



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE ORGANIZATIONAL/REGULAR MEETING
Tuesday, December 7, 2004**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, December 7, 2004, at 5:30 p.m., at Grossmont College Griffin Gate, 8800 Grossmont College Drive, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Cutting, Garrett and Weeks, Student Trustees Anderson and Stanford

Members Absent:

Others Present: Chancellor Suarez, Presidents Martinez and Perri, Vice Chancellors Austin and Lastimado, District and College Administrators, members of the staff, students, and interested citizens.

	Action Taken
100 Call to Order	Call to Order
The meeting was called to order at 5:30 p.m. by Board President Cutting.	5:30 p.m. by Cutting
105 Adjourned to Closed Session	Closed Session
Trustee Cutting adjourned the open session at 5:30 p.m., and the Board met in closed session from 5:30 p.m. until 6:30 p.m., pursuant to Government Code Section 54956.9 to confer with legal counsel regarding one case of pending litigation; Cuyamaca College Environment Impact Report; and Section 54957.6 to confer with the District Chief Negotiator regarding United Faculty, California School Employees Association, Administrators' Association, and Supervisory/Confidential matters.	5:30 p.m. through 6:30 p.m.
106 Reconvene in Open Session	Open Session
Trustee Cutting reconvened to open session at 6:40 p.m.	6:40 p.m.
108 Announcement of Closed Session Action(s)	
The Board ratified the tentative agreements with the Administrators' Association and Supervisory/Confidential groups.	Closed Session announcements
110 Approval of Minutes	
The November 16, 2004, regular meeting minutes were approved.	The Board approved the regular minutes on the motion of Members Alexander/Weeks with a vote of 4-0.
120 Call for Removal of Items from/Changes to the Docket of Business	None

130 Report of the Board President

Cutting attended the Academic Senate meeting and a meeting that included members of the District Executive Council, Extended Cabinet, Associated Students, and the Academic Senate Council on Monday, December 6, 2004. Cutting received resolutions from the Academic Senate, phone calls, and e-mails; and stated the Governing Board has reviewed, deliberated, and approved the *Prop R* spending plan. The audit on the *Prop R* spending plan stated no exceptions to the ballot language. There will be a yearly review of the spending plan by the Districtwide shared governance groups. Cutting concluded with the need to work on implementation of the *Prop R* spending plan.

Cutting's Report

131 Oath of Office

Board President Cutting administered the oath of office to Governing Board members Deanna Weeks and Timothy Caruthers

Oath of office:
Weeks/Caruthers

140 Reports of the Governing Board Members

Trustee Caruthers praised Board President Cutting for his patience and concluded commenting Chancellor Suarez on his outstanding leadership.

Trustee Caruthers

Trustee Weeks agreed with Board President Cutting. Weeks indicated she is an East County native and graduate of Helix High; and is proud of what our District has become. She stated the Governing Board is firm in doing what is best for the students and both colleges. She concluded by thanking classified staff for an e-mail regarding the support of the District, Chancellor, and Governing Board.

Trustee Weeks

Trustee Alexander thanked Chancellor Suarez for his leadership and diligence to work with all shared governance groups on the *Prop R* issue.

Trustee Alexander

Student Trustee Stanford stated he is proud to be a member of the Grossmont-Cuyamaca Community College Board. He stated he is in full support of the Chancellor and his efforts Districtwide.

Student Trustee Stanford

Student Trustee Anderson stated he attended the CCLC workshop in Anaheim.

Student Trustee Anderson

150 Report of the Chancellor

Suarez thanked the Governing Board and Student Trustees for their comments. He indicated his strong desire to continue to work collaboratively.

Suarez thanks Governing Board

Suarez awarded the December Classified Senate award to Trudy Hoffman, Office Administration Tech/Business Technology Lab, Grossmont College.

Classified Senate Award

Austin introduced Joel Javines, Director of Public Safety, who initiated the swearing in ceremony for the Public Safety Officers; Albert Ambito, Joseph Juarez, Christopher Nanquil, Nathan Nelson, and Gil Tomeldan.

Swearing in of Public Safety Officers

President Perri provided a year-end review and a brief summary of the Strategic Plan. Cuyamaca College President's report has been made a part of these minutes. She concluded thanking everyone for their help in 2004.

Cuyamaca College President's
Report

President Martinez disseminated a handout developed by the faculty and staff at Grossmont College, which has been made a part of these minutes. He gave a report on enrollment and marketing plans. Grossmont College President's report has been made a part of these minutes.

Grossmont College President's Report

Vice Chancellor Lastimado thanked the CSEA bargaining unit and the Administrator's Association for working collaboratively on the bargaining agreements.

Vice Chancellor Lastimado

Vice Chancellor Austin announced the RAD training. He thanked his staff for their assistance in receiving four audits without recommendations for the third year in a row.

Vice Chancellor Austin

160 Development of Consent Calendar

Item 201—Governing Board Vacancy, Seat 3, pulled by Trustee Alexander.

Alexander made a motion to nominate Bill Garrett to seat 3. Garrett received 46% of the votes during the election and was endorsed by former president Ron Kraft. Garrett was sworn in as the new trustee after approval of board item 201.

The Board approved **Item 201** on Motion of Members Alexander/Weeks with a vote of 3-1 to elect Bill Garrett to seat 3; Caruthers opposed the vote.

Item 202---Election of President of Governing Board for 2005, pulled by Trustee Alexander.

Alexander made the motion to retain Wendell Cutting as the Board President.

The Board approved **Items 202** on motion of Members Alexander/Caruthers with a vote of 5-0.

Item 203---Election of Vice President of Governing Board for 2005, pulled by Trustee Alexander.

Alexander made the motion to have Trustee Timothy Caruthers as Governing Board Vice President.

The Board approved **Items 203** on Motion of Members Alexander/Weeks with a vote of 4-1; Garrett opposed the vote.

Item 204---Election of Clerk of Governing Board for 2005, pulled by Trustee Weeks.

Weeks made the motion to have Trustee Rick Alexander as Clerk for the Governing Board.

The Board approved **Items 204** on motion of Members Weeks/Garrett with a vote of 5-0.

Item 205---Election Set the Time, Frequency, and Place of Year 2005 Regular Governing Board Meetings, pulled by Board President Cutting.

Cutting made the motion to amend the closed session to "adjourn to closed session when necessary." Caruthers made the motion to move the closed session to 5:30 p.m. and the regular session to 6:30 p.m.

The Board approved **Items 205** on motion of Members Cutting/Weeks with a vote of 5-0.

Item 401---75% Preliminary Plans Review, pulled by Trustee Alexander.

Trustee Alexander requested community and business financial support for this project. Trustee Weeks requested additional information on the specifications of the plan.

The Board approved **Items 401** on motion of Members Alexander/Weeks with a vote of 5-0.

Item 407---Bids C5504-C5526 Grossmont College Science Building, Permission to Award, pulled by Trustee Alexander.

Trustee Alexander thanked Austin for his diligence and work on this item.

The Board approved **Items 407** on motion of Members Alexander/Caruthers with a vote of 5-0.

Item 501---Personnel Actions, pulled by Trustee Alexander.

Trustee Alexander requested additional information and an itemized list of faculty position vacancies from President Martinez of Grossmont College. Board President Cutting is interested in the recruitment process.

The Board approved **Items 501** on motion of Members Alexander/Garrett with a vote of 5-0.

170 Adoption of Consent Calendar

The Board approved the Consent Calendar on motion of Members Caruthers/Alexander with a vote of 4-0. The items approved are listed below.

Adoption of Consent Calendar

200 OPERATIONS

201 Governing Board Vacancy, Seat 3—Take action on Governing Board Seat 3 by finding that there is a vacancy and acting to: a) Make an immediate appointment to fill the vacancy; or b) Develop a process and timeline to fill the vacancy; or c) Order an election.

Item 201, pulled for discussion
Refer to Item 160

202 Election of President of Governing Board for 2005—Elect the president of the Governing Board of the Grossmont-Cuyamaca Community College District for 2005.

Item 202, pulled for discussion
Refer to Item 160

203 Election of Vice President of Governing Board for 2005—Elect the vice president of the Governing Board of the Grossmont-Cuyamaca Community College District for 2005.

Item 203, pulled for discussion
Refer to Item 160

204 Election of Clerk of Governing Board for 2005—Elect the clerk of the Governing Board of the Grossmont-Cuyamaca Community College District for 2005.

Item 204, pulled for discussion
Refer to Item 160

205 Set the Time, Frequency, and Place of Year 2005 Regular Governing Board Meetings—Schedule regular Governing Board meetings of the Grossmont-Cuyamaca Community College District for the year 2005, as recommended by the Chancellor.

Item 205, pulled for discussion
Refer to Item 160

300 BUDGET AND FINANCE

301 Budget Status and Requested Changes—Accept a report on the current budget status, and grant authority to the Chancellor to approve budget changes.

302 Budget Revisions—Accept revenues, new grants, and revisions to the working budget, and grant authority to the Chancellor to budget these funds.

303 Ratification of Signatures on Agreements—Ratify the action of the Chancellor in signing agreements, and grant authority to accept, budget, and spend any proceeds therefrom.

304 Donations—Grant authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District.

350 SUPPLIES, EQUIPMENT, AND SERVICES

351 Bid C5770—Microcomputer Systems—Ratify the action of the Chancellor in awarding Bid C5770—Microcomputer Systems, to Datel Systems, Inc., the lowest responsive bidder meeting terms, conditions, and specifications.

400 PUBLIC WORKS PROJECTS

401 75% Preliminary Plans Review—Grossmont College Life Safety Road—Review the 75% Preliminary Plans for the Grossmont College Life Safety Road, certifying that: a) The design is consistent with the Board approved Facilities Construction Master Plan, Architectural Design Guidelines (do not apply to this project), and Conceptual design in the Final Project Proposal; and b) Authorize the Chancellor to proceed with the project and direct the

Item 401, pulled for discussion
Refer to Item 160

architects to proceed with the Preliminary Plans.

- 402 Bid C5951—Grossmont College Roofing Project 200 and 300 Buildings, Permission to Award**—Grant authority to the Chancellor to a) Award Bid C5951—Grossmont College Roofing 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.
- 403 Bid C5724—Grossmont College Chiller Equipment, Change Order No. 00001**—Grant authority to the Chancellor to approve Change Order No. 00001 for Bid C5724—Grossmont College Chiller Equipment.
- 404 Bid Package C4002—Grossmont College Learning Resource Center Expansion and Library Remodel/Technology, Change Order No. 4, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) Approve Bid Package C4002—Change Order No. 4 in the amount of \$33,398 for the Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall; b) File a Notice of Completion; and c) Release retention as allowed in the contract documents.
- 405 Bid C5500—Grossmont College Science Building, Minor Demolition for Grading Phase, Change Order No. 1, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) Approve Change Order No.1 in the amount of <\$2,057> on Bid C5500—Grossmont College Science Building, Minor Demolition for Increment 1, the grading phase; b) File a Notice of Completion; c) Reduce retention to five percent; and d) Release retention as allowed in the contract documents.
- 406 Bid C5501—Grossmont College Science Building, Underground Utilities for the Grading Phase, Change Order No. 1, Notice of Completion, Release of Retention**—Grant authority to the Chancellor to: a) Approve Change Order No.1 in the amount of <\$4,378> on Bid C5501—Grossmont College Science Building, Underground Utilities for Increment 1, the grading phase; b) File a Notice of Completion; c) Reduce retention to 5%; and d) Release retention as allowed in the contract documents.
- 407 Bids C5504-C5526—Grossmont College Science Building, Permission to Award**—Grant authority to the Chancellor to: a) Award Bids C5504-C5526 inclusive for Science Building Construction, Increment II, 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.
- 408 Bid C5769—Grossmont College Chiller Water Loop, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C5769—Grossmont College Chiller Water Loop, 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.
- 409 Bid C5953—Grossmont College Relocation and Tenant Improvements for Modular Relocatable Buildings A and B, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C5953—Grossmont College Relocation and Tenant Improvements for Modular Relocatable Buildings A and B, 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.

*Item 407, pulled for discussion
Refer to Item 160*

410 Bid C5956—District Information Systems HVAC Upgrade, Permission to Award—Grant authority to the Chancellor to: a) Award Bid C5956—District Information Systems HVAC Upgrade, 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.

500 PERSONNEL

501 Personnel Actions—Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of November 16, 2004, through December 6, 2004.

502 Short-Term Hourly Assignments—Approve short-term temporary, nonacademic assignments, and certify ending dates, as recommended by the Chancellor.

650 INFORMATION

651 Status Report—Board Assignments

652 2003-2004 District Audit Report—Consider the 2003-2004 Grossmont-Cuyamaca Community College District Audit Report, as presented by the Chancellor.

653 2003-2004 Auxiliary and Foundations Audit Reports—Consider the 2003-2004 Cuyamaca College and Grossmont College Foundation Audit Reports, and the Grossmont-Cuyamaca Community College District Auxiliary Organization Audit Report, as presented by the Chancellor.

654 2003-2004 Pension Eligible Alternative Retirement (PEAR) Plan Audit Report—Consider the 2003-2004 Grossmont-Cuyamaca Community College District Pension Eligible Alternative Retirement (PEAR) Plan Audit Report, as presented by the Chancellor.

655 Student Equity Plans—Cuyamaca College and Grossmont College—Consider Student Equity Plans for Cuyamaca College and Grossmont College, as presented by the Chancellor.

700 PUBLIC PRESENTATIONS In accordance with Education Code Section 72121.5, citizens are invited to participate in the governance system of the District by utilizing the PUBLIC PRESENTATIONS section of the Docket of Business. Items on the Docket - Public presentations on items listed on the docket shall be heard at the time the item is discussed and prior to Board action on the item. Each presentation shall be limited to five minutes (a total of twenty minutes on the same subject) unless this time limit is waived by action of the Board. Items not on the Docket - Persons requesting presentations on items not on the docket shall be prepared to be heard by the Board at the conclusion of all other sections of the Board meeting docket. (The Board shall take no action other than an action of referral.) Each presentation shall be limited as indicated above. If you wish to submit questions to the Board in your presentation, they should be in writing. At the Board's request, the Chancellor will provide written responses to your questions as soon as possible after the Board meeting.

R. Walker, Associated Student Government President, congratulated the new Governing Board members. He provided an overview of the roles as the Associated Student President and concluded by thanking everyone for their dedication and caring for students.

Item 501, pulled for discussion
Refer to Item 160

Item 653, pulled for discussion
No action taken: Trustees requested additional information from the Business Office. Austin will talk to Ken Sobel to provide information to the Governing Board.

Item 655, pulled for discussion
No action taken: Trustees requested additional information regarding transfer students and the success rate; Vice President White will provide requested information to the Board.

The Board opened Public Presentations on motion of Members Caruthers/Weeks with a vote of 5-0.

R. Walker, Associated Student Government President Grossmont College.

B. Smith, Academic Senate President, stated there are six resolutions passed by the Academic Senate since June. These resolutions are a way of looking for future solutions and how to make things better.

B. Smith, Grossmont Academic Senate President.

B. Garrett shared his appreciation for the appointment as Governing Board Trustee and looks forward to working collaboratively with everyone.

B. Garrett, Governing Board Trustee

The Board closed Public Presentations on motion of Members Caruthers/Alexander with a vote of 5-0.

800 STAFF COMMUNICATIONS

STAFF COMMUNICATIONS

Beth Smith, Grossmont College Academic Senate President, thanked Associated Student Government for coordinating Staff Appreciation Day. She announced that Renee Tuller received an award from the state Academic Senate.

Academic Senate President
Grossmont College, Beth Smith

Jan Ford, Cuyamaca Academic Senate, thanked Cuyamaca faculty for their presentations at the CCLC conference in Anaheim. She announced her attendance at the Mathematical Organizational Board meeting in Orlando and is enthusiastic that the meeting will be in San Diego in 2005. Professor Hovde is the regional coordinator for this event.

Academic Senate
Cuyamaca College, Susan Haber

Pat Murray thanked Mary Herman for her leadership in our district as the CSEA representative and recognized her with a bouquet of roses. Murray looks forward to continued dialogue with the Chancellor and Governing Board.

Pat Murray, Classified Senate

United Faculty, Academic Senate, CSEA, Classified, Supervisory Confidential, and Administrator's Association welcomed the new Governing Board members.

900 ADJOURNMENT (8:15p.m.)

Board President Cutting adjourned the regular meeting at 8:15 p.m.

Respectfully submitted,

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

Approved by the Governing Board
January 18, 2004

Rosa M. Buss
Recording Secretary

Wendell Cutting
Board President