



**GOVERNING BOARD  
MINUTES OF THE REGULAR MEETING  
Tuesday, April 20, 2004**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, April 20, 2004, at 6:30 p.m., in the Griffin Gate, Grossmont College, 8800 Grossmont College Drive, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Cutting, Kraft, and Weeks;\* Student Trustee Anderson  
Members Absent: Student Trustee Collins  
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 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 6:40 p.m. until 7:30 p.m. pursuant to Education Code 72122 to consider discipline of a Grossmont College student; Government Code Section 54956.9 to consider 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**

Board President Kraft reconvened the open session at 7:34 p.m.

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

Kraft announced that the Board, in closed session:

- With a vote of 4-0, approved proposed changes to the Supervisory/Confidential Handbook.

**Approval of Minutes**

On the motion of Members Alexander/Caruthers, with a vote of 3-0-1 (with Member Cutting abstaining), the Board approved as presented the minutes of the March 16, 2004, regular meeting, and the March 25, 2004 and April 13, 2004, special meetings.

**Appointment of New Trustee**

On the motion of Members Alexander/Caruthers, with a vote of 4-0, the Board moved Item 201 (Governing Board, Seat 1, Vacancy, to this point in the docket.

Board President Kraft announced that four finalists for the Board vacancy were invited to make presentations, after which the Board would be asked to make a selection. He reported that candidate Randolph Houts was ill and unable to attend the meeting. Following presentations by candidates Lisa DeJesus, Deanna Weeks, and Arkan Somo, Student Trustee Anderson cast an advisory nomination for Lisa DeJesus; Trustee Cutting nominated Deanna Weeks; Trustee Alexander nominated Deanna Weeks; Trustee Caruthers nominated Arkan Somo; and Board President Kraft nominated Deanna Weeks.

On the motion of Members Caruthers/Alexander, with a vote of 4-0, the Board appointed Deanna Weeks to fill the Governing Board, Seat 1, vacancy.

Board President Kraft issued the Oath of Office to Weeks, who was seated at the Board table. Trustee Weeks was welcomed by Board President Kraft on behalf of the Board.

**Changes to Docket of Business**

**Call to order**

**Closed session**

**Open session**

Supervisory/Confidential Handbook

**Minutes**

3/16/04 regular and 3/25/04 and 4/13/04 special meetings

**Trustee appointment**

Deanna Weeks appointed to Board

**Changes to Docket**

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

- Item 501 (Personnel Actions)—On Attachment A2, under 39-Month Reemployment, the effective date of reemployment for Elizabeth Fotheringham should be April 21.
- Item 403 (Environmental Impact Report—Cuyamaca College)—Replacement pages for the EIR and additions have been distributed.

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

Board President Kraft announced that Student Trustee Collins was unable to attend the meeting due to dental work.

### **Trustee Absences**

On the motion of Members Alexander/Caruthers, with a vote of 4-0-1 (with Trustee Cutting abstaining), the Board excused Trustee Cutting from attendance at the March 16, 2004, Governing Board meeting; and Student Trustee Collins from attendance at the March 25, 2004, special Board meeting, and authorized compensation pursuant to Education Code Section 72425(c).

### **Student Expulsion**

On the motion of Members Alexander/Cutting, with a vote of 5-0, the Board authorized expulsion of Grossmont College student David Guy from the Grossmont-Cuyamaca Community College District, as recommended by the Chancellor.

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

Trustee Caruthers congratulated Trustee Weeks on her appointment to the Board and acknowledged the Cuyamaca College Foundation for its successful dinner/dance.

Trustee Cutting also congratulated Weeks and reiterated earlier comments that the field of candidates was excellent and expressed hope that they will consider future service to the District. He thanked those who sent cards and e-mail messages of support. He stated it is an honor and privilege to be on the Board, and commented the District is a jewel in the East County. Cutting reported he met with Secretary of Education Richard Riordan during his visit to Grossmont College last month, noting that he seemed to be open to suggestions and ideas. Cutting congratulated President Perri on a successful Cuyamaca College Foundation dinner/dance.

Trustee Alexander added his congratulations to Trustee Weeks and thanked Cuyamaca College for arranging to display the 9/11 quilt, which he described as very moving. He also congratulated President Perri on the Foundation fund raiser.

Student Trustee Anderson welcomed Trustee Weeks to the Board. He commented on Board Secretary Mary Watkins' retirement after 28 years with the District and wished her the best of luck and health in her retirement.

Board President Kraft commented that he will also miss Watkins and welcomed Trustee Weeks.

### **Report of the Chancellor**

Chancellor Suarez commented that Watkins will officially retire at the end of April after a long and successful tenure and stated that she will be missed very much.

Suarez presented the Chancellor/Classified Senate Award for April 2004 to Kathryn Thom, Secretary, Student Services, Grossmont College. Classified Senate Representative Murray presented her with an assortment of gifts on behalf of the Classified Senate and presented comments on behalf of Jack Peters, Grossmont College Assistant Dean, Student Affairs, who was unable to attend the meeting. Thom commented that Grossmont College students are the best bosses she has ever had, and it is an honor and privilege to work with them.

Suarez called on President Martinez, who invited Vice President Colli to recognize Tom Foster, Administrator Emeritus. Colli acknowledged the great work Foster has done for the District and presented him with a plaque. Foster expressed appreciation and congratulated the staff of the Grossmont Learning Resource Center for its successes.

Suarez presented an update on the status of equalization, reporting that the Governor has proposed a budget that is friendly to community colleges and wishes to support equalization at \$80 million, three percent growth at \$120 million, and \$4 million in

### **Report of Bd. Pres.**

Student Trustee Collins absent

### **Trustee Absences**

Cutting 3/16/04 absence excused; Collins 3/25/04 absence excused

### **Student Expulsion**

GC student David Guy expelled

### **Reports of the Board**

Caruthers

Cutting

Alexander

Anderson

Kraft

### **Report of Chancellor**

Kathryn Thom receives April 2004 Chancellor/ Classified Senate award

Foster recognized as Administrator Emeritus

resources for non-credit. Unfortunately, there are some within the system that are trying to have the resources reshuffled in order to provide more resources for growth and non-credit, which would come out of equalization. He reported that many districts do not agree with the proposal, and he vowed that he will fight diligently to avoid a reduction in resources for equalization. Suarez reported there will be another meeting of the Under-Funded Districts Caucus April 30, in conjunction with the CCCT Conference in Long Beach. He urged continued support of the Governor's position on the budget. He reported that Academic Senate Presidents Pat Setzer and Beth Smith have been working hard to get the message out to their counterparts throughout the state. He called on Director of Intergovernmental Relations Quittner, who provided information about the compromise.

### **Consent Calendar**

Item \_\_\_\_ was pulled from the Docket of Business for discussion.

### **Adoption of Consent Calendar**

On the motion of Members \_\_\_\_, with a vote of 5-0, the Board approved the Consent Calendar, which included:

### **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 March 2004, 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 Joseph Orate, Culinary Arts Department Coordinator, Mial Parker, Culinary Arts Instructor, Carrie Clay, Assistant Dean, ROP, Kay Carreon, Culinary Arts Instructor, and eight Culinary Arts students, Grossmont College, to participate in the Culinary Arts Olympics; and travel to Erfurt, Germany, for the period of October 14-24, 2004. See Exhibit 306, which is made a part of these minutes.
- Granting authority to the Chancellor to authorize Joseph Orate, Culinary Arts Department Coordinator, Mial Parker, Culinary Arts Instructor, and 12 Culinary Arts students, Grossmont College, to participate in the Ensenada International Seafood Competition, and travel to Ensenada, Baja California, Mexico, for the period of September 10-13, 2004. See Exhibit 307, which is made a part of these minutes.
- Ratifying the action of the Chancellor in approving two Grossmont College students, Karla Martinez and Steven Nunberg, and two Grossmont faculty advisors, Tony Ding

### **Consent Calendar**

### **Budget & Finance**

Budget status and requested changes

Budget revisions

Purchase orders  
March 2004

Ratification of signatures  
on agreements

Donations

GC out-of-country travel  
to Germany

GC out-of-country travel  
to Mexico

GC out-of-state travel to

and Victoria Howitt, to participate in the Phi Theta Kappa 86<sup>th</sup> International Convention, and travel to Minneapolis, Minnesota, for the period of March 30 to April 4, 2004. See Exhibit 308, which is made a part of these minutes.

- Approving Grossmont and Cuyamaca Colleges' course, certificate, and degree changes as recommended by the Chancellor, and authorizing publishing in the 2004-2005 Grossmont and Cuyamaca College catalogs. See Exhibit 309, which is made a part of these minutes.
- Approving required reviews of Vocational Training Programs from Cuyamaca and Grossmont Colleges, as recommended by the Chancellor. See Exhibit 310, which is made a part of these minutes.
- Granting authority to the Chancellor to authorize an increase in the Student Health Services fee for both Grossmont and Cuyamaca Colleges for fiscal year 2004-2005, beginning with the fall term. See Exhibit 311, which is made a part of these minutes.
- Granting authority to the Chancellor to approve implementation of fees to be charged to students, in addition to State mandated fees, commencing with the summer 2004 term. See Exhibit 312, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Approve use of the agreements covering Off-Campus Employers' Participation in Grossmont College CalWORKS Project Workplace Work-Study and covering Off-Campus Employers' Participation in Cuyamaca College CalWORKS Work-Study programs as Fixed Form Master Agreements; and b) Delegate signature authority to the College Administrators who oversee the programs. See Exhibit 313, which is made a part of these minutes.
- Granting authority to the Chancellor to appoint the firm of Wilkinson & Hadley, LLP, to perform the Grossmont-Cuyamaca Community College District audits for the 2003-2004 fiscal year. See Exhibit 314, which is made a part of these minutes.
- Adopting Resolution 04-020, authorizing the issuance of a 2004 Tax and Revenue Anticipation Note and Participation in the Community College League of California Cash Flow Financing Program, and authorizing the Chancellor to: a) Issue Tax and Revenue Anticipation Notes, not to exceed \$15,000,000 for fiscal year 2004-2005, with a maturity not to exceed 15 months; and b) execute the necessary documents with the Community College League of California. See Exhibit 315, which is made a part of these minutes.

### **Supplies, Equipment, and Services**

- Adopting Resolution 04-021, authorization to lease modular buildings from Mobile Modular Management, Inc., for temporary classrooms and offices, as needed, at Grossmont College and Cuyamaca College, pursuant to the terms and conditions of Bid 194 awarded by Tustin Unified School District; and authorize the Chancellor to execute the necessary contract documents. See Exhibit 351, which is made a part of these minutes.

### **Public Works Projects**

- Granting authority to the Chancellor to approve reduction of retention on specified contracts on Bid Packages C4001, C4003, C4005-4010, C4012-C4015, C4025-C4028, C4030-C4031, Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall, to five percent (5%) due to contractors' satisfactory progress. See Exhibit 401, which is made a part of these minutes.
- Approving 75% Preliminary Plan progress and design for the Cuyamaca College Science & Technology Mall, 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 authorizing 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.
- Certifying the Environmental Impact Report prepared by Helix Environmental for the Cuyamaca College Campus Master Plan; adopt Findings and Statement of Overriding Considerations; adopt the Mitigation Monitoring Program; and reaffirm the Cuyamaca College Facilities Construction Master Plan, as recommended by the Chancellor. See

Minnesota

GC and CC Course, certificate, and degree changes

Vocational Training Programs

Student health services fee

Student fees

Fixed form master agreements

Appointment of auditor

Resolution 04-020  
TRANS

### **Supplies, Equip., Serv.**

Resolution 04-021  
Lease modular buildings

### **Public Works Projects**

Bid Pkg. C4001, C4003, C4005-4010, C4012-C4015, C4025-C4028, C4030-C4031, GC LRC Expansion

75% Prelim. Plan progress and design, CC Science & Tech Mall

CC Environmental Impact Report

Exhibit 403, which is made a part of these minutes.

- Ratifying the action of the Chancellor in awarding Bid C4040—Grossmont College LRC/Tech Mall Landscape Package Rebid to A&B Landscaping, 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) File a Notice of Completion on Bid C5103—Grossmont College Exterior Painting and Repair; and b) Release retention as allowed in the contract documents. See Exhibit 404, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) File a Notice of Completion on Bid C5103—Grossmont College Exterior Painting and Repair; and b) Release retention as allowed in the contract documents. See Exhibit 405, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Approve Change Order No. 1 in the amount of \$1,095.91 on Bid C5104—Grossmont College ADA Ramp and Repair; b) File a Notice of Completion; and c) Release Retention as allowed in the contract documents. See Exhibit 406, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) File a Notice of Completion on Bid C5202—Grossmont College Re-Roof Building 200 Portables and Repair; and b) Release retention as allowed in the contract documents. See Exhibit 407, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C5461—Cuyamaca College Automotive Technology Complex Renovation/Remodel, 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 408, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C5462—Cuyamaca College Horticulture Building and Greenhouse Renovation, 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 409, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C5463—Cuyamaca College Lower Parking Lot Expansion, Phase 1, 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 410, 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 March 17, 2004, through April 20, 2004. 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 04-022, In the Matter of Reduction of Service and Layoff of Classified Employees, due to elimination of work performed by District employees assigned to the East County Career Center, Grossmont College; and grant authority to the Chancellor to eliminate Position CL-00354, Student Services Specialist-Vocational Assessment, 1.0 FTE, Range 28, effective June 30, 2004; and eliminate Position CL-00399, Computer Science Technician, Senior, 1.0 FTE, Range 36, effective June 30, 2004. See Exhibit 503, which is made a part of these minutes.

### **Item(s) Pulled from Consent Calendar for Discussion**

- 202

Bid C4040  
GC LRC/Tech Mall  
Landscape Package  
Rebid

Bid C5103  
GC LRC/Tech Mall  
Landscape Pkg. Rebid

Bid C5103  
GC Exterior Painting and  
Repair

Bid C5104  
GC ADA Ramp and  
Repair

Bid C5202  
GC Re-Roof Building  
200 Portables and  
Repair

Bid C5461  
CC Automotive Tech  
Complex Renovation and  
Remodel

Bid C5462  
CC Horticulture Bldg.  
And Greenhouse  
Renovation

Bid C5463  
CC Lower Parking Lot  
Expansion

### **Personnel**

Personnel actions  
3/17/04-4/20/04

Short-term temporary  
assignments

Resolution 04-022  
Reduction of Service and  
Layoff of Classified  
Employees

**First Reading**

- The Board considered as a first reading: a) Entering into an agreement with Datatel, Inc., for purchase of a student instructional system and related software products; and b) Entering into an agreement with Strata Information Group to provide project management services for implementation of the student instructional system, as recommended by the Chancellor. See Exhibit 601, which is made a part of these minutes.

**Information**

The Board accepted the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, 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 March 31, 2004, as presented by the Chancellor. See Exhibit 652, which is made a part of these minutes.
- **2003-2004 Partnership for Excellence Survey of Local Investments of Partnership Funds Report.** The Board considered the *2003-2004 Partnership for Excellence Survey of Local Investments of Partnership Funds* report, as presented by the Chancellor.

**Staff Communication**

**Adjournment**

Board President Kraft adjourned the meeting at \_\_\_\_ p.m.

Respectfully submitted,

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

Mary V. Watkins  
Recording Secretary

**First Reading**

Student Instructional System and Implementation

**Information**

Status Report Board assignments

Gafcon quarterly management report

Partnership for Excellence Survey

**Staff Communication**

**Adjournment**

Approved by the Governing Board May 18, 2004

Ronald D. Kraft  
Board President