the District assumes responsibility for the total activities of the student body, and that the student body funds, as such, would operate in some other area.

Dr. Jaques inquired as to how long it would be before this matter is ready to be discussed?

Dr. Huber stated it would be brought up for discussion in a month.

Mr. Kornhauser stated that he felt there were some unresolved questions in regard to the relationship of the student body, the college generally, and its financing. Mr. Kornhauser stated that he has given some thought to the idea of appointing a committee made up of various segments of the college community, to make a thorough study of the entire problem and to present to the Board specific recommendations as to the solution of some of these difficulties.

Dr. Huber stated that the structure is already established for providing answers to these questions. Dr. Huber stated that he did not want to alter the work of the students in developing their financial code.

Dr. Loomis stated that he felt there was a great deal to be said towards developing this matter through appropriate channels and noted that he felt this was being done.

Mr. Kornhauser stated that he was thinking more in terms of fiscal responsibility and allocation of funds.

Dr. Loomis stated that the students must come up with a solution of this before they can submit a budget, and they must do this by a certain deadline. Dr. Loomis stated that he would prefer to leave matters as they are and wait to see what the students do submit. Mr. Kornhauser concurred.

Mr. Kornhauser asked if there were questions regarding the Spring Bulletin 1971. It being done, it was

MSC Olmstead, Shadle

RESOLUTION 70-2991

BE IT RESOLVED, That the Palomar College Spring Bulletin 1971, be approved.

(Approve Spring
Bulletin 1971

After a brief discussion regarding the authorization for payroll deductions, it was

MSC Shadle, Jaques

RESOLUTION 70-2992

BE IT RESOLVED, That payroll deductions be authorized for the purpose of purchasing group ordinary life insurance from Manufacturer's Life Insurance Company.

(Authorize payroll
deductions;
Manufacturer's
Life Insurance
Company

Dr. Schettler reported that the Administration was requesting authorization to enter into a Night Depository Agreement with the San Marcos Branch of Security-Pacific National Bank. Dr. Schettler noted that the College previously had such an agreement with the Escondido branch of Security-Pacific because the San Marcos branch did not have a night depository, but now it has established one, and this makes it much more convenient. It was

MSC Jaques, Loomis

RESOLUTION 70-2993

BE IT RESOLVED, That the Assistant Superintendent/Business Services of the Palomar Community College District be authorized to enter into a Night Depository Agreement with the Security Pacific National Bank in accordance with the Bank's requirements, conditions, regulations, and rules, and to designate the persons who shall be authorized to accept, and receipt for, delivery of said Bank's depository bag removed from said Depository or give instructions regarding the contents thereof. The authority herein conferred shall continue in full force and effect until written notice of its revocation shall be received by said bank at its banking office at San Marcos, California.

(Authorize Assistant Superintendent to enter into Night Depository Agreement with Security Pacific National Ban

(Mr. Olmstead abstained from voting on Resolution 70-2993)

Dr. Huber reminded the Board that the present College Catalog is a two-year catalog. Dr. Huber stated that the Catalog Committee has met and prepared specifications, which have been distributed to the members of the Board, and have recommended that the next publication be a one year catalog. The Administration concurs in this particular recommendation and would recommend to the Board that it authorize the advertisement for bids.

Mr. Shadle inquired if the Administration expected more than one bid? Dr. Schettler stated that he did, and noted that the range of bidding on an item such as this can be quite varied. It was

MSC Loomis, Shadle

RESOLUTION 70-2994

BE IT RESOLVED, That the Assistant Superintendent/Business Services be authorized to call for bids for the publication of the Palomar College Catalog for 1971-72.

(Authorize call for bids; College Catalog 1971-72.

There being no questions regarding agenda item G-11, Authorization for Board members to attend American Association of Junior Colleges Convention, it was

MSC Jaques, Loomis

RESOLUTION 70-2995

BE IT RESOLVED, That members of the Governing Board be authorized to attend the American Association of Junior Colleges Annual Convention to be held February 28 through March 4, Washington, D.C., and that payment of advance registration fee for said Convention be approved for those attending.

(Authorize Board
(Members to attend
(AAJC Convention

Dr. Huber recommended that the travel expenses, as presented, be approved. It was

MSC Loomis, Jaques

RESOLUTION 70-2996

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel
(expenses;

a. Transportation (air fare) to attend Consortium on Child Development, Coordinating Council of Higher Education, Los Angeles; \$16; (Ruth Clothier

b. Travel (mileage) within San Diego County; (Marilyn Hawkins

c. Transportation (mileage) to attend Seminar in Classroom Techniques, Ventura College, Moorpark, \$8; (Richard Peacock

d. Transportation (mileage) to visit Art Center College of Design, Los Angeles, \$20; (James Hulbert

e. Release time to attend NCAA National Football Coaches Convention, Houston, Texas; (Mack C. Wiebe

f. Travel and expenses for Consultants, Learning Resources Workshop, \$288. (Dr. Tom Hatfield
(Wanda Sterner
(Mildred Guernsey
(Martha Eichain

Mr. Bergman reported that the courses being submitted for approval have been approved by the Curriculum Committee and are now being recommended for inclusion in the catalog. It was

MSC Loomis, Jaques

RESOLUTION 70-2997

BE IT RESOLVED, That the following new courses be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community College courses:

(Approve New Courses
(for Submission to
(California Community
(Colleges Office

Art 65. Glassblowing - Offhand (3)
Art 66. Glassblowing - Offhand (3)
Economics 3. Current Topics in Economics (3)
Spanish 100. Beginning Conversational Spanish (3)
Spanish 101. Intermediate Conversational Spanish (3)
Continuing Education 3. Pre-Industrial Education (1,2 or 3)

Dr. Huber reported that in accordance with the District-Associated Student Budgetary Procedures Policy, all net profits from the Bookstore are to be transferred to the Associated Students. The resolution on the agenda provides for this transaction.

Mr. Olmstead inquired if this transaction would wind up the books for the 1969-70 fiscal year.

Dr. Schettler stated that it would, and reported that \$17,000 had already been transferred to the Associated Student Body and the audit revealed that the total net profit of the Bookstore was \$18,268. Dr. Schettler stated that according to the Agreement between the District and the Associated Student Body, the Administration was recommending that the remaining \$1,268 be transferred. It was

MSC Jaques, Olmstead

RESOLUTION 70-2998

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize the transfer of \$1,268.00 from the District Bookstore Account to the Associated Students of Palomar College as the balance of the net profit from 1969-70, in accordance with the Associated Students - District Agreement.

(Authorize transfer
(of funds to
(Associated Students

Dr. Huber requested that Dean Coutts speak to the matter of the awarding of a contract of purchase for a Polygraph, which is to be used in the Life Science Department.

Mr. Coutts reported that a Polygraph is a device for measuring various physical constants; i.e., blood pressure, pulse, respiration, etc., and has been widely used in the Physiology program of junior colleges and colleges in California.

Mr. Coutts pointed out, that unfortunately, there is but one manufacturer for this particular instrument, the Narc Bio-Systems, Inc. Mr. Coutts stated that this instrument will be used in the Life Science Department as a training device. Mr. Olmstead inquired if this item were included in the 1970-71 budget. Dr. Schettler replied that it was. After brief discussion, it was

MSC Olmstead, Loomis

RESOLUTION 70-2999

BE IT RESOLVED, That the Governing Board of the Palomar Community College District award a contract of purchase for a Polygraph, to be used in the Life Science Department of Palomar College, to Narc Bio Systems, 4924 Omar Street, Fremont, California. Said contract to be in the amount of \$6,999.48 (F.O.B. destination, tax not included).

(Award contract of
(purchase; Narc Bio
(Systems; for Polygraph

Dr. Huber reported that the Board and other staff members have expressed concern over the past few years as to the adequacy of the College's lighting, both on campus and in the parking area. Members of the staff have also expressed concern particularly when there have been large numbers of people on campus, not only for classes, but also for special events such as when there are 3,000 people in the Dome who have come to hear a lecture. Dr. Huber stated that the Administration has also had some indication from preliminary budgeting, that there are some building modifications which should be seriously considered by the Board, for example, Room P-32 which has been in its present form since its inception and does have some inadequacies

which the Administration feels could be corrected by some modification of the facility which would enhance it for many other activities than those which it is presently being used for. Dr. Huber stated that the Administration is recommending to the Board that it secure the services of Paderewski, Dean and Associates for engineering surveys. Dr. Huber noted that billing would be on an hourly basis and the areas which would be looked into would be campus lighting, Room P-32, enlargement of the Library, and there have been a number of requests for additional office space to handle new staff.

Mr. Olmstead stated that he definitely thought that consideration should be given to adequate lighting at the entrance of Palomar College. Dr. Schettler stated that this is included in the lighting plan.

Mr. Kornhauser inquired as to what the status is regarding the widening of the road at the entrance of Palomar College?

Dr. Huber stated that, as the Board is aware, the Administration has contacted the San Marcos City Council regarding this matter and it has also approved of the widening project. The Council, in turn, has contacted the County Planning Department, and the County Planning Department has indicated that this is a reasonable plan and proposal and have suggested a possible construction plan.

Dr. Huber stated that he has not been in contact with the San Marcos City Administrator since before Christmas, but the preliminary plan for widening the road at the entrance is apparently proceeding. Dr. Huber further stated that he would keep the Board abreast of any further developments.

In regard to the matter of securing architectural services, Mr. Shadle inquired as to what would be the approximate cost to perform these building and lighting surveys?

Dr. Schettler stated that it would be billed to the District on an hourly basis; the engineer or architect's rate per hour is \$30 and a draftsman is \$15 per hour.

Dr. Loomis suggested that the Board could authorize a certain price limit.

Dr. Schettler stated that he would like to also point out at this time that sometime in the Spring, the Board will be again asked to secure the services of Paderewski, Dean and Associates to assist the Administration in the preparation of the Master Plan. Dr. Schettler noted that the Master Plan, which is submitted to the State annually, must have architectural design included in the document.

Dr. Jaques inquired if the architect would be recommending the modification of buildings when there is no money available in the budget for these modifications?

Dr. Schettler stated that the architect would not be in a position to do that; he would be recommending the feasibility of the modification that the Administration would be recommending to him.

Mr. Kornhauser stated that he felt that the motions to secure the architect's services should have some kind of a limit on it.

Dr. Schettler suggested that the Board use the \$3,000 limit.

Mr. Olmstead inquired if this would be applied as an advance fee towards the architect's fee in the event a suggested modification is contracted?

Dr. Schettler stated that he would assume so; if the architect designs a modification of Room P-32 and the District had to pay \$300 for this original work, the District certainly should insist that that amount be deducted from the architect's fee.

Dr. Jaques stated that if the architect indicated that it is feasible for modification of a specific project for \$50,000, or whatever the figure might be, does the District have this money to complete this project?

Dr. Schettler stated that he could not answer that question because all the requests which have been submitted have to be screened by the Budgetary Committee, the Administration and then the Board. Dr. Schettler stated that the Administration does not plan to turn over capital request to the architect; there are some that are beyond our expectations. Dr. Schettler noted, however, that there are some requests, such as P-32, and office additions, that have to be looked into right away in order to accomplish the work during the summer so it can be ready by September when classes begin. After further discussion, it was

MSC Shadle, Loomis

RESOLUTION 70-3000

BE IT RESOLVED, That the Administration be authorized to secure the services of Paderewski, Dean and Associates for engineering surveys of campus lighting and building modifications to be proposed in the 1971-72 budget with a \$3,000 limit, the cost of which to be deducted from architectural contract if let.

(Authorize engineering
(services of
(Paderewski, Dean
(and Associates

Mr. Olmstead requested that the members of the Board return to agenda item G-11 regarding the authorization to attend the American Association of Junior Colleges Convention. Mr. Olmstead questioned if this resolution would provide for the usual expenses which are incurred at these conventions, and if so, he would recommend that a limitation be placed on this resolution authorizing only one member of the Board to attend.

Mr. Olmstead stated that he would make that request in the form of a motion; Mr. Shadle seconded the motion.

Mr. Shadle stated that he would presume that the limitation suggested does not apply to administrators. Mr. Olmstead stated that it did not.

Considerable discussion was held regarding the meetings in the past which various members of the Board have attended with the consensus being that all of these have been very beneficial and that this has not been misused in any way.

Mr. Kornhauser proceeded to poll the members of the Board as to those who planned to attend the AAJC Convention in Washington, D.C., February 28 through March 5: Dr. Jaques indicated no; Dr. Loomis indicated no; Mr. Olmstead indicated no; Mr. Shadle indicated no; Mr. Kornhauser indicated that he would attend.

Mr. Kornhauser noted that by attending this Convention, it would also provide an opportunity to make useful contacts with members of the legislature.

Mr. Olmstead stated that he would like to amend his motion to limit the attendance to the AAJC Convention to two members of the Board.

Mr. Kornhauser reviewed the motion as follows:

MS Olmstead, Shadle

That the number of Board members authorized to attend the AAJC Convention in Washington, D.C. be limited to two (2).

Mr. Kornhauser called for the question; the motion failed for lack of a majority vote.

The Report of Budgetary Balances as of December 31, 1970, was noted.

(FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of December 1970, was noted.

(Report of Collections

The Report of Use of Facilities by Outside Organizations during the month of December 1970, was noted.

(Use of Facilities

Following a brief discussion regarding the purchase orders, it was

MSC Loomis, Shadle

RESOLUTION 70-3001

BE IT RESOLVED, That Purchase Orders numbered 2509 through 2751, except for those marked "reserved" be approved.

(Approve Purchase
(Orders

MSC Olmstead, Shadle

RESOLUTION 70-3002

BE IT RESOLVED, That Salary Warrants numbered 16 and 17, be approved.

(Approve Salary Warrants)

MSC Olmstead, Shadle

RESOLUTION 70-3003

BE IT RESOLVED, That Expense Warrants numbered 791861 through 792135, be approved.

(Approve Expense Warrants)

MSC Shadle, Olmstead

RESOLUTION 70-3004

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of December 1970, be approved and that letters of appreciation be sent to all donors.

(Approve Library Acquisitions)

Dr. Huber reported that notification has been received from the Registrar of Voters that the election on April 20, will be consolidated and that all the districts within the Palomar Community College District will be holding elections at the same time.

(REPORT OF SUPERINTENDENT)

Dr. Huber stated that his office has also received a request from the Valley Center School District and the Pauma Valley School District asking for consolidation for a bond and tax rate election. Dr. Huber stated that this matter will be presented to the Board for action at the next regular meeting (January 26).

Dr. Huber stated that his office also received legal notification from the Registrar of Voters that three (3) members will be elected to the Governing Board of the Palomar Community College District on April 20, 1971. Dr. Huber stated that forms for declaring candidacy and for the nomination of candidates for the election are available from the office of the Registrar of Voters.

Dr. Huber reported that the legal notice regarding the election will be published on January 22, January 29 and February 5, and that filing of candidacy will begin with the first date of publication, January 22. The deadline for filing is February 25, 1971.

Dr. Huber reported that Mr. Sam Hinton of the Office of Relations with Schools, University of California at San Diego visited Palomar College on Tuesday, January 5, 1971, and reported the following information:

Six students entered UC Davis and earned a grade point average of 2.94;

Six students entered UC Irvine and earned a grade point average of 3.2;

Six students entered UC Los Angeles and earned a grade point average of 2.99 with a 3/1000 differential;

Nineteen students entered UC Riverside and earned a grade point average of 2.8;

Twelve students entered UC San Diego and earned a grade point average of 2.94;

Six students entered UC Santa Barbara and earned a grade point average of 2.84.

Dr. Huber stated that Mr. Hinton further noted that all of these grade point averages are substantially higher than the State average for junior college transfers and higher than their average while attending Palomar College.

Dr. Huber noted that Mr. Hinton's point regarding Palomar students attaining a greater grade point average than the State average is a very significant one and would indicate that Palomar College gives a very high level of instruction.

Dr. Loomis suggested that the Board should adopt an appropriate resolution commending the administration and faculty for what would seem to be an excellent measure of the job that they are doing. Dr. Loomis stated that this is a most significant report; discussion has been held regarding accountability and this report certainly is an instance where accountability can be presented in writing.

Mr. Kornhauser directed the Superintendent to prepare an appropriate resolution for the agenda of the next Board meeting.

Dr. Huber stated that the Administration is seeking the services of the California State Personnel Board for a survey of classified Staff and noted that at the time this was approved by the Board, it was reported that the cost would be approximately \$2,500. Dr. Huber stated that the contract has now been received and the figure quoted is for a maximum of \$3,200. Dr. Huber noted that this does not necessarily mean that the final figure could not be \$2,500, however, the Administration feels that the Board should know that the State Personnel Board has indicated a maximum of \$3,200.

After a brief discussion regarding the need for the complete survey and its benefits, the Board directed the Superintendent to enter into the Contract as presented.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:10 p.m. Following discussion of items of Personnel, the meeting was reconvened in Regular Session 11:20 p.m.

(EXECUTIVE
(SESSION

MSC Loomis, Jaques

RESOLUTION 70-3005

BE IT RESOLVED, That the resignation of Mrs. Marilyn Crist as Chairman of the Foreign Language Department, be accepted with regret.

(Accept resignation;
(Mrs. Marilyn Crist
(as Chairman of
(Foreign Language
(Department

MSC Loomis, Jaques

RESOLUTION 70-3006

BE IT RESOLVED, That the appointment of Mr. Timothy Ulman as Chairman of the Foreign Language Department, effective February 1, 1971, be approved.

(Appoint Mr. Tim
(Ulman, Chairman,
(Foreign Language
(Department

MSC Loomis, Jaques

RESOLUTION 70-3007

BE IT RESOLVED, That the employment of Mr. Keith Hanssen as Learning Resources Specialist, effective January 4, 1971 through July 1, 1971, Classified Salary Range 48-A, be approved.

(Approve employment;
(Mr. Keith Hanssen
(Learning Resources
(Specialist

MSC Loomis, Jaques

RESOLUTION 70-3008

BE IT RESOLVED, That the employment of Mr. Don R. Morgan as Aquatics Instructor, Physical Education Department, effective February 1, 1971 through June 11, 1971 (partial contract), be approved.

(Approve employment;
(Mr. Don R. Morgan,
(Aquatics Instructor

MSC Loomis, Jaques

RESOLUTION 70-3009

BE IT RESOLVED, That the employment of Mrs. Nanci Lee Wilson as Account Clerk, Business Office, Salary Class No. 29-A, at a salary of \$525 per month, effective February 1, 1971, be approved.

(Approve employment;
(Mrs. Nanci Wilson,
(Account Clerk

MSC Loomis, Jaques

RESOLUTION 70-3010

BE IT RESOLVED, That the employment of the following persons, as listed on Page 26 of the Legal Minutes, as supplemental staff (students and extra-clerical), be approved.

(Approve employment;
(students and extra-
(clerical

MSC Jaques, Loomis

RESOLUTION 70-3011

BE IT RESOLVED, That a contract for employment of Dr. Frederick R. Huber, Superintendent/President, for a period of four years at a salary of \$28,000, with increments for 1972, 1973 and 1974 at \$1,500, be approved, effective July 1, 1971.

(Approve contract;
(Dr. Frederick R.
(Huber, effective
(July 1, 1971

The meeting was adjourned at 11:30 p.m.

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
January 26, 1971, 7:30 p.m.

The Board of Governors of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Dr. Bruce D. Jaques (Roll Call)
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Milo E. Shadle, Clerk

ABSENT: Mr. Morse Olmstead, Vice President

ADMINISTRATION
PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Dean of Humanities
Mr. Charles Coutts, Dean of Sci/Bus/Tech
Mr. Robert Burton, Dean of Student Personnel
Mr. Robert Bowman, Dean of Student Activities
Mr. Theodore Kilman, Dean of Continuing Education
Mrs. Esther Nesbin, Dean of Library Science

GUESTS: Mr. Ray Larson, A.S.G. Representative
Mr. Steve Hughes, A.S.G. Representative
Mr. Keith Hanssen, Learning Resources Specialist
Mrs. Charlene Parsons, San Marcos
Mr. Jim Redington, Escondido
Mr. J. D. Hodges, Escondido
Mr. Stu Marshall, Fallbrook
Dr. John Puttkamer, San Diego
Mr. Walter Brown, Dir. of Vocational Education
Mr. Gene Jackson, President, Faculty Senate
Mr. William Bedford, Vice Pres., Faculty Senate
Mr. Frank Martinie, Chairman, Faculty Salary
and Benefits Committee
Miss Suzanne Emery, Escondido Times-Advocate

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.
It was

MSC Loomis, Shadle

RESOLUTION 70-3012

BE IT RESOLVED, That the Minutes
of the Regular Meeting held
January 12, 1971, be approved.

(Approve Minutes;
(January 12, 1971

Dr. Huber noted that Mr. Gene Jackson
was not present to report for the Faculty
Senate and suggested that this report be
deferred until he arrived. Board concurred.

(Report of the
(Faculty Senate

There was no representative present to
report for the Patrons of Palomar.

(Report of the
(Patrons of Palomar

There was no representative present to
report for the North County Council of
Community Colleges.

(Report of the North
(County Council of
(Community Colleges

Dr. Huber noted that Mr. Tom Pohle,
President of the Associated Student
Government, had been called out-of-town
on an emergency. Dr. Huber inquired of
Mr. Bowman if there was any indication as
to when the run-off election for the
Office of A.S.G. President and Vice
President would be held? Mr. Bowman
stated that it would be held sometime
next week.

(Report of the
(Associated
(Student Government

Mr. Kornhauser asked Mr. Frank Martinie,
Chairman of the Faculty Salary and Benefits
Committee, to address the Board regarding
the Committee's letter which has been
submitted to the members of the Board.

(COMMUNICATIONS:
(Mr. Frank Martinie
(Chairman, Faculty
(Salary and Benefits
(Committee

Mr. Martinie stated that the Committee has
found itself with a problem regarding the
anniversary increments (which were adopted
by the Board at its meeting held November 10, 1970)
and the difficulty is because of lack of information
on the part of the Committee members who had been
at Palomar College since the present salary
schedule had been altered (it was altered in
1965). For those members of the Committee, it
was assumed that the salary schedule had always
consisted of thirteen steps, and consequently the
Committee made all of its proposals with that
fact in mind.

Mr. Martinie further stated that it was discovered, after the adopted proposal was commonly known on campus, that the Committee had perhaps done a considerable injustice to some of the senior members of the faculty. Mr. Martinie noted that a plan has been worked out that would rectify this situation by using the 1965 salary schedule for computing the number of years of service. This is the information that is being presented for consideration at this time.

Dr. Loomis asked for further clarification regarding this matter.

Mr. Martinie stated that the original proposal was that there be a seventeenth and twenty-first step added to the present salary schedule (in addition to the regular thirteen steps). It was suggested that to determine when an instructor reached the seventeenth or twenty-first step, an additional four years, for example, would be added at the point when the instructor reached the thirteenth step of the salary schedule. Mr. Martinie stated that in 1965 when the sixteenth step pay scale was changed back to a thirteen step pay scale, a number of members of the staff, at that time, were shifted back (some one year, some two or three years) on the pay scale, however, financially they were not affected. The proposal as adopted, discounted those number of years of service. What the Committee is now presenting, is a proposal that would rectify that situation.

Mr. Kornhauser questioned whether at this point, any financial adjustment would be needed?

Dr. Huber stated that there would be a financial adjustment necessary. Dr. Huber further stated that when the Board originally adopted the seventeenth and twenty-first step, there would have been no instructor on the twenty-first step. However, under this recapitulation, there will be ten people who are on the twenty-first step. This means an outlay of \$5,150. Dr. Huber stated that this is why the matter is again being presented to the Governing Board.

Considerable discussion was held among the members of the Board regarding clarification as to exactly how these people had lost certain years of service.

Mr. Kornhauser noted that this matter appeared on the agenda as an information item, and questioned whether Board action was necessary in order to allocate the necessary funds?

Dr. Huber stated that the Board has already approved of the allocation of approximately \$8,670 from the undistributed reserve to the appropriate budget categories (action on 11/10/70). The additional amount of money required (\$5,150) does not necessitate a transfer of funds. However, Dr. Huber stated that this matter could be placed on the agenda for action at the next meeting of the Governing Board.

Dr. Loomis inquired if this proposal would bring all faculty members up to the right placement on the salary schedule?

Dr. Huber stated that it would.

Dr. Loomis requested that the Superintendent incorporate in the resolution something to the effect that when an instructor reached the top step of the salary schedule, that this be recognized and the additional years of service thereafter be noted, for example, twenty-one years of service plus one, two, three, etc.

Mr. Shadle stated that as he understands the structure of the salary schedule, for an instructor to reach step seventeen on the salary schedule as adopted, it is necessary to add the number of years that an instructor has been at Palomar College to the step where he started when employed.

Dr. Huber stated that that was correct and noted that the instructor is given his full experience.

Mr. Shadle questioned if the proposal is suggesting that this is what be done? Dr. Huber stated that it was; that the proposal is correcting for ten people what was done back in 1965 when that salary schedule was adjusted.

Dr. Jaques directed a question to Mr. Martinie, as Chairman of the Faculty Salary and Benefits Committee, stating that because the District is operating under such a tight budget, and this money could be used to hire additional faculty, did Mr. Martinie feel that this was still a worthwhile use of funds?

Mr. Martinie stated that he did feel it was very well worth the effort and expenditure. Mr. Martinie stated that he felt that some of the senior members of the faculty have made an unusually fine contribution to Palomar College and many of them are continuing to carry on leadership functions of the faculty and this is certainly just reward.

Dr. Loomis questioned whether Mr. Martinie might suggest a merit type of salary schedule?

Mr. Martinie stated that if there were a way that one could work that out it could have significant possibilities; some kind of a combination where students, faculty and administration could participate. Mr. Martinie stated that personally, as a student of economics, that type of a concept has great appeal.

Mr. Kornhauser directed the Superintendent to place this matter on the Agenda for action at the next meeting of the Governing Board.

Dr. Huber reported that he was requested by the Board to present an appropriate resolution commending the faculty and administration of Palomar College for its excellent instruction in bringing about the record of performance held by Palomar's students who have transferred to the various branches of the university. (OLD BUSINESS:
Dr. Huber, at the request of Dr. Loomis, reviewed the grade point averages of the fifty-five students attending the universities and briefly noted the comments regarding this achievement which were made by Mr. Sam Hinton, Office of Relations with Schools, University of California. It was

MSC Jaques, Loomis

RESOLUTION 70-3013

BE IT RESOLVED, That the Board of Governors at its regular meeting held January 26, 1971, noting the outstanding record of former Palomar College students who have transferred to branches of the University of California, do hereby commend the faculty and administration of Palomar College for its demonstration of superior instruction and outstanding effort in bringing this achievement to Palomar College.

(Commend Faculty
(and Administration
(for outstanding
(instruction

Dr. Huber reported that at the last meeting of the Governing Board, the question was raised as to when the Administration would be presenting a report relative to the question of the student body card and the nature of distribution of student body funds and District funds, and the relationship to activities. Dr. Huber stated that discussion has been held during the past week with student leaders and athletic coaches to determine the most equitable, economical and realistic plan to relate District and Student Body funds and activities. Several conclusions have been reached which could be the basis for a workable policy. They are:

(District - A.S.G.
(Budget Procedure

(1) The District assume financial responsibility for athletics with the income derived from athletics to be returned to either the District or the Student Body (the 1970-71 budget for athletics in Student Body funds was approximately \$23,000).

(2) Funding of publications (Focus, Telescope, Bravara and Insight), Forensics, Theater Arts, Music, Art, and Dance, be from the Bookstore net profit. Such monies can be specifically designated to the activities listed above and thus, assure their continuing to function as a part of the total program of the Student Body and College. If the Bookstore income was greater than the budgeted activities, surplus monies would go to the general fund of the Student Body (the maximum budget approved by the Student Body for all of the activities listed above for 1970-71 was \$18,357.50; the net profit from the Bookstore given to the Student Body for this period based on 1969-70 was \$18,268.00).

(3) The present Student Body card would be replaced by a Social Activity Card, priced at approximately \$10 with a discount book included.

(4) No activities card would be required for participation in any of the Student Body activities or teams of the College.

(5) Where admission charges are made for activities such as athletics, dances, and plays, those students holding a Social Activity Card would be given a reduced price or admitted free.

Dr. Huber stated that these are some of the directions in which the Administration is considering and requested Board reaction regarding the proposal.

Dr. Loomis inquired if this proposal covered all segments of the A.S.G. budget as it is being operated at the present time? Dr. Huber stated that it did, with the exception of the social activities, such as dances, rallies, or conferences.

Dr. Loomis stated that as he understood the proposal, this area of social activities would have to be self supporting. Dr. Huber stated that the funds would have to come from the sale of student activity cards.

Dr. Loomis stated that the function of the A.S.G. card at that time would be merely a "bargain seeking idea."

Dr. Huber asked Mr. Bowman, Dean of Student Activities, to respond in regard to the proposed A.S.G. Activity Card.

Mr. Bowman stated that the Activity Card would be considered added income to the Student Government and noted that not all activities that will need funding are included in the proposal. Mr. Bowman stated that dues for the California Junior College Student Government Association are not included, nor are travel expenses and meals for students participating in various activities not covered by Bookstore funds.

Dr. Loomis questioned as to how it is proposed to financially cover these activities?

Mr. Bowman stated that these activities will have to be covered by funds derived from the sale of the Student Activity Cards.

Dr. Loomis stated that as he understands it, what is trying to be done with the proposal is to answer the question which was originally proposed as to what should be financed by the District and what should be financed by the A.S.G., and the proposal defines these things by saying that everything that is considered athletics is District expense and everything else would be activity expense.

Mr. Bowman stated that what is being said is that the District is not allowed to finance such activities as speech trips, but it is allowed to pay for the athletic program expenses (recent Legislation so stipulates).

Mr. Shadle stated that it is his understanding (referring to proposal), that no card would be required for participation in any of these functions, whether it be instruction or activities.
Mr. Bowman stated that that was correct.

Mr. Kornhauser stated that he felt one of the important features of this proposal was that it no longer makes it mandatory to hold an A.S.G. card to participate in various activities of a non-social nature, such as football or drama.

Dr. Huber stated that the proposal does not even require an A.S.G. card for participation in social activities, except that if a card is purchased, students will get some reduction on the admission fee or possibly be admitted free.

Further discussion was held regarding the proposal, with members of the Board concurring that this proposal seemed to be the solution to the District - A.S.G. finance problem.

Mr. Kornhauser stated that he felt Dr. Huber should proceed with this proposal and suggested that it be brought to the Board in the form of a resolution for adoption at a future meeting.

Dr. Jaques inquired if the students have faced the fact that the amount of money derived from the sale of the Social Activity Card might be quite small, and might not cover all the extra items mentioned by Dean Bowman that have not been designated to be funded by Bookstore monies. Mr. Bowman stated that he felt the students were very much aware of this fact.

Mr. Kornhauser pointed out that those items that are not to be earmarked for Bookstore funding are only social activities, so that the social activity is correctly limited by the amount that the students are willing to pay in order to have it.

Dr. Jaques also questioned item (1) which states ". . . income derived from athletics to be returned to either the District or the Student Body . . .?"

Dr. Huber stated that the Administration had not reached a decision on this item. Dr. Huber stated that he would presume that it could be said that if the District is funding athletics then the money should be returned to the District. This may well be the way the Board would want to act in this matter, however, Dr. Huber stated that he would prefer to wait for a recommendation from the Administrative Council before presenting it to the Board.

Dr. Jaques questioned whether the proposal was actually stating that there is nothing wrong with the present student body activities program except that it is necessary for the athletic program to be funded by the District.

Dr. Huber stated that the proposal is obviously a change in approach; Bookstore profits have always been going to the student body, but the money has not been designated for specific things; and of course, what this proposal also does, is that it does not allow for certain councils to say in five or ten years, that they object to the Speech Team, therefore, it will be eliminated from the program. Dr. Huber stated that if he understood the consensus of the group of students that met and discussed this matter, this proposal would prevent that from ever happening because the students would so specify.

Dr. Jaques stated that he felt that we all agree that the A.S.G. is in great difficulty, financially among other things; the District is also in financial difficulty. The College needs far more faculty than it presently has and the Board must look at this proposal very carefully.

Dr. Jaques stated that he felt personally that if the District were to assume the financial responsibility of the athletic program, then certainly, any income derived would not go to the student body. Dr. Jaques further stated that he felt the Board must consider all of the aspects of the proposal, however, in general, Dr. Jaques stated that he felt the proposal was a very forward looking step.

Dr. Huber stated that as soon as the proposal is drawn up, it will be shared with the Budgetary Committee as well as the Administrative Council and Faculty Senate.

Mr. Shadle inquired as to what the average income was from athletics? Dr. Huber stated that the Athletic Department had predicted \$10,000 for 1970-71, but the actual income is only expected to be between \$5,000 and \$7,000.

There being no further discussion regarding the A.S.G. - District Budget Procedure, the Board proceeded to the next agenda item.

Dr. Huber reported that the School Calendar for Summer 1971 and for the School Year 1971-72 have been approved by the Faculty Senate and the Administrative Council and are being recommended for Board approval. It was

(NEW BUSINESS:

MSC Jaques, Loomis

RESOLUTION 70-3014

BE IT RESOLVED, That the School Calendar for Summer Session 1971 be approved.

(Approve School
Calendar;
Summer 1971

MSC Loomis, Shadle

RESOLUTION 70-3015

BE IT RESOLVED, That the School Calendar for the Academic Year 1971-72 be approved.

(Approve School
Calendar;
1971-72

Dr. Huber stated that the Administration was recommending the approval of resolutions submitted by Pauma School District and Valley Center Union School District requesting consolidation with the Governing Board Election to be held April 20, 1971. It was

MSC Jaques, Shadle

RESOLUTION 70-3016

BE IT RESOLVED, That the Resolutions
Consenting to Consolidation of the
following elections to be held with
the Palomar Community College
Governing Board Members Election
on April 20, 1971, be adopted:

(Adopt Resolutions
(Consenting to
(Consolidation of
(Elections to be
(held April 20, 1971

Pauma School District Bond and
Maximum Tax Rate Election;

Valley Center Union School District
Bond Election.

AYES: Loomis, Shadle, Jaques, Kornhauser

NOES: None

ABSENT: Olmstead

Dr. Huber stated that the Administration
recommended that the travel expense as
presented, be approved. It was

MSC Shadle, Jaques

RESOLUTION 70-3017

BE IT RESOLVED, That travel expenses
for the following persons be approved/
ratified:

(Approve travel
(expenses:

- a. Meals, to attend Greater San Diego
County Mathematics Council, San
Diego County Dept. of Education,
Topic: Computers and Computing
Machinery in Education, \$4.

(Brian Michaelson

Dr. Huber requested that Dean Bergman respond
regarding the new courses that are being
submitted for approval.

(New Courses
(for approval

Mr. Bergman stated that the courses being
presented have been submitted by the various
academic departments and examined and passed
by the Curriculum Committee. Mr. Bergman
noted that the courses are now being
recommended for inclusion in the 1971-72 catalog
and for submission to the Chancellor's Office
as new graded community college courses.

Mr. Shadle inquired as to how many additional staff members it will require to implement the proposed Automotive Technology courses?

Mr. Bergman stated that it will take one additional instructor, however, Mr. Bergman noted that the automotive courses are not particularly new courses, but are more of a redefining to more fully prepare the student for employment. Mr. Bergman stated that these students are employed as fast as the College can train them and even the legal and medical secretaries are not able to complete two years of College before they are hired.

Dr. Jaques inquired as to why the College didn't offer more courses in these areas? Mr. Bergman stated that the College is trying to implement more courses but the problem is being able to hire the necessary instructors that would be needed.

Dr. Loomis inquired if the present Automotive Technology facility could actually handle twice the number of students. Mr. Brown, Director of Vocational Education, stated that the facilities could. Mr. Brown further stated that with the new Automotive Technology courses and the additional instructor, the facilities will be utilized between 8:00 a.m. and 10:00 p.m., four days a week. Dr. Jaques inquired as to why the facilities were not utilized on Fridays? Mr. Brown stated that most of the Friday work is field work. Mr. Bergman also noted that the Automotive section uses Fridays for their clean-up operation.

Dr. Jaques asked Mr. Bergman if he were planning on employing an additional automotive instructor for the Fall? Mr. Bergman stated that he was very definitely planning on employing an automotive instructor. Mr. Shadle inquired if the College had any bi-lingual instruction in the automotive technology program at the present time? Mr. Bergman stated that the College has had; two years ago the College operated a very significant M.D.T.A. (Manpower Development Training Act) program in automotive technology instruction, but there is none being operated at the present time. Mr. Shadle inquired if the College was proposing another course of this type? Mr. Bergman stated that the College has considered it but has had no request from the Department of Human Resources and Development to do so.

It was noted that all M.D.T.A. funds are generated from the federal offices of H.R.D. and M.D.T.A. After considerable discussion, Mr. Kornhauser stated that if there is any other possible way of funding a program of this type it should certainly be investigated and requested Dr. Huber to explore the area of bi-lingual automotive technology instruction and ascertain what possibilities there might be for reinstating this program.

Mr. Shadle stated that the entire Curriculum Committee and all those who had a part in the preparation of the courses which are being presented, should certainly be commended. It was

MSC Jaques, Loomis

RESOLUTION 70-3018

BE IT RESOLVED, That the following new courses be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community College courses: (Approve New Courses for Submission to Calif. Community Colleges Office

Art 5. Basic Drawing (3)

Behaviorial Sciences:

Anthropology 10. Special Problems in Anthropology (1,2,or3)

Psychology 10. Special Problems in Psychology (1,2,or3)

Sociology 10. Special Problems in Sociology (1,2,or3)

Continuing Education:

Cont. Ed. 4. Animal Husbandry: Feeding & Management of Cattle, Goats and Sheep (3)

Cont. Ed. 5. Resources and Outdoor Recreation (3)

Counseling 10. Man's Quest for Identity (3)

Earth Science:

Astro. 50. Physical Astronomy: The Solar System (3)

Astro. 51. Physical Astronomy: The Stellar System (3)

Automotive Technology:

30. Introduction to Automotives (3)

31. Automotive Electricity (3)

32. Automatic Transmissions and Drive Lines (3)

33. Automotive Brakes (3)

34. Front End Alignment and Wheel Service (3)

35. Automotive Machining (3)

36. Automotive Engine Rebuilding (3)

37. Automotive Carburetion and Fuel Systems (3)

38. Automotive Tune-up and Engine Analysis (3)

- 39. Advanced Automotive and Air Conditioning (3)
- 40. Small Engines and Motorcycle Repair (3)
- 41. Power Mechanics (3)
- 42. Special Problems in Automotives (1,2,or3)
- Auto Body Technology:
 - 100. Beginning Auto Body Metal (4)
 - 101. Advanced Auto Body Metal (4)
 - 102. Beginning Automotive Refinishing (4)
 - 103. Advanced Automotive Finishing (4)
- Industrial Technology-Metal:
 - 23. General Metal II (3)
- Industrial Technology-Drafting:
 - 101. Advanced Architectural Drafting (3)
 - 102. Architectural Delineation and Pictorial Drawing (3)
- Multi-Cultural Studies:
 - MCS 12. Introduction to the Study of California Indians (3)
 - MCS 13. Survey of Indian & White Relations from the American Revolution to the Present (3)
 - MCS 14. The Native American in Contemporary Society (3)
 - MCS 15. American Indian Community Development (3)
 - MCS 16. American Indian Education (3)
 - MCS 17. The Psychology of the Native American (3)
- Music:
 - Music 7. Orientation in Music History and Literature (2)
 - Music 8. Orientation in Music History and Literature (2)
 - Music 18. Fundamentals of Music (3)
 - Music 48. Palomar Chorale (1)
- Teacher Assistant:
 - TCHA 1. Teacher Assisting I (3)
 - TCHA 2. Teacher Assisting II (3)
 - TCHA 3. Communication for Teacher Assistants (3)
 - TCHA 4. Field Work for Teacher Assistants (3)

Dr. Huber reported that the Board has been provided with a complete list of equipment that will be needed to implement the Learning Center. Dr. Huber stated that this list is the consensus of the Learning Resources Committee and Mr. Keith Hanssen, Learning Resources Specialist. Dr. Huber further stated that the list also provides a rather complete analysis of what the College has on campus in terms of inventory. Dr. Huber noted that the only item that the Administration will need to call for bids on is the Learning Center carrels. However, Dr. Huber pointed out that in the case of all the other items which are proposed to be purchased, the District will continue to follow the pattern of seeking two or three informal bids. After a brief discussion, it was

(Learning Center
(Equipment

MSC Jaques, Shadle

RESOLUTION 70-3019

BE IT RESOLVED, That the Assistant Superintendent/Business Services be authorized to call for bids for Learning Center carrels.

(Authorize Call for
(Bids; Learning
(Center carrels

Dr. Schettler reported that the Bookstore Balance Sheet as of December 31, 1970, indicated that the operation was moving very smoothly. Dr. Schettler stated that this report is just prior to the Bookstore receiving additional books and their invoices for the second semester, thus the report for January would reflect a much larger accounts payable. Dr. Jaques inquired if the Bookstore had a charge account operation. Dr. Schettler stated that it did have a thirty day charge account for staff only. Dr. Schettler noted, however, that it is doubtful that charge accounts to other than the State or federal government would be considered legal now that the District has assumed the operation of the Bookstore.

(FINANCIAL REPORTS:
(Bookstore Balance
(Sheet, Dec. 31, 1970

The Cafeteria Balance Sheet and Profit and Loss Statement, period ending December 31, 1970, was noted.

(Cafeteria Balance
(Sheet, Dec. 31, '70

The Associated Student Government Comparative Statements of Income and Expense and Balance Sheet, period ending December 31, 1970, was reviewed by Dr. Schettler.

(A.S.G. Comparative
(Statement of
(Income and Expense

Dr. Huber presented an enrollment report as of this date, indicating that there are 2,476 students registered for day classes; 1,392 students registered for evening classes; for a total thus far of 3,868. Dr. Huber noted that registration will continue this week for day and evening classes.

(REPORT OF
(SUPERINTENDENT

Dr. Huber reported that the Cooperative Personnel Services Board has arrived on campus and has begun its survey of classified positions and salaries. It is anticipated that the report will be submitted to the Administration by the middle of February.

Dr. Huber reported that the Fifth Annual Operation Up-Date, co-sponsored by the American Association of University Women and Palomar College, will be held on campus and is scheduled to begin February 26, 1971 with a no-host dinner in the Student Union, and will continue thereafter for the next four consecutive Fridays.

Dr. Huber stated that notice has been received from the Chancellor's Office that the District's application for funds for the development and establishment of Vocational Education programs for the disadvantaged students has been approved and will be funded in an amount of \$31,500 to be used for the remainder of the 1970-71 school year. Further report will be made to the Board as this program develops.

Dr. Huber stated that a new parking lot light has been installed in the lot behind the Engineering Building which is most effective and lights nearly an acre of ground. It is hoped that if the Board approves of this particular lighting fixture, additional lights of this type can be installed at various parking lots throughout the campus.

Dr. Huber reported that the widening of the road at the entrance of Palomar College is ready to be worked upon as soon as the Engineer and County Planning Department receives an anchor easement from the Santa Fe Railroad. Dr. Huber noted that a letter has been sent to the Santa Fe Railroad reiterating the necessity for obtaining this easement as soon as possible.

Mr. Kornhauser stated that he felt the entrance to Palomar College should be marked more clearly from the road. Mr. Kornhauser noted that the brick work at the entrance is quite low and obscured by bushes and it is very difficult to see where a person is to make the turn to enter the College. Mr. Kornhauser suggested that perhaps some bushes could be removed (perhaps only one), so that the brick sign would be visible from the road.

Dr. Huber noted Mr. Charles Coutts' participation in the Thomas Alva Edison Foundation's Twenty-Third Science Institute. Dean Coutts was a member of the Program Guidance Committee and played a major role in that activity.

Dr. Huber stated that the swimming pool construction is on schedule and it will be filled beginning Friday, January 29. Dr. Huber acknowledged the presence of Mr. Stu Marshall, President of the Palomar College Development Foundation, and noted that only through the Foundation's financial support was the construction of the pool realized. Dr. Huber stated that the Foundation will be submitting a formal request to the Board regarding the dedication of the pool in the name of Mr. & Mrs. Ralph Wallace (whose financial contribution to the Foundation made this possible). Dr. Huber noted that it is planned to formally dedicate the pool during the 25th Anniversary celebration which will be held the week of April 18-24, 1971.

Dr. Huber reported that the Manager of the Telephone Company, Mr. Quirk, presented the Superintendent/President with a plaque depicting the photograph of the Palomar College Dome which appears on the cover of the 1971 North County Telephone Directory.

Dr. Huber noted that the Dialogue Conference on community colleges dreams for the next ten years was held at Palomar College on Saturday, January 16, and was very successful. Dr. Huber stated that Mr. Kornhauser was in attendance and over eighty persons from the six community colleges in San Diego County were present.

Mrs. Esther Nesbin, Dean of Library Science, noted the donation of an entire set (approximately 70 - 80 volumes) of the U.S. Codes Annotated. This set was donated by a Mr. Walter P. Christian, an attorney from San Diego. Mrs. Nesbin stated that the set is valued at approximately \$800. Mr. Shadle stated that he was not aware of any other set of this kind in the North County and explained that the U.S. Codes Annotated contained all the cases that have ever been decided on any portion of the U.S. Code. Mr. Shadle noted that this was a very significant donation and would be very helpful to attorneys in the North County.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:00 p.m. Following discussion of items of Personnel, the meeting was reconvened in Regular Session at 9:40 p.m.

(EXECUTIVE
SESSION)

MSC Jaques, Shadle

RESOLUTION 70-3020

BE IT RESOLVED, That Mr. Robert Stanley be reclassified as Custodian Crew Chief, Class 27-C, at a salary of \$550 per month, effective February 1, 1971, be approved.

(Approve
(reclassification;
(Robert Stanley

MSC Jaques, Shadle

RESOLUTION 70-3021

BE IT RESOLVED, That the employment of Mr. Michael DeLaney as Custodian, Class 23-A, at a salary of \$453 per month, effective February 1, 1971, be approved.

(Approve employment;
(Michael DeLaney

MSC Loomis, Jaques

RESOLUTION 70-3022

BE IT RESOLVED, That the employment of the following persons as instructors on an hourly basis, credit courses, be approved for the Spring Semester 1971:

(Approve employment;
(Instructors,
(Hourly, Spring '71

Mr. Harley J. Earwicker, Business Law 10
Mr. James V. Elliott, Business Law 11
Mrs. Alyce Simms, Advanced Escrow Procedure

MSC Shadle, Jaques

RESOLUTION 70-3023

BE IT RESOLVED, That the employment of the following persons as Continuing Education and Community Service Instructors for the Spring Semester 1971, be approved:

(Approve employment;
(Instructors,
(Continuing Ed. &
(Comm. Services,
(Spring 1971

Mr. Robert Banegas, Introduction to College: Native American Studies
Mr. Thomas Miller, Resources and Outdoor Recreation
Mr. Svetozar Radakovich, Jewelry Casting

The meeting was adjourned at 9:45 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
February 9, 1971, 7:30 p.m.

The Board of Governors of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Dr. Bruce D. Jaques (Roll Call)
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Charles A. Coutts, Dean of Sci/Bus/Tech
Mr. Robert Burton, Dean of Student Personnel
Mr. Robert Bowman, Dean of Student Activities
Mr. Theodore Kilman, Dean of Continuing Education

GUESTS: Mr. Kirk McClure, President, A.S.G.
Mr. Gene Jackson, President, Faculty Senate
Mr. Ronald Powvall, President, U.N.A.
Mr. Robert Banegas, E.O.P. Indian Coordinator
Miss Tilly Gonzalez, C.S.E.A.
Mr. Jim Redington, Escondido
Mrs. Charlene Parsons, San Marcos
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Fred J. Gustina, Patrons of Palomar
Mr. Scott Boyles, Administrative Assistant
Mrs. Sue Emery, Escondido Times-Advocate

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.
It was

MSC Loomis, Shadle

RESOLUTION 70-3024

BE IT RESOLVED, That the Minutes of the Regular Meeting held January 26, 1971, be approved.

(Approve Minutes;
January 26, 1971)

Mr. Gene Jackson, President of the Faculty Senate, reported that he had attended a special meeting of the State-Wide Academic Senate on Saturday, February 6, and noted that he thought that the three items on the Academic Senate's agenda might be of interest to the Board. (Report of the Faculty Senate)

Mr. Jackson stated that the first item dealt with teacher retirement; this is the Barnes Bill which was introduced last year and is back again this year and is apparently being supported by Mr. Thome who is in charge of State Teacher Retirement. Mr. Jackson noted that since Mr. Thome's position is that of appointee, he would assume that he is supported by the Governor or at least represents a position which would not be vetoed by the Governor. Mr. Jackson stated that he felt the most significant item, from the Governing Board's point of view, is that the process of funding would change dramatically if this bill is adopted. The local District's contribution to the State Teachers Retirement System would change from three percent to eight percent and would be a major increase on the burden of the local District for the State Teacher Retirement System. Mr. Jackson stated that the benefits for the individual teachers are increased, but not to the extent that it would warrant support for this bill. Mr. Jackson stated that the bill is, however, according to Mr. Thome, supported by C.T.A. and consequently, will undoubtedly receive considerable teacher support throughout the State.

Mr. Jackson stated that the second item on the Academic Senate's agenda dealt with the Coordinated Instructional System (CIS), and the guidelines for this will be going to the State Board of Governors at its next meeting for approval. The set of guidelines deals with the kind of program that will be instituted in a Learning Center at Palomar College and consequently, is of significance here. Mr. Jackson stated that two new items have been added to those guidelines through faculty action; one is that the Chancellor, after approving these Coordinated Instructional Systems, is then given the opportunity to evaluate and cancel them if they are no longer living up to what it was proposed to do in the first place. The second item added to the guidelines is a section which states that each Coordinated Instructional System shall provide the student with access to a CIS instructor equal to, or greater than, that commonly available in other instructional methods.

Mr. Jackson noted that when the question of programmed instruction and Learning Centers came before the faculty at Palomar, the aforesaid item was one of the major concerns behind the reaction of the faculty and consequently, is an important factor to be added to these guidelines which will go to the State Board for approval.

Mr. Jackson stated that the third item on the Academic Senate's agenda, dealt with the ad hoc Committee Report on Tenure. Mr. Jackson stated that this ad hoc Committee has representatives from the State Academic Senate, California Teachers Association, American Association of University Professors, American Federation of Teachers, California Junior College Association and the Faculty Association of the California Community Colleges. Mr. Jackson noted that simply getting these various organizations to sit down together and work out a comprehensive approach to possible changes in the tenure system is in itself, a major factor. Mr. Jackson stated that the full report will be made public Thursday, February 11, in a news conference from Sacramento and at that time will be officially before the public. Mr. Jackson stated that one of the essential items, as he sees it, is that the Superior Court hearing for teachers would be done away with if this ad hoc Committee Report is enacted in legislation. The teacher would have recourse to either arbitration or a hearing officer in the way that other disputes are settled at the present time. Mr. Jackson stated that the faculty at Palomar College is on record as opposing this change, however, the Academic Senate has voted in favor of the ad hoc Committee Report and the C.T.A. Community College Council has also endorsed the work of the ad hoc Committee. Mr. Jackson stated that one other item in the Report that would be of interest to the Board is that the specific dozen or so causes for removal of a teacher are done away with in this Report and is replaced by a general statement as follows; "adequate cause for dismissal shall be related directly and substantially to the fitness of the faculty member in his capacity as a certificated employee to meet his legal responsibilities provided for by statute and district policy." Mr. Jackson stated that the feeling of the ad hoc Committee was that this statement permitted a much closer definition of exact causes for dismissal than are possible under the present State guidelines.

Dr. Huber stated that as he understood the Report, there was no provision made at this time for probationary instructors and asked if that were correct?

Mr. Jackson stated that at this point, the ad hoc Committee avoids this issue; it is still working on the question of the probationary teachers.

Dr. Huber asked Mr. Jackson to explore the impact that the proposed Retirement Bill has.

Mr. Jackson stated that at the present time, the District picks up three percent as a maximum plus \$12 flat fee per employee; under the new program this would change to a flat eight percent to be paid by the District for each employee. Mr. Jackson stated that the difference would be three percent or under of the total salaries paid by the District, to eight percent of the total salaries paid by the District. Mr. Jackson stated that he would assume that this means something like five percent of something more than one million dollars picked up annually by the local district as its increased portion of the retirement contribution.

Mr. Kornhauser asked if this money would be used for purposes other than what it is being used for at the present time or would it be used to broaden the present program?

Mr. Jackson stated that at the present time the State general fund pays what is necessary to pay retirement payments that are now coming due. Mr. Jackson noted that Mr. Thome's figure last year was \$92 million dollars; this year \$98 million dollars; and the picture for the future is a continued increase proportionally.

Mr. Shadle stated that this proposal is simply one more attempt to shift the burden of education from the State to the local land owner/local taxpayer; is that correct?

Mr. Jackson stated that the immediate effect would not be such a shift; the State would continue to have to make a large payment, but that payment becomes fixed whereas the District payment remains eight percent of the salaries paid.

Mr. Jackson noted that Mr. Thome insists not on referring to district or schools or colleges or anything of this nature, but employer.

Mr. Jackson stated that it is Mr. Thome's position that the employer now pays nothing into the retirement fund; that the three percent simply goes to people already retired and consequently the employer contributes nothing to the fund. Mr. Jackson further stated that the apparent explanation of the \$72 million dollar shift from the Teachers Retirement Fund to other areas of the budget this year, was that this was not really teacher money; this was interest that teacher money paid into retirement that has gained and that was to be there for a contingency fund and is totally inadequate. Mr. Jackson noted that if the logic of that particular statement escaped the Governing Board it also escaped that of the Academic Senate.

Dr. Huber stated that this again is a shift, as pointed out by Mr. Shadle, and in this District approximately 24 to 26 percent of its funds are coming from the State and the remainder is coming from the local District. Dr. Huber noted that this shift is almost in direct opposite to what the Master Plan has established.

Mr. Jackson stated that this bill last session was No. 1307; it has been resubmitted this year but has not received a number yet. Mr. Jackson noted that there is no question that Mr. Thome, the head of the California State Teachers Retirement System, is pushing this as the bill to be passed from the administrative point of view of the State.

Mr. Jackson noted that the Academic Senate took no position on the Retirement bill at this time, feeling that it required further study before it is possible to take action it. Mr. Jackson noted that it will be a question for Academic Senate attention at its March meeting.

Dr. Huber asked if it was his understanding that the ad hoc Committee Report on Teacher Tenure would be submitted to the State Board of Governors at its next meeting?

Mr. Jackson stated that the ad hoc Committee Report is to go to the Board of Governors at its next meeting and Dr. Brossman has said that they will consider it and whether or not they approve of it they will forward the Report to the legislature.

Mr. Jackson noted that this particular Report has been in the development stages for over a year and comes as close to representing the California Community College position as far as tenure is concerned as anything can. Mr. Jackson stated that this is proposed as prospective legislation that would effect solely the California Community Colleges.

Mr. Jackson further stated that there are five recommendations in the ad hoc Committee's Report; the first three deal with the establishment of due process, evaluation, and grievance procedures. Mr. Jackson stated that the idea is that if you develop effective evaluation, due process, and grievance procedures in the first place, that this is the way to remove the crisis which comes about from the other questions.

Mr. Shadle stated that he has noticed in the minutes of the Palomar College Faculty Senate meetings that it has been proposed that this District withdraw from C.J.C.A., yet no arguments have been presented for or against that position. Mr. Shadle asked if this is something that has been proposed?

Mr. Jackson stated that the first clarification would be that this matter did not appear in the Senate Minutes, it appeared in the minutes of The Faculty meetings. Mr. Jackson stated that the Senate has taken one position in relation to this and that is to recommend that the method by which the representation to C.J.C.A. from the faculty is changed. Mr. Jackson stated that at the present time the Faculty Constitution states that the Vice President will be the representative to C.J.C.A.; the Vice President takes office January 1 and becomes President the following January 1. This is completely out of synchronization with the C.J.C.A. structure and means in effect, that it is impossible to have effective faculty representation to C.J.C.A., and this has caused a great deal of difficulty in the past three years. Mr. Jackson stated that he introduced at the last Faculty Meeting, February 1, an amendment to the Faculty Constitution which would change the method for selection of representation to C.J.C.A. The proposal is that a faculty member be elected as representative to C.J.C.A. for a three year period. Mr. Jackson noted that it takes a two-thirds majority vote of the Faculty to amend the Constitution.

Mr. Jackson stated that the Faculty did vote the position to withdraw membership in the C.J.C.A. Mr. Jackson further stated that this decision is not solely on the basis of whether or not the institution should belong to C.J.C.A., there are other factors involved. Mr. Jackson stated that the Senate has not taken a position on this issue.

Mrs. Martha Fox, reporting for the Patrons of Palomar, stated that the Patrons are expecting to sponsor the Open House scheduled for April 18 and that the membership drive for second semester is well under way.

(Report of the
(Patrons of
(Palomar

Dr. Huber read a letter received from a former Palomar College student, Miss Catherine Widrig, who was the receiptant of the Reba Chamness Scholarship provided by the Patrons of Palomar. Miss Widrig expressed her appreciation for the award and indicated that this support has helped her to devote her full attention towards the preparation for a career in education of speech-handicapped children.

There was no report from the North County Council of Community Colleges.

(Report of the North
(Co. Council of
(Community Colleges

Dr. Huber introduced Mr. Kirk McClure, newly elected President of the Associated Student Government. Mr. McClure stated that there would be no report from the A.S.G. at this time, noting that the new Assembly has had just one meeting to date.

(Report of the
(Associated Student
(Government

Dr. Huber introduced Mr. Bob Banegas, E.O.P. Indian Coordinator and Mr. Ronald Powvall, President of the United Native Americans.

(Report of the
(United Native
(Americans

Mr. Banegas stated that he was representing the United Native Americans who are attending Palomar College who wished to thank the Administration and the Board for assisting them in the first steps of the program and it is hoped by next semester that a better program will have been established.

Mr. Banegas stated that his job title is E.O.P. Indian Coordinator and that involved recruiting potential Indian students who it is felt will be able to successfully complete college classes.

Mr. Banegas further stated that he assigned students to tutor Indian students presently on campus to make sure that those students are receiving the right help to stay in school. Mr. Banegas stated that the U.N.A. now had an office which enabled them to work with other colleges and reservations and also to function as a liaison between the College and the community.

Mr. Kornhauser inquired if the U.N.A. had any specific plans for the future that they wished to carry out?

Mr. Banegas stated that it is hoped to have a part-time instructor next Fall and there are seven courses that have been developed for implementation.

Dr. Huber inquired as to the total number of full-time Indian students that are now attending Palomar College?

Mr. Banegas stated that there are twenty-one.

Dr. Loomis inquired as to how many potential Indian students there are in the College District?

Mr. Banegas stated that there are at least fifty.

Dr. Loomis stated that it would seem to him that explanation should also be made during recruitment and after for students interested in the various vocational programs at Palomar College.

Mr. Shadle stated that he felt that this was one of the complaints in all minority groups, that they are always recommended for vocational education.

Mr. Banegas agreed stating that Ronald Powvall, President of the U.N.A., was being trained for a welder's position through the Bureau of Indian Affairs; and he himself was to be trained as an auto mechanic. Mr. Banegas stated that the idea of higher education for Indians is in a sense repressed.

Dr. Jaques inquired if the Indian students were getting vocational education training elsewhere, other than Palomar College?

Mr. Banegas stated that the Bureau of Indian Affairs teaches labor jobs, i.e., body fender, welding, and automotive mechanics.

Dr. Huber stated that he felt Dr. Loomis' question was actually to the effect that are the Indian students being made aware of the vocational education programs offered at Palomar College.

Mr. Kornhauser stated that he felt it was the responsibility of the College to make sure that the Indian students do know all the options that are available to them. Mr. Banegas assured the Board that it was.

Mr. Banegas pointed out that there must be Indian educators who can run Indian affairs and understand Indian problems. Mr. Banegas added that right now the administrative positions of the Bureau of Indian Affairs are held by non-Indians.

Mr. Kornhauser thanked Mr. Banegas for his presentation and welcomed a report from the U.N.A. at any time.

Mr. Kornhauser noted receipt of a letter from Dr. Harry D. Wiser, Executive Secretary, Accrediting Commission for Junior Colleges, officially announcing Palomar College's five year accreditation. Mr. Kornhauser stated that all should be very proud that Palomar College was given a five year accreditation with the highest commendation. Mr. Kornhauser stated that he felt a great deal of credit was due to the leadership and to the various people in the college community who have made substantial contributions. Mr. Kornhauser stated that he felt the Board should recognize this in a general resolution.

(COMMUNICATIONS:
(Letter from
(Dr. Harry Wiser,
(Accrediting
(Commission for
(Junior Colleges

Dr. Huber noted that the five year accreditation is the maximum amount of time which any institution, four-year college or community college, can receive. Dr. Huber stated that he would certainly concur in the remarks of Mr. Kornhauser.

Mr. Olmstead stated that he would like to introduce a resolution commending the faculty and the administration on the results of the accreditation study. It was

MSC Olmstead, Loomis

RESOLUTION 70-3025

BE IT RESOLVED, That the Governing Board of the Palomar Community College District commend the faculty, administration and staff for their outstanding contribution towards the achievement of the five-year accreditation received by Palomar College.

(Commend faculty,
(administration
(and staff for
(contribution towards
(five-year
(accreditation

Dr. Huber stated that he felt that the community can be proud of the fact that this Governing Board has provided, in terms of its policies, in its total attitude, and its support, the opportunity for this institution to carry on its program and to achieve this five year accreditation. Dr. Huber stated that he felt that this Governing Board should be recognized for its efforts.

Mr. Jackson stated that he would like to second Dr. Huber's statement from the position of the Academic Senate. Mr. Jackson stated that he could tell from the questions that the Accreditation Team were asking him, that they were asking questions about relationships between the faculty and the Board and the response was both quite honest and quite positive.

Dr. Huber stated that at the last meeting of the (OLD BUSINESS: Governing Board, the Board was presented with a report by Mr. Frank Martinie, Chairman of the Faculty Salary and Benefits Committee, and the Administration has attempted to incorporate the statement which was suggested by Dr. Loomis relative to the actual designation for each instructor as to his specific number of years of service each year into the proposed resolution so that the question of placement on the salary schedule would not arise again. Dr. Huber stated that the Administration would urge that the Board adopt the resolution as presented. It was

MSC Jaques, Loomis

RESOLUTION 70-3026

BE IT RESOLVED, That an assignment of \$5,150 be approved for placing ten instructors on the twenty-first step of the presently adopted salary schedule; and that all instructors will be so designated each year in their contract as to their specific number of years of service.

(Authorize assignment
(of funds and
(designate specific
(number of years of
(service on
(instructors yearly
(contract

Dr. Huber reported that last Thursday, February 4, Mr. Stu Marshall, President of the Palomar College Development Foundation, presented a check in the amount of \$80,500 to the College on behalf of the Foundation, which was the amount for a portion of the expenses which were incurred during the construction of the swimming pool. Dr. Huber stated that this check, upon action by the Governing Board, would be deposited in the District's general fund account.

(Donation from
(Palomar College
(Development Fund

Dr. Huber reminded the Board that the total budget for the swimming pool was approximately \$267,000, following most of the change orders. Dr. Huber noted that the construction of the pool would not have been possible had it not been for the donation of the \$80,500 from the Foundation; and secondly there was also \$91,000 available from the State due to the Construction Act of 1965, and the remainder of the funds came from the District's special reserve and community services fund.

Dr. Loomis pointed out that the total amount donated by the Foundation was from one benefactor, Mr. & Mrs. Ralph M. Wallace estate, and due recognition should be made of this.

Dr. Huber stated that the Administration would recommend the adoption of the resolution with an appropriate letter of appreciation to be sent. Mr. Kornhauser stated that he would like to co-sign the letter. It was

MSC Loomis, Jaques

RESOLUTION 70-3027

BE IT RESOLVED, That the Governing Board of the Palomar Community College District accept a check in the amount of \$80,500 from the Palomar College Development Foundation to be applied towards the expenses incurred during the construction of the Swimming Pool; said check is to be deposited in the General Fund account and appropriate letter of appreciation sent to the Foundation.

(Accept \$80,500
(from the Palomar
(College Development
(Foundation to be
(applied towards
(expenses of
(swimming pool

Dr. Huber stated that the Governing Board had suggested to the Administration that a vacation policy be "spelled out" so that there would be a clear understanding as to how much time could be accumulated and how it is to be administered. Dr. Huber noted that the present vacation policy only provides that each administrator on a twelve-month contract will receive twenty-two working days of vacation.

(NEW BUSINESS:
(Administrative
(Vacation Policy

Dr. Huber stated that the Administrative Cabinet has prepared a statement which hopefully provides some of the answers to the question of Administrative Vacation Policy. The Policy states (1) Administrators on twelve-month contracts shall be credited with twenty-two working days of vacation on July 1 of each fiscal year; (2) This vacation may be accumulated up to a maximum of sixty-six working days; (3) No period of vacation granted under this policy shall exceed sixty-six working days; (4) In the event of the resignation or change of assignment of an administrator from twelve-month status, vacation credited for the fiscal year in which such resignation or change of assignment takes place shall be prorated to the date of the change; (5) If excess vacation time has been taken during the fiscal year in which resignation, change of assignment, or retirement occurs, the administrator shall make up this time or an adjustment shall be made in his final pay warrant; (6) In the event of resignation, change of assignment, or retirement, an administrator having accrued vacation time may take his vacation time or may be compensated in cash for the number of days accrued.

Dr. Jaques inquired as to where the proposed Administrative Vacation Policy would go now? Dr. Huber stated that that is up to the Board; it will be presented to the Board at a later time for adoption.

Dr. Jaques inquired as to the rationale for being able to accumulate three years of vacation time? Dr. Huber stated that he felt that the feeling was that there may be a period, in terms of the individuals tenure as an administrator, where it might be impossible for him to take his vacation period at a certain time depending upon his assignment (i.e., assistant deans of instruction who alternately serve as Director of Summer Session).

Mr. Olmstead pointed out that an annual vacation is not only in the interest of the person taking the vacation but also in the interest of the employer. Mr. Olmstead stated that he felt there should be a provision for some vacation time taken each year and that it be required so that it would not be possible for an employee to be working towards the maximum accumulation that the proposed policy provides for. Mr. Olmstead stated that he felt that the college would actually suffer from an administrator working the equivalent of three years without a break.

Mr. Olmstead stated that perhaps an administrator could accumulate some of the vacation time, but that possibly one-half of the time be a required vacation and not be allowed to accumulate. Mr. Olmstead further stated that he would like to see this provision written into the Policy. Dr. Loomis agreed stating that accrual should be on the basis of half of the yearly vacation period.

Dr. Jaques inquired if the Faculty Senate has seen this proposed Vacation Policy? Dr. Huber stated that it had not.

Mr. Jackson stated that as Chairman of the Budgetary Committee, he was certainly concerned with this proposal. Mr. Jackson stated that the question of the twelve-month schedule came up last year and it was proven that it is more expensive to take a person off a twelve-month contract than it would be to leave him on.

Mr. Jackson further stated that he felt this would become considerably more complex if the accrued time were allowed to pass twenty-two days. Mr. Jackson stated that he certainly felt that this proposal should be brought to the attention of the Budgetary Committee.

Dr. Huber stated that it was also suggested by the Board that some exploration be made to the possibility of providing the Administrator with a period of leave. At the present time only one member of the administration (since Dr. Huber's tenure as President) has been involved with a sabbatical and the feeling was that perhaps because of the type of responsibility and services that are involved, a six month leave period would be an appropriate manner in which an administrator would have an opportunity for renewal and an opportunity to reassess not only his particular job but also the opportunity for him to renew himself. (Administrative Leave Policy)

Dr. Huber further stated that under the proposed policy, for an administrator to be eligible for a leave the administrator shall have held an administrative position at Palomar College for not less than six years or for not less than six years since his last administrative leave at Palomar College. Priority will be given according to length of service as an administrator at Palomar College. Dr. Huber pointed out that not more than two administrators would be granted a leave from an administrative area in a given year and not more than one in a given six month period. Not more than three administrators shall be granted leave from all administrative areas in a given year.

Dr. Huber further reviewed the various sections of the proposed Administrative Leave Policy relative to Length of Leave, Application for a Leave, and that the administrator on leave would be entitled to return to the administrative position he held at the beginning of the leave.

Considerable discussion was held regarding the number of administrators that would be permitted to be absent from campus at one time.

Mr. Jackson stated that this proposed policy has not been presented to the Faculty Senate and urged that before the Board act on this matter that it be presented to the Senate or at least the Budgetary Committee because it would have a definite financial impact on the District.

Dr. Huber pointed out that there is some relationship between the proposed Administrative Leave Policy and the Faculty's Sabbatical Leave policy, particularly with the number of years (six) required before being eligible for a leave.

Considerable discussion was held regarding the proposed policy as compared with the Sabbatical Leave Policy. Mr. Kornhauser stated that the statement included in the Preamble (of proposed policy) which states "in lieu of a sabbatical if he so chooses" does not apply and should not be included in the policy. Mr. Kornhauser stated that what the policy is actually stating is that an administrator can take a six month leave under certain conditions and there is no reason to confuse the issue with the term "sabbatical."

Dr. Huber stated that the only reason that this particular statement is included is so that it would be clearly understood that if the individual administrator chooses to take a sabbatical, then he would not be eligible for leave.

Mr. Olmstead stated that under the Sabbatical Leave Policy there are also certain requirements made which are not included in the proposed policy.

Dr. Jaques stated that he did not particularly care for the following statement which is included in the Preamble (proposed policy): "time away from his position for educational renewal to be granted by whatever course of action best suits his needs and that of the institution." Dr. Jaques stated that he felt this statement was very vague and very general and could lead to difficulty and it should be much more specific.

Dr. Loomis stated that he felt a statement to the effect that "administrators are eligible for either sabbatical leave or administrative leave for a period of six-months at full salary or if they so desire, twelve-months at half salary, but at no time will more than one administrator be absent from campus" should be included in the proposed policy.

Mr. Shadle stated that it seemed to him that the District already had a very comprehensive Sabbatical Leave Policy that really covers the proposed Administrative Leave Policy to a large extent.

Mr. Shadle further stated that rules that the Sabbatical Leave Policy does not cover, the Board in effect covers as it takes up each request for a Sabbatical Leave and the administration also covers certain areas as these applications are processed. Mr. Shadle stated that it would seem that there is just not a need for any additional policy.

Mr. Kornhauser stated that he felt there might be an occasion where this type of a policy might be necessary and he felt that it should be "spelled out."

Dr. Huber stated that he felt there was another factor involved, and that is that he did not feel that the administrator and the faculty should be in competition in terms of the Sabbatical Leave.

After further discussion, it was

MSC Jaques, Olmstead

RESOLUTION 70-3028

BE IT RESOLVED, That the proposed Administrative Vacation Policy and the proposed Administrative Leave Policy be referred to the Faculty Senate.

(Refer Administrative
(Vacation and Leave
(Policies to
(Faculty Senate

Mr. Kornhauser directed the Superintendent to restudy these policies in the light of the discussion and resubmit the proposals in a simplified form for further consideration.

Dr. Schettler stated that appropriate papers have been signed regarding the request for payment for work performed by Chamac Construction Company for the swimming pool during the month of January. The Administration would recommend approval. Mr. Olmstead inquired if the notice of completion has been filed? Dr. Schettler stated that it has not; that will not be done until after the Governing Board officially accepts the swimming pool which is tentatively scheduled for the next meeting of the Governing Board. It was

(NEW BUSINESS:
(Request for payment
(Chamac Constr. Co.,
(swimming pool

MSC Olmstead, Loomis

RESOLUTION 70-3029

BE IT RESOLVED, That the work of Chamac Construction Company, Inc., on the contract for the swimming pool for the month of January 1971 be approved in the amount of \$71,435.00 and that a ten percent retainage be made with a net payment approved of \$64,291.50.

(Approve partial
(payment, Chamac
(Construction
(Company, Swimming
(Pool

Dr. Huber requested that the Board consider Change Order No. 6 which was received after the agenda was established. Dr. Huber stated that Change Order No. 6 will decrease the contract price for the construction of the swimming pool in an amount of \$136.
It was

MSC Jaques, Loomis

RESOLUTION 70-3030

BE IT RESOLVED, That Change Order No. 6, submitted by Paderewski, Dean and Associates requesting authority to order specific work altering the specifications and decreasing the contract price for the construction of the swimming pool in an amount of \$136.00, in accordance with Article 13 of the Architect's and Community College District's contract dated June 29, 1970, be approved.

(Approve Change
(Order No. 6,
(Swimming Pool

Dr. Schettler recommended that the Board authorize the signatures of the newly elected President and Treasurer of the Associated Student Government, for disbursement of funds for the Spring Semester 1971.
It was

MSC Loomis, Shadle

RESOLUTION 70-3031

BE IT RESOLVED, That persons
authorized to sign checks disbursing
funds for the Associated Student
Government for the Spring Semester
1971 are as follows:

(Authorize
(signatures; A.S.G.,
(Spring Semester
(1971

Students: Kirk A. McClure, President
or
T. J. Freeman, Treasurer

Administration: Dr. John D. Schettler or
Dr. Frederick R. Huber or
Ruth M. Serr

MSC Jaques, Loomis

RESOLUTION 70-3032

BE IT RESOLVED, That the gift of two
Toledo Check Stand Scales to Palomar
College to be used in the Retail
Sales Checking class, valued at
\$380 each, said donation authorized
by Mr. Ross Noble, Construction
Department, Safeway Stores,
Los Angeles, California, be
accepted and an appropriate letter
of appreciation be sent.

(Accept gift;
(Two Toledo Check
(Stand Scales

Dr. Huber stated that the Administration would
recommend the approval of the travel expenses
as presented. It was

(Travel expenses

(Mr. Shadle made this motion subject to
the employment of Mr. William Tefft; said
matter will be presented during Executive
Session).

MSC Shadle, Olmstead

RESOLUTION 70-3033

BE IT RESOLVED, That travel expenses
for the following persons be approved/
ratified:

(Approve travel
(expenses;

a. Travel within the State of
California;

(Keith Hanssen

b. Travel within San Diego County;

(William Tefft
(Edward Stroot

- c. Transportation (college car), meals, lodging, registration fee, to attend the Fresno Track Clinic, Fresno, Calif., \$60; (Doc Marris
(Mike Curran
- d. Transportation (air fare), meals, lodging, registration fee, to attend the California Association of Health, Physical Education and Recreation Convention (CAPHER), Oakland, Calif., \$175; (Ward Myers
- e. Meals, lodging, to attend the Kodak Coach of the Year Clinic, Santa Monica, Calif., \$30. (Jim Clayton

The Report of Budgetary Balances as of January 31, 1971, was noted. (FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of January 1971, was noted. (Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of January 1971, was noted. (Report of Use
(of Facilities

MSC Olmstead, Shadle

RESOLUTION 70-3034

BE IT RESOLVED, That Purchase Orders numbered 2752 through 3002, except for those marked "reserved," be approved. (Approve Purchase
(Orders

MSC Shadle, Jaques

RESOLUTION 70-3035

BE IT RESOLVED, That Salary Warrants numbered 18 and 19, be approved. (Approve Salary
(Warrants

MSC Shadle, Jaques

RESOLUTION 70-3036

BE IT RESOLVED, That Expense Warrants numbered 792174 through 792535, be approved. (Approve Expense
(Warrants

MSC Jaques, Olmstead

RESOLUTION 70-3037

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of January 1971, be approved and that letters of appreciation be sent to all donors.

(Approve Library
(Acquisitions

Dr. Huber reported that the Committee studying (REPORT OF Due Process has met and, at least at the moment, (SUPERINTENDENT has completed its report. There were two members of the Committee who were absent from the meeting at that time and the other members felt that the report should be circulated to those two members to obtain their concurrence, and if that is received then the Due Process Report will be submitted to the Faculty Senate for further action. Dr. Huber noted that the feeling of the Committee is that this report will perhaps insure some of the things that Mr. Jackson was speaking to earlier in the meeting relative to the whole question of due process and proper handling of grievance procedures.

Dr. Huber distributed copies of the proposed Budget for 1971-72, noting that the Budget was also distributed to the members of the Budgetary Committee at its meeting yesterday. Dr. Huber stated that the proposed Budget is a complete detailed budget, and represents the requests that were made by the various departments. The Budgetary Committee will be meeting next week to begin its consideration of the document. Dr. Huber noted that it will probably be the second meeting in March before he would be prepared to discuss the proposed Budget with the members of the Governing Board.

Dr. Huber reported that as of this date the Spring Semester enrollment has increased 26.7 percent over last Spring's enrollment figure. Dr. Huber noted that this represents an increase of 11.1 percent from the Spring 1970 figure. Dr. Huber noted that the official census will be taken the week of February 22.

Mr. Olmstead requested further information regarding the proposed position of Vocational Rehabilitation Supervisor. Dr. Huber asked if Mr. Walter Brown, Director of Vocational Education would speak to that subject.

Mr. Brown reported that this person would be coordinating four disabled students to go out into the community and recruit vocational rehabilitation students who are not now attending Palomar College. The handicapped money allocated to this District under the Vocational Education Act of 1963, must be spent in either recruitment or training of a handicapped person. The proposed position of Vocational Rehabilitation Supervisor will be for a five month period only, to coordinate the four students who will recruit other vocational students. Mr. Brown stated that the money available for this program is broken down as follows; approximately \$1,200 for Supervising; \$3,000 for students; \$600 for travel expenses, \$600 for equipment and approximately \$300 for secretarial and clerical help; for a total of approximately \$5,800 for the project. Mr. Brown pointed out that this program will cost the District nothing. The project is funded one-hundred percent on the State level.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:40 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:10 p.m. (EXECUTIVE SESSION)

MSC Shadle, Olmstead

RESOLUTION 70-3038

BE IT RESOLVED, That the employment of the following persons as instructors on an hourly basis, credit courses, be approved for the Spring Semester 1971: (Approve employment; Instructors, hourly, Spring Semester 1971)

William H. Minnick, Industrial Technology, Welding
Shirley M. Trotter, Medical Assisting, Office Procedures
Harold A. Tomlinson, Waste Water Treatment and Disposal,
Basic Electricity
Earl H. Thompson, Legal Aspects of Real Estate

MSC Loomis, Jaques

RESOLUTION 70-3039

BE IT RESOLVED, That the employment of Mr. William Tefft, as Vocational Rehabilitation Supervisor, Class 32-A, hourly rate of \$3.26 per hour, seventy-six (76) hours per month, effective February 1, 1971 through June 30, 1971, be approved.

(Approve employment;
(Mr. William Tefft,
(Vocational
(Rehabilitation
(Supervisor

(Mr. Shadle abstained from voting on the above resolution.)

MSC Jaques, Loomis

RESOLUTION 70-3040

BE IT RESOLVED, That the employment of the following persons, as listed on Page 23 of the Legal Minutes, as supplemental staff (students and extra-clerical) be approved.

(Approve employment;
(Students and
(Extra-Clerical

The meeting was adjourned at 10:15 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
REGULAR BOARD MEETING
ADMINISTRATION BLDG., COLLEGE CAMPUS
February 23, 1971, 7:30 p.m.

The Governing Board of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, on the above date at 7:30 p.m. as prescribed by law.

In accordance with Government Code Section 54955, there being no quorum present, the meeting was adjourned at 7:31 p.m., until March 9, 1971, at 7:30 p.m., Administration Building, College Campus.

(ADJOURNMENT)

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
March 9, 1971, 7:30 p.m.

The Board of Governors of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Dr. Bruce D. Jaques (Roll Call)
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert Burton, Dean of Student Personnel
Mr. Howard Brubeck, Assistant Dean of Instruction
Mr. Charles Coutts, Assistant Dean of Instruction
Mr. Theodore Kilman, Assistant Dean of Instruction

GUESTS: Mr. Robert Larson, Chairman, Counseling Dept.
Mr. Gene Jackson, President, Faculty Senate
Mr. Kirk McClure, President, A.S.G.
Mr. Karanja Mungai, President, International Club
Mr. Carl Swadell, Swadell Lithography
Mrs. Lucy Bayne, Escondido
Mrs. Grace Burns, Patrons of Palomar
Mrs. Bonnie Tucker, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mr. J. Ray Baker, Escondido
Mr. J. Stuart Marshall, Fallbrook
Mrs. Lou Burnett, C.S.E.A.
Mrs. Doris Deuel, President, C.S.E.A.
Mrs. Lorna Tefft, C.S.E.A.
Mrs. Margery Spencer, San Marcos
Mr. Ray Larson, Student, Palomar College
Mrs. Charlene Parsons, San Marcos
Mr. J. D. Hodges, Escondido
Mr. Scott Boyles, Administrative Assistant
Mrs. Sue Emery, Escondido Times-Advocate

Following the salute to the flag, Mr. Kornhauser declared a quorum present and requested that the audience remain standing and observe a moment of silence in memory of Dr. Tipton L. Wood, former member of the Governing Board.

Following this observance, the meeting proceeded with the order of business.

MSC Loomis, Olmstead

RESOLUTION 70-3041

BE IT RESOLVED, That the Minutes of the Regular Meetings held February 9, 1971 and February 23, 1971, be approved.

(Approve Minutes;
(February 9, 1971
(February 23, 1971

Mr. Gene Jackson, President of the Faculty Senate, reported that the Senate has only handled routine matters this week. Mr. Jackson noted that there was a report from the Budgetary Committee on personnel and questioned the appropriate time for that presentation.

(Report of the
(Faculty Senate

Dr. Huber stated that this presentation would be taken up during Executive Session.

Mrs. Bonnie Tucker, President of the Patrons of Palomar, presented to Mr. Kornhauser, Dr. Huber, and Dr. Jaques, Life Membership cards from the Patrons. Mrs. Tucker reported that the Patrons are working on the Open House scheduled for April 18 and noted that this will be handled in the same manner as the Open House held last year. Mrs. Tucker also announced that the Patrons will be sponsoring a public meeting to hear candidates who have filed for the Governing Board. The meeting will be held March 29, at 7:30 p.m. in Room P-32, Palomar College. The theme of the meeting will be "Let's Communicate with Candidates." Mrs. Tucker stated that a committee is now being appointed to plan the procedures and the invitational letters that will be sent to the candidates.

(Report of the
(Patrons of Palomar

Mrs. Grace Burns stated that there would be no report from the North County Council of Community Colleges.

(Report of the
(North County
(Council of
(Community Colleges

Mr. Kirk McClure, President of the Associated Student Government, stated that there would be no report at this time.

(Report of the
(Associated Student
(Government

Dr. Huber noted that there were some students present from a class and suggested that a representative speak about their project.

Mr. Ray Larson, student, stated that there were nine members of a Social Psychology class present. This class meets on Tuesday evenings and the class had to choose a group to study and present a report on its findings. The Governing Board was chosen for this project. Mr. Larson stated that they will be taking notes and motion pictures which will be submitted with the report.

Dr. Huber introduced Mr. Karanja Mungai, President of the International Club, to the members of the Board.

(International
Club Banquet,
March 20, 1971)

Mr. Mungai stated that the International Club of Palomar College had asked him and Miss Marianne Nichols-Roy, Vice President of the Club, to appear before the Board and invite the members to participate in the Club's Annual Banquet which will be held March 20, 6:00 p.m., in the Student Union, Palomar College. Mr. Mungai stated that this will be the Ninth Annual Banquet and noted that there has been very little participation from the people in the area in the past and this year the Club hopes to make the Banquet the "biggest ever." Mr. Mungai stated that it is hoped that as many members of the Board as possible will attend, as well as the members of the community, so that the foreign students of Palomar College will become acquainted with the Board members and the community will have an opportunity to meet the foreign students of Palomar College.

Mr. Mungai noted that special tickets will be given to the members of the Board. For all others, the price of the Banquet tickets will be \$3.00 single and \$5.00 per couple. Mr. Mungai further stated that the International Club is also attempting to raise money for scholarships for those foreign students who cannot afford to pay the tuition fees. This is one of the goals of the Banquet this year.

Mr. Kornhauser thanked Mr. Mungai for his presentation and urged all members of the Board to attend the Banquet and to further recommend this Banquet to any interested friends.

Mr. Kornhauser noted that there were candidates for the Governing Board present in the audience and asked if each would stand and introduce themselves. Mr. J. Ray Baker and Mrs. Lucy Bayne responded to Mr. Kornhauser's request.

Dr. Huber reminded the Board that there were (OLD BUSINESS: three items still pending under Old Business; one is the District-Associated Student Government Budget Procedure which has been heard by the A.S.G. Executive Council and is presently being considered by the A.S.G. Student Assembly. This proposed policy will undoubtedly be brought to the Governing Board for its consideration at the next meeting.

The second and third Old Business items which have been deferred are the Administrative Leave and Administrative Vacation Policies which are being reviewed by the Senate.

Mr. Shadle inquired about the proposed Due Process Policy. Dr. Huber noted that the proposed Policy has been presented to the Faculty Senate and received a "do pass" from that body. Dr. Huber noted that there has been one case which was processed under the proposed Policy and it was successfully concluded and there are some recommendations which the Chairman of the Due Process Committee feels should be incorporated into the document. Dr. Huber reported that the statement made by the Chairman of the Due Process Committee at the Administrative Council at its meeting today was that he would like to have these recommendations and suggestions about how the procedure is operating and would like to bring that information back to the Committee for its consideration before the final document is approved.

Mr. Shadle also inquired as to what follow-up is being proposed regarding the Accreditation Report?

Dean Bergman reported that he had called together (on Wednesday, March 3) those people who were involved with the actual preparation of the Report. Dean Bergman stated that the purpose of the meeting was to hold a "de-briefing" to explore and review exactly what had been done. Dean Bergman stated that the meeting was most productive and it was agreed that this group would meet every May to review what has been done in terms of the Accreditation recommendations. Dean Bergman stated that the group would also attempt to review and answer questions that may have been raised in the Report. Dean Bergman noted that it is felt that Palomar College will be up-to-date when it is again time to prepare for another accreditation review.

Dr. Huber stated that a copy of the Accreditation Report was made available to all staff members, both classified and faculty, and it was indicated to them that the Administration will begin to bring together the various suggestions and/or recommendations.

Mr. Kornhauser noted that Mr. J. Stuart Marshall, another candidate for the Governing Board, had arrived and asked Mr. Marshall to introduce himself to the audience.

Dr. Huber stated that the Board has received copies of the Procedure For Departmental Review of and Recommendation of Candidates for Department Chairmanships policy. Dr. Huber stated that Board policy presently provides for the selection of Department Chairman in the following manner: When a vacancy has been established, by either resignation or whatever the means might be, notices are circulated by the Dean of Instruction throughout the campus following which the Dean of Instruction receives specific recommendations relative to this department head position. Normally the recommendations come from either the department itself or an individual within the department who wishes to apply. Following that, the Dean of Instruction upon receiving this material, and the deadline date for filing having been reached (two weeks), refers this matter to the Personnel Standards and Practices Committee (a Committee of the Faculty Senate) who in turn reviews this material. This Committee may interview the candidates if it so desires and after it has indicated its particular recommendation, the matter is referred to the Faculty Senate for its action.

(NEW BUSINESS:
(Procedures for
(Departmental
(Review of and
(Recommendation of
(Candidates for
(Department
(Chairmanships

The Faculty Senate's recommendation is then presented to the Dean of Instruction who presents this to the President's Office and it is then submitted to the Governing Board presuming that there is general agreement with the recommendation.

Dr. Huber stated that there has been some indication that the procedure that has been described is very good and works, however, it is the actual procedure of how does a department obtain a department chairman that is being considered. The proposed policy does provide for (1) the opportunity for review on the part of the department; and (2) it actually provides for the implementing of a policy which would bring about a department chairman. Dr. Huber asked Dean Bergman to indicate other features of the proposed Policy.

Dean Bergman stated that the policy calls for a departmental two-year review. Dean Bergman further stated that there was some misunderstanding among certain departments in the beginning because it seemed that it was almost like a mandate that every two years a department had to change its chairmanship. Dean Bergman stated that it is felt that the preamble that has been written by the Committee, and unanimously passed by the Senate, clarifies this position. The Senate is asking, and the Administration concurs, that every two years it is wise for a department to sit down with its members to discuss what they are doing and is the department chairman doing the things that he should do for this department. There is no intent on the part of the Senate or the Administration to indicate that department chairmanships should change every two years. Dean Bergman further stated that he felt the proposed policy was a very forward looking step. Dean Bergman noted that he felt the policy tended to strengthen the department structure and it will also force a department to review, every two years, those things that a chairman should do. Dean Bergman stated that there is no resistance to the proposed policy from any one of the departments at Palomar College.

Dr. Jaques asked if this policy in anyway abrogates the responsibility of the Dean of Instruction and the President in making recommendations to the Board? Dr. Huber replied that it did not.

Dr. Huber reported that the proposed Policy has been approved by the Senate, as noted earlier in the meeting, and has been approved by the Administrative Council. It will be submitted to the Governing Board for action at its next meeting.

Mr. Kornhauser asked Dr. Huber to report on the requests for sabbatical leave.

(Requests for
Sabbatical Leaves)

Dr. Huber stated that the Board presently has a Policy regarding Sabbatical Leaves which has been in effect since 1964 and which does provide for sabbatical leaves for staff members either for a semester at full pay or for a full year at half pay. Dr. Huber stated that the policy further provides for five percent of the staff to be on sabbatical during the period of one year. The Board has received and does have copies of letters which are the final compilation of statement relative to the request of the individual for the sabbatical leave. These requests have been reviewed by the Senate as well as the Personnel Standards and Practices Committee. They have also been reviewed by the Administration in terms of the request and the essence of the request for the sabbatical. The requests have been submitted to and approved by the Professional Growth Committee and the Budgetary Committee. Dr. Huber stated that the individuals requesting sabbatical leave are as follows:

Mr. Charles Coutts, Spring Semester 1972
Mr. Abraham Gruber, Spring Semester 1972
Mr. Warren Donahue, Fall Semester 1971
Mr. Robert Fullerton, Spring Semester 1972
Mr. Richard Norlin, 1971-72
Mr. Gene Jackson, 1971-72

Dean Bergman, at the request of Mr. Olmstead, indicated the department in which each of the above instructor is a member of and briefly explained what the plan would be for the coverage of their work.

Mr. Kornhauser inquired as to what the cost to the College will be for the requested sabbatical leaves?

Mr. Bergman stated that the Budgetary Committee has allocated \$24,000 for the leaves.

Dr. Huber stated that it might be well for the Board to know that it is the present plan for the Administration to recommend, at the next meeting of the Governing Board, approval of staff needs for 1971-72 in addition to the sabbatical program. It is also planned to make a recommendation in terms of salary levels to be considered for 1971-72. Dr. Huber stated that he has asked the Budgetary Committee to submit this information to him by March 15. Dr. Huber further stated that this information is being presented at the next meeting because it is impossible for the Dean of Instruction's Office to begin thinking about staff if a decision is not made regarding staff needs and salary until July 1 or July 15. Dr. Huber stated that with the anticipated increase of approximately 300 to 350 students for next year, the Administration feels it is incumbent to make this kind of recommendation at the meeting of March 23.

In response to an inquiry from Dr. Loomis, Dean Bergman pointed out that the requests for sabbatical leaves would represent less than four percent of the staff away from campus during one year; the Policy provides that the number of staff on sabbatical leave during the period of one year shall not exceed five percent.

There being no further discussion regarding the requests for sabbatical leave, the Board continued with the next item of business. It was

MSC Jaques, Loomis

RESOLUTION 70-3042

BE IT RESOLVED, That the following Agreements for Joint Use of Facilities between Palomar Community College District and the below specified agencies, be approved:

(Approve Joint
(Use of Facilities
(Agreement

- a. Pauma Valley Community Center for the purpose of holding classes in Oil Painting at a rate of \$6.00 per session; said Agreement shall be September 14, 1970 to June 1, 1971;

- b. Escondido Union School District, Lincoln School, for the purpose of holding classes in English as a Second Language at a rate of \$15.00 per a.d.a.; said Agreement shall be February 1, 1971 to June 1, 1971;
- c. Rancho Santa Fe Community Church Village Nursery School for the purpose of holding classes in Pre-School Education; at a rate of \$4.00 per session; said Agreement shall be September 15, 1970 to June 4, 1971.

Dr. Schettler reviewed the bids for the printing of the College Catalog for 1971-72 which were received and opened on Friday, March 5.

Dr. Schettler stated that bids were received from Escondido Printers; Swadell Lithographers; Coast Lithograph; and Neyenesch Printers. Dr. Schettler stated that each firm has submitted a base bid and a quotation for a colored cover and also a quotation for additional pages (4, 8, and 16). Dr. Schettler noted that the base bid of Neyenesch Printers includes the colored cover, be they one, two, three, or four colors. Dr. Schettler stated that based on the latter fact, the low bidder would be Neyenesch Printers, Inc., San Diego, and stated that the Administration recommended that the Governing Board award a contract of purchase to this firm for the printing of the 1971-72 College Catalog. It was

MSC Olmstead, Loomis

RESOLUTION 70-3043

BE IT RESOLVED, That a contract of Purchase be awarded to Neyenesch Printers, Inc., 2750 Kettner Boulevard, San Diego, California, for the printing of the 1971-72 College Catalog, being certified as the low bidder meeting specifications. Said contract to be in the amount of \$6,618.00.

(Award Contract ..
(of Purchase;
(Neyenesch Printers
(for Printing of
(1971-72 College
(Catalog

Dr. Schettler reviewed the bids submitted for study and equipment carrels which are to be installed in the Learning Center.

Dr. Schettler reported that bids were received on Friday, March 5 from the following firms: San Marcos Mill; Knight's Library; Creative Fixtures; Thommen Enterprises; Inland Networks; Academic Specialties; Audio-Graphic; and Coast Visual. Dr. Schettler stated that the low bid meeting specifications is Creative Fixtures Company of San Diego. Dr. Schettler further stated that the Learning Resources Committee have studied the bids and are convinced that the product offered by Creative Fixtures Company is satisfactory and meets the specifications. Dr. Schettler stated that the Administration would recommend that the Board award the contract to Creative Fixtures.

Mr. Olmstead inquired if Creative Fixtures Company was a well established firm and satisfactory from a point of good performance? Dean Bergman stated that this firm has built carrels for high schools in El Cajon and it has also posted a performance bond.

Dr. Schettler pointed out that there is always a performance bond posted when construction work is being done. After further discussion, It was

MSC Loomis, Shadle

RESOLUTION 70-3044

BE IT RESOLVED, That a contract of purchase be awarded to Creative Fixtures, San Diego, California, for sixty (60) Learning Center Carrels, being certified as the low bidder meeting specifications. Said contract to be in the amount of \$5,188.95.

(Award Contract of
(Purchase; Learning
(Carrels to Creative
(Fixtures, San Diego

Dean Bergman reviewed the courses which were being submitted for approval as new graded community college courses. Dean Bergman noted that the courses have been examined and approved unanimously by the Curriculum Committee and were being recommended for approval by the Governing Board. It was

MSC Jaques, Loomis

RESOLUTION 70-3045

BE IT RESOLVED, That the following	(Approve New
new courses be approved for submission	(Courses for
to the Office of the Chancellor,	(Submission to Calif.
California Community Colleges, as	(Community Colleges
New Graded Community College courses:	(Office

- Speech 98. Interpersonal Communication (3)
- Speech 101. Management of Speech Activities (1)
- Theatre Arts 21. Introduction to Scene Design for Theatre and Television (3)
- Theatre Arts 102. Management of Theatre Activities (1)

Dr. Schettler stated that on February 18, he received a letter from Mr. James Keesee, instructor Electronics, in which Mr. Keesee states that the College has some electronic equipment that is obsolete and should be declared surplus. The equipment is more than eleven years old and none of it is worth the cost of repair. These items are no longer used and they are simply taking up space. Dr. Schettler stated that the following electronics equipment is being recommended for sale at the specified prices:

- | | |
|---|-----------|
| 11 Eico Oscilloscopes | \$20 each |
| 1 Heathkit Professional Oscilloscopes. | 25 " |
| 1 Heathkit Laboratory Oscilloscopes. | 20 " |
| 1 Heathkit Audio Generator | 5 " |
| 2 Heathkit Regulated Power Supply | 15 " |
| 11 Precise Power Laboratory Model 713 K | 5 " |
| 12 Knight (allied) All Band Receiver | 5 " |

Dr. Schettler stated that the Administration would recommend that the Board authorize the sale of the above listed equipment at the unit prices indicated. It was

MSC Shadle, Olmstead

RESOLUTION 70-3046

BE IT RESOLVED, That the Governing	(Authorize prices
Board of the Palomar Community College	(and sale of used
District establish the prices as	(electronics
indicated above as being fair sale	(equipment
prices of used electronics equipment	
and authorize the Assistant Superintendent	
of Business Services to sell these items	
at the prices indicated.	

MSC Jaques, Shadle

RESOLUTION 70-3047

BE IT RESOLVED, That the Governing Board of the Palomar Community College District accept a collection of anthropological items, donated by Mr. Abraham Gruber, and valued at \$170.55, with an appropriate letter of appreciation sent. (Accept gift; (Anthropological (Collection donated (by Abraham Gruber

Mr. Kornhauser inquired if any member of the Board had a question regarding the proposed travel expenses. Dr. Jaques requested that item "e" regarding travel to attend a meeting of the State-Wide Academic Senate be isolated and put in a separate motion. Board concurred.

MSC Shadle, Jaques

RESOLUTION 70-3048

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve Travel (Expenses;

- a. Transportation (air fare), meals, lodging, to attend Spring Meeting of the Western Council in Higher Education in Nursing, Boise, Idaho, \$196; (Mary B. Fulton
- b. Transportation (air fare), meals, lodging, registration fee, to attend California Business Education Association Convention, San Francisco, California, \$192; (T. R. Humphrey (Brian Michaelson
- c. Meals, lodging, to attend the Kodak Coach of the Year Clinic, Santa Monica, California, \$30; (Tony Lynds
- d. Meals, lodging, registration fee, to attend Crisis in America, arranged by the Center for Democratic Study, Santa Barbara, California, \$30; (Palmer N. Kremer

- f. Registration fee to attend the Machine-readable Cataloging Meeting, Library of Congress Institute, Los Angeles, Calif., \$50; (Bonnie Smith)
- g. Attendance at the American Choral Directors Association Meeting, Kansas City, Missouri, \$30. (Joe R. Stanford)

MSC Shadle, Olmstead

RESOLUTION 70-3049

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve Travel Expenses;

- e. Transportation (air fare) to attend Academic Senate of the California Community Colleges Meeting, San Francisco, California, \$66. (Gene Jackson)

AYES: Loomis, Shadle, Olmstead, Kornhauser

NOES: Jaques

ABSENT: None

Dr. Huber requested that Dr. Schettler report on the matter of the transfer of funds. (Transfer of funds)
Dr. Schettler stated that last January the Board authorized an additional Bookkeeper for the Business Office. The Administration is requesting a transfer of funds from the Administration Account to the Contract Salaries, Business Office Account to provide funds for the salary of the Bookkeeper. Dr. Schettler noted that both Accounts, No. 190 and No. 120. are legal accounts and only Governing Board action can authorize a transfer of funds.
It was

MSC Jaques, Shadle

RESOLUTION 70-3050

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize the transfer of \$2,800 from budget classification No. 190 (District Elections Account #AMB) to budget classification No. 120 (Contract Salaries, Business Office #AHC). (Authorize transfer (of funds; from (Classification (No. 190 to No. 120

AYES: Jaques, Loomis, Shadle, Olmstead, Kornhauser

NOES: None

ABSENT: None

Dr. Huber stated that the Board may be wondering why the pool has not been submitted for final acceptance and asked Dr. Schettler to report on that matter. Dr. Schettler stated that the College has received authorization to use the pool and classes are being conducted and recreational swimming is taking place at certain hours of the day. Dr. Schettler stated that the reason why the pool acceptance has not been placed on the Board agenda is because at the time when the large motor was installed for the pump, a minute crack in the casing was found in the pump. The contractor, knowing that we were anxious to make use of the pool, made a quick weld of the crack. Dr. Schettler stated that is repair is not satisfactory (to the District, the architect, or the inspector). The District is presently waiting for the replacement pump to be installed at which time the pool will be presented to the Board for acceptance.

Mr. Olmstead inquired if the proposed payment to Paderewski, Dean and Associates was a final payment? Dr. Schettler stated that it was. Mr. Olmstead inquired if a final payment has been made to the contractor? Dr. Schettler stated that final payment has not been made to the contractor; there is a ten percent withholding which is due him thirty-five days following the District filing a notice of completion and the District cannot file a notice of completion until the Governing Board formally accepts the pool.

Mr. Olmstead inquired if the District was under any kind of restriction in making final payment to the architect prior to the Board accepting the pool? Dr. Schettler stated that the District was not; the architect has performed his services.

Further discussion was held regarding the legality of authorizing the final payment to the architect prior to the Governing Board accepting the pool. Mr. Olmstead requested that Dr. Schettler obtain a legal opinion regarding this matter prior to the issuance of the final payment to the architect.

Dr. Schettler summarized that what the Governing Board was actually authorizing was for the Administration to pay the architect and to create the warrant when it is legally possible to do so. Board concurred. Mr. Olmstead also suggested that the release statement in the proposed resolution should read "subject to and in consideration of said final payment" Board concurred that the term "subject to" should be included in the resolution. It was

MSC Jaques, Olmstead

RESOLUTION 70-3051

BE IT RESOLVED, That according to the Agreement dated July 15, 1969 between the Palomar Community College District and Paderewski, Dean and Associates, payment as follows for Architectural/Engineering Services performed in conjunction with the construction of the Palomar College Swimming Facility, be approved:

(Approve final
payment;
(Paderewski,
Dean and
Associates;
Swimming Pool

Per Article 4(3)
.08 x \$267,343.00 (C.O. #6) = \$21,387.44
Deduct payments received as follows:
Per invoice of 12-14-70 \$ 2,690.78
Per invoice of 6-2-70 12,120.00 14,810.78
Sub Total \$ 6,576.66

Printing of Bids Sets per Article 10
Total Sets printed 45
Supplied per Art. 6 & 10 10
Charged Sets 35
Plans 35 sets @ \$14.92 each 522.20
Spec. 35 sets @ \$19.75 each 376.25

TOTAL DUE \$ 7,475.11

FURTHER, subject to and in consideration of said final payment of \$7,475.11, Paderewski, Dean and Associates, a California Corporation, does hereby release the Palomar Community College District of San Diego County, California, and any and all officers, agents or employees of said District, from all claims or demands accrued, or now existing, or hereafter arising under, and by virtue of the terms of said contract, or any one, or all thereof, either expressed or implied.

Dr. Huber stated that, as the Board is aware, the District has received additional funds under the Vocational Education Act for the Disadvantaged. This was in the amount of approximately \$31,500; it was under a general title request of Multi-Cultural and Home Management. Dr. Huber further stated that in addition to that, it was reported to the Board at the last meeting (with the employment of Mr. William Tefft) that the District will also be receiving funds for the handicapped. Dr. Huber stated that the total amount of money to be received from the projects is \$39,418. This money is not in the proper accounts of the budget for the District to carry-on these projects, therefore, the Administration is requesting that the Governing Board authorize a transfer of this amount from the undistributed reserve into the accounts listed in the resolution. Dr. Huber noted that the money must be spent by June 30, 1971 and when the District receives the State money it will be returned to the undistributed reserve fund. It was

MSC Olmstead, Loomis

RESOLUTION 70-3052

BE IT RESOLVED, That the Governing Board (Authorize
of the Palomar Community College District (transfer of
authorize the transfer of \$39,418.00 from (funds from
the Undistributed Reserve Fund and allocated (Undistributed
to the following accounts: (Reserve

<u>From Undistributed Reserve</u>	<u>To Budget Classifications</u>
\$ 2,100	#110 Adm. Salaries
3,000	#213 Instructors Salaries
4,400	#214 Certificated, Other
14,650	#220 Classified Salaries
10,768	#290 Instructional Supplies
4,500	#1200 Capital Outlay (Restricted)

(Vote on Resolution 70-3052)

AYES: Jaques, Loomis, Shadle, Olmstead, Kornhauser

NOES: None

ABSENT: None

Dr. Loomis stated that before the Board considered the Financial Reports, he would like to propose another item under New Business. Dr. Loomis stated that in the past the Board has discussed the establishment of a Board scholarship for students of Palomar College. Dr. Loomis stated that he would like to present a motion instructing the Superintendent to write the proper resolution creating a Tipton L. Wood Memorial Scholarship for the Governing Board; one that the Board can financially reimburse in order to create scholarships for students. Mr. Kornhauser inquired if Dr. Loomis had a specific amount in mind that the members of the Board could contribute towards this scholarship? Dr. Loomis stated that he did not; that he felt it should be a voluntary type of thing; this could be decided at a later date. Mr. Kornhauser inquired if Dr. Loomis envisioned this scholarship as an "on going" thing, supported by the Governing Board. Dr. Loomis stated that this would be the idea of the scholarship. Mr. Olmstead inquired if the scholarship would be open to contributions by others. Dr. Loomis stated that he felt that it should be; but that it should be initiated by this body. Mr. Kornhauser concurred stating that others may wish to recognize Dr. Tipton Wood in this way. Dr. Loomis stated that Dr. Wood contributed so greatly to this institution that he felt that the Board should recognize this officially in some way and perhaps the scholarship should be confined to the area of Vocational Education in which Dr. Wood was so interested.

Dr. Huber reported that the following statement was distributed to the staff the day after Dr. Wood's death: "Many of you know him as a member of the Governing Board for many years. He was an outstanding friend of the College. He was always available for counseling to staff and students. His dedication to humanity knew no bounds. Palomar College has lost a great and true friend." Mr. Kornhauser asked Dr. Huber to pursue the matter of establishing a scholarship and present a statement to the Board for its consideration. It was

MSC Loomis, Jaques

RESOLUTION 70-3053

BE IT RESOLVED, That the Governing Board of the Palomar Community College District favor the establishment of a Tipton L. Wood Memorial Scholarship. Said Scholarship to be financially supported by the members of the Board and by others who wish to contribute.

(Favor establishment
(of Tipton L. Wood
(Memorial
(Scholarship

Mrs. Grace Burns stated that at the January 12 meeting of the Governing Board she had questioned the amount of expenses which would be incurred for attendance at the American Association of Junior Colleges Convention which was held in Washington, D.C., February 28 through March 5. Mrs. Burns noted that expenses of other travel are indicated on the agenda and stated that since the Convention, the expenses have not been indicated on the agenda.

Dr. Huber stated that he and Mr. Kornhauser had just returned from the Convention on Friday, March 5, and the expenses were not known at this time. Mr. Kornhauser stated that these figures would be forthcoming at the next meeting.

(The cost for Mr. Kornhauser and Dr. Huber's trip was \$404 each which includes four nights and five days of housing, meals and air fare.)

The Report of Budgetary Balances as of February 28, 1971 was noted.

(FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of February 1971 was noted.

(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of February 1971 was noted.

(Report of Use
(of Facilities

MSC Shadle, Loomis

RESOLUTION 70-3054

BE IT RESOLVED, That Purchase Orders numbered 3003 through 3272 except for those marked "reserved," be approved.

(Approve Purchase
(Orders

MSC Olmstead, Shadle

RESOLUTION 70-3055

BE IT RESOLVED, That Salary Warrants numbered 20 and 21, be approved.

(Approve Salary
(Warrants

MSC Olmstead, Shadle

RESOLUTION 70-3056

BE IT RESOLVED, That Expense Warrants numbered 792563 through 792849, be approved.

(Approve Expense
(Warrants

MSC Loomis, Olmstead

RESOLUTION 70-3057

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of February 1971, be approved and that letters of appreciation be sent to all donors.

(Approve Library
(Acquisitions

Dr. Huber reported that there were six hundred and thirty-two (632) students on the Dean's List for the 1970 Fall Semester, each with a grade point average of 3.0 or better. Dr. Huber stated that this was a distinguished achievement noting that it represents approximately 20% of the day student body. Mr. Olmstead stated that he felt it should be emphasized that when these students transfer to the University of California, they can expect to obtain higher grades. Dean Bergman stated that that was the last report received from the University of California.

(REPORT OF
(SUPERINTENDENT

Dr. Loomis cited an article which appeared in the San Diego Union, March 9, regarding the Ford Foundation's study of Higher Education. (Copies of the article were distributed to members of the Board.)

Dr. Loomis stated that the Foundation's report, entitled The Report on Higher Education, makes the community college idea even more important and even more influential. The Report points out that "we have seen disturbing trends toward uniformity in our institutions, growing bureauceracy, over-emphasis on academic credentials, isolation of students and faculty from the world - a growing rigidity and uniformity of structure that makes higher education reflect less and less the interest of society." Dr. Loomis stated that the Report used, as examples for its study, The State University of New York with 65 campuses and 314,000 students; The City University of New York with 11 campuses and 122,000 students; The University of California with 10 campuses and 147,000 students; The California State College System with 19 campuses and 288,000 students; The University of Texas with 10 campuses with 74,000 students.

Dr. Loomis stated that nowhere in this article does the Report refer to the fact that this type of thing could ever be leveled at the students in the community colleges and yet they total over 900,000 students in the California Community Colleges. Dr. Loomis stated that he felt this fact is a very important one for the community to realize because it points out the excellent job that the community colleges are doing and they are doing it at a small percentage of cost per student as compared with what it costs to educate a student at the University and State College level. Dr. Loomis stated that this is one of the major points that Dr. Huber made upon return from his leave last Spring; the fact that he felt that there were very definite changes in higher education that need to be made. Dr. Loomis noted that the Foundation's study was initiated by Robert Finch when he was Secretary of Health, Education, and Welfare and recommended that the Board read this material and noted that he felt that it makes the efforts of institutions such as Palomar College extremely important.

Dr. Huber stated that copies of the Foundation's Report will be made available for members of the Board.

Dr. Huber distributed a written report regarding his attendance at the American Association of Junior Colleges Convention, held February 28 through March 5. (Copy of report is attached to legal Minutes). Dr. Huber stated that he would be reporting to the Board at regular intervals relative to some of the things that did arise at the AAJC meeting.

Dr. Huber stated that he felt the Convention was very valuable.

Mr. Kornhauser stated that his experiences at the AAJC meeting were quite rewarding and noted that he returned with one specific idea which he would like to present to the Board and to the College community in general. Mr. Kornhauser stated that his proposal is a concept of the total environment in which this College, or any college, operates; to learn what it is and find out from the people of the District at all the various levels, what they think the College could do for them, for the community, and how it should be done. Mr. Kornhauser proposed that this Spring the appropriate people in the College organize a conference of community leaders, such as police chiefs, school people, elementary and high school level, various minority leaders, chamber of commerce, mayors, councilmen, students, and ministers, so that we end up with a conference that is really representative of the entire District from which we may hope to get some direction as to how this College can truly become the cultural, intellectual, and educational center of the North County. Mr. Kornhauser stated that he would like to request Dr. Huber to do some preliminary planning in this direction and submit a report as to what he believes is possible as soon as possible. Mr. Kornhauser stated that he would like to see Palomar College totally responsive to the community. Mr. Kornhauser continued that he would like to feel that we know what everyone in the community wants, and determine what the needs are and it is felt that this will uncover some very valuable information. Board concurred with Mr. Kornhauser's proposal and directed Dr. Huber to take the initial steps to bring about this District-Wide Conference sometime in the Spring.

Mr. Shadle stated that about one month ago there was an item in the Vista Press mentioning a course designed for high school drop-outs. Mr. Shadle stated that it proposes to take 15, 16, and 17 year old drop outs and enroll them in specific courses at Palomar College and the courses will be taught by Warren Donahue, George Austin and Byron Gibbs. Mr. Shadle stated that he felt this was an excellent program and hoped that the Administration would follow-up on it and submit reports on how it is working and how it can be strengthened.

Dean Bergman stated that the course is in operation and there are about fifteen or sixteen students and noted that we would like to have twenty. The course is outlined, adopted and has been approved by the Governing Board under the title of Pre-Industrial Education.

Mr. Shadle requested that further reports be made as the course progresses.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:20 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:15 p.m.

(EXECUTIVE
(SESSION

MSC Shadle, Jaques

RESOLUTION 70-3058

BE IT RESOLVED, That the resignation of Miss Sabina Pesuti, Instructor, Nursing Education Department, effective March 5, 1971, be accepted.

(Accept
(resignation;
(Sabina Pesuti

MSC Shadle, Loomis

RESOLUTION 70-3059

BE IT RESOLVED, That Mrs. Linda Walters, Secretary, Counseling Department, be granted a leave of absence, without salary, effective May 1, 1971 through July 31, 1971.

(Grant Leave of
(Absence;
(Mrs. Linda Walters
(Secretary,
(Counseling
(Department

MSC Shadle, Loomis

RESOLUTION 70-3060

BE IT RESOLVED, That the employment of Mrs. Rachel Jackson, as Instructor, Nursing Education Department, effective March 8, 1971, be approved (replacement).

(Approve employment;
(Mrs. Rachel Jackson
(Instructor, Nursing
(Education Department

MSC Shadle, Loomis

RESOLUTION 70-3061

BE IT RESOLVED, That the employment of Mr. Jesus Benjamin Lucero as Bi-Lingual Vocational Counselor, effective March 1, 1971, be approved.

(Approve employment;
(Mr. J. Benjamin Lucero
(Bi-Lingual Vocational
(Counselor

MSC Shadle, Loomis

RESOLUTION 70-3062

BE IT RESOLVED, That the employment of Mr. Eugene R. Zevin, as Technical Coordinator, Special Bi-Lingual Unit in the Vocational Education Project, Class No. 33-A, at an hourly rate of \$3.34, effective March 1, 1971 through June 30, 1971, be approved.

(Approve employment;
(Mr. Eugene R. Zevin,
(Technical Coordinator
(Special Bi-Lingual
(Vocational Education
(Project

MSC Shadle, Loomis

RESOLUTION 70-3063

BE IT RESOLVED, That the resignation of Mr. John Barlow as Chairman of the Art Department, effective June 30, 1971, be accepted.

(Accept resignation of
(Mr. John Barlow as
(Chairman of the Art
(Department

MSC Shadle, Loomis

RESOLUTION 70-3064

BE IT RESOLVED, That the appointment of Mr. Harry Bliss as Chairman of the Art Department, effective July 1, 1971, be approved.

(Appoint Mr. Harry
(Bliss, Chairman,
(Art Department

MSC Olmstead, Shadle

RESOLUTION 70-3065

BE IT RESOLVED, That the North County Inspection Service be contracted, effective April 1, 1971 for a period of one month at a rate of \$1,000 per month.

(Employ North County
(Inspection Service
(for period of one
(month effective
(April 1, 1971

AYES: Jaques, Loomis, Shadle, Olmstead

NOES: Kornhauser

ABSENT: None

MSC Jaques, Shadle

RESOLUTION 70-3066

BE IT RESOLVED, That the employment of the following persons, as listed on Page 25 of the Legal Minutes, as supplemental staff (students and extra-clerical) be approved.

(Approve employment;
(students and extra-
(clerical

The meeting was adjourned at 10:20 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
March 23, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Dr. Bruce D. Jaques (Roll Call)
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Howard Brubeck, Assistant Dean of Instruction
Mr. Charles Coutts, Assistant Dean of Instruction
Mr. Theodore Kilman, Assistant Dean of Instruction
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mr. Tom Pohle, Student, Palomar College
Miss Debbie Hayworth, Student, Palomar College
Mr. Kirk McClure, President, A.S.G.
Mr. Gene Jackson, Chairman, Budgetary Committee
Mrs. Lorna Tefft, C.S.E.A.
Mrs. Lou Burnett, C.S.E.A.
Mr. Walter Brown, Dir. of Vocational Ed.
Mr. J. D. Hodges, Escondido
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Rachel Wass, Patrons of Palomar
Mr. J. Ray Baker, Escondido
Mrs. Lucy Bayne, Escondido
Mr. J. Stuart Marshall, Fallbrook
Dr. L. F. deJulian, Escondido
Dr. John D. Puttkammer, Vista
Dr. Don Baynton, Oceanside
Dr. Ronald Allison, Fallbrook
Mrs. Sue Emery, Escondido Times-Advocate

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

MSC Loomis, Shadle

RESOLUTION 70-3067

BE IT RESOLVED, That the Minutes
of the Regular Meeting held
March 9, 1971, be approved.

(Approve Minutes;
March 9, 1971

Dr. Huber noted that Mr. Jackson had not yet
arrived and stated that he did not know if
Mr. Jackson had a report from the Faculty
Senate to present.

(Report of the
Faculty Senate

There was no report from the Patrons of
Palomar College.

(Report of the
Patrons of Palomar

There was no report from the North County
Council of Community Colleges.

(Report of No. Co.
Council of Comm.
Colleges

Mr. Kirk McClure, President of the Associated
Student Government, stated that the only matter
the Student Government is presently considering
is the proposed legislation regarding mandatory
student body cards. Mr. McClure stated that it
is generally felt that the students will not
accept a student body card being forced upon
them.

(Report of the
Associated Student
Government

Dr. Huber noted that Area I (an organization of
community colleges in the Southern California
area) will be meeting at Palomar College on
Saturday, March 27 and the proposed legislation
regarding mandatory Student Body Cards will be
one of the topics discussed.

Dr. John Puttkammer, Chairman of the Dental
Assistant Advisory Committee, presented the
following statement to the Governing Board.

(Presentation
(regarding proposed
(Dental Assistant
(Program

Dr. Puttkammer: I would like to read to the
Board some remarks that have been jotted down
in the course of our Advisory Committee Meetings.
The Committee consists of nine professional men
from the North County area. This Committee has
been working towards a two-year Dental Assistant's
training program for Palomar College and we have had
a few setbacks but it is now felt, for several
reasons, that we could commence this program with
the approval of the academic family and the Governing
Board.

Dr. Puttkammer: At this particular time, it is my understanding that possibly the general reserve fund that you have here at the College is not being taxed unusually heavy. Secondly, since we attempted to bring the program in three years ago, a federal program has come out entitled Allied Health Professions which will give the Dental Assistant's Program a self-sustaining financial position after its initial year. The Allied Health Professions pamphlet (copy distributed to the members of the Board) indicates that the program must be in operation one year prior to submitting a request for self-sustaining funding. This coincides with our program in that the Advisory Committee feels that we want a two-year program leading to an A.A. degree; we want the program to conform with the State standards for certifying the graduate as a certified dental assistant. There is a movement now towards licensure; it is based somewhat on the radiology program and beginning approximately January 1, 1972, they will start checking offices to see if these girls qualify to manage this equipment and this, of course, will lead to further checking of the certification of the dental assistants. In that respect, the Committee feels, at this point, that it can say that if the College gives us the necessary equipment to put the program in operation this year, we will maintain the program throughout from this time on, at no expense to the District.

Mr. Kornhauser: What do you mean by necessary equipment?

Dr. Puttkammer: If we can have the space; a faculty member; the required operational equipment; and the dental equipment necessary to train these students, after the first year the program will be self-sustaining. It is even hoped that if the program is successful, we can initiate a night program in the future as a continuing education program for dental assistants already in the field practicing in their profession and also for doctors on seminar courses.

Mr. Kornhauser: As you probably know we are very much interested in establishing a Dental Assistant Program, but there is a matter of funding. I would seriously question whether we have available funds at our disposal for the purchase of equipment.

Dr. Puttkammer: I am not in a position to answer that question; I am in a position to tell the Board approximately what it would require for the Committee to get the program off the ground the first year.

Mr. Kornhauser: What amount are you speaking of to initiate the program?

Dr. Puttkammer: With the necessary building, remodelling or alteration, we feel it would be in the neighborhood of \$30,000 to \$35,000 to get the program off the ground.

Dr. Loomis: Does that figure include equipment?

Dr. Puttkammer: Yes. I would like to make it known in the Minutes that the Committee has made some progress regarding equipment; one of the major dental supply companies, S. S. White Company, has donated a \$2,000 chair for this program. This is an expense that the College will not incur, although it has not been deducted from the original proposal. We are making every effort to establish the program with the quality we feel the program is going to need at the minimum amount of expense. We do not feel that we can sacrifice quality for economy. One of the other doctors on the Committee, has informed the Committee at its last meeting, that he had a \$225 dental light which he would donate to the program.

Mr. Kornhauser: Would the County Dental Society like to sponsor a program of this type?

Dr. Puttkammer: The President of the County Dental Society, Dr. deJulian, is present and would be better able to answer that question.

Dr. deJulian: On that particular point, the Dental Society does not have funds in its budget currently to allow that type of expenditure. The Dental Society supplies advisory committees to the Mesa College program and to the Grossmont College program, and it is busy setting up a program at San Diego City College which will be coordinated with Loma Linda University, but all of these are facilities where we have supplied man-power, brain-power and free time in the training of these girls in our offices at no expense, but not any capital outlay from the Dental Society as such because it is set-up as a non-profit organization. Any time we come to the necessity of funds of this nature, it is necessary for us to establish a separate account and ask for specific donations outside of the Dental Society budget.

Mr. Kornhauser: Would you be interested in doing that?

Dr. deJulian: If it is necessary to broach that particular type of thing, we would do it. The Dental Society covers all of San Diego and Imperial Counties and the North County is our smallest area.

Mr. Kornhauser: As you gentlemen must be aware, the District is operating on a very tight budget and it is "touch and go" to maintain what we presently have.

Mr. Olmstead: I would be interested in hearing what the cost break-down would be for the equipment.

Dr. Puttkammer: The general picture for the initiation of the program appears to be between \$30,000 and \$35,000. Mr. Brown, who is the College representative on the Dental Advisory Committee, has worked quite diligently on this program and he should be far more familiar with what has been set up because the Committee did have to submit to the Budgetary Committee a cost breakdown. I am sure since he was in charge of presenting that phase, that he could enlighten the Board considerably more than I could regarding this particular matter.

Mr. Kornhauser: You can be sure that anything of this nature would receive very serious consideration, but I would not want anyone to believe that it is going to be easy to find that kind of money.

Dr. Puttkammer: We were hopeful in reviewing the overall picture of the program that based on some of the reports that were made by the Accreditation Team that was here in October 1970, that we could utilize some of their recommendations to better enhance the position of the Governing Board and the College itself. If I may quote to the Board some of those recommendations by the Accreditation Team, Section IV, Part B, "a more concerted effort might still be given to the development of new occupational programs to meet the specific needs of the community." We all know that progress is going to cost money but I think in this instance we have something that can benefit not only the College but all of the communities. We have had good relationships with the employment of spanish speaking personnel because all of the professional men have this problem arise in an emergency or often, in a regular situation. It is possible that twenty-five percent of the class may be minority students. We also would hope that we can work with the Pala Reservation in improving the health of the people there. On another page of the Accreditation Report it was noted "that the program lacks a little depth in the breadth of offerings" and it is hoped that the Dental Advisory Committee can help bridge this gap. Further, in the recommendations on that same page, it was stated by the Accreditation Team that "new programs were needed." New programs don't materialize without a certain amount of expense. The Committee is endeavoring to do its very best to make the program as economically feasible as possible. We realize the situation the District faces and we would hope that there could be some understanding to develop this program because we don't feel that the twenty-five to thirty students of the first graduating class is where we want to stop; we want to go all the way to your Para-Medical Building in the overall picture.

Dr. Jaques: I would like to say that I am very much in favor of this program and I assume that we all generally are. I did not understand what general reserve fund you were referring to in your opening statement.

Dr. Puttkammer: I endeavored to research out the facts of the funding operation of the College itself and in the communication I have received from the College, I have information regarding the undistributed reserve of the College as of June 30, 1970; I am sure that the Board also has copies of this statement. There is a break-down here of the funding of the operation of the College and my understanding is that the so-called reserve fund is designed for critical situations and is also the place where programs such as the Dental Assistant Program will find their beginning if the Board desires. The Committee feels that this is not an unreasonable request from this fund for the first year. A letter which was mailed to me from the College indicates that "early in the Fall of 1970 the following indications were sufficient to report that the assessed evaluation of the District had increased more than anticipated." This fact presents an increase in the District's funds.

Mr. Kornhauser: Also the expenses of the College have increased proportionately.

Dr. Puttkammer: Also in communication I received, it states "that the registration of the students was heavy and accomplished with the necessity of adding just a few hourly instructors." This information came from the College; this is not my own material. The letter also stated that "the attendance with resulting state appropriation (dollars) was maintained at a higher level than anticipated." Hopefully, we feel that these points are indications that now would be a good time for the Dental Assistant Program to begin.

Dr. Jaques: I would like to indicate that we are under very critical demands in our reserve and all of our income and I would like to hear from the Administration regarding this matter.

Dr. Huber: First of all, I think the presentation that Dr. Puttkammer has made is a very reasonable one. As the Board is aware, this Dental Assistant Program has been under study and the Committee has been working on it for three years. We do have in our catalog a curriculum, which was adopted by the Curriculum Committee, upon recommendation by the Dental Advisory Committee. I think the Board is aware, as is the Dental Advisory Committee, that we have not hired any new staff as such for the past two years. The question was asked early last Fall by the Board as to how we were going to take care of additional students, and the fact remains that we did this by the employment of about eighteen hourly instructors.

Dr. Huber: I think it was also reported at that time by the Dean of Instruction that we could not continue on that particular basis. The Dental Assistant Program as described by Dr. Puttkammer was submitted to the Budgetary Committee. The Board will hear, later in the meeting, a recommendation on staff needs; it is true that the Dental Assistant Instructor is not listed in that particular recommendation. As explained to Dr. Puttkammer, there have been areas in this institution for the past two years which have not had additional staff, in which we have stood fast and attempted to carry on with the programs under rather severe conditions. This particular year, the idea of establishing a new program, which it would in fact be and a very worthwhile one, is again a question of priority. I think the presentation as made by Dr. Puttkammer is worthy of perhaps further study or consideration by the Budgetary Committee. The Board recalls that when the College began its Nursing Education Program it was faced with the same situation we are now facing; we had no money and three hospital districts furnished approximately \$17,000 in order for the College to hire a Director to establish the Nursing Education Program.

Dr. Loomis: That program really was only concerned, as far as expenditures goes, with classroom teachers. We are talking about, in the Dental Assistant Program, a considerable amount of equipment.

Dr. Huber: Equipment came later for the Nursing Education Program, but was not a major item. The Committee is familiar with the District's situation. Mr. Kornhauser and I, when we were in Washington, D.C., specifically talked to the Allied Health people about this program and how we can involve ourselves in it and as Dr. Puttkammer points out, we have to get started. Under the Allied Health Program, how much would the District be eligible for during the second year of the Dental Assistant Program?

Dr. Puttkammer: We know that the base fund will be \$16,000 and from there the number of students enrolled will determine how much money is received.

Dr. Huber: I think if we could demonstrate that there are funds other than what we are presently dealing with, then I think we can find a site, the idea of obtaining equipment is something that could be worked out with the Dental Society or whatever agency might be involved in this. I think the basic stumbling block is the allocation of \$12,000 for a Dental Assistant instructor.

Mr. Kornhauser: As I understand it, the program will need initially approximately \$30,000 to \$35,000.

Dr. Huber: I am suggesting that some of the needs be achieved in other ways, i.e., donations or gifts.

Dr. Puttkammer: The Committee is hopeful that it can go before various groups in the medical-dental profession and request assistance; we are hopeful that the Patrons of Palomar might also be of some assistance, but we have to have something to go on before we present our program to them.

Mr. Kornhauser: As I have stated before, this Board is interested in starting such a program; it is a question of monies and priorities. It would certainly be something that would involve the Budgetary Committee, whose responsibility it is to research the various priorities and needs of the College. The only assurance I can give you is that the Board is interested in the Program and we would like to implement it. We will study the proposal further and see what can be done. If the Board could obtain an assurance from the Committee that it could come up with part of the financing, it might be helpful.

Dr. Puttkammer: I can only speak for myself on that matter; I am vitally interested in the program after spending the last four years with its development. I would request that the Governing Board give a provisional approval of the proposal so that the Committee could begin to consider applicants for the staffing of this program. If provisional approval was granted, then the Committee could attempt to correspond or communicate with various supply companies as to the possibility of the leasing or donation of supplies. The Committee is in a position where it cannot do anything; the Committee needs encouragement from the Governing Board regarding the proposal.

Mr. Kornhauser: I can assure you that we appreciate your presentation and the Board will carefully consider what has been discussed, but the question of a commitment at this time is perhaps premature.

Mr. Shadle: I think the Board should go further than that; we have been talking about moving into the entire para-medical field every since I have been on this Board and I am sure it was discussed several years before that. We have a good start in the Registered Nurse Program. It seems to me that we should decide whether we are going to just continue giving it first priority but never really taking it off the table or whether we are going ahead. It looks as though that after the first year of the Dental Assistant Program, it could be self-sustaining and perhaps even more than self-sustaining. If I have read the Allied Health Professions booklet correctly, the federal government provides \$500 per student plus additional funds after the first year. Do you know, Dr. Puttkammer, whether this includes not only Dental Assisting, but the other programs that are set forth in the Allied Health Professions as well?

Dr. Puttkammer: My understanding of the Allied Health Professions program is that once you establish a program at your College, then additional programs can be implemented with federal assistance without the initial one year probation period.

Mr. Kornhauser: I agree with Mr. Shadle that the Board should come to some kind of a decision regarding this matter but I did not feel that the Board could make that decision this evening. I do feel that the Dental Assistant Program should be given serious consideration and that as soon as possible, an answer should be given to Dr. Puttkammer.

Mr. Shadle: I certainly agree. I think that we are going to have a national medical insurance program very quickly and when that comes I think the entire country is going to need a tremendous increase in all medical technicians. I would like to point out that the State of California, at the last session of the legislature, adopted a model plan for a broad medical assistant which hopefully, will provide funds for pilot programs in this field and I think that this institution should get involved in that area as well. A copy of the new law was distributed to the members of the Board about one month ago and I think it should be given serious study to determine if this is something that the College can secure financial help for from the State.

Mr. Kornhauser: I think that I might point out to Dr. Puttkammer and the members of the Advisory Committee, that due in part to the success of the College's Registered Nurse Program, this Board is working towards a goal of making Palomar College a para-medical center. There is a question of funding and priorities, but this is our desire.

Dr. Puttkammer: I would like to make a comment on that point from a standpoint that you are aware that the other community colleges in San Diego County have also, through my communicating with their various representatives, adopted the same attitude because they realize that there will be supportive funding from these programs and the Advisory Committee feels that if one of these colleges gets in ahead of Palomar College's program, then there will be some restrictions.

Mr. Olmstead: May we have the figures, by categories, regarding the initial expense for the implementation of the Dental Assistant Program.

Dr. Puttkammer: I have the information which was submitted to the Budgetary Committee for the Dental Assistant Program. To equip the rooms with the necessary dental equipment it will cost approximately \$12,500; remodelling the two rooms, approximately \$4,000; references and library books, approximately \$315; office supplies, \$3,000; visual aids, \$500.

Dr. Puttkammer: The Committee has requested one full-time instructor; this figure will be determined by the faculty committee when it makes its selection.

Mr. Shadle: What was the instructor's salary?

Dr. Puttkammer: That is open to negotiation, but it is felt that this would probably be on about the E-6 level.

Dr. Huber: The salary for the instructor would be about \$12,000.

Dr. Puttkammer: I might point out that the Advisory Committee has sent a letter and received an affirmative answer from Camp Pendleton regarding a field service program there. So we do have an on-the-job training program already allied with the proposed program for Palomar College. Also, the doctors that I have talked to are also interested in having the trainees/undergraduates in their offices from time to time to provide them with on-the-job training.

Mr. Olmstead: I would like to make a motion that the Board accept with thanks, the report of the Dental Assistant Advisory Committee and that the Board instruct the Administration to make a detailed study of the possibility of financing this program.

It was

MSC Olmstead, Loomis

RESOLUTION 70-3068

BE IT RESOLVED, That the Governing Board of the Palomar Community College District, accept with thanks, the report of the Dental Assistant Advisory Committee. FURTHER, The Governing Board instructs the Administration to make a detailed study of the possibility of financing this program for the 1971-72 school year.

(Direct Administration to further investigate possible financing for Dental Assistant Program)

Dr. Loomis requested Dr. Schettler to briefly respond to the status of the undistributed reserve fund.

Dr. Schettler stated that Dr. Puttkammer's statistics were provided to him by the Business Office, however, they were written to him without interpretation. The undistributed reserve fund of Palomar College is used to carry funds from the end of one year into the next so that the College can continue to operate during July and August until sources of income begin to appear.

Dr. Schettler stated that the real major source of income appears in late November when taxes are paid. Until that time, the District is able to obtain a loan from the County Board of Supervisors, which in addition to monthly payments on the State apportionment, will carry the District until the taxes are received. The principal reason for maintaining an undistributed reserve of approximately \$500,000 (varies from year to year) is to carry the District into the next fiscal year. The undistributed reserve figure on the 1st of July is the District's beginning balance, however, it is not all cash. Of the \$500,000 perhaps only 3/5 of that will be cash, much of it will be collectibles from the Federal programs that the District is presently operating. Reimbursement for the Federal programs is received during the next fiscal year (after the program has been accomplished). The District must cover the bills that are outstanding with the cash that is in the treasury on July 1, plus have enough cash to pay the new bills of July and August. The bills in July and August are sizeable because of the Summer Session, which averaged last year, 2,200 students.

Dr. Puttkammer stated that he felt that the members of the Advisory Committee, all of whom are in private practice, are completely aware of the financial condition of the District. Dr. Puttkammer stated that he felt the Committee has geared this program, as much as possible, in attempting to be practical regarding its expenses. The Committee is not proposing something that is entirely unreasonable and the requests that the Committee has made to the Board this evening have been decided upon in the most practical avenue possible in an endeavor to do in fact, what the Committee has been attempting for the past four years and that is to develop an additional training program at Palomar College.

Dr. Puttkammer thanked the Board for allowing him the time to make the Committee's presentation.

Mr. Gene Jackson, Chairman of the Faculty Senate noted that there was nothing to report to the Board at this time. (Report of the Faculty Senate)

Mr. Jackson further stated, as Chairman of the Faculty Budgetary Committee, that the Budgetary Committee is quite vitally concerned with the issue of the implementation of a Dental Assistant Program.

Mr. Robert Bowman, Dean of Student Activities, (COMMUNICATIONS announced that in the area competition of the Bank of America Community College Awards Program (nine community colleges from the southern part of the State participating) three of the four Palomar College students entered were chosen as finalists to compete in the Southern California Finals to be held April 23. Each of the following finalists won \$250:

Business: Gary Evans
Technical-Vocational: John M. Kealy
Social Science-Humanities: Thomas W. Pohle

Daniel Dresselhaus, competing in the field of Science and Engineering, received \$150 although he was not a finalist.

Mr. Bowman stated that this is a significant achievement on the part of the students. They will be competing on April 23 for a first prize of \$2,000; a second prize of \$1,000; and a third prize of \$500.

Dr. Huber presented the proposed District- (OLD BUSINESS:
Associated Student Government Budget Procedures. (Proposed District-
Dr. Huber stated that this document is a result (A.S.G. Budget
of a conference held by the Administration and (Procedures
the Associated Student Government; the document
was then presented to the Executive Council and
the Student Assembly and both bodies have approved
of it. Dr. Huber stated that the Budgetary Committee
is presently operating as if the proposed policy
was in fact a part of Board policy. Dr. Huber
reminded the Board that it did adopt a similiar
procedure early last Fall, however, it did not
take into consideration some of the items designated
in the proposed policy. Dr. Huber briefly reviewed the
proposed policy noting that the Administration feels
that this document is a policy under which the District
and the Student Government can both operate. Dr. Huber
stated that the proposed document was being presented
to the Board for information and hopefully, it will
be on the agenda at the next meeting of the Governing
Board for action.

Mr. Kornhauser inquired if there were any questions regarding the proposed policy.

Mr. Shadle questioned paragraph one, third line, which states "These monies may be used to supplement those related athletic expenses which cannot legally be financed by the District." Mr. Shadle requested an example of this statement.

Dr. Schettler stated that this would be athletic awards, banquets, jackets, etc.

Mr. Olmstead questioned as to what the thought was behind the phraseology of the statement referred to by Mr. Shadle.

Dr. Huber stated that the idea is that when the athletic event is held and the public attends, there would be a charge and that is the income referred to in the statement (gate receipt income).

Mr. Shadle stated that what the document is stating is that the District shall pay all the expenses and shall receive none of the income from the athletic events.

Dr. Huber stated that the income received shall be placed in a trust fund which in essence, would be District money.

Mr. Shadle pointed out that the statement indicates that these monies shall be used to supplement expenses which cannot be financed by the District. The statement is implying, in effect, that none of these monies can be used for District expenses.

Dr. Huber stated that if the District assumes responsibility for the athletic program then there is going to be athletic expenses incurred.

Mr. Kornhauser stated that perhaps the word "may" should be used in this statement; a choice would be implied.

Mr. Shadle stated that he did not think that it should be mandatory that all such income (gate receipt income) should be spent for awards, banquets, jackets, etc.

Dr. Huber inquired of Mr. Shadle as to what monies would be used for that purpose?

Mr. Shadle stated that he merely would like the statement to be optional; that this money may be used for that purpose; it may also be used for District purposes.

Mr. Bowman pointed out that he felt the intent of the document was that it is not anticipated that the social athletic expenses would be more than the gate receipt income received, however, the expenses that are incurred will be paid for from the gate receipt income.

Mr. Tom Pohle, who is a Committee member who prepared the document, stated that he felt the original purpose of the statement was that the gate receipt income would not be open to the Athletic Department to use as it so desired without prior approval of a budget committee.

Mr. Shadle asked for the amount of anticipated income and expenses of the athletic program for the coming year.

Mr. Bowman stated that based on what the student body has contributed towards the athletic program in the past, the expenses would probably be approximately \$30,000; the income would range from \$4,000 to \$7,000.

Mr. Bowman stated that with the adoption of the proposed policy, the District would be assuming an additional expense of approximately \$30,000 for the athletic program. This has been the amount assumed by the Student Government in the past years. Mr. Bowman pointed out that besides the \$30,000 the District has also contributed additional monies for the athletic program.

Mr. Shadle stated that the first draft of the proposal which was presented to the Board indicated that the District would assume the responsibility but would also receive the income from the event.

Mr. Bowman stated that the first draft left this particular issue open.

Dr. Loomis noted that the present document does not leave it open, it indicates that "these monies shall be used to supplement those related athletic expenses which cannot be legally financed by the District." Dr. Loomis stated that he felt the statement indicated that any income must be spent for this purpose.

Mr. Bowman stated that he did not feel that that was the intent of the proposed policy.

Dr. Huber noted that the original draft indicated that the District may or may not assume the income and it was pointed out that there were expenses for which the District could not legally pay for and therefore, it would seem logical that the monies generated from the events could go to take care of those expenses.

Mr. Pohle suggested that the Governing Board make the changes it feels are appropriate and refer the policy to the Student Government for further consideration.

Mr. Olmstead stated that he would like to have the Administration present a recap of the total amount of money anticipated as expense and income for the athletic program.

Dr. Huber stated that he will get that information together and present it at the next meeting. The only figure that has ever been discussed by the Board was the amount that the student body had supplied for the athletic program and that amount primarily went to the area of transportation, uniforms, banquets, awards, and other aspects of the athletic program.

Mr. Shadle inquired if the proposed policy has been presented to the Budgetary Committee.

Mr. Jackson stated that when this question came up before the Budgetary Committee the figures that were presented indicated that for this particular year, the projected income will just about match the expenses of the athletic program which the District cannot legally pay for. The Budgetary Committee asked that this approach to budgeting be on a one year basis, and if mandatory student body cards or some other significant factor should occur to change the income for the Student Government, then this would necessitate changing the proposed policy, as far as the District is concerned.

Mr. Olmstead asked for clarification of the proposed trust fund that would be established.

Dr. Schettler stated that the trust fund would be under the Associated Student Government bank account; the District cannot legally have a trust fund.

Mr. Olmstead stated that apparently what is being stated is that the District will pay all the expenses and any income that is received will be placed in a trust fund in the name of the Student Body and the expenditures from that fund will be for certain purposes controlled by a committee.

Dr. Schettler stated that a committee would not control the trust fund; the Governing Board would.

Mr. Olmstead pointed out that if the funds are deposited in a Student Body account they become student body funds.

Dr. Schettler stated that the funds are District funds in an Associated Student Government bank account.

Mr. Shadle pointed out that the policy also indicates that the funds shall only be used for athletic expenses.

Mr. Pohle stated that the intention was to put the funds in the hands of the District and not the Student Body.

Mr. Shadle stated that if this be the intent, then the document could be clarified by eliminating the third sentence of the first paragraph and changing the second sentence by indicating that "income received from athletic expenses shall be placed in a separate account to be expended as determined by the Governing Board."

Dr. Huber stated that he felt the point that is being missed is the fact that if the funds are placed in a District account then checks cannot be written to pay the expenses which legally cannot be paid for by the District. The point that must be recognized is that there are certain expenses that cannot legally be paid by the District, therefore, the District cannot put money into this account. The money which is placed in the account is income from gate receipts which comes from athletic events and this money can take care of the extra athletic expenses.

Mr. Pohle suggested that if the District cannot legally control a trust fund, then perhaps the proposed policy could be amended to allow the Student Government to have control of the trust fund in which the gate receipts are to be deposited, and any money that is remaining in that fund at the end of the fiscal year, would be returned to the District budget.

Mr. Kornhauser suggested that it might be possible to budget money in the Associated Student Government budget for these extra purposes.

After further discussion, the proposed District-Associated Student Government Budget Procedures policy was referred back to the Administration for reconsideration and rewording and is to be presented to the Governing Board at its next meeting.

Mr. Jackson stated that earlier in the meeting a statement was made that the Budgetary Committee was acting as though this proposed document was already approved. Mr. Jackson clarified that statement by noting that the Budgetary Committee has been given what it is assured, will be the A.S.G. Budget for 1971-72 and the Committee is looking at the budget on the basis of it rather than on any philosophical determination on where the money should go.

Dr. Huber stated that the Board received copies of the proposed Department Chairmanship Policy at its last meeting. Dr. Huber stated that unless the Board has further questions regarding this policy, the Administration would recommend its adoption. It was

MSC Shadle, Olmstead

RESOLUTION 70-3069

BE IT RESOLVED, That the Procedures for Departmental Review of and Recommendation of Candidates for Department Chairmanships Policy be adopted.

 (Adopt Department
(Chairmanship
(Policy

Dr. Huber stated that the Board, at its last meeting, reviewed the requests which have been made for sabbatical leave. Dr. Huber reported that since that time, Mr. Charles Coutts, Dean of Science/Business/Technology, has withdrawn his request. Dr. Huber reported that the cost of the sabbatical leaves will be approximately \$18,000. Dr. Huber further stated that the requests have been approved by the Budgetary Committee as well as by the other committees of the Faculty Senate. The Administration has also approved of the requests. The requests represent approximately three percent of the faculty who will be on sabbatical leave during a fiscal year (according to Policy, this figure cannot exceed five percent during a fiscal year). Dr. Huber stated that the Administration would recommend that the Governing Board approve the sabbatical leave requests as indicated in the proposed resolution. After brief discussion, it was

MSC Olmstead, Shadle

RESOLUTION 70-3070

BE IT RESOLVED, That the following requests for Sabbatical Leave be approved:

(Approve requests
(for Sabbatical
(Leave

Mr. Abraham Gruber, Spring Semester 1972
Mr. Warren Donahue, Fall Semester 1972
Mr. Robert Fullerton, Spring Semester 1972
Mr. Richard Norlin, 1971-72
Mr. Gene Jackson, 1971-72

Dr. Huber stated that the members of the Governing Board have been provided with a list of ten full-time positions which the Budgetary Committee has recommended to the Administration. As the Board is aware, there were twenty-five and one-half positions in the original budget on request and the basis for the ten positions is that it is anticipated that the College will have three hundred and fifty (350) additional students in the Fall and if we are to have the number of instructors to teach these three hundred and fifty students and to generate sufficient a.d.a. to meet the income that is needed for this budget, these ten positions must be filled. Dr. Huber stated that the Administration believes that the ten instructors will sufficiently fill the gaps that are most needed in the instructional staff in view of the fact that there have been no full-time persons added to the staff in the past two years.

Mr. Kornhauser stated that it should be pointed out, in light of the Dental Advisory Committee presentation, that the request for ten additional staff members is for established departments, whereas the Committee's request was for the establishment of a new program.

Dr. Huber briefly reviewed the ten positions which were being recommended for approval. Dr. Huber emphasized that the request for additional staff represents a "building up" of the past two years. Dr. Huber pointed out that the proposed staff needs for 1971-72 was being presented for information and/or action. After further discussion, it was

MSC Loomis, Olmstead

RESOLUTION 70-3071

BE IT RESOLVED, That the following positions be included in the budget for the 1971-72 school year: (Approve of Staff (Needs for (1971-72

Two Instructors - Behavioral Sciences Department
One Instructor - Earth Science Department
One Instructor - Industrial Technology Department
One Instructor - Social Science Department
One Instructor - Life Science Department
One Instructor - Speech/Theatre Arts Department
One Instructor - Art Department
One half-time Instructor - Music Department
One and one-half Instructors - Multi-Cultural Studies

Mr. Kornhauser introduced Mr. J. Stuart Marshall, President of the Palomar College Development Foundation, who spoke to the matter of the dedication of the swimming pool. Mr. Marshall stated that the source of the Foundation's funds (\$80,500) which were donated to the College for the construction of the swimming pool, came principally from the Wallace bequeath. Therefore, it is the Foundation's recommendation that the Governing Board consider dedicating the swimming pool in memory of Ralph E. and Frances L. Wallace. After a brief discussion, it was

MSC Jaques, Loomis

RESOLUTION 70-3072

BE IT RESOLVED, That the Governing Board of the Palomar Community College District, upon recommendation of the Palomar College Development Foundation, does hereby dedicate the Swimming Pool as follows: WALLACE MEMORIAL POOL; FURTHER, That the plaque to be installed at the Pool read: Wallace Memorial Pool, made possible by the generosity of Ralph E. Wallace and Frances L. Wallace, Patrons of Palomar College. (Dedicate Swimming Pool; Wallace Memorial Pool)

Dr. Huber stated that the Administration was recommending that the Board authorize the County Department of Education to provide for the annual audit for the fiscal year 1970-71. It was

MSC Shadle, Loomis

RESOLUTION 70-3073

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize the Administration to notify the Department of Education, County of San Diego, to provide for the annual audit of District funds for the fiscal year 1970-71. (Authorize County Dept. of Education (to provide for audit, fiscal year 1970-71)

Dr. Huber reported that a number of no-cost Interdistrict Attendance Agreements are being received by the College. Dr. Huber stated that the Administration recommends that Mr. Robert Burton, Dean of Student Personnel, be authorized to sign these as a routine matter. It was

MSC Loomis, Olmstead

RESOLUTION 70-3074

BE IT RESOLVED, That Mr. Robert L. Burton, (Authorize R. Burton
Dean of Student Personnel, be authorized (to sign no-cost
to sign the "no-cost" Interdistrict (Interdistrict
Attendance Agreements for the fiscal (Agreements,
year 1971-72. (1971-72

Dr. Huber reported that the District has been served with a litigation suit by Mr. Theodore Karounos, who is a student at Palomar College and who suffered an injury while a member of a Graphic Arts class. Dr. Huber stated that the County Counsel's recommendation is that the Governing Board deny the suit and then in turn refer the suit to the District's liability insurance carrier. It was

MSC Olmstead, Loomis

RESOLUTION 70-3075

BE IT RESOLVED, That the Governing (Deny litigation
Board of the Palomar Community College (suit and refer to
District deny litigation suit (District's
No. 322329 (Theodore Karounos vs. (liability insurance
Palomar Junior College District, (carrier
American Type Founders, Mr. James McNutt,
and Does I through X, inclusive) filed
March 2, 1971 and refer said suit to
the District's liability insurance
carrier.

Dr. Huber reported that his office has received from the County Superintendent of Schools, a request that the Governing Board adopt a resolution requesting cable television channel reservations for public schools.

Dr. Huber stated that this request has been made of all schools in the area and it is also requested that the proposed resolution, after adoption, be forwarded to the Board of Supervisors, County of San Diego, the cities of Carlsbad, Escondido, Oceanside, San Diego, Vista, and San Marcos, and the San Diego County Board of Education. Dr. Huber stated that the Administration would recommend that the Board take such action. Brief discussion was held regarding the proposed resolution, with the Board concurring that the word "all" be struck from the opening paragraph, page 1, and that the term "Board of Education" (page 4, paragraph 2) be changed to "Board of Trustees." It was

MSC Jaques, Olmstead

RESOLUTION 70-3076

BE IT RESOLVED, That a Resolution Requesting Cable Television Channel Reservations For Public Schools be adopted and copies sent to the Board of Supervisors, County of San Diego, the cities of Carlsbad, Escondido, Oceanside, San Diego, Vista, and San Marcos, and the San Diego County Board of Education (copy of full resolution attached to legal minutes).

(Adopt Resolution
(Requesting Cable
(Television Channel
(Reservations for
(Public Schools

Dr. Huber reported on the matter regarding the authorization for a transfer of funds. Dr. Huber stated that the College receives fees from students in the Fall and Spring Semesters for parking privileges and this money is deposited in the undistributed reserve fund. Dr. Huber stated that in view of some of the re-surfacing and re-furbishing of the parking lots, as well as the installation of a new lighting fixture in the northwest parking lot, the account from which the expenditures are to be made must now be reimbursed. It was

MSC Olmstead, Jaques

RESOLUTION 70-3077

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize the transfer of \$3,100 as follows: (Authorize transfer of Funds)

<u>From Acct. No.</u>	<u>Amt. Debit</u>	<u>To Acct. No.</u>	<u>Amt. Credit</u>
790	\$2,000	1241	\$3,100
Undist. Reserve	1,100		

MSC Jaques, Loomis

RESOLUTION 70-3078

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve travel expenses;

- a. Travel within the State of California; (Rachel Jackson (J. Benjamin Lucero
- b. Transportation (college car), meals, lodging, to attend the Two Year College Chemistry Conference, Los Angeles Trade Tech College, \$60; (Dr. Irene Petz (Ed Groschwitz (Ernest Shiwanov (Kent Backart
- c. Meals, lodging, registration fee, to attend the California Business Education Association Convention, San Francisco, California, \$128. (Mary P. Anderson (Marcia Shallcross

Dr. Huber noted that there were no financial reports to present at this meeting. (FINANCIAL REPORTS

Dr. Huber stated, in regard to the Tipton L. Wood Memorial Scholarship, that he has asked Mrs. Wallace, Chairman of the Scholarship Program at Palomar College, to prepare a format of this Scholarship for presentation to the Board. Dr. Huber also suggested that the Board might consider designating this Scholarship for Indian and Mexican American students as well as in the Vocational area. (REPORT OF (SUPERINTENDENT

Mr. Kornhauser suggested that Dr. Huber might contact Mrs. Wood regarding his proposal. Dr. Loomis stated that the two areas mentioned by Dr. Huber were certainly areas that Dr. Wood was very active and interested in, however, Dr. Loomis stated that he would hesitate to have this Scholarship become specifically confined. Dr. Loomis stated that he did feel that the Board should recognize the fact that Dr. Wood was very interested in the area of Vocational Education and minority groups.

Dr. Huber reported that plans are presently being made for an Environmental Conference, as suggested by Mr. Kornhauser at the last meeting. Dr. Huber stated that a brief outline will be developed and presented to the Board for consideration. It is the feeling of the Administration that perhaps this Conference could be held sometime during the latter part of May.

Mr. Shadle inquired about the piano class which is held off-campus (just across from the College) and questioned what connection it had, if any, with Palomar College.

Mr. Kilman stated that the College offers five classes in Piano, off-campus, as part of the Community Education Program, in a Studio (home) in San Marcos. The instructor also provides private classes in her home. The apparent controversy is that the instructor is operating a business in a residential area. Mr. Kilman noted that the College has been offering this class in the same Studio (home) for the past thirteen years. Mr. Kilman stated that if the Planning Commission/City of San Marcos decides that the instructor can no longer operate the classes in that location then the College will have to find another facility for these classes.

Dr. Huber noted that this particular class has been, in the past, held on campus but the students have strongly indicated that the class was much more satisfactory when held in the Studio (home). Dr. Schettler stated that the College does not have the kind of facilities on campus to do the kind of instruction that the instructor is offering in the Studio.

Mr. Shadle inquired if the College has other classes it offers in private homes? Mr. Kilman stated that it varies; there have been classes offered in private homes; it depends on the need.

Mr. Olmstead inquired about the aeronautics program offered at Palomar College and questioned if the information sent to the Board was received from County Counsel?

Dr. Huber stated that it was.

Mr. Olmstead questioned if the County Counsel's reply represented a change?

Dr. Huber stated that much of the information received from County Counsel is based on a letter which was written explaining exactly what the College was doing regarding the aeronautics program. Dr. Huber stated that the County Counsel's reply indicates that the College is operating properly and that it could do additional things if the College so desired. Dr. Huber pointed out that it has been made clear to the instructors involved, that the students may or may not use the plane that is presently a part of a particular corporation.

Mr. Olmstead stated that the "flying school" was not brought out in the original information presented to the Board.

Dr. Locnis pointed out that Palomar College offers the "ground school," but the actual "flight school" must be given by approved personnel at an airport.

Mr. Shadle inquired if the Colleges gives credit for the "flight school?"

Mr. Coutts, Dean of Science/Business/Technology, stated that the aircraft is owned by a corporation which is composed of three Palomar College instructors; the instructor's are renting the aircraft at less than cost to any Palomar College student who wishes to fly it. Dean Coutts emphasized that there is no pressure applied; the students can take their flight training in any aircraft they wish.

Mr. Olmstead pointed out that the letter from County Counsel referred to the fact that this airplane has been leased to one of the flying schools where some of the students take flying instructions; is that in agreement with what Dean Coutts is stating?

Mr. Coutts replied that it is. Mr. Coutts stated that BHW Associates, the name of the corporation, leases the aircraft either to students for \$7.50 per hour, or to the E-Z Air Service Incorporated, which is a flight school located at Palomar Airport, for \$8.50 per hour.

Mr. Olmstead stated that it would seem to him that County Counsel understood, when the letter was written, that all transactions went through the flying school and that there were no transactions between the students and the instructors directly.

Mr. Coutts stated that this is correct because the instructors are not licensed flight instructors, therefore, the instruction must be done by a flying school which has licensed flight instructors.

Mr. Olmstead stated that he was still uncertain as to whether or not there is an intermediary or whether some of the arrangements are made directly between the instructors and/or the corporation and the students, or whether in all cases, the transaction goes through the independent school. Mr. Olmstead stated that there is a distinction there and a very important one.

Mr. Coutts stated that he was sorry that he could not answer that, but that he is certain that the aircraft is used for primary flight training and before the student can solo, he must satisfy a flight instructor that he is capable of doing so; so there must be an instructor from the flying school on board at all times until such a time the student is qualified for his private pilots license.

Mr. Kornhauser stated that there is an implied connection, although it may not be real, due to the fact that these instructors are, in fact, the owners of the plane that is being leased and thereby, used by Palomar College students.

Mr. Kornhauser pointed out that County Counsel's reply does indicate that "since the College is not promoting use of the particular plane or endorsing the flying school leasing the plane from the instructors, the fact that the instructors own the plane used by students does not increase the possibility for liability on the part of the District."

Mr. Kornhauser stated that the reply also speaks of increasing and decreasing liability and asked Mr. Shadle if the assumption would be that some liability exists, otherwise, it couldn't be increased or decreased; is that correct?

Mr. Shadle agreed with Mr. Kornhauser and stated that he felt the statement made that the instructor's own the plane used by the students does not increase the possibility for liability is incorrect on the part of the County Counsel. Mr. Shadle stated that he felt it would certainly increase the liability; it may not increase it to the extent where a court would find liability; but it is a distinct possibility.

Dr. Huber asked what would happen if the use of the plane went through the flying school exclusively?

Mr. Shadle stated that if that were the case he felt that it would decrease the possibility of liability.

Dr. Jaques questioned if the three instructors are a part of the flying program?

Dean Coutts stated that two of the instructors instruct in the aeronautics program part-time.

Dr. Jaques stated that he would like a full report on this matter, in detail and in depth, and for the Administration to find out what responsibilities the Governing Board would have.

Dr. Huber stated that he did not agree with the implications the Board was making about the aeronautics program. Basically, we are discussing liability of the institution. Second, the Board is discussing the fact that members of the staff are involved, and the question is does this increase or decrease the District's liability. Dr. Huber stated that the student may rent the plane from the corporation or he may go through the flying school, which in turn also rents the plane from the corporation.

Mr. Olmstead stated that the County Counsel's reply does not respond to the two situations as described by Dr. Huber, it only responds to the question of the plane being rented to students through the flying school.

Dr. Schettler stated that he could clarify that fact; at the time the letter was written it was understood that all transactions did, in fact, go through the flying school.

Dr. Huber pointed out that a letter has been sent to the District's insurance carrier regarding this program but a reply has not yet been received.

Dr. Loomis pointed out that if the College is endorsing or giving a certificate at the completion of the flying program then isn't the College in fact, incurring liability for any injury that might occur during the instruction of that program.

Dr. Huber stated that this is true in many of the courses presently being offered on campus.

Mr. Coutts pointed out that in a letter received from the instructors concerned, in respect to the problem of insurance coverage, it is pointed out that "the students are covered under a policy written for the E-Z Air Service, Inc. This policy carries a \$500,000 liability and a \$100,000 per seat coverage. This is considered as more than adequate by the general aviation industry and industry guidelines issued by the Federal Aviation Administration." Mr. Coutts stated that the letter goes on to indicate that "the students are advised of the statement in the Palomar College Catalog which mentions that Palomar College assumes no liability during this training. If a further release is desired by the College, we will have the students sign any document considered satisfactory by the College. The aircraft is operated in accordance with the inspections required by the Federal Aviation Administration and in addition through a maintenance schedule, utilizes additional inspection periods not required."

Mr. Shadle pointed out that the students are provided with that high insurance, but the letter does not indicate that the District is insured. Mr. Shadle stated that he felt this would not protect the College. Mr. Shadle stated that he felt the College was in a high risk area and secondly, the District increases the risk by permitting instructors to rent airplanes to Palomar College students.

Dr. Loomis pointed out that there is some pressure being exerted because the instructors are offering the plane to the students for one dollar less than it rents it to the flight school.

Dr. Jaques stated that he would like to have a letter from each instructor assuring the Board of the corporation's position and it would also be desirable to have a release signed by each student. Dr. Jaques stated that he would like a report at the next meeting or before in regards to this matter.

Mr. Kornhauser requested the Administration to prepare such a report for presentation to the Governing Board.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 10:00 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:10 p.m.

(EXECUTIVE SESSION

MSC Shadle, Loomis

RESOLUTION 70-3079

BE IT RESOLVED, That the employment of Mr. Maurice Getty, Instructor, Resources and Outdoor Recreation, Continuing Education and Community Services, effective March 23, 1971, be approved (hourly, evening, replacement).

(Approve employment;
(Mr. Maurice Getty,
(Continuing Ed.
(and Community
(Services course

MSC Olmstead, Jaques

RESOLUTION 70-3080

BE IT RESOLVED, That the resignation of Dr. Evanell Baldwin, Business Education Department, effective June 12, 1971, be accepted.

(Accept resignation;
(Dr. Evanell Baldwin

MSC Loomis, Shadle

RESOLUTION 70-3081

BE IT RESOLVED, That the resignation
of Mrs. Ellen Wright, Instructor,
English Department, effective
June 12, 1971, be accepted.

(Accept resignation;
(Mrs. Ellen Wright

MSC Olmstead, Shadle

RESOLUTION 70-3082

BE IT RESOLVED, That the resignation
of Mrs. Marilyn Lynds, Instructor,
Nursing Education Department,
effective June 12, 1971, be
accepted.

(Accept resignation;
(Mrs. Marilyn Lynds

The meeting was adjourned at 10:15 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG. COLLEGE CAMPUS
April 13, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Mr. Richard J. Kornhauser, (Roll Call
President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ABSENT: Dr. Bruce D. Jaques

ADMINISTRATION

PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Students
Mr. Howard Brubeck, Asst. Dean of Instruction
Mr. Charles Coutts, Asst. Dean of Instruction
Mr. Theodore Kilman, Asst. Dean of Instruction
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mrs. Lou Burnett, C.S.E.A.
Mrs. Margaret Parry, C.S.E.A.
Mrs. Lorna Tefft, C.S.E.A.
Mrs. Martha Fox, Patrons of Palomar
Mrs. Grace Burns, Patrons of Palomar
Mr. Stu Marshall, Fallbrook
Mrs. Doris Deuel, C.S.E.A.
Mrs. Charlene Parsons, San Marcos
Mr. Kirk McClure, President, A.S.G.
Mrs. Rita White, Instructor, Art Department
Mrs. Sue Emery, Escondido Times-Advocate
Mr. Scott Boyles, Administrative Assistant
Dr. John J. Puttkammer, Dental Asst. Advisory Com.
Dr. Don Boynton, Oceanside
Mrs. Marie Boynton, Oceanside

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

MSC Shadle, Loomis

RESOLUTION 70-3083

BE IT RESOLVED, That the Minutes
of the Regular Meeting held
March 23, 1971, be approved.

(Approve Minutes;
(March 23, 1971

Dr. Huber noted that Mr. Jackson was not
present to report for the Faculty Senate
because he had another meeting to attend.

(Report of the
(Faculty Senate

Mrs. Grace Burns, reporting for Mrs. Bonnie
Tucker, President of the Patrons, stated that
plans for the Open House on Sunday have been
finalized.

(Report of the
(Patrons of Palomar

There was no report from the North County
Council of Community Colleges.

(Report of the North
(Co. Council of
(Community Colleges

Mr. Kirk McClure, President of the Associated
Student Government, indicated that there was
no report to present at this time.

(Report of the
(Associated Student
(Government

Dr. Huber reported that former Governor Rhodes
will be speaking at a Vocational Meeting
(Region XII) to be held on April 21.

(COMMUNICATIONS:

Dr. Huber presented to the Board copies of
the AAUP statement on Faculty Freedom and
Responsibility which was distributed to the
members of the faculty at the Administrative-
Faculty meeting held April 13. Dr. Huber stated
that this statement has been approved by the
Coordinating Council on Higher Education and
has been distributed by the Board of Governors
of the California Community Colleges for the
review of the faculty, administration and
Governing Board. Dr. Huber stated that this
document should be considered for inclusion
in the Governing Board manual; however, Dr.
Huber suggested that discussion on this
document be deferred until the faculty has
had an opportunity to examine it thoroughly.

Dr. Huber stated that on the basis of the
discussion held at the last meeting of the
Governing Board, there have been some changes
made in the proposed District-Associated
Student Government Budget Procedures. Dr.
Huber stated that the first paragraph of the
document now reads,

(OLD BUSINESS:
(District-A.S.G.
(Budget Procedures

"that the District shall assume financial responsibility for the athletic program. Income received from athletic events shall be placed in a trust fund in accordance with present policy. These monies may be used to supplement those related athletic expenses which cannot legally be financed by the District. All surplus funds in the trust fund shall be returned to the District at the end of the fiscal year." Dr. Huber stated that the proposed document has been revised in accordance with the suggestions made at the last Board meeting.

Dr. Huber added that the proposed trust fund would have a maximum of \$5,000 in it, and it has also been suggested that there be an actual budget for this fund which would indicate the events for which these monies would be used. These are factors that would be worked out procedurally in order to make sure that the monies that are in the trust fund are used for the appropriate activity for which it is designed.

Dr. Huber stated that relative to the total athletic budget for the 1970-71 school year, the District budget for athletics has a figure of \$44,869; the Student Body has presently spent approximately \$18,769, which makes a total of \$63,630. There will undoubtedly be more Student Body funds expended because some athletic teams are still traveling and there are awards to be given and banquets to be held. The budget for athletics for 1971-72, as submitted, is a total of \$64,973 which includes those items that are now being paid for by the Student Body. None of these figures include any aspect of salary except for the Trainer and the Secretary (fifty percent each). Dr. Huber pointed out that the relationship between the Student Body budget and the District budget for the current year and proposed for 1971-72, is almost the same amount.

Dr. Huber stated that the Budgetary Committee and the Student Government concur with this proposed document, and the Administration would recommend its adoption. Dr. Huber further stated that the Administration would recommend, in light of the mandatory student body card legislation and the possibility of it being approved, that this policy be approved for one year and at that time, it be re-examined.

After some clarification of the intent of the document, the Board concurred that the word "supplement" (first paragraph, third sentence) should be deleted and the term "provide for" be used in its place. It was

MSC Shadle, Loomis

RESOLUTION 70-3084

BE IT RESOLVED, That the District-Associated Student Government Budget Procedures Policy, be adopted for the 1971-72 school year.

 (Adopt District-
(A.S.G. Budget
(Procedures

Dr. Huber reported that the Budgetary Committee (Staff Needs, 1971-72) has approved and recommended to the Administration, the inclusion of two and one-half additional staff in the 1971-72 budget. These include one instructor in Dental Assisting; one in the Library, and a half-time Counselor. Dr. Huber stated that the Administration concurs in the recommendation.

Dr. Huber reported that the Dental Assistant Program would amount to approximately \$16,445 which would include the cost of the instructor, supplies and travel. The remodeling of the classroom to house the program is \$2,500. Equipment for the facility is estimated at \$12,000; however, at the present time, the District will be working with the Dental Advisory Committee to seek this equipment from sources other than District funds.

Dr. Huber stated that the request for the Librarian is based on the fact that Mrs. Nesbin plans to retire in 1972. The Administration feels, as does the Budgetary Committee, that we must prepare ourselves for her leaving, regretfully as the prospect is.

Dr. Huber stated that the request for the half-time counselor is necessitated by the fact that Mrs. Cynthia Poole, who is presently on leave, wishes to return on a half-time basis. It was clarified that with Mrs. Poole returning on a half-time basis, this would involve an increase of one-tenth in the Counseling Department and an increase of four-tenths in the Behavioral Science Department (Mr. Gibbs would return to the Behavioral Science Department on a two-fifths basis).

After further discussion regarding the proposed Dental Assistant Program, and the financial assistance expected for this program, it was

MSC Loomis, Olmstead

RESOLUTION 70-3085

BE IT RESOLVED, That the following positions be included in the budget for the 1971-72 school year:

(Approve of Staff
(Needs for 1971-72

One Instructor - Dental Assistant Program
One Librarian
One half-time Counselor

Dr. Huber reported that the proposed Guidelines for Academic Due Process have been reviewed by the Faculty Senate and will be acted upon at the Senate's meeting to be held Monday, April 19. Dr. Huber stated that the document is presented to the Board for information only at this time. Dr. Huber reminded the Board that the proposed Guidelines were developed by a Committee made up of representatives from the Governing Board, Faculty, Classified, Administration, and Students.

Mr. Olmstead commented regarding the section of the proposed document entitled Final Action, indicating that sub-section "a" (first paragraph, last sentence) reads: "Immediately after such determination becomes final, the records of the hearing shall be destroyed by the Chairman of the Hearing Committee." Mr. Olmstead pointed out that sub-section "c" reads: If either party to the dispute is not satisfied that the hearing committee's recommendations have been implemented properly, he may, within a period of one year, file an appeal with the Governing Board." Mr. Olmstead stated that if the latter occurred and he were a member of the Governing Board, the first item that should be made available would be the record of the hearing.

Mr. Shadle stated that there are two possible appeals made possible by the proposed document; the first is the appeal from the decision as to whether there is a grievance; secondly there is a possible appeal for a full year from the steps taken to implement that decision after it's been made.

Mr. Shadle stated that sub-section "c" deals with the second appeal, and it is presumed that the records of the hearing are immaterial at that time; the only important thing would be whether or not the recommendations have been carried out.

Discussion was held regarding the intent of the appeals that are possible in the proposed document with Mr. Olmstead concluding that he felt the records should not be destroyed during the first year and noted that he would not be able to vote in favor of the document because a procedure for destroying the hearing records is included.

Mr. Kornhauser directed that the proposed document be referred back to the Committee for further consideration in light of Mr. Olmstead's suggestion.

MSC Olmstead, Loomis

RESOLUTION 70-3086

BE IT RESOLVED, That payroll deductions be authorized for the purpose of purchasing tax sheltered annuities from the American United Life Insurance Company.

(Authorize payroll deductions; American United Life Ins. Co.)

Dr. Huber reported that one of the programs authorized under the Multi-Cultural 102b Project, for which the District received approximately \$31,000, was the establishment of a Power Sewing Class. These funds do not have to be matched and must be spent prior to July 1 of this year. Dean Bergman, speaking to the proposed lease agreement, stated that the building, which the Administration is recommending be leased, is close to the campus and was sought out by Mr. Brown, Director of Vocational Education and Mr. Kilman, Dean of Continuing Education, for the establishment of a Power Sewing Class. The rent, for the first session of the course, is being reimbursed by the manufacturers. Dean Bergman stated that the building was sought because there is no room on campus to vacate for the implementation of this course, and since the manufacturers are willing to pick up the rent fee initially, it appeared that the only thing to do was to find a small building off campus suitable to accommodate our needs. Dean Bergman noted that projects have already been submitted for other possible uses of this building.

(Proposed Lease Agreement for Use of Facilities)

Mr. Olmstead inquired about the equipment needed for the Power Sewing Course.

Mr. Bergman stated that the District will rent the necessary equipment and the cost will come from money which has been set aside for this specific purpose; the District will rent the equipment for a period of four months (minimum rental time).

Mr. Bergman stated that discussions have been held with local garment manufacturers and it is proposed to lease this building in which twenty-four machines will be placed, and the program will be conducted by qualified persons from the industry. Mr. Bergman noted that the twelve people (representing nine manufacturers) who attended the meeting indicated that approximately three to five hundred persons are presently needed for these plants. Mr. Bergman noted that it is hoped that fifty percent of the students who enroll in the Power Sewing course will be from the disadvantaged areas. Dr. Huber stated that the Administration recommends that the Board enter into this Lease Agreement which has been reviewed and approved by the County Counsel. After further discussion, it was

MSC Loomis Shadle

RESOLUTION 70-3087

BE IT RESOLVED, That the Governing Board of the Palomar Community College District enter into a lease agreement with Mr. Robert S. Tilton for the rental of premises at 1051 Grand Avenue, San Marcos, California, for the purpose of conducting classes in Power Sewing. Said agreement shall be for the term of three months, beginning April 1, 1971, and ending June 30, 1971, amount of total rent to be paid for this term shall be three hundred and eighty-four dollars (\$384.00).

(Enter into Lease Agreement for the Use of Facilities (for the purpose of conducting Power Sewing Class

MSC Olmstead, Shadle

RESOLUTION 70-3088

BE IT RESOLVED, That the following new course be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community College course:

(Approve New
(Course for
(Submission to
(Calif. Community
(Colleges Office

Continuing Education 9. Power Sewing (2)

Dr. Huber stated that the travel expenses being recommended are all in the area of professional growth and the Administration would recommend approval.

MSC Loomis, Shadle

RESOLUTION 70-3089

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel
(expenses;

a. Transportation (college car), meals, lodging, registration fee, to attend a meeting of the National Council of Mathematics, Anaheim, Calif. \$210;

(Aileen Scallet
(Steve Hinthorne
(Robert Fullerton
(Warren Donahue
(Vernon Barker
(Ronald Wiestling

b. Transportation (college car), lodging, registration fee, to attend C.A.J.C. Journalism Conference, Bakersfield, \$170;

(Fred Wilhelm
(Justus Ahrend

c. Lodging and meals, to attend State Articulation Conference on Early Childhood Development Program, Sacramento, \$35.63.

(Ruth Clothier

MSC Olmstead, Shadle

RESOLUTION 70-3090

BE IT RESOLVED, That travel expenses for the following person be approved;

(Approve travel
(expenses;

a. Transportation (air fare), meals, lodging, registration fee, to attend the Academic Senate of the California Community Colleges Fall Meeting, Sacramento, \$105.05.

(Williwm L. Bedford

Dr. Huber stated that the Board has approved previously of the Summer Session 1971 dates. The Administration is requesting, because of a special program for which the College will be involved, that the closing date of Summer Session be extended from September 3 to September 4, 1971. Dr. Huber further stated that there will also be some classes offered on Saturday during this Summer Session period and this does require Board approval in order for the District to receive the appropriate monies from the State for attendance of students in Saturday classes. It was

(Summer Session
1971; extend
closing date

MSC Loomis, Shadle

RESOLUTION 70-3091

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve that the closing date of Summer Session 1971 be extended from September 3 to September 4, 1971 and FURTHER, That classes offered on Saturday between June 14 and September 4, 1971, be approved.

(Authorize extending
Summer Session 1971
closing date and
Saturday classes

Dr. Huber stated that in order to place the appropriate information in the Summer Bulletin, the Board is requested to approve of the fees for the use of the Swimming Pool under the Recreation Program. The fees suggested in the proposed resolution are comparable to what is being charged in pools throughout Southern California. Mr. Brubeck explained that the \$3.00 fee for the Recreational Instruction Class covers a four-week session. Dr. Huber stated that there will be a request at a later date for the use of the Pool by organizations and groups in the community; however, it will not conflict with what is requested in the proposed resolution.

(Swimming Pool fees

Dr. Loomis asked if the College would be maintaining a custodian whenever the Pool is in use? Dr. Huber stated that that is the present plan. Mr. Olmstead questioned whether or not it might be more desirable for the College to always maintain and control the life guard and facilities at the pool.

Dr. Huber stated that there will be a custodian on duty at all times whether the pool is being used by the College or by outside organizations. Dr. Huber stated that he would take Mr. Olmstead's suggestion into consideration when the Policy regarding the use of the swimming pool is prepared for presentation to the Governing Board.
It was

MSC Loomis, Olmstead

RESOLUTION 70-3092

BE IT RESOLVED, That the Governing Board of the Palomar Community College District establish fees for the use of the Swimming Pool as follows: (Establish fees for (use of Swimming (Pool

- Recreational Swimming, Adults \$.50
- Recreational Swimming, Junior High School and under.25
- Recreational Instruction Class. 3.00

Mr. Coutts reported that annually the District submits to Sacramento application for projects under the National Defense Education Act of 1958. Mr. Coutts stated that in these projects are included those items of capital outlay and special reserve funds which are requested by the various departments eligible for the following fiscal year. Mr. Coutts stated that if the projects are approved, it would be a reimbursement of monies for approved items of equipment (usually the projects are funded on a basis of fifty percent of the total amount submitted). Mr. Coutts noted that the Act has been expanded so that it now applies to practically all departments except for physical education. Mr. Coutts stated that the College has been very successful in the past in financing much of its equipment needs through this source. (NDEA Projects (1971-72

Mr. Kornhauser requested a list of the NDEA projects which have been submitted.

Mr. Coutts stated that projects have been submitted for the following departments: Astronomy, Physics, Earth Science, Life Science, Social Science, Humanities, Foreign Language and English.

MSC Olmstead, Loomis

RESOLUTION 70-3093

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve of the submission of projects under Title III, National Defense Education Act of 1958, for the 1971-72 school year.

(Approve of
(submission of
(NDEA Projects;
(1971-72

Mr. Shadle stated that he had read that Palomar College had received an allocation of approximately \$60,000 for vocational training. Mr. Shadle asked if that money was expected. Dr. Huber stated that it was; the notification came from Chancellor Brossman's office that Palomar was eligible for \$68,000 and for that the District must match approximately \$78,000 which is not very difficult to do because salaries of instructors and others are included. Dr. Huber noted that this is approximately the same amount that the District received last year. Dr. Huber stated that the Administration is making use of all the possibilities that are available to the College in terms of obtaining funds from sources other than our own funds.

Mr. Kornhauser noted that he had heard a news item on the radio which reported that the Federal Government has allocated nine million dollars to California community colleges; Los Angeles was to receive approximately one million; San Francisco was to receive three-quarters of a million; and San Diego was to receive approximately \$300,000. Mr. Kornhauser stated that the report did not specify how this money would be distributed in San Diego County. Dr. Huber stated that this could be funds that have already been allocated to the various community colleges about which the Chancellor's Office is merely making an announcement. Dr. Huber stated that he would investigate this matter and report to the Board at its next meeting. (The announcement from the Chancellor's Office refers to the allocation in the above paragraph.

The Report of Budgetary Balances as of March 31, 1971 was noted.

(FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in County Treasury during the month of March 1971, was noted.

(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of March 1971, was noted.

(Report of
(Use of Facilities

MSC Olmstead, Loomis

RESOLUTION 70-3094

BE IT RESOLVED, That Purchase Orders numbered 3273 through 3640 except for those marked "reserved" be approved.

(Approve Purchase
(Orders

MSC Loomis, Olmstead

RESOLUTION 70-3095

BE IT RESOLVED, That Salary Warrants numbered 22 and 23, be approved.

(Approve Salary
(Warrants

MSC Loomis, Olmstead

RESOLUTION 70-3096

BE IT RESOLVED, That Expense Warrants numbered 792850 through 793288, be approved.

(Approve Expense
(Warrants

MSC Shadle, Olmstead

RESOLUTION 70-3097

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of March 1971, be approved and that letters of appreciation be sent to all donors.

(Approve Library
(Acquisitions

Dr. Huber reported that Open House will be held on Sunday, April 18, from 1:00 p.m. to 5:00 p.m.; there will be demonstrations and program presented by thirty or forty of the various instructional areas; the Learning Resources Center will be officially opened at 1:30 p.m. on Sunday, and at 2:30 p.m., the swimming pool will be officially dedicated in memory of the Wallace family. Dr. Huber stated that the anniversary week will conclude on Saturday, April 24, with a Founder's Day program scheduled to begin at 11:00 a.m. with a luncheon to follow.

(REPORT OF
(SUPERINTENDENT

(25th Anniversary
(Celebration

Dr. Huber stated that over five hundred invitations have been sent for the Founder's Day ceremony. Dr. Huber reported that there will be events each evening during the week of April 18 - 24. Dr. Huber stated that there is an open invitation to all persons in the community to attend not only the Founder's Day Program, but also the luncheon. Former board members and presidents of Palomar College will be among the honored guests on Saturday, April 24.

Dr. Huber reported that the State-Wide Council on Long-Range School Planning has been adopted by the State Board of Education and has been introduced as legislation. Dr. Huber stated that this involves, among other things, a State-wide property tax. This bill has been presented to the C.J.C.A. legislative committee and it has indicated its support of this bill, as have most organizations, although there are some who are opposed to it. Dr. Huber stated that there has been some investigation done by the County Department of Education and it has indicated that Palomar College, for example, would gain by this type of program, approximately \$420,000. It would mean the maintaining of our present tax rate of about thirty-eight cents (38¢). At the present time, it is forty-one cents (41¢).

Mr. Shadle stated that the real purpose behind the bill is to equalize the amount spent on education throughout the State, so in general, the poor districts will favor the bill and the wealthier districts will be opposed.

Mr. Olmstead inquired if there is any estimate as to what the cost to the property owners in the District will be to receive \$420,000?

Dr. Huber stated that there was not; the report indicates, in terms of Palomar College, a decrease of three cents in our tax rate; they estimate our present tax rate for our basic program at approximately forty-one cents (this figure does not include the bonds that are being retired at the present time, nor do we know whether this includes any permissive taxes, community service taxes, etc.).

Dr. Huber stated that further study will be made of the proposed legislation and a more detailed report will be presented to the Governing Board at a future meeting.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:05 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 9:40 p.m.

(EXECUTIVE
(SESSION

MSC Olmstead, Loomis

RESOLUTION 70-3098

BE IT RESOLVED, That the employment of Mrs. Frances Houser, as Senior Clerk, Counseling Department, Salary Class No. 27, at a salary of \$499 per month, effective May 1, 1971 through July 31, 1971, be approved (replacement).

(Approve employment;
(Mrs. Frances Houser
(Senior Clerk,
(Counseling Dept.

MSC Loomis, Olmstead

RESOLUTION 70-3099

BE IT RESOLVED, That the employment of Mr. Lester V. Knapp, Instructor in the Life Science Department for the academic year 1971-72, be approved.

(Approve employment;
(Lester V. Knapp
(Instructor, Life
(Science Dept.
(1971-72

MSC Olmstead, Shadle

RESOLUTION 70-3100

BE IT RESOLVED, That the employment of Mr. John Boag and Mr. Edward O'Connor, Instructors, Power Sewing Courses (Multi-Cultural 102b Project), Continuing Education, hourly (no credit), effective April 15, 1971, be approved.

(Approve employment;
(Edward O'Connor
(John Boag, Instructo:
(Power Sewing Course

MSC Shadle, Loomis

RESOLUTION 70-3101

BE IT RESOLVED, That the employment of the following persons as listed on Page 16 of the Legal Minutes, as supplemental staff (students and extra-clerical) be approved.

(Approve employment;
(students and
(extra-clerical

MSC Loomis, Shadle

RESOLUTION 70-3102

BE IT RESOLVED, That the employment of Mr. William Eddy, as Superintendent of Buildings and Grounds, Salary Class No. 48-C, at a salary of \$918 per month effective May 1, 1971, be approved.

(Approve employment;
(Mr. William Eddy,
(Superintendent of
(Buildings and Ground

MSC Shadle, Loomis

RESOLUTION 70-3103

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve of temporary transfer of funds from the Associated Student Body Bookstore bank account to the Associated Students Palomar College-Extended Opportunity Program bank account in the amount of \$6,000 until such time as State funds are received through the County Treasurer, at which time the EOP bank account will fully reimburse the Bookstore bank account.

(Authorize temporary
(transfer of funds;
(ASB Bookstore to
(ASPC-Extended
(Opportunity Program

Dean Brubeck reported to the Board on plans for a cooperative summer program with the Felicita Pageant Corporation and Palomar College. The Board was in full agreement with the proposal.

The meeting was adjourned at 9:45 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
April 27, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Mr. Richard J. Kornhauser, President (Roll Call)
Dr. Bruce D. Jaques
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President

ABSENT: Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Students
Mr. Charles D. Coutts, Assistant Dean of Instr.
Mr. Howard Brubeck, Assistant Dean of Instr.
Mr. Theodore Kilman, Assistant Dean of Instr.

GUESTS: Mrs. Lou Burnett, C.S.E.A.
Mrs. Sharon Skific, C.S.E.A.
Miss Tilly Gonzalez, C.S.E.A.
Mr. Carl Ebert, Vice President, A.S.G.
Mr. Kirk McClure, President, A.S.G.
Dr. Harry Mahan, Chairman, Behavioral Sciences
Mrs. Charlene Parsons, San Marcos
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Rita White, Instructor, Art Department
Mr. Scott Boyles, Administrative Assistant
Mrs. Sue Emery, Escondido Times-Advocate

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

MSC Olmstead, Loomis

RESOLUTION 70-3104

BE IT RESOLVED, That the Minutes of the Regular Meeting held April 13, 1971, be approved.

(Approve Minutes;
(April 13, 1971

There was no representative present to report for the Faculty Senate. (Report of the Faculty Senate)

Mrs. Grace Burns, representing the Patrons of Palomar College, announced its Annual Pink Elephant Sale which will be held in the College Dome, Friday and Saturday, May 7 and 8. (Report of the Patrons of Palomar)

There was no report from the North County Council of Community Colleges. Mr. Olmstead inquired if this group was still meeting. Dr. Huber replied that it was not. (Report of the NCCCC)

Mr. Kirk McClure, President of the Associated Student Government, stated that he had nothing to report from that group at this time. (Report of the A.S.G.)

Dr. Huber stated that his office has received a letter from the President of the San Diego County School Boards Association and Dr. M. Ted Dixon, County Superintendent of Schools, announcing the Annual Meeting for School Trustees, to be held Wednesday, May 26, 1971, 6:30 p.m., at the Town and Country Hotel, Mission Valley. Dr. Huber stated that he would make reservations for those Board members who wished to attend this meeting. Mr. Kornhauser asked that Dr. Huber inform Mr. Shadle about this meeting, noting that Mr. Shadle is the Board representative to this organization. (COMMUNICATIONS:)

Dr. Huber reported that the Faculty Senate, at its meeting held April 26, approved of the proposed Guidelines for Academic Due Process. This document was submitted to the Administrative Council at its meeting on Tuesday (April 27) and it has also approved of the proposed policy. Dr. Huber noted that the copy submitted to the Board at its meeting held April 13, has since been modified. Dr. Huber reported that the Due Process Committee has taken into consideration the point made by Mr. Olmstead at the last meeting. Dr. Huber reminded the Board that Mr. Olmstead pointed out that the document stated, under Final Action, that "all material related to the hearing will be destroyed." Dr. Huber stated that Mr. Olmstead further noted that one paragraph later the document stated that up to a period of one year, the aggrieved may bring this matter before the Governing Board. In this instance, Mr. Olmstead felt the records would be important. (OLD BUSINESS: Guidelines for Academic Due Process)

Dr. Huber stated that the distinction between the two statements, as explained by Mr. Bedford, Chairman of the Due Process Committee, at the Administrative Council meeting, is that the one year has to do only with implementation; if the implementation has not been carried out or done in accordance with the decision of the hearing committee, then the aggrieved does have the opportunity to reopen the case. If this action were taken, the records would not be necessary.

Mr. Olmstead inquired if the distinction is clearly pointed out in the revised document as adopted by the Senate and the Administrative Council?

Dr. Huber stated that the distinction, as explained by Mr. Bedford, is incorporated in the document.

Mr. Olmstead emphasized that what is understood regarding this document, should also be stated.

Mr. Kornhauser requested that the revised policy be submitted to the Board for consideration at its next meeting.

Dr. Schettler reported regarding the swimming pool project and stated that Mr. Rabe, the District Inspector, has certified as of April 9, that the swimming pool project is one hundred percent complete. Dr. Schettler further stated that Mr. Paderewski, in letter of April 9, indicates that the defective filter pump has been replaced and recommends that the Governing Board accept the project as completed. Dr. Schettler noted that thirty-five days following the filing of the Notice of Completion, if there are no claims made against the contractor, the District is qualified to pay the retainage of ten percent of the contract to Chamac, Inc.

(NEW BUSINESS:
(Swimming Pool
(Project

Mr. Olmstead stated that he understood that when the new pump was installed, a faulty shaft was discovered and questioned if that had been taken care of.

Dr. Schettler stated that the shaft has been replaced, and according to the Inspector and the Architect, the new shaft is operating satisfactorily.

After further discussion, it was

MSC Jaques, Olmstead

RESOLUTION 70-3105

BE IT RESOLVED, That all work completed to February 28, 1971, on the construction project of the Palomar College Swimming Pool be accepted and approved, and that the final payment less retainage, in the amount of \$906.30 to Chamac, Inc., be approved.

(Accept and approve
(of work completed
(through Feb. 28;
(Swimming Pool

MSC Jaques, Olmstead

RESOLUTION 70-3106

BE IT RESOLVED, That the Governing Board of the Palomar Community College District accept the work of Chamac, Inc., on the construction of the Palomar College Swimming Pool as completed; that the total of this contract is \$267,343.00; and that the retained amount of \$26,734.30 be paid to Chamac, Inc., in accordance with the terms of the contract between the District and that firm.

(Accept work of
(Chamac, Inc.;
(Swimming Pool

MSC Jaques, Olmstead

RESOLUTION 70-3107

BE IT RESOLVED, That the Superintendent of the Palomar Community College District, Dr. Frederick R. Huber, be directed to file a Notice of Completion on the construction of the Palomar College Swimming Pool and the contract for that construction by Chamac, Inc.

(Authorize
(Superintendent to
(file Notice of
(Completion;
(Swimming Pool

Dr. Huber reported that the travel expenses appearing on the agenda are all within the area of professional growth and are included in the budget. It was

(Travel Expenses

MSC Jaques, Loomis

RESOLUTION 70-3108

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve travel expenses;

- a. Attendance, Colorado State University Athletic Workshop, no expense to the District. (Mack Wiebe
- b. Attendance, Southern California Technical Processes Group Spring Meeting, University of California, Lake Arrowhead, no expense to the District. (Bonnie Smith

Dr. Schettler stated that it is essential that bids be sought for the items listed on the agenda, in order for the College to have this equipment by the time classes begin in the Summer and Fall. It was

MSC Loomis, Olmstead

RESOLUTION 70-3109

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize Dr. John D. Schettler, Assistant Superintendent/Business Services, to call for bids on the following items for the 1971-72 school year: (Authorize Call (for Bids; items (for 1971-72

- a. Custodial and Gardening Supplies
- b. Physical Education and Athletic Supplies
- c. Milk and Milk Products
- d. Guard Service
- e. Manual Typewriter Service
- f. Rental of Data Processing Equipment
- g. Instructional Supplies

The Bookstore Balance Sheet and Profit and Loss Statement, March 31, 1971, was reviewed.

(FINANCIAL REPORTS:
(Bookstore Balances

The Cafeteria Balance Sheet and Profit and Loss Statement, March 31, 1971, was reviewed.

(Cafeteria Balance
(Sheet

The Associated Students of Palomar College Balance Sheet, March 31, 1971, was reviewed.

(A.S.G. Balance
(Sheet

Dr. Schettler reported that the County now requires a monthly report relative to the Revolving Cash Fund. The amount of this fund is \$300. Very small purchases are made from this fund and then the invoices and attendant paperwork is forwarded to the County Schools Office, and in due time, the fund can be replenished by writing another check. Dr. Schettler stated that since it takes over two weeks for a warrant to be processed by the County and returned to the District to replenish the fund, it will be recommended in the 1971-72 budget that this fund be increased to \$500. Dr. Schettler stated that this report will be submitted to the Board for review on a monthly basis.

(Report of
(Expenditures,
(Revolving Cash Fund

Dr. Huber distributed a copy of a recent legislative report published by the California Junior College Association. Dr. Huber reviewed the report, noting specific legislation of interest to Palomar College.

(REPORT OF
(SUPERINTENDENT

Dr. Huber reported that it is hoped that a preliminary copy of the 1971-72 budget will be available for the members of the Board at its next meeting.

Dr. Huber further reported that the State Personnel Board has completed its study of the classified personnel and it expects to meet with the representatives of the classified people on Friday (April 30) and the report will be available and presented to the members of the Board in May.

Dr. Huber stated that the Founder's Day luncheon, which was held Saturday, April 24, was very successful. Dr. McNaughton, Palomar's first president, was present, as well as several members of the first Governing Board.

Dr. Huber stated that this is the time for annual evaluations of certificated personnel and noted that most of the meeting will be devoted to that area.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 8:05 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 9:50 p.m. (EXECUTIVE SESSION)

MSC Loomis, Olmstead

RESOLUTION 70-3110

BE IT RESOLVED, That an offer of employment for the academic year 1971-72 be made to the certificated personnel as indicated on the list attached to the official Minutes. (Employ Certificated Staff; 1971-72)

MSC Loomis, Olmstead

RESOLUTION 70-3111

BE IT RESOLVED, That the employment of Mr. Gene C. Sager, as Instructor, Philosophy, Behavioral Science Department, for the academic year 1971-72, be approved. (Approve employment; Mr. Gene C. Sager 1971-72)

MSC Loomis, Olmstead

RESOLUTION 70-3112

BE IT RESOLVED, That the employment of Dr. John E. Wenrick, as Instructor, Psychology/Sociology, Behavioral Science Department, for the academic year 1971-72, be approved. (Approve employment; Dr. John E. Wenrick 1971-72)

MSC Loomis, Olmstead

RESOLUTION 70-3113

BE IT RESOLVED, That the employment of Mr. David H. Chittock, as Counselor, for the academic year 1971-72 (eleven month contract), be approved.

(Approve employment;
(Mr. David Chittock
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3114

BE IT RESOLVED, That the employment of Mr. Richard K. Rozelle, as Instructor, Earth Science Department, for the academic year 1971-72, be approved.

(Approve employment;
(Mr. Richard Rozelle
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3115

BE IT RESOLVED, That the employment of Mr. Jerome A. Latulippe, as Instructor, Industrial Technology-Auto, for the academic year 1971-72, be approved.

(Approve employment;
(Mr. J. Latulippe
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3116

BE IT RESOLVED, That the employment of Mr. Anthony Axtmann, as Librarian for the academic year 1971-72, be approved.

(Approve employment;
(Mr. Anthony Axtmann
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3117

BE IT RESOLVED, That the employment of Miss Mitties McDonald, as Instructor, Speech/Theatre Arts Department, for the academic year 1971-72, be approved.

(Approve employment;
(Miss Mitties
(McDonald, 1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3118

BE IT RESOLVED, That the employment of Mrs. Mary P. Anderson, as Instructor, Business Education Department, for the academic year 1971-72, be approved.

(Approve employment;
(Mrs. Mary Anderson
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3119

BE IT RESOLVED, That the employment of Mr. Donald J. Hubbard, as Aquatics Instructor, Physical Education Department, for the academic year 1971-72 (eleven month contract), be approved.

(Approve employment;
(Mr. Donald Hubbard
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3120

BE IT RESOLVED, That the employment of Mr. Keith E. Hanssen, as Learning Resources Specialist, for the academic year 1971-72 (twelve month contract), be approved.

(Approve employment;
(Mr. Keith Hanssen
(1971-72

MSC Loomis, Olmstead

RESOLUTION 70-3121

BE IT RESOLVED, That the resignation of Mr. Charles W. Painter, Gardener, effective April 30, 1971, be accepted.

(Accept resignation
(Mr. Charles
(Painter

MSC Loomis, Olmstead

RESOLUTION 70-3122

BE IT RESOLVED, That the employment of Mr. Jose Esparza, as Gardener, Class No. 25-A, at a salary of \$476 per month, effective May 1, 1971, be approved (replacement).

(Approve employment
(Mr. Jose Esparza

Discussion was held regarding Dr. Huber's memorandum to the Board about the plan for a three day protest by the Veterans and Students for Peace. The plans had been reviewed by the Administrative Council and it approved of the event being held within the limits prescribed. The Board members stressed that the program should be positive; that opposite viewpoints should be aired; that no violence or disruption would be tolerated; and that the student leaders would be held responsible for their actions.

The meeting was adjourned at 10:00 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
May 11, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Dr. Bruce D. Jaques
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Student Personnel
Mr. Howard Brubeck, Assistant Dean of Instruction
Mr. Charles Coutts, Assistant Dean of Instruction
Mr. Theodore Kilman, Assistant Dean of Instruction
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mr. Carl Ebert, Vice President, A.S.G.
Mr. Palmer N. Kremer, San Marcos
Miss Tilly Gonzalaz, C.S.E.A.
Mrs. Sharon Skific, C.S.E.A.
Mrs. Lou Burnett, C.S.E.A.
Mr. LaVern Brack, Escondido
Mrs. Doris Deuel, C.S.E.A.
Mrs. Margaret Parry, C.S.E.A.
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha P. Fox, Patrons of Palomar
Mrs. Edna Pulver, Patrons of Palomar
Mrs. Bonnie Tucker, Patrons of Palomar
Mrs. Emily Acker, Patrons of Palomar
Dr. Beauford Chambless, Instructor, Palomar
Mr. Mack Wiebe, Instructor, Palomar
Mr. Ward Myers, Dir. of Athletics, Palomar
Mrs. JaDene Dugas, C.S.E.A.
Mr. A. J. Anderson, Valley Center (Bd Mem. Elect)
Dr. Anton Simson, Poway (Bd Mem. Elect)
Mr. John Barlow, Chrman, Art Dept., Palomar
Mr. Tony Lynds, Instructor, Palomar
Mrs. Marilyn Crist, Instructor, Palomar
Mr. John Tanner, Pres., The Faculty, Palomar
Mr. Frank Martinie, Chrman, Faculty Senate,
Palomar

GUESTS: Dr. Harry Mahan, Chrman, Behavioral Sci., Palomar
Mr. Chris Pagakis, Instructor, Palomar
Mr. Bill Laird, Student, Palomar College
Mr. J. D. Hodges, Escondido
Mr. Robert Coleman, Instructor, Palomar
Mr. Jack Quintero, Chrman, English Department
Mr. Byron Gibbs, Counselor, Palomar
Mr. Robert Fullerton, Instructor, Palomar
Mrs. Rita White, Instructor, Palomar
Mr. John Wilks, Exchange Professor, English Dept.
Mr. Robert Larson, Chrman, Counseling Dept.
Mrs. Sue Emery, Escondido Times-Advocate
Representative, Vista Press
Mr. Scott Boyles, Administrative Assistant

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

MSC Olmstead, Loomis

RESOLUTION 70-3123

BE IT RESOLVED, That the Minutes (Approve Minutes;
of the Regular Meeting held (April 27, 1971
April 27, 1971, be approved.

Dr. Huber introduced Mr. Frank Martinie, newly (Report of the
elected Chairman of the Faculty Senate. (Faculty Senate
Mr. Martinie stated that he would like to
have Mr. John Tanner, President of The Faculty
address the Board.

Mr. Tanner: President Kornhauser, members of the
Board of Trustees. On behalf of The Faculty of
Palomar College, I would like to report to you
recent Faculty action for your information. At
the regular meeting of The Faculty on May 3, 1971,
The Faculty received the resignation of five
members of the Budgetary Committee with explanation.
This presentation prompted the following Faculty
action:

1. It was moved, seconded and carried unanimously,
and I quote, "That The Faculty will not have any
member on the Budgetary Committee at this time.
That The Faculty will form an ad hoc committee to
analyze strengthening the Budgetary Committee.
That information regarding this position be presented
to the current Board of Trustees and to the
Trustees elect."

2. It was moved, seconded and carried, forty-three in favor, five opposed, and again I quote, "That The Faculty pass a statement of no confidence in the Huber Administration for failing to cooperate with The Faculty in good faith and for the lack of professional ethics regarding the budgetary process. That information regarding this position be presented to the current Board of Trustees and to the Trustees elect."

The ad hoc committee to analyze the strengthening the Budgetary Committee has been formed and I would at this time like to present to the Board, Mr. Frank Martinie, Chairman of the Faculty Senate, former member of the Budgetary Committee and spokesman for the ad hoc committee, to deliver a statement regarding this break-down in confidence and the need for strengthening the Budgetary Committee.

Mr. Martinie: I have been charged by The Faculty to explain the present impasse and to ask your aid and counsel in resolving the problem.

We are here because we are deeply concerned. We feel the easy way out is to simply avoid the question; we no longer feel we can do so. We believe the problem to be one which the lines of communication have been cut, and the established decision making process is destroyed. It is not a question of what the Budgetary Committee did, or did not do, but one of the process by which we operate being destroyed. The Budgetary Committee understands its position as an advisory body. We do feel that the Administration was obliged to present views of that Committee or to allow its representatives to present their views. We do not expect our views to always be accepted. We do expect a fair hearing of our views. The previous expressed intent of the Board is that all elements of the staff work together to meet the needs of the students in the most effective possible way, and that a team approach with students, classified staff, faculty and administration all participating in the decision making process being used. It appears to The Faculty that the Administration rejects this approach; as a result The Faculty has lost confidence and good faith in the Administration.

We believe that this Administrations rejection of the Board outlined decision making process to be evident:

1. By the refusal of the Administration to accept certain recommendations of the Budgetary Committee, which was created by Board action, or to notify the Budgetary Committee of its alternate decision, or even to present the Committee's viewpoints to the Board. We have specifics which I will be glad to deal with when I finish this statement.
2. By the Administrations' misrepresentation of the views of the Budgetary Committee; again we have specifics.
3. By the Administrations complete exclusion of the faculty and the Budgetary Committee from areas of the decision making procedures which are their legitimate concern.
4. By the Administrations crippling the effectiveness of the Budgetary Committee. This a result of the type of information presented by the Administration and by the limiting of the Budgetary Committee's access to the views of the faculty.
5. By members of the Administration repeatedly degrading the Budgetary Committee by suggesting that the Budgetary Committee was responsible for unpopular decisions and criticizing the function of the Committee. Often these were made at the suggestion of the Administration.

We request the following actions of the Board:

1. That the Board reaffirm its faith in the team approach to decision making with the views of the students, classified staff and faculty, and administration being exchanged, and that each of these groups be offered an opportunity to make known its views to the Board.
2. That the Board direct the administration to cooperate with the students, classified staff, and faculty in this undertaking.
3. That the Board of Trustees appoint one or more of its members to participate with the faculty's ad hoc committee in carrying out its charge to analyze the strengthening of the Budgetary process.

We believe it was necessary to call these things to your attention as a first step, and now, strengthen the process. If you would like, I am ready now to go into the particulars on each of these areas.

Mr. Martinie: If I may return to the first area in which we mention that certain recommendations of the Budgetary Committee were not even brought to your attention. There were alternate decisions made; we knew nothing of these things until suddenly they appeared in the Board. First, we shall speak of the position of the Learning Resources Specialist. It was recommended as a classified employee by both the Budgetary Committee and the unanimous vote of the Learning Resources Committee. We found in the Board minutes that this had gone through as a certificated position.

Two, a counseling position was recommended for an eleven month contract by the Administration. The Budgetary Committee recommended a ten month contract. We believe the Board was uninformed of this.

Three, the position of Director of Vocational Education was recommended for upgrading to Assistant Dean. The Budgetary Committee had not acted on this matter nor has the faculty review procedure been permitted to operate. On two different occasions faculty committees questioned this and it was suggested then that this move was not contemplated in the immediate future.

Fourth, the Budgetary Committee did not recommend the expansion of the English Department. The Office of the Dean of Instruction authorized the Chairman of that Department to proceed with the hiring of an additional English teacher without regard to the views of the Budgetary Committee.

Regarding the Administrations' misrepresentation of the views of the Budgetary Committee. First, in the area of the Learning Center. We believe that it has been given an appearance of having broad faculty support and the support of the Budgetary Committee. We believe that there is limited faculty support of this project.

Regarding the third area relative to the Administration completely excluding the faculty and the Budgetary Committee from the area of decision making procedures which are their legitimate concern. First, the decision regarding the change of classification of the position of the Learning Resources Specialist was taken, we believe, in a closed session of the Board.

Dr. Jaques: Would you please repeat that statement.

Mr. Martinie: When the Specialist in the Learning Center was changed from classified to certificated, this was done in a closed session of the Board, was it not?

Mr. Kornhauser: Matters of personnel are discussed in a closed session of the Board but acted upon in open session which follows.

Mr. Martinie: The fourth area, which we consider to be a critically important one, is the crippling of the effectiveness of the Committee by the type of information that we deal with. First, we do not challenge the very fine work of Dr. Schettler, in that we realize the type of figures that he is presenting are those figures that he assures us represent income that can be counted on as virtually absolute. However, we do point out the following: We find ourselves in this position year after year and I have the figures before me, for instances; in 1966-67 there was a fourteen percent increase in income; in the next year (1967-68) there was a twenty-nine percent increase in income; in 1968-69 there was only a two percent increase in income; in 1969-70 there was a sixteen percent increase; in 1970-71 there was a twenty-one percent increase in income. We see a pattern where the income of this school has grown year after year, excluding even this last year, by at least thirteen and perhaps by fifteen percent. Yet, since the Budgetary Committee has been operating, it has been suggested to us that in 1969 we would have a growth of only seven percent; in 1970 it was suggested to us that there would be a growth of only three percent; the present year that we attempted to operate, it was suggested to us that there would be virtually no increase at all. We find ourselves crippled.

We suggest to you that unless there are some special circumstances that would keep this from happening, perhaps if we see a school where the assessed valuation in the district grows, where the student body grows, that we be able to assume that there will be a ten percent growth.

As all of you gentlemen on this Board are well aware, we seem to be in this kind of a panic situation in May, we are in desperate trouble, and then suddenly, there are much greater funds come August or September. Of course this works out very favorably for salaries, but that is not what we are interested in. What we are trying to do is to talk about the expansion, the programs, the overall needs of the school and we are willing to take part of the responsibility. Obviously, the ultimate responsible is with you.

Again, as I say, this year we have been trying to work with a budget that suggests virtually no growth in income. We think that is a very highly unlikely circumstance.

Mr. Martinie: We note that many department requests never reach the Budgetary Committee. When we examined the Board's policy of December 9, 1969, the procedure that was presented as to how the Budgetary Committee is to operate if there are not sufficient funds to cover all the requests was as follows: "The Senate Salary Committee proposal will be examined by the Budgetary Committee in relationship to above steps. The Budgetary Committee will review the requests of each of the departments and other operating units of funds. Hearings will be held at which department chairmen, chairmen of other operating units, and other interested parties will have an opportunity to explain their needs. The Budgetary Committee will make those cuts necessary to balance the budget. Special attention will be given to the schedule of priorities presented by each department and operating unit. The Department Chairmen and instructors may then revise their schedule of priorities."

We are concerned; we are greatly concerned at this point. We believe that there has been pressure at least in one case where a faculty member brought information to the view of the Budgetary Committee and then was reprimanded by his department chairman.

We are concerned with the Administrations refusal to discuss the issue of basic concern to faculty such as this question of eleven and twelve month contracts.

And finally, and of also great concern to us, we feel that the Budgetary Committee is being used as the "heavies" on this campus often. Yes, it is a messy job to tell people, I'm sorry there was not enough money. Yes, your project was very meaningful and worthwhile, but on a list of priorities it just didn't make it. We find that often, even after the Administration has suggested the necessity of a cut, the faculty member then approaches us suggesting that the Administration has used the excuse that it was the decision of the Budgetary Committee. We are used constantly as the "heavies" when unpopular decisions are made; when our decisions are in line with that of the Administration they seem readily enough to be accepted, and if they are out of line they are simply ignored. That concludes my presentation.

Mr. Kornhauser: Dr. Huber would you respond to this.

Dr. Huber: I think first of all, the Board is well aware of the charge given to the Budgetary Committee, it is part of Board policy and part of the Faculty Manual. The Budgetary Committee is composed of six faculty members, two administrative staff members, one student, and one classified person. I feel that the detailed items that have been presented by Mr. Martinie are things that ought to be examined in light of the presentation.

Dr. Huber: The two administrative members of the Budgetary Committee, Dr. Schettler, the ex-officio officer, Dean Bergman and myself, met with the ad hoc Committee last Friday (May 7). Of course, none of these particular items were presented at that time, so the opportunity for us to respond to specific items certainly would not be possible. I think that the Budgetary Committee is unique among community colleges throughout California. I don't know of another community college that has a Budgetary Committee which has concerned itself other than with the topics of salary, fringe benefits and teacher load. This Budgetary Committee has, over the period of the past three years (this is its third year of operation), had only two continuing members of the Committee, Mr. Martinie and Mr. Jackson. The specific items to which Mr. Martinie referred, I feel, cannot be substantiated in fact. I don't think that the Administration has any quarrel necessarily with the budgetary process. I would only point out to the Board that a letter was written by my office to the Budgetary Committee last November in which I outlined what the Administration felt was a direction that the Budgetary Committee was taking and that it, in fact, was becoming a personnel commission, and that members of the Budgetary Committee, although very capable individuals, certainly did not have the opportunity to delve into the various aspects of the total educational program of this institution. I don't mean to imply that the Budgetary Committee has not been cooperative in this effort, however, it is obvious from the presentation made by Mr. Martinie, that they have great concern about this particular direction which they were asked to follow, and even though they were asked to submit actual numbers of staff members that were needed, they still insisted that they should be designated by areas. This again is delving into the realm of the decision making process which belongs to Administration in terms of the Dean of Instruction's Office, the Assistant Deans and the Department heads.

I certainly would agree that the appointment of an ad hoc Committee is a positive step towards resolving the questions that have been raised by Mr. Martinie. However, I also feel that perhaps there are a great number of items that have been presented which perhaps should have been presented under Due Process procedures. The manner in which this has been handled would seem to indicate that there was a specific attempt made to avoid any aspect of a professional approach to Due Process. There are items that have been delved into which should be analyzed in that particular aspect and the opportunity for a complete study and investigation is most appropriate.

Dr. Huber: I feel that the specific items that Mr. Martinie has referred to deserve answering and I suggest perhaps that the Board would wish to have such a report made. However, as you obviously are aware, having had only one meeting with the ad hoc Committee at which time there were only brief indications made of the issues which Mr. Martinie presented, there has been really no opportunity for any further analysis to be presented.

Mr. Kornhauser: Are there any members of the Board who wish to make a statement?

Mr. Olmstead: (Question directed to Mr. Martinie) Is it your plan to present this material to us in writing so that we can do more than just remember the steps which you have outlined.

Mr. Martinie: Yes, this is our plan.

Mr. Shadle: Mr. Chairman, I think this Budget Committee has certainly done yeoman work, not only this year, but in all the three years that it has been in operation. It, I know, has saved all Board members tremendous amounts of time. Its work has been done extremely well in my opinion. I think that as a part of this work it has gotten the faculty even more involved in the governance of this College than it had in the past, and in my own view, this is good. I think, however, it has raised problems which have come to a head here tonight and we are seeing some of these problems; areas in which the faculty feels that it should have an even greater viewpoint; be heard to an even greater extent; and perhaps it has met headon into areas in which the Administration feels that it is their prerogative and that traditionally has been the prerogative of the Administration. I feel that the idea of an ad hoc Committee, composed not only of the persons appointed by the faculty, but of members of this Board, and perhaps of the student body and classified staff, is probably a good idea. This group could sit down and try to bring these things out into the open and hash them out and try to get some general agreement on these matters involving the governance of the school which are certainly extremely basic matters; matters in which the Board ought to be involved and not simply in the last step as the final decision makers. I think that these are questions of policy that we ought to be debating, considering, and not making any rash decision on, but in on from the very beginning.

I would certainly agree with at least two of the three requests; one, that a Board member be appointed to the Committee, and secondly, that the Board reaffirm its team approach to the governance of this institution. I wouldn't be prepared to suggest that the second item be adopted because I think that there would be an inference that the Administration hasn't cooperated and I am not ready to make that inference. The other two of the three I think the Board should adopt.

Dr. Loomis: I concur with both of these colleagues of mine. Seems to me that the problem is primarily one of definition of lines of authority and responsibility. In a changing society, it is obvious that we have to continuously re-examine these. This Board has been in this position since I have been here, and I am sure long before I got here, and has solved this, or tried to solve it, yearly by a reconsideration of the Board Policy Manual. I think this episode tonight is an outgrowth of change and I think we all need to know where we are going and why we are going there. These are good points and I think they must be considered, however, I am a little bit upset by the fact that we are faced with this suddenly at a meeting with a long list of specific complaints that are merely presented verbally.

Dr. Jaques: (Question directed to Mr. Martinie) The report of the Budgetary Committee, where is it?

Mr. Martinie: In the hands of Dr. Schettler. The Budgetary Committee, as far as they were concerned, were not through with their work at the point when the faculty members of that Committee resigned. I do believe there is a budget though.

Dr. Jaques: Have you examined the budget that is going to be presented tonight?

Mr. Martinie: No sir, I have not.

Dr. Jaques: Did the Budgetary Committee make a report regarding the hearings it did hold, has this been reported?

Mr. Martinie: Not to my knowledge.

Dr. Jaques: Why not?

Mr. Martinie: I believe that the budget that is being presented to night is primarily the work of the Budgetary Committee. I believe there were a few changes made. The decisions made by the Committee, in the main, are in the budget as it is being presented. I think, in fact, what you do have is the budget as worked out by the Budgetary Committee.

Dr. Jaques: I certainly reaffirm the fact that a written report of your statement be presented. You made some comments about the decision making process. Is it your understanding that the Administration might not concur with the recommendations of the Budgetary Committee.

Mr. Martinie: I should certainly think that this would very often be the case. We are not asking to become some kind of a super agency whose ideas will be imposed on others. The thrust of what we are saying is not that you made us mad because you didn't do what we wanted; but rather that you gave us the impression that we were working with you and then decisions were made of which we were even unaware and taken to the Board without our viewpoints being presented. We expect to lose often, but we would like to have our viewpoint considered and what we believe to be dealt with in an open way. I hope you understand that it is the process that goes on that we are concerned with.

Dr. Jaques: There were several decisions made at the last Board meeting to which you are taking exception.

Mr. Martinie: Yes sir, there are; most assuredly the case of the Learning Resources Specialist.

Dr. Jaques: Yes, and there was no one here at the last Board meeting from the Faculty Senate. There were decisions made last meeting that, it appears, you would have been interested in, or which the Budgetary Committee would have been interested in, and last meeting was the meeting in which your report would have been submitted to the Board.

Mr. Martinie: I am unaware as to why the Senate was not represented; but there were two members of the Budgetary Committee in the room. We perhaps mistakenly assumed that they would call your attention to the viewpoint of the total Committee.

Dr. Jaques: Who were the members who were present at the last meeting?

Mr. Martinie: Mr. Coutts and Mr. Brubeck are both members of the Budgetary Committee.

Dr. Jaques: You do agree that the Administration might well disagree with the Budgetary Committee and make a separate recommendation to the Board; and you are still agreed that the Board will make the decisions on these matters.

Mr. Martinie: Yes, unquestionably.

Mr. Kornhauser: There have been some rather strong statements made tonight and statements really of the type that we are not accustomed to because, I believe at least, there has been open communication on this campus. I would like to believe that some of those statements may be based on misunderstanding. We could deal point by point with the statements made, but I do not think that this is an appropriate move at this time. What I would like to suggest is that the ad hoc Committee meet with the Administration in the spirit in which our grievance procedure has been laid out and with the intent of solving the problem and reaching an agreement rather than overcoming one another. I would like to see the facts determined and laid out plainly on both sides. I would like to see communication between the ad hoc Committee and the Administration, and I am directing my remarks to the Administration as well as the Committee, and I would like to see a full report brought to the Board for its consideration.

Mr. Martinie: That report will be in your hands before the next meeting.

Mr. Kornhauser: I wish again to urge you to do this in the spirit of trying to find a solution and not trying to find someone at fault.

Mrs. Bonnie Tucker, President of the Patrons of Palomar College, presented the Patrons' year end report. Mrs. Tucker stated that this year the Patrons have to date, a total of four hundred and nineteen (419) members. The Patrons have collected, through memberships and donations, \$1,325. From the Pink Elephant Sale, which was held last weekend, the Patrons grossed approximately \$2,300; the largest amount the Pink Elephant Sale has made to date. Mrs. Tucker announced that the Patrons will hold its Annual Meeting on Monday, May 24, 7:30 p.m., in Room C-5, Palomar College. Mrs. Tucker invited all Board members to attend this meeting, noting that there would be an election of new directors. Mrs. Tucker, on behalf of the Patrons, presented Mrs. June Rady, Secretary to the Superintendent, with flowers in appreciation for her cooperation and assistance during the past year.

Mr. Kornhauser stated that it was his understanding that the North County Council of Community Colleges was no longer meeting. Mrs. Burns stated that this was correct. Mr. Kornhauser suggested that this item be deleted from the agenda except on such occasion when a meeting has been held.

(Report of the
(North County
(Council of
(Community
(Colleges

Mr. Carl Ebert, Vice President of the Associated Student Government, reported that at the last meeting of the Student Assembly, there were impeachment proceedings held and the trials were held at the same time, against three members of the Executive Committee. The Treasurer, the Men's Select, and the Women's Select were impeached and trials were held at which time they were found guilty of the charges brought against them. The Student Assembly has the power of impeachment, which is covered in the Student Government Constitution (Article VI, Section II, sub-section C). Mr. Ebert stated that the Men's Select and the Women's Select were impeached for negligence in that they did not attend meetings. Negligence, as covered in the Constitution, is the failure to attend three meetings in a row or a total of five meetings through the semester. The Treasurer was impeached for failure to uphold the Constitution and to fulfill the duties of the Treasurer. He has failed to sign any checks for the last half of the semester and has not held any budgetary committee meetings which are called for under the Constitution at this time of the year to formulate a budget for the new Student Government next year. Mr. Ebert stated that at the next meeting of the Student Assembly there will be impeachment proceedings brought against seven members of the Student Assembly in that they have failed to attend the required number of meetings throughout the semester. These people have been notified of this intent. Mr. Ebert stated that a new Treasurer will be appointed next Friday (May 14) and the Student Government will proceed with the budgetary meetings to formulate the budget for next year. Mr. Ebert noted that Student Body elections for the 1971-72 school year will be held May 24.

(Report of the
(A.S.G.)

Mr. Kornhauser introduced Mr. A. J. Anderson and Dr. Anton Simson, newly elected members of the Board of Trustees.

Dr. Huber introduced Dr. Theodore Kilman, who recently completed his requirements for his doctoral degree.

(COMMUNICATIONS:

Dr. Huber introduced Dr. Beauford Chambless. Dr. Chambless stated that the Administrative Council, at its meeting held May 11, approved of an Honor America Day Rally to be held Friday, May 28, from 10:50 a.m. to 12:30 p.m., in the flag pole area of the campus.

Dr. Chambless' memorandum regarding this event was distributed to the members of the Governing Board for their information.

Dr. Huber reported that the Guidelines for Academic Due Process Policy is presented in its final form as approved by the Faculty Senate and the Administrative Council. The question raised previously by the Board about the destruction of records has been clarified and is included in the proposed policy. There will be a file of the case following the hearing; however, the various records that were used will be destroyed following the hearing. The only factors that will be related to a review by the Board a year later will be the implementation, and the records of the hearing would not be necessary. Dr. Huber stated that the Administration recommends that the proposed Policy as presented, be approved by the Governing Board. After a brief discussion, it was

(OLD BUSINESS:

MSC Shadle, Loomis

RESOLUTION 70-3124

BE IT RESOLVED, That the Guidelines for Academic Due Process Policy, be adopted.

Add Personnel

(Adopt Guidelines
(for Academic
(Due Process Policy

Dr. Huber stated that the Board has received a copy of a petition from a group of students who wish to form a student athletic association and basically, they would like to be designated as the body who would have responsibility for the trust fund established by the Board in its recent adoption of the Associated Student Government-District Budgetary Procedures. Dr. Huber reminded the Board that it is stated in the Budgetary Procedures that a trust fund will be established, and any income (gate receipts) from the athletic events is to be put into an appropriate fund and these particular monies would be budgeted. These monies would also be used for the purpose of funding activities which the District legally cannot expend monies for (i.e., banquets, awards, managers for specific teams, etc.) Dr. Huber introduced Mr. Bill Laird, (Palomar College Student) who expained more about the propoasl.

(NEW BUSINESS:
(Palomar College
(Athletic
(Association

Mr. Laird stated that the proposed Association would be open to all students (male and female) who wished to participate. The funds that are requested are from the gate receipts of all the athletic events (football, basketball, inter-mural games, etc.). This money would be budgeted, as explained by Dr. Huber, for those expenses which the District cannot legally pay for.

Mr. Laird stated that the approximate amount of money that would be involved would be \$7,000.

Dr. Huber stated that this was presented to the Administrative Council, at its meeting held May 11, and it suggested that a constitution be provided so that the specifics would be spelled out as to how this Association would operate. Mr. Laird stated that the Constitution is presently being formulated.

Dr. Jaques stated that this group would appear to be a "splinter group" away from the Associated Student Government.

Mr. Laird stated that this group would be a splinter group away from the Associated Student Government in order to keep these monies in athletics.

Dr. Huber stated that this Association is suggesting that it assume the responsibility of developing the budget for these funds, and being responsible for making periodic reports to the Governing Board because of the fact that they are interested in the promotion of athletics and they would like to be assured that these funds are used for this particular purpose. Dr. Huber stated that these monies are not student body funds in any sense of the word, but these are students who are interested in the athletic program.

Mr. Shadle inquired if the Associated Student Government has taken any position on this proposal.

Dr. Huber stated that the feeling of the proposed Association is that these are not Associated Student Government funds and it is not an Associated Student Government activity.

Mr. Bowman pointed out that the reason the original District-A.S.G. Budgetary Procedures were established is because the A.S.G. felt it could no longer be responsible for funding athletic expenses. This money is now a District responsibility, and the A.S.G. is not involved.

Mr. Shadle pointed out that he was not of the opinion that these funds were designated only for use in athletics. There are many other activities on campus that would also be covered by these funds; for example, the Speech Team; where would such funds come from if the athletic department controlled the trust fund?

Dr. Huber stated that those particular funds have been designated to come from the profit of the Bookstore. Dr. Huber stated that five or six activities (Telescope, Drama Department, Speech Department, Music Department, Dance Department) would be funded through the Bookstore income. Dr. Huber stated that he felt the District-A.S.G. Budgetary Procedures Policy defined the fact that these particular monies were for funds related to athletics which the District could not legally spend money for.

Mr. Kornhauser stated that this policy should be reviewed by the Administrative Council and a recommendation submitted to the Board. Mr. Shadle stated that he felt the Associated Student Government should also respond to this proposal.

Dr. Huber reported that the Board has received a copy of the first draft of the Preliminary Budget and a summary has been provided with the detailed budget. (Draft of Preliminary Budget 1971-72)

Mrs. Margaret Parry, Chairman of the California School Employees Association Salary Committee, requested that a nine percent cost of living adjustment be granted, effective July 1, 1971.

Dr. Huber stated that the State Personnel Board survey is presently being examined by the classified employees. It is planned to bring this report to the members of the Governing Board at its next meeting. Dr. Huber stated that the Administration has also requested that the State Personnel Board make a recommendation relative to salary increases.

Mr. Kornhauser inquired if Mrs. Parry's request was based on the State Personnel Board survey? Mrs. Parry stated that it was not.

It was noted that if the C.S.E.A. salary request were granted, the cost would be approximately \$50,000.

Mr. Frank Martinie, Chairman of the Faculty Salary Committee, stated that the Salary and Benefits Committee is requesting the following:

1. That the certificated salary schedule be maintained at a median position or better among the community colleges in the southern section of the State;
2. An additional seven percent increase in the hourly rate; estimated cost \$13,000;
3. Family medical coverage at District expense.

Mr. Shadle stated that he felt there was a legal question as to whether the District could grant such a request (referring to the family medical coverage) without equalizing it for teachers who do not have dependents.

Dr. Huber stated that he would be glad to obtain a legal opinion from County Counsel regarding this matter.

Dr. Huber pointed out that the policy of the Board in the past has been to maintain the salary, of both certificated and classified, at the median level or better among the junior college districts in Southern California.

Mr. Kornhauser thanked Mrs. Parry and Mr. Martinie for their presentations.

Dr. Huber briefly reviewed the draft of the Preliminary Budget for 1971-72 and pointed out that it is the Board's responsibility, as required by law, to adopt the Preliminary Budget at its second meeting in June. In July the Board is required to adopt the Publication Budget, and at the Board's first meeting in August, it is required to adopt the final budget. Dr. Huber stated that this matter would become part of the agenda until the final budget is adopted.

Dr. Huber indicated that the Board has received a copy of the Summer Bulletin for 1971. Dr. Huber stated that it represents a more extensive and experimental session than has been offered in the past. Dean Brubeck is the Director of Summer Session for 1971 and is responsible for the program.

(Summer Bulletin
(1971

After brief discussion, it was

MSC Jaques, Loomis

RESOLUTION 70-3125

BE IT RESOLVED, That the 1971 Summer Bulletin, be approved.

(Adopt Summer
(Bulletin, 1971

Dr. Huber stated that the Business Office has reported that the agents of the Federal Government suggests that where colleges are having difficulty collecting National Defense Student Loans, that they seek the services of a collection agency for the purpose of salvaging some of these funds. Dr. Huber stated that two lists of borrowers are being submitted for the Board's consideration. Group 1 (consisting of two pages) indicates those borrowers who have been contacted, by certified mail, at least three times without response. Group 2 (consisting of one page) indicates borrowers who have been contacted at least twice, by certified mail, without response. Dr. Huber noted that the borrowers indicated in Group 1 have past-due accounts dating back to 1959. However, payments for Group 2 did not become past-due until July 1970. It was suggested that a third attempt be made to reach those persons indicated on the Group 2 listing. After further discussion, it was

(National Defense
(Student Loan Fund;
(delinquent accounts

MSC Shadle, Olmstead

RESOLUTION 70-3126

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize Dr. John D. Schettler, Assistant Superintendent/Business, to secure the services of a collection agency for the purpose of reaching persons as indicated on the Group 1 listing (two page list; attached to Legal Minutes), who have borrowed from the National Defense Student Loan Fund and whose accounts have become delinquent.

(Authorize services
(of collection
(agency; NDSL
(delinquent accounts

MSC Jaques, Loomis

RESOLUTION 70-3127

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize Dr. John D. Schettler, Assistant Superintendent/Business, to secure the services of a collection agency for the purpose of reaching persons as indicated on the Group 2 listing (one page list; attached to Legal Minutes), who have borrowed from the National Defense Student Loan Fund and whose accounts have become delinquent.

(Authorize services
(of collection
(agency; NDSL
(delinquent accounts

Dr. Huber stated that the Administration is requesting Governing Board approval of a proposal to place raised areas on the major driveways of the College campus in order to slow down vehicular traffic. Dr. Huber stated that the Board has received a copy of a campus map indicating thirteen locations which have been carefully screened by the Safety Committee as being most important locations. The raised strips will be eighteen inches wide, four inches high and the width of the paved street, creating a slightly elevated strip which can be easily crossed at fifteen miles per hour. Dr. Huber reported that these traffic controls are in use at various campuses throughout the State and they will definitely keep traffic at a moderate speed on campus without harm to vehicles or individuals. Three signs will be installed near the entrances which will warn drivers that these traffic controls are ahead. The cost for said strips will be approximately \$390 and funds will come from parking fees. Dean Coutts, Chairman of the Safety Committee, stated that this is a recommendation from that group, and the Committee feels that the installation of these raised strips is essential to the welfare of the student. Dean Coutts noted that the Safety Committee consists of ten faculty members, from various departments, and Mr. Paul Rabe, Superintendent of Buildings and Grounds.

Dr. Jaques pointed out the necessity and importance of communicating with the students, classified staff and faculty, regarding the installation of these strips.

After further discussion, it was

MSC Olmstead, Loomis

RESOLUTION 70-3128

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize the installation of thirteen raised strips on the major driveways of the College campus for the purpose of slowing vehicular traffic. Approximate cost will be \$390.

(Authorize
(installation of
(raised strips in
(Major College
(driveways

Dr. Huber asked Dean Coutts to speak to the matter of the First Aid Station. Dean Coutts stated that there has been considerable concern on the part of the students, faculty and administration regarding a First Aid Center which people could come to obtain first aid. As a result of this, the Safety Committee and the Administrative Council has recommended that a room in the Nursing Education Office be provided with first aid supplies and a sign indicating a First Aid Station be placed on two corners of the building so as to be plainly visible from almost any direction. Dean Coutts stated that he has canvassed the faculty and classified, all personnel connected with the College, both day and evening, and they have submitted cards stating whether or not they have had first aid training; whether they hold a red cross certificate in first aid; and whether they would be willing to come to this location in the event of an emergency. Dean Coutts stated that he has received approximately forty replies from persons both day and evening, who have indicated their willingness to report to the First Aid Center in the event of need. Dr. Loomis stated that he hoped that the item of liability and malpractice has been thoroughly investigated and County Counsel has been consulted. Dean Coutts stated that he did not believe that County Counsel has been consulted in this matter. However, Red Cross has been consulted, and it has prepared a list of possible injuries and its recommendation as to what should be done in the event any of these injuries should occur.

(First Aid Center

Dr. Jaques inquired about the progress of proposed campus lighting.

Dr. Schettler stated that the Budgetary Committee has set aside approximately \$10,000 to improve light on campus beginning fiscal year July 1. (This amount is included in the draft of the Preliminary Budget for 1971-72). It is proposed that lighting be improved in the parking lots, in front of the Administration Building and up the center section of the campus. Dr. Schettler stated that he was quite sure that the amount of funds set aside in the budget draft would not be enough, but it would allow for a beginning.

Mr. Kornhauser requested that the Administration ascertain as to why left turn lanes have not been installed at the main entrance of the campus. Dr. Huber pointed out that left turn lanes have been installed at the first entrance (coming from Vista) to the College campus. Dr. Huber stated that the road has been widened the entire length of the campus, but it is not known why the County has not installed the left turn lanes at the two other entrances. Mr. Kornhauser requested that the Administration contact the proper agency regarding this matter and report back to the Board.

Dean Bergman stated that there are three groups of courses being submitted to the Board for approval as new courses. Dean Bergman noted that all courses have been approved by the Curriculum Committee. After a brief discussion, it was

MSC Shadle, Loomis

RESOLUTION 70-3129

BE IT RESOLVED, That the following new courses be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community Colleges courses: (Approve New Courses)

Business 71. Introduction to Business Organization and Management (3)
English 2h. Native American Literature (1 1/2)
History 14. History of Christianity Since the Reformation (3)
Music 46X. Concert Choir (1/2)

- Music 50X. Concert Band (1/2)
- Theatre Arts 34. Felicita Pageant Planning Workshop (1)
- Theatre Arts 35. Felicita Pageant Rehearsal Workshop (3)
- Continuing Education 7. Anthropology of Folk Religion and Literature (3)
- Continuing Education 8. An Introduction to Archaeology (3)

Dr. Huber stated that funds are budgeted for the proposed travel expenses and they are all within the area of professional growth. It was

MSC Loomis, Olmstead

RESOLUTION 70-3130

- BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:
- a. Transportation (air fare), mileage, meals, lodging, registration fee, parking fee, to attend National League for Nursing Convention and the National Student Nurses Association, Dallas, Texas \$318; (Mary B. Fulton)
 - b. Transportation (mileage), meals, to attend Data Processing Management Association April Meeting, San Diego, \$10; (Brian Michaelson)
 - c. Release time to attend Humanities Conference, Moorpark, College; (Richard Peacock)
 - d. Release time to attend Education and Teacher Education for Cultural Pluralism, Chicago, Illinois. (Gene Jackson)

Dr. Huber requested that Dr. Kilman speak to the matter of waiving the registration fee for the Defensive Driving Course. Dr. Kilman reported that Judge Don Martinson of the North County Judicial District has been in contact with his office and has indicated that he feels and would suggest that the College's Defensive Driving class would make an ideal channel for traffic violators. Judge Martinson feels that he could incorporate the taking of the course in the actual sentence. Dr. Kilman stated that this matter has been discussed with Judge Martinson for several months and one of the problems that is being faced is the fact that the College has a fee (\$5.00) that it levies for this course.

Dr. Kilman stated that a recent Supreme Court Ruling has indicated that you cannot fine people who cannot pay; you cannot make poverty an extension of punishment. The court is unable to levy a charge for this course; therefore, it has requested that the College waive the registration fee. This is being done at the present time in cooperation with the San Diego City Schools. The Administration feels that this is a worthwhile community service and recommends that the Board take such action. After a brief discussion, it was

MSC Loomis, Shadle

RESOLUTION 70-3131

BE IT RESOLVED, That the Governing Board of the Palomar Community College District waive the registration fee for the Defensive Driving course in order to provide it as a community service to the North County Judicial District Court.	(Authorize waiving (of registration (fee; Defensive (Driving Course
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Dr. Huber stated that he was requested by a member of the Governing Board to seek information relative to the possible establishment of trustee areas within the Palomar Community College District. Dr. Huber stated that he has communicated this request to County Counsel, but a response has not been received to date. Dr. Huber stated that the general pattern for the establishment of trustee areas would be as follows: First, it would require a resolution by the Governing Board recommending to the County Board of Education for the establishment of trustee areas. Second, the Board would designate the trustee areas; the Board can also, at the same time, indicate if they wish to increase the size of the Governing Board from five members to seven members (in terms of the establishment of trustee areas). Third, the County Board of Education is required to hold a hearing at which time the Board of Education may approve or disapprove of the request submitted by the Governing Board. Following that, if the County Board approves of the request of the Governing Board, then the County Board orders an election which would be held in the Palomar Community College District. If the trustee areas were approved, this then would require, in the next election (which would be in 1973) that the candidates, who are presently on the Board and the candidates from the newly established trustee areas, file for the positions.

If at the time of the trustee area election, an election was also held for increasing the size of the Board from five to seven, then the present Governing Board may increase the number by appointment. (Both issues on the ballot must pass; if one fails, then they both would fail.) Dr. Huber stated that when County Counsel's opinion is received regarding the matter of trustee areas and increasing the Board membership from five to seven, this information will be forwarded to the members of the Governing Board and to Mr. Anderson, Mrs. Bayne, and Dr. Simson. Dr. Huber noted that if an election is called for by the County Board of Education, it would take approximately eighty or ninety days before that election could be held.

Mr. Kornhauser stated that further discussion regarding this matter would be held after receipt of the County Counsel opinion.

The Report of Budgetary Balances as of April 30, 1971, were reviewed in detail by Dr. Schettler.

(FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of April, 1971, was noted.

(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of April, 1971, was noted.

(Use of Facilities

The Report of Expenditures, Revolving Cash Fund as of April, 1971, was reviewed.

(Revolving Cash
(Fund

MSC Loomis, Olmstead

RESOLUTION 70-3132

BE IT RESOLVED, That Purchase Orders numbered 3641 through 3892, except for those marked "reserved" be approved.

(Approve Purchase
(Orders

MSC Olmstead, Jaques

RESOLUTION 70-3133

BE IT RESOLVED, That Salary Warrants numbered 24 and 25, be approved.

(Approve Salary
(Warrants

MSC Olmstead, Jaques

RESOLUTION 70-3134

BE IT RESOLVED, That Expense Warrants numbered 793289 through 793711, be approved.

(Approve Expense
Warrants

MSC Shadle, Loomis

RESOLUTION 70-3135

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of April, 1971, be approved and that letters of appreciation be sent to all donors.

(Approve Library
Acquisitions

Dr. Huber announced that Commencement will be held Saturday, June 12, at 2:00 p.m., in the Dome. The College will be graduating five hundred and twenty (520) students; which is the largest graduating class in the history of Palomar College. Dr. Huber announced that Mr. J. Arthur Wilks, Fulbright Scholar and Exchange Professor, will speak at Commencement and because of the fact that three members of the present Board will be retiring, Mr. Olmstead has been asked to speak and he has indicated his acceptance.

(REPORT OF
SUPERINTENDENT

Mr. Shadle inquired about the three day demonstration which was held and as to how it went.

Dr. Huber stated that he has written a letter which has been printed in the Escondido Times-Advocate, and also the Vista Press. This letter was sent to the various papers in the area because there was some misunderstanding regarding the three day event and it was hoped that this letter would provide an explanation. Dr. Huber stated that the activity began on Sunday evening (May 2) at approximately 7:30 p.m., and there were, on the average, about fifteen students who participated during the evening hours. Activities were held during the day Monday and Tuesday and classes were held as normal without disruption. Dr. Huber stated that the final activity was held on Wednesday, May 5, with a rally at the flagpole. Dr. Huber stated that he felt the entire activity was held in such a manner that it might well be a model for any other institution to follow.

Dr. Huber expressed commendation for the efforts of Dean Robert Burton and Dean Robert Bowman for maintaining liaison and close contact with the student leaders of this May Day activity. Dr. Huber stated that the students who participated in this activity acted in a responsible manner during the entire event.

Mr. Shadle stated that he would assume that every effort would be made to see that the people who speak at the May 28 meeting (Honor America Day Rally) would have a full opportunity to be heard, and that no disruptions would be permitted.

Dr. Loomis stated that it was his understanding that there was a member of the Administration on campus, night and day, during the entire three day event, and that he felt that all members of the Administration should be commended for their performance during this period.

Mr. Olmstead stated that he would suggest that the Governing Board relay to the student leaders who were in charge of this activity, its appreciation and commendation for the manner in which they handled themselves. Board concurred and requested the Administration to communicate this to the appropriate student leaders.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 10:00 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:55 p.m.

(EXECUTIVE SESSION)

MSC Loomis, Shadle

RESOLUTION 70-3136

BE IT RESOLVED, That the employment of Mr. Charles J. Hanlen, as Instructor, Social Science Department, for the academic year 1971-72, be approved.

(Approve employment;
(Charles J. Hanlen
(Soc. Sci. Dept.

MSC Loomis, Shadle

RESOLUTION 70-3137

BE IT RESOLVED, That the employment of Mrs. Ramona Colwell, as Instructor, Mathematics Department, for the academic year 1971-72, be approved (Sabbatical replacement).

(Approve employment;
(Ramona Colwell,
(Math. Dept.

MSC Loomis, Shadle

RESOLUTION 70-3138

BE IT RESOLVED, That the resignation of Mr. Don Morgan, Aquatics Instructor, Physical Education Department, effective June 12, 1971, be accepted.

(Accept resignation;
(Mr. Don Morgan

MSC Loomis, Shadle

RESOLUTION 70-3139

BE IT RESOLVED, That the resignation of Mrs. Geraldine Cornelius, Senior Clerk Typist, Business Office, effective May 12, 1971, be accepted.

(Accept resignation;
(Geraldine Cornelius

MSC Loomis, Shadle

RESOLUTION 70-3140

BE IT RESOLVED, That the resignation of Mr. Robert Larson, as Chairman of the Counseling Department, effective July 1, 1971, be accepted.

(Accept resignation;
(Chairman, Counseling
(Department

MSC Loomis, Shadle

RESOLUTION 70-3141

BE IT RESOLVED, That the resignation of Mr. Kent Backart, as Chairman of the Chemistry Department, effective July 1, 1971, be accepted.

(Accept resignation;
(Chairman, Chemistry
(Department

MSC Loomis, Shadle

RESOLUTION 70-3142

BE IT RESOLVED, That the employment of the following persons as indicated on Page 29 of the Legal Minutes, as supplemental staff (students and extra-clerical) be approved.

(Approve employment;
(Students and Extra-
(Clerical

The meeting was adjourned at 11:00 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
May 25, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Dr. Bruce D. Jaques
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION

PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Student Personnel
Mr. Howard Brubeck, Asst. Dean of Instruction
Dr. Theodore Kilman, Asst. Dean of Instruction
Mrs. Marjorie Wallace, Dean of Women

GUESTS:

Mr. Carl Ebert, Vice President, A.S.G.
Dr. & Mrs. Anton Simson, Board member elect, Poway
Mr. A. J. Anderson, Valley Center, Board member elect
Mrs. Lucy Bayne, Escondido, Board member elect
Mrs. Leoma McMann, Valley Center
Mrs. Burnice P. Curran, Valley Center
Mrs. Joyce S. Boosey, Valley Center
Mrs. Rita White, Instructor, Art Department
Miss Tilly Gonzalez, C.S.E.A.
Mrs. Margaret Parry, C.S.E.A.
Mrs. Lou Burnett, C.S.E.A.
Mr. Gene Jackson, Chairman, Ad hoc Committee,
Budgetary Procedures
Mr. Frank Martinie, Chairman, Faculty Senate
Mr. Michael Curran, Instructor, P.E. Dept.
Mr. Palmer Kremer, Instructor, Soc. Science Dept.
Mr. William Bedford, Vice Chairman, Faculty Senate
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Charlene Parsons, San Marcos
Mrs. Sue Emery, Escondido Times-Advocate
Mr. Scott Boyles, Administrative Assistant

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Motion was made by Mr. Olmstead; seconded by Mr. Shadle, to approve the Minutes of May 11, 1971. Dr. Jaques stated that on Page 5 of the Minutes, he had made a statement, which has been omitted, following Mr. Martinie's statement regarding the Learning Center position being changed from classified to certification, and whether this occurred in Executive Session. Dr. Loomis stated that he had also made a statement regarding this matter which is not included in the Minutes. Dr. Huber stated that his office could check the tape to ascertain whether their statements had been omitted. Dr. Jaques suggested that approval of the minutes be postponed until the next meeting of the Board. Mr. Olmstead agreed and withdrew his motion; Mr. Shadle withdrew his second. It was

MSC Jaques, Loomis

RESOLUTION 70-3143

BE IT RESOLVED, That the approval of the Minutes of the Regular Meeting held May 11, 1971, be postponed until the next regular meeting of the Governing Board. (Postpone approval (of Minutes until (next meeting of (Governing Board

Mr. Frank Martinie, Chairman of the Faculty Senate, stated that there was nothing to report from the Senate at this time. (Report of the (Faculty Senate

Dr. Huber reported that the Patrons held its Annual Meeting on Monday, May 24, at which time the Patrons elected its Directors for the 1971-72 school year. Dr. Huber noted that the Patrons will hold its final meeting of the year on Thursday, June 3. Dr. Huber suggested, in view of the fact that Mrs. Tucker and the present Directors of the Patrons will be retiring, that the Governing Board might wish to take appropriate action commending them for their contribution during the past year. Board concurred and directed the Superintendent to prepare an appropriate resolution to appear on the agenda of its next meeting. (Report of the (Patrons of (Palomar

Mr. Carl Ebert, Vice President of the Associated Student Government, reported that the Student Assembly is presently in the process of amending the Student Government Constitution. Mr. Ebert briefly reviewed the proposed amendments. (Report of the Associated Student Government)

Dr. Huber introduced Miss Wendy Wetzell, who has been named, for the second consecutive year, Outstanding Speaker in the United States. Miss Wetzell has also been selected by the Coaches of the far western states colleges and universities as Outstanding Speaker.

Mr. Jackson, Chairman of the ad hoc Committee on Budgetary Procedures, stated that the members of the Board were mailed a copy of a proposed document entitled Guiding Principles for the Budgetary Process. Mr. Jackson stated that the proposed document has been approved by the ad hoc Committee and the members of the Administration. (A joint meeting was held; Mr. Kornhauser and Dr. Simson were also present.) Mr. Jackson noted that since that time, a few minor changes have been made in the proposed document. Dr. Huber distributed a copy of the revised Guiding Principles for the Budgetary Process to the members of the Board. (Copy of this document attached to Legal Minutes). (Guiding Principles for the Budgetary Process)

Mr. Jackson reviewed the changes which were made indicating that in general, he felt that the Committee would accept all of them. Mr. Jackson stated that it is hoped to present this document to The Faculty at its meeting scheduled for Tuesday, June 1.

Dr. Huber reviewed the proposed document in detail.

Mr. Olmstead: Under this proposal, is there a modification in the actual make-up of the Budgetary Committee?

Mr. Jackson: No sir. The Budgetary Committee make-up, as such, would remain precisely the same, but prior to the first formal meeting of the entire Committee there would be a meeting of the representatives of the faculty and classified staff, but that would not take the place of the existing Budgetary Committee.

Mr. Olmstead: How are the members of the Budgetary Committee selected?

Dr. Huber: The faculty actually votes on its members; however, the Chairman of the Senate Fiscal Committee is automatically a member of the Budgetary Committee. The faculty selects five people to serve on this Committee. The two administrative representatives who serve on the Budgetary Committee are selected by my office. The student representative to the Budgetary Committee is listed as the President of the Associated Student Government.

Mr. Olmstead pointed out that in item 7 of the proposed document, it is not clearly indicated that the two assistant deans, who are the administrative representatives, are actually voting members of the Budgetary Committee. After brief discussion, the Board concurred that the last sentence of item 7 should read as follows (addition underlined): "The assistant deans for Science, Budiness, Technology, and Humanities will continue to be members of the Committee and act as resource and advocates of the budget for which they are responsible." Mr. Jackson concurred with the addition indicating that he felt the members of the ad hoc Committee would have no objection whatsoever to this phrase being added.

Mr. Shadle: Item 2 of the proposed document, sentence two, indicates: "No new staff positions other than replacements will be filled or created before May 1 without concurrence of the Budgetary Committee.: That looks to me as if it gives this Committee an absolute veto over all such matters, and I am wondering if that is intended.

Mr. Jackson: That is the crux of the matter. The point of the Budgetary Committee is that there is no way in which you can solve these basic relationships between new faculty and other budget questions until the entire budget is in front of you. Any attempt to do so, prior to that point, has to be done without a definition and awareness of what this does to the rest of the institution.

Mr. Shadle: Are you speaking of staff positions for the following fiscal year?

Mr. Jackson: Yes.

Mr. Shadle: In that case, I think your position is correct, but it would seem to me that during a current year, programs might come up quickly, night programs, for example, where action would have to be taken.

Board concurred that this sentence should be clarified as follows (addition underlined): "No new staff positions other than replacements will be filled or created before May 1 for the following school year without concurrence of the Budgetary Committee.

Mr. Kornhauser: I would suggest that item 3 be clarified to indicate (addition underlined): "The Budgetary Committee will then meet to resolve differences which may exist between the balanced administration budget and the Committee budget." This addition would give it a more optimistic note rather than the assumption that there will be differences.

Mr. Jackson: I have no objection to this addition; I am sure the Committee would not.

Dr. Jaques: I would like to inquire about the last sentence in item 2 which indicates that no new staff positions will be filled or created before May 1. For many years, whenever we have needed new staff, it has been essential to make contact in late Fall, December, January, February, and contract for the new person to teach the following September. If this decision would possibly not be made until May 1, then we are putting ourselves in a very difficult position for hiring the best possible instructor. I feel that this is a very essential question, and I do not find this sentence at all acceptable.

Dr. Huber: Obviously, this was discussed in the ad hoc Committee meeting in some detail. This particular year, of course, this has not been the case. The Budgetary Committee did approve of a series of positions which were brought to the Board for approval on March 23. So there was concurrence. I think the optimism that was present in the meeting would indicate that perhaps, if in fact, that the Budgetary Committee would have the vision and certainly the interest of the total institution, for these things to be approved. You realize, of course, that in the Administrative Budget, which they will be working with, there will in fact be the recommendations of the Administration as to new positions, salaries, etc.

Mr. Kornhauser: I believe Dr. Jaques is questioning the possible availability of instructors at this stage.

Dr. Huber: The point is that there could be concurrence regarding this matter as early as March 1.

Dr. Loomis: That is not what it states at all. It indicates that "no new staff positions will be filled or created before May 1."

Dr. Jaques: What I am really stating is that in general there are many very good points in the document, but this particular sentence is one which I think can be a real stumbling block in which this Committee could block a move which might be very important to this institution, and I am sure there is a different way to handle this problem. In new staff positions, we have a different time deadline. Somehow, it has to be resolved earlier in the year; and I indicated this a year ago and two years ago, that monies should be set aside for the hiring of new staff.

Mr. Jackson: I would like to respond. Number one, impasse of the Budgetary Committee. What you see before you has been respected. For example, when the English Department wished to hire another instructor in 1968-69, the Budgetary Committee recommended against this. At the conclusion of the Budgetary Committee discussion of the budget and presentation of the first budget to the Board, the Administration decided that this was an unwise decision on the part of the Budgetary Committee. I personally concurred. The Budgetary Committee accepted that overruling by the Administration. I don't know that it handicapped in any way the hiring of an appropriate person for this position. This particular year, you had concurrence on something like thirteen positions within a month of the presentation of the budget to the Committee. We don't think you can move a great deal more quickly than that. The basic relationship between number of faculty that you hire and the rest of the budget is the most crucial issue with which any group, administration or Budgetary Committee, has to deal with and you cannot decide on one issue without considering the rest of the budget, no matter how much you might desire to hire all twenty-six people that the department chairmen requested this year. It simply cannot be done in light of the other requirements within the budget and there is no way you can decide how many of those twenty-six you can hire until you know what the rest of the requirements of the budget are. That can not be done in December because the budget draft does not exist at that point. The Budgetary Committee has asked that the budget for two years be presented; it hasn't been done yet, hopefully at some point it will be, and when that does become possible, then, in all probability, the Budgetary Committee could make recommendations two years in advance. At this point, the Budgetary Committee receives the budget in February and there is no way you can decide how many teachers you will need until you know how many teachers you can afford. Certainly there is no way that you can see it until you see what your enrollment figures are for the second semester.

Dr. Loomis: That is one of the points that members of the Board have made repeatedly at times of request for increased salary level.

Mr. Jackson: That usually happens considerably later in the year, after the hiring has already been done. That was one of the problems that contributed to the formation of the Budgetary Committee in the first place.

Mr. Martinie: I think we are off a month in this document. We have established this May 1 date, but the day where most of the decisions will be made regarding staff is April 1, because by that time the Board will have the budget of the Budgetary Committee. At that point, you will have, probably, ninety-five percent agreement on staff. The Board will probably have completed its decisions in this matter by the first meeting in April.

Mr. Kornhauser: That is not mentioned in this statement.

Mr. Martinie: I think we could correct that. I feel that after April 1, there would only be this small area of disagreement regarding one, perhaps, at the most, two positions. All the replacement positions, all of the agreed upon new positions, will have long since been settled no later than April 1.

Mr. Kornhauser: Does that seem to cover your objections Dr. Jaques?

Dr. Jaques: No.

Mr. Kornhauser: How would you like to see it?

Dr. Jaques: Well, I am not sure how to resolve it, other than adopting this principle. Assuming that there is nonconcurrence between the Administration and the Budgetary Committee, this Committee could then stop any possible hiring of new staff until May 1, and I am quite sure that we should not empower this Committee with this much power. I believe the timing is a problem here.

Mr. Kornhauser: There does seem to be a problem of timing in bringing all these things together at an appropriate time, and it may be that further study of the document would develop a schedule that would be more acceptable.

Dr. Loomis: It seems to me that Dean Bergman might have something to say about the time schedule for hiring new personnel.

Dean Bergman: I will recommend new staff to the President and the Board in February as I have done in the past, based on figures that come from several people; increased student enrollment, past needs that have not been filled in terms of teaching personnel. I have traditionally done that in February; by the first of March, the Board is aware of what the recommendations from the instructional segment of the College will be, and that includes all the department chairmen, all the assistant deans and my office. May the 1st is rather late to hire new personnel, unless you are hiring replacements. I would be much happier, personally, with Mr. Martinie's suggestion of April 1, if I understood him correctly. By May the 1st, teachers are hired. We are practically all through here now in our own quest of people.

Dr. Loomis: You ask the Board to make up its mind by March 15 as to whether it will rehire personnel or not.

Mr. Bergman: That is correct.

Mr. Shadle: That is a legal requirement.

Dr. Loomis: That's correct.

Dr. Huber: Perhaps the Committee and Administration should consider sitting down with the Board on April 1 to discuss staff positions at which time we could resolve any differences we may have in the budget.

Dr. Jaques: What I am really saying is that everything Mr. Jackson has stated the Board is aware of, but everybody is guessing. We just don't know what our income will be. All through this, we are making the best guess we can. I am stating, that this date will possibly tie the hands of the Board for hiring the best top quality instructors that we can get. We are talking about money, we are talking about whether these salary increases will be for certificated and classified. And also, can we afford to hire new teachers? Are we going to have the students who absolutely must have new staff to adequately teach them. These are the problems. This timing is tying the hands of the Administration and the Board.

Mr. Kornhauser: Perhaps if this last sentence were eliminated entirely it would solve the problem. It is not useful except that it appears to give a veto power to the Budgetary Committee, which is not the way this College operates.

Dr. Loomis: I don't think this was the purpose of the Budgetary Committee in the first place.

Mr. Jackson: If that sentence is simply eliminated, then I cannot recommend that the faculty adopt this policy. I put to this Board the record of the Budgetary Committee to this point, and precisely this year. The fact that the Budgetary Committee, with a majority faculty vote, has concurred in Administration recommendations for massive new programs, the absolute maximum the College can afford, and in spite of that concurrence on the part of the Budgetary Committee, in certain areas, the only areas where there has been disagreement between the Budgetary Committee and the Administration, the Administration has elected to override the Budgetary Committee. Consequently, the reason the faculty is outraged, the reason that sentence is in there is that if we do not have some kind of assurance, then the Budgetary Committee remains in exactly the same spot it found itself this year, and consequently, unable to operate. It is a hard question, granted, but I think the record of the Budgetary Committee is pretty good.

Mr. Kornhauser: The fact of a good record is not sufficient to make a hard and fast rule such as this sentence does.

Dr. Huber: I would like to offer as a possibility, that let's put this proposed document into effect for a period of one year and see how it works. The Board re-examines Board Policy every year and it seems to me that if this proposal is not effective, the Board will certainly hear from the Budgetary Committee as well as the Administration.

Mr. Bergman: Can we clarify what Mr. Martinie stated. I thought that he had suggested an April 1 date.

Mr. Martinie: The point that I was making is that I see a possible April 1st situation, rather than May 1, whereby we have the decisions of the Budgetary Committee. It would seem to me at that point, we would find ourselves in pretty general agreement, as we have in the past, on ninety percent of all the items. The hiring could go on with the exception of any position or two that happen to be in conflict. Is that your understanding, Mr. Jackson?

Mr. Jackson: What that May 1 date signifies, when it was placed there, was that there would be no decisions by the Board, which then in effect become irreversible, until the Budgetary Committee has had a chance to look at the entire budget and make its recommendations in total. With the item 5 now being changed to April 15, in other words simply saying that the day the Budgetary Committee turns its report over to the President, I don't think at that point I could recommend that the faculty approve that deadline. If there is an opportunity for the President then to meet with the Budgetary Committee and indicate areas of disagreement which would relate to personnel, and discuss this with the Committee, then that April 15 date might be satisfactory. I don't see how anything short of that can be acceptable. You must see the total budget before, in these marginal cases, whether you can or cannot afford these new personnel before that decision is made.

Mr. Kornhauser: If I read this correctly, it would seem to me that while no new staff positions, other than replacements would be filled or created before May 1 without concurrence of the Budgetary Committee. Does it mean that positions may be filled after May 1 without concurrence?

Mr. Jackson: Yes. The Budgetary Committee has no final authority in any of this.

Mr. Kornhauser: I just wanted to clarify your position. In other words, the Budgetary Committee can presumably hold things up until May 1, but not thereafter.

Mr. Jackson: There are items which the Board might find minor that I think would have influenced decisions that have been made if the Board had been aware of some of the implications of other matters in the budget. I doubt very much if the Board was made aware of these matters when personnel decisions were made. I think that is very important.

Mr. Kornhauser: But after this cut-off date of May 1, then the Budgetary Committee does not have to concur. Is that correct?

Mr. Jackson: Yes. The way is quite clear as indicated in item 6 of the proposed document. So that if the Administration feels that a particular decision is necessary and takes it to the Board, the Budgetary Committee might present an argument against it, but it would not keep the Administration from making its recommendation.

Mr. Kornhauser: It would seem to me gentlemen, that if the Board accepts this document as presented, the Board would simply agree to hold off until a certain date. Dr. Jaques has made the point that this might prejudice the Board's chances of securing the personnel that we might want. Do you, Mr. Jackson, have an answer to that?

Mr. Jackson: Speaking from past experience, I would prefer that department chairmen be able to talk to an applicant in February or March, and this particular sentence in the proposed document would be a definite disadvantage, obviously. There is that aspect to it. It's unfortunate.

Mr. Kornhauser: I think it's a serious aspect.

Mr. Jackson: If the Administration comes with a balanced budget in the first place that is in agreement with the faculty position, then the Board would be able to hire personnel in February.

Dr. Jaques: Perhaps, Mr. Chairman, an out for this might be to essentially leave this sentence as it is, and put in another sentence to cover the nonconcurrence. To indicate, perhaps, that a meeting will be held early in February between the Administration, the total Budgetary Committee, and the Board, to resolve personnel problems with the best foresight we have on the budget at that time.

Dr. Loomis: Mr. Jackson indicated, if I understood him correctly, that you should not even consider new personnel until you have looked at the overall budget and every budget dollar.

Dr. Jaques: The point is that we are at an impasse. I don't know where the other Board members are, but I am at an impasse. Mr. Jackson is stating that he cannot recommend this document to the faculty unless this sentence (regarding May 1 date) is included and I say if it is left the way it presently reads, then I cannot support it.

Mr. Jackson: May I at least qualify Dr. Loomis' statement regarding my position. There were several new faculty positions about which there were no questions; they had to be filled regardless of the budget picture, and these were voted upon at the first session of the Budgetary Committee after the Dean of Instruction presented them.

Dr. Jaques: I would suggest that the Administration and the ad hoc Committee hold further meetings to resolve this impasse.

Dr. Jaques: I have two more questions. Item 2 of the proposed document. What is the rationale, Mr. Jackson, for leaving the Administration out of these hearings and inviting personnel.

Mr. Jackson: The Administration meets and discusses the budget questions prior to a meeting with the Budgetary Committee and this gives the faculty and classified members of the Budgetary Committee the opportunity to start from the same position of strength. The Budgetary Committee receives the budget "cold." We have had no opportunity to discuss it with anyone, department chairman, department members or whatever, and we are expected to come up with intelligent responses to this hundred and some odd page document from the first meeting. This simply is not realistic.

Dr. Huber: In other words, the Budgetary Committee already will have the Administration's recommendations before them, so I find personally, in discussion with the administrative staff on this particular matter, no quarrel with that particular point at all because we have already presented to them what in effect is the Administration budget. At the time that we meet, as indicated in item 3 of the proposed document, some of these questions will be discussed and resolved at that time.

Dr. Jaques: In item 6, the last sentence, you are mentioning Executive Session, and I am not sure what you have in mind.

Mr. Jackson: I presume that the part that is giving you trouble is the part which reads "... where factors substantially effecting the budget are to be discussed ..." What we have specifically in mind there is that, at least on occasion in the past, the discussion of new positions, not people to fill them, but new positions, have been discussed in Executive Session; other items which relate directly to budget questions have been discussed in Executive Session, and it is the position of the ad hoc Committee that when this is done that there should be members of the Budgetary Committee present; at least two of them, and also another member of the classified or faculty staff present. There are administrative representatives present during Executive Session.

Dr. Jaques: What is your understanding of what Executive Session is for; the purpose of it?

Mr. Jackson: I wish I were a political science major who could quote at length from the Brown Act. It relates to personnel questions that may be discussed there that would be of embarrassment to the people involved if discussed in open session. But in effect, it is my position, that matters that do effect the budget get discussed there and when that happens there should be someone from the Budgetary Committee present.

Mr. Shadle: I think that assumption is probably incorrect
Mr. Jackson. I think it would be illegal if it does happen.

Mr. Kornhauser: I see no reason for you (Mr. Jackson) to make such an assumption.

Mr. Shadle: I don't think it would become legal by having a faculty member there.

Mr. Jackson: I addressed the Board in Executive Session requesting action be taken in relation to eleven and twelve month contracts.

Mr. Kornhauser: That is a personnel matter. It deals with specific persons to whom the Committee objected that contracts be given to.

Mr. Jackson: This may well be a proper matter for discussion in an Executive Session. I don't question this. But, it is also quite realistically a question for which the Budgetary Committee should be present and represented.

Dr. Huber: If we are dealing with present personnel who occupy those positions then the answer is yes. But, if it deals just with positions, that is, if we are creating a new position without any individual tied to that particular position by name, then the answer is no.

Mr. Jackson: If it isn't in Executive Session, then there is no problem. If it is in Executive Session and there is a question that relates directly to budget question, and I think that this has happened in the past, then there should be somebody from the Budgetary Committee present. There is no indication here (in the proposed document) as Mr. Kornhauser notes, to indicate anything of the nature as to what should be conducted in Executive Session. That is clearly the Board's decision.

Mr. Kornhauser: Mr. Jackson, let me remind you as I reminded Mr. Martinie at the Board's last meeting, action is taken only in open session; discussion takes place in Executive Session.

Mr. Olmstead: Discussion of qualified personnel matters; not budgetary matters.

Mr. Jackson: But, you cannot separate the two in every case.

Mr. Olmstead: You have inferred here that the Board, by indicating that it was so, would make it proper to discuss certain things in Executive Session and that is not the case.

Mr. Jackson: It is the Board's decision, as I understand it, to decide when a matter is within the realm of those matters which are proper to be discussed in Executive Session, and it is my position that some of those matters relate quite specifically to budgetary questions as well as others, and in those matters, and those matters only, that representatives of the Budgetary Committee should be present. Just as members of the Administration are present.

Mr. Kornhauser: You are aware, Mr. Jackson, that you are entitled or any member of the Budgetary Committee, or any other Committee, is entitled to rejoin the Board in the open session which follows the Executive Session, and participate in whatever discussion that may be in order.

Dr. Huber: I think that what Mr. Jackson is saying, and which I think there is a basis; if in fact, this Board decides that there is a matter which relates to personnel, for example, there are other matters that the Board can discuss in Executive Session, but if it relates to personnel who are specifically identified and if it also relates to the budget, and if these personnel matters had not been a part of the Budgetary Committee's recommendations, then I think it is the Board's decision to ask that a representative be there. He may not be speaking to the particular individual which is being recommended, but he is merely speaking to that particular position for which the Administration might have a particular person to fill that position ready to present to the Board.

Mr. Jackson: A specific circumstance arose this year and will undoubtedly arise in the future. The question of ten month contract and eleven month contract for a person being hired, particularly when this is contrary to the recommendation of the Budgetary Committee. The person being hired will be discussed in Executive Session, and conceivable the Board would want the information from the Budgetary Committee, as well, in that Executive Session.

Mr. Kornhauser: The Board may well have received it in advance. There is nothing to prevent the Budgetary Committee from submitting this information.

Mr. Jackson: That is true. Assuming that the Board had questions of the Budgetary Committee that are not answered in the material forwarded to the Board, then it would probably be necessary for a report to be given in Executive Session.

Mr. Curran: (from the audience) I think where the impasse is, is in the much larger question of ultimate responsibility for decision, whether it is faculty or whether it is the Administration and the Board.

Mr. Jackson: I would disagree. The Board quite obviously has the ultimate decision.

Mr. Shadle: Not if the Board adopts the proposed document; we would take away that power under paragraph two.

Mr. Jackson: You would postpone that power for a certain length of time.

Mr. Shadle: By postponing it, in effect, takes it away for ten months out of the year.

Mr. Kornhauser: That is an essential period.

Dr. Jaques: Well, it is already out for six months.

Mr. Shadle: I don't have too many concerns about shared responsibility, at least I don't think I do. I think for a long time, we have shared responsibility and power with the faculty and I think it has been to this institution's benefit in just about every instance that I can remember. I do run into questions occassionally, and I think Mr. Curran is correct that this is really the basic issue here that we are talking about. I don't think that we should be too jealous over our powers, nor should the Administration or the faculty. If the Administration feels that it can live fairly well with this or thinks it can, and would be willing and would like to try it out for a year, I think we ought to go ahead and try it out for a year. Under State law, we know that we always retain ultimate power and if next year we find that we cannot live with this or it's been a great problem, then the Board could certainly take another look at it. I think that the faculty on the whole has been extremely responsible in this institution.

Dr. Loomis: I don't think that there is anyone who would take exception to that remark, Mr. Shadle. I think we all second that. I think we have all been heard enough on this.

Dr. Jaques: The implication of this statement and what Mr. Jackson has said tonight still implies that Executive Session is being used other than as expected.

Mr. Olmstead: I just wonder what Mr. Jackson's basis is for that statement.

Dr. Jaques: This can be changed, I feel sure, and if you feel that we are using Executive Session in an improper way, then I think it behooves you to tell us so.

Mr. Jackson: If there is anything that implies in this document that Executive Session is to be used in an improper way, then it is badly phrased because that is not the intent of either the Chairman of the Committee nor, I am sure, of the Administration or Board members who took part in drafting this statement.

Mr. Jackson: The point is that personnel questions are very firmly bound with the budgetary questions and that on occasion it seems obvious from past experience, that it may be in keeping with the theory of the function of the Budgetary Committee, that they be involved in this discussion. Just as Dean Coutts, Dean Kilman, Dean Brubeck, or anyone else not directly connected with the Board would be involved.

Dr. Loomis: Does the faculty recognize the necessity of a lay board to have people to turn to for advice? But, as professionals, are we supposed to have Executive Sessions and discuss personnel without having someone to turn to for advice?

Mr. Jackson: I don't question the correctness or the propriety or the necessity of having these people present.

Mr. Kornhauser: If it seemed appropriate, then there is no reason for the Board not to ask other members of the College community to attend an Executive Session. This is not limited to Administration.

Dr. Loomis: We have, on many times in the past.

Dr. Huber: I believe the way it is written in the proposed document does not pose that particular threat that perhaps may be inherent in the statements made.

Mr. Shadle: Every example I can think of would have a very minimal effect on the budget. For example, whether or not it is a ten or eleven month contract, or whether they are on step 5 or step 6 of the salary schedule. I can't think of anything else that would be discussed in personnel that would have any effect, other than just very, very minimal.

Mr. Jackson: I would like, as Chairman of this Committee, some direction from the Board. If there is basic disagreement with this set of principles, then I certainly will not take it, in its present form, to the faculty.

Dr. Loomis: I think that you have had quite adequate response from the Board, Mr. Jackson.

Mr. Kornhauser: I don't think there is basic disagreement with the set of principles, Mr. Jackson; I think there is disagreement with certain specifics within it.

Dr. Jaques: I would make a suggestion regarding item 2, that another sentence be added somehow to meet the nonconcurrency. If there is a basic impasse between the Administration and Budgetary Committee, we have to have some way out of it rather than just saying that we will wait until May 1.

Mr. Kornhauser: I have a suggestion that you might find acceptable. Let's put at the beginning of this sentence, "it is anticipated that no new staff positions other than replacements will be filled or created . . ." This would give you the Board's intent. Our intent is naturally to cooperate in any way that is proper to do, and I hope yours is the same, Mr. Jackson. If we indicate that we will anticipate that we won't do this, this means that we will try not to do it, but it does give us the out that Dr. Jaques is concerned with; that we may find the necessity of doing it and therefore, we don't want to be forbidden to do so.

Mr. Jackson: There is one implication that Dr. Jaques has indicated this evening that is not intended by the ad hoc Committee, and this is that it would tie the hands of the Board. I think the intent of the ad hoc Committee is to put a rather severe hurdle between the Administration and the Board in simply ignoring Budgetary Committee recommendations, which is why we are spending a long time this evening talking about this question. If there is some kind of sentence that would indicate that in case of this nonconcurrence, in case of this impasse, if the Administration feels firmly enough about it to take this to the Board directly, that there would at least be dialogue, and that this would be built into these principles between the Board and the Budgetary Committee.

Dr. Jaques: That would satisfy me.

Mr. Kornhauser: What wording do you suggest.

Mr. Jackson: If I had it in three words, I would have said it that way rather than the way I did.

Mr. Shadle: If that would be agreeable, I think we could change it to state, "no new staff positions, other than replacements, will be filled or created before May 1 for the following school year, without first being submitted to the Budgetary Committee for a period of not less than fifteen days."

Mr. Kornhauser: It would not require concurrence.

Mr. Shadle: No, but it would require submitting it and giving the Committee time to make a recommendation.

Dr. Jaques: Or even more formally, that the Board, Administration, and the Budgetary Committee get together and discuss that one problem.

Dr. Huber: We could call a special meeting which is appropriate to discuss some item like this.

Dr. Loomis: I would think you would want written recommendations from the Budgetary Committee on each and every new staff position and Administration as well. It seems to me that this is one of the main points that accusations have been made that recommendations were made and they did not reach the Board, and I think, from what I have heard, that some of the recommendations did reach the Board. Maybe the Budgetary Committee didn't feel that they did. There is a perfectly simple solution to that problem, and that is to put it in writing and you know that it will get to the Board. I would think that maybe this would be something to include in the proposed document; "new positions be referred to the Budgetary Committee for a period of fifteen days pending their written recommendations."

Mr. Jackson: We are talking not only about new positions; we are talking about new positions where there is not concurrence from the beginning with the Administration.

Dr. Loomis: That doesn't make any difference.

Mr. Jackson: You want the written recommendation on all positions.

Dr. Loomis: Yes.

Mr. Jackson: The assumption has been in the past that the Budgetary Committee minutes perform this function.

Dr. Loomis: That is perfectly true, but you must also realize that we receive quite a massive amount of material before every Board meeting. We try to get through it all, but there are times when we simply cannot get through all the minutes that are sent.

Mr. Olmstead: A direct communication would be preferable.

Dr. Loomis: I would think that you would want to do that.

Mr. Shadle: The Budgetary Committee minutes refer to numbered paragraphs and they are almost incomprehensible unless you really work on them.

Mr. Jackson: I don't believe that anyone could fault the Budgetary Committee on its original response to the Dean of Instruction's request regarding the way personnel was handled. There was massive communication to the Board, to the Administration, to the Dean of Instruction. Where the problem comes from is that decisions are made in the middle of a Budgetary Committee meeting dealing with perhaps five hundred other questions and the minutes are customarily not distributed until the Committee meets again and then approves them, and this causes the difficulty in finding specific items. You want a statement that all personnel recommendations from the Budgetary Committee would be in writing.

Dr. Huber: There is one other even more simple way of doing this and that is just pushing back the time of this whole process. In other words, we could go back in time a month or forty-five days which would resolve some of these questions. If the Budgetary Committee has the budget by December 1, then we could perhaps set the May 1 date back to March 15.

Mr. Olmstead: Mr. Chairman, it has been suggested that this matter be put over to the next meeting. I think both the Administration and the Committee have a good sense of what we will and won't buy and I would suggest that this be brought back at the next meeting with revisions.

Dr. Huber: There is one problem, and that is the fact that the Faculty meets for the last time on June 1, and the Governing Board does not meet again until June 8.

Mr. Kornhauser: I would suggest at this point that the ad hoc Committee reconsider the whole problem and meet again with the Administration in an attempt to resolve it along the lines that have been suggested this evening.

Mr. Jackson: I must respond to this. You have a situation where the faculty has expressed a vote of no confidence in the way in which budgetary process is currently being handled. There is the opportunity to resolve this before the faculty leaves this year. I do not know, cannot say, whether or not the faculty will buy the principles as they are presently drafted. All I know is what I can recommend. I don't believe that any member of the ad hoc Committee could either accept or reject a set of such principles without faculty discussion. This means that if it is not acted upon this evening, then you will start off next Fall with no Budgetary Committee.

Mr. Kornhauser: You know, Mr. Jackson, that it is not the custom of this Board to act upon an important matter that is brought for information, and is still the subject of discussion and a certain amount of lack of agreement. I couldn't recommend that the Board act on this tonight.

Mr. Jackson: I fully recognize this, but this is not a position that a chairman of this committee can take without faculty consultation. I think that I would be doing the Board a grave injustice if I, in any way, indicated, after the faculty leaves this Spring, that this Committee accepts these principles.

Mr. Shadle: Mr. Jackson, is there any reason not to defer this whole matter until September?

Mr. Jackson: Only a psychological one. I think that the faculty very clearly expressed itself at their meeting the first of May. I think that they asked for some kind of resolution.

Mr. Kornhauser: Is it possible that you would meet with the faculty before June 1 and meet with the Administration also so that you have something that we can act on that you are prepared to recommend, and it is up to the Board to concur.

Dr. Huber: I think that this is a possibility. If in fact, the ad hoc Committee perhaps can resolve this matter in terms of what has been discussed here, you could present this to the Faculty and then it could be presented to the Board on June 8.

Dr. Loomis: Are you asking the Board to adopt this document in its present form?

Mr. Jackson: I'm not asking the Board necessarily for anything. I am indicating that if the faculty doesn't have something on which they can act June 1, then there can be no recommendation made to the Board.

Dr. Loomis: Time and time again, you have come to this Board and indicated that you do not want the Board to take action on a specific matter because it has not been voted upon by the Faculty Senate or the Faculty Association. And yet you say that this document has not been acted upon by your faculty group, and you want the Board to adopt it first?

Mr. Jackson: One of the things that I have done, Dr. Loomis, is try to foresee this kind of thing in the past and I haven't managed to wind up as Chairman of an ad hoc Committee on May 1, dealing with an extremely complex question for no reason. The Budgetary Committee, including the administrative members knew that if this kind of question arose, then I would have to take the faculty position, which I did. As I read the Board's response this evening, you are asking for me to add to this set of principles, a phrase or a sentence which indicates that in case of impasse, in relation to that May 1 date, that the Budgetary Committee will communicate with this Board in writing what its recommendations were so that there would be an opportunity for dialogue at some time prior to that date. I can present this to the faculty and I think they will give me sufficient leeway so that it can be made to concur with what the Board wishes at its next meeting. The other issue was that there should be included in this document, a statement of policy from the Budgetary Committee that personnel recommendations would be forwarded to the Board as separate documents which indicate specifically, Budgetary Committee recommendations. Are there other items which I should include in it?

Dr. Jaques: Yes, re-word the last sentence of item 6 regarding Executive Session. I don't think this sentence expresses what the Committee had in mind.

Mr. Jackson: Here I am going to have to ask for instruction from the Board.

Dr. Loomis: If you have it in writing, there can't be any question about your recommendation and that is going to solve that problem right there.

Mr. Olmstead: May I make a suggestion. We essentially talk about personnel in Executive Session. Obviously, this has some bearing on the budget, but the overriding consideration has to be personnel to make it eligible for Executive Session. This, apparently, is not the understanding of the sentence in the document and I think the Board objects to that sentence for that reason.

Dr. Simson: (from the audience) I sat in on the ad hoc Committee meetings. I feel that the document should be sent back to the ad hoc Committee. I think, regarding the sentence in question, that there was no intent made to imply that things that should not go on in Executive Session were going on. I think, however, it does read that way and the Committee should look at that again. Regarding item 2 of the document; not only does that last sentence need an addition, but the ad hoc Committee should review it to determine if the entire sentence should perhaps be rewritten. Regarding the last sentence in item 6; the point was that if things might take place that would affect the basic budget, the Budgetary Committee feels that it would at least like to be informed about it, and I think that this is a reasonable request. It may be, if it never occurs, then we need not worry about this sentence.

Dr. Loomis: It seems to be that this is a very dangerous thing to put in writing. Especially if this document is to be included in the Board manual.

Mrs. Martha Fox read a statement which was prepared by Dr. Huber regarding matters that may or may not be discussed in Executive Session under the Brown Act. Mrs. Fox noted that the communication indicates that the Governing Board may hold Executive Session with its designated representatives prior to and during consultation and during discussions with representatives of employee organizations regarding salaries, salary schedules, and fringe benefits, in order to review its position and instruct its representatives. Mrs. Fox stated that it would seem to her that this would be a budgetary matter in its broadest sense. In fact, are not salaries the major item of the budget? Mr. Shadle stated that this section of the Brown Act refers to negotiations. This is to instruct a negotiator. The State law permits the Board to discuss such things with its negotiator to instruct him on how to proceed with the negotiation.

Mr. Kornhauser pointed out that the Board does not have negotiators and that particular section of the Brown Act is referring to such a case.

Mrs. White: (from the audience) I think what Mr. Jackson and the ad hoc Committee is concerned with in connection with the Executive Session, is that it rightfully feels that when an administrative point of view is presented to the Board that a Budgetary Committee point of view should also be presented, and it doesn't seem to me that this is necessarily an Executive Session matter, but certainly the Board, at specific items on the agenda, could take this into consideration.

Mr. Kornhauser: These things may be heard by the Board in open session. Before we proceed any further, I would like to know if the Board wishes to act on these Guiding Principles tonight.

Mr. Shadle: I will make a motion to get this on the floor. I move that the Guiding Principles be adopted as set forth herein with the following change in the second sentence of paragraph two should be changed to read, "It is anticipated that no new staff positions, other than replacements, will be filled or created before May 1 for the following school year without concurrence of the Budgetary Committee."

Mr. Olmstead: I will second the motion.

Mr. Kornhauser: The motion is now on the floor for discussion.

Mr. Shadle: This is, in essence, what you suggested Mr. Chairman, and it is what the Board did when it adopted the Guidelines for Due Process. We used the same words or similar words: "it is anticipated that the Board will accept the recommendations of the Due Process Committee." This does the same thing.

Mr. Kornhauser: I would defend the wording in this way. It is only anticipated that this will take place so that if it doesn't take place, the Board still has the exact same right that it always had. In other words, what I would like to say is; we wish to make every effort to find agreement with the Budgetary Committee. We must remember that if we don't agree, we still have the prerogative as part of the policy.

Dr. Loomis stated that he felt the motion was out of order because this matter has appeared on a published agenda as an information item only. Dr. Jaques agreed. Mr. Shadle disagreed, indicating that wording placed on an agenda by the Board's President does not bind the Board if the Board wishes to take such action.

Mr. Jackson: Mr. Chairman, we have had the suggestion that the ad hoc Committee meet again, and I would be very pleased to convene that Committee on Friday (May 28) at 11:00 a.m., with the understanding that Dr. Huber, Dr. Simson, and yourself again attending, as well as anyone else who is interested. The Committee could meet in an attempt to resolve the issue that has been raised and in the direction that I indicated earlier and perhaps including the different phrasing that Mr. Shadle has indicated, which would at least give me a document to take to the faculty.

Mr. Kornhauser: We have a motion on the floor; it is now up for discussion and a vote.

Dr. Jaques: Mr. Chairman, this is really a very important issue and I strongly feel that this should be referred back to the ad hoc Committee for further work. I think it needs some work, more than just changing a word. The wording that Mr. Shadle recommended seems to be pussyfooting around the real tough question. By just stating that it is anticipated, just gives people loopholes to get out from under something. I think it ought to be carefully stated that when there is nonconcurrency we will do so and so.

Mr. Kornhauser: I will have to ask Mr. Shadle to withdraw his motion.

Mr. Shadle: I have no objection. Mr. Jackson had indicated quite strongly that he would like to get this settled.

Dr. Huber: I would agree with Dr. Jaques, because I would hate to have the Board tie the hands of the ad hoc Committee and it seems that what has been expressed here this evening, appropriate statements can be made in the document which will in fact, satisfy the ad hoc Committee as well as the faculty and the Board.

Dr. Jaques: I really feel that these things can be resolved.

Mr. Shadle: I will be glad to withdraw my motion.

Mr. Olmstead: I will withdraw my second.

Mr. Kornhauser: The motion is now withdrawn, and I will ask Mr. Jackson, as Chairman of the Committee, to take the necessary steps to bring about a meeting of the ad hoc Committee, with Dr. Simson, Dr. Huber and myself present, so that a statement that is at least acceptable to you people can be presented to the Board for consideration at its next meeting.

Mr. Jackson: One question. Presumably the acceptable way to break this impasse, is that 1) dialogue will take place between the Budgetary Committee and Board; 2) recommendations regarding personnel positions will be submitted to the Board and 3) rephrasing of the sentence dealing with Executive Session. With those things in mind, one further question. If that information is added, does the sentence at the end of paragraph two stand? If you set up a way in which to break the impasse, can the sentence stand as it is presently written?

Mr. Kornhauser: That depends on how it is worded. The stumbling block is the two words "without concurrence."

Dr. Jaques: I, personally, would feel that the sentence could stand if you come up with a good solution to the impasse.

Mr. Jackson: Simply a procedure for the Board taking action, rather than being blocked from action, is what is necessary.

Dr. Huber: With complete dialogue between the Budgetary Committee and the Administration and Board.

Mr. Jackson: Fine.

Dr. Huber announced that Mr. Jackson had recently been invited to attend a very important and significant conference in Chicago, at no expense to the District, and asked Mr. Jackson to briefly report on this meeting.

Mr. Jackson stated that the project meeting is sponsored and funded by the U.S. Office of Education and is an attempt to re-orient the direction of teacher training colleges in the country. The meeting was entitled The Education and Teacher Education for Cultural Pluralism. Mr. Jackson noted that there were deans of education schools, deans of liberal arts colleges, and universities from all over the country in attendance at this meeting and there were also a large number of community representatives present. Mr. Jackson stated that as far as he knew, he was the only person there from the community college. Mr. Jackson stated that he chaired a committee discussing the development of material for teaching cultural pluralism. Mr. Jackson noted that he felt the committee was able to accomplish a considerable amount and if the committee recommendations become a part of teacher training in schools across the country, this would make a significant difference in the approach of new teachers to this question. Mr. Jackson stated that he was very pleased to be able to indicate that Palomar College comes out quite well in relation to this question, and it is felt that the attitude reflected by the Administration and Board serves as a very good example to some of the universities that were represented at the conference. Mr. Jackson stated that the conference was very worthwhile.

Mr. Jackson also reported that a conference on California Indian Education was held at Palomar College on Saturday, May 26. Mr. Jackson noted that he felt that the work that Palomar College has done in such fields as this is responsible for the recognition of the College on a national basis. Mr. Jackson stated that this conference was also very successful.

Dr. Huber reported that the Board received a summary regarding the establishment of trustee areas at its last meeting. Since that time, a written statement regarding this matter has been received from County Counsel. (Copy of County Counsel opinion was mailed to members of the Board on May 21.)

(OLD BUSINESS:
(Establishment of
(Trustee Areas

Dr. Huber noted that there are two aspects to this matter that are to be considered; the first one would have to do with the establishment of trustee areas and the second one would deal with increasing the membership of the Board from five to seven, subject to the "one-man, one vote principle." Dr. Huber read the communication received from County Counsel. Dr. Huber stated that if only trustee areas were established, then you would not vote on these until the next election which would be 1973; however, if both items were voted upon, and both were successful, then the Board at that time, could appoint two additional members. Dr. Huber pointed out that it is County Counsel's opinion that if two members were appointed, they would have to represent the trustee areas that are not now represented on the Governing Board.

Dr. Loomis stated that this question has come up several times before and noted that this Board has been embarrassed in the past, because when two members are absent, it makes it quite difficult to carry on business. Dr. Loomis noted that it is ~~not~~ a majority of the Board, but ^{not} a majority of those present who must take action in order to conduct any business. Dr. Loomis stated that the question of enlarging the Board has been proposed several times. The discussion has been postponed almost invariably with the idea of waiting to see what the San Dieguito District would do. Dr. Loomis noted that at the time that discussion was held in the past, decision of the San Dieguito District seemed to be in the near future, but it doesn't appear to be any closer now than it was at that time. Dr. Loomis stated that he felt there is definite worth in increasing the size of the Board; it would be a more effective body and a less unwieldy body. Speaking to the point of redistricting; those who have run for election in the past know the great cost in time and actual financial expenditure it takes to cover a District stretching from and including Poway to DeLuz and the impossibility of covering such a territory. Dr. Loomis stated that he felt there were very definite reasons for pursuing this matter. Dr. Loomis stated that he nominally represented the Fallbrook High School District; it has available the comparative assessed valuation which is a considerable percentage of the total College assessed valuation and a sizable number of students attending Palomar from Fallbrook. And yet, Fallbrook, who has consistently supported Palomar College in bond issues and tax overrides, and is the only high school district who has consistently supported Palomar, finds itself after June 30 without representation on this Board. Dr. Loomis stated that this prompts the request for the establishment of trustee areas, noting that he feels that is his obligation to the people of the Fallbrook community, to present this idea to the members of the Governing Board. Dr. Loomis urged that the Governing Board take action initiating the necessary steps to establish election districts, and increasing the membership of the Board from five to seven.

Dr. Loomis stated that it is his understanding that legislation has been introduced and redistricting may, in the near future, be forced upon the District.

Mr. Olmstead stated that he felt it would be likely that the County Board of Education would welcome a specific proposal as to how the redistricting would be accomplished.

Discussion was held regarding whether the County Board of Education would establish the boundaries for the redistricting. Mr. Shadle pointed out that the Education Code indicates that the County Committee on School District, which has been abolished here and all the powers given to the County Board of Education, it shall have the power to establish trustee areas, rearrange the boundaries, etc., but any such proposal may be initiated by the County Committee or made to the County Committee by a petition signed by at least five qualified electors residing in the District or by resolution of the Governing Board. Mr. Shadle stated that the Education Code does not clearly indicate, but it felt that this means a proposal not only to establish the five or seven man district, but also to draw the boundary lines. Mr. Shadle stated that the next paragraph indicates that "when any such proposal is made the County Committee shall call and conduct a hearing in the district on the matter and shall approve or disapprove the proposal." Mr. Shadle noted that the Education Code does not even indicate that the County Committee has the power to change the proposed boundary lines; it looks like the people who do the proposing, either this Board or the five electors, should come up with boundary lines.

Mr. Kornhauser agreed with Dr. Loomis' position. Mr. Kornhauser further stated that he felt that the voter would be better represented if trustee areas were established.

Mr. Palmer Kremer inquired if the procedures as described were followed and trustee areas were established, does the law make it mandatory that the new members be appointed by the present Board or would there be an option for a special election to elect these new members?

Dr. Huber stated that if both issues (the establishment of trustee areas, and increasing the Board from five to seven members) were approved by the voters, then the present Board shall appoint the new members from the trustee areas that were designated.

Dr. Huber noted that if only the matter regarding the establishment of trustee areas appeared on the ballot and approved by the voters, there would be no action taken until 1973 when the appropriate candidates from the trustee areas would run for election.

Motion was made by Dr. Jaques, seconded by Dr. Loomis approving the principle of the establishment of trustee areas and increasing the membership of the Board from five to seven, and request the Administration to develop plans for its implementation.

Mr. Kornhauser asked if there was any further discussion regarding this matter.

Mrs. Charlene Parsons inquired if the Board had given any consideration to the cost of redistricting.

Dr. Huber stated that the only cost would be that of holding the election.

Mrs. Parsons further inquired if there would be any cost involved in establishing the proposed boundaries for the trustee areas?

Dr. Huber stated that this would involve administration time in working with the County Board of Education.

Inquiry was made from the audience regarding how much the cost of the election would be.

Dr. Schettler stated that if the election were held at a time when no other election was scheduled, it would be approximately \$12,000. If other elections were scheduled at the same time, the District would be sharing in the cost and that would amount to approximately one-third or one-fourth of the \$12,000.

Mrs. Fox stated that she thought Dr. Huber had reported sometime last Fall, that it would be mandatory, in 1972, that another election be held on the out-of-district areas such as San Dieguito.

Dr. Huber stated that these districts must submit a plan and the County can call an election if that particular plan is approved for those districts who are not now in a community college district; however, there is still no punitive action in this particular law. There is no provision right now to force areas which are not in a community college district into a district if they don't vote for it.

Mrs. Fox stated that she understood that the State had mandated that these areas vote on this matter.

Dr. Huber stated that they must submit their plans in November of 1972 and an election would probably be held in 1973.

Mr. Shadle stated that the point is that if these districts do join the Palomar Community College District, then this would require another redistricting of the boundaries which might also mean another election.

Mrs. Parsons noted that if trustee areas were established, and if the population changes, every two years there would have to be another redistricting and boundary change. Mrs. Parsons stated that she felt that it would cost a considerable amount of money to re-establish the boundaries of the District every two years.

Mr. Shadle stated that he felt that the boundaries would only have to be re-examined after each census year which is every ten years.

Mrs. Parsons stated that she would disagree; she understood that under the one-man, one vote law that this is required every two years.

Mr. Shadle stated that he did not believe that this was correct; he felt that this happened after every census. Mr. Shadle stated that a number of the present districts have not been changed for many years, and they are so far out of bounds that the courts often order them changed, but there is no automatic two year interval for change.

After further discussion, it was (the following motion is a repeat of the motion made earlier in the meeting):

MSC Jaques, Loomis

RESOLUTION 70-3144

BE IT RESOLVED, That the Governing Board of the Palomar Community College District approve of the principle of the establishment of trustee areas and increasing the membership of the Board from five to seven, and further request the Administration to develop plans for consideration.

(Approve of
(principle of
(establishment of
(trustee areas
(and increasing
(Board membership
(from five to
(seven

Mr. Shadle stated that he felt before the Board took any final steps regarding the matter of trustee areas, that the Board should invite comments from the newly elected Board members.

Mr. Kornhauser noted that the motion adopted by the Board does not commit it to anything at this point and inquired if any of the newly elected Board members had any comments to make at this time.

Dr. Huber noted that the County Counsel opinion regarding the establishment of trustee areas and increasing the membership of the Board from five to seven has been forwarded to each newly elected member of the Board.

Dr. Simson stated that he felt there are pros and cons to this matter and felt that it was a worthwhile thing to look into, indicating that he would like to have more information before he could make a further statement. Dr. Simson noted that he was not sure about the cost issue which was brought up; they may not be substantial in the long run.

Mrs. Bayne stated that she felt that she needed more time to study the matter.

Mr. Anderson also stated that he needed additional time to study the matter before he could make a comment.

Dr. Huber stated that the Administration has no specific comments to make regarding the draft of the Preliminary Budget for 1971-72. Dr. Huber noted that there are no changes to be suggested relative to the budget at this particular time. Dr. Huber stated that with the adoption of a preliminary budget at the meeting of June 22, perhaps it would be appropriate to discuss this matter in length at the next meeting of the Governing Board (June 8). Board concurred.

(Draft of
(Preliminary
(Budget 1971-72.

Dr. Simson requested information regarding enrollment. Dr. Schettler stated that the prediction on average daily attendance, which is a total of all the students throughout the entire year, is up eight percent. The expenditure budget is up nineteen percent, and the income budget is estimated at seventeen percent.

Dr. Huber distributed a copy of the constitution of the Palomar College Athletic Association. Dr. Huber noted that he has not had a reaction to date from the Associated Student Government regarding this proposed organization.

(Palomar College
(Student Athletic
(Association

Dr. Huber introduced Mr. Michael Curran who is the advisor of this group. Mr. Curran stated that he would attempt to answer any questions that the Board may have regarding this organization.

Mr. Kornhauser stated that before the Board could act on this matter, it would like to have the reaction of the A.S.G., the faculty, the Budgetary Committee, and the Administrative Council to this proposed organization. Board concurred.

Dr. Huber presented the 1971-72 College Catalog and recommended that the Board approve of this Catalog. Dr. Loomis inquired as to what the significance of the apple which appears on the catalog cover. Dr. Huber stated that it was reported to the Administrative Council that the apple represents the close relationship which exists between the students, faculty, administration, and Governing Board at the community college level. It was

(College Catalog
(1971-72

MSC Loomis, Jaques

RESOLUTION 70-3145

BE IT RESOLVED, That the Palomar College Catalog for 1971-72, be approved.

(Approve College
(Catalog, 1971-72

Dr. Huber stated that the proposed resolution authorizing the County Superintendent to transfer funds for 1970-71 is an annual request made by the County Superintendent in order to permit payment of District obligations. It was

MSC Jaques, Loomis

RESOLUTION 70-3146

BE IT RESOLVED AND ORDERED by the Governing Board of the Palomar Community College District, that pursuant to Education Code Section 20952, the Superintendent of Schools Department of Education, San Diego County make such transfers between the undistributed reserve and any expenditure classification or classifications or balance any expenditure classification of the budget of the District for the school year 1970-71 as are necessary to permit the payment of obligations of the District incurred during said school year.

(Authorize County Superintendent of Schools to make necessary transfers for 1970-71

MSC Olmstead, Shadle

RESOLUTION 70-3147

BE IT RESOLVED, That the name of the present bank account entitled the Palomar College Extended Opportunities Program be changed to the Palomar College Financial Aids Account and that persons authorized to sign checks disbursing said funds are as follows (two signatures required):

(Authorize the name change of bank account and signatures for disbursement of funds

Dr. Frederick R. Huber or
Dr. John D. Schettler

and

Mrs. Ruth Serr or
Mrs. Marjorie Wallace

MSC Jaques, Loomis

RESOLUTION 70-3148

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel expenses;

- a. Transportation (mileage), meals, lodging, registration fee, parking fee, to attend California State Athletic Director's Conference, Town and Country Hotel, San Diego, \$40;

(Ward G. Myers

- b. Transportation (college car), meals, to attend Southwestern Regional Consumer Meeting, University of Southern California, \$3.00; (T. R. Humphrey)
- c. Transportation (college car), meals, to attend 1971 Business Outlook Conference, Bahia Motor Inn, San Diego, \$6.50; (T. R. Humphrey)
- d. Transportation (college car), meals, to attend Escrow Educator's Seminar, Orange Coast College, \$3.00; (T. R. Humphrey)
- e. Transportation, meals, to attend Data Processing Management Association meeting, The Atlantis Restaurant, San Diego, \$10.00; (B. N. Michaelson)
- f. Transportation, meals, to attend Pi Omega Pi Business Education Honorary Banquet, Hanalei, San Diego, \$21.75; (Mary P. Anderson
(Marcia Shallcross
(T. R. Humphrey)
- g. Transportation, meals, to attend the California Business Education Association Banquet, LeBaron Hotel, San Diego, \$23.25. (Mary P. Anderson
(Marcia Shallcross
(T. R. Humphrey)

MSC Loomis, Olmstead

RESOLUTION 70-3149

BE IT RESOLVED, That travel expenses for the following persons, for the purpose of conducting school business and within the areas designated, for the school year 1971-72, be authorized: (Approve annual (travel expenses, (1971-72

a. San Diego County:

Marjorie Wallace
 Esther Nesbin
 Donnabelle Casey
 Ruth Murphy
 Joan Mahoney
~~Rachel Jackson~~
 Mary B. Fulton

Doris Hendren
 Ruth Serr
 Paul Jacques
 Benjamin Lucero
 William Tefft
 Scott Boyles

Clarice Hankins
~~Mary Ann~~
Marianne Gelles

Erma Zavin
Shona Rose
Eugene Brand
Michael Mc Intyre

b. All travel in connection with Student Activities within the State of California:

Virgil L. Bergman	Donald Hubbard
Robert Bowman	Andrew D. Gilmour
Robert L. Burton	Arthur L. Lynds
Marjorie Wallace	James Clayton
Donna M. Reiser	Dockin F. Marris
Ward G. Myers	William Dedic
Billie Hutchings	Viola Jeffery
Ray Dahlin	Norman Gaskins
Mitties McDonald	Vernon Ashbrook
Mildred Ayers	Michael Curran
Mack C. Wiebe	

*John Crowl
Reed Turmberg*

c. All travel in connection with Student Activities outside State of California:

Ray Dahlin	Dockin F. Marris
Mitties McDonald	Andrew D. Gilmour
Mack C. Wiebe	Mildred L. Ayers
Arthur L. Lynds	Michael Curran
James Clayton	Ward G. Myers
William Dedic	
Donald Hubbard	

John Crowl

d. All necessary travel within the State of California:

Members of the Governing Board

Dr. Frederick R. Huber	Mary B. Fulton
Dr. John D. Schettler	Walter F. Brown
Virgil L. Bergman	William Bedford
Robert L. Burton	Russell Baldwin
Robert Bowman	Norman Gaskins
Charles Coutts	Vernon Ashbrook
Howard Brubeck	Robert Kuretich
Theodore Kilman	

Wm. Eddy

e.. All necessary travel outside the State of California:

Members of the Governing Board

Dr. Frederick R. Huber	Theodore Kilman
Dr. John D. Schettler	Esther W. Nesbin
Virgil L. Bergman	Robert E. Bowman
Robert L. Burton	Marjorie E. Wallace
Howard R. Brubeck	Walter F. Brown
Charles A. Coutts	Mary B. Fulton

Chasey

- g. Mileage at \$.10 per mile to be allowed on all travel authorized when the individual concerned furnishes his own automobile.

Dr. Huber reported that the Honor America Day Rally (REPORT OF was held today at 11:00 a.m., on the Football Field. (SUPERINTENDENT Dr. Huber noted that there were approximately one hundred and fifty persons present for this rally, and it was conducted in a proper manner. Dr. Huber stated that there were some silent protests on the part of some students; however, it was done in a manner which befits the right to decsent.

Mr. Shadle stated that he felt the entire community deserves commendation that two such events could be held at Palomar College without disruption. Mr. Shadle stated that this appears to be one of the few places where free speech is possible.

Dr. Huber stated that the Spring Sports Award Banquet will be held Thursday, May 27, at 6:30 p.m., in the Student Union.

Dr. Huber announced that the Associated Student Government Awards program will be held Wednesday, June 2, at 6:30 p.m., in the Student Union and reminded the Board that the Theatre Arts Department will continue to perform its final play THE EGG, Thursday, Friday, and Saturday nights, May 27, 28, and 29.

Dr. Huber stated that finals begin on June 3, and Commencement will be held Saturday, June 12, 2:00 p.m., in the Dome.

Mr. Michael Curran, Advisor to the proposed Palomar College Athletic Association, addressed the Board indicating that because of the time factor involved, he would ask that the Board review the proposed constitution that was distributed to the members of the Board earlier in the evening. Mr. Curran stated that because the proposed club must establish its budget prior to the end of the year, as well as hold organization meetings, it is essential that the Board approve of it as soon as possible so that it can begin to function. Dr. Huber explained to Mr. Curran, that the Board, at its last meeting, felt that a recommendation regarding this proposed organization should be forthcoming from the Administrative Council, as well as other appropriate bodies, prior to its making a decision.

Dr. Huber noted that the Administrative Council is representative of the classified, the faculty, the Faculty Senate, and Administration. Dr. Huber stated that if Mr. Curran would provide sufficient copies of the organization's constitution to him, the Administrative Council could review it and take action at its meeting scheduled for June 2. This recommendation could then be presented to the Governing Board at its meeting to be held June 8. After considerable discussion regarding the intent of the organization, the Board concurred that the constitution should be presented to the Administrative Council for its consideration and recommendation prior to it being brought before the Board for final action.

The meeting convened in Executive Session at 10:10 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:25 p.m. (EXECUTIVE SESSION)

MSC Jaques, Shadle

RESOLUTION 70-3150

BE IT RESOLVED, That the resignation of Mrs. Marilyn Hawkins, Instructor, Nursing Education Department, effective June 12, 1971, be accepted. (Accept resignation; Mrs. M. Hawkins)

MSC Olmstead, Jaques

RESOLUTION 70-3151

BE IT RESOLVED, That the employment of Mrs. Suzanne Berard, as Instructor, Dental Assisting Program, for the academic year 1971-72, be approved. (Approve employment; Mrs. Suzanne Berard)

MSC Jaques, Olmstead

RESOLUTION 70-3152

BE IT RESOLVED, That the employment of Mrs. Marianne Gelles, as Instructor, Nursing Education Department for the academic year 1971-72, be approved. (Approve employment; Mrs. Marianne Gelles)

MSC Olmstead, Shadle

RESOLUTION 70-3153

BE IT RESOLVED, That the employment of Mr. William Salomone as Instructor, English Department, for the academic year, 1971-72, be approved (Sabbatical replacement).

(Approve employment;
(Mr. William Salomone

MSC Olmstead, Shadle

RESOLUTION 70-3154

BE IT RESOLVED, That the employment of Miss E. Ann Miles, as Instructor, English Department, for the academic year 1971-72, be approved (Sabbatical replacement).

(Approve employment;
(Miss E. Ann Miles

MSC Jaques, Olmstead

RESOLUTION 70-3155

BE IT RESOLVED, That the employment of Mr. George D. Durrant, as Instructor, Art Department, for the academic year 1971-72, be approved.

(Approve employment;
(Mr. George D. Durrant

The meeting was adjourned at 10:30 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
June 8, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Dr. Bruce D. Jaques
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION

PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Student Personnel
Mr. Howard Brubeck, Asst. Dean of Instruction
Mr. Charles Coutts, Asst. Dean of Instruction
Dr. Theodore Kilman, Asst. Dean of Instruction
Mr. Robert Bowman, Dean of Student Activities
Mrs. Marjorie Wallace, Dean of Women

GUESTS:

Mr. A. J. Anderson, Valley Center, Board member elect
Mrs. Lucy Bayne, Escondido, Board member elect
Dr. Anton K. Simson, Poway, Board member elect
Mr. John Tanner, Pres., The Faculty
Mr. Gene Jackson, Chairman, Ad hoc Committee on
Budgetary Procedures
Mr. Frank Martinie, Chairman, Faculty Senate
Dr. Harry Mahan, Chairman, Behavioral Sciences Dept.
Mr. Robert Fullerton, Instructor, Palomar
Mr. Vernon Barker, Instructor, Palomar
Mr. Byron Gibbs, Counselor, Palomar
Miss Martha Lehr, Counselor, Palomar
Mrs. Margaret Parry, C.S.E.A.
Mrs. Lou Burnett, C.S.E.A.
Mrs. Emily Acker, Patrons of Palomar
Mrs. Bonnie Tucker, Pres., Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Charlene Parsons, San Marcos
Mr. J. D. Hodges, Escondido
Mr. Terry Reiff, Escondido
Mrs. Kay Ricks, Escondido
Mrs. Sue Emery, Escondido Times-Advocate
Mr. Scott Boyles, Administrative Assistant

Following the salute to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Dr. Huber reported that his office rechecked the tape of the meeting of May 11.

Dr. Huber reported, in reference to Dr. Jaques' question raised regarding the Minutes of May 11, that his office has rechecked the tape and a "no" response was given by Dr. Jaques and Dr. Loomis in answer to Mr. Martinie's statement regarding the Learning Center position being changed from classified to certificated and whether this occurred in Executive Session (last paragraph, Page 5, Minutes, May 11, 1971). Dr. Huber noted that the Legal Minutes will be corrected to indicate the response by Dr. Jaques and Dr. Loomis. It was

MSC Loomis, Shadle

RESOLUTION 70-3156

BE IT RESOLVED, That the Minutes of the Regular Meeting held May 11, 1971, be approved as amended to include the negative response by Dr. Jaques and Dr. Loomis. (Approve Minutes; (as amended, (May 11, 1971

Dr. Loomis stated that there is a correction on page 24 of the Minutes of May 25, 1971. The second sentence, second paragraph of page 24, should be changed to read as follows: "Dr. Loomis noted that it is a majority of the Board, not a majority of those present who must take action in order to conduct any business." Board concurred; it was

MSC Loomis, Olmstead

RESOLUTION 70-3157

BE IT RESOLVED, That the Minutes of the Regular Meeting held May 25, 1971 be approved as corrected. (Approve Minutes; (May 25, 1971, (as corrected

Mr. Frank Martinie, Chairman of the Faculty Senate, stated that the Board, in Executive Session, will be considering the appointment of two new department chairmen and reported that the Senate has considered these matters and has confirmed the decision made by the departments in each case.

(Report of the (Faculty Senate

Mr. Martinie reported that the Senate has disregarded its policy regarding selection of department chairmen and will, in the Fall, be preparing new procedures in line with the selection procedures that the departments themselves now follow. Mr. Martinie stated that the Senate is confirming the fact that the departments, whose chairmen will be appointed by the Board in Executive Session, did in fact, follow the guidelines for selection of department chairmanship as adopted by the Governing Board.

Mrs. Bonnie Tucker, President of the Patrons of Palomar College, reported on the Patron's financial contribution which was made to students and the College during the past year. The funds have been disbursed as follows: Fifty dollars (\$50) to Alpha Gamma Sigma; Five hundred dollars (\$500) to the Student Work Aid Fund; One hundred dollars (\$100) to the Palomar College Forensics Team; Fifty dollars (\$50) to the United Native Americans; One hundred and twenty-five dollars (\$125) to the Chamber Singers. Mrs. Tucker further reported that the Patrons have also given three one hundred dollar (\$100) scholarships to high school seniors who will be attending Palomar College in the Fall; three one hundred dollar (\$100) scholarships have been given to returning sophomores at Palomar College; a fifty dollar (\$50) Nursing Scholarship has been increased to two hundred dollars (\$200); and three two hundred dollar (\$200) scholarship which are given to on-going sophomores have been increased to three hundred dollars (\$300). Mrs. Tucker stated that this year, the Patrons will have given a total of \$2,525 to the College and to Palomar College students.

(Report of the
Patrons of
Palomar College)

Mrs. Tucker introduced Mrs. Emily Acker, newly elected President of the Patrons of Palomar, who will take office in July.

Dr. Huber noted that there was no representative present from the Associated Student Government to report.

(Report of the
A.S.G.)

Dr. Huber introduced Dr. Harry Mahan, Chairman of the Behavioral Sciences Department at Palomar College.

(COMMUNICATIONS:
Presentation by
Dr. Harry Mahan)

Dr. Mahan stated that he has written a letter to Dr. Huber regarding his use of instructional technology in presenting the introductory course in General Psychology to the students at Palomar College and was reporting on this project for the Governing Board's information.

A copy of Dr. Mahan's letter was distributed to the members of the Governing Board along with a manual which explained in more detail his project entitled Project Socrates. It was noted that after five years of experimentation, the course was reclassified from experimental to operational in the Fall of 1970 with the enrollment limited only by the number of students who wished to take the course. Considerable discussion was held regarding Project Socrates and the non-punative grading system by which it is operated. Dr. Jaques requested that a report be presented to the Governing Board at its next meeting regarding the non-punative grading system.

Dr. Huber reported that the Palomar College Development Foundation, at its meeting held May 13, adopted the following resolution:

"BE IT RESOLVED, That the Palomar College Development Foundation address a letter to the Board of Trustees of the Palomar Community College District expressing its interest in an auditorium. FURTHER, it is recommended that the Board of Trustees explore the possibility of constructing said auditorium at Palomar College and investigate the feasibility of a joint powers agreement with the political subdivisions in the area for funding purposes."

Dr. Huber stated that the Foundation has indicated to the Board, in its resolution, that it is interested in the auditorium and the possibility of it being located at Palomar College and that perhaps it also be a center for the North County area. Dr. Huber noted that the Foundation realizes that the District could not totally fund such a project alone and suggests that the District might join with the various cities in the area for the purpose of jointly funding for an auditorium, Dr. Huber stated that it is the feeling of the Foundation that exploration should be made with County Counsel to ascertain information about a joint powers agreement and to also meet with city officials and other interested persons to discuss this possibility. Dr. Huber stated that this matter is being presented at this time for the Board's information. Dr. Huber noted that the Foundation will be meeting again this summer to discuss other projects that it is interested in and to also explore the possibility of fund raising so that monies will be available for needed projects at Palomar College.

Dr. Huber stated that the Foundation is hoping that the Board will express an interest in this project and would perhaps want to pursue it with the members of the Development Foundation.

Mr. Shadle suggested that the Foundation should also try to obtain support from the two existing music groups in Escondido and Oceanside. Mr. Shadle stated that he felt there was probably room for one good auditorium in North County but probably not two, and if both groups could reach an agreement as to where it would be and how it would be operated, there would probably be a lot of private support, as well as public support, for this project.

After brief discussion, Mr. Kornhauser requested that Dr. Huber explore this matter in more detail and report at a later meeting as to what interest there is in this project. Mr. Kornhauser further suggested that members of the Board might wish to meet with the Foundation to further discuss this matter.

Mr. Kornhauser noted that Mrs. Kay Ricks, former President of Escondido League of Women Voters, was present in the audience and would be observing the Governing Board meetings.

Dr. Huber introduced Mr. John Tanner, President of The Faculty and Mr. Gene Jackson, Chairman of the Ad hoc Committee on Budgetary Procedures.

(OLD BUSINESS:
(Guiding Principles
(for the Budgetary
(Process

Mr. Tanner: Last week, at a special Faculty Meeting held June 1, The Faculty voted (a majority vote of the entire Faculty) to support the Guiding Principles for the Budgetary Process. The Board has received a copy of this document. In addition, The Faculty, pending Board approval of the Guiding Principles for the Budgetary Process, passed a motion that members of the Budgetary Committee who were elected in May 1970 be asked to serve out their term, and likewise elected two new members to fill the recently expired terms of faculty members on the Budgetary Committee. With that, I will turn any discussion that you might have over to Mr. Gene Jackson, Chairman of the Ad hoc Committee.

Mr. Jackson: After the last Board meeting, in keeping with the desire of the Board, the Ad hoc Committee, plus Mr. Kornhauser and Dr. Simson, met to discuss the points raised by the Board. The document that you have in front of you is hopefully, a successful effort to resolve those questions. The major change, of course, is the addition of paragraph eight (8). I am sure you have noted that that was previously the bone of contention in what was then the last portion of paragraph two (2). As I understood the Board's objection or questions raised at the last meeting, the statement "no new staff positions or other replacements will be filled or created before May 1 without concurrence of the Budgetary Committee," was not satisfactory to the Board because it precluded Board action unless there were machinery built into these guidelines which would permit this to take place. I think that paragraph eight (8) now does that. The other change is in paragraph six (6), and it was the feeling that the wording that you have now would meet the questions raised at the last Board meeting. The Ad hoc Committee discussed the results of the meeting with Dr. Simson, Mr. Kornhauser and Dr. Huber and agreed that this document should be put to The Faculty. It was put to The Faculty; there were questions raised by The Faculty, but the final action by The Faculty was to endorse this set of principles and send it to the Board for its consideration.

Mr. Kornhauser: As an ex-officio member of the Committee, I can testify that a good deal of work and discussion went into the wording of this document and the thinking behind the wording. I am personally satisfied that we now have a good document. It does, I think, what everyone wants it to do, and I recommend it to the Board.

Dr. Loomis: I would like to ask President Huber and Dean Bergman if they feel the document is workable and if they are satisfied with it?

Dr. Huber: Yes.

Dean Bergman: Yes.

Dr. Loomis: This document is not going to tie your hands in any way?

Dean Bergman: No sir, I think it is an improvement.

Dr. Loomis: I have no objection to it.

Mr. Shadle: I'll move approval, Mr. Chairman.

Mr. Olmstead: I will second it.

Mr. Kornhauser: Is there any further discussion?

Dr. Jaques: I am satisfied with my objections raised at the last meeting. I am wondering about the last sentence (paragraph 8). It seems to me that late in the budget year, changes appear that must be made in the budget. I am wondering if this requirement of one week notice will be of any problem.

Dr. Huber: I had a brief preliminary discussion with Mr. Martinie, who will be representing The Faculty and the Budgetary Committee this summer, and I think hopefully, we will be able to work with this "week" period.

Mr. Kornhauser: I might add, that this date seems to be satisfactory to everyone concerned. I want to point out that we can try this for one year and if it proves to be unsatisfactory, then we always have the option of revising it.

Mr. Bergman: I think, in answer to Dr. Loomis' question, that the unresolved problem is the May 1 date, but in all practicality, we will resolve this, and Mr. Martinie agrees, before the last Board meeting in March.

Mr. Jackson: Simply for the record; at this point, there are no faculty representatives to the Budgetary Committee. There won't be until after the Board takes action on this document; so Mr. Martinie may or may not be acting this summer. My first action, following Board action on this document, assuming it's favorable, will be to convene the Budgetary Committee for the purpose of electing a chairman for next year and to elect his representative to the Board over the summer.

It was (following is a repeat of the motion made earlier in the meeting):

MSC Shadle, Olmstead

RESOLUTION 70-3158

BE IT RESOLVED, That the Guiding Principles for the Budgetary Process, be adopted. (Copy of document attached to Legal Minutes).


(Adopt Guiding Principles for Budgetary Process)

Mr. Tanner: I would like to thank the members of the Board for their consideration. I would like to particularly thank, on behalf of The Faculty, Mr. Kornhauser and Dr. Simson, who devoted a great deal of time toward this document.

Dr. Huber stated that the Board has received a copy of the Palomar College Student Athletic Association Constitution, and it is felt that the questions raised at the last meeting of the Board have been answered in the constitution. Dr. Huber reported that the Student Assembly has approved of its formation; the Administrative Council has also approved of its formation, and the Faculty Senate has indicated that it does not feel that it is necessary that the Senate take any formal position on the organization. The constitution, as presented, does represent a student organization which will assume the responsibility for the trust fund which the Board has already designated to be established from income from athletic events.

(Proposed Palomar
(College Athletic
(Association

Mr. Kornhauser inquired if the budget of the proposed organization would go through the Budgetary Committee and other appropriate channels. Dr. Huber stated that it would not; the Associated Student Government budget is not reviewed by the Budgetary Committee, and there is no provision that this particular budget should go through that body.

Mr. Olmstead suggested that the Constitution should be amended to indicate that all checks, allocating monies from the trust fund, are to be counter-signed by the Business Office.

Mr. Olmstead further requested that a provision be included for the bonding of this organization's treasurer.

Dr. Schettler stated that any person on campus who is handling public funds is automatically covered by a blanket bond provided by the District's insurance company.

Mr. Olmstead stated that he felt the Board should take specific action in turning the control of the trust fund over to the proposed Palomar College Athletic Association. Mr. Olmstead stated that simply approving the constitution, and thus, authorizing the organization to administer the trust fund, was an indirect way of doing it and would not be appropriate.

Dr. Jaques questioned item "d," Article II, which states that one of the organization's objectives will be "to administer a trust fund of the gate receipts accrued from athletic contests as provided for in Board policy." Dr. Jaques stated that he did not feel that this was correct; the organization would not administer the trust fund; it may well prepare a budget and suggest that part of all this money go toward certain activities, but the original intent was not that it would be up to the Board to approve of a budget which would effectively distribute funds for some of the activities that monies are needed for, and that cannot legally be funded for by District monies.

Considerable discussion was held regarding the intent of the organization and whether funds would or would not be totally controlled by this organization. It was noted that the Governing Board has the ultimate decision in approving or disapproving the organization's budget and could, at that time, make appropriate suggestions for the distribution of the funds if the Board was not satisfied with the budget as presented by the organization.

Dr. Loomis questioned whether or not this organization was actually necessary and inquired as to how the Administration had planned to administer the trust fund which had been established by the Board prior to the establishment of the Palomar College Athletic Association.

Mr. Shadle stated that he was always under the impression that the Associated Student Government was going to handle the trust fund and noted that he was quite surprised when the Palomar College Athletic Association was established. Mr. Shadle stated that it seemed to him that the Budgetary Committee and this proposed organization are at cross purposes relative to who is to handle most of these funds.

Mr. Kornhauser requested Dr. Huber to provide further information regarding the proposed organization to the members of the Governing Board. It was

MSC · Olmstead, Loomis

RESOLUTION 70-3159

BE IT RESOLVED, That the resolution regarding the establishment of the Palomar College Athletic Association as a student organization be tabled.

(Table resolution
(regarding the
(Palomar College
(Athletic Association

Dr. Huber reported that he met yesterday (June 7) (Establishment of with Mrs. Lucy Morissette, Legal Office, County (Trustee Areas Department of Education regarding the matter of establishment of trustee areas. Dr. Huber stated that Mrs. Morissette noted that there is considerable lack of information about the establishment of trustee areas because of the "one man-one vote" principle. Dr. Huber reviewed the following points regarding this matter:

1. The one man-one vote principle does apply, except if trustees are elected at large (instead of by the electors of the individual trustee area, it may be that the principle does not apply. County Counsel will have to render a decision on this.) It is also true that population will have to be checked every two years in order to insure proper representation.
2. The easiest division for trustee areas is by school district, and this would mean that someone from the District must go to the County Registrar of Voters and tabulate the population of the individual school districts. This information is not available except by totaling up census tracts within the school districts. This means that after this is done, then the Governing Board may determine how many representatives should be from Fallbrook Union School District, Vista Unified, Escondido Union School District, and Poway Unified.
3. The petition should identify the trustee areas in legal terms and the number of trustees for each area or, in the case of using school districts, it could be one from each district plus three at large; and the petition should also request an increase in the membership of the Board from five to seven. The Governing Board could request the County Office to do this; however, they have informed the District that they are tied up in unification studies and that they would be unable to make such a study for some time. Therefore, they recommend that the District go ahead and prepare the petition.

Dr. Huber reminded the Board that once a petition is prepared and presented to the County Board of Education, the County Board will hold a hearing on the trustee areas and on increasing the membership on the Board from five to seven. The County Board of Education can either approve or disapprove of the plan. If it approves of the plan, an election is call for.

Dr. Huber noted that there is much confusion regarding trustee areas because of the one man-one vote principle. Dr. Loomis inquired as to how this was handled in the San Diego City Schools. Dr. Huber stated that it was reported yesterday by the County that San Diego City Schools and Mountain Empire are both having a problem and determination is presently being made as to whether these districts are, in fact, meeting the one man-one vote principle.

Dr. Jaques suggested that perhaps Dr. Huber should request County Counsel to clarify the one man-one vote principle. Dr. Loomis concurred.

Mr. Shadle stated that he felt the Board should assume that the one man-one vote principle does apply; and if the Board is interested in increasing the Board membership to seven and having seven districts, it should have someone draw the district boundary lines. Mr. Shadle stated that he felt the Board could be safe in assuming that there is no legal problem in doing that.

Mr. Kornhauser stated that it would seem to him that the District should have clarification and an opinion from County Counsel on the exact application of the one man-one vote principle to the problems that the District is raising; and until that is obtained, there would be no point in drawing boundary lines.

Discussion was held regarding the possibility of obtaining the population figures from the census tracts available at the Registrar of Voters Office and establishing seven districts according to the present population. Mr. Shadle noted that if this were done, two or more of the incoming Board members might possibly be from the same district; however, provision could be made for this.

Mr. Anderson, Board member-elect, stated that it was his opinion that even if the Board were able to do this tomorrow, he could see no reason for spending \$12,000 for an election at this time. Mr. Anderson stated that he could not see any benefit to the school, the students or the taxpayer in holding this election. Mr. Anderson stated that he felt that it behooved those who would like trustee areas established to come up with some sizeable number on a petition indicating that they actually want this done.

Mr. Anderson stated that he felt if there are interested citizens in the area that want trustee areas, they should come up with a plan and submit it and let the Board and the Administration get on with more important matters.

Dr. Simson, Board member-elect, stated that his only comment would be that it seems that there is a feel of urgency that prevails that should not prevail. Dr. Simson stated that he felt there were many sides to the matter, but he did not feel that there was any great urgency in drawing boundaries at this time.

Mrs. Lucy Bayne, Board member-elect, stated that she agreed with Dr. Simson and that she also felt that it doesn't make any difference to a Board member as to which community he comes from. Mrs. Bayne stated that she felt the Board member is concerned with the entire District and not just a specific community or area.

Considerable discussion was held regarding the pros and cons of establishing trustee areas. Mr. Kornhauser inquired if the Board wished to direct Dr. Huber to obtain an opinion from County Counsel regarding the one man-one vote principle. Mr. Shadle pointed out that in County Counsel's letter of May 11, 1971, it indicated that "it is clear that the number of members on the district governing board may be increased from five to seven and, subject to the one man-one vote principle, appropriate trustee areas may be established." Mr. Shadle stated that he felt County Counsel has already indicated that this District is required to follow the one man-one vote principle when members are elected by districts.

Mr. Kornhauser inquired as to what action, if any, the Board wished to take in this matter.

Dr. Loomis pointed out that this matter was presented for information only and suggested that the Board proceed with the agenda.

Dr. Huber reported that the draft of the preliminary budget for 1971-72 basically remains unchanged at the present time, although, there could be factors which might change it between now and June 22 when the Board will be asked to approve of a Preliminary Budget for 1971-72.

(Draft of
(Preliminary
(Budget 1971-72

Dr. Huber stated that the Board has been provided with information relative to the employee benefits program, and it is felt that this should perhaps be considered by the Board and some indication given to the Administration as to the direction in which it should proceed.

A Summary of Employee Benefits Programs for 1971-72 was distributed to the members of the Governing Board and reviewed by Dr. Huber.

Dr. Huber reported that legislation has been introduced relative to federal unemployment compensation insurance; and if this legislation is approved, it would mean a considerable outlay on the part of the District. If approved, it would probably also require legislation to make it a part of the permissive tax (so the Board could levy) to cover this federal unemployment insurance. Dr. Schettler stated that, at present, the federal unemployment compensation insurance act is in effect throughout the nation at private colleges and universities, but has not been applicable to the community colleges in California. However, in the present State legislature, there are a number of bills which would require community colleges to subscribe to this federal act. If it were to do so, it would cost this District \$71,812. Under the present laws, unless amended, this money would have to come out of the general operating funds; the present law would not permit a permissive override tax to be established to cover this.

Mr. Kornhauser inquired as to what the Administration's feeling was regarding whether this will come about or not. Dr. Huber stated that he met with the San Diego County Administrators yesterday, and it was the general feeling that the legislation would not be approved. Dr. Huber stated that he had no further information regarding this matter at this time.

Dr. Huber stated that the other matter which should be considered by the Board, until definite word is received regarding the federal unemployment compensation insurance act, is the request by the faculty and classified staff that dependents be included on health and medical benefits only. Dr. Huber noted that the present tax which is being levied on the permissive tax is 5.9 cents; to include dependents (both classified and certificated) for health and medical coverage, the permissive tax would have to be increased to approximately 6.8 cents.

Dr. Huber noted that Palomar is one of very few districts in San Diego County that is not now including dependents on health and medical benefits. Dr. Huber stated that the rate for this coverage, which has been presented by the insurance company, is a very good rate.

Mr. Olmstead stated that it is his feeling that consideration regarding health and medical coverage for dependents should be held over and considered after the first of the fiscal year. Mr. Olmstead stated that salaries will be considered after July 1, and there is no reason why the two matters could not be discussed and considered at the same time. Mr. Olmstead stated that he would prefer to withhold any enhancement of the insurance program until that time.

Dr. Huber stated that the Preliminary Budget for 1971-72 will be presented for adoption on June 22; the final Budget will be presented for adoption on August 5.

Dr. Loomis inquired if this benefit could be added between June 22 and August 5 if the Board so desired. Dr. Huber stated that it could be. Dr. Loomis stated that there will be a new majority of the Board taking office on July 1, and he felt this matter should be deferred until the new Board has taken office.

Mr. Martinie stated that the reason this benefit request was presented to the Board at this early date was so the Board would have ample time to consider it fully and carefully. Mr. Martinie further pointed out that the faculty is supporting only the request for health and medical benefits for dependents. It is the feeling of the faculty that they do not wish the Board to consider, at this time, any kind of compensatory plan for those who do not have dependents. Mr. Shadle inquired if Mr. Martinie felt that those employees who do not have a family or have other provisions for their family, perhaps through other employment, might later want something in a compensatory plan; would this not be the next step? Mr. Martinie replied it would.

Dr. Huber stated that the Administration feels that this is an appropriate type of action that the Board should consider.

Mr. Kornhauser polled the Board as to whether it felt that the matter of health and medical coverage for dependents should be considered at this time. The Board concurred that this matter should not be included in the preliminary budget at this time, and further discussion can be held after July 1.

Dr. Huber reported that the Preliminary Budget, which will be presented for adoption on June 22, will contain an undistributed reserve figure of approximately \$600,000. (The budget draft indicates an undistributed reserve amount of approximately \$423,000). Dr. Huber stated that the \$600,000 amount is beyond the current computation of income available for the undistributed reserve, but permits the Board to later make budgetary transfers if the State makes additional income available.

Dr. Huber reported that present law provides that (NEW BUSINESS: military personnel and foreign students may be exempt from the non-resident tuition fee. The Board of Governors of the California Community Colleges has increased the non-resident fee (out-of-state tuition) from the figure of \$450 (maximum) to a maximum of \$900 for the 1971-72 school year. Dr. Huber stated that local governing boards have the power to exempt military personnel and foreign students from this fee. Until the 1970-71 school year, the Governing Board had always exempted foreign students; however, last year, the Board decided that it would make the charge to foreign students (said charge being a maximum of \$450 per year). Dr. Huber stated that the Administration is recommending that the Board, instead of allowing the present levy of \$900 to apply to foreign students, maintain the figure of \$15 per unit, which would be, if the student took a total of 30 units during the school year, a total of \$450. Dr. Huber stated that it is the opinion of the Administration that if the \$900 maximum figure is maintained, there will be very few, if any, foreign students attending community colleges. Dr. Huber emphasized that the presence of foreign students on this campus has provided benefits beyond any measure that could be provided otherwise. Miss Martha Lehr, Advisor to the International Students, explained the present policy regarding admission of foreign students to Palomar College. Miss Lehr also emphasized the benefits that are derived by Palomar College from the presence of foreign students.

Mr. Shadle inquired if this matter had been considered by the Budgetary Committee? Mr. Gene Jackson stated that this matter had not come before the Budgetary Committee; however, speaking as an individual, Mr. Jackson noted that it has been his experience that these students bring a great deal to the campus. After further discussion, it was

MSC Loomis, Olmstead

RESOLUTION 70-3160

BE IT RESOLVED, That the tuition fee for non-resident foreign students be established at \$15 per unit effective July 1, 1971.	(Establish tuition (fee for non-resident (foreign students
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Dr. Huber stated that the Board has received a copy of the 1970 Accreditation Year End Report, which contains the taped remarks of a meeting held on March 3, 1971. This meeting was held for the purpose of evaluating the recommendations made by the Accreditation Team following its visit on October 27, 28, and 29, 1970. Mr. Virgil Bergman, Dean of Instruction, and Mrs. Rita White, Chairman of the Accreditation Committee, reviewed the document as presented to the Board.	(Accreditation (Report: (Review and Analysis
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It was noted by Dean Bergman that a yearly evaluation of the Accreditation Team's recommendations will be made; and hopefully, this will be of considerable value when it is again time to prepare for another accreditation visit. Considerable discussion regarding the report and the evaluation which was made by those present at the meeting of March 3 was held.

Mr. Shadle suggested that a copy of the 1970 Accreditation Year End Report, as presented to the Board, be sent to the members of the Accreditation Team with a request that they comment on this follow-up report. Dr. Huber stated that he felt this would be appropriate and very helpful in further evaluation of the Team's recommendations.

Dr. Huber noted that the Board has received a copy of a Survey of Facilities and Feasibility Study, which was prepared by the District's architect. Dr. Huber stated that this survey was conducted at the request of the Board.

Dr. Schettler reviewed in detail the architect's recommendations regarding future campus lighting. Dr. Schettler also distributed a map which indicated the proposed site for additional lighting. Dr. Schettler stated that the following outdoor lighting units have been recommended by the architect for installation:

Parking Lots: 9 units

Traffic Areas: 43 units

Walk-way: 39 units

Equipment for lighting control: 1 unit

Dr. Schettler stated that the (above) architect's recommendations are more than the District could possibly afford during 1971-72. The budget, as being studied, now contains three areas where some funds will be available for implementing some of the improvements as recommended. Dr. Schettler stated the remaining improvements would be continued over three budget years. Dr. Schettler stated that in terms of the parking lots and traffic areas, the source of funds that would be most appropriate would be from the student parking fee. The Administration is suggesting that the walkway lights be developed by funds from the Community Services account. Dr. Schettler noted that current budget, as proposed, contained approximately \$15,000 for improvement of the lighting for the next fiscal year.

After considerable discussion, it was suggested that the following priority should be considered for the installation of lighting fixtures during the 1971-72 fiscal year:

1. Install additional "Sky-Cube" lighting fixture in the northwest parking lot;
2. Install lighting fixture in Parking lot "A" and "B" (in front of the Administration Building and Library);
3. Install lighting fixtures along walk way which runs through the center of the campus.

Dr. Schettler stated that there is also considerable information in the Survey which relates to capital expenditures. The information relates to the Library, the Art Department expansion, Industrial Technology, the Humanities Building and particularly Room P-32, Physical Education, and parking of automobiles.

Mr. Kornhauser stated that he felt the entire Survey should be studied in more detail and priorities established. Mr. Kornhauser further stated that he would suggest that the Board delay any further discussion regarding this matter until the newly elected Board members are in office, and at that time, it would be appropriate to appoint one or two members of the Board to work with Dr. Schettler and the District's architect in establishing suitable priorities. Board concurred.

Mr. Kornhauser stated that the entire Board would like to extend its personal appreciation for the contribution which has been made during the past year by Mrs. Bonnie Tucker, President, and the Patrons of Palomar College. It was

MSC Jaques, Loomis

RESOLUTION 70-3161

BE IT RESOLVED, That the Governing Board of the Palomar Community College District recognize and acknowledge the contribution of Mrs. Bonnie Tucker, President, and the 1970-71 Board of Directors of the Patrons of Palomar College toward the improvement and development of this institution.

(Recognize
(contribution made
(by Patrons of
(Palomar College
(during 1970-71

Dr. Huber noted that the Board has been presented with a report relative to the revolving cash fund. Dr. Huber stated that previously this fund has been maintained at \$300, but because of the amount of turn-over involved, the auditor, as well as the Administration, would recommend that the revolving cash fund be increased from \$300 to \$500. It was

MSC Loomis, Shadle

RESOLUTION 70-3162

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize that the revolving cash fund be increased to Five Hundred Dollars (\$500.00).

(Authorize increase
(in Revolving Cash
(Fund to \$500

Mr. Shadle inquired if the proposed Agreement for Use of Facilities with the Escondido Union High School District is the same as it has been in past years. Dr. Huber replied that it was. It was

MSC Jaques, Loomis

RESOLUTION 70-3163

BE IT RESOLVED, That the Agreement for Use of Facilities with the Escondido Union High School District, for the use of Memorial Field, for the school year, 1971-72, be approved.

(Approve Agreement
(for Use of
(Facilities;
(Memorial Field

MSC Olmstead, Shadle

RESOLUTION 70-3164

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel
(expenses;

a. Transportation (mileage), meals, registration fee to attend 1971 Business Outlook Conference, San Diego, \$33.50;

(Robert Woodward
(E. H. Stroot
(Carl Senge

b. Meals, to attend Beta Gamma Sigma Annual Banquet, Hanalei, San Diego, \$6;

(Mary P. Anderson

c. Meals, to attend California Business Education Association Meeting, LeBaron Hotel San Diego, \$5.75.

(Brian Michaelson

Dr. Huber reported that there has been no change since last year in the Interdistrict Attendance Agreements with San Diego Community Colleges and MiraCosta College, and the Administration would recommend approval of both Agreements. It was

MSC Loomis, Shadle

RESOLUTION 70-3165

BE IT RESOLVED, That the Interdistrict Attendance Agreement with the San Diego Community College District for the school year 1971-72, be approved.

(Approve Interdistrict Attendance Agreement, (San Diego Community Colleges, 1971-72

MSC Loomis, Shadle

RESOLUTION 70-3166

BE IT RESOLVED, That the Interdistrict Attendance Agreement with the Oceanside Carlsbad Junior College District (MiraCosta College), for the school year 1971-72, be approved.

(Approve Interdistrict Attendance Agreement, (MiraCosta College, (1971-72

The Report of Budgetary Balances as of May 31, 1971, was reviewed by Dr. Schettler.

(FINANCIAL REPORTS: (Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of May 1971, was noted.

(Report of (Collections

The Report of Use of Facilities by Outside Organizations during the month of May 1971, was noted.

(Use of Facilities

The Report of Expenditures, Revolving Cash Fund as of May 1971, was reviewed.

(Report of (Revolving Cash Fund

MSC Shadle, Olmstead

RESOLUTION 70-3167

BE IT RESOLVED, That Purchase Orders numbered 3893 through 4118, except for those marked "reserved" be approved.

(Approve Purchase (Orders

MSC Olmstead, Loomis

RESOLUTION 70-3168

BE IT RESOLVED, That Salary Warrants
numbered 26 and 27, be approved.

(Approve Salary
Warrants)

MSC Olmstead, Loomis

RESOLUTION 70-3169

BE IT RESOLVED, That Expense Warrants
numbered 793742 through 794012, be
approved.

(Approve Expense
Warrants)

MSC Shadle, Olmstead

RESOLUTION 70-3170

BE IT RESOLVED, That acquisitions by
donation and purchase, as reported by
the Librarian for the month of May 1971
be approved and that letters of appre-
ciation be sent to all donors.

(Approve Library
Acquisitions)

Dr. Huber reported that the cost of the last
election (April 20) to Palomar College was
\$5,698.31. Dr. Huber noted that there were
52 precincts, and 52,749 registered voters.
Dr. Huber stated that the reason for the
increase in the cost of the election is be-
cause the new statutes of 1970 require four
members to serve in each election precinct
instead of three.

(REPORT OF
SUPERINTENDENT)

Dr. Huber reminded the Board that Commencement
is scheduled for Saturday, June 12, at 2:00 p.m.,
in the Dome.

Dr. Huber stated that all items in the written
Report of Superintendent, except those concerning
personnel, had been discussed.

Mrs. Martha Fox stated that after President Kornhauser
and Dr. Huber attended the American Association
of Junior Colleges Convention in February and when
the report of this meeting was being made, it was
proposed by Mr. Kornhauser that a conference of
community leaders be held to discuss the concept
of the total environment by which the College operates.
Mrs. Fox inquired as to what progress has been made
toward the development of this conference.

Mr. Kornhauser asked Dr. Kilman, who will be coordinating the conference, to explain the change in planning that has been made.

Dr. Kilman stated that a list of appropriate topics for this conference has been developed and discussion has been held regarding the topics in terms of groups of individuals that might be interested or related to them. It was felt that the College needed enough sufficient time in preparing this conference so that those people who might be interested would be able to attend and could be involved in the planning of the conference. Dr. Kilman stated that it is planned to develop this conference during the summer months and organize a steering committee which will review the ideas that have already been introduced and add to them. It is hoped that the Steering Committee can build a multi-level program which will operate over an extended period of time. This would then function as a kind of community institute which would provide information in two ways; (1) input from the community to provide information to the Board (a great deal of exchange of communication); (2) the conference would end with a final report which would indicate some direction and progress.

Mrs. Fox inquired as to the period of time in which this would all take place. Dr. Kilman stated that it would probably take place over the course of one year.

Mr. Kornhauser stated that after reviewing the direction suggested by Dr. Kilman, it is felt that the entire idea is very much strengthened over the original concept.

Mr. Shadle noted that the idea of districting might be one topic which could be discussed during this conference.

The meeting convened in Executive Session at 10:20 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:55 p.m.

(EXECUTIVE SESSION)

MSC Loomis, Shadle

RESOLUTION 70-3171

BE IT RESOLVED, That the resignation of Mrs. Ruth Frederick, Senior Clerk-Typist, Business Office, effective June 30, 1971, be accepted.

(Accept resignation;
(Mrs. Ruth Frederick

MSC Olmstead, Shadle

RESOLUTION 70-3172

BE IT RESOLVED, That the employment of Mr. Juan P. Fanes as Instructor, Multi-Cultural Studies/Chicano Studies, for the academic year 1971-72, be approved.

(Approve employment;
(Mr. Juan P. Fanes,
(Multi-Cultural
(Studies

MSC Loomis, Jaques

RESOLUTION 70-3173

BE IT RESOLVED, That the appointment of Mr. Edwin Groschwitz as Chairman of the Chemistry Department, for the academic year 1971-72, be approved.

(Approve appointment;
(Mr. Ed Groschwitz,
(Chairman, Chemistry
(Department

MSC Olmstead, Loomis

RESOLUTION 70-3174

BE IT RESOLVED, That the appointment of Mr. Russell Baldwin as Director of the Dwight Boehm Gallery, for the academic year 1971-72, be approved.

(Approve appointment;
(Mr. Russell Baldwin
(Dir. of Boehm Gallery

MSC Loomis, Shadle

RESOLUTION 70-3175

BE IT RESOLVED, That the employment of Mr. James Kansas as Senior-Clerk Typist, Business Office, Salary Class No. 27-B, at a salary of \$525 per month, effective June 14, 1971, be approved (replacement).

(Approve employment;
(Mr. James Kansas
(Business Office

MSC Olmstead, Shadle

RESOLUTION 70-3176

BE IT RESOLVED, That the employment of the following persons, as indicated on Page 25 of the Legal Minutes, as supplemental staff (students and extra-clerical) be approved.

(Approve employment;
(Students and Extra-
(Clerical staff

MSC Jaques, Shadle

RESOLUTION 70-3177

BE IT RESOLVED, That the employment of Mr. Howard Don Small as Instructor, half-time, Music Department, for the academic year 1971-72, be approved.

(Approve employment;
(Howard Don Small,
(Music Department

MSC Loomis, Olmstead

RESOLUTION 70-3178

BE IT RESOLVED, That the following Classified Personnel, as indicated on Page 26 of the Legal Minutes, be re-employed for the 1971-72 school year.

(Approve re-employment
(of Classified Staff

The meeting was adjourned at 11:08 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

MINUTES
PALOMAR COMMUNITY
COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
June 22, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Dr. Bruce D. Jaques (Roll Call)
Mr. Richard J. Kornhauser, President
Dr. Richard A. Loomis
Mr. Morse Olmstead, Vice President
Mr. Milo E. Shadle, Clerk

ADMINISTRATION PRESENT: Dr. John D. Schettler, Asst. Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Student Personnel
Mr. Howard Brubeck, Asst. Dean of Instruction
Mr. Charles Coutts, Asst. Dean of Instruction
Dr. Theodore Kilman, Asst. Dean of Instruction

GUESTS: Mr. A. J. Anderson, Valley Center, Board member-elect
Dr. Anton K. Simson, Poway, Board member-elect
Mr. Frank Martinie, Chairman, Faculty Senate
Mrs. Rita White, Instructor, Art Department
Mrs. Sharon Skific, C.S.E.A.
Miss Tilly Gonzalaz, C.S.E.A.
Mrs. Charlene Parsons, San Marcos
Mr. J. D. Hodges, Escondido
Mrs. Sue Emery, Escondido Times-Advocate
Mr. Scott Boyles, Administrative Assistant

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

MSC Loomis, Shadle

RESOLUTION 70-3179

BE IT RESOLVED, That the Minutes of the Regular Meeting held June 8, 1971, be approved.

(Approve Minutes;
(June 8, 1971

Mr. Frank Martinie stated that he has been directed by the Faculty Senate to present letters to Dr. Jaques, Dr. Loomis and Mr. Olmstead. Mr. Martinie read the letter which follows:

(Report of
(the Faculty
(Senate

"The Academic Senate of Palomar College has unanimously directed that a letter of appreciation be presented to you upon your retirement from the Board of Governors. We personally are honored to do this.

"Your response to matters brought before the Board by the Senate uniformly demonstrated the honest, sincere, intelligent concern for the good of Palomar College, which commands respect from all segments of the College community. We disagreed sharply on occasion, but never did this appear to diminish your genuine sensitivity to complex educational issues nor your ability to deal wisely and fairly with these issues.

"It is, then, a privilege to address this letter to you on behalf of the Senate, thanking you for the services you rendered to Palomar College."

The above letter is signed by Mr. Gene Jackson, Past Chairman, and Mr. Frank Martinie, Chairman, Academic Senate, Palomar College.

Mr. Kornhauser added that as Dr. Jaques, Dr. Loomis, and Mr. Olmstead are retiring from the Board of Trustees, he would like to state personally, not only how much he appreciated the work that they have done, but also how much he has been able to learn from them. He stated that it has been a very rewarding experience to serve on the Board with these three gentlemen, and while they were already presented with plaques in appreciation of their service, the College would like to also present them with their name plates. Mr. Kornhauser asked everyone to stand in tribute to the three retiring members of the Board of Trustees.

No representative was present to report for the Patrons of Palomar College.

(Report of the
(Patrons

No representative was present to report for the Associated Student Government.

(Report of the
(A.S.G.

Dr. Schettler reported that his office has received a letter from the Department of Justice, State of California, regarding an anti-trust action filed by the State against a list of manufacturers of plumbing fixtures. The suit covers purchases from October 1, 1962 through September 30, 1966.

(COMMUNICATIONS:
(Letter from
(Department of
(Justice regarding
(anti-trust action

Dr. Schettler stated that the Governing Board has the option to give notice to be excluded from the action, said notice to be filed before July 7, 1971, or, if the Board wishes to participate in this action, it must show a claim before August 6, 1971 of all the items and prices of plumbing fixtures purchased directly or indirectly from these firms. Dr. Schettler stated that it is his opinion that it would be a terrific task to identify the purchases during this period, for practically all of these purchases were made indirectly through contractors.

Mr. Kornhauser inquired as to what the estimated amount of purchases would be if the District chooses to participate in this suit. Dr. Schettler stated that during this period of time the District was not involved in a large construction project and the amount of money spent for plumbing fixtures during this four year period would be nominal. After a brief discussion, it was

MSC Jaques, Loomis

RESOLUTION 70-3180

BE IT RESOLVED, That the Governing Board of the Palomar Community College District advise the Office of the Attorney General, Department of Justice, State of California, that it hereby gives notice to be excluded from participation in an anti-trust action filed by the State of California against certain manufacturers of plumbing fixtures, to wit, American Standard, Inc., Wallace-Murray Cork, Kohler Company, Universal-Tundle Corp., Crane Company, Rheem Manufacturing Company, Borg-Warner Corp., and Plumbing Fixture Manufacturing Association.

(Advise Attorney
(General, State
(of Calif., that
(PCCD will not
(participate in
(anti-trust
(action

Dr. Schettler reminded the Board that the matter of the Palomar College Athletic Association was tabled at the last meeting of the Governing Board. It was

(OLD BUSINESS:
(Palomar College
(Athletic
(Association

MSC Shadle, Jaques

RESOLUTION 70-3181

BE IT RESOLVED, That the matter of the Palomar College Athletic Association be brought from the table for further consideration.

Dr. Schettler stated that he felt the main objectives of the Palomar College Athletic Association have been confused with the so-called trust account. He stated that over seventy-five students signed a petition in late Spring to form such an Association, primarily for promoting the interest of athletics on campus and for establishing a means towards which greater cooperation between the several elements of the College community could be focused upon athletic problems. Dr. Schettler stated that he felt the issue of the trust account was a third-order matter, therefore, the proposed Constitution of this Association was being resubmitted with references to the trust account stricken from it and with an addition to the section on amendments, providing that amendments to the Constitution should have subsequent approval of the Governing Board.

Dr. Schettler stated that the gate receipts from athletic events will establish a sum of money for which the Administration and Governing Board will establish a budget. He stated that the essence of this budget will be that approximately \$1,000 will go to support athletic award banquets and any remaining monies will be used to abate expenditure accounts in the general fund which directly relate to competitive athletics. The monies themselves would be deposited in a trust fund of the bank account of the newly established Athletic Association.

Mr. Kornhauser stated that he felt it should be noted that the term "trust account" is now being used instead of the term "trust fund." Mr. Kornhauser stated that he felt the term "trust fund" (which has previously been used) indicates monies that are invested in appropriate investments for the benefit of something; a "trust account" would be interpreted to mean a marked account, restricted, and specified to be used in certain ways, and this term should apply in this instance.

Mr. Olmstead stated that he felt for these funds to be deposited in the bank account of the Palomar College Athletic Association would require specific and separate action on the part of the Board of Trustees. He added that the deposit of funds in this account cannot be assumed by the adoption of the organization's Constitution; this involves two separate issues.

Dr. Loomis stated that he felt where the confusion regarding this proposed organization began was in the original presentation by this group to the Governing Board. At that time, it was presented as though this group was being established specifically to handle the gate receipts derived from athletic events.

Considerable discussion was held regarding the trust account and whether the funds derived from gate receipts of athletic events were in fact District funds, and if so, whether or not the District can deposit a specific amount in a trust account in the name of the Palomar College Athletic Association. Dr. Jaques stated that he felt there was no reason why the Board should not adopt the Constitution of this organization as presented, however, the trust account issue is still very vague.

Dr. Schettler noted that the whole matter of a trust account is a completely new area and has arisen since the adoption of the District-Associated Student Government Budgetary Procedures (adopted by the Board on April 13, 1971) which specifies that the District will assume the financial responsibility for the athletic program. It was again pointed out that the District cannot legally pay for such things as athletic awards and banquets. The proposal to be presented would provide that a portion of the monies (approximately \$1,000) derived from the gate receipts of athletic events will be used to provide for these things and deposited in a trust account in the name of the Palomar College Athletic Association whose officers, countersigned by the Business Office, would be able to disburse the funds. The remaining monies would be used to abate District expenditure accounts which relate directly to athletics.

Dr. Schettler stated that he felt the issue before the Board was the adoption of the Constitution in which reference to the trust account has been removed. He further stated that he felt the trust account issue was a completely separate matter and should be handled by the Board at a future meeting. Dr. Jaques stated that he agreed, noting however, that the issue of the trust account would have to be settled. Dr. Schettler stated that he would obtain a legal opinion from County Counsel regarding the trust account matter for presentation at the next meeting of the Governing Board. It was

MSC Jaques, Olmstead

RESOLUTION 70-3182

BE IT RESOLVED, That the Palomar College Athletic Association be approved as a student organization.

(Approve Palomar
(College Athletic
(Association

Dr. Schettler presented the preliminary draft of the 1971-72 Budget which totals \$5,241,725. Dr. Schettler reviewed the budget indicating that the following items have been included in the preliminary draft:

1. Salary computations are on currently effective salary schedules, with normal advance included.

2. Air Traffic Control Program is included as restricted income and expenditure. Final authorization of funds have not yet been made by the Federal Government.

Mr. Shadle inquired if the Air Traffic Control Program was totally funded by the federal government. Dr. Schettler stated that the program was presented in that way. Dr. Loomis inquired if this program was a common program among community colleges. Mr. Coutts, Dean of Science, Business, and Technology, stated that at the present time there is only one other community college who has this program and it is extremely successful.

Mr. Shadle expressed concern because his first knowledge of the program was from Curriculum Committee minutes which were distributed two weeks ago and the program had not been brought to the Board for approval, nor was the Board involved in its development.

Mr. Bergman stated that this program was long discussed in Curriculum Committee meetings.

Dr. Loomis stated that he did not feel that this was a function of the Governing Board; it is up to the Curriculum Committee and the professional people on this campus to present programs which they believe fit into the needs of the community and that the College can handle.

Mr. Bergman stated that this course has not been submitted to the Board to date for approval because the Administration wanted to be sure that the program could "get off the ground."

Mr. Shadle stated that it seemed to him that the function of the Board should be to be involved in broad policy matters such as where is this institution going; what classes of students are we trying to educate; what community needs are we trying to meet. He further stated that as far as he could recall, the only broad program that the Board had somewhat pledged itself to was the specific development of the para-medical field and there are many needs in that field. Mr. Shadle stated that he felt that the Board should set some guidelines as to what fields it thinks the College should be heading into. He stated that obviously much work has gone into the Air Traffic Control program, but it is completely new to the Board.

Mr. Bergman asked if Mr. Shadle's objection to this program could be specifically pointed out.

Dr. Schettler stated that he felt the Board was objecting to the "strangeness" of an instructional program appearing in a preliminary budget which has had no prior discussion in a Board meeting. Mr. Kornhauser stated that this was exactly the point.

Mr. Bergman stated that the Curriculum Committee has discussed this program during approximately five different meetings, but the Administration was not prepared to submit it to the Board. He stated that it was really premature at this time to present this program. Dr. Schettler added that this program was so recent that there was no local approval at the Curriculum Committee level obtained before the work of the Budgetary Committee was finished. Mr. Shadle noted that since the program is entirely funded by federal funds, then the Budgetary Committee would probably not be concerned.

Mrs. Rita White stated that she was a member of the Curriculum Committee at the time this program (Air Traffic Control) was discussed and there was only a request for one additional personnel to conduct the program in addition to the Aeronautics program that presently exists. Mrs. White stated that she felt the Board should not be concerned as to whether a policy exists if a program is given a grant (federal) for its operation and the program has a great need in the community.

Mr. Kornhauser stated that it will take space to implement this program. Mrs. White stated that as she understood the discussion in the Curriculum Committee meetings, the space for this program will be provided outside of this institution and the program would not assume any additional room load other than what is already available for the present Aeronautics program.

Mr. Shadle stated that he was not objecting to the program. He stated that he was objecting to the Board learning of this program when it is practically adopted and in the budget.

Mrs. White stated that she felt Mr. Shadle probably was reflecting the same feeling that was experienced by the Curriculum Committee when this program was originally presented; practically a ready built program with funds and everything. She pointed out that as an instructor she felt that if someone on this campus suddenly can evolve something, and it does come, and the enthusiasm that it generates is there, and a program can be started, then it is her feeling that hopefully, this could be implemented. Mr. Shadle questioned if Mrs. White would feel this way whether or not it is a program that others think is desirable. Mrs. White stated that everyone on the Curriculum Committee was one hundred percent behind the Air Traffic Control Program; there was no negative vote, and the Curriculum Committee does represent the total thinking of the institution.

Mr. Shadle stated that he did not look upon the Governing Board as a "rubber stamp" for the faculty. He stated that he felt the Board ought to be involved in the broad general planning of programs which this institution is going to bring to the community.

Mr. Shadle further stated that he felt perhaps the Board should be presented with an annual review of proposed programs. He added that he felt it was wonderful that this institution had enthusiastic faculty members who go out and try to come up with programs such as the Air Traffic Control Program, and he would not want to discourage this in any way, however, the Board should be involved at an earlier stage.

Mr. Kornhauser inquired of the members of the Board if they would like to give any instructions to the Curriculum Committee as to future reporting of these matters to the Board.

Mr. Olmstead stated that it would seem to him that if an individual believed that a certain procedure should be adopted, it should be presented to the Board as a written policy matter for consideration.

Dr. Jaques stated that he agreed with Mr. Shadle and felt it would be desirable for the Administration to keep the Board informed of some of these matters as discussed this evening.

Mr. Kornhauser stated that from the comments, he would assume that the Board did not wish to make any specific request of the Curriculum Committee and he requested that Dr. Schettler proceed with his presentation of the preliminary budget.

Dr. Schettler continued to indicate those items that have been included in the preliminary draft of the 1971-72 budget:

3. Health and medical benefits are for employees, according to currently adopted plans.

4. The combination of attendance (ADA) and local assessed valuation of property which seems most likely has been used for income computations.

5. The expected state apportionment has been increased by \$200,000 over the most likely expectation; and has been shown as "restricted." A similar balancing amount has been placed in the Undistributed Reserve.

6. This budget is in balance between reasonably expected income and rigidly controlled expenditures. If expenditures are not well controlled or if tax sources of income are less than shown because of tax delinquencies, then there may be serious financial disorder.

7. The cash-flow needs of the District cannot be met without obtaining an advance on taxes in August of at least \$500,000, the exact amount dependent upon the actual beginning balance on July 1, 1971.

Dr. Schettler reported that the following items are not included in the preliminary draft of the 1971-72 budget:

1. No funds to match Federal contribution for Nursing Education Loans to students.
2. Insufficient funds are included to match Federal contribution for National Defense Student Loans.
3. Funds to cover health and medical benefits for dependents of employees are not included.
4. Classified employees are listed as currently employed without consideration given yet to recommendations of the Cooperative Personnel Service. Funds to cover estimated cost of such re-alignment are included in the budget.
5. No funds are included for district election in 1971-72.
6. No travel expense funds are included for the football team to get to game in Glendale, Arizona in early September (estimated cost \$2,500).
7. No provision has been made for possible increase in District contribution to certificated employee retirement system.
8. No provision has been made for possible inclusion of Federal unemployment compensation insurance.

Dr. Schettler distributed to the members of the Board and the audience a copy of a four page document indicating the general fund expenditures and income for 1971-72. This document was reviewed in detail.

Dr. Schettler also reviewed in detail the preliminary budget of the Bookstore Account and the Cafeteria Account for the 1971-72 year.

Discussion was held regarding the rationale of the Palomar College football team contracting to play an exhibition game (pre-season) with Glendale Junior College, Arizona. Dr. Jaques and Dr. Loomis agreed that if a contract had already been signed, then the District would probably have to honor it. Dr. Schettler stated that the reason funds are not included in the budget is because the Budgetary Committee was unable to find sufficient money for this particular expense, and noted that the Administration would welcome any suggestions that the Board might have.

However, Dr. Schettler recommended that if the game is to be cancelled because of insufficient funds, that this District should notify Glendale Junior College as soon as possible. Mr. Shadle suggested that this specific matter be placed on the agenda for the Board's next meeting. The Board concurred and Mr. Kornhauser requested that the Administration furnish the Board members with the appropriate facts, figures and dates regarding this game for further consideration.

MSC Loomis, Olmstead

RESOLUTION 70-3183

BE IT RESOLVED, That the Preliminary Budget for the 1971-72 College Year be adopted (copy of Budget as adopted attached to Legal Minutes). (Adopt Preliminary Budget for 1971-72)

Dr. Schettler stated that the Administration is recommending that the public hearing on the 1971-72 budget be held Tuesday, August 3, 1971. It was (NEW BUSINESS:

MSC Shadle, Loomis

RESOLUTION 70-3184

BE IT RESOLVED, That the Public Hearing on the Palomar College Budget for 1971-72 be held Tuesday, August 3, 1971, 7:30 p.m., Administration Building, Palomar College. (Public Hearing on 1971-72 Budget to be held Aug. 3, '71)

Dr. Schettler stated that the Administration is recommending that the 1971-72 budget be published in the Poway Chieftain. It was

MSC Jaques, Shadle

RESOLUTION 70-3185

BE IT RESOLVED, That the Palomar College Budget for 1971-72 be published in the Poway Chieftain, Poway, California. (Approve publication of 1971-72 Budget; Poway Chieftain)

MSC Jaques, Shadle

RESOLUTION 70-3186

BE IT RESOLVED, That the Annual Organization Meeting of the Board of Trustees of the Palomar Community College District shall be held Tuesday, July 13, 1971, 7:30 p.m., Administration Building, Palomar College.

(Establish date for
(Organization Meeting;
(July 13, 1971

Dr. Schettler stated that the Board must adopt a certificated salary schedule prior to July 1, and the Administration is recommending at this time that the current schedule, which was adopted November 10, 1970, be adopted for 1971-72. Dr. Schettler reported that the Administration is currently conducting a certificated salary survey to ascertain what other community colleges are proposing to do during 1971-72. It was

MSC Olmstead, Loomis

RESOLUTION 70-3187

BE IT RESOLVED, That the Certificated Employees Salary Schedule, as established by Board action on November 10, 1970, be adopted for the College Year 1971-72. (Copy of Certificated Salary Schedule as adopted attached to Legal Minutes).

(Adopt Certificated
(Salary Schedule
(for 1971-72

Dr. Schettler stated that his remarks regarding the Certificated Salary Schedule would also apply to the adoption of the Classified Salary Schedule for 1971-72. Mr. Shadle inquired if the State Personnel Board has completed its review of the classified staff. Dr. Schettler stated that this report will be presented to the Board at its meeting of July 13, and noted that the report does not involve a salary schedule adjustment but placement of specific positions on the salary schedule as adopted by the Board. It was

MSC Loomis, Shadle

RESOLUTION 70-3188

BE IT RESOLVED, That the Classified Employees Salary Schedule, as established by Board action on August 4, 1970, be adopted for the College Year 1971-72. (Copy of Classified Salary Schedule as adopted attached to Legal Minutes).

(Adopt Classified Salary Schedule for 1971-72)

Dr. Schettler stated that the Administration is recommending that the Board adopt a resolution reserving the right to increase the salaries of both certificated and classified personnel during the 1971-72 year. It was

MSC Shadle, Loomis

RESOLUTION 70-3189

BE IT RESOLVED, That the Governing Board of the Palomar Community College District, in accordance with Education Code Section 13510, reserve the right to increase the annual salaries of certificated and classified personnel during the College Year 1971-72.

(Reserve right to increase salaries during 1971-72)

Dr. Schettler stated that the Administration is recommending that the Board authorize the payment to the architect for his survey of Campus Facilities and Feasibility Study. Dr. Schettler noted that this report was presented to the Board at its last meeting (June 8). It was

MSC Loomis, Olmstead

RESOLUTION 70-3190

BE IT RESOLVED, That in accordance with the terms of Governing Board Resolution 70-3000 of January 12, 1971, payment be made as follows to Paderewski, Dean and Associates, A.I.A., for the Survey of Facilities and Feasibility Study:

(Authorize payment to Architect for Feasibility Study)

Architectural:

109 hrs. \$743.76 x 2.5 \$1,859.40

Mechanical/Electrical Engineering:

Dunn-Lee-Smith & Assoc.

40 hrs. @ \$25.00 p/h 1,000.00

TOTAL \$2,859.40

MSC Jaques, Shadle

RESOLUTION 70-3191

BE IT RESOLVED, That travel expenses (Approve travel
for the following persons be approved/ (expenses;
ratified:

- a. Transportation (mileage), meals, (Duncan McGilvary
registration fee, to attend
U.C.L.A. Economics Institute,
Los Angeles, \$30.

Dr. Schettler distributed a Summary of Custodial and Gardening Supplies, noting that bids were opened June 16, 1971. Dr. Schettler stated that the Summary consists of the lowest cost items meeting specifications and recommended that a contract of purchase be awarded to the vendors specified. After a brief discussion, it was

MSC Jaques, Olmstead

RESOLUTION 70-3192

BE IT RESOLVED, That Award of Contracts (Award Contracts
for the purchase of custodial and (for purchase of
gardening supplies to the following (Custodial and
firms, as indicated on the Summary (Gardening Supplies
sheet attached to Legal Minutes, being
certified as the low bidders meeting
specifications, and for the amounts
indicated, be approved.

Dr. Schettler stated that the low bid received for the purchase of a seismograph (instructional equipment) was made by Teledyne Geotronics, Huston, Texas, in the amount of \$10,002.00. Dr. Loomis inquired as to how the seismograph would be utilized. Mr. Coutts, Dean of Science, Business and Technology stated that it will be installed in the Earth Science Department and will be used by the classes in Geology and Geograhpy to see how a seismograph operates and to plot the approximate epicenter of any earthquake that may occur. This will also be used to train the students in the elements of seismology instruction which the College has been unable to do in the past. Mr. Shadle inquired if the purchase of a seismograph was a budgeted item. Mr. Coutts replied that it was. After brief discussion, it was

MSC Loomis, Olmstead

RESOLUTION 70-3193

BE IT RESOLVED, That Award of Contract for the purchase of a seismograph (instructional equipment) to Teledyne Geotronics, Huston, Texas, in an amount of \$10,002.00, being certified as the low bidder meeting specifications, be approved. (Award Contract of Purchase to Teledyne Geotronics for Seismograph)

Dr. Schettler distributed a summary of bids opened on June 16, 1971, regarding the rental of Data Processing Equipment. Dr. Schettler stated that the low bidder, meeting specifications, was the International Business Machines Corporation (IBM), in an amount of \$8,144.64. After a brief discussion, it was

MSC Jaques, Loomis

RESOLUTION 70-3194

BE IT RESOLVED, That Award of Contract for the rental of Data Processing Equipment, to International Business Machines Corporation (IBM), in an amount of \$8,144.64, being certified as the low bidder meeting specifications, be approved. (Award Contract of Purchase to IBM for Data Processing Equipment)

Dr. Schettler reported that his office received three bids for the maintenance of manual typewriters. Said bids were opened on June 16, 1971. Dr. Schettler stated that the Administration recommended the award of contract be issued to J and J Office Equipment, Solana Beach, Calif., who submitted the low bid of \$8.00 per typewriter. After a brief discussion, it was

MSC Jaques, Shadle

RESOLUTION 70-3195

BE IT RESOLVED, That Award of Contract for repair and maintenance of manual typewriters to J & J Office Equipment, Solana Beach, Calif., in an amount of \$8.00 per typewriter, being certified as the low bidder meeting specifications, be approved. (Award Contract of Purchase to J & J Office Equipment, for maintenance of manual typewriters)

Dr. Schettler reported that his office received two bids for guard service for the 1971-72 college year and recommended that the Board award the contract to California Plant Protection, Inc., San Diego, who submitted the low bid of \$2.68 per hour for guard service. After brief discussion, it was

MSC Jaques, Shadle

RESOLUTION 70-3196

BE IT RESOLVED, That Award of Contract for guard service for the 1971-72 College Year to California Plant Protection, Inc., 2800 University Avenue, San Diego, Calif., in an amount of \$2.68 per hour, being certified as the low bidder meeting specifications, be approved.	(Award Contract of (Purchase for (Guard Service to (Calif. Plant (Protection, Inc.
---	--

Dr. Schettler distributed a partial summary of the Physical Education and Athletic Supplies bids which were opened on Friday, June 18. Dr. Schettler stated that there were approximately three hundred and fifty items (350) which were bid on and because of the time involved in determining which company is in fact the low bidder, only part of these items (approximately one-third) are being recommended for purchase. Dr. Schettler stated that the remaining items will be submitted for approval at the next meeting of the Governing Board. After a brief discussion, it was

MSC Shadle, Olmstead

RESOLUTION 70-3197

BE IT RESOLVED, That Award of Contracts for the purchase of instructional supplies for Athletics and Physical Education to the following firms, as indicated on the Summary Sheet attached to the Legal Minutes, being certified as the low bidders, meeting specifications, and for the amounts indicated, be approved.	(Award Contracts (for purchase of (instructional (supplies for (athletics and (physical education.
---	---

Dr. Schettler reported that bids were opened for Bookstore equipment on June 22, 1971. Dr. Schettler noted that this equipment is a budget approved item and will provide for a system of counters and display cases in the Bookstore to replace the present equipment which was built by College personnel nearly fifteen years ago. The installation of this equipment will also alleviate the crowded condition of the Bookstore. Dr. Schettler stated that two firms requested specifications for bidding; however, only one bid was received. Dr. Schettler stated that Streater Industries quoted two prices; a total installed price of \$11,136.61; and an alternate price of \$9,735.00 where the installation will be performed by District personnel, supervised by Streater representatives. Dr. Schettler stated that the District is prepared to perform this work and would recommend that the Board accept the bid of \$9,735.00 for the Bookstore equipment. After brief discussion, it was

MSC Loomis, Shadle

RESOLUTION 70-3198

BE IT RESOLVED, That Award of Contract for the purchase of Bookstore equipment to Streater Industries, Inc., Tustin, California, being certified as the low bidder meeting specifications, in an amount of \$9,735.00, be approved.

(Award Contract
(of Purchase for
(Bookstore
(Equipment to
(Streater
(Industries

Dr. Schettler stated that his office has received, from the County Superintendent's Office, a report of areas within the Palomar Community College District in which the secured tax delinquency is greater than five percent. This report is dated as of April 10, 1971. Dr. Schettler reviewed the report noting that the total amount of delinquency within the District is 6.3 percent. Mr. Shadle inquired if the District receives any portion of the penalties and interest which is collected for delinquent taxes. Dr. Schettler replied that he was unable to answer that question; however, he added that the District has in the past recovered only a portion of the total amount of delinquent taxes. Mr. Olmstead suggested that the Administration might further investigate as to why the District is unable to recover the entire amount of delinquent taxes.

(FINANCIAL
(REPORTS:
(Report of Secured
(Tax Delinquency

Dr. Schettler stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed. (REPORT OF SUPERINTENDENT)

The meeting convened in Executive Session at 9:50 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:55 p.m. (EXECUTIVE SESSION)

MSC Loomis, Olmstead

RESOLUTION 70-3199

BE IT RESOLVED, That the resignation of Mrs. Jeannetta M. Lorenzen, Clerk-Typist, Behavioral Sciences and Social Sciences Department, effective July 1, 1971, be accepted. (Accept resignation; Mrs. Jeannetta Lorenzen)

MSC Loomis, Olmstead

RESOLUTION 70-3200

BE IT RESOLVED, That the resignation of Mrs. Dorothy M. Ulrich, Secretary-Faculty Senate (Classified Position), effective July 1, 1971, be accepted. (Accept resignation; Mrs. Dorothy Ulrich)

MSC Loomis, Olmstead

RESOLUTION 70-3201

BE IT RESOLVED, That the employment of Mrs. Lucy Ayala as Clerk-Typist, Learning Resources Center, Salary Class No. 23-A, at a salary of \$453 per month, effective July 1, 1971, be approved. (Approve employment; Mrs. Lucy Ayala, Clerk-Typist)

MSC Loomis, Olmstead

RESOLUTION 70-3202

BE IT RESOLVED, That the employment of Mrs. Darlene Schultz as Senior Clerk-Typist, Business Office, Salary Class No. 27-B, at a salary of \$525 per month, effective July 1, 1971, be approved (replacement). (Approve employment; Mrs. Darlene Schultz, Senior Clerk-Typist)

MSC Shadle, Olmstead

RESOLUTION 70-3203

BE IT RESOLVED, That the employment of Miss Renee Yerg as Clerk-Typist, Behavioral Sciences and Social Sciences Departments, Salary Class No. 23-A, at a salary of \$453 per month, effective September 1, 1971, be approved (replacement).

(Approve employment;
(Miss Renee Yerg,
(Clerk-Typist

MSC Olmstead, Shadle

RESOLUTION 70-3204

BE IT RESOLVED, That the employment of Mrs. Clarice J. Hankins as Instructor, Nursing Education Department, for the academic year 1971-72, be approved.

(Approve employment;
(Mrs. Clarice Hankins
(Instructor, Nursing
(Education Dept.

MSC Jaques, Loomis

RESOLUTION 70-3205

BE IT RESOLVED, That the fifteen month rule concerning first notice for request of Sabbatical Leave be waived, and that a Sabbatical Leave be granted to Mr. Virgil L. Bergman, Dean of Instruction, for the Spring Semester 1972.

(Grant Sabbatical
(Leave; Spring
(Semester 1972 to
(Mr. Virgil Bergman

MSC Olmstead, Shadle

RESOLUTION 70-3206

BE IT RESOLVED, That Mr. William Robert Reed be authorized to teach in his major field of Biological Sciences in grades 13 and 14 for the Summer Session 1971, in accordance with Title 5, Section 6166(d), under Authorization for Service.

(Authorize
(William R. Reed
(to teach in major
(field, grades 13
(and 14

MSC Olmstead, Shadle

RESOLUTION 70-3207

BE IT RESOLVED, That Miss Claudia Ruth Keithley be authorized to teach in her major field of Music in grades 13 and 14 for the Summer Session 1971 in accordance with Title 5, Section 6166(d), under Authorization for Service. (Authorize
(Claudia Keithley
(to teach in major
(field, grades 13
(and 14

MSC Jaques, Shadle

RESOLUTION 70-3208

BE IT RESOLVED, That the employment of Mrs. Mildred Nydegger as half-time Instructor, Music Department, for the Academic Year 1971-72, be approved. (Approve employment;
(Mrs. Mildred
(Nydegger, Half-
(time Instructor

MSC Olmstead, Loomis

RESOLUTION 70-3209

BE IT RESOLVED, That revision of contracts for 1971-72 for Mr. Joseph Willis, C-13 to D-13; Mr. Joseph Hydock, D-13 to E-13; and Dr. Robert Coleman, E-9 to E+ - 9; to account for advancement on the salary schedule for professional growth, be authorized. (Authorize new
(contracts for
(1971-72;
(Mr. J. Willis,
(Mr. J. Hydock,
(Dr. R. Coleman

MSC Shadle, Olmstead

RESOLUTION 70-3210

BE IT RESOLVED, That an offer of re-employment, following Maternity Leave, to Mrs. Linda Walters, Secretary, Counseling Department, effective August 1, 1971, be approved. (Approve offer of
(re-employment;
(Mrs. Linda Walters
(Secretary

The meeting was adjourned at 11:05 p.m.

(ADJOURNMENT

P r e s i d e n t

C l e r k

MINUTES OF ORGANIZATION AND REGULAR MEETING
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
July 13, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the Acting Chairman, Dr. John D. Schettler. (Call to Order)

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call)
Mrs. Lucy Bayne
Mr. Richard J. Kornhauser
Mr. Milo E. Shadle
Dr. Anton K. Simson

ADMINISTRATION PRESENT: Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Assistant Dean of Instruction
Dr. Theodore Kilman, Assistant Dean of Instruction

GUESTS: Mrs. L. F. Boosey, Valley Center
Mrs. William McMann, Valley Center
Mrs. Carol Williams, Palomar College
Mrs. Margaret Parry, Palomar College
Miss Tilly Gonzalez, C.S.E.A., Palomar College
Mrs. Sharon Skific, C.S.E.A., Palomar College
Mrs. Anton Simson, Poway
Mrs. Kay Rix, League of Women Voters, Escondido
Mrs. Ruth Serr, Palomar College
Mrs. Emily Acker, Pres., Patrons of Palomar
Mrs. Bonnie Tucker, Patrons of Palomar
Mrs. Lois Cavalier, Vista Press
Mr. Frank Martinie, Faculty Senate, Palomar
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha P. Fox, Patrons of Palomar
Mr. James R. Kansas, Palomar College
Mrs. Charlene Parsons, San Marcos
Mrs. Martha Vidler, San Marcos
Mr. J. D. Hodges, Escondido
Mr. Norman E. Gaskins, Instructor, Palomar
Mrs. Doris Deuel, Pres., C.S.E.A., Palomar
Mrs. Gretchen Milham, Palomar College
Mrs. Suzanne Emery, Escondido Times-Advocate

Following the pledge of allegiance to the flag, Dr. Schettler declared a quorum present and the meeting proceeded with the order of business.

Dr. Schettler declared the nominations open for the position of President of the Board of Trustees. Mrs. Bayne nominated Mr. Kornhauser; motion was seconded by Mr. Anderson. Dr. Schettler asked if there were any other nomination; there being none, Dr. Schettler declared the nominations closed for the office of President of the Board of Trustees. It was

MSC Bayne, Anderson

RESOLUTION 71-3211

BE IT RESOLVED, That Mr. Richard J. Kornhauser be elected President of the Board of Trustees for the 1971-72 College Year. (Vote was unanimous.)

(Elect Richard J. Kornhauser, Pres., Board of Trustees, 1971-72)

Dr. Schettler turned the Chair over to the newly-elected President, Mr. Kornhauser. Mr. Kornhauser declared nominations open for the position of Vice President of the Board of Trustees. Mr. Anderson nominated Mr. Shadle. Mr. Shadle declined the nomination, and in turn, nominated Dr. Simson for the position of Vice President. The motion was seconded by Mr. Kornhauser. It was

MSC Shadle, Kornhauser

RESOLUTION 71-3212

BE IT RESOLVED, That Dr. Anton K. Simson be elected Vice President of the Board of Trustees for the College Year 1971-72. (Vote was unanimous.)

(Elect Dr. Simson Vice Pres., Board of Trustees, 1971-72)

Mr. Kornhauser declared nominations open for the position of Secretary of the Board of Trustees. Mr. Shadle nominated Mrs. Bayne; the motion was seconded by Mr. Anderson. After a brief discussion regarding the duties of the Secretary of the Board, Mrs. Bayne indicated that she would accept the nomination. It was

MSC Shadle, Anderson

RESOLUTION 71-3213

BE IT RESOLVED, That Mrs. Lucy Bayne
be elected Secretary of the Board
of Trustees for the College Year
1971-72. (Vote was unanimous.)

(Elect Mrs. Bayne
(Secretary of the
(Board of Trustees,
(1971-72

Mr. Kornhauser noted that customarily the
the Secretary to the Board of Trustees has
always been the Chief Administrative Officer
of the District and asked for a nomination to
that effect. It was

MSC Shadle, Bayne

RESOLUTION 71-3214

BE IT RESOLVED, That Dr. Frederick R.
Huber be elected to serve as Secretary
to the Board of Trustees for the
College Year 1971-72. (Vote was
unanimous.)

(Elect Dr. Huber
(Secretary to the
(Board of Trustees,
(1971-72

Mr. Kornhauser opened discussion regarding
the establishment of a date, time, and place for the
regular meetings of the Board of Trustees
for the College Year 1971-72. There being
no objection to the presently established
date, time, and place, it was

MSC Shadle, Anderson

RESOLUTION 71-3215

BE IT RESOLVED, That the Regular
Meetings of the Board of Trustees
of the Palomar Community College
District shall be held on the second
and fourth Tuesdays of each month,
at 7:30 p.m., in the Administration
Building (Conference Room), College
Campus, during the 1971-72 College
Year.

(Establish time and
(date and place of
(Regular Board
(meetings, 1971-72

Mr. Kornhauser stated that he felt as
President of the Board that he would like to
present a charge of conduct to the members of
the Governing Board. Mr. Kornhauser's statement
follows:

"First of all, our interest is never regional but based on overall considerations for the highest good of the College; we act for the District as a whole. Second, our business is basically policy except as a court of final appeal. We do not render judgment on matters properly dealt with by the Administration in their relationship with faculty, staff and students. It is our function as the Governing Body to acquaint ourselves as well as possible with the conduct, progress, and problems of the College based on independent thinking as well as data brought to our attention. We are charged with the responsibility to make wise and reasoned decisions based on the needs of both College and District and to keep to the times in which we are living. With your approval, I propose to continue to conduct the meetings of this Board in an atmosphere of friendly informality and consideration for the opinions of all members. We will also continue to give our attention to matters which other members of the College community and of the District wish to bring to our notice."

Discussion was held regarding the Minutes of the Governing Board meeting held June 22, 1971. Dr. Simson stated that he felt the Minutes did not reflect the actual intent of the Board relative to the discussion regarding the Air Traffic Control Program (page 9, paragraph 4). Dr. Simson stated that he felt the following statement could be added to Mr. Kornhauser's statement which would clarify the intent (addition underlined): "Mr. Kornhauser stated that from the comments, he would assume that the Board did not wish to make any specific request of the Curriculum Committee other than a request for better communication between it and the Governing Board." Board concurred with the amendment. It was

MSC Shadle, Simson

RESOLUTION 71-3216

BE IT RESOLVED, That the Minutes of the Regular Meeting held June 22, 1971, be approved as amended.

(Approve Minutes
(as amended;
(June 22, 1971

Mr. Anderson noted that he had not received the Board agenda and material. It was reported that the material was mailed on Friday, July 9, and no explanation could be given as to why he had not received the material.

Mr. Frank Martinie, Chairman of the Faculty Senate, stated that there was nothing to report from the Senate at this time. (Report of the Faculty Senate)

Mrs. Emily Acker, President of the Patrons of Palomar College, thanked the Board for the cooperation and support it has given the Patrons during the past year. (Report of the Patrons of Palomar College)

Mrs. Acker further reported that the Patrons will be meeting the first Wednesday of every month during the 1971-72 year, in the Conference Room, Palomar College, from 12:00 noon to 2:00 p.m. She added that the theme for 1971-72 is "Participation and Communication -- Give Support to your Community College."

Dr. Schettler noted that no representative was present to report for the Associated Student Government. (Report of the A.S.G.)

Dr. Schettler distributed a revised partial summary of physical education and athletic supplies which are being recommended for purchase. Dr. Schettler noted that the bids have been reviewed by the appropriate physical education staff members and the Administration recommended award of contract to the firms specified on the summary sheet, having been certified as the low bidders meeting specifications. (OLD BUSINESS)

Mr. Anderson noted that at the last meeting of the Governing Board a partial summary of physical education and athletic supplies was also submitted for approval and he inquired if further recommendations would be forthcoming since the summary submitted this evening also indicates a partial summary. Dr. Schettler stated that there would be one final summary submitted at the next meeting of the Board (July 27). After a brief discussion, it was

MSC Simson, Bayne

RESOLUTION 71-3217

BE IT RESOLVED, That Award of Contracts for the purchase of instructional supplies for Athletics and Physical Education to the following firms, as indicated on the Partial Summary Sheet attached to the Legal Minutes, being certified as the low bidders meeting specifications, and for the amounts indicated, be approved. (Award Contracts for purchase of instructional supplies for Athletics and Physical Education)

(NEW BUSINESS:
Calif. State
Personnel Board
Survey of
Classified
positions)

Dr. Schettler reminded the Board that it had authorized the Administration to proceed with a study of the classified personnel by the California State Personnel Board. He briefly explained the function and purpose of the State Personnel Board. Dr. Schettler stated that this survey was done and a report was filed after some sixty-three out of eighty-five to ninety persons were interviewed by the representative. Dr. Schettler stated that the Administration had mailed to the Board its modifications. Dr. Schettler stated that with the adoption of the recommended reclassification of positions, Palomar College's Classified Salary Schedule would then be considered at a median range for the 1970-71 year. Mr. Anderson noted that this matter appeared on the agenda for both information and action. He inquired as to the consequences if this material was received only as an information matter at this particular meeting. Mr. Anderson noted that because of his not receiving the Board material prior to the meeting, he had not had an opportunity to study this proposal. Dr. Schettler stated that if the Governing Board took the appropriate action at its meeting this evening, the accounting system could incorporate the data making it effective July 1, 1971, and thereby, establish salary ranges for the entire fiscal year. Mr. Kornhauser inquired if it would be possible to handle this reclassification matter as a retroactive adjustment. Dr. Schettler stated that it could be done, but it would not be called a retroactive payment. Discussion was held and explanation made as to how the State Personnel Board determined its recommendations. Mrs. Bayne inquired if another agency could be retained to perform such a survey, or if the District had to use the California State Personnel Board for this purpose. Dr. Schettler stated that he was not aware of another agency that performed such a service, however, it is possible for the District to use other organizations. Mr. Kornhauser stated that he felt the matter should be deferred to the next meeting so that Mr. Anderson will have an opportunity to study the proposal. Mr. Shadle stated that perhaps there were persons in the audience who might wish to speak to this particular issue. Mr. Kornhauser inquired if anyone from the audience wished to comment. There were no comments made. Dr. Schettler noted that the funds to provide for the recommended reclassification of the classified positions had been included in the publication budget which is the next item to be considered by the Board.

Mr. Shadle noted that the adoption of the Publication Budget does not bind the Board in anyway. After further discussion, it was

MSC Anderson, Bayne

RESOLUTION 71-3218

BE IT RESOLVED, That action on the matter regarding the assignment of Classified employee positions be deferred until the next regular meeting of the Governing Board. (Defer action (regarding assignment (of Classified (employee positions

Dr. Schettler presented the recommended Publication Budget for 1971-72. He added that the budget reflected the best information that is known regarding income and expenditures at the present time. Dr. Schettler stated that he has been in contact with the Chancellor's Office in Sacramento and it reported that the State support for the community colleges in the coming year will be almost the same as it was last year. It was further reported by the Chancellor's Office that there was almost no hope that any current legislation will pass that would increase the foundation program for the community colleges. Dr. Schettler stated that, based on that report, he has removed the hypothetical \$200,000 from the undistributed reserve fund of the budget. Dr. Schettler reminded the Board that at its meeting held June 8, the Administration reported that the \$200,000 would be added to the undistributed reserve fund which would permit the Board to later make budgetary transfers if the State makes additional income available. (Publication Budget, (1971-72

Dr. Schettler stated that included in the Publication Budget were the necessary funds (\$40,000) for health and medical benefits for employee dependents. He added that this proposal had not been adopted by the Board, however, it is included in the Budget draft as presented.

Mrs. Bayne inquired if the \$40,000 for health and medical benefits for employee dependents would have to come from the permissive tax.

Dr. Schettler stated that the normal source for funds for health and medical benefits and retirement is from the permissive tax. He added, however, that these funds could be taken from the unrestricted fund, in which case the District would be using money that could have been used for equipment, supplies, and wages.

Mr. Anderson inquired as to what would happen if the funds for health and medical benefits for employee dependents were not included in the publication budget.

Dr. Schettler stated that if these monies were to be raised from the permissive tax, they must be included in the District's final budget (to be adopted August 3) in order for it to be presented to the Board of Supervisors for action and implementation.

Mr. Anderson inquired as to why these monies have been included in the budget when, if dependent benefits were approved by the Board, monies could have been added at a later date.

Dr. Schettler stated that the issue regarding health and medical benefits for employee dependents has been long discussed by the Board and was not resolved prior to June 30. He added that this matter is being presented to the Board at this meeting in a positive manner.

It was noted by Dr. Simson that the Administration's recommendation regarding health and medical benefits for employee dependents was included in the material mailed (said material was not received by Mr. Anderson). Dr. Simson further stated that he believed that medical and health benefits for employee dependents should be provided by the District, however, he stated that he would be very much against this being done by the Board levying a higher permissive tax rate.

Mr. Frank Martinie, Chairman of the Faculty Salary Committee, stated that the faculty was polled regarding dependent coverage and it was the position of the faculty that this be provided by the District through the permissive tax. He stated that discussion regarding a percentage salary increase will be presented to the Board as soon as the requested data (salary survey) becomes available. He added that the survey is nearly complete now. Mr. Martinie further stated that if the faculty was forced to choose between health and medical benefits for employee dependents (which would only benefit a portion of the faculty) and a percentage salary increase (which would benefit all), the faculty would favor the percentage salary increase.

Dr. Schettler pointed out that funds for a salary increase (for either certificated or classified employees) are not included in the budget as presented and noted that if the Board allocated monies for health and medical benefits for employee dependents from the unrestricted fund, then it would be making said benefits the highest priority of all future expenditures (supplies, equipment, wages).

Dr. Simson stated that if the request for health and medical benefits is a valid request (and he believed it was) then the argument of raising the permissive tax to leave funds available for other uses is not a valid one. He added that he did not like to separate the permissive tax from the non-permissive tax.

Mr. Kornhauser stated that he believed the Board should not act on matters because it is permitted to do so, but because it feels it is the right thing to do.

Mr. Shadle noted that if this money (\$40,000) is going to be funded from the general fund, it is his feeling that the Budgetary Committee will be very interested in this matter.

Mr. Kornhauser inquired if the proposed \$40,000 provided for an adjustment for those employees who do not have dependents. Dr. Schettler stated that it did not; those employees would simply not participate.

Mr. Anderson stated that he would like to make a motion that the Board approve of the publication budget as presented, with the exception of the health and medical benefits for employee dependents (40,000).

Mrs. Doris Deuel, President of the California School Employees Association (C.S.E.A.), reported that the classified staff was polled regarding health and medical benefits for employee dependents and it voted in favor of this matter even though there would be no provision made for those employees without dependents.

Dr. Schettler stated that he has been requested by one of the Board members to make a presentation regarding the cost of adult education. He inquired if this presentation could be made prior to the Board taking a vote on the publication budget.

Mr. Anderson stated that he would withdraw his motion.

Dr. Schettler reviewed in detail the background on the schedule of fees for adult education and explained the term defined adult (over 21 years of age, taking less than ten hours per week) and the complexities of determining the actual cost for the adult education program. The present fees for adult education are as follows:

1. Course for .5 or 1 unit of credit 5.00
2. Course for 2 units of credit 7.00
3. Course for 3 units of credit 10.00
4. Course for 4 or 5 units of credit 14.00
5. Non-credit adult education course (15 weeks) . . 10.00
6. Any course which meets for 8 sessions or less. . 5.00

Dr. Schettler stated that the fees collected plus the State apportionment (average daily attendance) had been adequate to cover the immediate costs of instruction and supplies.

Dr. Schettler reviewed the Education Code section pertaining to adult education classes.

Dr. Simson inquired if the Administration had a position regarding the adult education fee schedule. Dr. Schettler stated that the present position of the Administration is the retention of the present fee schedule for Adult Education classes. He added that the Administration has no recommendation for changing the fee structure at this time.

Mr. Shadle noted that the cost for sending the Palomar College Football Team to Glendale, Arizona (for exhibition game) had been included in the Publication Budget.

Mr. Shadle further stated that recently a bill for Federal Aid to Education was signed and inquired if it would affect the budget in anyway.

Dr. Schettler stated that anticipated monies from the Federal Aid to Education Act had been included in the budget as presented.

At the request of Dr. Simson, Dr. Schettler reviewed the Federal programs which the District is now participating in and the cost of each program.

After further discussion, it was

MSC Anderson, Shadle

RESOLUTION 71-3219

BE IT RESOLVED, That the Publication Budget for 1971-72 be approved as presented with the exception of the \$40,000 which has been allocated for medical and health insurance benefits for employee dependents. FURTHER, that the subject of health and medical benefits for employee dependents be further considered on or before the August 3, 1971 meeting of the Governing Board. (Copy of 1971-72 Publication Budget as adopted attached to Legal Minutes).

(Adopt Publication
(Budget for
(1971-72

Dr. Schettler introduced Mr. Howard Brubeck, Assistant Dean of Instruction. Mr. Brubeck commented on the budget process and indicated the amount of money that was eliminated from the 1971-72 budget. He reported that large amounts were cut from the supplies and capital outlay accounts. Mr. Brubeck further reported that it is possible that Palomar College may have a need for more classes in the Fall, however, this will have to be determined after the Fall registration period. He noted that the number of students entering Palomar College in the Fall may well be beyond the actual predictions due to the overcrowded conditions and lack of finances at the four year colleges and universities. Mr. Brubeck emphasized the importance of setting aside funds in the 1971-72 budget to meet these needs if they should arise.

Considerable discussion was held regarding the budget. Mr. Shadle reminded the Board that the budget as presented does not include money for salary increases for either certificated or classified employees, and that this is deliberately left to the future with the concurrence of the Budgetary Committee. He added that if this District is going to keep pace with other community college districts it must make every effort to provide for salary increases based on the cost of living factor within the next few months.

Dr. Simson inquired if money was included in the budget for employees to receive normal increments for time served. Dr. Schettler replied that there was money included for this purpose.

Mr. Kornhauser commended the members of the Budgetary Committee for their conscientious hard work in producing the preliminary budget draft for 1971-72.

Mr. Howard Brubeck, Director of Summer Session, reviewed the Summer Session 1971 program in some detail. Mr. Brubeck also furnished the members of the Board with statistical information regarding the Summer Session 1971 program as compared with the Summer Session 1970 program, noting that there has been a forty percent increase in the total number of students registered for Summer Session 1971 as compared with Summer Session 1970.

Dr. Schettler reviewed a proposed Schedule of Charges for College Facilities. He stated that the last time the Governing Board approved of a schedule of charges for the use of College facilities was in 1967. Dr. Schettler stated that since that time, all costs related to preparation and clean-up as well as utilities and supplies have increased greatly, therefore, the Administration is recommending that the Board consider the proposal and action be taken on this matter at the Board's meeting scheduled for July 27.

(Proposed
(Schedule of
(Charges for
(Use of College
(Facilities

Discussion was held regarding the Board's informal agreement of accepting material presented for the first time only as information, and at the following meeting, this material would be considered for action. It was noted that only in an emergency situation did the Board deviate from this agreement. After brief discussion, the Board concurred that this informal agreement should be maintained.

NOTE: In matters of Board policy, it is absolutely essential that this procedure be followed. However, there will be times when Board action will be requested on material that the Administration feels sufficient information has been provided for a decision. The opportunity for tabling or postponing also is presented.

After a brief explanation regarding the recommended travel expense requests, it was

MSC Shadle, Simson

RESOLUTION 71-3220

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel expenses;

a. Assigned time and registration fee (\$25.00 per delegate) to attend State Convention of the California School Employees Association, August 3 through 6, Los Angeles, \$50.

(JaDene Dugas
(James Kansas

b. All necessary travel within San Diego County during the 1971-72 College Year.

(Mary Ann Gelles
(Clarice Hankins

c. All necessary travel within the State of California during the 1971-72 College Year.

(Edgar H. Stroot

Dr. Schettler stated that the Administration was recommending the approval of a Joint Use of Facilities Agreement for the use of Mission San Antonio, Pala, Calif., for the purpose of conducting classes for Native American students. He noted that this is the standard authorization needed when the College uses the facilities of any other organization for class purposes. After a brief discussion, it was

MSC Bayne, Shadle

RESOLUTION 71-3221

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Mission San Antonio (Pala, Calif.) for the purpose of holding classes for Native American students, at the rate of \$4.00 per day, beginning June 28, 1971 through August 6, 1971, be approved.

(Approve Joint Use
(of Facilities
(Agreement;
(Mission San
(Antonio, Pala,
(Calif.

The Report of Collections Deposited in the County Treasury during the month of June 1971 was noted.

(FINANCIAL REPORTS:
(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of June 1971 was reviewed.

(Use of Facilities

The Report of Expenditures, Revolving Cash Fund, as of June 1971, was reviewed.

(Report of
(Revolving Cash Fund

After discussion regarding the recommended purchase orders submitted for approval, it was

MSC Bayne, Simson

RESOLUTION 71-3222

BE IT RESOLVED, That Purchase Orders numbered 4119 through 4193, except for those marked "reserved," be approved.

(Approve Purchase
(Orders

MSC Anderson, Shadle

RESOLUTION 71-3223

BE IT RESOLVED, That Salary Warrants numbered 28 and 29, be approved.

(Approve Salary
(Warrants

MSC Simson, Bayne

RESOLUTION 71-3224

BE IT RESOLVED, That Expense Warrants numbered 794013 through 794321, be approved.

(Approve Expense
(Warrants

MSC Bayne, Simson

RESOLUTION 71-3225

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of June 1971 be approved, and that letters of appreciation be sent to all donors.

(Approve Library
(Acquisitions

Dr. Schettler announced that the Art and Ceramics Summer Sale will be held Thursday and Friday, July 22 and 23, Dwight Boehm Gallery, Palomar College. The hours of the sale will be from 10:00 a.m. to 3:30 p.m.

(REPORT OF
(SUPERINTENDENT

Dr. Schettler stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

Mrs. Bayne inquired about a statement which appeared in the material sent to the Board relative to the proposed Air Traffic Control Program. The statement is as follows: "The Board should also be reminded that what the Curriculum Committee passed was a vocational extension to the existing Aeronautics program." Mrs. Bayne inquired if once a program is initiated (i.e., Aeronautics) by the Board, can a course related to the initial program (i.e., Air Traffic Control) be established without the Board's knowledge or approval.

Mr. Virgil Bergman, Dean of Instruction, explained that no course can be offered at Palomar College unless it is so ordered and approved by the Governing Board. Mr. Bergman noted that the word "passed" in the (above) statement should actually be "recommended."

Dr. Schettler noted, relative to the proposed Air Traffic Control Program, that it appeared that federal funding for this program was not going to materialize.

The meeting convened in Executive Session at 9:50 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:10 p.m.

(EXECUTIVE
(SESSION

MSC Shadle, Bayne

RESOLUTION 71-3226

BE IT RESOLVED, That the following
certificated personnel be employed
to serve during the Summer Session
1971:

(Approve employment;
(Instructors,
(Summer Session 1971

Joseph James Cavanagh, Business Education
Juan Fanes, Multi-Cultural Studies
Rudy Folds, Recreation
Arnold W. Geiseler, Real Estate
Charles J. Hanlen, Social Science
Paul D. Jacques, Multi-Cultural Studies
Alice Lamon, Defensive Driving
Charles Leaf, Physical Education
Jesus B. Lucero, Multi-Cultural Studies
Joy R. Melugin, English as a Second Language
Euince Ann Miles, English
Robert W. Murphy, Retail Sales
Loren W. Peele, Apprenticeship Carpentry
George Plocic, Recreation
Marilyn Reyna, Archaeology
William Salomone, English
James Valerio, Introduction to College

MSC Shadle, Bayne

RESOLUTION 71-3227

BE IT RESOLVED, That the employment
of the following persons as listed
on Page 17 of the Legal Minutes, as
supplemental staff (students and
extra-clerical) be approved.

(Approve employment;
(Students and Extra-
(Clerical

The meeting was adjourned at 10:15 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
July 27, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

MEMBERS PRESENT: Mr. A. J. Anderson
Mrs. Lucy Bayne
Mr. Richard J. Kornhauser
Mr. Milo E. Shadle
Dr. Anton K. Simson

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Assistant Dean of Instruction
Dr. Theodore Kilman, Assistant Dean of Instruction
Mr. Walter Brown, Director of Voc. Education

GUESTS: Mr. Frank Martinie, Chairman, Faculty Salary and Benefits Committee
Mrs. Kay Rix, Escondido League of Women Voters
Mrs. Doris Deuel, Pres., C.S.E.A.
Mrs. Sharon Skific, C.S.E.A.
Mr. Paul Skific, Vista
Miss Tilly Gonzalez, C.S.E.A.
Mrs. Eleanor Morosco, Escondido
Mrs. Josephine Manchester, Escondido
Mrs. Carolyn Williams, Palomar College
Mrs. Margaret Parry, C.S.E.A.
Mrs. Ruth Serr, Palomar College
Mrs. Burnice Curran, Valley Center
Mr. Harold Sertz, Valley Center
Mr. R. P. deJong, Hollandia Dairy
Mrs. Lou Burnett, C.S.E.A.
Mrs. Joyce S. Boosey, Valley Center
Mr. William Eddy, Palomar College
Mrs. William Eddy, Vista
Mr. Kent Backart, Instructor, Palomar College
Mr. Robert Fullerton, Instructor, Palomar College
Mrs. Charlene Parsons, San Marcos
Mrs. Martha Vidler, San Marcos
Mr. J. D. Hodges, Escondido
Mr. James Kansas, Palomar College
Mrs. James Kansas, Escondido
Mr. Kirk McClure, A.S.G. Pres. (Sp. Sem), Palomar
Mr. Palmer Kremer, Instructor, Palomar College
Mrs. Frederick R. Huber, San Marcos
Mr. Judson Grosvenor, Escondido
Mr. Gus Klaus, Palomar College
Mr. Ted Jennings, Palomar College
Mr. Paul Mena, Palomar College
Mr. Bill Cain, Escondido Times-Advocate
Mrs. Lois Cavalier, Vista Press

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser asked for a motion to approve the Minutes of July 13, 1971. Motion was made by Mr. Shadle, seconded by Mr. Anderson. Mr. Kornhauser asked if there was any discussion regarding the Minutes.

Mr. Anderson, referring to Page 13, Resolution 71-3220, item "a," questioned if it had always been the policy of the District to pay the registration fee of those employee representatives attending the California School Employees Association State Convention.

Dr. Huber stated that normally these meetings are considered professional growth, although the C.S.E.A. is in fact an organization of employees. He added that the District has provided such fees in the past for representatives of the Faculty Senate to attend their meetings and presumably, reports of the activities that take place are brought back to the institution for the betterment of their own organization, its personnel, and the institution.

Dr. Huber suggested that the Board might wish for the various professional organizations that are represented on campus to appear before it and make a presentation giving a brief description of the function of the organization and indicating the officers. Board concurred that this would be very informative and requested the Superintendent to make the necessary arrangements for said presentations.

There being no further discussion regarding the Minutes, it was

MSC Shadle, Anderson

RESOLUTION 71-3228

BE IT RESOLVED, That the Minutes of the Organization and Regular Meeting held July 13, 1971, be approved.

(Approve Minutes;
(July 13, 1971

Mr. Frank Martinie, Chairman of the Faculty Senate noted that there was nothing to report from the Senate at this time.

(Report of the
(Faculty Senate

No representative was present to report for the Patrons of Palomar College.

(Report of the
(Patrons of Palomar

Mr. Kirk McClure, President of the Associated Student Government, reported that the A.S.G. was not functioning during the summer months. He added however, that the A.S.G. Budget Committee will be meeting on Monday, August 2, and results of that meeting will be reported to the Board at its next regular meeting.

(Report of the
(Associated Student
(Government

Mr. Kornhauser introduced Mr. Palmer Kremer, President of the San Marcos Rotary Club.

(COMMUNICATIONS:
(Mr. Palmar Kremer
(President, San
(Marcos Rotary Club

Mr. Kremer noted that the Board had received an advanced copy of a printed document explaining the Rotary International Exchange Program in detail. Mr. Kremer stated that the request being submitted to the Board is that the Board of Governors grant a paid leave of absence to a Palomar College instructor, age 25 to 35, enabling him to be part of a Rotary Foundation Group Study Exchange Team which will travel and study in Southeast Asia for a period of about two months beginning February 1, 1972. He added that this program is not confined to any particular organization or institution; anyone meeting the qualifications as indicated in the document could be considered as a possible candidate for this program.

Discussion was held regarding the process by which an instructor could qualify for this program and it was noted that the sabbatical leave policy should be followed. Mr. Kornhauser noted that, according to the information provided to the Board, the expenses of this program would be paid for by Rotray and if an instructor were granted a sabbatical for this purpose he would be receiving his salary as well.

Dr. Huber indicated that because of the time involved in applying for a sabbatical leave, perhaps one of the instructors who have already been granted a sabbatical leave might be interested in this program. Mr. Bergman noted that the document indicated that for the applicant to qualify for the program he must be between the age of 25 - 35, and none of the instructors who have been granted a sabbatical leave during the 1971-72 college year meet this qualification.

Mr. Kremer stated that if an instructor wanted to take an unpaid leave of absence, and if they could be released for the two month period, this would be satisfactory. However, he noted that this program is very worthwhile and would be very beneficial to the instructor as well as the institution, and it is hoped that the Board would consider a paid leave.

Dr. Huber inquired as to what the Board's feelings would be if an instructor on the staff applied for an unpaid leave of absence to attend this program.

Mr. Anderson stated that he felt this was a very worthwhile program; however, he felt that because all expenses would be paid for by Rotary, the instructor would find it well worth his while to sacrifice his salary for the two month period. Mr. Anderson stated that he would favor an unpaid leave of absence rather than a paid leave.

Dr. Huber stated that Dean Bergman should further review those instructors who have already been granted a sabbatical leave to ascertain if any of them might possibly qualify for this program. Mr. Kornhauser thanked Mr. Kremer for his presentation.

Dr. Schettler presented a partial summary of physical education and athletic supplies noting that bids were opened for three hundred and fifty-four items on June 18, 1971. Dr. Schettler stated that the summary presented indicated the low bid meeting specifications. He added that there will be one last summary of physical education and athletic supplies submitted to the Board for approval at its next meeting. Dr. Schettler indicated that because of vacation schedules of the athletic instructors, it has been difficult to get all the bids analyzed.

(OLD BUSINESS:
(Award of Contracts;
(Physical Education
(and Athletic
(Supplies

Mrs. Charlene Parsons inquired as to why the bids were not opened during a Board meeting. Dr. Schettler explained that the bids are opened at the time and place as advertised and the public can attend if they so desire. Dr. Schettler noted that often it takes as long as five hours to open and record the bids submitted. Dr. Huber noted that the representatives of the firms submitting the bids are frequently present at the time the bids are opened. After further discussion, it was

MSC Shadle, Simson

RESOLUTION 71-3229

BE IT RESOLVED, That Award of Contracts for the purchase of instructional supplies for Athletics and Physical Education to the following firms, as indicated on the Partial Summary Sheet attached to the Legal Minutes, being certified as the low bidders meeting specifications, and for the amounts indicated, be approved.

(Award Contracts
(for purchase of
(instructional
(supplies for
(Athletics and
(Physical Education

Dr. Schettler stated that the Administration is recommending the adoption of the proposed Schedule of Charges for College Facilities. He noted that the Schedule was presented to, and reviewed by the Board at its last meeting (July 13) and no changes have been made in the proposal. Dr. Schettler reviewed the proposed charges, and indicated that the last time the Board adopted a Schedule of Charges was in 1967 and costs have gone up considerably since that time. Dr. Schettler stated that presently the College does not have a fee schedule for the use of the swimming pool because there has been so much community usage of the pool it is felt that the College cannot afford to rent it out at this time. After brief discussion, it was

(Proposed Schedule
(of Charges for use
(of College Facilities

MSC Bayne, Simson

RESOLUTION 71-3230

BE IT RESOLVED, That the Schedule of Charges for College Facilities be adopted, effective August 1, 1971.

✓(Adopt Schedule of
(Charges for College
(Facilities

Dr. Huber noted that the recommendation regarding the reclassification of classified personnel was presented to the Board at its last meeting. He added that there are representatives of the classified personnel present who may wish to speak to this subject. Dr. Huber noted that the Board also received a considerable amount of material from the California School Employees Association relative to the classified survey which was conducted by the California State Personnel Board.

(Assignment of
(Classified Employee
(Positions

Dr. Huber stated that the Administration's recommendation regarding the reclassification of classified personnel positions did not in all cases reflect the recommendations of the California State Personnel Board survey.

Considerable discussion was held regarding the survey and the material submitted to the Board by some members of the classified staff.

Mr. Kornhauser commented that in reading over the communication received from various secretaries, he felt that each secretary felt that her particular job was of greater importance than another. Mr. Kornhauser stated that he felt that this was not particularly the case. He stated that he felt that these jobs were of equal importance, but different, and to determine who should be paid more is extremely difficult. Mr. Kornhauser pointed out that when the Board hires an instructor, he is not paid according to the discipline that he teaches; everyone is started on the same step and on the same scale depending upon the person's experience and background (e.g., Music instructors and Mathematics instructors are paid according to the salary schedule and not because one subject is more important than the other).

Dr. Schettler reviewed the present Classified Salary Schedule explaining the process by which employees can move horizontally on the schedule depending upon the length of service.

Mrs. Bayne stated that when she reviewed how the job evaluations were achieved, she felt that not enough steps had been taken. She added that normally in a job evaluation, a person writes up his job description, his supervisor checks it, then generally there is a committee that consists of persons who are familiar with the job and the work that is being done. She stated that she felt that the C.S.E.A. had a very good point in their letter sent to the Board which suggests that in the future, there should be a committee to review this material before it is submitted to the State Personnel Board.

Dr. Huber reviewed the process used by the California State Personnel Board in its survey indicating that the review involved a considerable amount of time. Dr. Huber suggested that perhaps the Palomar College Chapter of the C.S.E.A. would want to have, in the future, the personnel division of the C.S.E.A. to conduct such a survey.

Dr. Simson inquired as to how many classified surveys have been conducted in the past. He stated that if it has been the policy to review classified positions rather periodically, it implies a transitioning type of situation rather than a stable situation, and it seems that the job associated with a secretary to a given level, has a level which is relatively representative over a long period of time.

Dr. Huber stated that he would agree that most positions are stable; however, he noted that in many instances, jobs have changed and a number of redefinitions have been necessary (e.g., date processing). Dr. Huber reviewed the number of classified surveys that have been conducted at Palomar College. Dr. Schettler emphasized that the California State Personnel Board has only recommended a reclassification of classified positions to put these positions into what it believed to be merit according to its survey for 1970-71. The survey was not extended into the 1971-72 college year.

Dr. Schettler, in response to a question raised by Mr. Anderson, explained the amount of time that he spent talking with the Personnel Board representative relative to the classified employees which he supervises. After further discussion, it was

MSC Simson, Bayne

RESOLUTION 71-3231

BE IT RESOLVED, That the assignment of Classified employee positions as outlined in the document attached to the Legal Minutes; said assignment to be effective July 1, 1971, be approved.

(Approve
(Assignment of
(Classified Employee
(positions

Dr. Huber stated that both Mrs. Margaret Parry, Chairman, C.S.E.A. Salary Committee, and Mr. Frank Martinie, Chairman, Faculty Salary and Benefits Committee, have requested to appear before the Board.

(Salary
(Presentation

Mrs. Margaret Parry stated that since the original C.S.E.A. salary presentation was made to the Board, there have been some changes because, at that time, there was no indication that there would be consideration given for health and welfare benefits for dependents of employees. Mrs. Parry noted that the original request of nine percent was to bring the classified salary schedule up to date for the calendar year 1970-71 and six months of the fiscal year 1971. Mrs. Parry stated that the C.S.E.A. Salary Committee is now submitting a request for a six percent across-the-board cost of living adjustment effective July 1, 1971, plus health and medical benefits for employee dependents, and that each July 1 thereafter, consideration be given for a cost of living raise if necessary.

Mr. Kornhauser inquired if the classified personnel had conducted a salary survey to see where Palomar College's Classified Salary Schedule would be compared to other institutions'.

Mrs. Parry stated that there had not been a survey conducted and noted that the California State Personnel Board just completed such a survey, but no specific salary recommendations were made.

Considerable discussion was held regarding what comparable institutions, and business organizations have been doing relative to salary increase.

At the request of Dr. Simson, Dr. Schettler summarized the structure of the classified salary schedule relative to placement and length of service.

After considerable discussion, it was suggested that the C.S.E.A. obtain salary survey data to ascertain Palomar College's classified salary position and submit this information to the Governing Board in its further consideration of the Salary Committee's request.

Mr. Frank Martinie, Chairman, Faculty Salary and Benefits Committee submitted the following requests for the Board's consideration:

1. That an across-the-board salary increase be granted.

Mr. Martinie stated that the salary survey had not been completed (only eighteen of the thirty-two community colleges in the southern section have responded). Mr. Martinie stated that it was felt from the data collected to date that this request will be in the amount of a 6.6 across-the-board increase.

He noted that complete charts will be submitted to the Board showing Palomar's position prior to requesting a decision.

Mr. Martinie presented the following justifications for the across-the-board salary increase: (a) During the calendar year, 1970, the Consumer Price Index rose by 5.5 percent and continues to rise. (b) The general pattern of industrial wage settlements is for a 30 percent increase (10 percent a year over a three year period). For 1970, industrial wages rose an average of 8.5 percent. (c) The unit productive per instructor at Palomar College rose markedly for the 1970-71 school year. The faculty was increased from one to three percent (depending on the method of calculation), while fall enrollment was up 15 percent and spring enrollment was up 25 percent. (d) Incomplete figures suggest other community college facilities are receiving pay raises. For Palomar to maintain its relative position, a pay raise will be necessary.

2. In addition to the increase, the hourly rate be increased by 5 percent or more.

Mr. Martinie presented the following justification for the hourly rate increase: (a) A present instructor at the top of "E" column receives about \$543 per unit taught under a regular contract and about \$192 per unit taught at the hourly rate. At "C-1" the figures would be \$306 and \$130. We do not ever intend to request equality between the two rates, since the instructor under the regular contract has many duties in addition to teaching. However, we suggest the present hourly rate is inequitable. (b) The hourly rates for the other community colleges in our area are greater than ours on the average.

3. That the medical coverage be extended to dependents at District expense by the use of a permissive tax override.

Mr. Martinie presented the following justifications: (a) This type of benefit is particularly helpful to the family man who is under financial pressure while at the lower end of the salary schedule. (b) The cost to the District is less than the cost to the individuals involved. (c) This type of benefit offers tax benefits.

Considerable discussion was held regarding the Faculty Salary Committee's requests. It was noted by Mr. Martinie that presently, Palomar College is in a median position among the community colleges in the southern section, and indications are (from the eighteen surveys received) that for Palomar to maintain that position, a salary increase would be necessary.

Discussion was held regarding the financial situation of the District as indicated in the budget for 1971-72. Mr. Martinie noted that last year, following the six percent salary increase that was granted the certificated and classified employees, the beginning balance of the 1970-71 budget indicated an amount of approximately \$425,000. He added that that beginning balance figure seemed to be fair and reasonable. Mr. Martinie further stated that the beginning balance as indicated in the 1971-72 budget is approximately \$740,000; if the Board were to grant the certificated and classified salary requests, the beginning balance would still be far greater than that of the 1970-71 budget.

Dr. Huber stated that it is the plan of the Administration to prepare a budget which will reflect the total needs of the institution relative to supplies that were cut during the process of developing the budget draft, the possible need for additional hourly instructors to handle the possible increase in enrollment, and the salary requests. He stated that it is planned to submit this budget to the Budgetary Committee for review and recommendation and then submit this to the Board for consideration. Dr. Huber stated that this would give the Board the opportunity to see an overall financial picture of the institution and its needs.

Considerable discussion was held regarding the current health and medical coverage which is provided for employees. Mr. Martinie emphasized that the faculty request for health and medical coverage for employee dependents be provided through the permissive tax override. Mr. Shadle inquired as to what the increase would be on the present tax rate if these benefits were provided through the permissive tax. Mr. Martinie stated that it would be an increase of .008 percent. Mr. Shadle inquired as to what the anticipated overall tax for the District would be during 1971-72. Dr. Schettler stated that it is anticipated that the tax rate for 1971-72 would remain approximately the same as it was last year, 58 cents.

Mr. Anderson inquired as to what percentage of a salary increase would be gained if the Board were to grant the health and medical coverage for employee dependents. Mr. Martinie stated that it would be approximately 1.8 percent for the certificated staff. Mr. Martinie noted that he had not calculated the percentage for the classified employees.

Mrs. Bayne inquired as to how many instructors fall into the category of the lower end of the salary schedule (below step 7) and who have dependents. Mr. Martinie stated that he did not have that information, but would find that out and present it to the members of the Board.

Dr. Huber reminded the Board that the Administration is not making a recommendation for those employees (certificated and classified) who do not have dependents and thus would not benefit by the health and medical dependent coverage proposal. He noted that this was also the recommendation of both the classified and certificated organizations.

Mrs. Bayne stated that according to the budget, \$115,540.00 has been allowed for certificated and classified health and medical benefits. She added that that would be approximately \$544.00 per employee. Mrs. Bayne stated that she would like to know what kind of coverage this amount provides.

Dr. Schettler stated that the figures Mrs. Bayne had quoted are approximately correct; however, this amount provides not only for health and medical coverage, but also long-term disability insurance, dental insurance, and term life insurance for both certificated and classified employees.

Mr. Anderson inquired if all of the (above) benefits would be carried to employee dependents under the present proposal. Mr. Martinie stated that only health and medical coverage is proposed for employee dependents.

Mrs. Bayne inquired as to what the proposed medical coverage provides.

Dr. Huber stated that he would provide the Board with a copy of the medical policy and information relative to the other benefits provided.

Mr. Kornhauser thanked Mr. Martinie for his presentation.

Mrs. Bayne requested that the Administration provide information relative to the number of faculty and dependents involved in the proposal for health and medical dependent coverage.

Dr. Huber suggested that the Board might perhaps wish to have the information requested prior to taking action on the proposed resolution regarding health and medical dependent coverage. He added that the Board would take action on this matter along with the adoption of the 1971-72 budget at the August 3 meeting.

Mr. Kornhauser inquired if the members of the Board wished to defer or table the proposed resolution or did they wish to take action on the matter this evening.

Mr. Shadle inquired if the Administration expected to have its recommendation on all salary matters by August 3. Dr. Huber stated that he did not feel that all the necessary data could be gathered by that time and he also would like to have the opportunity of presenting the proposal to the Budgetary Committee. Dr. Huber anticipated that the Administration's recommendation would probably not be presented until September.

Mr. Shadle inquired as to the last possible date that the Board could adopt health and medical coverage for employee dependents to be provided through the permissive tax. Dr. Huber stated that that would be August 3.

MSC Anderson, Bayne

RESOLUTION 71-3232

BE IT RESOLVED, That the proposed resolution regarding health and welfare benefits for dependents of Palomar College employees, to be provided through the permissive tax rate, BE TABLED.

(TABLE proposal
(for health and
(medical benefits
(for employee
(dependents

(Dr. Simson voted no on the above matter.)

At the request of Mr. Anderson, Dr. Huber and Dr. Schettler explained the process by which the company is chosen to provide health and medical benefits for the District.

Dr. Schettler presented a copy of the final draft of the proposed 1971-72 Budget. He also had provided the members of the Board with a draft copy of the 1971-72 budget which clearly indicated the changes that have been made since the Board adopted the 1971-72 Preliminary Budget. Dr. Schettler reviewed the budget and the changes in considerable detail.

(Information
regarding 1971-72
Budget

In response to a question from Dr. Simson, Dr. Schettler reviewed the current Cafeteria costs indicating that the last restructuring of the cafeteria prices was done approximately one year ago. Dr. Schettler noted that the current income of the Cafeteria does not carry its complete cost and the excess must be borne by the District. Dr. Schettler stated that with the adoption of the reclassification of classified positions, the cost of cafeteria labor will now be increased and a greater food service cost will have to be assumed by the District. Considerable discussion was held regarding this problem with the Board concurring that the Cafeteria operation should pay for itself. The Administration was requested to furnish the members of the Board with information and recommendation relative to the possibility of making an adjustment in the Cafeteria costs to bring the operation to a pay-for-itself basis.

Mr. Bergman presented the Palomar College 1971 Fall Bulletin for review and stated that the Administration was recommending its adoption. Mrs. Bayne inquired as to what the present status was of the Air Traffic Control Program. Mr. Bergman stated that funds for this program have not been made available. Mr. Shadle noted that the program has been included in the budget. Mr. Bergman stated that this has been done so that if money does become available, the College will be able to implement the courses. After further discussion, it was

(NEW BUSINESS:
1971 Fall Bulletin

MSC Shadle, Anderson

RESOLUTION 71-3233

BE IT RESOLVED, That the Palomar
College Fall Bulletin 1971, be
approved.

(Approve 1971
Fall Bulletin

Discussion was held regarding the appointment
of a Trustee representative to the Delegate
Assembly of the California Junior College
Association (Region IX). Mr. Kornhauser
stated that, with the Board's approval, he
would like to appoint Mrs. Lucy Bayne to
this position. It was

MSC Simson, Anderson

RESOLUTION 71-3234

BE IT RESOLVED, That the Governing
Board of the Palomar Community
College District appoint Mrs. Lucy
Bayne as Trustee representative to
the Delegate Assembly of the
California Junior College Association
(Region IX).

(Appoint Mrs. Bayne
(as Trustee
(representative,
(C.J.C.A. Region IX

Mr. Kornhauser stated that customarily a
Board member is a member of the Curriculum
Committee and indicated that he would like
to appoint Mr. A. J. Anderson to assume this
appointment for the 1971-72 College Year.
Mr. Anderson indicated his acceptance of
this appointment.

(Appoint Mr. Anderson
(as Trustee
(representative,
(Curriculum Committee,
(1971-72

Dr. Schettler reported that his office had
received the three contracts for the proposed
Regional Occupational Programs. The contracts
cover the areas of (1) Automotive Machinist
program, (2) Electronic Computer Programming II
and (3) Closed Circuit Television Technician and
Production. Dr. Schettler noted that a lengthy
explanation of the programs had been provided
for the members of the Board by Mr. Bergman,
Dean of Instruction. He added that Mr.
Walter Brown, Assistant Dean for Vocational
Education, was present and would answer any
questions that the Board may have regarding
the proposed programs.

(Regional
(Occupational
(Programs

Dr. Schettler further stated that a copy of the proposed contracts have been provided for the Board for its information. He reviewed the contracts in detail.

Mr. Kornhauser noted that Mr. Bergman's explanation submitted to the members of the Board regarding the Regional Occupational Programs was quite complete. After brief discussion, it was

MSC Bayne, Shadle

RESOLUTION 71-3235

BE IT RESOLVED, That the Chief Administrator be authorized to sign the contracts on Regional Occupational Programs with the Superintendent of Schools, Department of Education, San Diego County; said contracts are in the fields of Automotive Machinist, Computer Programming, and Closed Circuit Television Training.

(Authorize Superin-
(tendent to enter
(into contracts to
(operate Regional
(Occupational
(Programs at Palomar
(College

Mr. Kornhauser called for a motion regarding the proposed resolution relative to the request of the Palomar Family YMCA for the use of the Palomar College gymnasium on Sunday, October 3, 1971. Motion was made by Mr. Anderson, seconded by Dr. Simson.

Dr. Schettler reported that the Civic Center Act permits the College to offer the use of its facilities upon request of an organization even if the organization charges an admission fee, if the fees collected are to be used in connection with the organization's charitable purposes. He added that it is therefore permissible for the Governing Board to allow the Palomar Family YMCA to use the gymnasium as requested, without charge. Discussion was held regarding the problems which might arise if the Board should make an exception, and therefore, establish a precedence of exempting organizations from the Board adopted policy regarding charges for the use of College facilities. Mr. Shadle noted that the Administration's recommendation which was included in the Report of Superintendent, indicated that the organization be charged the standard fee (\$50.00 per day) without the one hundred percent surcharge for Sunday use.

Mr. Anderson and Dr. Simson agreed that the motion should be amended to indicate that the surcharge for Sunday use be wained.

MSC Anderson, Simson

RESOLUTION 71-3236

BE IT RESOLVED, That the request of the Palomar Family YMCA for the use of the Palomar College Gymnasium on Sunday, October 3, 1971, be approved at the schedule rental charge, less the normal surcharge for weekend use.

(Approve request for
(use of gymnasium;
(Palomar YMCA

Dr. Schettler reported that the Administration was recommending that the Board authorize the annual request made to the Board of Supervisors for an advance on collection of taxes in the amount of \$300,000 to be expended for the current expenses of the District until tax collections occur in November. He added that this advance of taxes has always been granted by the Board of Supervisors on an interest free basis. After brief discussion, it was

MSC Shadle, Bayne

RESOLUTION 71-3237

BE IT RESOLVED, That Dr. Frederick R. Huber, Superintendent, be authorized to request of the Board of Supervisors of San Diego County a temporary transfer of funds in the custody of the County Treasurer in the amount of \$300,000 to be expended for current expenses of maintenance of the community college district prior to receipt of the taxes for the current fiscal year, the amount to be repaid upon collection of tax monies.

(Authorize request
(for temporary
(transfer of funds
(from Board of
(Supervisors

Dr. Schettler reported that in order that the District may provide the funds necessary to pay for the meals and lodging of athletes when traveling to inter-collegiate athletic events, a resolution is needed giving such authorization, and further stating clearly what are to be known as athletic events.

Dr. Schettler further reported that several months ago, representatives from each community college had a meeting with the County Superintendent of Schools and they worked out procedures whereby the funds could be provided to the athlete, prior to the event, for meals and lodging when traveling on competitive athletic events. Dr. Schettler explained how the accounting procedure would operate. Dr. Schettler stated that the estimated expenditure for all sports during the 1971-72 college year would be \$21,500. Dr. Simson stated that he felt the word "athletic" should be included in the proposed resolution (... participating in inter-collegiate athletic events ...) to clarify its intent. Dr. Simson stated that with that amendment, he would move that the resolution be approved. It was

MSC Simson, Bayne

RESOLUTION 71-3238

BE IT RESOLVED, That the Governing Board authorize disbursement of funds for meals and lodging for athletes participating in inter-collegiate athletic events, said disbursement to be made prior to the event for which the funds are required. FURTHER, Athletic events are to be defined as competitive sports events with other colleges to include football, basketball, baseball, wrestling, swimming, aquatics, water polo, tennis, golf, archery, volley ball, track, cross country, hockey, and bowling; and to include both men's and women's activities, using accounting procedures established by the Administration and approved by the County Superintendent of Schools.

(Authorize
(disbursement of
(funds for athletic
(events

Dr. Schettler reported that the Board had received a considerable amount of material regarding the proposed award of contract for the purchase of milk and dairy products. Dr. Schettler stated that legally, these bids should all be identical because of the way in which they must be submitted.

Dr. Schettler further reported that there are two dairies who have processing plants within the District (Golden Arrow and Hollandia Dairy) who consistently submit bids for milk and dairy products. He added that there are approximately five other dairies who maintain herds within the District. He stated that for many years, the Board has alternated the award of contract between Golden Arrow Dairy and Hollandia Dairy. Dr. Schettler noted that last year the award was made on that basis to Golden Arrow Dairy. He stated that because of some extreme complications engaged in this year's bidding (details outlined in material sent to the Board), it has been necessary to submit the proposed resolution (as it appears on agenda) to continue the procedure which the Board has followed in the past. Dr. Schettler stated that if the Board wished to continue its informal policy of alternating the award of contract, then the Administration recommends the adoption of the resolution as outlined on the agenda. He stated that if that was not satisfactory, then the Administration would recommend the award of contract be issued to Golden Arrow Dairy.

Discussion was held regarding the problems that the dairies face in submitting bids because of the State laws which force the dairies to follow specific procedures in their bidding process.

Dr. Schettler introduced Mr. Arie DeJong of Hollandia Dairy.

Mr. DeJong made a lengthy presentation re-emphasizing the fact that the prices at which dairies may sell milk and dairy products are regulated by law through the State Department of Agriculture, Bureau of Milk Marketing Enforcement. Mr. DeJong urged the Board to award the contract for milk and dairy products to Hollandia Dairy and guaranteed the Board that his dairy would meet the low bid prices as quoted by Golden Arrow if the prices prove to be acceptable to the Bureau of Milk Marketing Enforcement.

Motion was made by Dr. Simson to approve of the resolution (as it appears on the agenda) awarding the contract for milk and Dairy Products to Hollandia Dairy. Motion died for lack of a second.

Discussion was resumed regarding the award of contract for the purchase of milk and dairy products. Dr. Schettler noted that the proposed resolution (which appears on the agenda) has been approved by County Counsel. Mr. Anderson stated that in view of the letter dated June 23 from the Vice President of the Golden Arrow Dairy, he would like to make a motion to table this matter for the present time and perhaps have both representatives answer more questions. Mr. Kornhauser felt that the material submitted documented any further questions that the Board might have and thus, it would not be necessary to have the representatives appear.

MSC Simson, Shadle

RESOLUTION 71-3239

BE IT RESOLVED, That the Governing Board reject all bids on Milk and Dairy Products, items 6, 7, 9, 11, 12, 13, 14, 15, 16, 18, 19, 20 and 25. FURTHER, That the Governing Board approve award to HOLLANDIA DAIRY for 1971-72 for necessary amounts of milk and dairy products of bid items 1, 2, 3, 4, 5, 8, 10, 17, 21, 22, 23, 24, and 26, at the prices given in its bid, with the provision that if any lower prices are approved acceptable to the Bureau of Milk Marketing Enforcement the HOLLANDIA DAIRY will adjust past and future billing to meet such prices. FURTHER, That the Governing Board authorize the Administration to purchase other dairy products as perishable foodstuffs, at lowest possible prices, under provisions of Education Code Section 17005.

(Award Contract
(for Purchase of
(Milk and Dairy
(Products to
(Hollandia Dairy,
(1971-72

(Mr. Anderson abstained from voting on the above resolution.)

Dr. Schettler stated that the proposed resolution regarding the purchase of credit cards through the Office of Procurement, Department of General Services of the State of California, allows the District to obtain gasoline and engine oil at a discount price (State gets discount from gas companies). After brief discussion, it was

MSC Shadle, Anderson

RESOLUTION 71-3240

BE IT RESOLVED, That the Governing Board of the Palomar Community College District does hereby authorize the Office of Procurement, Department of General Services of the State of California to purchase credit cards for gasoline and engine oil for and on behalf of the Palomar Community College District pursuant to Section 14814, Government Code, and That Dr. John D. Schettler, Assistant Superintendent for Business, is hereby authorized and directed to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of Palomar Community College District.

(Authorize purchase
(of credit cards
(for gasoline and
(engine oil through
(State Office of
(Procurement

After brief discussion regarding the recommended travel expenses, it was

MSC Bayne, Simson

RESOLUTION 71-3241

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel
(expenses;

a. Registration fee (includes room, lodging, and meals,) to attend Monte Corona Workshop on Educational Technology, Monte Corona, Calif., \$131.50. (Mrs. Esther Nesbin

b. Mileage within the College District at \$.10 per mile, for the 1971-72 College Year. (Mrs. Darlene
(Schultz

Dr. Schettler presented a list of capital improvement projects and recommended that the Board authorize the Administration to proceed with the projects so that they can be implemented prior to the beginning of classes in September. Dr. Schettler reviewed each of the proposed projects in detail. He added that all of the proposed projects have been included in the 1971-72 budget.

Dr. Schettler further reported that none of the projects are in the price range where bids are required; however, inquiries will be made among different companies and the best price possible will be obtained. After brief discussion, it was

MSC Shadle, Bayne

RESOLUTION 71-3242

BE IT RESOLVED, That the Administration be authorized to proceed with the implementation of the following projects:

(Authorize
(Administration to
(proceed with
(implementation of
(projects

1. Pave a parking area north of "Q" Building with decomposed granite and hot oil. Estimated cost \$930.
2. Connect high pressure water line with present system and extend line to appropriate location to a regular sized fire hydrant. Estimated cost \$3,000 with much of the work done by Palomar's crew.
3. Extend the paving of the west parking lot using decomposed granite and hot oil. Estimated cost \$2,800.
4. Grade and pave with decomposed granite and hot oil, the parking lot behind the gymnasium which was severely damaged by the construction of the swimming pool. Estimated cost \$2,500.
5. Install the second "Sky Cube" light in the west parking lot. Installation to be done by Baker Electric Company, Escondido. Estimated cost \$2,500.
6. Acquire four hundred folding chairs at estimated cost of \$5.50 each and twenty-five tables at estimated cost of \$35.00 each to replace and augment those in the Student Union.
7. Install 1.200 foot curb along the east side of the east road to control traffic and water drainage off the hills. There is additional work to be done in this area later in the year but this portion should be completed before the College opens in September. Estimated cost \$1,020.

Dr. Schettler stated that he would recommend that the meeting held this evening (July 27) be adjourned to approximately 8:00 p.m., August 3, 1971 (following the Public Hearing on the 1971-72 Budget). He stated that at that time the agenda items regarding the Review of the College Insurance Program and discussion of the Master Plan for the Palomar Community College District could be continued as well as discussion regarding other matters. Mr. Shadle suggested that the Financial Reports indicated on the agenda also be held over until the meeting of August 3. Board concurred and Mr. Kornhauser announced that the meeting would be continued in adjourned regular session on August 3, 1971, following the Public Hearing of the 1971-72 Budget.

The meeting convened in Executive Session at 10:55 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 11:10 p.m.

(EXECUTIVE SESSION

MSC Bayne, Simson

RESOLUTION 71-3243

BE IT RESOLVED, That the resignation of Miss Sylvia J. Giddings, Secretary, Office of the Dean of Women and Student Financial Aid, effective September 3, 1971, be accepted.

(Accept resignation;
(Miss S. Giddings

MSC Shadle, Bayne

RESOLUTION 71-3244

BE IT RESOLVED, That the resignation of Mrs. Darlene Schultz, Senior Clerk-Typist, Business Office, effective August 13, 1971, be accepted.

(Accept resignation;
(Mrs. D. Schultz

MSC Simson, Shadle

RESOLUTION 71-3245

BE IT RESOLVED, That the employment of the following persons as Instructors on an hourly basis, credit courses and continuing education courses, for the 1971 Fall Semester, be approved.

(Approve employment;
(Instructors on
(hourly basis for
(Fall 1971

(Resolution 71-3245 continued)

Rev. Joseph R. Augustine, The History of Christianity
Since the Reformation
Mrs. Margaret G. Brendlinger, Escrow and Title Procedures
Mrs. Judith Dolan, Filing and Records Management
Mr. John Dunn, Introduction to Data Processing
Mr. Jack F. Emery, Consumer Economics
Mrs. Beverly J. Friedlander, Business Writing
Mr. Ronald C. Jahelka, Child Development
Mrs. Marilyn M. Soucek, Introduction to Sociology
Mrs. Marjorie Campbell, Spanish for Physicians and
Medical Spanish for the Spanish Speaking
Mrs. Cynthia Craig, Child Development
Mrs. Ann Kern, Playwriting
Mr. Edward C. Mueller, Changing Careers
Mrs. Rose Noble, Introduction to Archaeology
Mr. Patrick O'Connor, John Dewey: American Dream
Mr. Willard Russell, Function and Management (Forestry)
Mrs. Frances B. Ryan, Early Days in Escondido
Mr. Faus Smyth, Child Development
Mrs. Dorothy Thomas, Sewing
Mr. Clifford Vessey, Wisdom of the World's Religions
Mr. George F. Voigtlander, Introduction to Education
Mr. Arnold Singleton, Managerial Accounting
Mrs. Wilma Boggs, Fundamentals of Nutrition

MSC Shadle, Bayne

RESOLUTION 71-3246

BE IT RESOLVED, That the employment of Mrs. Judith Truog, as half-time Instructor, Bi-Lingual Education, Continuing Education, for the academic year 1971-72, be approved. (Approve employment; (Mrs. Judith Truog, (Half-time Instructor (Bi-Lingual Education

MSC Shadle, Bayne

RESOLUTION 71-3247

BE IT RESOLVED, That Dr. John D. Schettler, Assistant Superintendent, Business Services, be authorized to prepare and submit final reports and claims under the Vocational Education Act (VEA), the National Defense Education Act (NDEA), Public Law 874 (Federal Impact Law), and the Manpower Development and Training Act (MDTA), for the school year 1970-71 and to prepare applications under same for school year 1971-72. (Authorize Assistant Superintendent to (submit final claims (under VEA, NDEA, (PL 874, MDTA for (1970-71 and to (prepare applications (for same for 1971-72

MSC Shadle, Simson

RESOLUTION 71-3248

BE IT RESOLVED, That the Regular Meeting of July 27, 1971, be adjourned to Tuesday, August 3, 1971, at 7:45 p.m., following the Public Hearing of the 1971-72 Budget.

(ADJOURNMENT:
(Adjourn meeting to
(Tuesday, August 3,
(7:30 p.m.

Time of adjournment was 11:15 p.m.

P r e s i d e n t

S e c r e t a r y

MINUTES
ADJOURNED REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
August 3, 1971, 8:00 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

Following adjournment of the Public Hearing (Call to Order on the 1971-72 Budget, Mr. Richard J. Kornhauser, President, convened the adjourned regular meeting at 8:05 p.m.

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call
Mrs. Lucy Bayne, Secretary
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION Dr. Frederick R. Huber, Superintendent/President
PRESENT: Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Assistant Dean of Instr.
Mr. Charles Coutts, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Robert L. Burton, Dean of Student Personnel
Mrs. Esther Nesbin, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.

GUESTS: Mrs. Sharon Skific, C.S.E.A.
Mr. Paul Skific, Vista
Mrs. Margaret Parry, Chairman, C.S.E.A. Salary
Committee
Mrs. Lou Burnett, C.S.E.A.
Mrs. Carolyn Williams, Palomar College
Mrs. Doris Deuel, President, C.S.E.A.
Mr. Frank Martinie, Chairman, Faculty Salary
and Benefits Committee
Mr. Palmer Kremer, President, San Marcos Rotary
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mr. J. D. Hodges, Escondido
Mrs. Martha Vidler, San Marcos
Mr. Bill Cain, Escondido Times-Advocate
Mrs. Lois Cavalier, Vista Press

Mr. Frank Martinie, Chairman of the Faculty (Report of the
Senate, stated that there was nothing to (Faculty Senate
report from the Senate at this time.

Mrs. Grace Burns, representing the Patrons of Palomar, stated that the Patrons would be holding its annual Board meeting on Wednesday, August 4, 1971, at 12:00 noon, in the Conference Room, Palomar College. (Report of the Patrons of Palomar)

Dr. Huber noted that there was no representative present to report for the Associated Student Government, however, he noted that the A.S.G. Budget Committee met on Monday, August 2, 1971, and an A.S.G. Budget for the 1971-72 college year would be presented to the Board in the near future for its consideration. (Report of the A.S.G.)

Dr. Huber read a letter received from Karanja Mungai, former foreign student, in which he thanked Dr. Huber and the Palomar College staff for the help extended to him, both academically and socially, while he attended Palomar College. Dr. Huber noted that Karanja graduated from Palomar College on June 12, 1971 and will be attending the United States International University in the fall. (COMMUNICATIONS: Letter received from Karanja Mungai, former foreign student)

Dr. Huber introduced Mr. Palmer Kremer, President of the San Marcos Rotary Club, and reminded the members of the Board that Mr. Kremer appeared at its last meeting requesting that the Board consider granting a paid leave of absence to a Palomar College instructor, age 25 to 35, beginning February 1, 1972, which would enable him to be a part of a Rotary Foundation Group Study Exchange Team which will travel and study in Southeast Asia for a two month period. Dr. Huber further reported that none of the instructors who have been granted a sabbatical leave for the 1971-72 college year would qualify for this Rotary program. Dr. Huber stated that this matter was again being presented to the Board for consideration, indicating that this type of an activity would be very beneficial to an instructor at Palomar College. Dr. Huber stated that if an instructor were granted a paid leave to participate in the Rotary program, the cost to the District would be approximately \$3,000. (OLD BUSINESS: Rotary Foundation Group Study Exchange Program)

Mr. Kremer reviewed the Rotary program and indicated that the Rotary Foundation would provide approximately \$6,000 for a qualified person to participate in the Group Study Exchange program (air transportation, food, lodging, some spending money.)

Mr. Kremer stated that an unpaid leave of absence, as discussed at the last meeting of the Board (July 27), would be a possibility but would limit the candidates considerably (i.e., the young instructor with a family). Mr. Kremer pointed out the benefits derived from the Rotary Foundation program noting that it also provided for better understanding among peoples of various nations. Mr. Kremer urged the Board to consider granting a paid leave of absence for a two month period to a qualified instructor at Palomar College if one should be selected by the Rotary District to participate in the Group Study Exchange Program. Mr. Kremer noted that the deadline date for applying for this program (which begins February 1972) was September 25, 1971.

After considerable discussion, the Board concurred that if a qualified Palomar College instructor was selected to participate by the Rotary District in its Group Study Exchange Program, then this matter should be submitted through the appropriate channels (e.g., Budgetary Committee, Faculty Senate, Administrative Council) and a recommendation submitted to the Board for further consideration.

Dr. Schettler reviewed, in considerable detail, the current insurance coverage (policies) presently being carried by the District. He also reviewed the procedures followed by the District in obtaining the various policies, explaining that an organization called the Palomar Insurance Agents Association, which was formed in 1951, has been very successful in placing the District's insurance needs at reasonable rates.

(NEW BUSINESS:
(Review of
(College
(Insurance
(Program

Discussion was held regarding the District's Master Planning Committee. Dr. Huber explained that this Committee consisted of members from the Administration, faculty, and student body and its basic purpose was to prepare the District's Annual Master Plan Report which is required by the Chancellor's Office, California Community Colleges. He noted that the Annual Report provided information regarding Palomar's facilities, projection for new facilities, and curriculum projection.

(Discussion
(regarding
(Master Plan
(for Palomar
(College

Dr. Schettler, Chairman of the Master Planning Committee, stated that the District, when submitting the Annual Master Plan Report, must provide the State with information relative to its educational master plan and the report shall also contain the educational objectives of the College, the future plans for transfer programs, occupational programs, continuing education courses, and remedial and developmental programs on the basis of current and future enrollment.

Dr. Schettler further reported that the Annual Master Plan Report shall contain plans for the development and expansion of ancillary services including services in the Library, Counseling, Placement, and Financial Aids. He stated that the Curriculum Master Plan is basic to community college planning and is related to and inter-related with the Ten-Year Master Plan (State).

Dr. Schettler distributed a map of the Palomar Community College District to the members of the Board and reviewed the District's boundaries. It was noted that Ramona, Julian, Borrego Springs, and Mountain Empire are currently not within any community college district. He stated that by 1975, an election will have to be held to either include these areas within a community college district, or some other type of district, such as a single county district, a single north county district, or perhaps making other districts out of that which is now embodied within the Palomar Community College District boundaries. Dr. Schettler reported that at the May 18, 1971 meeting of the Master Planning Committee, discussion was held on various proposals which might be made in the future on redistricting San Diego County for community college purposes. The proposals are: (1) one such district for the entire county; (2) one such district for all of northern San Diego County (north of San Diego and Grossmont, including the present Palomar and Oceanside-Carlsbad District and non-district territory); (3) the enlargement of the Palomar Community College District to include non-district territory in the northern and eastern parts of the county; (4) the development of a new district extending from Ramona to the coast, covering parts of the present Palomar District south of Lake Hodges and the non-district territory along the coast.

Dr. Schettler reviewed the boundaries of the present site of Palomar College, noting that one of the problems which will be encountered as the campus enrollment increases is that of access to the campus (presently the only access is from Mission Road). He stated that in reference to this problem, the Master Planning Committee, at its meeting held May 18, 1971, adopted the following resolutions: (1) that the Master Planning Committee recommend to the Superintendent and the Governing Board the establishment of the maximum day enrollment on the present Palomar College campus be 8,000 day students, and that the necessary facilities to provide for this number of students be developed in the near future years. (2) that the Master Planning Committee recommend to the Superintendent and the Governing Board that an additional site be acquired five years prior to the date of the expected 8,000 student day population, and that, if possible, the site be acquired even earlier in order that the ultimate cost to the District shall be minimized.

Dr. Schettler distributed a document entitled Junior College Reported and Projected Fall Day Graded Students and Annual Average Weekly Student Contact Hours of Day Graded Students. He reviewed the State prepared document in considerable detail. Dr. Schettler also reviewed the present and predicted usage of Palomar College facilities.

Dr. Huber presented Mr. Virgil Bergman, Dean of Instruction, who reviewed the ten-year Curriculum Master Plan. Mr. Bergman also reported that following a meeting of the ten-year Curriculum Master Planning Committee, the following areas have been suggested for additional programs.

Community Service

Child Development as a full-time program
Teacher Assistant Certificate Program
Second Career Training

At this point, Mr. Bergman introduced Mr. Theodore Kilman, Assistant Dean of Instruction for Continuing Education. Dr. Kilman reviewed the Child Development Program, the Teacher Assistant Certificate Program, and the Second Career Training Program.

Mr. Bergman further reported that the following Vocational Education programs have been suggested for implementation:

Vocational Education

Allied Health Program
Dental Assisting (beginning Fall 1971)
Auto Body Program
Cosmetology (within the next two years)
Restaurant Management (within the next four years)
X-Ray Technology (problematic)
Power Sewing (Began Spring 1971)
Engineering Technician
Computer Science (expansion of program)
Diesel Mechanic
Air Conditioning Service and Repair
Training Service Personnel
Retail Sales Checking
Waitresses
Room Service
Clerking

Mr. Bergman further reported that Palomar College presently has an articulation agreement with MiraCosta College in the vocational area. He distributed copies of the MiraCosta College - Palomar College Vocational Education Plan 1968-1973, to the members of the Board. Mr. Bergman noted that the vocational articulation agreement has been approved by the Governing Boards of both MiraCosta College and Palomar College and is reviewed on a yearly basis.

Dr. Huber pointed out that in addition to the vocational articulation agreement between MiraCosta and Palomar, there is also a County-wide Vocational Education Committee, of which Mr. Brown is a member, and there is a North County Vocational Education Committee, which meets with the local high schools.

Dr. Huber stated that the Annual Master Plan Report, which must be submitted to the Chancellor's Office, will be presented to the Board for approval at its meeting in September.

Mr. Shadle inquired if any county-wide planning was being done concerning future sites. Dr. Huber stated that the San Diego Community College Administrators Association has recommended that a demographic study be done of San Diego County for this purpose.

Dr. Huber stated that this study was being done in view of the State mandated election which will be held in 1975 (regarding redistricting) and proposals will have to be examined at least two years prior to that date. He stated that a San Diego firm, Feldman and Associates, has submitted a contract proposal to the San Diego Community College Administrators Association for the demographic study at a reasonable cost. Dr. Huber stated that the cost will be divided among the San Diego County community colleges and it is anticipated that a recommendation will be submitted to the Governing Board in September requesting that it allot a small amount of money for this study. He stated that the amount of money that Palomar College would contribute would be based on day-graded enrollment. Dr. Huber stated that it is his understanding that the demographic study could be done in approximately three months and it is anticipated that by the end of the year, the Administration would be able to present to the Board a clear picture as to what are the possibilities for future redistricting and possible additional campus sites.

Mr. Kornhauser thanked the members of the Administration for their presentation and requested that the Board continue with the next agenda item.

Dr. Schettler reported that in accordance with the resolution adopted at the last Board meeting relative to the disbursement of funds for athletic events, the County Schools Office requires that specific amounts of money be designated for specific intercollegiate athletic programs, and these amounts require approval by the Board before the County will release the funds. Dr. Schettler stated that the amounts being submitted for approval are Football events \$2,936.50; Cross Country events \$721.65, and Water Polo events \$1,412.00. After brief discussion, it was

MSC Shadle, Anderson

RESOLUTION 71-3252

BE IT RESOLVED, That approval be given for advanced funds for meals and lodging for inter-collegiate Football events in the amount of \$2,936.50, for Cross Country events in the amount of \$721.65, and for Water Polo events in the amount of \$1,412.00.

(Authorize
(Advanced funds
(for meals and
(lodging for
(Football, Cross
(Country, and
(Water Polo
(events

Dr. Huber reported that subsequent to the Board's approval of the Regional Occupational Programs which are to be conducted at Palomar College, it is necessary to request that the Board authorize the calling for bids for equipment, both rental and purchase, which will be used in these programs. Following brief discussion, it was

MSC Simson, Bayne

RESOLUTION 71-3253

BE IT RESOLVED, That the Governing Board of the Palomar Community College District authorize call for bids for the rental and purchase of educational equipment.

(Authorize call
(for bids

Dr. Huber stated that the Administration was recommending that the Board accept the gift of a Potter's Wheel with an appropriate letter of appreciation to be sent. It was

MSC Bayne, Simson

RESOLUTION 71-3254

BE IT RESOLVED, That the gift of a powered Potter's Wheel to the Art Department of Palomar College, valued at \$250, from Mr. Dick Wilson, 160 Calle de Industrias, San Clemente, California, be accepted and that an appropriate letter of appreciation be sent.

(Accept Gift;
(Potter's Wheel
(for Art Dept.

Dr. Huber reported that the San Diego County Community College Administrators Association, through its Instructional Committee and Audio-Visual Committee, have developed a program which will allow the community colleges of the County to purchase films which will be used exclusively for community colleges. He added that this proposal will allow for a much better selection and also provide films which students would not have seen in high school. Dr. Huber introduced Mrs. Esther Nesbin, Assistant Dean of Instruction, Library Services.

Mrs. Nesbin reviewed a draft of a proposed Joint Powers Agreement for the Community Colleges Film Collection, noting that the final form of the Agreement was still in the preparation stages. Mrs. Nesbin stated that the cost to Palomar College, if it enters into a Joint Powers Agreement, would be \$.50 per unit of its average daily attendance which amounted to approximately \$1,800 (funds included in the 1971-72 budget). Considerable discussion was held regarding the proposed draft of the Joint Powers Agreement. The Board concurred that the Administration should be authorized to enter into a joint powers agreement, keeping in mind the discussion and concerns expressed by the members of the Board regarding the agreement, when said agreement is finalized. It was

MSC Bayne, Shadle

RESOLUTION 71-3255

BE IT RESOLVED, That the Superintendent of the Palomar Community College District be authorized to enter into a joint powers agreement with Grossmont, Oceanside-Carlsbad, San Diego and Sweetwater community college districts for purposes of cooperatively purchasing and circulating audio-visual films.	(Authorize Supt. (to enter into a (joint powers (agreement for (purchase and (distribution of (audio-visual films
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Dr. Huber reported that Palomar College had not been a member of the California School Boards Association (CSBA) for the past two years, however, it continued to receive considerable material from the CSBA requesting its membership in the organization. Dr. Huber stated that there have been considerable changes in the CSBA organization which now gives greater autonomy to the community college representatives. Dr. Huber noted that the membership cost for the District to belong to CSBA would be \$780 and that amount had not been included in the 1971-72 budget as adopted. Mr. Kornhauser stated that he felt it would be very helpful to the members of the Board if the Administration would provide a complete review of the educational associations the District currently belongs to, the cost involved in each, and what associations it had recently resigned from.	(Discussion (regarding member- (ship in CSBA
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Dr. Simson also requested that the Administration provide information relative to what these individual associations do for the District, and what benefits are derived when the District is a member. Board concurred and directed the Administration to provide such information for consideration at its next meeting.

The Report of Budgetary Balances as of June 30, 1971 was reviewed by Dr. Schettler.

(FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of July 1971 was noted.

(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of July 1971 was noted.

(Use of Facilities

MSC Anderson, Simson

RESOLUTION 71-3256

BE IT RESOLVED, That Purchase Order number 4193 through 4359, except for those marked "reserved," be approved.

(Approve Purchase
(Orders

MSC Shadle, Anderson

RESOLUTION 71-3257

BE IT RESOLVED, That Salary Warrants numbered 1, 2, and 3, be approved.

(Approve Salary
(Warrants

MSC Shadle, Anderson

RESOLUTION 71-3258

BE IT RESOLVED, That Expense Warrants numbered 545001 through 545220, be approved.

(Approve Expense
(Warrants

The Associated Students of Palomar College Balance Sheet, period July 1, 1970 through July 1, 1971, was reviewed by Dr. Schettler.

(Associated Students
(Balance Sheet

The Palomar College Bookstore Balance Sheet, June 30, 1971, was reviewed by Dr. Schettler.

(Bookstore Balance
(Sheet

The Palomar College Cafeteria Balance Sheet, June 30, 1971, was reviewed by Dr. Schettler. He noted that a review of the Cafeteria food prices was presently being done and a recommendation would be submitted for the Board's consideration at its meeting in September.

(Cafeteria Balance Sheet

The Report of Balances of Trust Accounts, June 30, 1971, was reviewed by Dr. Schettler.

(Balances, Trust Accounts

The Report of Opening Balances, Palomar College Financial Aids Account, July 1, 1971, was reviewed.

(Opening Balances, Financial Aids Account

The Report of the Palomar College Emergency Loan Fund for fiscal year 1970-71 was reviewed. Considerable discussion was held regarding the problem of delinquent loans and the possibility of charging a nominal interest rate or service charge (\$1.00 or \$2.00 regardless of amount of loan) for the use of the money was suggested. The Board referred this matter to the Financial Aids Committee for study and requested that a recommendation be submitted for consideration.

(Emergency Loan Fund, 1970-71

The Report of the Palomar College Savings Accounts as of July 1, 1971, was reviewed.

(Savings Accounts, July 1, 1971

The Report of Expenditures, Revolving Cash Fund for the month of July 1971, was reviewed.

(Revolving Cash Fund

Dr. Schettler stated that all items in the written Report of Superintendent, except those concerning Personnel, had been discussed.

(REPORT OF SUPERINTENDENT

The meeting convened in Executive Session at 10:40 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:45 p.m.

(EXECUTIVE SESSION

MSC Shadle, Anderson

RESOLUTION 71-3259

BE IT RESOLVED, That the resignation of Miss Linda Wilson, Clerk-Typist II, Admissions Office, effective September 3, 1971, be accepted.

(Accept resignation; Miss Linda Wilson

MSC Shadle, Anderson

RESOLUTION 71-3260

BE IT RESOLVED, That the employment of Miss Kathleen Clooney as Secretary, Business Department, Salary Class No. 27-A, at a salary of \$499 per month, effective September 1, 1971, be approved.

(Approve employment;
(Miss Kathleen
(Clooney, Secretary,
(Business Dept.

MSC Shadle, Anderson

RESOLUTION 71-3261

BE IT RESOLVED, That the employment of Mr. Michael Schaeffer as Clerk-Typist II, Bookstore, Salary Class No. 23-A, at a salary of \$453 per month, effective August 1, 1971, be approved.

(Approve employment,
(Mr. Michael
(Schaeffer, Clerk-
(Typist II, Book-
(store

MSC Shadle, Anderson

RESOLUTION 71-3262

BE IT RESOLVED, That the employment of the following persons, as indicated on Page 14 of the Legal Minutes, as supplemental staff (students and extra-clerical), be approved.

(Approve employment;
(Students and
(extra-clerical

MSC Anderson, Bayne

RESOLUTION 71-3263

BE IT RESOLVED, That the Minutes of July 13, 1971, Resolution 71-3320, be AMENDED to authorize Mrs. Florine Atkinson to attend the California School Employees Association State Convention, August 3 through 6, 1971 (Mrs. Atkinson will attend in place of Mrs. JaDene Dugas who was originally approved to attend).

(Amend Minutes of
(July 13, 1971;
(authorize
(Mrs. Atkinson to
(attend CSEA State
(Convention

MSC Shadle, Anderson

RESOLUTION 71-3264

BE IT RESOLVED, That the Adjourned
Regular Meeting of the Board of
Trustees of the Palomar Community
College District held August 3, 1971,
be adjourned in memory of
MR. FREDERIC SPEERS, and that
an appropriate letter be sent to
Mrs. Speers notifying her of
this action.

(Adjourn meeting
(in memory of
(MR. FREDERIC SPEERS

The meeting was adjourned at 10:50 p.m.

P r e s i d e n t

S e c r e t a r y

MINUTES
PUBLIC HEARING ON 1971-72 BUDGET
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BUILDING, COLLEGE CAMPUS
August 3, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called or order by the President (Call to Order Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call
Mrs. Lucy Bayne, Secretary
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION Dr. Frederick R. Huber, Supt./President
PRESENT: Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Assistant Dean of Instr.
Mr. Charles Coutts, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Robert L. Burton, Dean of Student Personnel
Mrs. Esther Nesbin, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.

GUESTS: Mrs. Sharon Skific, C.S.E.A.
Mr. Paul Skific, Vista
Mrs. Margaret Parry, Chairman, C.S.E.A Salary
Committee
Mrs. Lou Burnett, C.S.E.A.
Mrs. Carolyn Williams, Palomar College
Mrs. Doris Deuel, President, C.S.E.A.
Mr. Frank Martinie, Chairman, Faculty Salary
and Benefits Committee
Mr. Palmer Kremer, President, San Marcos Rotary
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mr. J. D. Hodges, Escondido
Mrs. Martha Vidler, San Marcos
Mr. Bill Cain, Escondido Times-Advocate
Mrs. Lois Cavalier, Vista Press

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser announced that the meeting was a public hearing on the 1971-72 Budget for the Palomar Community College District. He requested the Administration to present the final 1971-72 budget. (Presentation of 1971-72 Budget)

Dr. Huber distributed copies of the proposed 1971-72 budget to the members of the Board and the audience. Dr. Huber noted that the final budget contained only a few changes from that of the Publication Budget which was adopted by the Board on July 13. He stated that one of the matters pending was the motion which was tabled by the Board at its last meeting (July 27) relative to health and welfare benefits for employee dependents. He reminded the Board that the Administration's recommendation was that this benefit be provided through the permissive tax rate. Dr. Huber added that the funds for health and welfare benefits for employee dependents had not been included in the 1971-72 budget as distributed.

At the request of Dr. Huber, Dr. Schettler reviewed the proposed 1971-72 budget, noting those changes which had been made since the adoption of the 1971-72 Publication Budget.

Dr. Simson inquired if the Administration had the final percentages on a.d.a. (average daily attendance), assessed valuation, and budget increase over the 1970-71 budget. Dr. Schettler stated that there had not been any changes made in the assessed valuation prediction or the a.d.a. prediction. He added that the attendance (a.d.a.) prediction is 8.85 percent over the 1970-71 college year, and it appeared that the total assessed valuation would be over \$500,000,000 which is an increase of \$62,000,000 over \$438,000,000 for 1970-71 (an increase of approximately 14 percent). Dr. Schettler stated that the proposed 1971-72 budget was an increase of approximately 20 percent over the 1970-71 budget, noting however, that much of the increase was due to extended federal programs, the Economic Opportunity Act programs in particular. Dr. Schettler stated that although the current expenses of the education budget were up approximately 20 percent, the total expenditures at the end of the fiscal year would not reflect that increase; it would probably be less than that.

Mr. Kornhauser inquired if there were any questions from the members of the audience regarding the proposed 1971-72 Budget. There were none.

Mr. Kornhauser stated that the one issue to be resolved was that of health and welfare benefits for employee dependents, and whether or not it should be granted, and if it were, whether or not money should be provided from the general operation tax fund or through the permissive tax rate. Mr. Kornhauser asked for comments from the members of the Board regarding this matter.

Mr. Anderson stated that he felt quite strongly that health and welfare benefits for employee dependents should not be included in the 1971-72 budget by means of the permissive tax. He further stated that he felt this matter should be discussed when the matter of salaries was presented to the Board because it was in his opinion, a salary increase.

Dr. Simson stated that he generally was in favor of health and welfare benefits for employee dependents, however, he would like to see this benefit provided for through money from the general operation tax fund. Dr. Simson stated that he would not favor this benefit if it were to be provided for through the permissive tax rate. Dr. Simson inquired if the Certificated or Classified groups have had any change in position (other than that previously stated) relative to the matter of health and welfare benefits for employee dependents. Mr. Martinie, Chairman, Faculty Salary and Benefits Committee, stated that there had been no change in its position.

Dr. Huber, in response to Dr. Simson's inquiry, stated that it was the feeling of the Administration that the money to provide for this particular benefit should not be taken from the general operation tax fund account. Dr. Huber reminded the Board that members of the staff have pointed out during previous meetings that the College has made considerable sacrifices in a number of areas in the budget. He stated that salary adjustments for both classified and certificated employees had not been resolved, and it is not known as yet what will happen to the enrollment in the Fall and whether the predicted increase will in fact be eight percent or whether it will be fifteen percent or twenty percent.

Dr. Huber stated that if the enrollment surpasses the District's prediction, additional hourly instructors will be necessary and money to provide for these instructors will have to be taken from the undistributed reserve fund. Dr. Huber again stated that the Administration, as well as the Certificated and Classified, would oppose this benefit being provided for other than through the permissive tax rate. Dr. Huber pointed out that to provide for health and welfare coverage for employee dependents through the permissive tax rate, it would require an additional \$.008 to be added to the present tax, and it is the feeling of the Administration that this would probably not increase the present overall tax rate; it would remain about the same as it was during the 1970-71 college year.

Mrs. Bayne stated that she would like to see the employees have this extended coverage, but she was hesitant about providing for this benefit through the permissive tax. She stated that if she felt that this would not mean an increase in the present overall tax rate, she would perhaps be in favor of it being provided by that means.

Mr. Shadle spoke in support of the health and welfare coverage for employee dependents noting that this type of insurance coverage was almost universal in industry governed by union-management contracts. Mr. Shadle stated that he felt this benefit should be provided for through the permissive tax rate. He stated that it was very unlikely that an \$.008 tax increase would increase the present overall tax rate, specifically because the bond redemption tax rate was decreasing each year and will likely decrease again in 1971-72. Mr. Shadle stated that he felt the bond redemption tax rate would decrease much more than the \$.008 increase which is being proposed to provide for health and welfare insurance coverage for employee dependents. Mr. Shadle pointed out that he felt the Board would have to consider this benefit, if approved, when it considered salary adjustments. He stated that it was impossible to completely disengage this matter when considering the question of salaries. Mr. Shadle stated that he felt the College would have a large increase in student attendance this Fall, and for the next few years, and that the District should not "dip" into the general operation tax fund to provide for employee dependent insurance coverage, but should provide for it by increasing the permissive tax rate by \$.008.

Mr. Kornhauser stated that he agreed with Mr. Shadle regarding the use of the permissive tax to provide for health and welfare benefits for employee dependents, however, he did not feel that this fringe benefit should be considered in the same light as wage increases. Mr. Kornhauser stated that a salary increase is ordinarily across-the-board and appropriate for all members of the staff to receive. He stated that the proposed dependent health coverage plan recognizes a special situation on the part of only a portion of the staff, that is, those who have dependents. He stated that if the Board approved of this benefit and called it a salary increase, it would, in his opinion, be discriminating against those who do not have dependents. Mr. Kornhauser stated that if the Board viewed this coverage as a benefit then it could be applied to those staff members who qualify, and therefore, it would become appropriate to consider this matter under the permissive tax rate. If the Board were to consider providing this benefit through the general operation tax fund, then it would appear as though it were a salary raise and this would be, in his opinion, discriminatory.

After considerable discussion, Mr. Kornhauser reminded the members of the Board that a motion regarding health and welfare benefits for employee dependents had been tabled at its last meeting (July 27). Dr. Huber noted that the tabled motion was as follows: "BE IT RESOLVED, That the final Budget for 1971-72 include an additional \$40,000 of which \$25,000 shall be included in Expenditure Account No. 831 (Certificated) and \$15,000 shall be included in Expenditure Account No. 832 (Classified) for health and welfare benefits insurance premium for coverage of dependents of Palomar College employees. FURTHER, That income Account No. 81 be increased by \$40,000 as District taxes to be raised by the permissive special tax rate."

Mr. Shadle noted that discussion regarding the tabled motion had already taken place but he would move to bring the motion from the table for further consideration. It was

MSC Shadle, Bayne

RESOLUTION 71-3249

BE IT RESOLVED, That the motion regarding health and welfare benefits for employee dependents provided through the permissive tax rate which was tabled at the Governing Board meeting held July 27, 1971, be brought from the table for further consideration.

(Motion regarding health and welfare dependent coverage brought from table

After further discussion, it was

MS Anderson, Simson

BE IT RESOLVED, That the funds necessary for providing health and welfare benefits for employee dependents not be included in the 1971-72 Budget per tabled motion.

(Motion excluding funds from budget for health and welfare dependent coverage failed for lack of majority vote

AYES: Simson, Anderson

NOES: Bayne, Shadle, Kornhauser

ABSENT: None

MSC Shadle, Bayne

RESOLUTION 71-3250

BE IT RESOLVED, That the sum of \$40,000 to provide for health and welfare benefits for employee dependents be added to the proposed 1971-72 Budget, said amount to be financed by an increase in the permissive tax rate.

(Approve of health and medical benefits for employee dependents by increasing permissive tax rate

AYES: Bayne, Shadle, Kornhauser

NOES: Simson, Anderson

ABSENT: None

MSC Shadle, Bayne

RESOLUTION 71-3251

BE IT RESOLVED, That the Budget for (Adopt 1971-72
the Palomar Community College District (Budget as amended
for the College Year 1971-72 be
adopted as amended by Resolution
No. 71-3250. (Copy of 1971-72 Budget
as adopted attached to Legal Minutes).

The meeting was adjourned at 8:00 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
August 10, 1971, 7:30 p.m.

The Governing Board of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, on the above date at 7:30 p.m., as prescribed by law.

In accordance with Government Code Section 54955, there being no quorum present, the meeting was adjourned at 7:31 p.m., until August 24, 1971, at 7:30 p.m., Administration Building, College Campus.

P r e s i d e n t

S e c r e t a r y

MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
August 24, 1971, 7:30 p.m.

The Governing Board of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, on the above date at 7:30 p.m., as prescribed by law.

In accordance with Government Code Section 54955, there being no quorum present, the meeting was adjourned at 7:31 p.m., until September 14, 1971, at 7:30 p.m., Administration Building, College Campus. (ADJOURNMENT)

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE SPECIAL MEETING
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
September 1, 1971, 12:15 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, (Call to Order
Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call
Mrs. Lucy Bayne
Mr. Richard J. Kornhauser
Mr. Milo E. Shadle
Dr. Anton K. Simson

ADMINISTRATION

PRESENT: Dr. Frederick R. Huber, Superintendent/President
Mr. Howard Brubeck, Assistant Dean of Instruction
Mr. Charles Coutts, Assistant Dean of Instruction
Mr. Robert Burton, Dean of Student Personnel

GUESTS: Mr. Gary Freeman, Instructor, Palomar College

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Dr. Huber made a clarification of the letter and notice that was sent to the Board, indicating that Mr. Kornhauser did not prepare the letter regarding the bids for contracts on the television equipment and data processing equipment.

Dr. Huber reported that the Board had authorized the Administration to advertise for bids for equipment concerned with the Regional Occupational Program, which the County is funding completely; and includes the data processing equipment and the tele-communication equipment.

Mr. Kornhauser asked Dr. Huber to discuss the financing of these bids.

Dr. Huber proceeded to say that the financing comes through a tax which is levied by the County Board of Supervisors throughout the whole County, and the program is designed primarily for those people who are seeking a job entry position. He added that Palomar College is one of the first community colleges that has been so designated to have this program on its campus.

Dr. Huber stated that the fact that this will be on Palomar College's campus means that we will also have an opportunity to make use of the equipment while it is here. He added, however, that we will be responsible for purchasing this equipment, and he noted that the end of each proposed resolution states that the contract is subject to funding by the County Office under the Regional Occupational Program, which thereby clarifies that if there are any problems, this District would not be involved.

Dr. Simson inquired if ownership would remain with the County for the program itself?
Dr. Huber answered affirmative.

Dr. Huber introduced Dean Coutts, Dean of Science and Technology, and stated that he was involved directly in the development of the specifications for this, as well as handling the bidding; therefore, both of the operations (data processing equipment and tele-communication equipment) will be in his area.

Dean Coutts stated that the computer system was bid by two companies, IBM and NCR. He stated that the "father of the project" was the County Superintendent of Schools, and they had previously favored the IBM 1130 machine; although Palomar had suggested the NCR 100, which is a somewhat more sophisticated piece of equipment than either of these.

Dean Coutts further reported that the IBM Corporation bid a total of \$16,281.00 for ten months which would include the freight from their factory to here and return. NCR bid \$17,488.22 for ten months, also including freight. The machines are both adequate for the job; the job being to train programmers and computer operators in the languages Fortran and Cobol.

Mr. Shadle noted that Palomar has an existing computer machine, and asked if this was not satisfactory?

Dean Coutts stated that the machine that Palomar College has now is a business oriented machine and does not accept any programming language except the Report Program Generator.

Mrs. Bayne asked that since the College was anticipating a more sophisticated piece of machinery, is the College disappointed in this, or would they rather have the other? She asked what the difference in cost would be.

Dean Coutts stated that, for the machine that the College originally suggested, the cost would run about \$2,400.00 per month.

Mrs. Bayne inquired if the output of the suggested computer would be worth the difference in cost.

Dean Coutts stated that it would, but the County, who is sponsoring the project, is opposed to a machine of that sophistication for this particular training program.

Dr. Simson inquired if Palomar would need to go that sophisticated at this time? He asked what level of courses would be offered, and if this is the first course in programming that has been offered?

Dean Coutts stated that either one of these machines is entirely adequate for the courses which the College has in mind.

Dr. Huber stated that if Palomar could have the more sophisticated equipment for the specified courses, then it could also be utilized by the Administration for its needs.

Dr. Simson stated that he was familiar with the IBM 1140 computer and indicated that he thought it was quite an adequate machine to learn on and to do fundamental work. He asked what sorts of things Palomar had in mind to expand?

Dean Coutts stated that the NCR machines are already programed; they have the necessary "software" for scheduling students for educational programs for the complete operation of the business office. These are things that the College will have to do someday.

Mr. Anderson inquired if these were the only two bids that were received, or were they the only ones that met the specifications?

Dean Coutts stated that these were the only two that met the specifications and the only two that bid. He added that on items 2 and 3, only IBM bid, and they are the sole manufacturers of that type of machine.

Mr. Anderson inquired if IBM's card would fit the NCR's machine? Dean Coutts stated that it would, and indicated that no one else makes a machine in this particular category which is the low price machine. He stated that if the college wanted a larger computer, then there would be ten or fifteen bids.

Dr. Huber suggested that Dean Coutts explain the second resolution that appears on the agenda, and then the Board could consider both at the same time.

Dean Coutts stated that the second resolution is for a course in closed-circuit television production and repair. He stated that Palomar has the necessary space for it, and there has turned out to be a great need for persons in this field. He added that the type of equipment which is used in cable T.V. in Oceanside and Escondido will enable us to produce color tapes for use on the air or for our own use and will also enable us to train technicians in the care and maintenance of the television equipment. Dean Coutts stated that there were three bidders; Telemation, Computer Systems, Inc., and Odetics. Dean Coutts stated that there was a slight variation in the bids: Telemation bid \$35,495.00 for equipment which meets all specifications from items 1 through 37 in the bid specification document; Computer Systems, who did a vast amount of work on this, gave the figure of \$43,336.00. They had originally intended to give a discount, but said it was now impossible in light of the wage freeze by President Nixon, because they could no longer get discounts from their suppliers; Odetics' bid was much higher, that of \$51,921.00.

Dean Coutts stated that in his opinion, and in the opinion of the instructors who are going to be teaching this course and Mr. Hanssen, who has wide experience in this field, the Telemation equipment will be entirely satisfactory, and will meet our needs.

Dr. Huber asked if any Board members had any questions regarding these contract bids? He added that as soon as the Administration had the Board's approval, they will immediately make contact with the County Office, and if the Administration can get assurance in writing that the County will fund the contract, then the equipment will be ordered; and hopefully, it will be here by the time school opens or shortly thereafter.

Mr. Kornhauser inquired if Palomar College would have to get approval from the County for the project?

Dr. Huber stated that Palomar already has approval from the County for the total project, but the College wanted to make sure that the County was satisfied with the bids and equipment so that the County will fund it.

Mr. Anderson inquired if this project is being funded for ten months only?

Mr. Coutts indicated that this was correct.

Mr. Anderson questioned what would happen to the television equipment that the College purchases?

Dean Coutts stated that the College is writing a new project which will be submitted in December, and the Administration has every hope that the project will be continued for another year.

Mr. Anderson inquired if the school would have to lease the machines again for another year?

Dean Coutts stated that he thought that the present lease could be extended.

Mr. Anderson asked if it would be possible to get such an agreement in writing on an option basis? Dean Coutts stated that this is possible, and he added that by that time, there could be another machine that would meet the specifications and might be preferable. But, the option of continuance should be Palomar's choice.

Mr. Anderson inquired what the price was of the television monitors on the breakdown of the bids?

Dean Coutts stated that the bid specified "four used mono-chromed television monitors in working condition; units supplied will be supplied by Conrak-KNB 9, or equivalent, depending upon the availability; \$100 each, for a total of \$400."

MSC Bayne, Simson

RESOLUTION 71-3265

BE IT RESOLVED, That contract be awarded to IBM for the purchase of one computer, two printing key punches, and one high speed card sorter, being specified low bidder meeting specifications; and FURTHER, That this contract be subject to funding by the County Office under the Regional Occupational Program.

(Award contract
(for purchase of
(data processing
(equipment to IBM

Computer \$1,629.10
(Per month for ten months)

Key Punches \$177.60
(Per month for ten months)

Card Sorter \$109.00
(Per month for ten months)

MSC Anderson, Bayne

RESOLUTION 71-3266

BE IT RESOLVED, That contract be awarded to Telemation, Inc., for the purchase of television production equipment in the amount of \$35,495.00, exclusive of sales tax, being specified as low bidder meeting specifications; and FURTHER, That this contract be subject to funding by the County Office under the Regional Occupational Program.

(Award contract to
(Telemation, Inc., for
(purchase of televisio
(production equipment

Mr. Anderson inquired of Mr. Coutts what the tax situation is regarding the lease of equipment or use tax. Dean Coutts stated that there would be a five percent (5%) tax.

The Board concurred that additional items could be discussed in this Special Meeting if no action was taken.

Dr. Huber stated that Palomar College is a part of the Public Employment Program, and in a statement by President Nixon, it was noted that money was allotted to a number of metropolitan areas for this program throughout the country and San Diego was one of them.

Palomar College has been notified that it will receive \$15,383.00 from that Program, which means that it could employ a person or persons up to that particular amount per year for the next two years.

Dr. Huber stated that the Administration has had some preliminary discussions regarding whom the college should employ and in what capacity. He indicated that at the moment, the Administration was not prepared to make a specific recommendation to the Board. However, Dr. Huber pointed out that there seems to be an interest in having someone who is a computer program analyst, who could also take care of some of the College's project writing. Currently, he indicated that there are too many people working on different projects, and therefore, if there was one individual on the staff who could take care of this, there would be less confusion and more attention to possible funds.

Dr. Simson inquired what specific constraints existed on this.

Dean Burton stated that there were not too many. He stated that Palomar College would take care of selecting what we need; however, he added that Palomar is obligated to work through the State Employment Office and give them 48 hours notice so they can try to provide us with the person who meets our requirements. The whole program is to create jobs here in San Diego County.

Dr. Huber added that another constraint is that it must be a 40 hour per week position, although if the budget stated that there are part-time positions that are set up that way, then a person could be employed on a 20 hour per week basis.

Dean Brubeck stated that they must be positions that are not presently in our budget, and the College must employ someone who is considered unemployed by State standards, and also must agree to certain conditions regarding filling of that job if it becomes permanent. They want to move people into areas of employment where there is a good opportunity that they will be absorbed by the agency that was granted the funds for their employment initially.

Dr. Huber stated that the Administration would be prepared to recommend someone to the Board in the near future.

Dr. Simson inquired what would be an approximate time that the Board could expect to receive a recommendation?

Dr. Huber stated that the Administration would be sending a report to the Public Employment Program agency on approximately the 8th or 9th of September which will list four or five occupations for them to review and make recommendations. He stated that the Administration would indicate to the Board at that time what those recommendations are.

Mr. Shadle inquired if there might be occupations that are coordinated with these purchases so that the college could use the "hardware;" someone to work out ways by which computers could be used to more advantage on campus.

Mrs. Bayne inquired if this Regional Occupational Program would cover salaries for people you might employ in the area.

Dr. Huber stated that it does. Dean Brubeck noted that the top salary is \$12,000 per year. There is no minimum, but it is assumed that it would be in the area of approximately \$5,000 for the Public Employment Program.

Dr. Huber pointed out that the Administration is also considering that this person be employed as a Classified employee rather than a certificated one.

Reference was made to the \$5,000 salary and Mr. Shadle inquired if the College could add to the salary of the individual if it was necessary?

Dean Coutts stated that it was his understanding that partial salaries were not permitted.

Dr. Simson asked if this meant that Palomar would have this in its budget and there would be provision for a new job.

Mr. Shadle inquired if this person would come under the regular budget and be subject to the 50% rule.

Dean Brubeck pointed out that even though the job would be only for a partial year, the funding would be for a full year.

Dr. Huber indicated that he would investigate the questions and provide answers.

Dr. Huber stated to the Board that as of this morning (September 1 at 11:00 a.m.) the Dental Assisting Program enrollment was up to 30 students, and he added that they would let it go up to 35 students because it is always the case that some students have to drop for one reason or another.

Mr. Shadle inquired about the complete registration picture.

Dean Burton stated that over 4,300 day and evening students have been registered at this time, which is approximately half way through the registration period for the entire student body. He added that an approximate figure for the total registration process would be 7,000 students.

Dr. Simson inquired what the normal amount of students has been in the past. Dean Burton stated that it starts out with great numbers, but then dwindles; however, this year they had to use not only one, but three additional rooms to handle the situation.

Mr. Shadle inquired if Palomar had started registering for the new programs yet, and asked if they were getting many students?

Dean Coutts stated that the students for the Regional Occupational Programs will be assigned to Palomar by high schools and the Bureau of Human Resources; they are not registered as yet, although Mr. Brown, Director of Vocational Education, has a list of names of those persons who will be coming to Palomar.

Mr. Shadle confirmed that this program is not only for the older students, but also for the high school student as well.

Mr. Shadle inquired if these Regional Occupational Programs were certificate programs or degree programs?

Dean Coutts stated that they would be certificate programs, and on a one year basis also.

Mr. Shadle asked if they have gone through the Curriculum Committee yet, and Dean Coutts stated that since they are not credit courses, they do not have to go through the Curriculum Committee.

The next item of information that Dr. Huber brought up was in regard to the meeting of the Chancellor's in Los Angeles on Tuesday, August 31. He stated that it was basically called to discuss the topic of admission to the State Colleges. Briefly, the community college students are able to transfer their programs to the state colleges usually without any penalty, depending upon the state college. Palomar College courses are for the most part transferable to one state college or another either for the major area or for just general education courses.

Dr. Huber stated that what these college presidents and superintendents want to do, and what has been recommended to the trustees because of the limited space, is that all 60 units that these students earn at the community college level must be transferable courses, and the state colleges will determine what courses are transferable.

Dr. Huber stated that this recommendation would completely nullify the efforts of the last twenty years of articulation. He noted that a representative from Los Angeles Trade-Technology School made a study of 300 students (60 percent of whom are vocational students) who transferred to the state college level and every one of them had succeeded at this level.

Dr. Huber concluded by saying that the chancellors and presidents of the community colleges are going to oppose this use of the word "transferable" courses and indicate that the community colleges can determine what is transferable on the basis of working it out with the state colleges.

Dr. Huber's second report was regarding the California Supreme Court's ruling that school financing, as presently established, is unconstitutional. Dr. Huber discussed this briefly, stating that most educators feel quite satisfied with this decision. The reason for this satisfaction is because, as a district, we are 70% locally supported, 25% State supported, and the rest is from the federal government.

Dr. Huber stated that he felt this situation is a tragedy for the local tax payer to be sharing that much of the support of this institution when we are doing a job for the total county and the state colleges and the community colleges who are being supported approximately 80%.

Mr. Shadle pointed out that this decision doesn't necessarily mean that it would be different; there may be a state-wide property tax that will do the same thing to the local tax payer. It would possibly be on a more equalized basis, so the question would then be, are we higher or lower than the norm in assessed valuation? Dr. Huber stated that Palomar is about on the norm.

Dr. Huber stated that what all this means is that the issue might have to go to the United States Supreme Court before it is answered. Although, some attorneys state that it cannot go to the United States Supreme Court because it is a State constitutional matter.

Dr. Huber reported on the wage freeze situation, and stated that at this time, there has not been a County Schools Office interpretation. The County did, however, authorize the District to issue the September 1 paycheck in accordance with the present salary schedule. He stated that the County didn't know whether this would mean that there would have to be adjustments made on the October 1 paycheck.

Dr. Huber continued to report that what we must recognize is that if the County interprets that those persons who were employed and actually working under their new contracts when the freeze was initiated would receive their increments, and those who did not teach during the summer session would not, then there will be a definite problem.

Dr. Huber stated that he has kept the faculty at Palomar well informed of what is happening, and he stated that it is his understanding that the San Diego County Counsel will call a meeting to discuss this matter.

Dr. Huber stated that, at the Board meeting of September 14, the Administration would bring to the Board an additional budget information item, which will include a request for a salary increase.

The recommendation from the Administration for the salary increases, even if it were approved by the Board, would not be able to be put into effect until, of course, the District had the legal authority to do so.

Mrs. Bayne stated that this would be a good time for capital outlay purchases to be made because of the price freeze.

Dr. Huber mentioned that he would be sending out a schedule to the members of the Board of the meetings set for September 7 through 10 for all faculty. These are the regular orientation meetings that will inform the new teachers, and there will be outside guest speakers; and he indicated that he hoped the Board members would be able to attend.

Mr. Shadle inquired if Palomar College receives an annual report from the state colleges, as it does from the universities, regarding how our graduates are doing.

Dean Burton stated that we did, and he would be willing to provide the Board with this information.

The meeting was adjourned at 1:05 p.m.

(ADJOURNMENT)

P r e s i d e n t

C l e r k

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
September 14, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, (Call to Order Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call
Mrs. Lucy Bayne, Secretary
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION Dr. Frederick R. Huber, Superintendent/President
PRESENT: Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Assistant Dean of Instr.
Mr. Charles Coutts, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.

GUESTS: Mr. Kent Backart, Palomar College
Mr. Frank Martinie, Chairman, Faculty Salary and
Benefits Committee
Mrs. Emily Acker, President, Patrons of Palomar
Mrs. Margaret Parry, Chairman, C.S.E.A. Salary
Committee
Mrs. Doris Deuel, President, C.S.E.A.
Mrs. Charlene Parsons, San Marcos
Mrs. Kay Rix, Escondido League of Women Voters
Mr. Keith Hanssen, Palomar College
Mrs. Edna Pulver, Patrons of Palomar
Mr. William Tefft, Palomar College
Mrs. Lorna Tefft, Palomar College
Mr. William Eddy, Palomar College
Mrs. Lili Johnston, Patrons of Palomar
Mr. Joe Heredia, Escondido Times-Advocate
Mr. Ed Grove, Vista Press
Mr. Scott Boyles, Administrative Assistant

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Following a brief discussion regarding the Minutes, it was

MSC Shadle, Bayne

RESOLUTION 71-3267

BE IT RESOLVED, That the Minutes of the following Meetings be approved:

(Approve Minutes;
(July 27, 1971
(August 3, 1971
(August 10, 1971
(August 24, 1971
(September 1, 1971

- a. Regular Meeting, July 27, 1971
- b. Public Hearing on 1971-72 Budget, August 3, 1971
- c. Adjourned Regular Meeting, August 3, 1971
- d. Regular Meeting, August 10, 1971
- e. Regular Meeting, August 24, 1971
- f. Special Meeting, September 1, 1971

Mr. Frank Martinie, Chairman of the Faculty Senate, (Report of the stated that the Senate has met and organized itself (Faculty Senate for the coming year. He stated that it has begun work on the Administrative Leave and Administrative Vacation Policies and should complete work on those documents shortly. Mr. Martinie stated that a minor problem has arisen in regard to Executive Sessions (Governing Board); he stated that when he met with the Board in Executive Session last Spring he found himself unable to report back to the Senate because it was a closed session. Mr. Martinie stated that the Senate has requested that in the future when a Senate representative meets with the Board in Executive Session, that the Board release the Senate representative to report back to the Senate as to the matter under consideration and the discussion that took place relative to a specific matter. After considerable discussion, the Board concurred that at future meetings involving the Senate and the Board in Executive Session, it would direct the representative as to what information and discussion could be released. (This would be dependent upon both parties agreeing to this stipulation.)

Mrs. Emily Acker, President of the Patrons of Palomar, reported that the Patron's membership drive is under way and additional information regarding the membership drive will be sent through the mail.

(Report of the
(Patrons of Palomar

Mrs. Edna Pulver, member of the Patrons of Palomar reported that in memory of Fred Speers, the Patrons are giving \$25 to the Palomar College Development Foundation.

Dr. Huber reported that the Associated Student Government did not hold an election of officers last Spring, and it will be holding elections for the 1971-72 College Year some time next week.

(Report of the
(Associated Student
(Government

Dr. Huber stated that the Board had indicated that it would like to hear from various professional organizations on campus as to what their various functions are. In accordance with that request, Dr. Huber introduced Mrs. Doris Deuel, President of the Palomar Chapter of the California School Employees Association.

(Report of other
(Professional
(Organizations;
(C.S.E.A.

Mrs. Deuel distributed literature regarding the function of the California School Employees Association and noted that the C.S.E.A. is the only organization of classified school employees recognized by the California State Department of Education as an educational association. Mrs. Deuel explained in detail the structure and objectives of the C.S.E.A. Mrs. Deuel stated that the local officers of the C.S.E.A. for the calendar year 1971 are: Mrs. Deuel, President; Miss Tilly Gonzalez, Vice President; Mrs. Sharon Skific, Treasurer; Mrs. Evelyn Dallas, Secretary; Mrs. Linda Walters, Recorder.

Dr. Huber distributed literature relative to the Federal Emergency Employment Act of 1971.

(COMMUNICATIONS

Dr. Huber stated that the Department of Labor is now allocating about \$1,000,000,000 to state, city, and county governments for the employment and training of the unemployed and disadvantaged in such fields as education, health, law enforcement, fire science, housing, transportation, pollution technology, etc. One-third of the jobs are set aside for Vietnam veterans.

Dr. Huber stated that Palomar College is making contact with the various cities within its District in regard to the Emergency Employment Act alerting these officials that Palomar College is ready to assist them in terms of training.

Dr. Huber distributed copies of the 1971-72 Classified Handbook together with a breakdown of the changes that have occurred since the 1970-71 edition. Dr. Huber requested that the Board review the Handbook and indicated that the Administration will be recommending it for adoption at the next meeting of the Governing Board (September 28).

Dr. Huber presented a tentative breakdown of recommended items for the 1971-72 budget. Dr. Huber stated that the following items were approved by the Budgetary Committee at its meeting held September 14, 1971: (OLD BUSINESS: Supplemental items for 1971-72 Budget)

1. Certificated Salary Adjustment	\$144,000
2. Hourly Wage Adjustment (Certificated)	10,000
3. Classified Salary Adjustment	40,000
4. Student Hourly Wage Adjustment	5,000
5. <u>Instruction:</u>	
a. Additional hourly staff and special faculty projects	25,000
b. Other instructional costs including supplies	20,000
6. <u>Capital Outlay:</u>	
a. Equipment and remodeling of facilities (\$20,000 per Division; \$30,000 for the remodeling of Room P-32)	70,000
7. Miscellaneous, to include demographic survey and joint film consortium	5,000
8. Supplementary funds for Federal and State projects including matching funds	<u>20,000</u>
	TOTAL \$339,000

Dr. Huber noted that the Undistributed Reserve of the 1971-72 Budget (as adopted August 3, 1971) has a balance of \$762,346. If these (aforesaid) items are approved, this would leave a balance of \$423,346 which is sufficient to maintain for the purposes of the Undistributed Reserve.

Dr. Huber summarized by stating that the Administration would be recommending the approval of the supplemental items for the 1971-72 budget at the next meeting of the Governing Board (September 28) and it is recommended that the Board approve of the salary adjustments despite the fact that increases will not go into effect until after the wage freeze has ended.

Mr. Frank Martinie, Chairman of the Faculty Salary and Benefits Committee, distributed copies of a salary comparison of the community colleges in the Southern California area. Mr. Martinie reviewed Palomar's certificated salary position as reflected in the survey and stated that based on this information, the Faculty Salary and Benefits Committee was recommending that the Board grant a six percent across-the-board salary increase.

Mrs. Bayne inquired as to what the approximate increase in the faculty load is. Mr. Bergman stated that this information will be made available following census week (third week of school) and until that count, it is almost impossible to estimate what the increase will be.

Mr. Anderson stated that he felt that everyone concerned should be as patriotic as possible and try to carry out President Nixon's wishes. He inquired as to what justification there was for a salary increase other than the fact that other community colleges are increasing their salary schedules.

Mr. Martinie stated that the most obvious justification was the cost-of-living continues to "skyrocket."

Considerable discussion was held regarding the cost-of-living factor and wage increases as it applies to education, industry, and business.

Mr. Anderson cited an article which appeared in the September 14 issue of the Wall Street Journal, and he quoted the first paragraph which stated:

"While we wait for the ninety days to end, it may be well to ponder the most widely ignored fundamental fact about the so-called wage-price spiral that prompted this freeze. It is the heavily lopsided nature of the spiral. For every point of gain on the price side, there has been a two point rise on the wage side. The popular idea that there has been a more or less even trade-off between the two sides of the spiral is just not on basis of fact." Mr. Anderson urged the Board to "hold the line" on salary increases and to notify other boards of education that this District is "holding the line" and hopefully they would do the same.

Mrs. Bayne inquired if Mr. Martinie had figures relative to how many of the thirty-two community colleges which were surveyed also receive health and medical benefits for dependents. Mr. Martinie stated that he did not have the specific figures relative to the thirty-two community colleges in the southern section; however, he noted that Palomar College's "fringe benefit package" was "slightly above average" compared with other community colleges.

Dr. Huber reviewed the history of the certificated salary structure and noted that the Board had always in the past tried to maintain a salary schedule that was in a median position as compared with those community colleges in the southern section in order to attract the type of instructor that this institution would like to have. Mr. Bergman elaborated on the problems of trying to employ the best instructor available and the necessity of maintaining Palomar's certificated salary schedule on a competitive basis.

Dr. Simson stated that he would agree that Palomar College should not jeopardize its competitive salary position; however, perhaps the Board in its consideration should perhaps recognize where philosophically does Palomar College tie in with the overall policies of the country; and yet, it must also be realistic in its attempting to analyze the situation. Dr. Simson stated that the Board, to some extent, will have to balance the "real world environment" at Palomar College versus the national goal that we are attempting to support. Dr. Simson stated that he agreed with Mr. Martinie's quotation regarding the industrial wage increases, but that he could also cite areas where there have been absolutely no salary increases and suggestions of cuts.

Dr. Simson stated that there is a very wide range that must be considered, and the Board must be willing to see how they all balance out and what its relative position will be.

Mr. Shadle stated that he felt that the instructors at Palomar College have acted in an extremely responsible manner for the past three years. At the request of the Board, they established a Budgetary Committee, and despite Board policy which was established several years ago, which indicates that the first item to be considered in the budget is salary changes, they have voluntarily forgone that, and set it aside until after all the budget figures were available (which is late in July or early August). He stated that he felt had money not been available, the faculty would have cut their request, perhaps to zero. Mr. Shadle stated that he just could not sit back and ask the one group in the country who were affected in this manner by the freeze to be patriotic, when all other large major groups of wage earners are not in this position; they have already recorded large salary increases. Mr. Shadle stated that the teachers are the only group in the country who have a September and October raise coming to them, and they should not be "stuck" in this position.

Dr. Huber reminded the Board that if the six percent salary increase request were approved, it would be frozen until after November 12, and further determination regarding wage increases will be made by the President and the Cost of Living Council.

Dr. Simson stated that if everyone is planning to "breakout" after the freeze, what good was the freeze in the first place. He stated that he felt the Board needed to come to "grips" with that aspect. He stated that he would agree that something needs to be done; the faculty should not become the "martyrs", but likewise, it does not make much sense for the Board to indicate that it does accept a freeze, and then continue on as soon as it is lifted, and only essentially not make a salary increase retroactive. Dr. Simson stated that at this point, he did not really understand what the Board's philosophy should be.

Mr. Martinie stated that the Faculty Salary and Benefits Committee is also requesting that the certificated hourly rate be increased by five percent in addition to the overall six percent increase.

Mr. Martinie stated that there is considerable inequity in this area and used the comparison of other community college's (in the county) hourly rate scale as justification for this request.

Dr. Huber introduced Mrs. Margaret Parry, Chairman of the C.S.E.A. Salary Committee. Mrs. Parry stated that contact has been made with the districts that were used in the survey conducted by the California Personnel Board, and of the eighteen districts that were used, all of them, with the exception of Fallbrook, have received salary increases, effective July 1. Mrs. Parry stated that the C.S.E.A. Salary Committee is requesting a six percent cost of living salary increase.

Dr. Huber stated that the California State Personnel Board representative did indicate that to maintain the classified salary schedule in a median position for 1971-72, it would require an approximate six percent increase.

Dr. Huber stated that the matter of supplemental items for the 1971-72 Budget is merely being presented for information at this time, and the Administration will resubmit this matter for further consideration at the next meeting of the Board.

Dr. Huber stated that there has been no change in the proposed Use of Facilities Agreement from that of previous years, and the Administration recommends approval. It was (NEW BUSINESS:

MSC Bayne, Simson

RESOLUTION 71-3268

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Palomar Family Y.M.C.A., Escondido, for the purpose of holding classes in Art, at the rate of \$4.00 per session, beginning September 14, 1971 through June 15, 1972, be approved.

(Approve Joint
(Use of Facilities ✓
(Agreement; Palomar
(Family YMCA

Dr. Huber stated that the Administration recommends Board acceptance of the gift of an electric organ from Mr. Myron Eichen. He stated that the organ would be used in the Drama Department. It was

MSC Shadle, Anderson

RESOLUTION 71-3269

BE IT RESOLVED, That the gift of an Electric Organ to the Speech/Theatre Arts Department of Palomar College, valued at \$225.00 from Mr. Myron Eichen, Route 1, Box N3, Del Mar, California, be accepted and that an appropriate letter of appreciation be sent.

(Accept Gift;
(Electric Organ ✓)

Dr. Huber stated that the proposed Agreement with the State of California, Department of Real Estate is a standard procedure whereby the Department of Real Estate provides partial support for the Real Estate program being offered at Palomar College. It was

MSC Simson, Bayne

RESOLUTION 71-3270

BE IT RESOLVED, That the Standard Agreement between Palomar Community College District and the State of California, Department of Real Estate, in an amount of \$700, said amount to be used in partial support of the Real Estate education program during the 1971-72 College Year, be approved.

(Approve Agreement ✓
(between District and
(Department of Real
(Estate, State of
(California

Dr. Huber stated that it has been strongly recommended by the Federal Government representatives and other institutions dispensing National Defense Student Loans, that the Academic Financial Services Association, Inc., and Furst and Furst, be employed to assume responsibility for accounting and billing services and collecting delinquent loans. He noted that Palomar College has increased its loan fund monies considerably during the past few years, and as a consequence, the number of students involved has also increased.

Dr. Schettler reviewed the proposed contract in considerable detail, noting that the term of the contract would be for a three year period. Dr. Schettler stated that all the community college districts in the County have been using this firm and its services for approximately four years.

Dr. Schettler stated that the approximate cost for these services would be \$800 for the first year; the second and third year payment would be considerably less than the initial payment.

Dr. Schettler stated that the District anticipates it will have approximately 120 annual accounts for 1971-72. He stated that the cost for the proposed services for 120 accounts would be \$60.70 per month; the N.D.E.A. loan program allows three percent of its funds to be applied toward accounting and administrative services. Dr. Schettler stated that the N.D.E.A. loan money from the Federal Government will nearly cover the cost to the District for the billing services as proposed in the contract.

Dr. Huber reported that the District has been approved of \$27,000 in the National Defense Student Loan Program for the 1971-72 College Year and approximately \$10,000 for the Nursing Program. After further inquiries and explanation regarding the proposed contract, it was

MSC Shadle, Simson

RESOLUTION 71-3271

BE IT RESOLVED, That an Agreement with the Academic Financial Services Association, Inc., for the accounting and billing services; and with Furst and Furst for delinquent account collection services, be approved for National Defense Student Loans, Nursing, and Health Profession loans. (Approve Agreement with Academic Financial Services Association, Inc., and Furst and Furst

Dr. Huber stated that some months ago, considerable discussion was held about the proposed Air Transportation Technology curriculum. It was noted at that time that although this had been approved by the Curriculum Committee (at its meeting April 28, 1971), it was being held in abeyance until Federal funding materialized. Dr. Huber stated that it now appears that Federal funding for this program is imminent and the Administration was submitting the Air Transportation Technology program for the Board's consideration and approval.

Dr. Huber introduced Mr. Kent Backart (Instructor) who presented this program to the Curriculum Committee and who has been a "thrust" behind the Air Transportation Technology Program.

Mr. Backart reviewed the proposed courses and the need for the Air Transportation Technology program. Mr. Backart also reviewed the funding proposals that have been submitted to the Federal Government and to the State of California through Part A of 102b/Disadvantaged (Vocational Education). Mr. Backart stated that another funding proposal has been submitted through the Regional Occupational Programs, and they have indicated that they will fund the program, but are unable to do so until the Fall of 1972.

Considerable discussion was held regarding the proposed program. Mrs. Bayne suggested that the proposed resolution indicating approval of the Air Transportation Technology courses be amended to stipulate that they only "be enacted when funding is available." Mr. Shadle pointed out that ten of the Air Transportation Technology courses are presently in operation (AT 13, 14, 15, 16, 20, 21, 22, 30, 31, and 32) and indicated that the limitation would apply only to those new courses that are being approved. Board concurred. It was

MSC Bayne, Simson

RESOLUTION 71-3272

BE IT RESOLVED, That the following new courses be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community College courses and that they be enacted when funding is available:

(Approve new ✓
(courses for sub-
(mission to the
(Chancellor's Office

Air Transportation Technology:

- AT 1. Introduction to Air Transportation (2)
- AT 2. Aviation Facilities and Operations (3)
- AT 3. Airport Services and Operations (3)
- AT 4. National Airspace System (2)
- AT 5. Air Traffic Control (2)
- AT 10. Aviation Mathematics (2)
- AT 11. Physics of Flight (4)
- AT 12. Aviation Navigation (2)

- AT 13. Aviation Weather (3)
- AT 14. Celestial Navigation (3)
- AT 15. Flight Engineering for Pilots (3)
- AT 16. Principles of Aerodynamics (2)
- AT 20. Basic Pilot Ground School (3)
- AT 21. Advanced Pilot Ground School (3)
- AT 22. Instrument Pilot Ground School (3)
- AT 23. Helicopter Principles (2)
- AT 24. Helicopter Flight Theory (2)
- AT 30. Basic Pilot Flight Training (3)
- AT 31. Advanced Pilot Flight Training (4)
- AT 32. Instrument Pilot Flight (3)
- AT 33. Helicopter Pilot Flight Training (2)
- AT 34. Multi-Engine Pilot Flight Training (2)
- AT 40. Systems (4)
- AT 41. Aircraft (3)
- AT 42. Aircraft Powerplants (3)
- AT 43. Aircraft Electrical Systems Theory (4)
- AT 44. Aircraft Hydraulic Systems Theory (3)

Dr. Huber stated that the requested travel expense is a budgeted item and the Administration recommends approval. It was

MSC Anderson, Bayne

RESOLUTION 71-3273

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve travel expenses;

a Transportation (air fare), meals, lodging, parking, to attend Bro-Dart/McClurg Book Conference, San Francisco, \$82. (Esther W. Nesbin✓

The Report of Collections Deposited in the County Treasury during the month of August 1971 was noted. (FINANCIAL REPORTS: (Report of (Collections

Dr. Simson inquired if the Swimming Pool would be made available for public use now that classes are underway. Dr. Huber stated that he would obtain the swimming pool schedule from the Director of Athletics and report at the next meeting of the Board.

The Report of Use of Facilities by Outside Organizations during the month of August 1971 was reviewed. (Use of Facilities

The Report of Expenditures, Revolving Cash Fund, for the month of August 1971 was reviewed.

(Report of
(Revolving Cash
(Fund

After discussion regarding the recommended purchase orders submitted for approval, it was

MSC Shadle, Anderson

RESOLUTION 71-3274

BE IT RESOLVED, That Purchase Orders numbered 4360 through 4691, except for those marked "reserved" be approved.

(Approve Purchase ✓
(Orders

MSC Simson, Bayne

RESOLUTION 71-3275

BE IT RESOLVED, That Salary Warrants numbered 4, 5 and 6, be approved.

(Approve Salary ✓
(Warrants

MSC Shadle, Anderson

RESOLUTION 71-3276

BE IT RESOLVED, That Expense Warrants numbered 545221 through 545508, be approved.

(Approve Expense ✓
(Warrants

MSC Bayne, Shadle

RESOLUTION 71-3277

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of August 1971, be approved and that letters of appreciation be sent to all donors.

(Approve Library ✓
(Acquisitions

Dr. Huber reported that in accordance with the policy adopted by the Board at its meeting held July 27, 1971, relative to the disbursement of funds for athletic events, the Women's Recreation Association is requesting the amount of \$88 for two volleyball events to be held during the month of October (\$44 per event). Dr. Huber stated that the Administration was recommending Board approval. It was

MSC Shadle, Bayne

RESOLUTION 71-3278

BE IT RESOLVED, That approval be given for advanced funds for meals and lodging inter-collegiate Volleyball events (Women's Recreation Association) in the amount of \$88 (two events, \$44 per event).

(Authorize advanced funds for meals and lodging for Volleyball events)

Dr. Simson inquired as to the status on the Associated Student Body cards and also the Palomar College Athletic Association. Dr. Huber stated that the Athletic Association has not functioned during the summer months. He stated that the status of the trust account fund is that there is such a place in the budget for income derived from gate receipts of athletic events. Dr. Huber stated that the Athletic Department has submitted a budget in the amount of approximately \$3,200 which includes such things as banquets, awards, scouting, and some of the pre-game meals and refreshments. Dr. Huber stated that the Administration is assuming that whatever income that is derived from the gate receipts will be expended on the aforesaid activities.

Dr. Huber stated that to date approximately three hundred Student Body cards have been sold. He reminded the Board that students will be admitted free to all athletic events. He stated that it is planned to have the students present their I.D. card to the Activities Office prior to a game and a ticket will be issued enabling them to attend.

Dr. Huber reported that enrollment, as of September 14, 1971, was as follows:

Total Day Students	3,864
Total Night Students	<u>2,800</u>
TOTAL	6,664

Dr. Huber noted that registration has not been completed and registration in off-campus classes would not be completed until next week.

Dr. Simson stated that during the last week he has had the opportunity to visit with various departments on campus, and one of the problems that seemed to be continually coming up is that of the early closing of very basic classes during the registration period. He stated that there are apparently some very large problems for students attempting to get courses and their ability to continue with a logical program and maintain good progress during their time at Palomar College. Dr. Simson stated that there apparently is also the problem of maintaining records relative to how many people want specific courses, and what are the priorities that should be established between those classes, and how to go about staffing for additional classes. He stated that it seemed as though it is very difficult for a student to put together a logical program without tremendous difficulty.

Dr. Huber stated that the Administrative Council, on September 14, devoted part of its meeting to the subject of registration. Dr. Huber explained the process by which a student's class schedule is established. Students do have the opportunity to complete their scheduling in the four semester period. It is almost impossible to maintain lists of student requests for classes without computerized programming. However, the Dean of Instruction's Office is continually monitoring the registration and various departments whose classes present these problems. After considerable discussion, Dr. Huber stated that the Board would be kept informed of further discussion, and resolution of some of these problems inherent in the registration process.

Dr. Huber noted a report of the academic achievement of Palomar College students at the State colleges. Mr. Shadle stated that he was the one who requested such a report, and noted that he was really more interested in how Palomar College related to other two year institutions and four year institutions (rather than names of students and individual grade point averages). Dr. Huber stated that he would compile a summary of this information and present it at the next meeting of the Board.

Dr. Huber distributed a publication of the San Diego Society of National History which was written by Mr. Dennis Bostic, Instructor, Life Science Department. Mr. Bergman, Dean of Instruction, noted that this particular publication was only one of many distinguished articles that have been written by Mr. Bostic.

Dr. Huber reported that the District has submitted a request, through the Department of Human Resources, for two persons, a Computer Programmer, and Project Writer. These people are being requested under the allotment the District has received through the Public Employment Program (PEP).

Dr. Huber stated that a question was raised regarding the award of contract for the television equipment which will be used in the Regional Occupational Program. Dr. Huber stated that this has been resolved and the District is remaining with the low bidder, Telemation, and the Administration is satisfied that the District will get the equipment specified in the bid specifications. The question raised was one between the two manufacturers of the television equipment and was resolved following a meeting of all concerned.

Dr. Huber stated that the Board, at an earlier summer meeting, received a packet of material describing the California Schools Boards Association. Dr. Huber reported that the District presently belongs to the following organizations:

	Yearly Dues
Academic Senate for California Community Colleges	\$ 150
American Association of Junior Colleges	700
California Junior College Association	1,500
Western Colleges Association	700
San Diego County Junior College Association	20
San Diego County School Boards Association	20
San Diego Industry-Education Council	20
Mission Conference	700

Dr. Huber stated that the cost for joining the California School Boards Association would be \$708; said amount is based on the total current expenses of education. Dr. Huber stated that the reason the District has not belonged to this organization for the last few years was because it was felt that the community college representation was very weak. He stated that since that time, this has been very much improved and the organization now maintains a very active community college section.

Mr. Anderson stated that he would like to know what benefits the District is deriving from those organizations that it presently belongs to. Dr. Huber stated that he would provide that information at the next meeting of the Board and he would also place the matter of membership in the C.S.B.A. on the agenda for the Board's further consideration.

Mr. Kornhauser stated that the Board had received the 1971-72 Calendar (of activities) and noted that it was extremely well done. Dr. Kilman stated that it was prepared by Mr. James McNutt, Instructor, Graphic Arts, and Mr. Phil Moore, former student, who worked with Mr. McNutt during the summer months. Mr. Kornhauser stated that he felt that those people responsible for the design should be given credit on the publication. Board concurred.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning Personnel, had been discussed.

The meeting convened in Executive Session at 10:30 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:50 p.m. (EXECUTIVE SESSION)

MSC Bayne, Simson

RESOLUTION 71-3279

BE IT RESOLVED, That the resignation of Mrs. Gail Anderson, Secretary, Assistant Dean of Instruction, Humanities Division, effective October 1, 1971, be accepted.

(Accept resignation;
(Mrs. Gail Anderson ✓)

MSC Bayne, Simson

RESOLUTION 71-3280

BE IT RESOLVED, That the resignation of Mrs. Nancy Wilson, Account Clerk, Business Office, effective September 6, 1971, be accepted.

(Accept resignation;
(Mrs. Nancy Wilson ✓)

MSC Bayne, Simson

RESOLUTION 71-3281

BE IT RESOLVED, That the employment of Mr. John Kerr, Maintenance Man, be terminated, effective September 30, 1971.

(Terminate
(employment; ✓
(Mr. John Kerr

MSC Bayne, Simson

RESOLUTION 71-3282

BE IT RESOLVED, That the employment of Miss Patricia Waggoner, as Secretary I, Physical Education Office, Salary Class 27-A, at a salary of \$499 per month, effective August 23, 1971, be approved (replacement).

(Approve employment; ✓
(Miss Patricia Waggoner

MSC Bayne, Simson

RESOLUTION 71-3283

BE IT RESOLVED, That the reassignment of Mrs. Evelyn Dallas, as Secretary I, Financial Aids Office, effective August 11, 1971, be approved (replacement).

(Approve
(reassignment;
(Mrs. Evelyn Dallas ✓

MSC Bayne, Simson

RESOLUTION 71-3284

BE IT RESOLVED, That the employment of Mr. Arthur Moore, as Learning Center Technician, Salary Class No. 33-A, at a salary of \$578 per month, effective September 27, 1971, be approved.

(Approve employment;
(Mr. Arthur Moore ✓

MSC Bayne, Simson

RESOLUTION 71-3285

BE IT RESOLVED, That the employment of Mrs. Donna Hale, as Clerk Typist II, Admissions Office, Salary Class No. 23-A, at a salary of \$453 per month, effective September 1, 1971, be approved (replacement).

(Approve employment;
(Mrs. Donna Hale

MSC Bayne, Simson

RESOLUTION 71-3286

BE IT RESOLVED, That the employment of Mrs. Gwen Featheringill, as Secretary I, Faculty Senate, Salary Class No. 27-A, at a salary of \$249.50 per month (half-time position), effective September 1, 1971, be approved.

(Approve employment; ✓
(Mrs. Gwen
(Featheringill

MSC Bayne, Simson

RESOLUTION 71-3287

BE IT RESOLVED, That the employment of Mrs. Virginia Rickabaugh, as Account Clerk, Business Office, Salary Class No. 29-A, at a salary of \$525 per month, effective August 16, 1971, be approved (replacement).

(Approve employment; ✓
(Mrs. Virginia
(Rickabaugh

MSC Bayne, Simson

RESOLUTION 71-3288

BE IT RESOLVED, That the employment of Mrs. Betty Jo Dirks, as Clerk Typist III, Business Office, Salary Class No. 27-A, at a salary of \$499 per month, effective September 1, 1971, be approved (replacement).

(Approve employment; ✓
(Mrs. Betty Jo Dirks

MSC Bayne, Simson

RESOLUTION 71-3289

BE IT RESOLVED, That the employment of Mrs. Ruth Clothier, as Instructor, Child Development/Teacher Assistant, for the College Year 1971-72, be approved.

(Approve employment; ✓
(Mrs. Ruth Clothier

MSC Bayne, Simson

RESOLUTION 71-3290

BE IT RESOLVED, That the employment of Miss Patricia Dixon, as half-time Instructor, Multi-Cultural Studies, for the College Year 1971-72, be approved.

(Approve employment; ✓
(Miss Patricia Dixon

MSC Bayne, Simson

RESOLUTION 71-3291

BE IT RESOLVED, That the employment of Mr. Robert L. Rogers, as hourly Instructor, Regional Occupational Programs/Computer Science, and Computer Science Information Programs, for the College Year 1971-72, be approved.

(Approve employment;
(Mr. Robert L. Rogers ✓)

MSC Bayne, Simson

RESOLUTION 71-3292

BE IT RESOLVED, That the employment of Mr. Robert L. Blanks, as hourly Instructor, Regional Occupational Programs/Television, for the College Year 1971-72, be approved.

(Approve employment;
(Mr. Robert L. Blanks

MSC Bayne, Simson

RESOLUTION 71-3293

BE IT RESOLVED, That the employment of Mr. Carl L. Iserman, as hourly Instructor, Evening, Business Education Department, for the College Year 1971-72 be approved.

(Approve employment; ✓
(Mr. Carl L. Iserman

MSC Bayne, Simson

RESOLUTION 71-3294

BE IT RESOLVED, That the employment of Mr. Lloyd E. Weber, as hourly Instructor, Evening, Business Education Department, for the College Year 1971-72, be approved.

(Approve employment;
(Mr. Lloyd E. Weber ✓

MSC Bayne, Simson

RESOLUTION 71-3295

BE IT RESOLVED, That the employment of Mrs. Danielle Lara, as hourly Instructor, Evening, Multi-Cultural Studies, for the College Year 1971-72, be approved.

(Approve employment; ✓
(Mrs. Danielle Lara

MSC Bayne, Simson

RESOLUTION 71-3296

BE IT RESOLVED, That the employment of Mrs. Nanette Senge, as hourly Instructor, Evening, Business Education Department, for the College Year 1971-72, be approved.

(Approve employment;
(Mrs. Nanette Senge

MSC Bayne, Simson

RESOLUTION 71-3297

BE IT RESOLVED, That the employment of Mr. Victor Zalinsky, as hourly Instructor, Evening, Continuing Education and Community Services, for the College Year 1971-72, be approved.

(Approve employment;
(Mr. Victor Zalinsky

MSC Bayne, Simson

RESOLUTION 71-3298

BE IT RESOLVED, That the employment of Mrs. Thais D. Sanders, as hourly Instructor, Evening, Continuing Education and Community Services for the College Year 1971-72, be approved.

(Approve employment;
(Mrs. Thais D. Sanders

MSC Bayne, Simson

RESOLUTION 71-3299

BE IT RESOLVED, That Mrs. Judith B. Dolan be authorized to teach in her major field of Business in grades 13 and 14 for the College Year 1971-72, in accordance with Title 5, Section 6166(d), under authorization for services.

(Authorize Judith
(Dolan to teach in
(major field; grades
(13 and 14

MSC Bayne, Simson

RESOLUTION 71-3300

BE IT RESOLVED, That Mr. Carl L. Iserman be authorized to teach in his minor field of Business Education in grades 13 and 14 for the College Year 1971-72, in accordance with Title 5, Section 6166(d), under authorization for service.

(Authorize Carl Iserma
(to teach in minor
(field; grades 13 and
(14

MSC Bayne, Simson

RESOLUTION 71-3301

BE IT RESOLVED, That the employment of Mrs. Mabel Coshow, as Clerk Typist II, Learning Center, Evenings, at an hourly rate of \$2.62 per hour (part-time, nineteen hours per week), effective September 13, 1971, be approved.

(Approve employment;
(Mrs. Mabel Coshow

MSC Bayne, Simson

RESOLUTION 71-3302

BE IT RESOLVED, That the employment of Mr. George Bertwert, as substitute bus driver, at an hourly rate of \$2.49 be approved.

(Approve employment;
(Mr. George Bertwert

MSC Shadle, Bayne

RESOLUTION 71-3303

BE IT RESOLVED, That the employment of the following persons, as listed on Page 23 of the Legal Minutes, as supplemental staff (students and extra-clerical), be approved.

(Approve employment;
(Students and extra-
(Clerical

The meeting was adjourned at 11:05 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
September 28, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Mr. A. J. Anderson
Mrs. Lucy Bayne, Secretary (Arr. 7:35 p.m.)
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Robert L. Burton, Dean of Student Personnel
Mr. Howard Brubeck, Assistant Dean of Instr.
Mr. Charles Coutts, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mr. Ray Larson, A.S.G.
Mr. Frank Martinie, Chairman, Faculty Salary and Benefits Committee
Mr. Keith Hanssen, Dir. of Learning Resources
Mrs. Kay Rix, Escondido League of Women Voters
Mrs. Charlene Parsons, San Marcos
Mrs. Martha Vidler, San Marcos
Miss Tilly Gonzalez, C.S.E.A.
Mrs. Margaret Parry, Chairman, C.S.E.A. Salary Committee
Mrs. Emily Acker, Pres., Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mr. John Kerr, Palomar College
Mr. J. D. Hodges, Escondido
Mr. Monroe Foster, Valley Center
Mrs. Robert Burrows, Escondido
Mr. Robert Kuretich, Coordinator Work Experience Program
Mr. Ward Myers, Director of Athletics
Mr. E. Sommers, Escondido
Mrs. Sue Emery, Escondido Times-Advocate
Mr. Scott Boyles, Administrative Assistant

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser called for approval of the Minutes of the Regular Meeting held September 14, 1971. It was

MSC Simson, Anderson

RESOLUTION 71-3304

BE IT RESOLVED, That the Minutes of the Regular Meeting held September 14, 1971, be approved.

(Approve Minutes;
(September 14, 1971)

Mr. Frank Martinie, Chairman of the Faculty Senate, reported that the Senate was considering a number of matters but has reached no final decision to date. He stated that he would be reporting Senate action on some of these matters at the next meeting of the Governing Board.

(Report of the
(Faculty Senate

Mrs. Emily Acker, President of the Patrons of Palomar, stated that the Patrons were presently working on its membership drive. She thanked the Board for the cooperation it has extended to the Patrons.

(Report of the
(Patrons of
(Palomar

Mr. Robert Bowman, Dean of Student Activities, reported that Mr. Ray Larson, President of the Student Assembly, was expected to attend the Board meeting to present the proposed A.S.G. Budget for 1971-72. He stated that Mr. Larson would be coming from class and requested that the Board consider the proposed budget when he arrived. Board concurred.

(Report of the
(Associated Student
(Government

Dr. Huber noted that there were no communications to present at this time.

(COMMUNICATIONS:

Dr. Huber presented the proposed 1971-72 Classified Handbook. Dr. Huber stated that a notice from the County Superintendent of Schools had recently been received and the following statement should be included in the proposed Handbook:

(OLD BUSINESS:
(Proposed 1971-72
(Classified
(Handbook

"Hourly classified employees who work over half-time and who are assigned for a period over one month in this status must become members of the Public Employees Retirement System with Social Security coverage."

Dr. Huber stated that Mrs. Doris Deuel, President of the California School Employees Association (Palomar Chapter) has had an opportunity to review the proposed Handbook and had indicated that she felt it was satisfactory. Dr. Huber stated that the Administration would recommend its approval.

Miss Tilly Gonzalez, Vice President of the C.S.E.A., stated that the proposed Classified Handbook had not been presented to the C.S.E.A. Executive Council.

Mr. Kornhauser stated that this matter could be held over until the next meeting if so requested by the C.S.E.A. Mrs. Margaret Parry stated that she would request that approval be deferred until the Executive Council of the C.S.E.A. had an opportunity to review the proposed Handbook. It was

MSC Shadle, Simson

RESOLUTION 71-3305

BE IT RESOLVED, That the matter of adopting the Palomar College Classified Handbook for 1971-72 BE TABLED until the next meeting of the Governing Board.

(TABLE matter of
(adopting 1971-72
(Classified
(Handbook

Mr. Ray Larson, President of the A.S.G. Student Assembly, presented the proposed Associated Student Government Budget for the fiscal year 1971-72 (copies were distributed to the members of the Board). He stated that the budget, as presented to the Board, was approved on Monday, September 27, by the Executive Board of the A.S.G. Mr. Larson stated that the proposed budget, in the amount of \$28,790 takes into consideration the fact that the District has assumed the expenses of the athletic program.

(Proposed 1971-72
(A.S.G. Budget

Mr. Anderson inquired if those persons who approved of the proposed A.S.G. budget were a legally constituted body. Mr. Larson stated that it was a legal body; last year, before the end of the Spring Semester, a bill was passed by both "houses" of the A.S.G. which authorized that government to carryover until this year and elections could be held. He stated that the students who are presently serving in this capacity are those that were legally elected last year, and who are attending Palomar College again this year. Mr. Larson stated that the A.S.G. elections for the 1971-72 year would be held October 7 and 8.

Mr. Shadle inquired as to how the sale of student body cards went this year. Mr. Bowman stated that to date, the A.S.G. has sold 300 cards (out of a student body of 3,900).

At the request of Dr. Simson, Mr. Larson reviewed the benefits which a student who purchases an A.S.G. card would be entitled to. Discussion was held regarding the problems of raising income for the A.S.G. in light of the fact that it is illegal for the College to require the purchase of the card. Dr. Huber stated that he and Mrs. Bayne attended a meeting of the C.J.C.A. Delegate Assembly at Mesa College (Friday, September 24) and a proposal is being developed by a number of State Senators who are planning to submit legislation next year which will, in effect, involve the San Diego County Community Colleges in a pilot program of mandatory student body cards. He stated that the proposal would also require that this be approved by the governing boards and student bodies of the colleges operating on this basis.

After further discussion regarding specific items in the proposed A.S.G. budget, Dr. Huber stated that the matter of adopting the budget would appear on the agenda for the next meeting of the Governing Board.

Dr. Huber reported that agenda items F-2, 3, 4, 5, and 6 all concerned the supplementary items for the 1971-72 budget which were presented at the last meeting of the Governing Board.

(Supplementary
(budget items
(for 1971-72
(Budget

Dr. Huber stated that the Board had been provided with a revised listing of the proposed supplementary budget items which now indicated the actual costs required to implement each of the proposals. He stated that agenda item F-2 dealt only with salary adjustments. Dr. Huber noted that most of the information relative to the recommended salary adjustments had been presented to the Board at its last meeting by himself and Mr. Martinie, Chairman of the Faculty Salary and Benefits Committee.

Dr. Huber pointed out that over the past four or five years, Palomar College had attempted to maintain a certain level of salary development; the only way this could be done was to provide for an adjustment each year. He stated that the Administration recognized that the faculty was the "backbone" of the institution in terms of relationships with students; and he stated that the Board must recognize that the College was dealing with a twenty-five percent increase in day students over that of last year. Dr. Huber stated that he had just received an enrollment report which shows that the number of day students has increased by 25.9 percent over last year, and enrollment of evening students has increased 17.5 percent over last year. Dr. Huber noted that the Adult Education enrollment was still incomplete; to date it shows a ten percent decrease, and that was because off-campus registration had not yet been reported to the College. Dr. Huber further pointed out that of the 3,961 day students presently registered, 1,240 of these students are also enrolled in the evening program. Dr. Huber stated that these figures indicate that the staff was assuming a considerable responsibility as far as the total program at Palomar College was concerned. He stated that the total enrollment, to date, (both day and evening) was 7,571 students attending Palomar College.

Dr. Huber also stated that the salary increase being recommended represented a six percent increase. However, if this proposal should go into effect, for example on December 1 or whenever the "freeze" was lifted, that increase would actually amount to approximately 4.2 percent. Dr. Huber stated that the Administration was assuming that the proposed increase would not be retroactive. He noted that this assumption was based on information received from the Cost of Living Council and the County Counsel.

Dr. Huber stated that at the last meeting of the Governing Board the question was raised as to whether this was the appropriate time to grant salary increases. He stated that the Board was aware that Congress had already approved of a salary increase for military personnel; the Los Angeles City Schools has also adopted a salary increase which will become effective at the end of the "freeze;" and the Senate of the state legislature, yesterday, approved of a salary increase for State employees and university employees. Dr. Huber stated that the salary proposal would not increase the District's tax rate, and the money was available in the present budget. Dr. Huber also pointed out that the College has always adopted its salary schedules at this particular time (for at least the last three years), and that this was not something that was being presented at an unusual time or because money was available. Dr. Huber introduced Mr. Frank Martinie, Chairman of the Faculty Salary and Benefits Committee.

Mr. Martinie stated that his presentation would be brief and he would try to avoid reviewing what had already been presented. Mr. Martinie stated that his final presentation would be that as a faculty, we feel that the type of performance that we are doing, the degree of creativity that we are offering, and the willingness to cooperate during the last few weeks (citing the additional load carried by most instructors because of the unexpected increase in enrollment) was very significant. Mr. Martinie also pointed out that the President had just signed a bill for 2.4 billion dollars for salary increases for military personnel. He noted that Congress felt that the increase should go into effect October 1, however, the President, by executive order, postponed it until November 12.

Mr. Martinie stated that he felt the faculty's request for a six percent salary increase was just and moderate. He stated that the faculty has tried to be reasonable from the beginning, and it has not submitted an unreasonable salary request. He noted that the faculty certainly appreciates the Board's granting medical coverage for employee dependents. He also pointed out to the Board that many faculty members did not receive their increments due to the problems which arose when the President initiated the wage freeze.

Mr. Martinie again called to the Board's attention the fact that last year the consumer index (for San Diego County) registered a 5.5 percent increase in the cost of living. Mr. Martinie urged the Board to give careful consideration to the hourly rate increase for faculty members (an additional five percent is proposed). Dr. Huber noted that that amount had been included in the proposed resolution authorizing the transfer of funds for salary adjustments.

Mr. Shadle inquired if the proposed amount of \$203,200 for salary adjustments included retroactive increase. Dr. Huber replied that it did; the estimated figure is from October 1, however, it is anticipated that the District will not be able to grant retroactive pay raises.

Dr. Simson stated that he felt there was another side of the question that should be dealt with. The question of the twenty-five percent increase in student load; is there no thought to increasing the staff. He stated that the District would be receiving more state apportionment, and therefore, how would the District handle this situation.

Dr. Huber stated that the staff was increased this year by fourteen new instructors.

Dr. Simson stated that the District is then up ten percent in staff; so the District had more than covered itself for the projected increase, therefore, there is approximately a twelve percent net gain that we are requiring instructors to absorb. Dr. Huber stated that that was correct. Dr. Huber also noted that the District has employed some hourly instructors.

Dr. Simson stated that it would then appear that the instructors are picking up a ten percent overload. Dr. Simson inquired of Dr. Schettler as to what percent of state apportionment would the District be receiving because of the twelve percent increase.

Dr. Schettler stated that the state apportionment was based on the average daily attendance (a.d.a.) for the entire year. The figures that have been discussed in terms of an increase are registrations in the fall semester; he stated that he had no grounds at this time to predict what the state apportionment would be.

Dr. Schettler stated that state apportionment does come out at approximately \$250 per a.d.a. If the District gained one hundred more a.d.a. then predicted, the District would add approximately \$25,000 to its income.

Dr. Simson stated that the twenty-five percent figure was really an "inflated" figure over that what the District can expect over the entire year.

Dr. Schettler stated that that was correct; the best figure that the District will get is the one which will be collected next Monday (October 4) known as the census week figure and it will be two weeks before that figure is known.

Dr. Simson inquired if Dr. Schettler had any prediction on that figure. Dr. Schettler stated that he rather doubted if the census week figure would be twenty-five percent over the previous Fall.

Dr. Huber asked Dean Burton as to what the "drop" rate would be from the total number of students registered. Dean Burton stated that in terms of "bodies," he did not feel that the District would lose over forty of fifty, however, it is the "contact hours" that really count. Dr. Huber pointed out that it is the additional "contact hours" that has been assumed by the staff.

Dr. Simson clarified that no staff member was carrying a twenty-five percent overload, and it was more like "something in the neighborhood of a five percent overload."

Dr. Simson, referring to the statement that the faculty would only be receiving a 4.2 percent net effective increase, stated that he felt this implied something misleading because if the Board granted the requested six percent increase and indicated that it was not retroactive, and then if the faculty were to request another six percent increase next year, it would be in fact much greater than that because it would be on top of what we call four percent, but which is really six percent. He stated that the District would be much better off to say that it would pay retroactive 4.2 percent and change the present request to 4.2 percent rather than 6 percent.

Dr. Simson further stated that he realized that the District had not changed its tax rate, however, essentially everyone's taxes in the District are going up because of the increased assessed valuation. Dr. Simson stated that by the District maintaining a constant tax rate, the District has, in fact, taxed the taxpayer more dollars. Some discussion was held regarding this particular position. Dr. Simson stated that he objected to the impression that taxes essentially are not going up; taxes are going up even though the District's tax rate remained constant because "our tax base is increased."

Mr. Kornhauser stated that he felt what was meant by the statement that the tax rate would not increase, was that this proposal would not call for a raise in the Palomar College tax rate.

Mr. Anderson stated that he would like to present some of his philosophy. "We hear a lot from the academic community today about ecology. They talk about scaling down consumerism, thinking small, emphasizing on other than material values. To my way of thinking this is a positive side of the environmental improvement. However, it isn't new. It reflects such old adages that deplore waste and over indulgence; haste makes waste, tighten your belt, etc. It seems then that educational people should be in the forefront setting the example when it comes to the place where someone must say no to inflation. We talk about the cost of living going up, if we all continue to get raises naturally it goes up. They should say no to inflation, to cost spirals that won't stop unless someone does. They could remember also that a wage increase for them may directly injure some of the more impoverished of their students who find that housing is more costly as a result of higher property taxes. There is another area where I feel that the schools have an obligation to set an example. And again let me reiterate that I don't want to say that teachers don't earn it; we have the best school around here; we have good teachers, but I feel that we must look at all sides. I think they have an obligation to set an example and that is in the area of intellectual honesty. I think without question we all understand that the purpose of the price freeze was to truly stop inflation in as simple a manner as possible while long-range economic plans were formulating."

'The intention of the freeze is flagrantly subverted if raises are granted during this time. I feel that it would be intellectually dishonest then, and such a very bad example for the community and the student body, to try to circumvent the intention of the price freeze and I don't think that this has to be done right away. I would like to make a motion to table the proposed resolution until we see where we are going on President's Nixon's theme."

Mr. Kornhauser called for a second to Mr. Anderson's motion. Dr. Simson made the second. Mr. Kornhauser called for the question. The motion was defeated.

Mr. Anderson stated that the health and medical benefits for employee dependents, recently granted by the Board, amounted to an approximate 1.8 percent increase. Mr. Martinie stated that that would only apply to those people with dependents and the faculty as a whole would not benefit.

Mr. Shadle stated that he felt perhaps the sense of being appreciated is as important as money, but one of the tangible ways of imparting that sense of appreciation is through the payment of money. He stated that certainly this was not the only way; perhaps the sense of sharing the governance of this institution with the instructors was also important and appreciated by the faculty. Mr. Shadle stated that he felt all of us like to know that our work is recognized and our work is of value and one of the tangible ways that this Board can show this is by trying to keep wages at least even with the increase in the cost of living. He stated that he did not think that the Board could say that Palomar College instructors were responsible for the cost of living increases; perhaps each of us are in a way. When you work hard and make more money we spend more. He stated that the teachers cannot be singled out to fight the battle of inflation, especially when the Congress and the Administration is not fighting it very effectively. He stated that the instructors for the past three years at Palomar College have operated on a tacit assumption that the Board would "keep faith" with them when it knew how much income it was to receive. The Board, in effect, has asked them to wait until August or September before even discussing salary increases, because the District would not know what its income would be until that time.

Mr. Shadle stated that the faculty has done this for the past three years and has presented proposed budgets with no salary increase at all on the assumption that the Board would treat them fairly when the time to discuss this came up. Mr. Shadle stated that he felt the Board would have adopted a salary schedule at least commensurate with the cost of living had the District known its income before the President's freeze. He stated that the freeze caught everyone by surprise and he did not feel that the Board should ask its instructors to suffer more than they already are suffering. Mr. Shadle stated that he did not vote for Mr. Anderson's motion because he wanted to keep faith with the faculty and do what he could to try to keep them up to a certain extent. Mr. Shadle stated that he did not want to give the indication to the faculty that this Board was breaking faith or doesn't appreciate their efforts; they have put out great efforts.

Mr. Anderson stated that he was not singling out the teachers; if he were elected to establish rates for any business he would attempt to do the same thing. Mr. Anderson further stated, referring to the statement of "keeping faith," that policies have to be changed and the reason you have changes in directors is to change policy. He stated that he did not feel that the Board could continue to refer to "what the policy was or has been."

Mrs. Bayne stated that she had been considering the pros and cons of this situation for some time. She stated that she felt the Board's decision was more than just considering an increase in salaries; a decision must be made for the good of the community, financially, culturally, and taking into consideration our changing modes of living. More and more the facilities of Palomar College are going to be in demand as education changes, as more senior citizens come in because it has been proven that the more the brain is used the slower a person ages. Mrs. Bayne stated that she ran as a firm supporter of the College because of its admirable record which she felt was achievable only through a strong faculty and staff. She stated that no one will deny, with the five year accreditation that Palomar College has an outstanding group who are taxpayers also. Some of the faculty members are "moonlighting," and their wives are working to help bring in money. In addition, all teachers have "hidden hours;" time of preparation, time when they must study, keep informed, look ahead to the future, helping out students, often times giving them tutoring assistance without charge, and this human relationship is very important and its existence at Palomar is apparent.

Mrs. Bayne further stated that she felt strongly that the faculty has certainly had faith in the Governing Board by waiting until September to request an increase in salary. She stated that she felt that at no time has the faculty attempted to take advantage; there have been no great demands, the faculty has taken a "middle course," and she felt that now was no time to change an existing policy or to let down our educators. Mrs. Bayne stated that the Board's philosophy is to enable students to realize more fully their potentiality; that their talents be available to the community, that their participation in society be more effective, and that they be more effective in exercising the responsibility and rights of citizenship intelligently. She stated that she felt the Board must continue to keep Palomar College a cultural center and she would like to make a motion to approve of the transfer of funds to provide for a salary increase.

Mrs. Bayne's motion died for lack of a second.

Mr. Shadle stated that the Board had previously voted an increase in the fringe benefits. He stated that he felt the fringe benefits at Palomar College were probably somewhat higher than the average and the recently approved dependent coverage would amount to an approximate 1.8 percent increase, however, those with dependents will get this increase and those staff members without dependents will get none at all. Mr. Shadle stated that he would make a motion to approve agenda item F-2 through the first resolve clause, and that that clause be changed to read as follows (change underlined):

NOW THEREFORE BE IT RESOLVED, That the Governing Board of the Palomar Community College District adopt revised salary schedules for certificated and non-certificated personnel in an amount equal to 4.5 percent of the present salary rates and that such increase not be retroactive, effective when authorized by the Federal Government.

Mr. Shadle's motion was seconded by Mrs. Bayne.

Dr. Simson stated that he would agree that it was certainly desirable to "keep the faith" with the faculty. He stated that he did not feel that any of the Board members wanted to not move things ahead; to not do what was right. He stated that he personally was bothered by the philosophical question of what is a responsible action at this time because of the national economic conditions and the request by the President. He stated that perhaps it was being presumptuous at this level to feel that the President was really concerned with what Palomar College does. Dr. Simson asked Mr. Martinie what his personal response was regarding Palomar College taking a stand at this time relative to wage increases.

Mr. Martinie stated that he felt personally that there was a definite time when the national good becomes greater than the good of the individual; but in fact, the national good is the individual's good. He stated that he found it very hard to believe that the present Administration was really attempting to effectively curb inflation when it allowed the Spring to pass when the great union contracts were being negotiated without a word of the "freeze;" when in a year the federal government ran a \$28 billion dollar deficit, the largest in peace time history; and it is difficult to believe when the federal government has just granted the military, including the officer corp, a pay raise.

Dr. Simson inquired if Mr. Martinie has had any feedback from the faculty, as its representative, and whether or not it also subscribed to his general position.

Mr. Martinie stated that he felt, speaking as the faculty representative, that they feel that the pay raise should be granted; they have earned it and it should be granted.

At this time, several members of the community spoke to the issue of salary increases. All spoke in opposition to the Board granting a salary increase at this time. (Those persons who spoke and identified themselves were: Mrs. Charlene Parsons, San Marcos; Mr. Monroe Foster, Valley Center; Mrs. Robert Raddicker, Escondido; and Mr. Ervin Somner, Escondido.)

Mr. Kornhauser made the following statement: "As a Governor of this College, my primary concern is with continuing excellence at this institution. It has been stated tonight, and truly, that this is a very good school and one of the reasons for this is because it has a good faculty. It also has a reasonable faculty, and I think this is an important point. I think the faculty has acted in a reasonable and responsible manner in not asking for increases until it became apparent that money was available and then asking for an increase of a very reasonable amount. Really a very small amount compared with the thirty percents and the twenty percents of the various unions who have gone on strike with no one impugning their patriotism. Our faculty has cooperated in every way, I believe, they are not a hostile nor a militant nor a greedy group of people. Many of them have been with the College for many years and have exhibited extreme dedication to the College and everything it stands for. I feel that it is important that the morale of this College is kept at a high level. I think that a reasonable salary increase such as proposed tonight is very appropriate." Mr. Kornhauser urged the Board to pass the proposed resolution providing for salary increases.

Mr. Kornhauser called for the question on Mr. Shadle's motion (Mrs. Bayne's second) and noted that it would require a roll call vote.

MSC Shadle, Bayne

RESOLUTION 71-3306

WHEREAS, The Governing Board of the Palomar Community College District has maintained salary levels for certificated and classified personnel at the median or better position among Southern California community colleges, and

WHEREAS, sufficient evidence is now available that Palomar College is well below the median position among Southern California community colleges, and

WHEREAS, no salary increases were made prior to July 1, 1971 because of uncertainty of income, and

WHEREAS, the wage and price freeze established by President Nixon will not be lifted until November 12,

NOW THEREFORE BE IT RESOLVED, That the Governing Board of the Palomar Community College District adopt revised salary schedules for certificated and non-certificated personnel in an amount equal to 4.5 percent of the present salary rates and that such transfers not be retroactive, effective when authorized by the Federal Government.

FURTHER, BE IT RESOLVED AND ORDERED by the Governing Board that, pursuant to Education Code Section 20951, the following transfers of appropriations be made:

<u>FROM</u> Account Number	Amount (Debit)	<u>TO</u> Account Number	Amount (Credit)
UR	\$203,200	110	920
		120	6,360
		211	1,753
		212	6,676
		213	120,713
		214	13,988
		221	264
		222	27,772
		520	29
		620	8,514
		720	4,160
		920	3,626
		1110	2,860
		1120	5,565

AYES: Bayne, Shadle, Kornhauser

NOES: Simson, Anderson

ABSENT: None

Dr. Huber stated that the proposed resolution requesting the transfer of \$51,784 had to do with the instructional costs and supplies, additional hourly staff, and special projects. Dr. Huber noted that a break-down regarding the purpose and distribution of the money had been provided for the members of the Board.

At the request of Dr. Simson, Dr. Huber explained in detail the reason and purpose for each of the requested transfers. Dr. Huber noted that all of the items being considered had previously been submitted to the Board in an estimated form. After further discussion, it was

MSC Shadle, Bayne

RESOLUTION 71-3307

BE IT RESOLVED AND ORDERED by the Governing Board that pursuant to Education Code Section 20951, the following transfers of appropriations be made:

<u>FROM</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Debit)</u>	<u>TO</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Credit)</u>
UR	\$51,784	190	2,500
		213	10,000
		214	3,000
		222	11,604
		290	22,180
		690	1,250
		1269	1,250

AYES: Simson, Bayne, Anderson, Shadle, Kornhauser

NOES: None

ABSENT: None

Dr. Huber explained that the proposed resolution requesting a transfer of \$81,993 would provide for capital outlay expenditures as follows:

Building Improvement	\$41,850
Books, Library	5,000
Equipment	35,143
	<u>\$81,993</u>

Discussion was held regarding the proposed allocation for building improvement (\$41,850). Dr. Huber stated that the expenditure would provide for \$30,000 for the remodeling of Room P-32; \$900 for the Learning Center; \$7,950 for Art and Music; and \$3,000 for the Women's Physical Education Building (total of \$41,850).

Mr. Anderson requested additional information regarding the remodeling of Room P-32. Dean Brubeck explained the tentative plans for converting Room P-32 which would make it more suitable for multi-media presentations (instruction of students in large groups for general lecture purposes). Mr. Martinie, Chairman of the Budgetary Committee, spoke in support of the proposed remodeling project, noting that the project had received approval of the Budgetary Committee. At the request of Mr. Anderson, Dean Brubeck also explained the actual physical changes that would be made in Room P-32 if the allocation was approved.

Mr. Shadle noted that the three agenda items (F-4, 5, and 6) related to the transfer of the \$81,993 appeared to be the same. Dr. Schettler explained that the Board must adopt the three resolutions which appear on the agenda in order to effect the proposed transfer of funds (this procedure is required by the County Superintendent of Schools).

Mr. Anderson stated that he would like to have additional information regarding the remodeling of Room P-32 (architect's survey, plans, etc.) and a break-down of how the \$30,000 will be spent. Dean Brubeck pointed out that what the Board was being asked to do was to authorize the transfer of funds from one area into another. He stated that before any of the money could be spent, the Administration would have to return to the Board with bids for this project, as well as the Board issuing a contract for the work to be performed. After further discussion, it was

MSC Shadle, Bayne

RESOLUTION 71-3308

BE IT RESOLVED AND ORDERED by the Governing Board that, pursuant to Education Code Section 20951, the following transfers of appropriations be made:

<u>FROM</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Debit)</u>	<u>TO</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Credit)</u>
UR	\$81,993	1441	\$81,993

AYES: Simson, Bayne, Anderson, Shadle, Kornhauser

NOES: None

ABSENT: None

MSC Simson, Bayne

RESOLUTION 71-3309

BE IT RESOLVED AND ORDERED by the Governing Board that, pursuant to Education Code Section 20951, the following transfers of appropriations be made:

<u>FROM</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Debit)</u>	<u>TO</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Credit)</u>
General Fund	\$81,993	Special Reserve Fund	\$81,993

AYES: Simson, Bayne, Anderson, Shadle, Kornhauser

NOES: None

ABSENT: None

MSC Simson, Bayne

RESOLUTION 71-3310

BE IT RESOLVED AND ORDERED by the Governing Board that, pursuant to Education Code Section 20951, the following transfers of appropriations be made:

<u>FROM</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Debit)</u>	<u>TO</u> <u>Account</u> <u>Number</u>	<u>Amount</u> <u>(Credit)</u>
SRF 93	\$81,993	1250	\$41,850
		1261	5,000
		1269	35,143

AYES: Simson, Bayne, Anderson, Shadle, Kornhauser

NOES: None

ABSENT: None

Discussion was held regarding the District's membership in the California School Boards Association during the College Year 1971-72. Dr. Huber noted that he had provided the Board with a brief summary of what organizations the District presently belonged to and the benefits the District derived from membership in each of these organizations. After brief discussion, it was

MSC Anderson, Simson

RESOLUTION 71-3311

BE IT RESOLVED, That the Governing Board of the Palomar Community College District not join the California School Boards Association during the 1971-72 College Year. (District... (will not join (CSBA during (1971-72

Dr. Simson requested that the Administration continue to subscribe to the publication of the CSBA, which would enable the members of the Board to keep abreast of what this organization was doing. Board concurred.

Dr. Huber stated that the Board had been presented with the A.S.G. budget earlier in the meeting and noted that this matter would appear on the agenda for action at the Board's next meeting.

(NEW BUSINESS:
(A.S.G. Budget
(1971-72

Dr. Huber stated that it was necessary for the Board to authorize temporary A.S.G. signatures in order that essential bills could be paid. Following the election of the 1971-72 A.S.G. officers, new signatures would be submitted for approval. It was

MSC Anderson, Shadle

RESOLUTION 71-3312

BE IT RESOLVED, That persons authorized to sign checks disbursing funds for the Associated Student Government beginning September 20, 1971, are as follows:

(Authorize temporary
(A.S.G. signatures

Student: Raymond Everet Larson, Acting Treasurer

Administration: Dr. John D. Schettler or
Dr. Frederick R. Huber or
Ruth Serr

Dr. Huber stated that the Administration recommended the approval of the Joint Use of Facilities Agreement with Escondido Union School District. At the request of Mr. Anderson, Dr. Kilman explained how the charges for the use of these facilities are established. After brief discussion, it was

MSC Anderson, Bayne

RESOLUTION 71-3313

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Escondido Union School District at the rate of \$15 per unit of a.d.a., beginning September 13, 1971 through June 15, 1972, for the purpose of holding classes in English as a Second Language, at the following locations, be approved:

(Approve Joint
(Use of Facilities;
(Escondido Union
(School District

- a. Central School Bilingual Center
- b. Lincoln School
- c. Grant School

MSC Anderson, Bayne

RESOLUTION 71-3314

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Fallbrook High School District for the purpose of holding classes in Art, Macrame, Physical Education, Sewing, English as a Second Language, at the rate of \$2.50 per session, beginning September 13, 1971 through June 1972, be approved.

(Approve Joint
(Use of Facilities;
(Fallbrook High
(School District

Dr. Schettler explained that the resolution regarding the cost of the cafeteria and food services program was an annual resolution required by the legal authorities in order that the Board may pay the utilities of the food service area of the Cafeteria, replacement of equipment, and the cost of maintenance of the building. He stated that the budget was set-up for the District to pay these costs, however, a special resolution authorizing this procedure was necessary. It was

MSC Shadle, Bayne

RESOLUTION 71-3315

BE IT RESOLVED, That pursuant to Section 17101 of the Education Code, the cost of maintenance of physical plant used in connection with Food Services, the cost of replacement of equipment and the cost of telephone charges, water, electricity, gas and garbage disposal shall be and are hereby made a charge against the funds of the community college district for the 1971-72 College Year. FURTHER, pursuant to the provisions of Section 17103 of the Education Code, the costs of wages, salaries and benefits, including district retirement contributions for all food service personnel shall be paid from the General Fund. The cost of wages, salaries and district retirement contributions shall be reimbursed to the General Fund from the Cafeteria Account for the 1971-72 College Year.

(Authorize cost of
(Food Services to
(come from General
(Fund with reimburse
(made from Cafeteria
(Account for the
(1971-72 College Year

Dr. Huber stated that in accordance with approved policy, the Administration was recommending the approval of advanced funds for meals and lodging for inter-collegiate Archery events. He noted that this particular activity would involve twelve people. He stated that the money for this activity was included in the budget and Board approval would authorize the Business Office to issue the funds to the instructor to provide for meals and lodging during the scheduled events. It was

MSC Bayne, Shadle

RESOLUTION 71-3316

BE IT RESOLVED, That approval be given for advanced funds for meals and lodging for the following inter-collegiate Archery events: (Authorize advanced funds for Archery events)

October 21, San Bernardino	\$ 24.00
October 28-30, Tucson	360.00
November 9, Citrus College	24.00
November 20, Long Beach	24.00
	<u>\$462.00</u>

Dr. Huber reviewed the travel expense requests and stated that the Administration recommended approval of all requests. Dean Brubeck noted, in reference to the request for members of the English Department to attend the Pacific Coast Conference on English, that the expenses of each of the instructors, personally, would be about three times the amount of money covered by the District's professional growth allotment to them (\$30 per instructor). He stated that these instructors would be absorbing the cost themselves in an effort to up-grade their teaching.

Mr. Anderson stated that it would be very informative if these instructors who attend these various meetings would submit a written report as to what they derived from the specific conference or meeting. Dr. Simson suggested that perhaps the Board could establish this procedure as a standard policy. Board concurred and suggested that a written report be submitted and mailed to the members of the Board and the instructor (or a delegated representative, if a group of instructors attend the same conference) be available to answer any questions that the members of the Board might have. It was

MSC Anderson, Shadle

RESOLUTION 71-3317

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel expenses;

a. All necessary travel related to College athletic events for the College Year 1971-72;

(Charles Nally
(Vern Ellison
(Rick Monroe

b. Transportation (air fare), meals, lodging, registration fee, to attend the California Community Colleges Social Science Association First Annual Convention, San Francisco, \$94;

(Byron Gibbs

c. Transportation (mileage), lodging, registration fee, to attend the Pacific Coast Conference on English in the Two Year-College, Scottsdale, Arizona, \$127.

(Robert Coleman
(Jack Quintero
(Angelo Carli
(Peter Bollington
(Benjamin McCormick
(Diane Perkins
(William Salomone
(Betty Webb

Dr. Huber stated that the Friden Typro (photo typesetting equipment) was no longer appropriate to the program and was obsolete and the ten dollar value was reasonable. He stated that the Administration would recommend authorization to sell this equipment. It was

MSC Anderson, Bayne

RESOLUTION 71-3318

BE IT RESOLVED, That the Governing Board of the Palomar Community College District establish the price of \$10 for a Friden Typro (photo typesetting equipment) as being a fair sale price and authorize the Assistant Superintendent to sell this item at that price.

(Authorize sale of
(used equipment;
(Friden Typro

Dr. Huber noted that there were no financial reports to present at this meeting.

Discussion was held regarding the status of (Report of the Palomar College Student Athletic Association(Superintendent It was noted by Dr. Huber that the Board, at its meeting held June 22, 1971, approved of the PCSAA as a student organization, but it had not, to date, instructed the Administration regarding the establishment of a trust account. Dr. Huber reminded the Board that it has been proposed that receipts from the sale of tickets at athletic events would be deposited by the Business Office in a trust account of the Palomar College Student Athletics Association and funds would be expended from this account in accordance with the proposed budget of the PCSAA (as outlined in the Report of Superintendent). After brief discussion, it was

MSC Anderson, Snadle

RESOLUTION 71-3319

BE IT RESOLVED, That all receipts from athletic events shall be deposited in a trust account of the Palomar College Student Athletics Association, that such an account be maintained in the Security First National Bank, San Marcos, California, with the following authorized signatures on checks: (Two signatures required) (Establish Trust Account of the PCSAA

Dr. John D. Schettler or
Ruth M. Serr

and one of the following

David Briley, President, PCSAA or
Jay Larkin, Treasurer, PCSAA

BE IT FURTHER RESOLVED, That the Superintendent of the District be authorized to approve expenditures from this account in accordance with the following budget:

Expenditure Budget -- Palomar College Student Athletics Association

1. Athletics Banquets and Awards:

Fall Sports	\$350	
Winter Sports	200	
Spring Sports	350	\$ 900

2. Game Refreshments:

League requirement	500	
Pre-game sandwiches	300	800

3. Contracts:

Scouting (non-staff)	200	
Clinic expenses	650	
Publicity Expense	200	
High School Visitations	300	1,350

4. Tournament Expenses	200	<u>200</u>
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SUB-TOTAL \$3,250

5. Reimbursement to Athletics
Supply and Travel Account
of General Fund of District

5,000

TOTAL \$8,250

Dr. Huber stated the District's insurance agent, Mr. Dick Nissen, has advised the Administration that the present life insurance carried with Manufacturer's Life should be shifted to Safco Life Insurance Company. The reason for this recommendation is because Manufacturer's Life Insurance Company cannot assure the District that its premium will remain the same, however, Safco Life Insurance Company, with the same policy (\$15,000 for certificated and \$10,000 for classified) can guarantee that its rates to the District would remain the same for a three year period. Dr. Huber emphasized that the proposed change in insurance companies would not affect the policy which the District now carries; it would remain exactly the same. After considerable discussion the Board instructed the Administration to remain with Manufacturer Life Insurance Company for the present time and to submit additional information regarding the benefits received as compared to the cost of the various life insurance companies.

Dr. Huber noted that the swimming pool will be open from 1:00 p.m. to 5:00 p.m. on Saturday and Sunday until further notice for recreation purposes.

Mrs. Bayne commended the members of the English Department who were supplementing their expenses to attend the Pacific Coast Conference on English. Board concurred.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning Personnel, had been discussed.

The meeting convened in Executive Session at 10:00 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:20 p.m.

(EXECUTIVE
SESSION)

MSC Bayne, Anderson

RESOLUTION 71-3320

BE IT RESOLVED, That the reassignment of Miss Kathy Dendle, as Secretary I, Assistant Dean of Instruction, Humanities Division, effective October 1, 1971, be approved (replacement).

(Approve
reassignment c
Kathy Dendle)

MSC Bayne, Anderson

RESOLUTION 71-3321

BE IT RESOLVED, That the employment of Mr. Steve Wozniak, as Instructor, Hourly, Evening, English Department, for the College Year 1971-72, be approved.

(Approve
employment;
Steve Wozniak)

During the recess it was determined that the 3 - 2 vote on agenda item F-2 involving salary increases and transfer of funds from the undistributed reserve required a two-third vote of the Board, and thus, the transfer of funds could not be made with only a simple majority action. It was determined that County Counsel opinion would be sought in this matter and reconsideration of the matter would take place at a later meeting.

The meeting was adjourned at 10:30 p.m.

(ADJOURNMENT)

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
October 12, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser.

MEMBERS PRESENT: Mr. A. J. Anderson
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ABSENT: Mrs. Lucy Bayne, Secretary

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/Pres.
Dr. John D. Schettler, Assistant Supt./Business
Mr. Charles Coutts, Assistant Dean of Instr.
Mr. Robert L. Burton, Dean of Student Personnel
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mr. Ray Larson, A.S.G.
Mr. Robert Kuretich, Coordinator, Work Experience Program
Miss Tilly Gonzalez, Vice Pres., C.S.E.A.
Mrs. Kay Rix, Escondido League of Women Voters
Mrs. Edna Pulver, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Suzanne Emery, Escondido Times-Advocate
Mr. Ed Grove, Vista Press
Mr. Scott Boyles, Administrative Assistant

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser called for approval of the Minutes of September 28, 1971. Discussion followed.

MS Anderson, Simson -- that the Minutes be transcribed on a non-edited basis (verbatim) for at least the following two meetings.

Considerable discussion was held regarding the feasibility of transcribing the Minutes verbatim.

Mr. Anderson withdrew his motion. It was

MSC Shadle, Anderson

RESOLUTION 71-3322

BE IT RESOLVED, That the Minutes of the Regular Meeting held September 28, 1971, be approved.

(Approve Minutes;
(September 28, 1971 -

There was no representative of the Faculty Senate present.

(Report of the
(Faculty Senate

Mrs. Edna Pulver, representing the Patrons of Palomar, briefly reviewed the activities of the Patrons.

(Report of the
(Patrons of Palomar

Mr. Ray Larson reported on the activities of the Associated Student Government noting that election of the 1971-72 A.S.G. officers would be held Thursday and Friday, October 14 and 15.

(Report of the
(A.S.G.

A letter received from Lori E. Hovey, Observer Chairman, of the Escondido League of Women Voters was read by Dr. Huber. Mrs. Hovey (in her letter) announced that Mrs. Kay Rix would be observing the meetings of the Governing Board for the League of Women Voters during the 1971-72 year.

(COMMUNICATIONS:
(Letter from
(Escondido League
(of Women Voters

The Classified Handbook for 1971-72 was presented for approval. Dr. Huber reported that the members of the C.S.E.A. and the Executive Committee of the C.S.E.A. had reviewed the Handbook and indicated their approval. He noted that it has been suggested by the C.S.E.A. that a Classified Handbook Committee, consisting of C.S.E.A. members and non-C.S.E.A. members, be established to review the 1972-73 Handbook. The Administration has concurred in this request. Brief discussion was held; it was

(OLD BUSINESS:
(1971-72 Classified
(Handbook

MSC Simson, Anderson

RESOLUTION 71-3323

BE IT RESOLVED, That the Palomar
College Classified Handbook for
1971-72, be approved.

(Approve 1971-72
(Classified ✓
(Handbook

The proposed Associated Student
Government Budget for 1971-72 in an
amount of \$28,790 was presented and
reviewed by Mr. Ray Larson, A.S.G.
representative, and Mr. Robert Bowman,
Dean of Student Activities. Following
considerable discussion, it was

MSC Simson, Shadle

RESOLUTION 71-3324

BE IT RESOLVED, That the Associated
Student Government Budget for
1971-72, in an amount of \$28,790,
be approved (copy attached to
Legal Minutes).

(Approve 1971-72
(A.S.G. Budget ✓

Dr. Huber reviewed the procedures and
purposes for the requested approval of
advanced funds for athletic events.
Discussion followed. It was

(NEW BUSINESS:

MSC Shadle, Simson

RESOLUTION 71-3325

BE IT RESOLVED, That approval be
given for advanced funds for meals
and lodging for inter-collegiate
Wrestling events in the amount
of \$1,947.45, for Basketball
events in the amount of \$3,701.75,
and for Volleyball events in the
amount of \$189.50.

(Authorize advanced
(funds for athletic ✓
(events

Dr. Huber reviewed the proposed Agreement
between Palomar College and the Escondido
Country Club for rental of its golfing
facilities. It was

(Use of Facilities
(Agreement

MSC Simson, Anderson

RESOLUTION 71-3326

BE IT RESOLVED, That pursuant to Section 15008 of the Education Code, Palomar College agrees to rent golfing facilities of the Escondido Country Club. The amount which shall be paid to the Escondido Country Club by Palomar College shall be at the rate of \$30 per match. Said Agreement shall terminate June 30, 1972.

(Approve rental
(of golfing
(facilities;
(Escondido Country
(Club

The Agreement for Joint Use of Facilities between Palomar College and the Escondido Union High School District was presented for approval. Brief discussion followed. It was

MSC Simson, Shadle

RESOLUTION 71-3327

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Escondido Union High School District, for the purpose of holding classes in Sewing at San Marcos High School, at the rate of \$15 per unit of a.d.a., beginning September 13, 1971 through June 15, 1972, be approved.

(Approve Joint Use
(of Facilities
(Agreement; Escondido
(Union High School
(District

Dr. Huber presented for approval the contract with the Department of Education for Audio-Visual Education Services for the 1971-72 College Year. He noted that the proposed contract had no relationship to the previously approved audio-visual consortium agreement (which deals with the community colleges of San Diego County). Dr. Huber reviewed the proposed contract. Discussion followed. It was

MSC Simson, Anderson

RESOLUTION 71-3328

BE IT RESOLVED, That the Agreement for Partial Audio-Visual Service for 1971-72 with the Department of Education, San Diego County, be approved.

(Approve Agreement
(for Audio-Visual
(Service for 1971-72

Mr. Charles Coutts, Assistant Dean of Instruction, presented the recommendation for approval of a new credit course, Business 72, Intermediate Accounting. It was noted that the course had received approval of the Curriculum Committee at its meeting held September 29, 1971. Discussion followed. It was

MSC Shadle, Anderson

RESOLUTION 71-3329

BE IT RESOLVED, That the following new course be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community College course:

(Approve New Course
(for submission to
(Calif. Community
(Colleges Office

BUSINESS 72. Intermediate Accounting (3)

Dr. Huber reported that Palomar College had received approval for a project in Work Experience by the State. He stated that the State allocation to be received was in the amount of \$24,000 and he recommended that the proposed transfer of funds be approved in order to expand the present Work Experience Program. Mr. Robert Kuretich, Coordinator of the Work Experience Program, reviewed in considerable detail the purpose and function of the Program as it is being operated at Palomar College. Mr. Charles Coutts, Assistant Dean of Instruction, also presented information relative to the Work Experience Program. After lengthy discussion regarding the Program, it was

MSC Simson, Shadle

RESOLUTION 71-3330

BE IT RESOLVED AND ORDERED by the Governing Board that, pursuant to Education Code Section 20951, the following transfers of appropriations be made: (Authorize transfer of funds)

<u>FROM</u> Account Number	<u>Amount</u> (Debit)	<u>TO</u> Account Number	<u>Amount</u> (Credit)
UR	\$19,808	212	\$2,105
		213	7,000
		222	5,303
		290	5,400

AYES: Simson, Anderson, Shadle, Kornhauser

NOES: None

ABSENT: Bayne

Lengthy discussion was held regarding the recommended purchase of a 1972 3/4 ton pick-up truck. Mr. Bill Eddy, Superintendent of Buildings and Grounds and Dr. Schettler, Assistant Superintendent/Business, presented detailed information regarding the necessity for purchasing the vehicle. Discussion followed.

M - Anderson -- that this matter be postponed for two weeks to determine if the College Automotive Technology Department might repair the 1964 vehicle, and that additional bids, at least five or six more, be acquired and a firm price on the trade-in be obtained.

Discussion followed. Mr. Anderson stated that he would amend his motion eliminating the request that the College Automotive Technology Department repair the 1964 vehicle.

Further discussion was held. Mr. Kornhauser called for a second to Mr. Anderson's motion. Motion died for lack of a second. It was

M - Shadle -- that the low bid of \$2,939 submitted by Vince Dixon Ford, Oceanside, be accepted for the purchase of a 3/4 ton pick-up truck.

Mr. Kornhauser called for a second to Mr. Shadle's motion. Motion died for lack of a second.

It was

MSC Anderson, Simson

RESOLUTION 71-3331

BE IT RESOLVED, That action on the recommended purchase of a 3/4 ton pick-up truck BE POSTPONED until the next meeting of the Governing Board. FURTHER, the Governing Board direct the Administration to obtain an additional five or six bids plus a firm price for the trade-in, and resubmit this information at the next meeting of the Governing Board.

(POSTPONE action on
(purchase of
(vehicle until
(next meeting of
(Governing Board

Dr. Huber announced that the California Junior College Association was holding its Annual Conference, October 31 through November 3, 1971, in San Francisco and recommended that the Board authorize the payment of the registration fee for designated members of the Board and Administration to attend said Conference. Discussion followed.
It was

MSC Shadle, Simson

RESOLUTION 71-3332

BE IT RESOLVED, That an advanced registration fee for designated members of the Governing Board and Administration be approved in the amount of \$84 to attend the California Junior College Association Annual Conference, to be held in San Francisco, October 31 through November 3, 1971.

(Authorize advanced
(registration fee
(for CJCA Annual
(Conference

Brief discussion was held regarding the requested travel expenses. Dr. Huber noted that all requests were within the realm of professional growth. It was

MSC Simson, Shadle

RESOLUTION 71-3333

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve travel expenses;

- a. Transportation (air fare), meals, lodging, registration fee, to attend Music Association of California Community Colleges Conference, Burlingame, \$120; (Joe R. Stanford (James H. Weld
- b. Transportation (college car), meals, lodging, registration fee, to attend Pacific Coast Conference on English in the two-year College, Scottsdale, Arizona, \$30; (Ann Miles
- c. Transportation (mileage), meals, to attend Tenth Annual Real Estate Education and Research Conference, Los Angeles, \$26; (Tom Humphrey
- d. Transportation (mileage), registration fee, to attend Programs for Achievement in Reading, Inc., Workshop (New Materials and Methods Workshop for college level courses), Los Angeles, \$39; (Jim Felton
- e. Registration fee, lodging, to attend Academic Senate of the California Community Colleges Meeting, Hawthorne, \$30. (William Bedford

The Report of Budgetary Balances as of September 30, 1971, was reviewed in detail by Dr. Schettler.

(FINANCIAL REPORTS:
(Report of
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of September 1971 was noted.

(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of September 1971 was noted. It was suggested by Mr. Kornhauser that this report also indicate which organizations were charged a fee for said use and if so, how much. (Report of Use of Facilities)

The Report of Expenditures, Revolving Cash Fund, September 1971 was noted. (Revolving Cash Fund)

MSC Simson, Anderson

RESOLUTION 71-3334

BE IT RESOLVED, That Purchase Orders numbered 4691 through 5140, except for those marked "reserved," be approved. (Approve Purchase Orders)

MSC Shadle, Anderson

RESOLUTION 71-3335

BE IT RESOLVED, That Salary Warrants numbered 7, 8 and 9, be approved. (Approve Salary Warrants)

MSC Shadle, Anderson

RESOLUTION 71-3336

BE IT RESOLVED, That Expense Warrants numbered 545512 through 545763, be approved. (Approve Expense Warrants)

MSC Simson, Anderson

RESOLUTION 71-3337

BE IT RESOLVED, That acquisitions by donation and purchase, as reported by the Librarian for the month of September 1971, be approved and that letters of appreciation be sent to all donors. (Approve Library Acquisitions)

Dr. Huber reviewed an enrollment report as of the first census week. A copy of this report was distributed to the members of the Board. (Copy of report attached to Legal Minutes).

(REPORT OF
SUPERINTENDENT)

Dr. Huber distributed information regarding the plans for a year-long institute which will be entitled "The Community College and the Community - Partners in Progress." Discussion regarding the program was held.

Dr. Huber noted that the Board had been provided with a copy of a letter which was received from the County Department of Education which recommends that the Board adopt a "Resolution of Governing Board Requesting Temporary Transfer of Funds." This resolution would request a temporary loan from the County Treasurer to insure the District's having sufficient cash to meet its payroll. This procedure is necessitated by cash flow problems at the State level. Dr. Huber noted that the resolution would probably be presented to the Board for adoption at its November meeting.

Dr. Huber suggested that the Governing Board appoint a representative to meet with the Faculty Salary and Benefits Committee and the Administration. The purpose of the meeting would be to analyze the questions raised by members of the Board at its last meeting (September 28) and to have a thorough exploration of what has been done in the past in terms of reaching the recommendations that were made to the Board by the Administration and faculty relative to salary adjustments. Discussion followed. The Board concurred on the appointment of Dr. Simson and Mr. Anderson, alternate, as its representatives to meet with the Administration and the Faculty Salary and Benefits Committee.

The Board also appointed Mr. Shadle as its alternate representative to the Curriculum Committee.

Discussion was held regarding the District's life insurance program and the cost for said coverage. Dr. Schettler presented additional information (as requested by the Board) regarding various rates as quoted by several life insurance companies. After considerable discussion the Board concurred that during the College Year 1971-72, the District should remain with its present life insurance company, Manufacturer's Life.

At the request of Mr. Anderson, Dr. Huber explained the objectives and purposes of the Faculty Senate as outlined in Title V of the Education Code. Discussion followed.

Dr. Huber noted that members of the Board had expressed interest in resuming departmental visitations and he stated that he had directed the Dean of Instruction to notify the appropriate departments.

Following a question by Mr. Shadle regarding the Physician's Assistant Program, the Board asked that the Administration investigate the American Medex Association as to the program it offers.

Mr. Anderson asked if the Administration would extend the Board's congratulations to the football team upon its victory last Saturday evening. Board concurred.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 10:05 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:20 p.m.

(EXECUTIVE
SESSION)

MSC Simson, Shadle

RESOLUTION 71-3338

BE IT RESOLVED, That the employment of Miss Petra Gomez as Secretary I, President's Office, Salary Class No. 27-A, at a salary of \$499 per month, effective October 21, 1971, be approved (replacement).

(Approve
(employment;
(Miss P. Gomez

MSC Anderson, Shadle

RESOLUTION 71-3339

BE IT RESOLVED, That the employment of Mr. Robert E. Jesser, as Instructor, Hourly, Evening, Business Education Department, for the College Year 1971-72, be approved. (Approve employment; (Mr. Robert Jesser

MSC Shadle, Anderson

RESOLUTION 71-3340

BE IT RESOLVED, That the employment of Mrs. Charmion B. McMillan as Instructor, Hourly, Evening, Continuing Education and Community Services, for the College Year 1971-72, be approved. (Approve employment; (Mrs. Charmion B. (McMillan

The meeting was adjourned at 10:25 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
October 26, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call)
Mrs. Lucy Bayne, Secretary
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Superintendent/President
Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil Bergman, Dean of Instruction
Mr. Robert Burton, Dean of Student Personnel
Mr. Charles A. Coutts, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mrs. Esther Nesbin, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.
Mrs. Marjorie Wallace, Assistant Dean of Student Personnel

GUESTS: Mr. John Tanner, President, The Faculty
Mr. Frank Martinie, Chairman, Faculty Salary and Benefits Committee
Mrs. Margaret Parry, Chairman, C.S.E.A. Salary Committee
Mrs. Doris Deuel, President, C.S.E.A.
Mrs. Diane Perkins, Instructor, English Dept.
Mr. Russ Baldwin, Instructor, Art Dept.
Mr. Palmer Kremer, Instructor, Social Science Dept.
Mr. William Bedford, Vice Pres., The Faculty
Mr. Ben Lucero, Instructor, Multi-Cultural Studies
Mr. Robert Kuretich, Director, Work Experience
Miss Tilly Gonzalez, Vice Pres., C.S.E.A.
Miss Sharon Miller, Treasurer, C.S.E.A.
Mrs. Jerry Cornelius, Vista
Mrs. Kay Rix, Escondido League of Women Voters
Mrs. Emily Acker, Pres., Patrons of Palomar
Mrs. Edna Pulver, Patrons of Palomar

Mrs. Martha Fox, Patrons of Palomar
Miss Kathy Dendle, C.S.E.A.
Mrs. JaDene Dugas, C.S.E.A.
Mr. Robert Fullerton, Instructor, Math Dept.
Mr. William Tefft, Voc. Rehabilitation
Counselor
Mrs. Lorna Tefft, C.S.E.A.
Mrs. Buelah Wood, C.S.E.A.
Miss Suzanne Emery, Escondido Times Advocate
Mr. Scott Boyles, Administrative Assistant

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser called for approval of the Minutes of October 12, 1971. It was

MSC Anderson, Shadle

RESOLUTION 71-3341

BE IT RESOLVED, That the Minutes of the Regular Meeting held October 12, 1971, be approved.

(Approve Minutes;
(October 12, 1971

Mr. Frank Martinie, Chairman of the Faculty Senate, stated that there was no report from the Senate at this time.

(Report of the
(Faculty Senate

Mrs. Emily Acker, President of the Patrons of Palomar, introduced Mrs. Edna Pulver, Membership Chairman of the Patrons. Mrs. Pulver reported on the progress of the 1971-72 membership drive.

(Report of the
(Patrons of Palomar

Dr. Huber noted that the student government run-off election was being held Tuesday and Wednesday, October 26 and 27.

(Report of the
(A.S.G.

A letter received from the Cabrillo Kennel Club was presented by Dr. Huber. Dr. Huber noted that the Club would be using the campus grounds (Football Field) for its Dog Show scheduled for November 13 and he noted the Club had donated three hundred dollars to the Palomar College Student Loan Fund.

(COMMUNICATIONS:
(Letter from
(Cabrillo Kennel
(Club

Seven bids, received from automobile dealers in the area for the purchase of a 3/4 ton pick-up truck, were presented to the Board. Discussion followed.

(OLD BUSINESS:
(Proposed purchase
(of 3/4 ton pick-up
(truck

MS - Bayne, Shadle -- that a contract for the purchase of one 3/4 ton pick-up truck be awarded to Vince Dixon Ford, Oceanside, said contract to be in the amount of \$2,975.03.

Considerable discussion followed regarding the District's purchasing procedures and the quotations received. Dr. Huber indicated that the Administration would provide the Board with the County purchasing procedures which are followed by the District. It was

MSC Bayne, Shadle

RESOLUTION 71-3342

BE IT RESOLVED, That a contract for the purchase of one 3/4 ton pick-up truck be awarded to Vince Dixon Ford, Oceanside, Calif., being certified as the low quotation meeting specifications. Said contract to be in the amount of \$2,975.03.

(Award contract
(for purchase of
(3/4 ton truck;
(Vince Dixon Ford,
(Oceanside

(Mr. Anderson voted no on the above resolution)

Mr. Kornhauser noted that the Board, at its last meeting, appointed Dr. Simson to meet with the Faculty Salary and Benefits Committee regarding the question of salary adjustments. Dr. Simson indicated that such a meeting was held on Thursday, October 21. He briefly summarized what transpired during that meeting. Lengthy discussion followed. It was suggested by Dr. Simson that the Administration and faculty investigate other ways of determining salary levels prior to the next salary review. It was

(Reconsideration of
(salary adjustments

MSC Simson, Shadle

RESOLUTION 71-3343

BE IT RESOLVED, That the basic matrix of the certificated and non-certificated salary schedules be increased by three percent, such increase not be retroactive, effective when authorized by the Federal Government. FURTHER, Be it Resolved and Ordered by the Governing Board that, pursuant to Education Code Section 20951, the following transfers of appropriations be made:

(Grant three percent salary increase for certificated and non-certificated)

<u>FROM</u> Account Number	<u>Amount</u> (Debit)	<u>TO</u> Account Number	<u>Amount</u> (Credit)
UR #1600	\$58,000	110	666
		120	1,430
		211	511
		212	1,947
		213	34,070
		214	4,074
		222	7,113
		620	2,782
		720	1,312
		920	1,266
		1110	831
		1120	1,998

AYES: Simson, Bayne, Shadle, Kornhauser

NOES: Anderson

ABSENT: None

Dr. Huber read a proposal, submitted by Mr. Peter Bollington, Instructor, English Department, regarding the establishment of an Experimental School at Palomar College. Considerable discussion regarding this matter was held. Dr. Huber noted that this matter would appear on the agenda, as an action item, for the next meeting of the Governing Board.

(NEW BUSINESS:
(Proposal for
(Experimental
(School

Policies and Procedures for the Use of Wallace Memorial Pool by private organizations were reviewed by the Board. Suggested revisions were made. Dr. Huber indicated that this matter would also appear on the agenda as an action item at the next meeting of the Governing Board.

(Proposed
(Policies and
(Procedures for
(use of Pool by
(private
(organizations

Dr. Huber noted that normally, the request authorizing Associated Student Government signatures for the 1971-72 College Year would also include the name of the A.S.G. President, however, a run-off election was being held on Tuesday and Wednesday (October 26 and 27) for that position and the name of the student body president would be submitted at the next Board meeting. It was

(A.S.G.
(Signatures

MSC Shadle, Bayne

RESOLUTION 71-3344

BE IT RESOLVED, That persons authorized to sign checks disbursing funds for the Associated Student Government for the College Year 1971-72 are as follows:

(Authorize A.S.G.
(Signatures for
(1971-72

Student: Terri-Anne Miles, Treasurer

Administration: Dr. John D. Schettler or
Dr. Frederick R. Huber or
Ruth Serr

Dr. Huber reported that in accordance with Board Policy, the California School Employees Association, Palomar Chapter No. 402, has requested Board recognition as an employee organization. It was

MSC Shadle, Anderson

RESOLUTION 71-3345

BE IT RESOLVED, That the Palomar College Chapter No. 402, California School Employees Association, be recognized as an employee organization under Governing Board Policy for the College Year 1971-72.

(Recognize
(C.S.E.A. as
(employee
(organization;
(1971-72

Dr. Huber stated that the Administration was recommending that the Board appoint Bandy, Squire, Nissen, and Peterson, as broker of record for the Manufacturers Life Insurance Company (District's life insurance carrier). He noted that this action was necessary because the original agent for Manufacturers Life Insurance Company was no longer with the firm of Bandy, Squire, Nissen, and Peterson. Considerable discussion was held. It was

MSC Bayne, Simson

RESOLUTION 71-3346

BE IT RESOLVED, That the firm of Bandy, Squire, Nissen, and Peterson, Escondido, California, be appointed broker of record on the current Policy No. GT 8787 of Manufacturers Life Insurance Company.

(Appoint Bandy,
(Squire, Nissen and
(Peterson as broker
(for life insurance

Dr. Huber presented recommended travel expenses for approval, noting that all were within the realm of professional growth. It was

MSC Shadle, Anderson

RESOLUTION 71-3347

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:

(Approve travel
(expenses;

- a. Travel within the State of California for the 1971-72 College Year;
- b. Transportation, meals, to attend Data Processing Management Association Meeting, San Diego, \$10;
- c. Transportation (air fare), meals, lodging, to attend Fall Meeting of the Western Council on Higher Education for Nursing, Las Vegas, Nevada, \$152;

(Carl Iserman

(Brian Michaelson

(Mary B. Fulton

- d. Transportation (mileage), meals, lodging, to attend National Association of Geology Teachers Meeting, Santa Barbara City College, \$50; (Richard Rozelle)
- e. Transportation, to attend a Meeting of the State Board of California Association for Education of Young Children, Los Angeles, \$18; (Ruth Clothier)
- f. Transportation (college car), parking fee, meals, to attend Meeting of the Liaison Committee on Business Administration, Southern Section, San Fernando Valley State College, \$5.00; (Tom Humphrey
(Robert Woodward)
- g. Meal, to attend Real Estate and Escrow Advisory Committees Joint Meeting, Lake San Marcos, \$2.00; (Tom Humphrey)
- h. Transportation (college car), meals, registration fee, to attend Meeting of National Press Photographers Short course sponsored by Cal State Long Beach Photo Dept., Los Angeles, \$20. (Justus Ahrend)

Dr. Huber reported that the proposed resolution which appeared on the agenda requesting a temporary loan from the County Board of Supervisors would not be necessary for the month of November. It was noted that this request would probably be necessary for the month of December and would be resubmitted to the Board for consideration possibly at its last meeting in November. (Temporary transfer
(of funds from
(Board of Supervisors
(not necessary for
(month of November

Mr. Kornhauser noted that the Board was resuming its custom of departmental visitations and stated that he would place this matter at the end of the agenda, at which time the Board would recess and visit the Library then return to the Conference Room to consider personnel matters. (Departmental
(Visitation
(placed at end of
(agenda

Dr. Huber introduced Mr. William Bedford, Vice President of The Faculty and Vice President of the Faculty Senate. Mr. Bedford briefly reported on the first meeting of the Academic Senate of the California Community Colleges which he recently attended, which dealt with the subject of evaluation of staff.

(Report of Academic
(Senate of Calif.
(Community Colleges
(Meeting

The Associated Students of Palomar College Financial Statement, July 1, 1971 through September 30, 1971, was reviewed by Dr. Schettler. It was suggested that the Administration investigate the possibility of placing the A.S.G. money in a savings account.

(FINANCIAL REPORTS:
(Associated Students
(Financial Statement

Dr. Huber reported that the Palomar College Bookstore Financial Statement had been delayed and would be presented to the Board at its next meeting.

(Bookstore
(Financial Statement

A revised Palomar College Cafeteria Balance Sheet, September 30, 1971, was distributed to the members of the Board and reviewed by Dr. Schettler.

(Cafeteria Financial
(Statement

The Financial Aids Account, July 1, 1971 through September 30, 1971, was reviewed by Dr. Schettler. It was suggested that the Administration investigate the possibility of placing the Financial Aids Account money, or a portion thereof, in a savings account.

(Financial Aids
(Account

Dr. Huber stated that Mr. Palmer Kremer has notified him that Mr. Mike Curran, Instructor, Palomar College, has been selected as a member of the District 534 Rotary Group Exchange Program. Dr. Huber stated that he has been in touch with Mr. Curran and has requested that he file a letter with the appropriate bodies (i.e., Budgetary Committee, Faculty Senate, Administrative Council and Governing Board). Dr. Huber noted that this matter would appear on the agenda for the Board's November 9 meeting.

(REPORT OF
(SUPERINTENDENT

At the request of Mr. Anderson, Mr. Burton, Dean of Student Personnel, explained the registration procedure and the way in which priorities are established for registration.

The Board commended Mr. Ray Dahlin, his Speech Team, and the Cross Country team, for their accomplishments, and Mr. Ron Kenny, Editor, Escondido Times Advocate and Palomar graduate, upon his selection for the Distinguished Alumni Award by the California Junior College Association. Mr. Kornhauser requested that a letter be sent to Mr. Kenny.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The Board recessed and toured the Library and the Fine Arts Library.

(Departmental
(Visitation;
(Library

The meeting convened in Executive Session at 10:15 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 11:00 p.m.

(EXECUTIVE SESSION

MSC Anderson, Simson

RESOLUTION 71-3348

BE IT RESOLVED, That the employment of Miss Diana Jean Olson, as Clerk-Typist I, Work Experience Program, Salary Class No. 21-A, at a salary of \$431 per month, effective November 1, 1971, be approved.

(Approve
(employment;
(Miss Diana Jean
(Olson

MSC Simson, Anderson

RESOLUTION 71-3349

BE IT RESOLVED, That action on the employment of Secretary I, Vocational Education Office, be deferred until the next meeting of the Governing Board, and that interested parties should pursue appropriate channels.

(Defer action on
(employment of
(Secretary I,
(Vocational Ed.
(Office

(Mr. Shadle abstained from voting on the above resolution)

MSC Simson, Bayne

RESOLUTION 71-3350

BE IT RESOLVED, That the employment of Miss Elia Esparza as Clerk-Typist I, Financial Aids Office, Salary Class No. 21-A, at a salary of \$431 per month, effective November 1, 1971, be approved. (Approve employment; (Miss Elia Esparza

MSC Bayne, Shadle

RESOLUTION 71-3351

BE IT RESOLVED, That the employment of the following persons, as listed on Page 11 of the Legal Minutes, as supplemental staff (students and extra-clerical), be approved. (Approve employment; (Supplemental Staff, (Students and extra-clerical

The meeting was adjourned at 11:10 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
November 9, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call)
Mrs. Lucy Bayne, Secretary
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Supt./President
Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil Bergman, Dean of Instruction
Mr. Robert Burton, Dean of Student Personnel
Mr. Charles Coutts, Assistant Dean of Instr.
Mr. Howard Brubeck, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Walter Brown, Assistant Dean of Instr.
Mr. Robert Bowman, Dean of Student Activities

GUESTS: Mr. John Tanner, President, The Faculty
Mr. William Bedford, Vice Chairman, Faculty Senate
Mrs. Diane Perkins, Instructor, English Dept.
Mr. Robert Kuretich, Director, Work Experience
Mrs. Emily Acker, Pres., Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Miss Tilly Gonzalez, Vice Pres., C.S.E.A.
Miss Sharon Miller, C.S.E.A.
Mrs. Linda Nomura, C.S.E.A.
Mr. Palmer Kremer, Instructor, Soc. Sci. Dept.
Mr. Bill Eddy, Supt. Bldgs. and Grounds
Miss Suzanne Emery, Escondido Times-Advocate
Mr. Jim Lewis, Vista
Miss Anne Bedford, Vista
Mrs. Charlene Parsons, San Marcos

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser called for approval of the Minutes of October 26, 1971. It was

MSC Shadle, Anderson

RESOLUTION 71-3352

BE IT RESOLVED, That the Minutes of the Regular Meeting held October 26, 1971, be approved. (Approve Minutes; (October 26, 1971

Mr. William Bedford, Vice Chairman of the Faculty Senate, presented three written recommendations which have been passed by the Senate. Discussion was held regarding two of the Senate recommendations (which are as follows): (Report of the (Faculty Senate

1. "That there be no eleven or twelve month contracts granted below the rank of Dean without the recommendation of the Administration and concurrence of the Faculty Senate. Further, no person performing non-teaching duties be employed for more than 120 hours at the hourly rate during the summer period without recommendation of the administration and concurrence of the Faculty Senate."

2. "The Senate approved a motion that the Chairman request the Governing Board to form a joint committee of representatives from the Administration and the faculty to implement the following recommendations of the Senate: That there be

- (1) A Sabbatical Leave Policy available on equitable terms to all certificated staff and
- (2) A Leave For Any Reason Policy available on equitable terms to all certificated staff
 - (a) with pay
 - (b) without pay."

Mr. Kornhauser ruled that the third recommendation presented in the written report from the Senate could only be discussed in Executive Session because it referred to a personnel matter.

Following considerable discussion regarding the Senate resolution relative to eleven and twelve month contracts, the Board directed that this matter be referred back to the Senate for further consideration and clarification and that it be resubmitted to the Board at a future meeting.

Following discussion regarding the Senate recommendation of the establishment of a joint committee of faculty and administration to study presently existing leave policies, the Board directed the Administration to present its recommendation relative to this matter to the Board at a subsequent meeting.

Mrs. Emily Acker, President of the Patrons, (Report of the
briefly reviewed the progress of the Patrons (Patrons of Palomar
membership drive. She noted that the Pink
Elephant Sale would be held in May, and donations
for the Sale were being accepted by Mrs. John Cosh,
Chairman of this year's Sale.

Mr. Robert Bowman, Dean of Student Activities, (Report of the
briefly reported for the Associated Student (A.S.G.
Government, noting that Mr. Robert Garvin
had been elected President for the 1971-72
College Year, and that the A.S.G. was presently
in the process of appointing committees.

Dr. Huber noted that Mr. G. Guillermo (COMMUNICATIONS:
Carstens had requested to appear before the
Board relative to the fine goals being reached
by the classes in English as a Second Language.
However, Mr. Carstens telephoned late this
afternoon to say that he was ill and would not
be able to attend the meeting.

Discussion was held regarding the (OLD BUSINESS:
establishment of a Voluntary Teaching and (Voluntary Teaching
Learning Program at Palomar College. (and Learning
Dr. Huber reported that a Steering Committee (Program
would be appointed from interested faculty
and students, and that Dr. Kilman would
represent the Administration on this Committee.
He further noted that periodic evaluation of
classes scheduled, number of students, and
names of instructors would be filed with the
Administration by the Steering Committee and
reported to the Governing Board. All classes
would be subject to the laws of the State and the
regulations of the Governing Board.

It was noted that the Faculty Senate unanimously approved of the Voluntary Teaching and Learning Program. Discussion followed. It was

M - Anderson, that the matter of establishing a Voluntary Teaching and Learning Program at Palomar College BE TABLED because it presently exists on campus and does not need Board approval.

MOTION DIED for lack of a second. It was

MSC Bayne, Shadle

RESOLUTION 71-3353

BE IT RESOLVED, That the establishment of a Voluntary Teaching and Learning Program at Palomar College, on a trial basis with periodic evaluations presented to the Governing Board, be approved. (Establish Voluntary Teaching and Learning Program at Palomar College)

(Mr. Anderson voted no on the above resolution)

The proposed Policies and Procedures for the Use of Wallace Memorial Pool by Private Organizations were reviewed by the Board. After brief discussion, it was

MSC Anderson, Bayne

RESOLUTION 71-3354

BE IT RESOLVED, That the Policies and Procedures for the Use of Wallace Memorial Pool by Private Organizations, be approved. (Approve Policies and Procedures for Use of Pool)

Mr. Richard Kornhauser reported on his attendance at the American Council of Education meeting held in Washington, D.C., October 5 through 7, 1971 (copy of report attached to Legal Minutes).

(NEW BUSINESS:
(Report of American Council on Education Mtg.)

Dr. Huber and Mrs. Bayne presented reports on the Annual California Junior College Association Conference, held in San Francisco, October 31 through November 3, 1971. It was noted by Dr. Huber that those attending the Annual Conference, besides himself and Mrs. Bayne, were Dr. Kilman, and Dean Coutts (copy of report attached to Legal Minutes).

(Report of CJCA
(Annual Conference

Dr. Kilman presented a brief report regarding (Report of College-
a recent meeting of the College - Community (Community, Partners
Partners in Progress Committee, held (in Progress Mtg.
Thursday, November 4.

The proposed Agreement authorizing the District's participation in the Emergency Employment Act of 1971, Public Employment Program was presented and reviewed by the Board. Dr. Huber defined the guidelines which must be followed by the District in its employment of persons under the Public Employment Program. Discussion followed. It was

MSC Simson, Bayne

RESOLUTION 71-3355

BE IT RESOLVED, That Agreement between the Palomar Community College District and the County of San Diego for participation in the Emergency Employment Act of 1971, Public Employment Program, be approved. (Approve Agreement (with Co. of San (Diego to participate (in PEP

Dr. Huber noted that Mr. Robert Garvin had been elected President of the Associated Student Government, and it was recommended that he be approved to sign checks disbursing A.S.G. monies. It was

MSC Bayne, Anderson

RESOLUTION 71-3356

BE IT RESOLVED, That persons authorized to sign checks disbursing funds for the Associated Student Government for the College Year 1971-72 are as follows: (Authorize A.S.G. (Signatures for (1971-72

Students: Robert L. Garvin, President, or
Terry-Anne Miles, Treasurer

Administration: Dr. John D. Schettler, or
Dr. Frederick R. Huber, or
Ruth Serr

Mrs. Bayne suggested that the Board send a letter of congratulations to the newly elected President of the Associated Student Government and his council. Board concurred.

Dr. Huber stated that the Administration was recommending approval of the issuance of advanced funds for inter-collegiate Field Hockey events. It was

MSC Shadle, Anderson

RESOLUTION 71-3357

BE IT RESOLVED, That approval be given for advanced funds for meals for inter-collegiate Field Hockey events in the amount of \$96. (Authorize advanced funds for athletic events; Field Hockey)

Dr. Huber reviewed the proposed travel requests. It was

MSC Simson, Bayne

RESOLUTION 71-3358

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve travel expenses;

- a. Travel within the County of San Diego for the 1971-72 College Year; (Betty Jo Dirks
- b. Transportation (mileage), meals, lodging, registration fee, to attend meeting of California Mathematics Council, Anaheim, \$54. (Robert Fullerton

Dr. Huber stated that the Administration was recommending that the Board approve of the Agreement for Joint Use of Facilities with the Pauma Valley Community Center for the purpose of holding classes in Art at the Community Center Building. It was

MSC Bayne, Shadle

RESOLUTION 71-3359

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Pauma Valley Community Center, for the purpose of holding classes in Art at the Pauma Valley Community Center Building, at the rate of \$6.00 per session, beginning September 13, 1971 through June 15, 1972, be approved.

(Approve Joint
(Use of Facilities
(Agreement; Pauma
(Valley Community
(Center

The Report of Budgetary Balances as of October 31, 1971, was reviewed by Dr. Schettler.

(FINANCIAL REPORTS:
(Budgetary Balances

The Report of Collections Deposited in the County Treasury during the month of October 1971 was noted.

(Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of October 1971 was noted.

(Report of Use
(of Facilities

The Report of Expenditures, Revolving Cash Fund, October 1971, was reviewed.

(Revolving Cash
(Fund

MSC Anderson, Simson

RESOLUTION 71-3360

BE IT RESOLVED, That Purchase Orders numbered 5141 through 5358, except for those marked "reserved," be approved.

(Approve Purchase
(Orders

MSC Shadle, Anderson

RESOLUTION 71-3361

BE IT RESOLVED, That Warrants covered in Salary Payroll numbers 10 and 11, be approved.

(Approve Salary
(Warrants

MSC Shadle, Anderson

RESOLUTION 71-3362

BE IT RESOLVED, That Expense
Warrants numbered 54764 through
546048, be approved.

(Approve Expense
Warrants)

MSC Bayne, Shadle

RESOLUTION 71-3363

BE IT RESOLVED, That acquisitions
by donation and purchase, as
reported by the Librarian for the
month of October 1971 be approved,
and that letters of appreciation
be sent to all donors.

(Approve Library
Acquisitions)

The Palomar College Bookstore Financial
Statement, July 1, 1971 through
September 30, 1971 was reviewed by
Dr. Schettler.

(Bookstore Financial
Statement)

A written report relative to depositing
monies which the College controls in
savings accounts was distributed to the
members of the Board. It was noted that
the Bookstore monies would be the most
amendable for placing in a savings account.
Following discussion, the Board directed
the Administration to submit a recommendation
regarding this matter at the next meeting
of the Governing Board.

Dr. Huber read letters received by the members
of the Board from Mr. John Tanner, President,
The Faculty and from the California School
Employees Salary Committee, relative to the
recent three percent salary increase voted
by the Governing Board.

(REPORT OF
SUPERINTENDENT)

Dr. Huber also reviewed a letter which was
received from Dr. M. Ted Dixon, County
Superintendent of Schools, regarding the
procedure which the County will follow in
distributing payroll warrants for the month
of November. It was noted that said letter was
also distributed to all members of the staff.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:00 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:00 p.m.

(EXECUTIVE
SESSION)

MSC Bayne, Simson

RESOLUTION 71-3364

BE IT RESOLVED, That the employment of Mrs. Donna Greene, as Secretary I, Vocational Education Office, Salary Class No. 27-A, at a salary of \$499 per month, effective November 1, 1971, be approved.

(Approve employment;
Mrs. Donna Greene,
Secretary I)

(Mr. Shadle abstained from voting on the above resolution)

MSC Simson, Bayne

RESOLUTION 71-3365

BE IT RESOLVED, That the employment of Mr. Eugene R. Zevin, as Special Projects Writer, Salary Class No. 49-A, at a salary of \$853 per month, subject to the terms of the Emergency Employment Act Agreement, effective November 10, 1971, be approved.

(Approve employment;
Mr. Eugene Zevin,
Special Projects
Writer)

MSC Simson, Bayne

RESOLUTION 71-3366

BE IT RESOLVED, That the employment of Mr. Robert Lent, as Instructor, half-time Work Experience, half-time Business Education Department, effective Spring Semester, be approved.

(Approve employment;
Mr. Robert Lent,
Instructor)

MSC Simson, Bayne

RESOLUTION 71-3367

BE IT RESOLVED, That the employment of Dr. Patrick O'Connor, as substitute Instructor, Hourly, Behavioral Sciences Department, effective November 4, 1971, be approved. (Approve employment; (Dr. Patrick O'Connor (Substitute (Instructor

MSC Simson, Bayne

RESOLUTION 71-3368

BE IT RESOLVED, That the employment of Mrs. Joan Carey Byler, as substitute Instructor, Hourly, Behavioral Sciences Department, effective November 4, 1971, be approved. (Approve employment; (Mrs. Joan C. Byler (Substitute (Instructor

MSC Simson, Bayne

RESOLUTION 71-3369

BE IT RESOLVED, That Mr. Michael Curran be granted a paid Leave of Absence, in accordance with Education Code Section 13454, for a period of two months, beginning February 1972, for the purpose of participating in the District 534 Rotary Group Study Exchange Program. (Grant Paid Leave (of Absence; (Mr. Michael Curran

MSC Simson, Bayne

RESOLUTION 71-3370

BE IT RESOLVED, That the employment of the following persons, as listed on Page 11 of the Legal Minutes, as supplemental staff (students and extra-clerical) be approved. (Approve employment; (Students and Extra- (Clerical

The meeting was adjourned at 10:05 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
November 23, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Mr. A. J. Anderson (Roll Call)
Mrs. Lucy Bayne, Secretary
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Supt./President
Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Charles Coutts, Assistant Dean of Instr.
Mr. Howard Brubeck, Assistant Dean of Instr.
Dr. Theodore Kilman, Assistant Dean of Instr.
Mr. Robert Burton, Dean of Student Personnel

GUESTS: Mrs. Aileen Scallet, Chairman, Mathematics Dept.
Mr. Robert Fullerton, Mathematics Dept.
Mr. Robert Wiestling, Mathematics Dept.
Mr. Steve Hinthorne, Mathematics Dept.
Mr. Vernon Barker, Mathematics Dept.
Mr. Robert Kuretich, Director, Work Experience Program
Mr. Milt Lemmerman, Pres., Comet Quarterback Club
Mr. Mack Wiebe, Associate Director of Athletics
Mrs. Charlene Parsons, San Marcos
Mrs. Kay Rix, Escondido League of Women Voters
Miss Tilly Gonzalez, C.S.E.A.
Miss Sharon Miller, C.S.E.A.
Mr. William Eddy, Supt. of Bldgs. and Grounds
Mr. William Bedford, Vice Pres., Faculty Senate
Mr. J. D. Hodges, Escondido
Mrs. Wayne Roles, Vista
Mr. Scott Boyles, Administrative Assistant
Mrs. Suzanne Emery, Escondido Times-Advocate

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser called for approval of the Minutes of November 9, 1971. It was

MSC Shadle, Anderson

RESOLUTION 71-3371

BE IT RESOLVED, That the Minutes of the Regular Meeting held November 9, 1971, be approved.

(Approve Minutes;
(November 9, 1971

Dr. Huber noted that the Faculty Senate was not represented at this time, however, Mr. Bedford, Vice President of the Senate, was expected to attend the meeting and present a report.

(Faculty Senate

The Patrons of Palomar were not represented.

(Report of the
(Patrons of Palomar:

Dr. Huber noted that the officers of the Associated Student Government were attending the California Community Colleges Student Government Association Conference, which was being held in Anaheim.

(Report of the
(Associated Student
(Government

Mr. Kornhauser requested that the Board alter the agenda, and, at this time, hear the scheduled departmental presentation by the members of the Mathematics Department. Board concurred.

(Departmental
(Presentation:
(Mathematics
(Department

Mrs. Aileen Scallet, Chairman of the Mathematics Department, introduced the full-time members of the department as follows: Mr. Robert Fullerton, Mr. Robert Wiestling, Mr. Vernon Barker, and Mr. Steve Hinthorne.

A presentation was made by each member of the Mathematics Department relative to the various processes and innovations being used in their specific field of instruction.

Mr. William Bedford, Vice President of the Faculty Senate, reported that the Senate, at its meeting held November 22, took action on the following items:

(Report of the
Faculty Senate)

1. Approved of a re-wording of the certificated salary schedule (this is a re-wording required by changes in State requirements for Vocational Credential).

2. Approved of a policy which recommends that authors of a successfully funded project be directly involved in the implementation of this project.

3. Approved a pilot program to study evaluation procedures.

A report prepared by Mr. G. Guillermo Carstens was read by Mrs. Wayne Roles of Vista, relative to the English as a Second Language classes which the District operates off-campus. (A verbatim copy of the report is attached to the Legal Minutes.)

(COMMUNICATIONS:

Following discussion regarding a proposal to establish a savings account for Bookstore funds (Education Code Section 25531.8 permits Bookstore funds to be invested in certificates or withdrawable shares in savings and loan associations), it was

(OLD BUSINESS:

MSC Shadle, Anderson

RESOLUTION 71-3372

BE IT RESOLVED, That inactive deposits be transferred to Palomar Savings and Loan Association and Home Federal Savings and Loan Association, Escondido, and that a savings account be established for the Palomar College Bookstore funds. Such deposits shall be in the form of investment certificates. Maturity and amounts of certificates are to be determined by the Business Office of the College according to anticipated Bookstore cash flow needs. Interest on deposits shall be at prevailing rates. Accumulated interest shall be credited to the Palomar College Bookstore Account.

(Resolution continued on Page 4)

FURTHER, the account in any one savings and loan association shall not exceed the current federally insured amount; said account shall be rotated among the various savings and loan associations within the District on a yearly basis. Persons authorized to withdraw said funds are as follows (two signatures required): Dr. Frederick R. Huber or Dr. John D. Schettler; and Mrs. Virginia Dower or Mrs. Ruth Serr.

Dr. Huber introduced Mr. Milt Lemmerman, President of the Comet Quarterback Club, and Mr. Mack Wiebe, Associate Athletic Director. Mr. Lemmerman outlined a tentative plan for a North County football stadium, hopefully to be constructed at Palomar College, and used as a joint facility by high schools in the area. It was noted by Dr. Huber that preliminary discussion of the possibility of a stadium had been made with Vista and San Marcos High Schools. Mr. Lemmerman stressed that the project, which would be financed through a campaign for public contributions, was only in a very tentative stage at present, and that the Club was seeking Board approval of the project before a more detailed study began. Following lengthy discussion, it was

(NEW BUSINESS:
(Discussion
(relative to
(North County
(Football Stadium

MSC Anderson, Bayne

RESOLUTION 71-3373

BE IT RESOLVED, That the Governing Board of the Palomar Community College District express its interest in exploring the possibility of a North County Football Stadium at Palomar College. FURTHER, That Mr. A. J. Anderson be appointed to work with the Athletic Department, the Comet Quarterback Club, and any other interested citizens, in exploring the possibilities of such a stadium.

(Express interest
(in exploring
(possibilities of
(North County
(Football Stadium
(at P.C.;
(Mr. A. J.
(Anderson to
(represent Board
(in this endeavor

A document entitled Policies Related To Purchasing was distributed to the members of the Board. Dr. Huber noted that the document detailed the District's purchasing procedures and that it was being presented for information at this time. Dr. Huber stated that he would recommend that an appropriate statement be approved by the Board relative to the purchasing procedures and that such a statement be incorporated as Board policy. Mr. Kornhauser suggested that such a statement take into account the desirability of a purchasing agent.

(Palomar College
(Purchasing
(Procedures

A detailed statement regarding Restricted Classified Positions was reviewed by the Governing Board. It was noted that all persons employed under the Public Employment Program would be classified as restricted classified positions, and their position would be governed by the provisions as outlined in Section 13581.2 of the Education Code. Following discussion, it was

MSC Simson, Shadle

RESOLUTION 71-3374

BE IT RESOLVED, That all positions under the Public Employment Program, which do not require teaching credentials, shall be classed as restricted classified positions under the provisions of Education Code Section 13581.2.

(Positions under
(PEP Program to be
(classed as
(Restricted
(Classified

Dr. Schettler explained that the proposed establishment of a bank account at the First Western Bank and Trust, Los Angeles, California, was needed to implement the Agreement entered into by the Governing Board and the Academic Financial Services Association (on September 14, 1971) for accounting services on student loans from funds of federal source. Following discussion, it was

MSC Anderson, Bayne

RESOLUTION 71-3375

BE IT RESOLVED, That a checking account for the Palomar College Financial Aids Account be established at the First Western Bank and Trust Company, Los Angeles, California, and that persons authorized to sign checks disbursing said funds are as follows (two signatures required):
Dr. Frederick R. Huber or
Dr. John D. Schettler; and
Mrs. Marjorie Wallace or
Mrs. Ruth Serr.

(Establish checking
(account for P.C.
(Financial Aids
(Account at First
(Western Bank and
(Trust

Dr. Huber stated that the Administration was recommending that the Board ratify the Joint Use of Facilities Agreement with Escondido Union High School District for the use of its Orange Glen High School Football Field. He stated that the night use of the field by the Comet football team was necessitated by the fact that the team had to play its opening games during the afternoon, and thus, needed the opportunity to practice at night. It was

MSC Shadle, Simson

RESOLUTION 71-3376

BE IT RESOLVED, That the Agreement for Joint Use of Facilities between the Palomar Community College District and the Escondido Union High School District, for the purpose of holding football practice at Orange Glen High School, at the rate of \$25 per night; said practice held November 2, 9, and 16, be ratified.

(Ratify Joint Use
(of Facilities
(Agreement; Escondido
(Union High School
(District

Following a brief discussion regarding the recommended courses being submitted for approval, it was

(New courses
(for approval

MSC Anderson, Bayne

RESOLUTION 71-3377

BE IT RESOLVED, That the following new courses be approved for submission to the Office of the Chancellor, California Community Colleges, as New Graded Community College courses: (Approve New Courses (for submission to (Calif. Community (Colleges Office

- Art 28. Watercolor Painting (3)
- Anthropology 3. Introduction to Archeology (3)
- English 1g. The Journal (1 1/2)
- English 1h. Word Study (1 1/2)
- English 1j. Contemporary Social Issues (1 1/2)
- English 2j. California Literature (1 1/2)
- English 2k. Other Realities (1 1/2)
- English 2m. Study of an Individual Author (1 1/2)
- English 2n. The Occult in Literature (1 1/2)
- English 5. Major English Novelists (3)
- English 10. Major American Novelists (3)
- English 17. Introduction to Shakespeare II (3)
- English 18. Shakespeare in the Summer (2)
- English 24. Esthetics and Literary Values (3)
- English 26. Literature and the Film (3)
- Biology 99. Regional Field Studies in Natural History (1-3)
- P.E. 29. Body and Board Surfing (2)
- P.E. 36. Aerobics (1)
- P.E. 76. Professional Preparation for Water Sports (Men) (2)
- P.E. 77. Sports Officiating - Water Sports (2)
- Chem. 15. Fundamentals of Organic Chemistry (4)
- TCHA 4. Introduction to Education (3)
- TCHA 7. Preschool Education & the Chicano (Mexican-American) (3)
- TCHA 8. Children's Literature (3)
- TCHA 9. Language Development 1 (3)
- TCHA 10. Language Development 2 (3)

Dr. Huber stated that all travel requests were budgeted and being recommended for approval. It was (Travel requests

MSC Shadle, Simson

RESOLUTION 71-3378

- BE IT RESOLVED, That travel expenses for the following persons be approved/ratified:
- (Approve travel expenses;
- a. Transportation (air fare), meals, lodging, registration fee, to attend Data Processing for College Business Officials Conference, San Francisco, \$80; (James Kansas
 - b. Transportation (mileage), meals, lodging, registration fee, to attend California Association of Health, Physical Education, and Recreation (CAHPER) Conference, Long Beach, \$44; (Ward G. Myers
 - c. Transportation (college car), lodging, registration fee, to attend Management Conference for Business Education Department Chairmen, Long Beach, \$34; (Thomas R. Humphrey
 - d. Transportation (college car), meals, lodging to attend Botany - Geology Field Trip, Death Valley, \$217; (Richard Rozelle
(Richard Noble
(Wayne Armstrong
(Fred Elliott
 - e. Transportation (mileage), meals, registration fee, to attend meeting of Joint Foreign Language Council of San Diego, San Diego, \$12; (Marilyn Crist
 - f. Transportation (mileage), meals, to attend Data Processing Management Association Meeting, San Diego, \$11; (Brian Michaelson
 - g. Transportation (air fare), meals, lodging, registration fee, to attend meeting of the Academic Senate of the California Community Colleges, Burlingame, \$106; (William Bedford
 - h. Transportation (mileage), to attend Tour of Pasadena and Los Angeles County Art Museums, \$24. (James Hulbert

Dr. Huber noted that the Board had received a copy of Mr. Fred Elliott's Sabbatical Leave Report. He stated that Mr. Elliott was on leave during the Spring Semester 1971. (REPORT OF SUPERINTENDENT)

Dr. Huber, in response to a request from Mrs. Bayne, suggested that when the Board toured the Life Science Department, it also review the slides taken by Mr. Elliott while he was on his Sabbatical Leave.

Dr. Simson suggested that Sabbatical Leave reports be presented in such a way to show the depth of study and travel encountered by the staff member.

Dr. Huber indicated those Sabbatical Leave requests for 1972-73 which have been filed, and are in the process of being studied by the Faculty Senate and other bodies. He noted that the requests represented less than five percent of the full-time staff which is allowed under Board policy.

Dr. Huber stated that a Leave Committee had been established to review all presently existing leave policies. Members of the Committee are Mr. Robert Larson, Mr. Robert Fullerton, Mr. Howard Brubeck, Mrs. Esther Nesbin, Mr. Frank Martinie, ex-officio, and Dr. Huber, ex-officio.

Dr. Huber reported that the Academic Senate of the California Community Colleges would be hosting a Conference on evaluation procedures, December 9-10, 1971. He noted that Chancellor Brossman has urged that community college districts send representatives to this Conference, noting that it will be directly tied in with Senate Bill 696 (Rodda and Stull) which is designed specifically for community colleges and relates to evaluation. Following discussion, it was

MSC Shadle, Bayne

RESOLUTION 71-3379

BE IT RESOLVED, That advanced registration fee be authorized for the following persons to attend the Evaluation Conference to be held December 9-10, 1971, Burlingame, California: Mr. Virgil Bergman, one faculty member (in addition to Mr. William Bedford), and one member of the Governing Board. (Authorize advanced registration fee for Evaluation Conference; Dec. 9-10)

(Following Executive Session, one additional Board member indicated a desire to attend the Evaluation Conference)

Dr. Huber noted that championship trophies achieved by the Speech Team and the Cross Country Team were on display in the lobby.

Dr. Huber stated that at the suggestion of the Board, the Administration has investigated the American Medex Association in reference to the possible establishment of a Physician Assistant Program. He noted that the American Medex Association was a private foundation, and their plan was to seek colleges who agree to offer courses in the Physician Assistant Program and then they would seek the funding. At the present time, the Physician Assistant Program has not been approved by the licensing body of the State, and until this is done, no funds can be sought. Dr. Huber stated that the Deans of Vocational Education of the San Diego County Community Colleges Association are reviewing this program and would have a report at a later time.

Dr. Simson briefly reported on an undergraduate "no grade" program now being conducted at the Massachusetts Institute of Technology. He indicated that he would provide more detailed information at a later time for study by Palomar College.

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session (EXECUTIVE
at 9:40 p.m. Following discussion of items (SESSION
of personnel, the meeting was reconvened
in Regular Session at 10:05 p.m.

MSC Simson, Bayne

RESOLUTION 71-3380

BE IT RESOLVED, That the employment (Approve employment;
of Mr. J. Thomas Young, as half-time (Mr. J. Thomas Young
Instructor, Communications Department, (Communications
effective Spring Semester 1972, be
approved.

MSC Simson, Bayne

RESOLUTION 71-3381

BE IT RESOLVED, That the employment (Approve employment;
of Mr. Steven von Lutes as Substitute (Mr. Steven von
Instructor, Hourly, Behavioral (Lutes, Behavioral
Sciences Department, effective Spring (Sciences Dept.
Semester 1972, be approved (Sabbatical
Leave replacement).

MSC Simson, Bayne

RESOLUTION 71-3382

BE IT RESOLVED, That the employment (Approve employment;
of Mrs. Rose Noble as Substitute (Mrs. Rose Noble,
Instructor, Hourly, Behavioral (Behavioral Sciences
Sciences Department, effective (Dept.
Spring Semester 1972, be approved
(Sabbatical Leave replacement).

MSC Simson, Bayne

RESOLUTION 71-3383

BE IT RESOLVED, That the employment (Approve employment;
of Miss Manisha Roy as Substitute (Miss Manisha Roy,
Instructor, Hourly, Behavioral (Behavioral Sciences
Sciences Department, effective (Dept.
Spring Semester 1972, be approved
(Sabbatical Leave replacement).

MSC Simson, Bayne

RESOLUTION 71-3384

BE IT RESOLVED, That the employment of Mr. George W. King, as Instructor, Hourly, Business Education Department, effective Spring Semester 1972, be approved.

(Approve employment;
(George W. King,
(Hourly, Business Ed.

MSC Simson, Bayne

RESOLUTION 71-3385

BE IT RESOLVED, That the employment of Mr. Arthur J. Dubreuil, Jr., as Instructor, Hourly, Communications Department, effective Spring Semester 1972, be approved.

(Approve employment;
(A. J. Dubreuil, Jr.,
(Communications,
(Hourly

MSC Simson, Bayne

RESOLUTION 71-3386

BE IT RESOLVED, That the employment of Mr. Luis M. Terrazas, as Instructor, Hourly, Counseling Department, effective Spring Semester 1972, be approved.

(Approve employment;
(Luis M. Terrazas,
(Hourly, Counseling

MSC Simson, Bayne

RESOLUTION 71-3387

BE IT RESOLVED, That the employment of Mr. Don R. Morgan, as Substitute Instructor, Hourly, Physical Education Department, effective Spring Semester 1972, be approved (replacement for Mr. Curran).

(Approve employment;
(Don R. Morgan,
(Substitute Instr.,
(Phys. Ed.

MSC Simson, Bayne

RESOLUTION 71-3388

BE IT RESOLVED, That the employment of Mr. Harold J. Pranter, as Programmer, Salary Class No. 49-A, at a salary of \$879 per month, subject to the terms of the Emergency Employment Act Agreement, effective November 29, 1971, be approved.

(Approve employment;
(Mr. Harold J.
(Pranter, Programmer

MSC Simson, Bayne

RESOLUTION 71-3389

BE IT RESOLVED, That the employment of Mrs. Melba Anne Wolfe, as Key punch Operator, Salary Class No. 25-A, at a salary of \$490 per month, subject to the terms of the Emergency Employment Act Agreement, effective November 29, 1971, be approved.

(Approve employment;
(Mrs. Melba Anne
(Wolfe, Key punch
(Operator

MSC Simson, Bayne

RESOLUTION 71-3390

BE IT RESOLVED, That the employment of Mrs. Valerie D. Stanley, as Clerk-Typist I, Admissions Office, Salary Class No. 21-A, at a salary of \$444 per month, subject to the terms of the Emergency Employment Act Agreement, effective November 29, 1971, be approved.

(Approve employment;
(Mrs. Valerie D.
(Stanley, Clerk-
(Typist I, Admissions

MSC Simson, Bayne

RESOLUTION 71-3391

BE IT RESOLVED, That the employment of Mrs. Catherine L. Wycoff, as Clerk-Typist I, Library, Salary Class No. 21-A, at a salary of \$444 per month, subject to the terms of the Emergency Employment Act Agreement, effective December 1, 1971, be approved.

(Approve employment;
(Mrs. Catherine L.
(Wycoff, Clerk-
(Typist I, Library

MSC Simson, Bayne

RESOLUTION 71-3392

BE IT RESOLVED, That the employment of Mr. Philip V. Ryan, as Maintenance Carpenter, Salary Class No. 33-A, at a salary of \$595 per month, effective December 1, 1971, be approved (replacement).

(Approve employment;
(Mr. Philip V. Ryan,
(Maintenance
(Carpenter

MSC Simson, Bayne

RESOLUTION 71-3393

BE IT RESOLVED, That the employment of Mrs. Martha Martin, as Clerk-Typist I, Admissions Office, at a salary of \$444 per month, subject to the terms of the Emergency Employment Act Agreement, effective November 29, 1971, be approved.

(Approve employment;
(Mrs. Martha Martin,
(Clerk-Typist I,
(Admissions

The meeting was adjourned at 10:15 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
December 14, 1971, 7:30 p.m.

The Board of Trustees of the Palomar Community College District met in the Board of the Palomar College Campus, San Marcos, California, having received written notice as prescribed by law.

The meeting was called to order by the President, Mr. Richard J. Kornhauser. (Call to Order)

MEMBERS PRESENT: Mrs. Lucy Bayne, Secretary (Roll Call)
Mr. Richard J. Kornhauser, President
Mr. Milo E. Shadle
Dr. Anton K. Simson, Vice President

ABSENT: Mr. A. J. Anderson

ADMINISTRATION PRESENT: Dr. Frederick R. Huber, Supt./President
Dr. John D. Schettler, Assistant Supt./Business
Mr. Virgil L. Bergman, Dean of Instruction
Mr. Howard Brubeck, Assistant Dean of Instr.
Mr. Robert L. Burton, Dean of Student Personnel

GUESTS: Mr. Robert Kuretich, Director of Work Experience
Miss Tilly Gonzalez, C.S.E.A.
Mrs. Edna Pulver, Patrons of Palomar
Mrs. Grace Burns, Patrons of Palomar
Mrs. Martha Fox, Patrons of Palomar
Mrs. Charlene Parsons, San Marcos
Mrs. Kay Rix, Escondido League of Women Voters
Mrs. Sue Emery, Escondido Times-Advocate
Mr. Scott Boyles, Administrative Assistant

Following the pledge of allegiance to the flag, Mr. Kornhauser declared a quorum present and the meeting proceeded with the order of business.

Mr. Kornhauser called for approval of the Minutes of November 23, 1971. It was

MSC Simson, Shadle

RESOLUTION 71-3394

BE IT RESOLVED, That the Minutes of the Regular Meeting held November 23, 1971, be approved.

(Approve Minutes;
(November 23, 1971

Dr. Huber reported that Mr. William Bedford was unable to attend the meeting. He noted that Mr. Bedford had been elected President of The Faculty, replacing Mr. John Tanner in that position. Dr. Huber stated that Mr. Frank Martinie, Chairman of the Senate, would be representing that body at future meetings of the Governing Board. (Report of the Faculty Senate)

Dr. Huber reported that the Senate, at its meeting held Monday, December 13, recommended the establishment of a joint committee consisting of representatives from the Governing Board, administration, faculty, and students, to develop evaluation procedures. He noted that the purpose of the committee will be to review the four basic evaluation processes; (1) self-evaluation, (2) peer evaluation, (3) student evaluation, and (4) administrative evaluation. Dr. Huber stated that any of the previous proposals made by the Senate relative to evaluation, would now fall under the joint committee.

Mrs. Edna Pulver, reporting for the Patrons of Palomar, stated that to date, membership in that organization stands at 549, and that dues and contributions now total \$1,394.50. (Report of the Patrons of Palomar)

Dr. Huber reported that Mr. Robert Garvin, President of the Associated Student Government, was unable to attend the meeting. Dr. Huber stated that Mr. Garvin presented to the Administrative Council, at its meeting held Tuesday, December 14, a recommendation regarding the speed bumps on campus. Dr. Huber stated that the students have made a rather thorough study of the matter, and are making two points; (1) that the speed bumps are unsafe at speeds higher than five miles per hour, and (2) they have offered an alternative method of controlling speed on campus and that is with the installation of "rumble strips." Dr. Huber stated that the Administrative Council, although it did not adopt the recommendation, it did not object to the recommendation. The Council referred the matter to The Faculty (which will meet on January 3). (Report of the Associated Student Government)

Dr. Huber stated that this matter will then be presented to the Administrative Council (with The Faculty's recommendation) at its meeting to be held January 4, and to the Governing Board in more detail at its meeting to be held January 11.

Dr. Huber further reported that the Associated Student Government recommended to the Administrative Council that its representation be increased by one member, which would make a total of two voting members on the Council, and this was approved.

Dr. Huber noted that a letter had been received from Mr. William Bedford, President of The Faculty, relative to institutional membership in the California Junior College Association. (Copy of the letter was distributed to the members of the Governing Board). Dr. Huber noted that The Faculty's position is (1) no faculty representative will be sent to C.J.C.A. meetings; and (2) the Governing Board is urged not to subscribe institutional membership of Palomar College in C.J.C.A. in future years.

(COMMUNICATIONS:
(Letter from the
(President of
(The Faculty
(regarding C.J.C.A.
(Membership

Dr. Huber stated that the Administrative Council, at its meeting held Tuesday, December 14, approved of the District maintaining membership in the California Junior College Association.

Dr. Huber suggested that the Board discuss this matter in more detail when the President of The Faculty was able to attend the meeting. Board concurred.

There were no matters of Old Business to consider.

(OLD BUSINESS:

Mr. Virgil Bergman, Dean of Instruction, and Board members Mrs. Lucy Bayne, and Mr. Richard J. Kornhauser reported on the Community Colleges Evaluation Workshop which was sponsored by the Academic Senate of the California Community Colleges, and held December 9 - 10, 1971, in San Francisco.

(NEW BUSINESS:
(Report of
(Evaluation
(Conference

It was noted that Mr. William Bedford and Dr. Robert Coleman also attended this Conference, and would be reporting at a later meeting. Dr. Huber noted that the Conference was in direct reference to Senate Bill 696 which has been signed by the Governor and specifies that this legislation become effective July 1, 1972.

Dr. Huber noted that copies of the 1970-71 Audit Report had been distributed to the members of the Governing Board. Dr. Huber stated that in the opinion of the auditor "the accounting records of the District were in excellent condition reflecting exceptionally good organization and proper internal control." Due to the fact that the members of the Board had not had an opportunity to thoroughly review the Audit Report, it would be placed on the Agenda for discussion at the Board meeting to be held January 11, 1972. (1970-71 Audit Report)

Dr. Huber stated that the requested travel expenses were being recommended for approval and funds had been budgeted for these activities. It was

MSC Bayne, Simson

RESOLUTION 71-3395

BE IT RESOLVED, That travel expenses for the following persons be approved/ratified: (Approve travel expenses;

- a. Transportation (mileage), to attend Meeting of the Advisory Council of the UCLA Junior College Leadership Program, Los Angeles, \$25; (Eugene Zevin
- b. Transportation (air fare), for Cross Country Team and Coach to attend State Cross Country Meet in Sacramento, \$288; (Michael Curran

- c. Registration fee, meals, to attend California Junior College Association Conference on Improvement of Instruction, Mt. San Antonio College, Walnut, California, \$6.00; (Judith L. Truog
(Patricia E. Zevin
- d. Transportation (mileage), meals, to attend Professional Growth Day for Counselors and Psychologists, Department of Education, San Diego, \$22; (O. Byron Gibbs
(David Chittock
(Martha Lehr
(Donna Reiser
(Cynthia Poole
(Robert Larson
- e. Authorize attendance to American Football Coaches' National Convention, North Hollywood, Florida (no cost to District). (Mack Wiebe

The Report of Budgetary Balances as of November 30, 1971, was reviewed by Dr. Schettler. (FINANCIAL REPORTS:
(Budgetary
(Balances

The Report of Collections Deposited in the County Treasury during the month of November 1971 was noted. (Report of
(Collections

The Report of Use of Facilities by Outside Organizations during the month of November 1971 was noted. (Report of Use
(of Facilities

The Report of Expenditures, Revolving Cash Fund, November 1971, was reviewed. (Revolving Cash
(Fund

Discussion was held regarding the purchase orders submitted for approval. In response to an inquiry from Mr. Kornhauser, Dr. Schettler indicated that he would submit a report relative to the equipment that has been donated to the College's Dental Assisting Program at the next meeting of the Governing Board. It was

MSC Shadle, Simson

RESOLUTION 71-3396

BE IT RESOLVED, That Purchase Orders numbered 5359 through 5762, except for those marked "reserved," be approved. (Approve Purchase
(Orders

MSC Shadle, Simson

RESOLUTION 71-3397

BE IT RESOLVED, That Warrants covered (Approve Salary
in Salary Payroll number 12 and 13, (Warrants
be approved.

MSC Shadle, Simson

RESOLUTION 71-3398

BE IT RESOLVED, That Expense Warrants (Approve Expense
numbered 546049 through 546538, be (Warrants
approved.

MSC Bayne, Shadle

RESOLUTION 71-3399

BE IT RESOLVED, That acquisitions (Approve Library
by donation and purchase, as (Acquisitions
reported by the Librarian for
the month of November 1971 be
approved, and that letters of
appreciation be sent to all
donors.

Dr. Huber reported that the College had (REPORT OF
been notified by Vince Dixon Ford that (SUPERINTENDENT;
they are unable to meet the specifications (3/4 ton pick-up
and amount as approved by the Governing (truck
Board on October 28 for the 3/4 ton pick-up
truck. Board concurred that the Assistant
Superintendent should cancel the existing
purchase order and seek new quotations
and proceed with the purchase of a 3/4 ton
pick-up truck from the firm submitting the
low bid, meeting specifications.

Dr. Huber reported that a meeting was held (North County
with representatives of the Vista High (Football Stadium
School District and the Vista High School
Boosters Club on Monday, December 13,
relative to the possibility of a joint
venture towards the construction of a
North County Football Stadium (Mr. Lemmerman,
President of the Comet Quarterback Club,
Mr. Anderson, Mr. Wiebe and Dr. Huber
were present at this meeting).

Dr. Huber stated that the Vista representatives indicated that they would like to pursue a facility to be located in Vista and, of course, Palomar College is interested in the stadium being located on its campus.

Dr. Huber further reported that Mr. Wiebe, Mr. Lemmerman, Mr. Anderson, and himself, met last evening (Monday, December 13) with representatives from Boyle Engineering. Dr. Huber noted that Boyle Engineering would be donating, towards the campaign for a North County Football Stadium at Palomar College, a schematic drawing, a complete cost estimate, and other material that would be necessary for use in the brochure.

Dr. Huber made a lengthy presentation relative to the continuing need for a suitable auditorium to serve all cities and towns, and which hopefully, could be located and maintained at Palomar College. Following considerable discussion, the Board concurred that the Administration should proceed with a study for constructing such an auditorium on the Palomar College campus through a joint powers plan or similar arrangements in cooperation with cities and school districts in the region. Mr. Shadle agreed to represent the Board in meetings or discussions relative to the possibility of a North County Auditorium.

(North County
Auditorium

Mr. Kornhauser, in reference to the Board's earlier discussion regarding the Evaluation Conference, appointed Mrs. Lucy Bayne, and Mr. Milo Shadle to represent the Governing Board on the joint committee that has been proposed by the Faculty Senate to develop evaluation procedures. Mr. Kornhauser indicated that he would serve as an alternate representative on the joint committee.

(Shadle, Bayne
(to represent
(Board on Joint
(Committee on
(Evaluation
(Procedures

Dr. Simson indicated that he would like to meet with Dr. Huber and Dr. Kilman to develop a policy proposal relative to correlating research activities with the experimental courses being offered in order to document the results.

Dr. Huber recommended that the Board authorize advanced funds for meals and lodging for inter-collegiate Track events to be held January 12 and 15, 1972. It was

MSC Bayne, Shadle

RESOLUTION 71-3400

BE IT RESOLVED, That approval be given for advanced funds for meals and lodging for the following inter-collegiate Track events:

(Authorize advanced
(funds for
(athletic events

January 12, 1972, Los Angeles	\$100
January 15, 1972, Las Vegas	<u>300</u>
TOTAL AMOUNT	\$400

Dr. Huber stated that all items in the written Report of Superintendent, except those concerning personnel, had been discussed.

The meeting convened in Executive Session at 9:00 p.m. Following discussion of items of personnel, the meeting was reconvened in Regular Session at 10:00 p.m.

(EXECUTIVE SESSION

The Board, in Executive Session, reviewed the evaluation reports of non-tenured certificated personnel.

(Evaluation Reports,
(Non-tenured
(certificated staff

MSC Simson, Bayne

RESOLUTION 71-3401

BE IT RESOLVED, That the employment of Mr. Ronald B. Brumley, as Instructor, Hourly, Teacher Assistant Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mr. Ronald Brumley,
(Teacher Assistant
(Program

MSC Simson, Bayne

RESOLUTION 71-3402

BE IT RESOLVED, That the employment of Mrs. Sarah Kantes, as Instructor, Hourly, Child Development Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mrs. Sarah Kantes,
(Child Development
(Program

MSC Simson, Bayne

RESOLUTION 71-3403

BE IT RESOLVED, That the employment of Mr. Roger L. Lewis, as Instructor, Hourly, Child Development Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mr. Roger Lewis,
(Child Development
(Program

MSC Simson, Bayne

RESOLUTION 71-3404

BE IT RESOLVED, That the employment of Mr. William E. McGinnis, as Instructor, Hourly, Child Development Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mr. William
(McGinnis, Child
(Development Program

MSC Simson, Bayne

RESOLUTION 71-3405

BE IT RESOLVED, That the employment of Mr. Henry J. Nadeau, as Instructor, Hourly, Child Development Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mr. Henry J. Nadeau
(Child Development
(Program

MSC Simson, Bayne

RESOLUTION 71-3406

BE IT RESOLVED, That the employment of Mr. John N. Cronk, as Instructor, Hourly, Evening, Community Services Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mr. John N. Cronk
(Community Services
(Program

MSC Simson, Bayne

RESOLUTION 71-3407

BE IT RESOLVED, That the employment of Mr. Carl C. Dragila, as Instructor, Hourly, Evening, Continuing Education Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mr. Carl Dragila,
(Continuing Education
(Program

MSC Simson, Bayne

RESOLUTION 71-3408

BE IT RESOLVED, That the employment of Mrs. Eilleen L. Whiteman, as Instructor, Hourly, Evening, Continuing Education Program, effective Spring Semester 1972, be approved.

(Approve employment;
(Mrs. Eilleen
(Whiteman, Continuing
(Education Program

MSC Simson, Bayne

RESOLUTION 71-3409

BE IT RESOLVED, That the employment of Mrs. Mary Bringley, as Clerk-Typist III, Vocational Education Office, Salary Class No. 27-A, at a salary of \$514 per month, subject to the terms of the Emergency Employment Act Agreement, effective December 1, 1971, be approved.

(Approve employment;
(Mrs. Mary Bringley,
(Clerk-Typist III,
(Vocational Ed.
(Office

MSC Simson, Bayne

RESOLUTION 71-3410

BE IT RESOLVED, That the employment of Mrs. Jane D. Strickhouser, as Key punch Operator, Salary Class No. 25-A, at a salary of \$490 per month, subject to the terms of the Emergency Employment Act Agreement, effective December 1, 1971, be approved.

(Approve employment;
(Mrs. Jane
(Strickhouser,
(Key punch Operator

MSC Simson, Bayne

RESOLUTION 71-3411

BE IT RESOLVED, That the employment of Mrs. Sophie Brannin as Keypunch Operator, Salary Class No. 25-A, at a salary of \$490 per month, subject to the terms of the Emergency Employment Act Agreement, effective December 1, 1971, be approved.

(Approve employment;
(Mrs. Sophie Brannin,
(Keypunch Operator

MSC Simson, Bayne

RESOLUTION 71-3412

BE IT RESOLVED, That the employment of Mrs. LaVerna Forrest as Clerk-Typist I, Admissions Office, Salary Class No. 21-A, at a salary of \$444 per month, subject to the terms of the Emergency Employment Act Agreement, effective December 1, 1971, be approved.

(Approve employment;
(Mrs. LaVerna Forrest
(Clerk-Typist I,
(Admissions Office

MSC Simson, Bayne

RESOLUTION 71-3413

BE IT RESOLVED, That the employment of Mr. Laurence O. Keelan, as Laboratory Aid, Life Science Department, Salary Class No. 21-A, at a salary of \$444 per month, subject to the terms of the Emergency Employment Act Agreement, effective December 15, 1971, be approved.

(Approve employment;
(Mr. Laurence Keelan
(Laboratory Aid,
(Life Science Dept.

MSC Simson, Bayne

RESOLUTION 71-3414

BE IT RESOLVED, That the employment of Mrs. Beth Ann McIntyre, as Clerk-Typist I, Mail Room, Salary Class No. 21-A, at a salary of \$444 per month, subject to the terms of the Emergency Employment Act Agreement, effective November 29, 1971, be approved.

(Approve employment;
(Mrs. Beth A.
(McIntyre, Clerk-
(Typist I, Mail Room

MSC Simson, Bayne

RESOLUTION 71-3415

BE IT RESOLVED, That the employment of the following persons, as listed on Page 13 of the Legal Minutes, as supplemental staff (students and extra-clerical), be approved.

(Approve employment;
(Students and
(Extra-Clerical

The meeting was adjourned at 10:05 p.m.

(ADJOURNMENT

P r e s i d e n t

S e c r e t a r y

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
PALOMAR COMMUNITY COLLEGE DISTRICT
ADMINISTRATION BLDG., COLLEGE CAMPUS
December 28, 1971, 7:30 p.m.

The Governing Board of the Palomar Community College District met in the Board Room of the Palomar College Campus, San Marcos, California, on the above date at 7:30 p.m., as prescribed by law.

In accordance with Government Code Section 54955, there being no quorum present, the meeting was adjourned at 7:31 p.m., until January 11, 1972, at 7:30 p.m., Administration Building, College Campus.

P r e s i d e n t

S e c r e t a r y