



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD  
MINUTES OF THE REGULAR MEETING  
Tuesday, October 21, 2003**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, October 21, 2003, 6:30 p.m., in the Griffin Gate, Grossmont College, 8800 Grossmont College Drive, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Clark, and Cutting; Student Trustees Collins and Duncan  
Members Absent: Trustee Kraft  
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 6:35 p.m. by Board President Dr. Timothy Caruthers.

**Adjourn to Closed Session**

Caruthers adjourned the open session at 6:36 p.m., and the Board met in closed session from 6:45 p.m. until 7:30 p.m. in the Associated Students of Grossmont College (ASGC) Board Room, pursuant to Government Code 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 President Caruthers reconvened the open session meeting at 7:38 p.m.

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

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

**Approval of Minutes**

On the motion of Members Alexander/Cutting, with a vote of 4-0 (Trustee Kraft was absent), the Board approved as presented the minutes of the September 16, 2003, regular meeting.

On the motion of Members Alexander/Cutting, with a vote of 4-0, the Board approved as presented the minutes of the October 7, 2003, special meeting.

**Report of the Board President**

Board President Caruthers reported that Trustee Kraft will not be at the Board meeting.

**Changes to Docket of Business**

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

- Item 501—Personnel Actions: A revised Attachment 501A was distributed, as there were changes and additions to the item.

**Call to order**

**Closed session**

**Open session**

**Minutes**

916/03 regular meeting

10/7/03 special meeting

Trustee Kraft absent

**Changes to Docket**

**Reports of the Governing Board**

Trustee Clark expressed thanks to the Grossmont College Athletic/Exercise Science Department for hosting a tour of the facilities this date. She congratulated Mel Amov and Laura Burger on their selection as 2003-2004 Distinguished Faculty Members.

Trustee Alexander reported he has served since 1991 as the District's representative on the El Cajon – San Diego County Civic Center Authority, which has been in existence since 1975. He distributed copies of the Authority's revenue bond and announced that the Civic Center Authority has retired its debt two years early. He congratulated the Grossmont football team for its outstanding win against Chaffey College, and thanked Nancy Davis, Grossmont College Student Development Specialist, for doing a fine job on the Career Fair.

**Report of the Chancellor**

Chancellor Suarez presented the October 2003 Chancellor/Classified Senate Award to Marilyn Marshall, Administrative Secretary to the Dean, Humanities, Social & Behavioral Sciences and International Programs/English. Dean Janet Castanos and United Faculty President Amov spoke on her behalf, and Classified Senate President Rose presented her with an assortment of gifts on behalf of the Classified Senate. Marshall expressed appreciation for the recognition and asked that Grossmont College consider reinstating the Kudos award, which recognizes campus excellence.

Suarez announced that Kurt Brauer, CSEA President, has received a promotion to a supervisory position, and this will, therefore, be his last meeting as CSEA President. Trustee Cutting commented that Brauer will be missed at the Board meetings.

Suarez called on the Presidents to present items of interest from their respective areas. President Perri called on Vice President Agosto, who introduced new Cuyamaca faculty member Beth Vierson, Alternate Media/High Tech Center Access Specialist. President Martinez called on Academic Senate President Smith, who recognized Grossmont College 2003-2004 Distinguished Faculty Members Mel Amov and Laura Burger. Martinez called on Vice President Colli, who introduced new Grossmont faculty members Raymond Funk, Math Instructor; Nadra Farina-Hess, Cataloging Librarian; and Dr. David Devine, Physics and Astronomy Instructor. Other new Grossmont faculty not in attendance were Sudakshina Alagia, Biology Instructor; Larry Larsen, Exercise Science Instructor; and Linda Johnson, Nursing Instructor.

Suarez called on Vice Chancellor McMahan, who acknowledged the hard work and cooperation of President Martinez and Academic Senate President Smith, as well as other faculty, administration, and Public Safety staff at Grossmont College for a successful emergency preparedness simulated earthquake exercise.

Vice Chancellor Austin provided an update on the Contractors' Outreach Program and reported that letters were sent to 478 local contractors who attended previous workshops inviting them to bid on two contracts. Flyers for the next series of workshops have been distributed.

Chancellor Suarez called the Board's attention to calendars of events for October and November and encouraged participation as schedules allow.

Suarez called on Director of Intergovernmental Relations Quittner, who reported she will provide Board members with a chart showing major differences between higher-funded and lower-funded districts. She reported that Chancellor Suarez, Trustees Alexander and Cutting, and student representatives participated in a recent meeting with Assemblymember Christine Kehoe, and other legislative visits are being arranged. She added that the State budget proposal for equalization has been increased from \$8 million to \$25 million. Trustee Cutting commented that bringing legislators to the colleges is a good way to get the message to them. He indicated he was pleased to hear Kehoe's comments about equalization.

**Reports of the Board**

Clark

Alexander

**Report of Chancellor**

Marilyn Marshall receives Chancellor/Classified Senate award

Brauer leaves office of CSEA President

Presidents' reports  
New Cuyamaca and Grossmont faculty introduced

McMahan

Austin

Calendar of events

Quittner

Vice Chancellor McMahan called on Henry Eimstad, Interim Director of Information Systems, who presented a report on the status of technology in the District and highlights of projects to be undertaken this year. He reported that the Information Technology Plan for 2003-2004 is in the process of being finalized.

Technology update

Vice Chancellor Austin introduced Joe Minner, Gafcon Program Manager, who presented the Gafcon quarterly management report for the second quarter (July, August, and September). Minner introduced Eitan Aharoni, Sr. Project Manager, Grossmont College; Tom Webb, Sr. Project Manager, Cuyamaca College; and Rosie Ibarra, Gafcon Administrative Assistant.

Gafcon quarterly management report

### **Consent Calendar**

**Consent Calendar**

Items 201 (Academic Calendars 2004-2005—Grossmont College and Cuyamaca College); 306 (2003-2004 Adoption Budget); 402 (Preliminary Plans—75% Review and Approval—Cuyamaca College Building P Automotive Technology Complex); 403 (Preliminary Plans—75% Review and Approval—Grossmont College Science Building); and 503 (New Classified Positions—Categorically Funded Under BFAP—Financial Aid Offices—Grossmont and Cuyamaca Colleges) were pulled from the Docket of Business for discussion.

### **Adoption of Consent Calendar**

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

### **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 September 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.
- Adopting Resolution No. 04-010—Intention to Convey Easement to CoxCom, Inc., dba Cox Communications San Diego, as recommended by the Chancellor. See Exhibit 307, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Authorize Grossmont faculty members David Milroy, Paris Program Director; and Marion de Konig, Art Department, to conduct Grossmont College French language and Art History courses in the Summer 2004 (June 25-July 23, 2004) Study Abroad Program in Paris, France; and b) Grant to participating students the appropriate unit credits for the courses listed in the Grossmont College catalog. See Exhibit 308, which is made a part of these minutes.
- Granting authority to the Chancellor to authorize Kathleen McWilliams, English Instructor, to participate in the San Diego and Imperial Counties Community Colleges Association (SDICCCA) Study Abroad Consortium for one semester; and travel to Cannes, France, for the period of January 26-May 29, 2004, to teach. See Exhibit 309, which is made a part of these minutes.

Budget status and requested changes

Budget revisions

Purchase orders  
September 2003

Ratification of  
signatures on  
agreements

Donations

Resolution 04-010  
Intention to Convey  
Easement to CoxCom

GC out-of-country travel  
to Paris, France

SDICCCA out-of-  
country travel to  
Cannes, France

- Granting authority to the Chancellor to: a) Authorize Dr. Ezequiel Cardenas, Program Director, Cuyamaca College, or designee, to travel to Guadalajara, Mexico, for a five-week intensive Spanish language program during the summer 2004 (June 29–August 2, 2004); and b) Grant the appropriate unit credits for Spanish language courses listed in the Cuyamaca College catalog. See Exhibit 310, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Authorize Dr. Ezequiel Cardenas, Summer Study Abroad Program Director, Cuyamaca College, or designee, to travel to Europe for a twenty-two day tour of Europe during the summer 2004 (July 1-22, 2004); and b) Grant the appropriate unit credits for a civilization course listed in the Cuyamaca College catalog. See Exhibit 311, which is made a part of these minutes.

CC out-of-country travel to Guadalajara, Mexico

CC out-of-country travel to Europe

**Supplies, Equipment, and Services**

**Supplies, Equip., Serv.**

- Ratifying the action of the Chancellor in awarding Bid C4988—Printing of Class Schedules and *Preview*, and executing appropriate documents to VQS Enterprises, 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.
- Ratifying the action of the Chancellor in awarding Bid C5064—Grossmont-Cuyamaca College District Annual Rental of Vans and Cars to Enterprise Rent a Car, Inc., the lowest responsive bidder meeting terms, conditions, and specifications, as shown on bid summary. See Exhibit 352, which is made a part of these minutes.
- Adopting Resolution 04-011—to appoint James E. Austin, Vice Chancellor-Business Services; Barbara Starks, Director, Purchasing & Contracts; and Troy Gilson, Purchasing Supervisor, to be the District's authorized representatives to acquire federal surplus property from the California State Agency for Surplus Property. See Exhibit 353, which is made a part of these minutes.

Bid C4988  
Printing of Class Schedules and *Preview*

Bid C5064  
Annual Rental of Vans and Cars

Resolution 04-011  
Federal Surplus Property

**Public Works Projects**

**Public Works**

- Granting authority to the Chancellor to approve Change Orders for Bid Packages C4001-C4031 for 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 C5103—Grossmont College Exterior Painting and Repair, 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 404, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C5104—Grossmont College ADA Ramp and Repair, 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.
- Granting authority to the chancellor to enter into an agreement with Gafcon Inc., for project management services. See Exhibit 406, which is made a part of these minutes.

Bid pkg. C4001-C4031  
GC LRC Expansion and Library Remodel/Tech Mall

Bid C5103  
GC Exterior Painting and Repair

Bid C5104  
GC ADA Ramp and Repair

Project management agreement with Gafcon

**Personnel**

**Personnel**

- Ratifying the action of the Chancellor in approving classified and academic personnel actions during the period of September 16, 2003, through October 20, 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  
9/16/03-10/20/03

Short-term hourly assignments

**Items Pulled from Consent Calendar for Discussion**

- Following discussion, on the motion of Members Alexander/Cutting, with a vote of 4-0, the Board granted authority to the Chancellor to adopt the 2004-2005 Academic Calendars for Grossmont College and Cuyamaca College, as recommended by the districtwide Academic Calendar Committee. See Exhibit 201, which is made a part of these minutes.
- Following discussion, on the motion of Members Alexander/Clark, with a vote of 4-0, the Board approved the Grossmont-Cuyamaca Community College District 2003-2004 Adoption Budget, as recommended by the Chancellor. See Exhibit 306, which is made a part of these minutes.
- Following discussion, on the motion of Members Alexander/Cutting, with a vote of 4-0, the Board a) Approved 75% of Preliminary Plan design of the Cuyamaca College Building P Automotive Technology Complex, certifying that the design is consistent with the Board approved Facilities Construction Master Plan, Architectural Design Guidelines, and Conceptual Design in the Final Project Proposal, and b) Authorized the Chancellor to proceed with the project and direct the architects to proceed with the design. See Exhibit 402, 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 a) Approved 75% of Preliminary Plan and design of the Grossmont College Science Building, certifying that the design is consistent with the Board approved Facilities Construction Master Plan, Architectural Design Guidelines, and Conceptual Design in the Final Project Proposal; and b) Authorized the Chancellor to proceed with the project and direct the architects to proceed with the design. See Exhibit 403, which is made a part of these minutes.
- Following discussion, on the motion of Members Alexander/Cutting, with a vote of 4-0, the Board ratifying the action of the Chancellor in approving new classified positions, categorically funded under BFAP, for the Financial Aid Departments at Grossmont and Cuyamaca Colleges.  
Grossmont College:
  - Add Financial Aid Assistant, 1.0 FTE, position number CL-00422, Range CL-25
  - Add Financial Aid Assistant, 1.0 FTE, position number CL-00423, Range CL-25
  - Add Financial Aid Advisor, 1.0 FTE, position number CL-00421, Range CL-35Cuyamaca College:
  - Add Financial Aid Assistant, .6 FTE, position number CL-00425, Range CL-25
  - Add Financial Aid Advisor, 1.0 FTE, position number CL-00426, Range CL-35
  - Add Financial Aid Advisor, 1.0 FTE, position number CL-00427, Range CL-35See Exhibit 503, which is made a part of these minutes.

2004-2005 Academic Calendars

2003-2004 Adoption Budget

Prelim. Plans  
75% Review/Approval  
CC Building P Auto  
Tech Complex

Prelim. Plans  
75% Review/Approval  
GC Science Building

New classified positions  
categorically funded  
under BFAP, GC and  
CC Financial Aid

**Information**

The Board accepted the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **Proposition R Bond Building Fund Financial Statement and Audit Report.** The Board considered the Grossmont-Cuyamaca Community College District Proposition R Bond Building Fund Financial Statement and Audit Report for the year ended June 30, 2003, as recommended by the Chancellor. See Exhibit 652, which is made a part of these minutes.
- **Gafcon Quarterly Program Management Report.** The Board considered Gafcon's *Quarterly Program Management Report* for the quarter ended September 30, 2003, as recommended by the Chancellor.

**Information**

Status Report  
Board assignments

Prop R Bond building  
fund financial statement  
and audit report

Gafcon Quarterly  
Program Management  
Report

**Staff Communication**

Grossmont Academic Senate President Smith reported that the new Academic Senate newsletter has been well received. She reported she and Cuyamaca Academic Senate President Setzer attended an area Academic Senate meeting, which she described as a great experience. She congratulated CSEA President Brauer on his promotion. In response to a question from Trustee Cutting, she reported she has received positive comments from faculty, students, and staff on the new Grossmont College Learning Resource Center.

United Faculty President Amov, referencing comments about the new Grossmont College Learning Resource Center, commented he would like to see the shelves filled with books.

Cuyamaca Academic Senate President Setzer extended congratulations to Mel Amov and Laura Burger on their recognition as Distinguished Faculty Members, to Kurt Brauer on his new position, and to Cuyamaca Automotive Technology Instructor Jim Custeau on receiving Kiwanian of the Year award. Setzer reported that a resolution in support of equalization will be proposed for consideration at the Spring 2004 Academic Senate Plenary Session, and added that he has been invited to sponsor a breakout session on equalization at the November 14 Faculty Association of California Community Colleges (FACCC) convention.

Administrators' Association Representative O'Dunn reported that she will represent the Administrators' Association at Board meetings on dates that Association President Taccone has night duty at Cuyamaca College. She commented that the Association is flourishing under the leadership of Taccone.

Classified Senate President Rose called on CSEA representatives Pat Murray and Dave McDade, who presented CSEA President Brauer with a lei in commemoration of his dedication to classified employees. They added that the CSEA organization will miss him as its President.

CSEA President Brauer expressed thanks to Chancellor Suarez, Presidents Martinez and Perri, and Vice Chancellor McMahan for their open door policies. He stated it has been an honor to represent 365 classified employees for the past five years. He expressed gratitude to the District and hiring committees for promoting from within, and commented that he looks forward to serving Grossmont College as a supervisor of custodial staff.

Supervisory/Confidential Representative Orr added her congratulations to Brauer, Marilyn Marshall, Mel Amov, and Laura Burger.

**Adjournment**

Board President Caruthers adjourned the meeting at 9:30 p.m.

Respectfully submitted,

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

Mary V. Watkins  
Recording Secretary

**Staff Communication**

Smith

Amov

Setzer

O'Dunn

Rose

Brauer

**Adjournment**

Approved by the Governing Board November 18, 2003.

Timothy L. Caruthers, D.C.  
Board President