



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

PUBLIC MEETING OF GOVERNING BOARD

TUESDAY, MAY 18, 2004, 6:30 P.M.

**CUYAMACA COLLEGE
HERITAGE OF THE AMERICAS MUSEUM
900 RANCHO SAN DIEGO PARKWAY
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 Heritage of the Americas Museum, pursuant to Government Section 54956.9 to consult with legal counsel regarding two cases of potential litigation, 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 20, 2004, special and regular meeting

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, Rick Collins

Grossmont College Interim Student Trustee, Peter Anderson

132 **Trustee Absences**—Excuse Trustee Timothy Caruthers from attendance at the April 20, 2004, special Governing Board meeting and Student Trustee Rick Collins from attendance at the April 20, 2004, special and regular Governing Board meetings; and compensate them pursuant to Education Code Section 72425(c).

140 **Reports of the Governing Board Members**

150 **Report of the Chancellor**

151 Chancellor/Classified Senate Award for May 2004 to

Joyce Phillips, Learning Assistance Center Specialist, Grossmont College

152 Presentations by Associated Students Grossmont College and Cuyamaca 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 **Citizens' Bond Oversight Committee**—Ratify the action of the Chancellor in extending the terms of four members of the Citizens' Bond Oversight Committee: John Correia, Ernest Ewin, David Waitley, and Glenn Wilhite.
- 202 **Resolution 04-023—Classified Employee Week, May 17-21, 2004**—Adopt Resolution 04-030, as recommended by the Chancellor, which honors the contributions of classified employees of the District and recognizes May 17-21, 2004, as Classified Employee Week in California, as designated by the California School Employees Association (CSEA) and the California State Legislature.

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, April 2004**—Ratify the action of the Chancellor in approving purchase orders and warrants issued during the month of April 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 **Resolution 04-024—End-of-Year Intra-Budget Transfer**—Adopt Resolution 04-024—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-end, June 30, 2004, as recommended by the Chancellor.
- 307 **Resolutions 04-025, 04-026, 04-027—Authorizing Designated Agents**—Adopt the following resolutions to be effective July 1, 2004, through June 30, 2005, as recommended by the Chancellor: a) Resolution 04-025—Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education; b) Resolution 05-026—Designating Authorized Agent to Sign Payroll Payment Orders; and c) Resolution 04-027—Designating Authorized Agent to Sign School Orders (Commercial Warrants).
- 308 **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, 2004, subject to ratification by the Governing Board.
- 309 **Authorization to Sign Contracts and Purchase Orders**—Grant authority to Omero Suarez, Chancellor; James E. Austin, Vice Chancellor-Business Services; Dana Quittner, Director, Intergovernmental Relations, Economic Development, and Public Information; Barbara Starks, Director, Purchasing and Contracts; and Troy Gilson, Supervisor, Purchasing and Contracts, to sign contracts and purchase orders on behalf of the District, as recommended by the Chancellor.
- 310 **Destruction of Records**—Grant authority to conduct destruction of Class 3 Disposable Records during the 2004-2005 fiscal year, as recommended by the Chancellor.
- 311 **Resolution 04-028—Replacement Warrants**—Adopt Resolution 04-028—Replacement Warrants, authorizing the Chancellor to replace warrants void by age, and issue new warrants for fiscal year 2004-2005.

- 312 **Resolution 04-029—Requesting Temporary Transfer of Funds**—Adopt Resolution 04-029 Requesting Temporary Transfer of Funds, if necessary, from the County Treasurer for the 2004-2005 fiscal year, as recommended by the Chancellor.
- 313 **Out-of-Country Travel to Florence, Italy**—Grant authority to the Chancellor to authorize Irene Palacios, Math Instructor, Grossmont College, to attend the Experimental Chaos Conference hosted by the United States Office of Naval Research; and travel to Florence, Italy, for the period of June 12-29, 2004.
- 314 **Resolution 04-030—California Department of Education Infant and Toddler Child Care Resource Program, Cuyamaca College and Grossmont College Child Care Centers**—Adopt Resolution 04-030, as recommended by the Chancellor, certifying approval of California Department of Education Child Development Contract supporting childcare and development programs serving infants and toddlers at the Cuyamaca College and Grossmont College Child Care Centers, and authorize designated personnel to sign contract documents for fiscal years 2003-2004 and 2004-2005.
- 315 **Resolution 04-031—California Department of Education Program for Infant/Toddler Caregivers Demonstration Program, Grossmont College Child Development Center**—Adopt Resolution 04-031, as recommended by the Chancellor, certifying approval of California Department of Education Child Development Contract for developing an Infant/Toddler Caregivers Demonstration Program at the Grossmont College Child Care Center, and authorize designated personnel to sign contract documents.
- 316 **Grossmont College Child Development Center Agency Self-Evaluation Report and Action Plan**—Approve the Grossmont College Child Development Center Agency Self-Evaluation Report and Action Plan, as required by the Child Development Division of the California Department of Education, as recommended by the Chancellor.
- 317 **Cuyamaca College Child Development Center Agency Self-Evaluation Report and Action Plan**—Approve the Cuyamaca College Child Development Center Agency Self-Evaluation Report and Action Plan, as required by the Child Development Division of the California Department of Education, as recommended by the Chancellor.
- 350 SUPPLIES, EQUIPMENT, AND SERVICES**
- 351 Student Instructional System and Implementation**—Grant authority to the Chancellor to: a) Enter into an agreement with Datatel Systems, Inc., for purchase of a student instructional system and related software products; and b) Enter into an agreement with Strata Information Group to provide project management services for implementation of the student instructional system.
- 400 PUBLIC WORKS PROJECTS**
- 401 **Bid Packages C4001-C4031—Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall Change Orders**—Grant authority to the Chancellor to approve Change Orders for Bid Packages C4001-C4031—Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall.
- 402 **Bid C5165—Grossmont College Fire Alarm Upgrade Project, Change Order NO. 1, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) Approve Change Order No. 1 in the amount of \$52,880 on Bid C5165—Grossmont College Fire Alarm Upgrade Project; b) File a Notice of Completion; and c) Release retention as allowed in the contract documents.
- 403 **Bid C5461—Cuyamaca College Automotive Technology Remodel, Ratification of Award**—Ratify the action of the Chancellor in awarding Bid C5461—Cuyamaca College Automotive Technology Remodel, to Gordon-Prill Drapes, Inc., the lowest responsive bidder meeting all terms,

conditions, and specifications.

- 404 **Bid C5500-C5503—Grossmont College Science Building Site Grading and Utilities, Permission to Award**—Grant authority to the Vice Chancellor-Business Services to: a) Award Bid C5500-C5503—Science Building Site Grading and Utilities, 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 April 20, 2004, through May 17, 2004.

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

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, 2004; b) Quarterly Report on Trust Fund Balances as of March 31, 2004; and c) Schedule of Investments Report dated May 5, 2004, 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