

**PUBLIC MEETING OF GOVERNING BOARD
GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

**CUYAMACA COLLEGE
HERITAGE OF THE AMERICAS MUSEUM
900 RANCHO SAN DIEGO PARKWAY
EL CAJON, CALIFORNIA**

REGULAR MEETING – TUESDAY, MAY 21, 2002, 6:30 P.M.

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 Heritage of the Americas Museum, pursuant to Government Code Section 54956.8 to consult with the District's Real Property Negotiator regarding negotiations with Lowe's Home Improvement Warehouse, Inc.; Section 54956.9 to consider a potential case of litigation; Section 54957 to consider discipline of public employee(s); 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:** April 16, 2002, special; and April 16, 2002, regular meetings

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

130 **Report of the Board President**

131 Certificates of Appreciation

Cuyamaca College Student Trustee, Ron Dyste

Grossmont College Student Trustee, Stephanie Duncan

132 Classified Employee Week, May 19-25, 2001 (Item 203—Resolution 02-020)

133 **Trustee Absence**—Authority to excuse Student Trustee Ron Dyste's absence from the April 16, 2002, Governing Board special meeting, and compensate him pursuant to Education Code Section 72425.

140 **Reports of the Governing Board Members**

150 **Report of the Chancellor**

151 Chancellor/Classified Senate Award for May 2002 to

Donna Lee-Cristaldi, Administrative Secretary, Cuyamaca College

160 **Development of Consent Calendar**

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 **Regulations for Governing Board Member Election November 5, 2002**—Adopt regulations for the November 5, 2002, Governing Board election.

202 **Governing Board Policies**—Adopt Chapter 5—Student Services, of the updated Governing Board Policy Manual, as recommended by the Chancellor, and authorize the Chancellor to implement the policies.

203 **Resolution 02-020—Classified Employee Week, May 19-25, 2002**—Adopt Resolution 02-020, as recommended by the Chancellor, which honors the contributions of classified employees of the District and recognizes May 19-25, 2002, as Classified Employee Week in California, as designated by the California School Employees Association (CSEA) and the California State Legislature.

204 **Trustee Survey**—Respond to Section III of the Association of Community College Trustees Member Survey—Discussion Questions for Board Consensus.

300 BUDGET AND FINANCE

301 **Budget Status and Requested Changes**—Accept a report on the current budget status, and grant

authority to the Chancellor to approve budget changes.

- 302 **Budget Increases**—Accept increases in revenues, grants, and revisions to existing budgets, and grant authority to the Chancellor to budget these funds.
- 303 **Purchase Orders and Warrants, April 2002**—Ratify the action of the Chancellor in approving purchase orders and warrants issued during the month of April 2002, 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 **Resolutions 02-014, 02-015, 02-016, Authorizing Designated Agents**—Adopt the following resolutions to be effective July 1, 2002, through June 30, 2003, as recommended by the Chancellor: a) Resolution 02-014—Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education; b) Resolution 02-015—Designating Authorized Agent to Sign Payroll Payment Order; and c) Resolution 02-016—Designating Authorized Agent to Sign School Orders (Commercial Warrants).
- 307 **Resolution 02-017—End of Year Intra-Budget Transfer**—Adopt Resolution 02-017—End-of-Year Intra-Budget Transfer, authorizing the County Superintendent of Schools to effect intra-budget transfers necessary for closing the District’s fiscal year ending, June 30, 2002, as recommended by the Chancellor.
- 308 **Resolution 02-018—Requesting Temporary Transfer of Funds**—Adopt Resolution 02-018—Requesting Temporary Transfer of Funds, if necessary, from the County Treasurer for the 2002-2003 fiscal year, as recommended by the Chancellor.
- 309 **Resolution 02-019—Replacement Warrants**—Adopt Resolution 02-019, Replacements Warrants, authorizing the Chancellor to replace warrants void by age and issue new warrants for fiscal year 2002-2003.
- 310 **Authorization to Sign Contracts and Purchase Orders**—Grant authority to Omero Suarez, Chancellor; James E. Austin, Vice Chancellor-Business Services; Charleen McMahan, Vice Chancellor-Human Resources and Administrative Services; and Barbara Starks, Director of Purchasing and Contracts, to sign contracts and purchase orders on behalf of the District, as recommended by the Chancellor.
- 311 **End of Year Inter-District Budget Transfers**—Grant authority to the Chancellor to effect inter-District budget transfers necessary for closing the District’s fiscal year ending June 30, 2002, subject to ratification by the Governing Board.
- 312 **Destruction of Records**—Grant authority to conduct destruction of Class 3 Disposable Records during the 2002-2003 fiscal year, as recommended by the Chancellor.
- 313 **Grossmont-Cuyamaca Community College District Facilities Maintenance Master Plan**—Approve the Grossmont-Cuyamaca Community College District Facilities Maintenance Master Plan, as recommended by the Chancellor.
- 314 **Grossmont-Cuyamaca Community College District Energy Reduction Plan**—Approve the Grossmont-Cuyamaca Community College District Energy Reduction Plan, as recommended by the Chancellor.
- 350 **SUPPLIES, EQUIPMENT, AND SERVICES**
- 351 **Resolution 02-013—Purchase Computer Systems, Peripherals, Accessories, Software, Service, and Integration Options**—Adopt Resolution 02-013 authorizing the purchase of computer systems, peripherals, accessories, software, service, and integration options from Dell Marketing L.P., pursuant to Contract No. 92-00151 California Department of General Services Participating Addendum to the Western States Contracting Alliance (WSCA), as recommended by the Chancellor; and authorize the Chancellor to execute the necessary contract documents..
- 352 **Bid C3930—Computer Systems Ratification of Award**—Ratify the action of the Chancellor in awarding Bid C3930—Computer Systems, to Datel Systems, Inc., and Southland Technology, Inc., the lowest responsive bidders meeting terms, conditions, and specifications.
- 353 **Bid C4186—Grossmont College Ultrasound Imaging System, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C4186—Ultrasound Imaging System, Grossmont College,

to the lowest responsive bidder meeting terms, conditions, and specifications; and b) Execute appropriate contract documents prior to ratification by the Governing Board at the next meeting following the bid opening.

400 PUBLIC WORKS PROJECTS

401 **Bid C3832—Cuyamaca College Air Blown Fiber Installation & Termination Award**—Grant authority to the Chancellor to: a) Award Bid C3832—Air Blown Fiber Installation & Termination, Cuyamaca College, to Gemini Associates, Inc., the lowest responsive bidder meeting terms, conditions, and specifications; and b) Execute appropriate contract documents.

402 **Bid C4145—District Annex HVAC Upgrade Contract Award**—Ratify the action of the Chancellor in awarding Bid C4145—District Annex HVAC Upgrade, to Tradewind Enterprises, Inc., in the amount of \$33,400, the lowest responsive bidder meeting terms, conditions, and specifications.

403 **Reject Bid Packages C4007, C4013, C4018, C4019, C4020, C4023, and C4030—Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall**—Grant authority to the Chancellor to: a) Reject Project Multiple Prime Bid Packages C4007, C4013, C4018, C4019, C4020, C4023, and C4030—Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall; and b) Rebid the packages with revised specifications.

500 PERSONNEL

501 **Personnel Actions**—Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of April 16, 2002, through May 20, 2002.

502 **Rescind Previous Board Action in the Reduction of Service and Layoff of Classified Employees**—Grant authority to the Chancellor to rescind elimination of the following positions presented in Resolution 02-012—Matter of Reduction of Service and Layoff of Classified Employees, adopted by the Board April 16, 2002, as notification of funding has been received for that supports work performed by District employees assigned to the Leadership and Economic Development Institute program at Grossmont College: a) Position CL-00123 (GC) Student Services Assistant Senior, 1.0 FTE, Range 27, effective July 1, 2002; and b) Position CL-00038 (GC) Account Clerk Senior, 1.0 FTE, Range 27, effective July 1, 2002.

650 INFORMATION

651 **Status Report—Board Assignments**

652 **District Quarterly Financial Reports**—Consider the Grossmont-Cuyamaca Community College District quarterly financial reports: a) Quarterly Financial Status Report for the period ending March 31, 2002; b) Quarterly Report on Trust Fund Balances as of March 31, 2002; and c) Schedule of Investments Report dated May 7, 2002.

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