

PUBLIC MEETING OF GOVERNING BOARD
ORGANIZATIONAL MEETING – TUESDAY, DECEMBER 18, 2001, 6:30 P.M.

GROSSMONT COLLEGE
GRIFFIN GATE
8800 GROSSMONT COLLEGE DRIVE
EL CAJON, CALIFORNIA

100 **Call to Order**

105 **Adjourn to Closed Session:** In accordance with the Ralph M. Brown Act, the Governing Board will adjourn to closed session until approximately 7:30 p.m., at the Associated Students of Grossmont College (ASGC) Board Room, pursuant to Section 54957 to consider provisions of employment contracts for the Chancellor; President, Cuyamaca College; President, Grossmont College; Vice Chancellor, Business Services; and Vice Chancellor, Human Resources and Administrative Services; and Section 54957.6 to confer with the District Chief Negotiator regarding United Faculty, California School Employees Association (CSEA), Administrators' Association, and Supervisory/Confidential matters.

106 **Reconvene in Open Session**

107 **Pledge of Allegiance**

108 **Announcement of Closed Session Action(s)**

110 **Approval of Minutes:** November 20, 2001, regular meeting

115 **Modifications to Employment Contracts of Cabinet-Level Employees**—Consider modifications to the employment contracts for the Chancellor; President, Cuyamaca College; President, Grossmont College; Vice Chancellor-Business Services; and Vice Chancellor-Human Resources and Administrative Services.

120 **Call for Removal of Items From/Changes to the Docket of Business**

130 **Report of the Board President**

135 **ANNOUNCEMENT RELATED TO AGREEMENT WITH EXCLUSIVE AGENTS REPRESENTING EMPLOYEES** In accordance with Government Code Section 3547 et al, the following tentative agreement between the Grossmont-Cuyamaca Community College District and exclusive agents representing employees is announced, and public comment is invited.

136 **Announcement of Agreement Between the District and the California School Employees Association (CSEA), Chapter 707**—An agreement between the District and the California School Employees Association (CSEA), Chapter 707, was approved by the Board at its November 20, 2001, meeting on changes to Article 7—Compensation and Benefits and other contract issues as detailed in Attachment A of this Docket. The agreement is posted in the following locations: Governing Board Office, Office of the Vice Chancellor-Human Resources, and Learning Resource Centers at each college.

140 **Reports of the Governing Board Members**

150 **Report of the Chancellor**

151 Grossmont College 2001-2002 Distinguished Faculty Member,
Sheridan DeWolf, Professor, Child Development Center Coordinator

170 **Adoption of Consent Calendar** There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar for discussion. Any items that are removed will be considered separately. All matters remaining under the Consent Calendar will be approved by one motion. Sufficient backup material will be available in advance so the Board members will have complete data regarding the item.

200 OPERATIONS

- 201 **Election of President of Governing Board for 2002**—Elect the President of the Governing Board of the Grossmont-Cuyamaca Community College District for 2002.
- 202 **Election of Vice President of Governing Board for 2002**—Elect the Vice President of the Governing Board of the Grossmont-Cuyamaca Community College District for 2002.
- 203 **Election of Clerk of Governing Board for 2002**—Elect the Clerk of the Governing Board of the Grossmont-Cuyamaca Community College District for 2002.
- 204 **Set the Time, Frequency, and Place of Year 2002 Regular Governing Board Meetings**—Schedule regular Governing Board meetings of the Grossmont-Cuyamaca Community College District for the year 2002, as recommended by the Chancellor.
- 205 **Governing Board Policies**—Adopt Chapter 4—Academic Affairs, of the updated Governing Board Policy Manual, as recommended by the Chancellor, and authorize the Chancellor to implement the policies.

300 BUDGET AND FINANCE

- 301 **Budget Transfers and Augmentations**—Accept a report on the current budget status, and grant authority to the Chancellor to approve budget changes.
- 302 **Grants and Restricted Programs**—Accept grants and revisions to Restricted Programs, and grant authority to the Chancellor to budget these funds.
- 303 **Purchase Orders and Warrants, November 2001**—Ratify the action of the Chancellor in approving purchase orders and warrants issued during the month of November 2001, and grant authority to execute appropriate documents.
- 304 **Ratification of Signatures on Agreements**—Ratify the action of the Chancellor in signing agreements, and grant authority to accept, budget, and spend any proceeds therefrom.
- 305 **Donations**—Grant authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District.
- 306 **Declaration of Surplus Property**—Declare personal property as surplus to the needs of the District, as recommended by the Chancellor, and authorize the Chancellor to dispose of personal property by donation to another public educational institution, bid, public auction, private sale, or in the local sanitary landfill.
- 307 **Resolution 02-006—Restatement/Renaming of the Accumulation Program for Part-Time and Limited-Service Employees (APPLE) Plan to the Pension Eligible Alternative Retirement (PEAR) Plan**—Adopt Resolution 02-006, as recommended by the Chancellor, which declares the intention to adopt the restatement of the Grossmont-Cuyamaca Community College District Accumulation Program for Part-Time and Limited-Service Employees (APPLE) Plan and rename the Plan the Pension Eligible Alternative Retirement (PEAR) Plan, and to execute all necessary documents to implement and carry out the purpose of this resolution.
- 308 **Resolution 02-007—Trustee for the Accumulation Program for Part-Time and Limited-Service Employees (APPLE) Plan and the Pension Eligible Alternative Retirement (PEAR) Plan**—Adopt Resolution 02-007, as recommended by the Chancellor, which declares the intention to remove the current Trustee, Great Southern Life Insurance Company, and to appoint Union Bank of California N.A. as the Successor Trustee for the Grossmont-Cuyamaca Community College District Accumulation Program for Part-Time and Limited-Service Employees (APPLE) Plan, and as the Trustee for the District's Pension Eligible Alternative Retirement (PEAR) Plan.
- 309 **Administrator for District's Pension Eligible Alternative Retirement (PEAR) Plan**—Grant authority to the Chancellor to enter into an agreement with the Epler Company to manage and administer the Grossmont-Cuyamaca Community College District Pension Eligible Alternative Retirement (PEAR) Plan, formerly the Accumulation Program for Part-Time and Limited-Service Employees (APPLE) Plan, as recommended by the Chancellor.

- 310 **Grossmont-Cuyamaca Community College District Direct Health Care Plan**—Ratify agreements with Capitol Administrators, Delta PMI, and Integrated Insights, as recommended by the Chancellor, that are necessary to implement the Grossmont-Cuyamaca Community College District direct health care plan, which is self-funded by the District and is the successor to the PacifiCare HMO health plan.
- 311 **Resolution 02-008—Restricted Health Benefits Fund**—Adopt Resolution 02-008, as recommended by the Chancellor, which declares the intention to authorize the San Diego County Auditor and Treasurer to establish a restricted fund, known as the Health Benefits Fund, on behalf of the Grossmont-Cuyamaca Community College District; and authorize the Chancellor to execute all necessary documents.
- 312 **Tax Sheltered Account**—Grant authority to the Chancellor to approve payroll deductions to First Investors Corporation for tax sheltered accounts upon the request of employees of the Grossmont-Cuyamaca Community College District.
- 313 **Tax Sheltered Account**—Grant authority to the Chancellor to approve payroll deductions to North American Company for Life and Health Insurance for tax sheltered accounts upon the request of employees of the Grossmont-Cuyamaca Community College District.
- 314 **Resolution 02-009, KEEP Retirement Program**— Adopt Resolution 02-009, Key Employee and Executive Plans (KEEP) Retirement Program, to allow eligible employees to defer income as permitted by law in a retirement plan that supplements tax sheltered annuity plans, the Public Employee Retirement System (PERS), and State Teachers Retirement System (STRS), as recommended by the Chancellor.
- 315 **Summer 2002 Grossmont College Study Abroad in Paris, France**—Grant authority to the Chancellor to authorize: a) Grossmont faculty members David Milroy, Paris Program Director; Marion de Koning, Art Dept.; and Joe Orate, Culinary Arts Coordinator, to conduct Grossmont College French language and related courses for an intensive six-week Summer 2002 (June 14-July 30, 2002) Study Abroad Program in Paris, France; and b) Grant to participating students the appropriate unit credits for the courses listed in the Grossmont College catalog.
- 316 **Out-of-State Travel to Tucson, Arizona**—Approve travel to Tucson, Arizona, February 8-10, 2002, for the Men’s Volleyball Team, 12-14 student athletes, Coach Featherstone, and three assistant coaches, to participate in the University of Arizona Desert Thunder Invitational Volleyball Tournament, as recommended by the Chancellor.

400 PUBLIC WORKS PROJECTS

- 401 **Bid C3340—Grossmont College Child Development Center Remodel Change Orders Nos. 7-8**—Grant authority to the Chancellor to approve Change Order No. 7 in the amount of \$4,058.62; and Change Order No. 8 in the amount of \$7,763.93, on Bid C3340—Grossmont College Child Development Center Remodel.
- 402 **Bid C3364—Grossmont College Student Center HVAC Upgrade Change Order No. 4**—Grant authority to the Chancellor to approve Change Order No. 4 in the amount of \$945 on Bid C3364—Grossmont College Student Center HVAC Upgrade.
- 403 **Bid C3585—Window Coverings/One-Year Contract, Ratify Award**—Ratify the action of the Chancellor in awarding Bid C3585—Window Coverings/One-Year Contract, to Diversified Window Coverings, Inc., the lowest responsive bidder meeting terms, conditions, and specifications.
- 404 **Bid C3586—Cuyamaca College Ornamental Horticulture Department Fencing Change Order No. 1, Notice of Completion, and Release of Retention**—Grant authority to the Chancellor to approve Change Order No. 4 in the amount of \$945 on Bid C3364: Grossmont College Student Center HVAC Upgrade.

- 405 **Bid C3711—Grossmont College Dugouts and Kiln Cover, Contract Award**—Ratify the action of the Chancellor in awarding Bid C3711—Grossmont College Dugouts and Kiln Cover, to True Construction, Inc., the lowest responsive bidder meeting terms, conditions, and specifications, in the amount of \$37,215.
- 406 **Bid C3759—Grossmont College Swimming Pool Resurface, Contract Award**—Ratify the action of the Chancellor in awarding Bid C3759—Grossmont College Swimming Pool Resurface, to MAK Pool Inspection Service and Repair, the lowest responsive bidder meeting terms, conditions, and specifications, in the amount of \$72,345.
- 501 **Personnel Actions**—Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of November 20, 2001, through December 17, 2001.

650 INFORMATION

651 Status Report—Board Assignments

- 652 **2000-2001 District Audit Report**—Consider the 2000-2001 Grossmont-Cuyamaca Community College District Audit Report, as recommended by the Chancellor.

- 700 PUBLIC PRESENTATIONS** In accordance with Education Code Section 72121.5, citizens are invited to participate in the governance system of the District by utilizing the PUBLIC PRESENTATIONS section of the Docket of Business. Items on the Docket - Public presentations on items listed on the docket shall be heard at the time the item is discussed and prior to Board action on the item. Each presentation shall be limited to five minutes (a total of twenty minutes on the same subject) unless this time limit is waived by action of the Board. Items not on the Docket - Persons requesting presentations on items not on the docket shall be prepared to be heard by the Board at the conclusion of all other sections of the Board meeting docket. (The Board shall take no action other than an action of referral.) Each presentation shall be limited as indicated above. If you wish to submit questions to the Board in your presentation, they should be in writing. At the Board's request, the Chancellor will provide written responses to your questions as soon as possible after the Board meeting.

800 STAFF COMMUNICATIONS

900 ADJOURNMENT

Omero Suarez
Chancellor and
Secretary to the Governing Board

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ANNOUNCEMENT OF AGREEMENT BETWEEN THE DISTRICT AND EXCLUSIVE AGENT REPRESENTING EMPLOYEES

In accordance with Government Code Section 3547.5, the following agreement between the Grossmont-Cuyamaca Community College District and an exclusive agent representing employees is announced:

The Grossmont-Cuyamaca Community College District and California School Employees Association, Chapter 707, have reached an agreement on updates to the current agreement that is in effect from January 1, 2000, through December 30, 2002. Changes to the agreement that have fiscal impact include:

Article 7 Compensation and Benefits

- 1) A 3.93% adjustment to the salary schedule, Appendix A (\$594,630 2001-2002 annual cost).
- 2) Continuation of the Growth Formula (Annual cost dependent upon outcome of formula calculations).
- 3) Continuation of annual step advancement in accordance with salary schedule procedures (\$349,500 2001-2002 annual cost).
- 4) A 3.93 % increase in the District contribution for health and welfare programs. Adoption of a self-funded health benefits program to replace the plan provided through coverage purchased from PacifiCare. No other changes to the benefits program (\$70,830 estimated annual cost).
- 5) Continue to consider options for retirement incentive program. Discussions will explore vacation roll-over programs (No additional costs to District).
- 6) \$20/8-hour differential for stand by assignment as directed by management (Cost dependent upon actual assignment of stand by status).