
**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, May 15, 2001**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, May 15, 2001, at 6:30 p.m., at the Heritage of the Americas Museum, Cuyamaca College, 900 Rancho San Diego Parkway, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Clark, and Kendrick; Student Trustees Chester and Parks

Members Absent: Trustee Kraft

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 6:37 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 6:38 p.m. until 7:25 p.m., pursuant to Government Code Section 54957 to consider appointment of an Interim College President, Cuyamaca College; and dismissal of a public employee; and Section 54957.6 to confer with District Chief Negotiator McMahan regarding United Faculty, California School Employees Association (CSEA), Administrators' Association, and Supervisory/Confidential matters.

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

Board President Kendrick reconvened the open session at 7:32 p.m., and announced that the Board, in closed session April 17, 2001, with a vote of 3-0, ratified the action of the Chancellor to suspend a Grossmont College Custodian for three days without pay.

Approval of Minutes

On the motion of Members Alexander/Caruthers, with a vote of 3-0-1 (Trustee Kraft was absent; Trustee Clark abstained), the Board approved as presented the minutes of the April 17, 2001, regular meeting; and with a vote of 4-0, approved as presented the minutes of the May 1, 2001, special Board meeting.

Removal of Items From/Changes to Docket of Business

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

- Item 301 (Budget Transfers and Augmentations)—On page 301.2, item 12 was removed from the docket item;
- Item 318 (Out-of-Country Travel, Atlacomulco, Mexico) was removed from the Docket of Business;
- Item 319 (Amendments to Grossmont College Certificate Changes for 2001-2002)—A revised Item 319 and Attachment A were distributed;
- Item 501 (Personnel Actions)—A revised Attachment A4 was distributed;
- Item 502 (Search for President, Cuyamaca College)—A revised Item 502 and Attachments A and B were distributed.

Call to order

Closed session

Open session

GC Custodian suspended

Minutes

4/17/01 regular and 5/1/01 special meetings

Changes to Docket

Report of the Board President

Board President Kendrick reported that, in accordance with Education Code Section 72425(c), and hearing no objection from the Board, the absence of Trustee Kraft from this meeting was excused.

Kendrick presented Certificates of Appreciation to outgoing Student Trustees Chester and Parks in recognition of their outstanding service as 2000-2001 Student Trustees.

Kendrick presented a plaque to President Amador in appreciation of her vision, leadership, and dedicated service to the students, faculty, and staff of the Grossmont-Cuyamaca Community College District. Amador, who has accepted the position of Superintendent/President of the Palomar Community College District, expressed thanks to the Chancellor and Governing Board for their support of Cuyamaca College and credited Cuyamaca's outstanding faculty and staff for the positive changes that have taken place.

Kendrick announced that the Board would consider adopting a resolution (Item 201—Resolution 01-017) which honors the contributions of classified staff and recognizes May 21-27, 2001, as Classified Employee Week, as designated by the California School Employees Association and the California State Legislature. He expressed appreciation for the dedication and hard work of classified employees.

Reports of the Governing Board

Student Trustee Chester reported it has been a privilege to serve on the Governing Board as Student Trustee this past year, and an honor to represent Grossmont College students.

Trustee Alexander reported he enjoyed attending the Cuyamaca College scholarship and awards ceremony, and commented favorably on the participation and involvement of the community and the types of scholarships given.

Trustee Clark expressed thanks to President Amador for her part in building Cuyamaca College. She also expressed appreciation to Student Trustees Chester and Parks.

Trustee Caruthers wished President Amador the best and thanked her for doing such a good job as President of Cuyamaca College.

Student Trustee Parks reiterated comments made by Student Trustee Chester, and stated he was thankful and appreciative to have served as Student Trustee this past year. He encouraged students in the audience to become involved in student government, which he described as very rewarding.

Report of the Chancellor

Chancellor Suarez added his congratulations to President Amador, commenting on the outstanding job she has done in the past seven years in building Cuyamaca to the point it is today—a thriving, growing, and developing institution. He added that Amador is an assertive leader and outstanding planner and has contributed much to Cuyamaca College and to the District.

Suarez thanked Student Trustees Chester and Parks for their contributions on behalf of District and student issues.

Suarez announced there will be a special Board meeting on Tuesday, June 5, 2001, at 6:30 p.m., in the Griffin Gate, for the purpose of conducting a workshop on the 2001-2002 Tentative Budget and reports on foundation activity in the District.

Suarez called on the Presidents and Vice Chancellors, who presented items of interest from their respective campuses.

President Amador called on Patrick Thiss, Cuyamaca Exercise Science Instructor and Track Coach, who was recipient of the Pacific Coast Conference Coach of the Year in Men's and Women's Track. Thiss introduced 16 members of the Cuyamaca College Men's and Women's Track Team.

Report of Board Pres.

Kraft absence excused

Student Trustees Parks and Chester recognized

Amador receives farewell plaque

Classified employees recognized

Board Reports

Chester

Alexander

Clark

Caruther

Parks

Report of Chancellor

Amador's leadership acknowledged

Parks and Chester commended

Special Board meeting June 5

President and Vice Chancellor reports

Amador

President Martinez extended congratulations and best wishes to President Amador on her new assignment, and thanked Student Trustees Chester and Parks for representing Grossmont and Cuyamaca Colleges in such a positive way.

Martinez

Martinez introduced new Grossmont College Dean, Administrative Services, Dr. Debra Fitzsimons, and commented that her appointment completes the senior level administration at Grossmont College. He thanked the Chancellor and Board for supporting the College in this process, which has resulted in a cadre of good leadership at the College.

Vice Chancellor Austin expressed appreciation to Cuyamaca staff for their patience and understanding of One-Stop Center construction issues. Austin also demonstrated features of the emergency telephones, which will be installed in all classrooms by Fall 2001.

Austin

Austin presented highlights of the Governor's Budget May Revise of May 14, indicating that community colleges fared well, all things considered, with a surprising addition of \$49 million for energy cost and conservation, which will result in \$571,000 for the District over a two-year period. In response to a question by Trustee Alexander, Austin reported more will be known in the next week relative to restrictions on the funds.

Vice Chancellor McMahan added her congratulations to accolades given to President Amador, and expressed appreciation for the years they have worked together.

McMahan

Director of Intergovernmental Relations Quittner reported that several events mentioned in the Presidents' printed reports have received local television and media coverage, as well as news clips and broadcasts, due to the work of Della Elliott, District Public Information Assistant.

Quittner

Quittner provided an update on the economic development initiative for 2002-2003, which is being sponsored by Amy Dean, Board of Governors, and will reframe how we approach workforce development. She also presented a legislative update relative to the Governor's May Revise, and reported that testimony presented at the May 15-16 Board of Governors meetings, in all cases, included the funding equity issue, which, while progressing, has not yet received funding.

Quittner thanked the Student Trustees for being good ambassadors and representatives of the students, and commented that, as Palomar is a low-funded district, she will continue to count on Amador's support of the equity issue.

Suarez called the Board's attention to a calendar of events for May and June, and encouraged Board members' participation.

Calendar of events

Development of Consent Calendar

Consent Calendar

Items 301 (Budget Transfers and Augmentations); 319 (Amendments to Grossmont College Certificate Changes for 2001-2002); 501 (Personnel Actions); and 502 (Search for President, Cuyamaca College) were pulled from the Docket of Business for discussion.

Adoption of Consent Calendar

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

Operations

Operations

- Adopting Resolution 01-017, as recommended by the Chancellor, which honors the contributions of classified employees of the District and recognizes May 21-27, 2001, as Classified Employee Week in California, as designated by the California School Employees Association (CSEA) and the California State Legislature. See Exhibit 201, which is made a part of these minutes.
- Adopting Policy 546—Distance Education, as recommended by the Chancellor. See Exhibit 202, which is made a part of these minutes.

Resolution 01-017
Classified Employee
Week

Policy 546
Distance Education

Budget and Finance

- Accepting grants and revisions to Restricted Programs, and granting authority to the Chancellor or designee to budget 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 April 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 or designee to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District:
 - a. Cuyamaca College
 - (1) One microwave oven; two telephone role-play kits; one portable tape recorder; one paint roller; one coffee maker; various supplies for Advisory Board meeting, to the Customer Service Training Program by Bill Gray (valued by donor at \$337.23).
 - b. Grossmont College
 - (1) One firewire cable; one GL1 Kit Digital Camcorder; one Canon Hard Case; one Battery Pack; one DV Cable CV-150F to the Media Communications Program by the Associated Students of Grossmont College (valued by donor at \$2,938.64).
 - (2) Two Sony Mini Disk Records (MDSE10) to the Media Communications Program by the Associated Students of Grossmont College (valued by donor at \$914.72).
 - (3) One Bogen Head and Tripod 3160/3211 to the Media Communications Program by the Associated Students of Grossmont College (valued by donor at \$218.12).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.
- Adopting the following resolutions to be effective July 1, 2001, through June 30, 2002, as recommended by the Chancellor:
 - a. Resolution 01-012—Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education;
 - b. Resolution 01-013—Designating Authorized Agent to Sign Payroll Payment Order; and
 - c. Resolution 01-014—Designating Authorized Agent to Sign School Orders (Commercial Warrants).See Exhibit 307, which is made a part of these minutes.
- Adopting Resolution 01-015—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, 2001, as recommended by the Chancellor. See Exhibit 308, which is made a part of these minutes.
- Adopting Resolution 01-016—Requesting Temporary Transfer of Funds, if necessary, from the County Treasurer for the 2001-2002 fiscal year, as recommended by the Chancellor. See Exhibit 309, which is made a part of these minutes.
- Adopting Resolution 01-018—Replacement Warrants, authorizing the Chancellor or designee to replace warrants void by age and issue new warrants for fiscal year 2001-2002. See Exhibit 310, which is made a part of these minutes.

Budget and Finance

Grants and restricted programs

Purchase orders and warrants
April 2001

Ratification of signatures on agreements

Donations

Surplus property

Resolution 01-012
Receive mail and pick up warrants

Resolution 01-013
Sign payroll payment order

Resolution 01-014
Sign school orders

Resolution 01-015
End-of-year intra-budget transfer

Resolution 01-016
Temporary transfer of funds

Resolution 01-018
Replacement warrants

- Granting 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. See Exhibit 311, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to effect inter-District budget transfers necessary for closing the District's fiscal year ending June 30, 2001, subject to ratification by the Governing Board. See Exhibit 312, which is made a part of these minutes.
- Granting authority to conduct destruction of Class 3 Disposable Records during the 2001-2002 fiscal year, as recommended by the Chancellor or designee. See Exhibit 313, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to replace warrant #11-606651 dated October 4, 2000, in the amount of \$181.44 issued to San Diego Daily Transcript. See Exhibit 314, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to award Bid C2787—Lease of Facility for Wireless Communications Facility at Grossmont College, and execute appropriate lease documents to COX PCS ASSETS, L.L.C., the highest responsive bidder meeting terms, conditions, and specifications. See Exhibit 315, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to: a) Award Bid C3311—Lease of Facilities for Bookstores at Cuyamaca College and Grossmont College, to the highest responsive and responsible bidder meeting terms, conditions, and specifications of the bid, and within the terms of the Government Code; and b) Execute appropriate contract documents prior to ratification by the Governing Board at its June 19, 2001, meeting. See Exhibit 316, which is made a part of these minutes.
- Adopting Resolution 01-011, Cooperative Agreement between the Grossmont-Cuyamaca Community College District and the Department of Rehabilitation for the fiscal year 2001-2002 to operate the Computer Training Program for Persons with Disabilities through the Grossmont College Leadership and Economic Development Institute; granting authority to accept, budget, and spend \$142,609 from July 1, 2001, through June 30, 2002; and granting authority to the Chancellor or designee to sign the agreement to contract with the Department of Rehabilitation. See Exhibit 317, which is made a part of these minutes.

Supplies, Equipment, and Services

- Adopting Resolution 01-019—Purchase Computer Systems, Peripherals, Accessories, Software, Service and Integration Options, authorizing the purchase of computer systems, peripherals, accessories, software, service and integration options from Dell Marketing L.P., pursuant to Contract No. 0050057/Bid C-565 awarded by Los Angeles Unified School District; and authorizing the Chancellor or designee to execute the necessary contract documents. See Exhibit 351, which is made a part of these minutes.
- Ratifying the action of the Chancellor in awarding Bid C3262—Coin-Operated Copier Service, to Copy Vend, the lowest responsive and responsible bidder meeting terms, conditions, and specifications of the bid. See Exhibit 352, which is made a part of these minutes.

Public Works Projects

- Granting authority to the Chancellor or designee to approve Change Order No. 5 in the amount of \$20,732.31, and approve the reduction of retention to five percent on Bid C2530—Cuyamaca College Child Development Center, due to contractor's satisfactory progress. See Exhibit 401, which is made a part of these minutes.

- Authorization to sign contracts and purchase orders
- End-of-year inter-District budget transfers
- Destruction of records
- Replacement warrant
- Bid C2787
Lease of facility for wireless communications facility on GC campus
- Bid C3311
Lease of facilities Bookstore operations at Cuyamaca and Grossmont Colleges
- Resolution 01-011
Department of Rehabilitation agreement
- Supplies, Equip., Serv.**
Resolution 01-019
Purchase computer systems
- Bid C3262
Coin operated copiers
- Public Works Projects**
Bid C2530
CC Child Development Center

- Granting authority to the Chancellor or designee to: a) Approve Change Order No. 3 in the amount of \$7,882 on Bid C2754—Grossmont College Mechanical Equipment Replacement, Phase II; b) File a Notice of Completion; and c) Release retention as allowed in the contract documents. See Exhibit 402, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to: a) Award Bid C3364—Grossmont College Student Center HVAC Upgrade, 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 next regular meeting following the bid opening. See Exhibit 403, which is made a part of these minutes.
- Granting authority to the Chancellor or designee to: a) Award Bid C3365—Grossmont College Parking Lot Improvements, 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 next regular meeting following the bid opening. See Exhibit 404, which is made a part of these minutes.

Bid C2754
GC mechanical
equipment replacement

Bid C3364
GC Student Center
HVAC upgrade

Bid C3365
GC Parking lot
improvements

Items Pulled from Consent Calendar for Discussion

- Following brief discussion, on the motion of Members Clark/Alexander, with a vote of 4-0, the Board accepted a report on the current budget status, and granted authority to the Chancellor or designee to approve budget changes, with the exception of item 12 on page 301.2, which was removed under Changes to the Docket of Business. See Exhibit 301, which is made a part of these minutes.
- Following brief discussion, in which Suarez reviewed modifications to the docket item, on the motion of Members Clark/Alexander, with a vote of 4-0, the Board approved curricula changes to 13 Grossmont College certificates of proficiency, originally presented to the Governing Board at its April 17, 2001, meeting, which have been amended to omit wording to more accurately reflect course alignment between the Colleges, as recommended by the Chancellor; and authorized publishing in the 2001-2002 Grossmont College catalog. See Exhibit 319, which is made a part of these minutes.
- Following brief discussion, on the motion of Members Clark/Alexander, with a vote of 4-0, the Board ratified the action of the Chancellor in approving classified and academic personnel actions during the period of April 17, 2001, through May 14, 2001. See Exhibit 501, which is made a part of these minutes.
- Following discussion, on the motion of Members Clark/Alexander, with a vote of 4-0, the Board granted authority to the Chancellor to proceed to fill the position of President, Cuyamaca College, which will be vacant effective June 19, 2001; approved a) the search process, b) time lines, and c) screening committee composition; and reaffirmed the position description for President, as recommended by the Chancellor. See Exhibit 502, which is made a part of these minutes.

Budget transfers and
augmentations

GC certificate changes
for 2001-2002

Personnel actions
4/17/01-5/14/01

Search for President
Cuyamaca College

Information

The following reports were accepted for information.

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **District Quarterly Financial Reports.** Consideration of Grossmont-Cuyamaca Community College District quarterly financial reports: a) Quarterly Financial Status Report for the period ending March 31, 2001; b) Quarterly Report on Trust Fund Balances as of March 31, 2001; and c) Schedule of Investments Report dated May 4, 2001. See Exhibit 652, which is made a part of these minutes.

Information

Status report
Board assignments

District quarterly
financial reports

Staff Communications

United Faculty President Amov congratulated President Amador and wished everyone a nice summer.

Staff Communications

Amov

Grossmont Academic Senate President Harvey expressed appreciation of the support of both College Presidents for athletic programs, noting her husband is a coach at Grossmont College and her son has received an athletic and academic scholarship to Pepperdine and will be competing in world championships. She congratulated President Amador and echoed statements by Board President Kendrick about the importance of classified staff.

Harvey

Harvey reported she will serve as Grossmont Academic Senate President for another two years and is encouraging more faculty participation in Senate activities. She added that Senate officers recently attended a plenary session at the State level and gathered information which may affect us at the local level. She thanked Trustee Clark for her input regarding accreditation Standard 10.

Cuyamaca Academic Senate President Carmona commented that his first stint as Academic Senate President five years ago was shortly after President Amador arrived at Cuyamaca College and indicated he likes to think he helped train her. He added that her legacy includes collaboration, honest self-expression, and a sense of trust.

Carmona

Administrators' Association Representative Phillips thanked the Student Trustees for their leadership, and expressed appreciation to President Amador for all she has accomplished, noting that, as a research analyst, the numbers show that positive changes have taken place.

Phillips

California School Employees Association President Brauer commented that the recent violence and tragedies on school campuses have helped bring District faculty, staff, and students together as a team. He commended Chancellor Suarez for acting on suggestions resulting from his monthly meetings with classified leaders, by instituting a task force, chaired by Vice Chancellor McMahan, for the purpose of developing procedures dealing with violence and emergency situations. He thanked those involved in safety forums held on the campuses and the District Offices and expressed appreciation that new procedures will soon be in place.

Brauer

Brauer reported he and Classified Senate President Rose are providing information to employees regarding the Employee Assistance Program (EAP), a confidential service that is available to all District employees. He pointed out that many employees are hesitant to request assistance for emotional problems. He thanked the Board for its comments regarding classified staff, which he will relay to staff. He commented that classified staff has expressed appreciation of President Amador's service to the District.

Supervisory/Confidential representative Yale congratulated President Amador and wished her good luck at Palomar.

Chancellor Suarez reported that two Grossmont College faculty members have been elected to the Statewide Academic Senate; Hoke Simpson was elected President, and Renee Tuller, South Representative.

Adjournment

Adjournment

Board President Kendrick adjourned the meeting at 8:42 p.m.

Respectfully submitted,

Approved by the Governing Board June 19, 2001.

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

Gary Kendrick
Board President

Mary V. Watkins
Recording Secretary