

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, December 18, 2001**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, December 18, 2001, at 6:30 p.m., in the Griffin Gate, Grossmont College, 8800 Grossmont College Drive, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Clark, Kendrick, and Kraft; Student Trustees Duncan and Dyste

Members Absent: None

Others Present: Chancellor Suarez, President Martinez, Interim President Agosto, Vice Chancellor McMahan, district and college administrators, members of the staff, students, press, and interested citizens.

Call to Order

The meeting was called to order at 6:37 p.m. by Board President Gary Kendrick.

Adjourn to Closed Session

Kendrick adjourned the open session at 6:38 p.m., and the Board met in closed session from 6:45 p.m. until 7:20 p.m., in the Associated Students of Grossmont College (ASGC) Conference 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.

Reconvene in Open Session

Board President Kendrick reconvened the open session at 7:30 p.m.

Announcement of Closed Session Action(s)

Kendrick announced that the Board, in closed session October 2, 2001, with a vote of 5-0, authorized suspension of a Clerical Assistant, Sr., without pay for five days. Announcement of the action was delayed pending exhaustion of administrative remedies.

Approval of Minutes

On the motion of Members Alexander/Clark, with a vote of 5-0, the Board approved as presented the minutes of the November 20, 2001, regular meeting.

Modifications to Employment Contracts

Board President Kendrick called for a motion to approve modifications to the employment contracts for the Chancellor, College Presidents, and Vice Chancellors. On the motion of members Alexander/Caruthers and unanimously carried, the Board voted to increase salaries by 5.5 percent effective July 1, 2001.

Changes to Docket of Business

Chancellor Suarez announced the following changes to the Docket of Business:

- **Attachment A of the Docket of Business is incorrect. The correct attachment, Announcement of Agreement between the District and the California School Employees Association (CSEA) was distributed.**
- Item 306—Declaration of Surplus Property: Item #8 (Computer System Celeron) on Attachment A is not a surplus item. A corrected version of Attachment A was distributed.
- Item 404—Bid C3586—Cuyamaca College Ornamental Horticulture Department Fencing: Wording on the green Docket of Business is incorrect. The item should read:

Call to order

Closed session

Open session

Closed session action

Minutes

11/20/01 regular meeting

Contracts

Amendments to employment contracts for Chancellor, Vice Chan., and Presidents

Changes to Docket

Grant authority to the Chancellor to approve Change Order No. 1 in the amount of \$99 on Bid C3586—Cuyamaca College Ornamental Horticulture Department Fencing.

Report of the Board President

Kendrick presented a certificate of recognition to David Agosto in recognition of his leadership and dedicated service as Interim President, Cuyamaca College.

Kendrick announced that 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 the Docket of Business. The agreement is posted in the Governing Board Office, Office of the Vice Chancellor-Human Resources, and Learning Resource Centers at each college.

Reports of the Governing Board

Student Trustee Dyste reported he has been busy with final exams. He added that Virginia Torres, Associated Students of Cuyamaca College (ASCC) President, will be transferring to a four-year university in the Spring, and Nancy Koui will serve as the ASCC President.

Trustee Kendrick reported he represented the District at the Krispy Kreme donut shop grand opening this date.

Trustee Clark commented this is her 12th year on the Board. She reported she is looking forward to being active in the coming year.

Student Trustee Duncan wished everyone a peaceful holiday.

Report of the Chancellor

Chancellor Suarez announced that Sue Rearic, Sr. Director/Controller, District Business Services, was representing Vice Chancellor Austin at the meeting.

Suarez announced that Peter White was a recipient of the Community College League of California (CCLC) “Creating the Future” award, in recognition of his efforts in building the Grossmont College international student program into one of the finest in the state. The award was presented to White at the November CCLC annual convention.

Suarez reported that James Polak, Montezuma Land Company, donated \$10,000 to the District Auxiliary Organization for the college building fund.

Suarez called on President Martinez, who introduced Grossmont College 2001-2002 Distinguished Faculty Member Sheridan DeWolf, Professor and Child Development Center Coordinator. DeWolf reflected on her career and expressed appreciation for the support of the administration. Suarez congratulated her on behalf of the Board and thanked her for her outstanding work for the District and College.

Suarez called on Sue Rearic, Sr. Director/Controller, District Business Services, to provide an overview of the District Audit Report. Rearic noted the report was an unqualified opinion and identified no instances of noncompliance. There were no findings or recommendations. She expressed pride in the results of the audit and commended people throughout the District for making this possible. She introduced Tom Size from the auditing firm of Calderon, Jaham, and Osborn. Suarez, on behalf of the Board, expressed pleasure in the clean audit, and thanked those responsible.

Suarez called on Vice Chancellor McMahan, who acknowledged the hard work of the Personnel and Payroll staff for their review of 800 adjunct faculty files to determine the appropriate salary placement in order to meet County payroll deadlines. As a result, the faculty will receive off-schedule payments on their December paychecks.

Suarez called the Board's attention to a calendar of events for January 2002 and invited participation as schedules allow.

Development of Consent Calendar

Items 201 (Election of Governing Board President for 2002), 202 (Election of Vice President of Governing Board for 2002), 203 (Election of Clerk of Governing Board for 2002), 205 (Governing Board Policies), and 301 (Budget Transfers and Augmentations) were pulled from the Docket of Business for discussion.

Report of Bd. Pres.

Agosto receives recognition

CSEA agreement

Reports of the Board

Dyste

Kendrick

Clark

Duncan

Report of Chancellor

Rearic represents Austin

White receives recognition

Donation to Auxiliary Organization

DeWolf GC 2001-2002 Distinguished Faculty Member

Rearic

McMahan

Calendar of events

Consent Calendar

Adoption of Consent Calendar

On the motion of Members Clark/Alexander and unanimously carried, the Board approved the Consent Calendar, which included:

Operations

- Schedule of Governing Board meetings of the Grossmont-Cuyamaca Community College District for the year 2002, as recommended by the Chancellor, as follows:
 - a. The Governing Board will conduct its Year 2002 regular meetings on the third Tuesday of each month;
 - b. The meetings will convene at 6:30 p.m., and the Board will adjourn to closed session. The Board will reconvene in open session at approximately 7:30 p.m.
 - c. The meetings will alternate between Cuyamaca and Grossmont Colleges, as follows:

<u>Date</u>	<u>Location</u>
January 15	Heritage of the Americas Museum, Cuyamaca College
February 19	Griffin Gate, Grossmont College
March 19	Heritage of the Americas Museum, Cuyamaca College
April 16	Griffin Gate, Grossmont College
May 21	Heritage of the Americas Museum, Cuyamaca College
June 18	Griffin Gate, Grossmont College
July 16	Heritage of the Americas Museum, Cuyamaca College
August 20	Griffin Gate, Grossmont College
September 17	Heritage of the Americas Museum, Cuyamaca College
October 15	Griffin Gate, Grossmont College
November 19	Heritage of the Americas Museum, Cuyamaca College
December 17	Griffin Gate, Grossmont College

- d. Special Board meetings may be scheduled from 5:30-6:30 p.m., immediately preceding the regularly scheduled Board meetings for presentations and/or tours of College or District departments or programs. These meetings will be scheduled on an as-needed basis.

See Exhibit 204, which is made a part of these minutes.

Budget and Finance

- Accepting grants and revisions to Restricted Programs, and granting authority to the Chancellor to budget these funds. See Exhibit 302, which is made a part of these minutes.
- Ratifying the action of the Chancellor in approving purchase orders and warrants issued during the month of November 2001, and granting authority to execute appropriate documents. See Exhibit 303, which is made a part of these minutes.
- Ratifying 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 to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District:

Grossmont College

- (1) Seven (7) instructional tennis videos to the Athletics Department by the Associated Students of Grossmont College (valued by donor at \$337);
- (2) One Panasonic SVHS Camcorder, Model AG455MP, Serial C4HB00779, to the Health/Biological Sciences Division by Richard D. Vessel, Ph.D. (valued by donor at \$1,569);
- (3) One Bogen Tripod, Model #3033, and Head, Model #3063, to the Health/Biological Sciences Division by Richard D. Vessel, Ph.D. (valued by donor at \$142.90); and
- (4) One DVD Burner, for use with Casablanca KRON video editing system, to the Health/Biological Sciences Division by Richard D. Vessel, Ph.D. (valued by donor at \$1,015.88).

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 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

Operations

2002 Board meeting schedule

Budget and Finance

Grants and restricted programs

Purchase orders November 2001

Ratification of signatures

Donations

Surplus property

306, which is made a part of these minutes.

- Adopting 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 granting authority to the Chancellor to execute all necessary documents to implement and carry out the purpose of this resolution. See Exhibit 307, which is made a part of these minutes. Resolution 02-006
Restatement/Renaming
APPLE Plan to PEAR
Plan
- Adopting 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 (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. See Exhibit 308, which is made a part of these minutes. Resolution 02-007
Trustee for APPLE and
PEAR Plans
- Granting 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. See Exhibit 309, which is made a part of these minutes. PEAR Plan
administrator
- Ratifying 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. See Exhibit 310, which is made a part of these minutes. Agreements with health
care plan administrators
- Adopting 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 authorizing the Chancellor to execute all necessary documents. See Exhibit 311, which is made a part of these minutes. Resolution 02-008
Health Benefits Fund
- Granting 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. See Exhibit 312, which is made a part of these minutes. First Investors
Corporation
- Granting 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. See Exhibit 313, which is made a part of these minutes. North American
Company
- Adopting 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. See Exhibit 314, which is made a part of these minutes. Resolution 02-009
KEEP Retirement
Program
- Granting 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) Granting to participating students the appropriate unit credits for the courses listed in the Grossmont College catalog. See Exhibit 315, which is made a part of these minutes. GC Study Abroad in
Paris, France
- Approving travel to Tucson, Arizona, February 8–10, 2002, for the Grossmont College 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. See Exhibit 316, which is made a part of these minutes. GC out-of-state travel
Tucson, AZ

Public Works Projects

Public Works Projects

- Granting 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. See Exhibit 401, which is made a part of these minutes.
- Granting authority to the Chancellor to approve Change Order No. 4 in the amount of \$945 on Bid C3364—Grossmont College Student Center HVAC Upgrade. See Exhibit 402, which is made a part of these minutes.
- Ratifying 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. See Exhibit 403, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Approve Change Order No. 1 in the amount of \$99 on Bid C3586—Cuyamaca College Ornamental Horticulture Department Fencing; b) File a Notice of Completion; and c) Release retention as allowed in the contract documents. See Exhibit 404, which is made a part of these minutes.
- Ratifying 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. See Exhibit 405, which is made a part of these minutes.
- Ratifying 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. See Exhibit 406, which is made a part of these minutes.

Personnel

- Ratifying the action of the Chancellor in approving classified and academic personnel actions during the period of November 20, 2001, through December 17, 2001. See Exhibit 501, which is made a part of these minutes.

Items Pulled from Consent Calendar for Discussion

- On the motion of Members Caruthers/Clark, Trustee Alexander was nominated as President of the Governing Board for 2002. With a vote of 5-0, Alexander was elected President of the Governing Board of the Grossmont-Cuyamaca Community College District for 2002. See Exhibit 201, which is made a part of these minutes.
- On the motion of Members Alexander/Kraft, Trustee Caruthers was nominated as Vice President of the Governing Board for 2002. With a vote of 5-0, Caruthers was elected Vice President of the Governing Board of the Grossmont-Cuyamaca Community College District for 2002. See Exhibit 202, which is made a part of these minutes.
- On the motion of Members Caruthers/Alexander, Trustee Kraft was nominated as Clerk of the Governing Board for 2002. With a vote of 5-0, Kraft was elected Clerk of the Governing Board of the Grossmont-Cuyamaca Community College District for 2002. See Exhibit 203, which is made a part of these minutes.

Board President Elect Alexander assumed chairing the meeting at this point. He expressed appreciation for the Board's confidence in him. Referencing the State budget situation, he commented there will be hard work ahead, but, by working together, obstacles will be overcome.

- Following discussion, on the motion of Members Clark/Kraft and unanimously carried, the Board adopted Chapter 4—Academic Affairs, of the updated Governing Board Policy Manual, as recommended by the Chancellor, and authorized the Chancellor to implement the policies. See Exhibit 205, which is made a part of these minutes.
- Following discussion on the motion of Members Kraft/Clark and unanimously carried, the Board accepted a report on the current budget status, and granted authority to the Chancellor to approve budget changes. See Exhibit 301, which is made a part of these minutes.

Alexander presented a ceremonial gavel to outgoing Board President Kendrick and expressed appreciation for his steadfastness and ability to bring the Board to consensus

Bid C3340
GC Child Development Center remodel

Bid C3364
GC Student Center HVAC upgrade

Bid C3585
Window coverings/one-year contract

Bid C3586
CC Ornamental Horticulture Dept. fencing

Bid C3711
GC dugouts and kiln cover

Bid C3759
GC swimming pool resurface

Personnel

Personnel actions
11/20/01-12/17/01

Alexander elected Board President for 2002

Caruthers elected Board Vice President for 2002

Kraft elected Clerk of the Board for 2002

Alexander assumes chairing meeting

Chapter 4
Board Policies

Budget transfers and augmentations

Kendrick presented with ceremonial gavel

during his two-year tenure as Board President.

Information

The Board accepted the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **2000-2001 District Audit Report.** Consider the 2000-2001 Grossmont-Cuyamaca Community College District Audit Report, as recommended by the Chancellor. See Exhibit 652, which is made a part of these minutes.

Staff Communication

United Faculty President Amov congratulated the new Board officers and commended outgoing Board President Kendrick on doing a good job. He wished everyone happy holidays.

Grossmont Academic Senate President Harvey, Cuyamaca Academic Senate President Carmona, CSEA President Brauer, and Supervisory/Confidential Representative Orr also wished everyone happy holidays.

Adjournment

Board President Elect Alexander thanked everyone for coming and wished everyone happy holidays. The meeting was adjourned at 8 p.m.

Respectfully submitted,

Approved by the Governing Board February 19, 2002.

Omero Suarez, Ph.D.
Chancellor and
Secretary to the Governing Board

Rick Alexander
Board President

Mary V. Watkins
Recording Secretary

Information

Status Report
Board assignments

2000-2001 District audit
report

Staff Communication

Amov

Adjournment