

PUBLIC MEETING OF GOVERNING BOARD

TUESDAY, APRIL 20, 2004, 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 Education Code 72122 to consider discipline of a Grossmont College student; Government Code Section 54956.9 to consider one case of pending litigation; and Section 54957.6 to confer with 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:** March 16, 2004, regular; March 25, 2004, special; and April 13, 2004, special meetings

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

130 **Report of the Board President**

131 **Trustee Absences**—Excuse Trustee Wendell Cutting from attendance at the March 16, 2004, Governing Board meeting and Student Trustee Rick Collins from attendance at the March 25, 2004, special Governing Board meeting; and compensate them pursuant to Education Code Section 72425(c).

132 **Student Expulsion**—Authorize expulsion of a Grossmont College student from the Grossmont-Cuyamaca Community College District as recommended by the Chancellor.

140 **Reports of the Governing Board Members**

150 **Report of the Chancellor**

151 Administrator Emeritus Recognition of Thomas Foster

152 Chancellor/Classified Senate Award for April 2004, to Kathryn Thom, Secretary, Student Services, Grossmont College

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 **Governing Board, Seat 1, Vacancy**—Continue approved process for filling the Governing Board, Seat 1, vacancy, as recommended by the Chancellor: a) Interview candidates for Governing Board, Seat 1; b) Appoint a Trustee; and c) Administer the Oath of Office.

202 **California Community College Trustees (CCCT) 2004 Board of Directors Election**—Cast ballots for ten candidates for the California Community College Trustees (CCCT) 2004 Board of Directors election for membership on the CCCT Board.

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 Revisions**—Accept revenues, new grants, and revisions to the working budget, and grant authority to the Chancellor to budget these funds.
- 303 **Purchase Orders and Warrants**—Ratify the action of the Chancellor in approving purchase orders and warrants issued during the month of March 2004, 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 **Out-of-Country Travel to Erfurt, Germany**—Grant authority to the Chancellor to authorize Joseph Orate, Culinary Arts Department Coordinator, Mial Parker, Culinary Arts Instructor, Carrie Clay, Assistant Dean, ROP, Kay Carreon, Culinary Arts Instructor, and eight Culinary Arts students, Grossmont College, to participate in the Culinary Arts Olympics; and travel to Erfurt, Germany, for the period of October 14-24, 2004.
- 307 **Out-of-Country Travel to Ensenada, Baja California, Mexico**—Grant authority to the Chancellor to authorize Joseph Orate, Culinary Arts Department Coordinator, Mial Parker, Culinary Arts Instructor, and 12 Culinary Arts students, Grossmont College, to participate in the Ensenada International Seafood Competition, and travel to Ensenada, Baja California, Mexico, for the period of September 10-13, 2004.
- 308 **Out-of-State Travel to Minneapolis , Minnesota, Grossmont College**—Ratify the action of the Chancellor in approving two Grossmont College students, Karla Martinez and Steven Nunberg, and two Grossmont College faculty advisors, Tony Ding and Victoria Howitt, to attend the Phi Theta Kappa 86th International Convention, and travel to Minneapolis, Minnesota, for the period of March 30 to April 4, 2004.
- 309 **Grossmont and Cuyamaca Colleges Course, Certificate, and Degree Changes for 2004-2005**—Approve Cuyamaca and Grossmont Colleges' Course, Certificate, and Degree changes for 2004-2005, as recommended by the Chancellor, and authorize publishing in the 2004-2005 Cuyamaca and Grossmont College catalogs.
- 310 **Vocational Training Programs Review, Cuyamaca and Grossmont Colleges**—Approve required review of Vocational Training Programs from Cuyamaca and Grossmont Colleges, as recommended by the Chancellor.
- 311 **Student Health Services Fee, Grossmont and Cuyamaca Colleges**—Grant authority to the Chancellor to authorize an increase in the Student Health Services fee for both Grossmont and Cuyamaca Colleges for fiscal year 2004-2005, beginning with the fall term.
- 312 **Student Fees**—Grant authority to the Chancellor to approve an increase of existing fees charged to Grossmont and Cuyamaca College Students, in addition to State mandated fees, commencing with the summer 2004 term.
- 313 **Fixed Form Master Agreements Covering Off-Campus Employers' Participation in Grossmont College CalWORKS Project Workplace Work-Study and Covering Off-Campus Employers' Participation in Cuyamaca College Cal WORKS Work-Study**—Grant authority to the Chancellor to: a) Approve use of the agreements covering Off-Campus Employers' Participation in Grossmont College CalWORKS Project Workplace and Cuyamaca College CalWORKS Work-Study Programs, as Fixed Form Master Agreements; and b) Delegate signature authority to the College Administrators who oversee the programs.
- 314 **Appointment of Auditor for 2003-2004**—Grant authority to the Chancellor to appoint the firm of Wilkinson & Hadley, LLP, to perform the Grossmont-Cuyamaca Community College District audits for the 2003-2004 fiscal year, as recommended by the Chancellor.
- 315 **Resolution 04-020—Tax and Revenue Anticipation Notes**—Adopt Resolution 02-020, authorizing the issuance of a 2004 Tax and Revenue Anticipation Note and Participation in the Community College League of California Cash Flow Financing Program, and authorizing the Chancellor to: a) Issue Tax and Revenue Anticipation Notes (TRANS), not to exceed \$15,000,000 for fiscal year 2004-2005, with a maturity not to exceed 15 months; and b) Execute the necessary

documents with the Community College League of California.

350 SUPPLIES, EQUIPMENT, AND SERVICES

351 **Resolution 04-0021 Lease of Modular Buildings for Classroom and Offices**—Adopt Resolution 04-021, authorization to lease modular buildings from Mobile Modular Management, Inc., for temporary classrooms and offices, as needed, at Grossmont College and Cuyamaca College, pursuant to the terms and conditions of Bid 194 awarded by Tustin Unified School District; and authorize the Chancellor to execute the necessary contract documents.

400 PUBLIC WORKS PROJECTS

401 **Bid Packages C4001, C4003, C4005-C4010, C4012-C4015, C4025-C4028, C4030-C4031 Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall—Reduction of Retention**—Grant authority to the Chancellor to approve reduction of retention to five percent (5%) on specified contracts due to contractors' satisfactory progress.

402 **Preliminary Plans—75% Review and Approval—Cuyamaca College Science Building—**
a) Approve 75% of Preliminary Plan progress and design for the Cuyamaca College Science & Technology Mall, certifying that the design is consistent with the Board approved Facilities Construction Master Plan, Architectural Design Guidelines, and Conceptual design in the Final Project Proposal; and b) Authorize the Chancellor to proceed with the project and direct the architects to proceed with the design.

403 **Environmental Impact Report—Cuyamaca College**—Certify the Environmental Impact Report prepared by Helix Environmental for the Cuyamaca College Campus Master Plan; adopt Findings and Statement of Overriding Considerations; adopt the Mitigation Monitoring Program; and reaffirm the Cuyamaca College Facilities Construction Master Plan, as recommended by the Chancellor.

404 **Bid C4040—Grossmont College LRC/Tech Mall Landscape Package Rebid, Ratification of Award**—Ratify the action of the Chancellor in awarding Bid C4040—Grossmont College LRC/Tech Mall Landscape Package Rebid to A&B Landscaping, the lowest responsive bidder meeting all terms, conditions, and specifications.

405 **Bid C5103—Grossmont College Exterior Painting and Repair, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) File a Notice of Completion on Bid C5103—Grossmont College Exterior Painting and Repair; and b) Release retention as allowed in the contract documents.

406 **Bid C5104—Grossmont College ADA Ramp and Repair, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) Approve Change Order No. 1 in the amount of \$1,095.91 for the Grossmont College ADA Ramp and Repair project; b) File a Notice of Completion and; b) Release retention as allowed in the contract documents.

407 **Bid C5202—Grossmont College Re-Roof Building 200 Portables and Repair, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) File a Notice of Completion on Bid C5202—Grossmont College Re-Roof Building 200 Portables and Repair; and b) Release retention as allowed in the contract documents.

408 **Bid C5461—Cuyamaca College Automotive Technology Complex Renovation/Remodel, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C5461—Cuyamaca College Automotive Technology Complex Renovation/Remodel, 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.

409 **Bid C5462—Cuyamaca College Horticulture Building and Greenhouse Renovation, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C5462—Cuyamaca College Horticulture Building and Greenhouse Renovation, 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.

410 **Bid C5463—Cuyamaca College Lower Parking Lot Expansion, Phase 1, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C5463—Cuyamaca College Lower Parking Lot Expansion Phase 1, 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.

500 **PERSONNEL**

501 **Personnel Actions**—Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of March 17, 2004, through April 20, 2004.

502 **Short-Term Hourly Assignments**—Approve short-term temporary, non-academic assignments, and certify ending dates, as recommended by the Chancellor.

503 **Resolution 04-022 Reduction of Service and Layoff of Classified Employees**—Adopt Resolution 04-022, In the Matter of Reduction of Service and Layoff of Classified Employees, due to elimination of work performed by District employees assigned to the East County Career Center, Grossmont College; and grant authority to the Chancellor to eliminate Position CL-00354, Student Services Specialist-Vocational Assessment, 1.0 FTE, Range 28, effective June 30, 2004; and eliminate Position CL-00399, Computer Science Technician, Senior, 1.0 FTE, Range 36, effective June 30, 2004.

600 **FIRST READING**

601 **Student Instructional System and Implementation**—Consider as a first reading: a) Entering into an agreement with Datatel Systems, Inc., for purchase of a student instructional system and related software products; and b) Entering into an agreement with Strata Information Group to provide project management services for implementation of the student instructional system, as recommended by the Chancellor.

650 **INFORMATION**

651 **Status Report—Board Assignments**

652 **Quarterly Program Management Report**—Consider Gafcon's Quarterly Program Management Report for the quarter ended March 31, 2004, as presented by the Chancellor.

653 **2003-2004 Partnership for Excellence Survey of Local Investments of Partnership Funds**—Consider the 2003-2004 Partnership for Excellence Survey of Local Investments of Partnership Funds Report, as presented 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