



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, September 16, 2003**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, September 16, 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, 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 6:32 p.m. until 7:20 p.m., pursuant to Government Code Section 54956.9 to consult with legal counsel regarding one case of pending litigation; 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/Announcement of Closed Session Action(s)

Board President Caruthers reconvened the open session at 7:30 p.m. He announced that there were no closed session actions to report.

Approval of Minutes

On the motion of Members Alexander/Kraft and unanimously carried, the Board approved as presented the minutes of the August 19, 2003, special meeting.

On the motion of Members Cutting/Alexander and unanimously carried, the Board approved as presented the minutes of the August 19, 2003, regular meeting.

Changes to Docket of Business

Chancellor Suarez announced there were no changes to the Docket of Business.

Report of the Board President

Board President Caruthers announced that Trustee Kraft will represent the Board at the Association of Community College Trustees (ACCT) conference September 17-20 in Denver, Colorado. Kraft will cast votes at his discretion based upon the District's legislative program for members of the ACCT regional and director-at-large positions and diversity committee.

Reports of the Governing Board

Trustee Cutting reported he will be traveling to Honduras on a medical relief mission September 17-October 4. Cutting reported he attended a Community College League of California (CCLC) Legislative Advisory Committee meeting recently in Sacramento. The

Call to order

Closed session

Open session

Minutes

8/19/03 special meeting

8/19/03 regular meeting

Changes to Docket

Report of Bd. Pres.

Kraft to represent Board at ACCT

Reports of the Board

Cutting

group is developing recommendations for the California Community Colleges Board of Governors with regard to positions on legislation that is being changed. He reviewed significant changes to the Board of Governors legislative program, and reported that equalization has made it to the Board of Governors agenda. He added that these issues will also be addressed during the November 20-22 CCLC Convention in Oakland.

Cutting reported that he was disturbed by language in the final draft of the Master Plan for Education, which weakens control of local governing boards and proposes a restructuring to regionalize districts, with a recommended six colleges in each district. Cutting recommended that the District oppose these measures.

Trustee Alexander reported that, along similar lines, the SDICCCA Board Alliance met recently, and the group is working hard to garner support for equalization at the local and state level. He added that the Underfunded Districts Caucus will meet during the upcoming CCLC convention on the equalization issue. Alexander thanked the Ornamental Horticulture Department for hosting a tour of its facilities this evening.

Alexander

Report of the Chancellor

Report of Chancellor

Chancellor Suarez presented the Chancellor/Classified Senate Award for September 2003 to Paula Matthews, Account Technician, District Accounting. Vice Chancellor Austin and Carmen Solom, Cuyamaca Associate Dean of Special Funded Programs, offered their accolades, and Classified Senate Representative Murray presented Matthews with an assortment of gifts on behalf of the Classified Senate.

Paula Matthews
receives
Chan./Classified Senate
Award

Suarez reported that several local schools were recipients of surplus furniture from the Grossmont College Learning Resource Center. He commended Grossmont College and District Warehouse staff for doing an outstanding job disseminating the furniture.

LRC furniture given to
area schools

Suarez called on the Presidents to present items of interest from their respective colleges. President Perri commented that Student Trustee Collins produced a video featuring Cuyamaca College's future development, which was well received at the Cuyamaca Fall Convocation.

President reports

In response to an inquiry from Cutting about the effect on enrollment by not mailing class schedules to certain zip code areas, Perri reported that this and other measures, including cutting back on marketing efforts, were instituted as cost-saving measures. She attributed this, along with the fee increase and other factors, with the drop in enrollment. Brad Phillips, Director of Institutional Research, Planning, and Administrative Services, added that an analysis is being conducted comparing our zip codes with other districts. Cutting indicated he would like an analysis that would show if such cost-saving actions are costing the District money in the long run.

Cutting

Suarez called on Vice Chancellor McMahan, who reported that the District has been made aware of attacks by viruses that could affect the integrity of the computer network. She called on Henry Eimstad, Interim Director, Information Systems, who, noting that spam email and computer viruses are worldwide problems, presented an overview of the situation and efforts being undertaken to address the threat.

McMahan

Suarez called on Vice Chancellor Austin, who introduced Tom Webb of Gafcon and David Suter of Consolidated Building Systems, who are in charge of executing Cuyamaca College Proposition R projects.

Austin

Austin, commenting on remarks by Trustee Cutting regarding the drop in enrollment, reported that the District has approximately 900 FTES overcap enrollment, and, in terms of this year and next, the District is not in danger of losing funded FTES. In response to a request from Trustee Cutting that a study be conducted to determine the number of students lost due to the increase in tuition, Director of Institutional Research Phillips reported that Patrick Perry of the State Chancellor's Office has produced a model which, as it gains credibility, the District will apply. Cutting indicated this will be valuable information in dealing with legislation and how it affects students.

Suarez called on Director of Intergovernmental Relations Quittner, who provided an update on legislative issues, including equalization and property tax backfill, social security legislation, utility changes, and concurrent enrollment. With regard to the latter, the San Diego and Imperial Counties Community Colleges Association (SDICCCA), along with other community college districts, are challenging the State Chancellor's decision to allocate the \$25 million penalty among the state's community colleges rather than imposing it only on those districts that were out of compliance. Quittner also reported on a bill to remove the cap on health fees and Proposition 53 dealing with allocation of infrastructure money.

Quittner

Suarez reported there will be a special Board meeting on October 7, at 6:30 p.m., in the Griffin Gate, for a workshop on the Adoption Budget.

Special Board meeting
October 7

Consent Calendar

Consent Calendar

Item 402 (Initial Project Proposal and Final Project Proposal—Cuyamaca College Building P—Automotive Technology Remode/Expansion) was pulled from the Docket of Business for discussion.

Adoption of Consent Calendar

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

Operations

Operations

- Adopting a revised federal legislative program for 2003-2004, as recommended by the Chancellor. See Exhibit 201, which is made a part of these minutes.
- Adopting Resolution 04-008—Authorizing Execution of the Amended and Restated Joint Powers Agreement Creating the Water Conservation Authority, as recommended by the Chancellor. See Exhibit 202, which is made a part of these minutes.

Federal legislative program
Resolution 04-008
Amended and Restated
JPA Water Con. Auth.

Budget and Finance

Budget & Finance

- Accepting a report on the current budget status, and granting authority to the Chancellor to approve budget changes. There were no actions to report. 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 August 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 Mary Courtney, Grossmont College Co-Coordinator, Child Development Center, to travel to Reggio Emilia, Italy, October 17-26, 2003, to participate in an International Study Group tour of Reggio Children early childhood programs. See Exhibit 306, which is made a part of these minutes.

Budget status and
requested changes

Budget revisions

Purchase orders
August 2003

Ratification of
signatures on
agreements

Donations

GC Out-of-country
travel to Italy

Supplies, Equipment, and Services

Supplies, Equip. Serv.

- Granting authority to the Chancellor to: a) Award Bid C5064—Grossmont-Cuyamaca Community College District Annual Rental of Vans and Cars 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

Bid C5064
Annual rental of vans
and cars

following the bid opening. See Exhibit 351, which is made a part of these minutes.

- Granting authority to the Chancellor to: a) Award Bid C5065—Registration Confirmation Forms and Mailing Service for Cuyamaca College and Grossmont College 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 352, which is made a part of these minutes.

Bid C5065
Regis. confirm. forms
and mailing service

Public Works Projects

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.

Bid Pkg. C4001-C4031
GC LRC expansion

Personnel

Personnel

- Ratifying the action of the Chancellor in approving classified and academic personnel actions during the period of August 19, 2003, through September 15, 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.
- Adopting Resolution 04-009, In the Matter of Reduction of Service and Layoff of Classified Employee, due to elimination of work performed by District employee assigned to the AmeriCorps Program at Grossmont College; and granting authority to the Chancellor to eliminate Position CL-00371, Program Technician-AmeriCorps, 1.0 FTE, Range 34, Grossmont College, effective December 31, 2003. See Exhibit 503, which is made a part of these minutes.

Personnel actions
8/19/03-9/15/03

Short-term temporary
assignments

Resolution 04-009
Reduction of service
and layoff of classified
employee

Items Pulled From Consent Calendar for Discussion

- Following discussion, on the motion of Members Alexander/Cutting and unanimously carried, the Board approved an Initial Project Proposal (IPP) and a Final Project Proposal (FPP) for the Cuyamaca College Building P—Automotive Technology Remodel/Expansion; and authorized funds from Proposition R proceeds, as recommended by the Chancellor. See Exhibit 402, which is made a part of these minutes.

IPP and FPP for CC
Building P
remodel/expansion

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.
- **2003-2004 Institutional Memberships.** The Board considered a report on the 2003-2004 Institutional Memberships, as recommended by the Chancellor. See Exhibit 652, which is made a part of these minutes.
- **Part-Time and Extra-Pay Assignments.** The Board considered the Grossmont-Cuyamaca Community College District part-time and extra-pay assignments report for the period of August 18, 2003, through December 22, 2003, as recommended by the Chancellor. See Exhibit 653, which is made a part of these minutes.

Status Report
Board assignments

2003-2004 institutional
memberships

Part-time and extra-pay
assignments

Staff Communication

Staff Communication

United Faculty President Amov stated he shares Trustee Cutting's concerns about enrollment, as once a downward trend starts, it is difficult to reverse.

Amov

Grossmont Academic Senate President Smith announced that Victoria Howitt was elected as an Academic Senate Officer. Smith reported that she will serve on the Statewide Academic Senate committee on local senates. She commented that students are excited about the new Learning Resource facility.

Smith

Cuyamaca Academic Senate President Setzer commended Interim Director of Information Systems Eimstad for his report and expressed appreciation to Brad Monroe, Ornamental Horticulture instructor, for hosting the tour of the OH facility. He reported that he and Grossmont Academic Senate President Smith hosted a joint Academic Senate meeting on August 21, which featured a workshop on advocacy. As a result of the workshop and discussions about equalization, he and Smith have been invited by the Faculty Association of California Community Colleges (FACCC) to do an article on equalization. Setzer commented that a spreadsheet showing FTES figures throughout the state in 2001-2002 indicates that underfunded districts generated 2/3 of the FTES, or 648,000 out of 959,000 for the entire system.

Setzer

Administrators' Association President Taccone thanked the Board for allowing Cuyamaca to host a tour of the Ornamental Horticulture Department.

Taccone

Classified Senate Representative Murray reported the Classified Senate, in an effort to keep the lines of communication open, has updated its website and is now posting its minutes, as well as photos of the Chancellor/Classified Senate Awardees. She reported the Classified Senate will conduct its first retreat on September 23. The topic will be "Staff Development Without a Budget."

Murray

Adjournment

Adjournment

Board President Caruthers adjourned the meeting at 8:29 p.m.

Respectfully submitted,

Approved by the Governing Board October 21, 2003.

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

Timothy L. Caruthers, D.C.
Board President

Mary V. Watkins
Recording Secretary