



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, November 18, 2003**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, November 18, 2003, at 6:30 p.m., in the Heritage of the Americas Museum, Cuyamaca College, 900 Rancho San Diego Parkway, El Cajon, California.

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

Members Absent: Trustee Caruthers and Student Trustee Collins

Others Present: Chancellor Suarez, President Perri, Vice President Colli, 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 Vice President Ronald D. Kraft.

Adjourn to Closed Session

Kraft adjourned the open session at 6:31 p.m., and the Board met in closed session from 6:32 p.m. until 7:30 p.m., pursuant to Government Code Section 54956.9 to consult with legal counsel regarding two cases of pending litigation: 1) Kinney vs. GCCCD et al; and 2) Ross vs. GCCCD; Section 54957 to consider a complaint against public employees; 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 Vice President Kraft reconvened the open session at 7:40 p.m. and announced that he would chair the meeting, as Board President Caruthers was unable to attend the meeting.

Announcement of Closed Session Action(s)

Kraft announced that there were no closed session actions to report.

Approval of Minutes

On the motion of Members Clark/Alexander, with a vote of 3-0-1 (with Trustee Kraft with abstaining), the Board approved as presented the minutes of the October 21, 2003, regular meeting.

Changes to Docket of Business

Chancellor Suarez announced that additional pages were distributed for Attachments A and C of Item 502 (Short-Term Hourly Assignments). The changes are reflected in the fiscal impact under 2.d. The District amount was changed to \$24,357; the Grossmont College amount was changed to \$42,546.

Report of the Board President

Kraft announced that Student Trustee Collins would not be at the Board meeting due to a death in his family.

Call to order

Closed session

Open session

Minutes

10/21/03 regular meeting

Changes to Docket

Report of Bd. Pres.

Student Trustee Collins absent

On the motion of Members Clark/Cutting, with a vote of 3-0-1 (with Trustee Kraft abstaining), the Board declared excused the absence of Trustee Kraft from the October 21, 2003, Governing Board meeting, and authorized compensation pursuant to Education Code Section 72425(c).

Trustee Kraft's absence from 10/21/03 meeting excused

Public Hearing

Public hearing

A public hearing was announced on the Docket of Business on Grossmont-Cuyamaca Community College District Resolution 04-012—Conveying an Easement to CoxCom, Inc., dba Cox Communications, presented in Item 307. No public comment was received.

Reports of the Governing Board

Reports of the Board

Trustee Clark reported she has been out of town for three weeks and, while away, her family's home burned down. She announced she will be out of town for awhile longer to finish up family business, but will be attending Board meetings.

Clark

Trustee Cutting expressed appreciation for the pre-Board meeting tour of the Cuyamaca Computer Information Systems (CIS) department. He complimented the District and Colleges for their response to the fire disaster and the quick way in which they responded to students and staff and in their ongoing efforts to determine needs, and the Associated Student organizations on both campuses for stepping up to assist students. He shared a letter from the Rescue Task Force, a volunteer medical relief team, asking the Board to accept an award for District students and staff who suffered losses due to the recent fires. He presented a check in the amount of \$1,500 to Bob Eygenhuysen, Director of Risk Management, for use in disaster relief.

Cutting

Student Trustee Duncan reported the Associated Students of Grossmont College (ASGC) contributed \$500 to replace students' books that were lost in the fires. She acknowledged ASGC Board members in attendance.

Duncan

Trustee Kraft expressed appreciation to the Associated Student organizations and reported that he and Trustee Caruthers were evacuated from their homes in Alpine for eight days as a result of the fires. He added that relief efforts are heartwarming.

Kraft

Report of the Chancellor

Report of Chancellor

Chancellor Suarez reported that the District responded in a professional and commendable way in response to the fires, which resulted in closure of the District for five days. He acknowledged Director of Public Safety Javines and his officers, who were in contact immediately with him, the Presidents, Vice Chancellors, and others. He reported that a Fire Assistance Task Force, comprised of faculty, staff, students, and administrators has been formed and is working diligently to identify and provide assistance to those affected by the fires. He expressed pride in the people we work with.

Fire relief efforts

Suarez presented the Chancellor/Classified Senate Award for November 2003 to Maria Baeza, Word Processing Specialist, Grossmont College. Classified Senate President Rose presented her with gifts on behalf of the Classified Senate.

Maria Baeza receives Chan. Classified Senate Award

Suarez announced that the American Association of University Women has honored President Geraldine Perri and Director of Intergovernmental Relations Dana Quittner as Women of Leadership.

Perri and Quittner honored

Suarez reported that Trustee Cutting received public recognition in the Fall 2003 issue of the Community College League publication, *The News*, for his work with the Rescue Task Force.

Cutting featured in CCLC publication

Suarez called on President Perri, representing the Cuyamaca College Foundation, Howard Kummerman, Grossmont College Foundation Director, and Stan Schroeder, Director of the GCCCD Auxiliary Organization, to report on College Foundation and Auxiliary Organization activities, as presented in Item 653 (2002-2003 Auxiliary and Foundations Activities Reports). Kummerman introduced Grossmont Foundation Board Secretary

Auxiliary Organization and College Foundation reports

Howard Dietrich, who presented an overview of Grossmont Foundation activities. Following the reports, Suarez thanked the organizations for working together closely on foundation initiatives and for gearing up to make a major impact at each of institutions.

Suarez called on President Perri and Vice President Colli, who presented items of interest from their respective colleges.

Vice Chancellor McMahan expressed gratitude to staff and family members who responded to the call to help evacuate critical files from the District Offices during the fires. She acknowledged Information Systems staff for performing admirably in helping to get information out throughout the week.

Suarez called the Board's attention to a calendar of events for November and December and encouraged participation as schedules allow.

Consent Calendar

No items were pulled from the Docket of Business for discussion.

Adoption of Consent Calendar

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

Operations

- Selecting Tuesday, December 16, 2003, 6:30 p.m., at Grossmont College Griffin Gate, as the day, time, and location of the annual organizational meeting of the Governing Board of the Grossmont-Cuyamaca Community College District, and authorizing the Chancellor to notify the County Superintendent of Schools of the day and time chosen for the annual organizational meeting. See Exhibit 201, which is made a part of these minutes.
- Adopting Resolution 04-013—Acknowledging Closure of the District October 27-31, 2003, due to massive fires in the East County, as recommended by the Chancellor. See Exhibit 202, which is made a part of these minutes.

Budget and 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. 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 October 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.
- Granting authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District. See Exhibit 305, which is made a part of these minutes.
- Granting authority to the Chancellor to authorize Dr. James Sumich, Biology instructor, Grossmont College, to travel January 6-10, 2004, to Belize City, Belize, for the purpose of attending the Tropical Marine Biology Conference, hosted by the National Science Foundation on marine ecosystems. See Exhibit 306, which is made a part of these minutes.

President reports

McMahan

Calendar of events

Consent Calendar

Operations

12/16/03 set as date of organizational meeting

Resolution 04-013
Closure of District due to fires

Budget & Finance

Budget status and requested changes

Budget revisions

Purchase orders
October 2003

Ratification of signatures on agreements

Donations

GC out-of-country travel to Belize

- Adopting Resolution No. 04-012—Conveying an Easement to CoxCom, Inc., dba Cox Communications San Diego, as recommended by the Chancellor, and authorizing the Chancellor to execute the Grant of Easement to CoxCom, Inc., dba Cox Communications. See Exhibit 307, which is made a part of these minutes.

Resolution 04-012
Easement to CoxCom,
Inc.

Supplies, Equipment, and Services

Supplies, Equip. Serv.

- Ratifying the action of the Chancellor in awarding Bid C5065—Registration Confirmation Forms and Mailing Services for Cuyamaca College and Grossmont College, to Prestige Graphics, Inc., the lowest responsive bidder meeting terms, conditions, and specifications, as shown on bid summary. See Exhibit 351, which is made a part of these minutes.

Bid C5065
Registration
Confirmation Forms and
Mailing Services for CC
and GC

Public Works Projects

Public Works Projects

- Granting authority to the Chancellor to: a) Approve Change Order No. 1 in the amount of \$5,049.73 for Bid C4787—Cuyamaca College Waterproofing Project; 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.
- Ratifying the action of the Chancellor in awarding Bid C5103—Grossmont College Exterior Painting and Repair, to Southwest Coatings, 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 C5104—Grossmont College ADA (Americans with Disabilities Act) Ramp and Repairs, to Raver Construction, the lowest responsive bidder meeting all terms, conditions, and specifications. See Exhibit 404, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C5165—Grossmont College Fire Alarm Upgrade Project, 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. See Exhibit 405, which is made a part of these minutes.

Bid C4787
CC Waterproofing
Project

Bid C5103
GC Exterior Painting
and Repair

Bid C5104
GC ADA Ramp and
Repairs

Bid C5165
GC Fire Alarm Upgrade
Project

Personnel

Personnel

- Ratifying the action of the Chancellor in approving classified and academic personnel actions during the period of October 21, 2003, through November 17, 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.

Personnel actions
10/21/03-11/17/03

Short-term temporary
assignments

Information

Information

The Board accepted the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **District Quarterly Financial Reports.** The Board considered the Grossmont-Cuyamaca Community College District quarterly financial reports:
 - a. Quarterly Financial Status Report for the period ending, September 30, 2003;
 - b. Quarterly Report on Trust Fund Balances as of September 30, 2003; and
 - c. Schedule of Investments Report dated November 7, 2003.See Exhibit 653, which is made a part of these minutes.
- **2002-2003 Auxiliary and Foundations Activities Reports.** The Board considered the Fiscal Year 2002-2003 Activities Reports from the Grossmont-Cuyamaca Community College District Auxiliary Organization, Grossmont College Foundation, and Cuyamaca College Foundation, as presented by the Chancellor. See Exhibit 653, which is made a

Status Report
Board assignments

District quarterly
financial reports

2002-2003 Auxiliary
and Foundations
Activities Reports

part of these minutes.

Staff Communication

United Faculty Representative Close thanked the CIS Department for the tour and presentation this evening. She reported she has attended various meetings throughout the State, where commendations were made about the District's planning, resulting in our ability to weather the budget situation better than other districts. She added that the United Faculty continues to work hard in coming to solutions to bargaining issues, and the working relationships that have been established will carry us through. She reported that equalization is being discussed at every meeting, and credited the Chancellor, the Board, and others for spearheading this issue, and expressed optimism that a solution will be forthcoming.

Grossmont Academic Senate President Smith announced that she serves on the Fire Assistance Task Force, and reported that \$6,500 has been distributed through 15 grants to staff and students. She commended the Associated Student organizations for their immediate response and for continuing to reach out to students. She reported that the Grossmont Academic Senate met on Monday, November 3, and responded with ways to reach out to students. Ideas developed at the meeting have been forwarded to other schools affected by the fires.

Cuyamaca Academic Senate President Setzer acknowledged District and College staff for the exemplary response to the fire and commented he feels fortunate to work in an environment like this. He reported the Cuyamaca Academic Senate met November 13 and voted to donate \$500 to the Fire Assistance Task Force.

Setzer reported that he and Grossmont Academic Senate President Smith attended the Statewide Academic Senate Fall Plenary Session October 30-November 1, and keynote speaker Scott Lay, of CCLC, reported on two issues slated for funding: the Prop 98 split and equalization. He credited the Chancellor and Governing Board as the point of origin for the equalization issue. Setzer reported his resolution to hold a breakout session on equalization at the Spring Plenary Session was approved, and he and Smith have been invited by the Faculty Association of California Community Colleges (FACCC) to present an article on equalization for publication in an upcoming issue. He thanked Director of Intergovernmental Relations Quittner for her help with the article. Setzer and United Faculty Representative Zoe Close attended the FACCC conference in San Francisco November 14 and participated in a round table discussion on equalization. The FACCC Board will conduct an open meeting in San Diego January 23, and equalization will be a discussion topic.

Administrators' Association President Taccone added his thanks to those who met in the aftermath of the fires and commended them for their planning in meeting the crisis. He reported the Administrators' Association voted to contribute \$1,000 to the Fire Assistance Task Force and \$1,000 to each of the Associated Student organizations, for a total of \$3,000.

Classified Senate President Rose expressed appreciation to the District for its efforts in dealing with the fire and gave kudos to the Cuyamaca Grounds and Maintenance Departments for their efforts in cleaning the campus. He pledged \$200 from the Classified Senate for the Fire Relief Fund.

CSEA Representative McDade added his thanks to those above, and expressed hope that the Auxiliary and College Foundations will continue to grow. He reported that CSEA, as a statewide organization, has donated money to help victims of the Southern California fires.

Supervisory/Confidential Representative Althaus extended condolences to Trustee Clark on the loss of her family home. She thanked the College Foundations for doing an excellent job. She commended the ASGC for its immediate attention to seeing that students who suffered losses in the fires received books. She added that Vice Chancellor Austin was instrumental in making arrangements for book donations through Barnes & Noble.

Staff Communication

Close

Smith

Setzer

Taccone

Rose

McDade

Althaus

Adjournment

Board Vice President Kraft adjourned the meeting at 8:40 p.m.

Respectfully submitted,

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

Mary V. Watkins
Recording Secretary

Adjournment

Approved by the Governing Board December 16, 2003.

Timothy L. Caruthers, D.C.
Board President