



**GOVERNING BOARD  
MINUTES OF THE REGULAR MEETING  
Tuesday, June 17, 2003**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, June 17, 2003, at 6:30 p.m., in the Griffin Gate, Grossmont College, 8800 Grossmont College Drive, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Clark, Cutting, and Kraft; Student Trustees Collins and Duncan

Members Absent: None

Others Present: Chancellor Suarez, Presidents Martinez and Perri, 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 6:30 p.m. by Board President Dr. Timothy Caruthers.

**Adjourn to Closed Session**

Caruthers adjourned the open session at 6:31 p.m., and the Board met in closed session from 6:40 p.m. until 7:25 p.m. in the Associated Students of Grossmont College (ASGC) Board Room, pursuant to Government Code Section 54956.9 to consult with legal counsel regarding a potential case of litigation; Section 54957.1 to consider discipline of public employee(s); 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 Caruthers reconvened the open session meeting at 7:33 p.m.

**Announcement of Closed Session Action(s)**

Caruthers announced that the Board, in closed session May 20, 2003:

- With a vote of 5-0, ratified the action of the Chancellor in suspending a District Research Analyst for three days without pay;
- With a vote of 5-0, ratified the action of the Chancellor in suspending a Cuyamaca College General Maintenance Worker for two days without pay;
- With a vote of 5-0, ratified the action of the Chancellor to terminate a Grossmont College Custodian.

Caruthers announced that the Board, in closed session this date, June 17, 2003:

- With a vote of 5-0, adopted the hearing officer's decision regarding suspension without pay and termination of a Chemistry Technician, Grossmont College. This action upheld the Board's closed session action of September 17, 2002, ratifying the action of the Chancellor to terminate this employee; and
- With a vote of 5-0, denied a claim filed against the District by Ri Kinney and Skylar Kinney.

**Approval of Minutes**

On the motion of Members Alexander/Kraft, with a vote of 5-0, the Board approved as presented the minutes of the May 20, 2003, special, and May 20, 2003, regular meetings.

**Call to order**

**Closed session**

**Open session**

**Closed session action**

**Minutes**

5/20/03 special and regular meetings

## **Changes to Docket of Business**

Chancellor Suarez announced that donation number 3 on Item 305 (Donations) was removed at the request of Grossmont College.

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

Board President Caruthers issued the Oath of Office to 2003-2004 Student Trustees Rick Collins (Cuyamaca) and Stephanie Duncan (Grossmont).

Caruthers announced that Chancellor Suarez was presented with a Special Achievement Award by San Diego DEFCOMM, a Defense and Space Technology Consortium, at an awards event on June 6.

### **Report of the Chancellor**

Chancellor Suarez welcomed Beth Smith, President, Grossmont College Academic Senate.

Suarez presented the Chancellor/Classified Senate award for June 2003 to David Laughlin, Budget Analyst, District. Classified Senate President Rose presented Laughlin with an assortment of gifts, and Vice Chancellor Austin spoke on his behalf.

Suarez announced that the Classified Senate has nominated three outstanding classified employees—one from each site—for submission to the Statewide Classified Senate for consideration for the Classified Leadership Institute outstanding classified employee of the year award. Nominees are David Laughlin, District; Bill Duncan, Grossmont; and Juana Lake, Cuyamaca.

Suarez announced there will be two special Board meetings in July—the first, a workshop on the Architectural Design Guidelines, will take place July 1, 5:30 p.m.; and a Facilities Workshop will take place July 15, at 5:30 p.m., preceding the regular Board meeting on that date.

Suarez called on the Presidents to present items of interest from their respective campuses. President Perri and Cuyamaca Academic Senate President Setzer recognized Cuyamaca Emeriti George Murphy (July 2002) and Jerry Humpert (May 2003). Emeriti Sam Turner, Charles Hyde, and Peter Larson (May 2003) were not in attendance. Perri expressed thanks to the Board and the Chancellor for their support during the first year in her position—specifically for the bond measure, protecting positions in light of budget reductions, participating in college events, advocacy for equalization, and their part in obtaining federal dollars.

President Martinez introduced Rick Kirby, Department Chair, Cardiovascular Technology Department, who presented a videotape presentation of an ITV cable television program featuring the Grossmont CVT program. Kirby introduced CVT faculty members Jerome Passman and Don Ridgeway, and expressed appreciation for federal dollars obtained through the efforts of Congressman Duncan Hunter and Trustee Cutting, which enabled the CVT program to purchase equipment featuring the latest technology.

Vice Chancellor McMahan called on Henry Eimstad, Sr. Director of Information Systems, who presented a quarterly report on the status of technology in the District. McMahan commended Information Systems staff for their support during the move to the new Learning Resource Center, and expressed appreciation for their support in rolling out the new evaluation system, in which 2000 surveys were distributed online, with 1,400 responses received.

Vice Chancellor Austin, with the assistance of Dale Switzer, Sr. Director, Facilities Planning, Development, and Maintenance, and Tom Web of GAFCON, provided an overview of the process used in developing the Architectural Design Guidelines, as presented in item 601 for a First Reading. The Guidelines will be featured at a special workshop meeting of the Board on July 1, and will be presented for approval at the July 15 regular Board meeting.

Suarez called the Board's attention to a calendar of events for the months of June, July, and August, and encouraged participation as schedules allow.

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

## **Changes to Docket**

Oath of Office to Student Trustees

Suarez recipient of DEFCOMM award

### **Report of Chancellor**

Smith to represent Grossmont Acad. Sen.

Laughlin recipient of Chan./Classified Senate award for June 2003

Laughlin, Duncan, and Lake nominated for Statewide Classified Senate award

July 1 and July 15 special Board meetings

Emeriti Murphy and Humpert honored

Presidents' reports

Quarterly report on information technology

Architectural Design Guidelines

Calendar of events

### **Reports of the Board**

Trustee Cutting reported he addressed the East County Chamber of Commerce about the Contractors' Outreach Program and attended commencement and Nursing ceremonies. He also traveled to Washington, D.C., recently, where he spoke with a senior person at the White House concerning the President's education budget, which will have a negative effect on community colleges, with money shifting from adult education and job training to high school academic programs. He encouraged continuing efforts at the state level and letting people in Washington, D.C., know we are concerned about these issues. He commented on an e-mail from a CCLC-associated organization providing information about a "Save Our Community Colleges—Vote for Gray Davis" campaign against recalling the Governor, noting that the people contributing funds to the campaign have not supported community colleges.

Cutting

Trustee Clark reported she attended the State of the East County address by Dianne Jacob, who highlighted the Contractors' Outreach Program. She commented on the Nurses' pinning ceremony tradition, and how encouraged she was by the Cuyamaca College student scholarship awards ceremony. She suggested that the Board consider honoring students with scholarships in the areas of academics, dedication, and financial challenges.

Clark

Trustee Kraft expressed support of Trustee Clark's suggestion about scholarships, and congratulated Cuyamaca and Grossmont Colleges on their commencement ceremonies. He reported he attended the District retirement celebration, and participated in the pre-Board meeting tour of the new Grossmont Learning Resource Center and Technology Mall, which is scheduled for completion July 27.

Kraft

Trustee Alexander, commenting on the award presented to Chancellor Suarez, provided information on DEF COMM, a consortium of small, high tech businesses, which brings a lot of money into the East County. As a citizen of the East County, he expressed appreciation to Chancellor Suarez for his part in the success of DEF COMM. He added that the recent vector rocket launch, featuring area high school teams, cosponsored by DEF COMM and Cuyamaca College, was enjoyable.

Alexander

Alexander reported that the SDICCCA Board Alliance invited David Viar, Executive Director, Community College League of California, to attend the June 2 Alliance meeting for a frank discussion about community college issues.

### **Consent Calendar**

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Items 306 (Tentative Budget for 2003-2004) and 310 (Resolution 03-028—Workers' Compensation Insurance) were pulled from the Docket of Business for discussion.

### **Adoption of Consent Calendar**

On the motion of Members Alexander/Clark, with a vote of 5-0, the Board approved the Consent Calendar, which included:

#### **Operations**

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- Approving the Governing Board's involvement in the facilities development and design process, as recommended by the Chancellor. See Exhibit 201, which is made a part of these minutes.

Board involvement in facilities development and design process

#### **Budget and Finance**

#### **Budget & Finance**

- Accepting a report on the current budget status, and granting authority to the Chancellor to approve budget changes. See Exhibit 301, which is made a part of these minutes.
- Accepting revenues, new grants, and revisions to the working budget, and granting authority to the Chancellor to budget these funds. There were no actions to report. 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 May 2003, and granting authority to execute appropriate documents. See Exhibit 303, which is made a part of these minutes.
- Ratifying the action of the Chancellor 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.

Budget status and requested changes

Budget revisions

Purchase orders  
May 2003

Ratification of  
signatures on  
agreements

- Granting authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District. See Exhibit 305, as amended, which is made a part of these minutes.
- Renewing the following insurance coverages effective July 1, 2003, for the second program year of the three-year membership in the StateWide Association of Community Colleges managed risk pool, as recommended by the Chancellor:
  - a) Property, general liability, auto, educators legal liability and limited professional liability, daycare package, and boiler and machinery insurance coverage;
  - b) Faithful performance coverage;
  - c) Foreign liability;
  - d) Daycare accidental death and dismemberment coverage; and
  - e) Third party claims administration.

See Exhibit 307, which is made a part of these minutes.

- Renewing the District's annual excess liability insurance for 2003-2004, with Schools Excess Liability Fund (SELF), effective July 1, 2003, as recommended by the Chancellor. See Exhibit 308, which is made a part of these minutes.
- Renewing insurance for student accident and athletic insurance coverage with Student Insurance, Inc., to provide for the 2003-2004 academic year, including summer intersessions, as recommended by the Chancellor. See Exhibit 309, which is made a part of these minutes.
- Approving payroll deductions to Ameritas Variable Life Insurance Company for tax sheltered accounts upon the request of employees of the Grossmont-Cuyamaca Community College District, as recommended by the Chancellor. See Exhibit 311, which is made a part of these minutes.
- Approving 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, and as recommended by the Chancellor. See Exhibit 312, which is made a part of these minutes.

**Public Works Projects**

- Granting authority to the Chancellor to approve Change Orders for Bid Packages C4001-C4031 for the Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall. See Exhibit 401, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C4874—Learning Resource Center Furniture Installation, Grossmont College, to the lowest responsive bidder(s) 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. See Exhibit 402, which is made a part of these minutes.
- Ratifying the action of the Chancellor in awarding Bid C4733—Pipe Lagging ACM Abatement, Grossmont College, to C.C. Serv, Inc., the lowest responsive bidder meeting all terms, conditions, and specifications. See Exhibit 403, which is made a part of these minutes.
- Ratifying the action of the Chancellor in awarding Bid C4692—Ceramics Dust Collectors, Grossmont College, to Lemon Grove Sheet Metal Works, the lowest responsive bidder meeting terms, conditions, and specifications. See Exhibit 404, 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 May 20, 2003, through June 16, 2003. See Exhibit 501, which is made a part of these minutes.
- Approving short-term temporary, non-academic assignments, and certifying ending dates, as recommended by the Chancellor. See Exhibit 502, which is made a part of these minutes.

Donations

PPL Insurance

Excess Liability Insurance

Student accident and athletic insurance

Tax sheltered account

CC Child Dev. Ctr. Self-Evaluation Report and Action Plan

**Public Works**

Bid Pkg. C4001-C4031  
GC LRC Expansion and Library Remodel/  
Technology Mall

Bid C4874  
LRC Furniture Installation

Bid C4733  
Pipe Lagging ACM Abatement, GC

Bid C4692  
Ceramics Dust Collectors, GC

**Personnel**

Personnel actions  
5/20/03-6/16/03

Short-term hourly assignments

## Items Pulled from Consent Calendar for Discussion

- Following brief discussion, on the motion of members Alexander/Cutting, with a vote of 5-0, the Board approved the Grossmont-Cuyamaca Community College District 2003-2004 Tentative Budget as recommended by the Chancellor; and granted authority to the Chancellor to make changes to the 2003-2004 Tentative Budget prior to approval of the Adoption Budget. See Exhibit 306, which is made a part of these minutes.
- Following a report by Vice Chancellor McMahan on the status of workers' compensation in California, on the motion of Members Kraft/Alexander, with a vote of 5-0, the Board adopted Resolution 03-028—Workers' Compensation Insurance—to join the Protected Insurance Program for Schools and Colleges (PIPS) for District Workers' Compensation Insurance Coverage effective July 1, 2003, and authorized an application to the State of California to participate in PIPS self-insured Workers' Compensation Insurance pool, as recommended by the Chancellor. See Exhibit 310, which is made a part of these minutes.

## First Reading

- **Architectural Design Guidelines.** The Board considered as a first reading the draft *Architectural Design Guidelines* for Grossmont College and Cuyamaca College, as recommended by the Chancellor, in preparation for Board action at the July 15, 2003, Board meeting. See Exhibit 601, which is made a part of these minutes.

## Information

The Board accepted the following report for information:

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

## Staff Communication

United Faculty President Amov made a brief comment on the state budget.

Grossmont Academic Senate President Smith expressed appreciation for the warm welcome and extended an invitation to meet with the Senate Officers on Friday mornings during the summer, 9-10:30 a.m., at Starbucks. She extended congratulations to the Grossmont College Project Success program, which was selected to participate in a study at Syracuse College for the next three years.

Cuyamaca Academic Senate President Setzer thanked Tom Foster and Kats Gustafson for hosting the tour of the new Grossmont LRC. He extended congratulations to Rick Kirby for the outstanding CVT program at Grossmont College, and to Jim Custeau, who was recognized as Outstanding College Instructor for 2003 by the California Automotive Teachers Association. He also thanked the Board, Chancellor, and District staff for participating in the Cuyamaca commencement ceremony.

Administrators' Association President Taccone reported he was elected President of the Association in last month's elections and will continue to represent the Association at Board meetings. Other Association officers for 2003-2004 are Shannon O'Dunn, Vice President; Carmen Solom, treasurer; Pamela Amor, Secretary; and members at large Brad Tiffany and Susan Lipsmeyer.

Classified Senate President Rose reinforced Chancellor Suarez' remarks about the three nominees for outstanding classified employee.

## Adjournment

Board President Caruthers adjourned the meeting at 9:02 p.m.

2003-2004 Tentative Budget

Resolution 03-028  
Workers' Compensation Insurance

## **First Reading**

Architectural Design Guidelines

## **Information**

Status Report  
Board assignments

## **Staff Communication**

Amov

Smith

Setzer

Taccone

Rose

## **Adjournment**

Respectfully submitted,

Approved by the Governing Board July 15, 2003.

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

Timothy L. Caruthers, D.C.  
Board President

Mary V. Watkins  
Recording Secretary