



GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

## GOVERNING BOARD

### MINUTES OF THE REGULAR MEETING

Tuesday, July 20, 1999

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, July 20, 1999, at 6:30 p.m., at the Heritage of the Americas Museum, Cuyamaca College, 900 Rancho San Diego Drive, El Cajon, California.

Members Present: Alexander, Caruthers, Kendrick, and Kraft; Student Trustees Gibson and Vicari

Members Absent: Clark

Others Present: Chancellor Suarez, Presidents Amador and Martinez, Vice Chancellors Austin and McMahan, district and college administrators, members of the staff, students, press, and interested citizens.

#### **Call to Order**

The meeting was called to order at 6:36 p.m. by Board President Ronald D. Kraft.

#### **Adjourn to Closed Session**

Board President Kraft adjourned the open session at 6:37 p.m., and the Board met in closed session from 6:38 p.m. until 7:30 p.m., pursuant to Education Code 72122 to consider discipline of Cuyamaca College Student; Government Code Section 54956.9(b) to consider one potential case of litigation; and Section 54957 to consider contract provisions for the Chancellor; Vice Chancellor-Business Services; Vice Chancellor-Human Resources & Administrative Services; President, Cuyamaca College; and President, Grossmont College.

#### **Reconvene in Open Session/Announcement of Closed Session Action(s)**

The Board reconvened in open session at 7:34 p.m., and Board President Kraft announced that the Board, in closed session on June 8,

**Call to order**

**Closed session**

1999:

- With a vote of 4-0, authorized the Chancellor, at his discretion, to suspend a classified employee for five days without pay; and
- With a vote of 4-0, authorized the Chancellor, at his discretion, to suspend a classified employee for ten days without pay.

Suspension of  
classified employees

Kraft declared that, hearing no objection, action taken by the Board in closed session this date, July 20, 1999, with a vote of 3-0-1, approving contract provisions for the President, Grossmont College; President, Cuyamaca College; Vice Chancellor-Business Services; and Vice Chancellor-Human Resources and Administrative Services, is ratified.

Contract provisions  
for Presidents and  
Vice Chancellors  
approved

Kraft announced that the Board, in closed session this date, adopted an Administrative Determination.

Administrative  
Determination  
adopted

### **Student Expulsion**

On the motion of Members Kendrick/Alexander, with a vote of 4-0 (Member Clark was absent), the Board authorized expulsion of Cuyamaca College student Nicholas Kramer.

Student expulsion

### **Approval of Minutes**

On the motion of Members Kendrick/Alexander, with a vote of 4-0, the Board approved as presented the minutes of the June 15, 1999, regular meeting.

### **Minutes**

6/15/99 regular  
meeting

### **Report of the Board President**

Board President Kraft announced that Trustee Clark was absent due to illness, and, hearing no objection, declared the absence excused, in accordance with Education Code 72425.

Clark's absence  
excused

### **Reports of the Governing Board**

### **Reports of Gov. Board**

Student Trustee Vicari reported she will be out of state and will miss the August 17 Board meeting.

Vicari

### **Report of the Chancellor**

### **Report of Chancellor**

Chancellor Suarez welcomed Rocky Rose, new Classified Senate President, who will replace Dave Laughlin at the Board table.

Rocky Rose new  
Classified Senate  
Pres.

Suarez announced that the State Chancellor's Funding Formula Task Force will meet July 30 at Grossmont College from 9:30 a.m.-12:30 p.m. at the Griffin Gate. Suarez participates on the Task Force.

Funding Formula  
Task Force

Suarez congratulated Trustee Alexander, who has been nominated to serve as Association of Community College Trustees (ACCT) Director-at-Large by the ACCT Pacific Region Nominating Committee. The election will take place October 15 during the annual ACCT convention in Atlanta.

Alexander  
nominated for ACCT  
Director-at-Large

Suarez announced there will be a Special Board meeting on Tuesday, September 7, for a workshop on the Adoption Budget. The meeting time and location will be announced.

Special Board  
meeting September  
7

Suarez presented the Chancellor/Classified Senate award for June 1999 to Tere Feller, Student Services Specialist/Career Center, Grossmont College, and Leslie Arnold, Student Services Specialist/Tutoring Center, Grossmont College, and called on Nancy Davis, Grossmont College Student Development Services Supervisor, who commended Feller and Arnold for their outstanding contributions. Classified Senate President Rose presented them with an assortment of gifts.

Tere Feller and  
Leslie Arnold share  
June 1999  
Chancellor/Classified  
Senate Award

Suarez called on Director of Institutional Research and Planning Phillips, who presented a status report on strategic planning based on the Chancellor's agenda, *The Way Forward*, since its introduction in January 1999. A report card will be presented to the Board following the Fall 1999 evaluation of the Strategic Plan.

Phillips presents  
strategic planning  
update

Suarez called on Director of Intergovernmental Relations Quittner, who shared the *Business and Community Connections* publication and expressed thanks to Viara Giraffe, Interim Sr. Dean, Business and Professional Studies, Grossmont College, and Kay Hartig, Executive Dean, Educational Development and Services, Cuyamaca College, program coordinators, faculty, and staff for their contributions to the publication, which will be widely used throughout the District and community.

*Business and  
Community  
Connections* report

Suarez presented an update on Item 651—Board assignments.

Board assignments

Suarez called on the Presidents, who presented items of interest from their respective Colleges. The Presidents commended Dale Switzer, Sr. Director, Facilities Planning, Development, and Maintenance, for his outstanding work on construction projects.

Reports of the  
Presidents

Suarez called on the Vice Chancellors, who presented items of interest from their respective areas. Austin expressed thanks to the Presidents for their acknowledgements of Switzer, noting the various construction projects in the District total approximately \$25 million. McMahan reported the Information Systems Department has successfully completed the Y2K conversion of the student services system, and commended John Campbell, representing CSEA at the Board table, for development of a program for the conversion process, which saved the District substantial time and money.

Reports of the Vice Chancellors

Suarez presented calendars of events for July and August which Board members may be interested in attending.

Calendar of events

### **Development of Consent Calendar**

**Consent Calendar**

Items 309 (Resolution 2000-002—Support of the City of El Cajon Application for an Economic Development Initiative Grant and a Section 108 Loan for Project Destination); 311 (Additional 1999-2000 Curriculum Changes, Cuyamaca and Grossmont Colleges); and 502 (Contract for Professional Services with Strata Information Group, Inc., for Management of Information Systems and Technology Services) were pulled from the Docket of Business for discussion.

### **Adoption of Consent Calendar**

On the motion of Members Kendrick/Alexander, with a vote of 4-0, the Governing Board adopted the Consent Calendar, which included:

### **Operations**

**Operations**

- Granting authority to the Chancellor or designee to update the Governing Board Policy Manual. See Exhibit 201, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to revise Board Policy 303—Personnel Actions, which combines Policies 303—Employment of Certificated Staff; 304—Employment of Substitute and Short-Term Employees; 403—Employment of Regular Classified Personnel; 404—Employment of Restricted Classified Personnel; and 405—Employment of Substitute and Short-Term Employees), and delegates authority to the Chancellor to approve actions related to employment and working conditions for each person employed by the District. The Board will ratify the actions subsequent to the Chancellor's approval. See Exhibit 202, which is made a part of these minutes.

Governing Board Policy Manual

Policy 303  
Personnel Actions

## **Budget and Finance**

- Approving budget transfers and augmentations to the 1998-99 budget from June 3, 1999, through June 30, 1999, as recommended by the Chancellor. See Exhibit 301, which is made a part of these minutes.
- Ratifying the action of the Chancellor or designee in accepting grants and augmentations to restricted programs, and granting authority to accept, budget, and spend these funds. See Exhibit 302, which is made a part of these minutes.
- Ratifying the action of the Chancellor or designee in approving purchase orders and warrants issued during the month of June 1999, and granting authority to execute appropriate documents. See Exhibit 303, which is made a part of these minutes.
- Ratify the action of the Chancellor or designee in signing agreements and granting authority to accept, budget, and spend any proceeds therefrom. See Exhibit 304, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District:

Grossmont College: a) One Techmaster Two Scene Preset Console, Three each Dimmaster Shoebox Dimmer, 12 each Source Four Junior Zoom, 12 each lamps for Zoom fixtures, 12 each parallel blade with ground and three each 25' control cables to the Dance Program by the Associated Students of Grossmont College (valued by donor at \$4,522); b) Linear Systems computer software (DIMS and a card reader) to the Administration of Justice Program by Linear Systems (valued by donor at \$574); and c) Refurbishing the existing sign outside the Student Center to the Student Affairs Program by the Associated Students of Grossmont College (valued by donor at \$2,192).

Cuyamaca College: a) Approximately 50 office panels, including hardware, to the Tutoring and Business Program by the Otay Water District (valued by donor at \$200).

## **Budget & Finance**

Budget transfers  
6/3/99-6/30/99

Grants and  
augmentations to  
restricted programs

Purchase orders  
June 1999

Ratification of  
signatures

Donations

See Exhibit 305, which is made a part of these minutes.

- Declaring personal property as surplus to the needs of the District, and authorizing the Chancellor or designee to dispose of personal property by donation to another public educational institution, bid, public auction, private sale, or in the local sanitary landfill. See Exhibit 306, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to replace warrants: a) #11-550522 dated February 27, 1997, in the amount of \$78 issued to Paula L. Gabbard; b) #11-566572 dated June 10, 1998, in the amount of \$93 issued to Grossmont College Athletics; and c) #10-019006 dated October 5, 1998, in the amount of \$172.90 issued to Natan Feldblyum. See Exhibit 307, which is made a part of these minutes.
- Adopting Resolution 2000-001, Proposition 4, Gann Limit, as recommended by the Chancellor, setting the Grossmont-Cuyamaca Community College District's 1999-2000 appropriations limit at \$77,385,240. See Exhibit 308, which is made a part of these minutes.
- Adopting Resolution 2000-003 authorizing the Chancellor or designee to enter into a transaction with the California Department of Education for Grossmont College to participate in the California Department of Education Child Care Program for 1999-2000, Contract GCTR 9200; and granting authority to the Chancellor or designee to accept, budget, and spend \$179,158. See Exhibit 310, which is made a part of these minutes.

Surplus property

Replacement warrants

Resolution 2000-001  
Proposition 4, Gann Limit

Resolution 2000-003  
Calif. Dept. of  
Education Child  
Care program

### **Public Works Projects**

- Granting authority to the Chancellor or designee to: a) Approve Change Order No. 7 in the amount of \$15,576.55 and Change Order No. 8 in the amount of \$8,946 on Bid C0884—Reroof Buildings at Grossmont College, Phase II; b) File Notice of Completion; and c) Release retention as allowed in the contract documents. See Exhibit 401, which is made a part of these minutes.

**Public Works  
Projects**

Bid C0884  
Reroof Buildings at  
GC

- Granting authority to the Chancellor or designee to: a) Approve the filing of a Notice of Completion for Bid C1157—Cuyamaca College Primary Loop Feeder One Replacement; and b) Release retention as allowed in the contract documents. See Exhibit 402, which is made a part of these minutes.

Bid C1157  
Cuyamaca Primary Loop Feeder One
- Granting authority to the Chancellor or designee to: a) Approve Change Order No. 1 in the amount of \$1,738.30; Change Order No. 2 in the amount of \$700; Change Order No. 3 in the amount of \$1,450; and Change Order No.4 in the amount of \$2,025 on Bid C1349—Grossmont College Site Improvement for Installation of American Collegiate English (ACE) Relocatable Building; b) File a Notice of Completion; and c) Release retention as allowed in the contract documents. See Exhibit 403, which is made a part of these minutes.

Bid C1349  
GC Site Improvement for Installation of ACE Relocatable Building
- Ratifying the action of the Chancellor or designee in awarding Bid C1640—Cuyamaca College Parking Lot, to Ace/Baker Joint Venture, the lowest responsive bidder meeting terms, conditions, and specifications, in the amount of \$46,700. See Exhibit 404, which is made a part of these minutes.

Bid C1640  
CC Parking Lot
- Granting authority to the Chancellor or designee to: a) Award Bid C1795—Reroof Maintenance and Warehouse Buildings, to the lowest responsive bidder meeting terms, conditions, and specifications; and b) Execute appropriate contract documents prior to ratification by the Governing Board at its August 17, 1999, meeting. See Exhibit 405, which is made a part of these minutes.

Bid C1795  
Reroof Maintenance and Warehouse Buildings
- Granting authority to the Chancellor or designee to execute a contract with NTD Architects for all architectural services authorized by the State Chancellor's Office related to the remodel of Vocational Technology Building N at Cuyamaca College. See Exhibit 406, which is made a part of these minutes.

Contract with NTD Architects for remodel of Cuyamaca N Bldg.
- Granting authority to the Chancellor or designee to execute a contract with Spencer/Hoskins Associates Architecture and Planning for all architectural services related to the new Learning Resource Center and remodel of the current Learning Resource Center to be a High Technology Mall. See Exhibit 407, which is made a

Contract with Spencer/Hoskins for architectural services, GC LRC and High Technology Mall

part of these minutes.

### **Personnel**

- Ratifying the action of the Chancellor or designee in approving classified and academic personnel actions during the period of June 15, 1999, through July 19, 1999. See Exhibit 501, which is made a part of these minutes.

### **Personnel**

Personnel actions  
6/15/99-7/19/99

### **Items Pulled from Consent Calendar for Discussion**

- Following brief discussion as outlined below, on the motion of Members Alexander/Caruthers, with a vote of 3-0-1 (with Member Kendrick abstaining), the Board adopted Resolution 2000-002 as recommended by the Chancellor, in support of action taken by the City of El Cajon on June 8, 1999, to apply for: a) a grant in conjunction with the Grossmont-Cuyamaca Community College District and the Project Destination Consortium; and b) a Section 108 loan from the U.S. Department of Housing and Urban Development (HUD). Trustee Kendrick explained it was necessary for him to abstain from voting on the item, as he serves as Chairman of the El Cajon Planning Commission. Trustee Alexander expressed concern about the item and charged Chancellor Suarez with overseeing the project. Suarez acknowledged the concerns and assured the Board he would proceed very cautiously, noting there is no fiscal risk to the District as a result of the resolution, which merely supports action by the City of El Cajon. See Exhibit 309, which is made a part of these minutes.
- Following discussion, on the motion of Members Alexander/Kendrick, with a vote of 4-0, the Board approved the following additional new Cuyamaca and Grossmont College courses for 1999-2000, as recommended by the Chancellor, for which a plan for alignment has been developed for implementation within the 1999-2000 academic year:

Resolution 2000-002  
in support of City of  
El Cajon grant  
proposal

#### **Cuyamaca College Grossmont College**

Computer Information Systems 105 ABCD Computer Science Information Systems  
132

Computer Information Systems 198 Computer Science Information Systems 134

Math 179 Physical Education 171 A

Additional 1999-  
2000 curriculum  
changes, GC and  
CC



Physical Education 150 Physical Education 171 B

Physical Education 250 Physical Education 171 C

In response to concern expressed by Trustee Alexander, Suarez agreed to present quarterly reports to the Board updating them on the status of development of a strategic plan for dealing with alignment issues. See Exhibit 311, which is made a part of these minutes.

- Following discussion, on the motion of Members Alexander/Kendrick, with a vote of 3-1, with Trustee Caruthers opposed, the Board granted authority for the Chancellor or designee to enter into a contract with Strata Information Group, Inc., (SIG) for professional services for Management of Information Systems and Technology Services from August 1, 1999, to June 30, 2002. In response to concerns expressed by Trustee Caruthers regarding continuing to hire consultants to manage the Information Systems Department, Suarez pledged to work closely with the Board in looking critically at the District's technology needs, and agreed to bring quarterly reports to the Board to provide them with updates. Suarez stated, for the record, SIG has provided outstanding service to the District. Suarez noted also the District has conducted two search processes and has failed to identify a suitable candidate to serve as Senior Director of Information Systems. See Exhibit 502, which is made a part of these minutes.

### **First Reading**

- The Board considered authorizing Zoe Close, Grossmont College Philosophy instructor, to: a) participate in the San Diego and Imperial Counties Community College Association (SDICCCA) Study Abroad Consortium for one semester; and b) travel from Grossmont College to Oxford, England, for the period of February 17, 2000, to May 12, 2000, as recommended by the Chancellor. See Exhibit 601, which is made a part of these minutes.

### **Information**

The Board considered the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.

Contract with Strata Information Group for management of Information Systems

### **First Reading**

Zoe Close to travel to England with SDICCCA Study Abroad Consortium

### **Information**

Status report on Board assignments

- **Liability Claims Activity for Period Ending June 30, 1999.**  
Consideration of the Grossmont-Cuyamaca Community College District Quarterly Liability Claims Report for the period ending June 30, 1999, as recommended by the Chancellor. See Exhibit 652, which is made a part of these minutes.
- **Report on Business and Community Connections.**  
Consider the *Business and Community Connections* report, as recommended by the Chancellor. See Exhibit 653, which is made a part of these minutes.

Liability claims activity for period ending 6/30/99

Business and Community Connections report

**Staff Communications**

**Staff Communications**

United Faculty President Amov welcomed Millie McAuley as President of the Grossmont Academic Senate.

Amov

Grossmont Academic Senate President McAuley commented on positive changes in the past year, noting the faculty on both campuses are working better together. She reported she looks forward to working with Cuyamaca Academic Senate President Custeau and Vice President Nichols.

McAuley

Cuyamaca Academic Senate President Custeau thanked McAuley, noting he also looks forward to working with his colleagues at Grossmont College and the District as we move into the year 2000. He invited the Board to attend the General Motors ASEP graduation at Cuyamaca College on August 4. He will provide details.

Custeau

Custeau stated he found interesting and enjoyable the Statewide Academic Senate leadership institute held in San Diego this past June, and reported he has been appointed by the State Chancellor to serve on the Carl D. Perkins Vocational and Technical Education State Plan Field Review Committee.

Classified Senate President Rose stated he is pleased to have been elected Classified Senate President and is thrilled with the resurgence of classified staff wanting to be more involved in the committee structure and shared governance.

Rose

**Adjournment**

**Adjournment**

Board President Kraft adjourned the meeting at 8:19 p.m.

Respectfully submitted,

Approved by the Governing Board August 17,  
1999.

Omero Suarez, Ph.D.,

Ronald D. Kraft

Chancellor and

Board President

Secretary to the Governing Board

Mary V. Watkins

Recording Secretary