



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, November 16, 2004**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, November 16, 2004, at 6:30 p.m., at Heritage of the Americas Museum, Cuyamaca College, 900 Rancho San Diego Parkway, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Cutting, 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 |
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| <p>100 Call to Order</p> <p>The meeting was called to order at 6:31 p.m. by Board President Cutting preceded by a special tour of the Paralegal Studies Department at Cuyamaca College.</p> | <p>Call to Order</p> <p>6:31 p.m. by Cutting</p> |
| <p>105 Adjourned to Closed Session</p> <p>Trustee Cutting adjourned the open session at 6:32 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; Section 54957.1 to consider discipline of public employee(s); 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.</p> | <p>Closed Session</p> <p>6:32 p.m. through 7:30 p.m.</p> |
| <p>106 Reconvene in Open Session</p> <p>Trustee Cutting reconvened to open session at 7:30 p.m.</p> | <p>Open Session</p> <p>7:30 p.m.</p> |
| <p>108 Announcement of Closed Session Action(s)</p> <p>The Board approved a tentative agreement with the California School Employees Associations, Chapter 707 (CSEA).</p> <p>In the case of L. Johnson; there was no violation of Governing Board Policy 3410-Nondiscrimination and Policy 3415-Equal Access.</p> | <p>The Board approved the CSEA tentative agreement with a vote of 4-0.</p> <p>Case of L. Johnson announcement</p> |

110 Approval of Minutes

The October 19, 2004, regular, and October 21, 2004, special meeting minutes were approved.

The Board approved the regular and special minutes on the motion of Members Alexander/Caruthers with a vote of 4-0.

120 Call for Removal of Items from/Changes to the Docket of Business

Item 409 BID C5696 deleted *actions (b) and (c) in the proposal statement.*

Deleted actions (b) and (c) of Item 409

130 Report of the Board President

Cutting has attended many meetings on campus with various staff, administrators, and faculty on very timely issues. He agreed to continue meeting in the weeks to come regarding campus concerns.

Cutting attending several meetings regarding campus concerns.

140 Reports of the Governing Board Members

Trustee Caruthers thanked the voters of East County for re-electing him to the Governing Board. He appreciates their confidence and looks forward to another four years.

Trustee Caruthers

Trustee Weeks thanked Madelaine Wolfe and Paralegal Studies Instructor Mary Sessom for the Pre-Board tour. She also highlighted the Grossmont College Foundation Gala.

Trustee Weeks

Trustee Alexander presented a teddy bear to the Director of Public Safety Joel Javines to kick off the Public Safety Department's annual Teddy Bear Drive and Volunteers of America for East County children.

Trustee Alexander

Student Trustee Stanford highlighted the Spring 2005 registration kickoff event at Cuyamaca College.

Student Trustee Stanford

Student Trustee Anderson thanked the Paralegal Studies Department for the tour and congratulated the Grossmont College football team. He also congratulated Trustee Weeks and Caruthers for their election to the Governing Board.

Student Trustee Anderson

150 Report of the Chancellor

Suarez congratulated Trustee Caruthers and Weeks for their election to the Governing Board and looks forward to working with them over the next four years.

Congratulations Trustee Caruthers and Weeks for re-election to the Board.

Suarez awarded the October Classified Senate award to Donald Crain, Learning Assistance Center Specialist at Grossmont College and the November Classified Senate award to Cheryl Houston, Administrative Secretary, Instruction, Division II at Cuyamaca College.

Classified Senate Award

David Agosto, Interim Associate Vice Chancellor, Districtwide Research & Planning, Academic and Student Services in conjunction with Keren Brooks, Research Analyst, provided a presentation on Distance Education. Trustee Cutting requested information regarding assurances of the student taking the online class really being the student enrolled. Faculty member Susan Haber elaborated on authentication of teaching online courses. Christina Chiriboga, Vice President of Instruction at Cuyamaca, provided additional information regarding authentication.

Distance Education Report has been made a part of these minutes

Henry Eimstad, Interim Director of Information Systems, provided long-term direction of technology on campus through 2005. The major transition is to the new student instructional system; training is scheduled through July, 2005. A new voicemail system has been installed, state mandates have been implemented, and there have been upgrades on the exchange server.

President Martinez reported on the many athletic accomplishments at Grossmont College. He invited everyone to the Grossmont Campus Appreciation Celebration. He concluded by thanking and congratulating Howard Kummerman and the committee for the Walk of Fame Gala.

President Perri congratulated the college for their hard efforts preparing for the Spring 2005 Registration Kick-Off. She congratulated Michael Wangler, Geography Instructor, on his appointment by the statewide Academic Senate as the community college discipline representative to the CSU Lower Division Transfer Project.

160 Development of Consent Calendar

Item 201—Establish Day, Time, and Location of Annual Organizational Meeting of the Governing Board of the Grossmont-Cuyamaca Community College District, *pulled by Trustee Caruthers.*

Caruthers made a motion to move the December 14, 2004 Governing Board/Organizational meeting to December 7, 2004 at 5:30 p.m.

Item 202---Academic Calendars 2005-2006 Grossmont College and Cuyamaca College, *pulled by Board President Cutting.*

Approved with the correction to add a student from Cuyamaca College

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.

200 OPERATIONS

201 Establish Day, Time, and Location of Annual Organizational Meeting of the Governing Board of the Grossmont-Cuyamaca Community College District—Select Tuesday, December 14, 2004, 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 authorize the Chancellor to notify the County Superintendent of Schools of the day and time chosen for the annual organizational meeting.

202 Academic Calendars 2005-2006 Grossmont College and Cuyamaca College—Grant authority to the Chancellor to adopt the 2005-2006 Academic Calendars for Grossmont College and Cuyamaca College, as recommended by the Districtwide Academic Calendar Committee.

District Technology Status Report 2004-05, has been made a part of these Minutes

Grossmont College President's Report has been made a part of these minutes.

Cuyamaca College President's Report has been made a part of these minutes.

The Board approved **Item 201** on Motion of Members Caruthers/Alexander with a vote of 4-0 to move the December 16 meeting to December 7, 2004.

The Board approved **Items 202** on motion of Members Alexander/Weeks with a vote of 4-0.

Adoption of Consent Calendar

OPERATIONS

Item 201, pulled for discussion
Refer to Item 160

Item 202, 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 Purchase Orders and Warrants**—Ratify the action of the Chancellor in approving purchase orders and warrants issued during the month of October 2004, and grant authority to execute appropriate documents.
- 304 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.
- 305 Donations**—Grant authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District.
- 306 Resolution 05-008—California Department of Education Instructional Materials and Supplies Grant, Grossmont College and Cuyamaca College Child Development Centers**— Adopt Resolution 05-008, as recommended by the Chancellor, certifying approval of California Department of Education Instructional Materials and Supplies Grant for Grossmont College and Cuyamaca College Child Development Centers, and authorize the designated personnel to sign contract documents for fiscal year 2004-2005.

350 SUPPLIES, EQUIPMENT, AND SERVICES

- 351 Bid C5774—Registration Confirmation Forms and Mailing Services Cuyamaca College and Grossmont College, Ratification of Award**—Ratify the action of the Chancellor in awarding Bid C5774—Registration Confirmation Forms and Mailing Services for Cuyamaca College and Grossmont College to Prestige Graphics, Inc., to the lowest responsive bidder meeting terms, conditions, and specifications, as shown on bid summary.
- 352 Bid C5890—Black & White Digital Network Copier/Printers, Permission to Award**—Grant authority to the Chancellor to: a) Award Bid C5890—Black & White Digital Network Copiers/ Printers, 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.

BUDGET AND FINANCE

SUPPLIES, EQUIPMENT, AND SERVICES

400 PUBLIC WORKS PROJECTS

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- 401 Bid Packages C4001-4031—Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall, Notices of Completion—** Grant authority to the Chancellor to: a) File a Notice of Completion on multiple bid packages for Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall; and b) Release retention as allowed in the contract documents.
- 402 Bid C5435—Cuyamaca College Water Shut-Off Valve Replacement, Notice of Completion, and Release of Retention—** Grant authority to the Chancellor to: a) File a Notice of Completion on Bid C5435—Cuyamaca College Water Shut-Off Valve Replacement with Elken Contracting, Inc.; and b) Release retention as allowed in the contract documents.
- 403 Bid C5461—Cuyamaca College Automotive Tech Remodel, Change Orders No. 12-23—** Grant authority to the Chancellor to approve Change Orders No. 12-23 for Bid C5461—Cuyamaca College Automotive Technology Remodel.
- 404 Bid C5462—Cuyamaca College Ornamental Horticulture and Greenhouse Renovation, Change Orders No. 5-7—** Grant authority to the Chancellor to approve Change Orders No. 5-7 for Bid C5462—Cuyamaca College Ornamental Horticulture and Greenhouse Renovation.
- 405 Bid C5463—Cuyamaca College Lower Parking Lot Expansion, Phase 1, Change Orders No. 1-3—** Grant authority to the Chancellor to approve Change Orders No. 1-3 for C5463—Cuyamaca College Lower Parking Lot Expansion, Phase 1.
- 406 Bid C5502—Grossmont College Science Building, Irrigation Removal and Repair for the Grading Phase, Notice of Completion, and Release of Retention—** Grant authority to the Chancellor to: a) File a Notice of Completion on Bid C5502—Grossmont College Science Building, Irrigation Removal and Repair for Increment 1, grading phase; b) Reduce retention to 5%; and c) Release retention as allowed in the contract documents.
- 407 Bid C5503—Grossmont College Science Building, Electrical Services for the Grading Phase, Notice of Completion, and Release of Retention—** Grant authority to the Chancellor to: a) File a Notice of Completion on Bid C5503—Grossmont College Science Building, Electrical Services for Increment 1, grading phase; b) Reduce retention to 5%; and c) Release retention as allowed in the contract documents.
- 408 Bid C5893—Cuyamaca College Central Plant Upgrades, Permission to Award—** Grant authority to the Chancellor to: a) Award Bid C5893—Cuyamaca College Central Plant Upgrades, 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 C5696—Cuyamaca College Building W Exterior Storage, Change Order No. 001 and 002, Notice of Completion, and Release of Retention—**Grant authority to the Chancellor to:
a) Approve Change Order No. 001 in the amount of \$737 and Change Order No. 002 in the amount of \$778.35 on Bid C5696—Cuyamaca College Building W Exterior Storage, with TSC Restoration, Inc.; b) File a Notice of Completion; and c) Release retention as allowed in the contract documents.

500 PERSONNEL

PERSONNEL

- 501 Personnel Actions—**Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of October 19, 2004, through November 15, 2004.

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

650 INFORMATION

INFORMATION

- 651 Status Report—Board Assignments**

- 652 District Quarterly Financial Reports—**Consider Grossmont-Cuyamaca Community College District quarterly financial reports, as presented by the Chancellor: a) Quarterly Financial Status Report for the period ending September 30, 2004; b) Quarterly Report on Trust Fund Balances as of September 30, 2004; and c) Schedule of Investments Report dated October 29, 2004.

- 653 *Proposition R* Bond Building Fund Financial Statement and Audit Report for the Year Ended June 30, 2004—**Consider the Grossmont-Cuyamaca Community College District *Proposition R* Bond Building Fund Financial Statement and Audit Report for the year ended June 30, 2004, as recommended by the Chancellor.

- 654 Resolution on *Proposition R* Spending Plan By Grossmont College Academic Senate—**A resolution on *Proposition R* Spending Plan, by Grossmont College Academic Senate, as an information item.

- 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.

PUBLIC PRESENTATIONS

800 STAFF COMMUNICATIONS

STAFF COMMUNICATIONS

Beth Smith, Grossmont College Academic Senate President, reported the endorsement of the student equity plan. She also reported that the Academic Senate voted to raise the mathematics requirements for graduation, but English will remain the same.

Academic Senate President
Grossmont College, Beth Smith

Susan Haber, representing the Cuyamaca Academic Senate, announced the faculty handbook has been approved.

Academic Senate
Cuyamaca College, Susan Haber

Mary Herman, CSEA President, thanked the Board for approving the new agreement. She thanked the Chancellor and Vice Chancellor Lastimado for their work, and concluded by announcing that CSEA ratified the agreement on Wednesday.

CSEA, Mary Herman

900 **ADJOURNMENT** (8:37 p.m.)

Board President Cutting adjourned
the regular meeting at 8:37 p.m.

Respectfully submitted,

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

Approved by the Governing Board
November 16, 2004

Rosa M. Buss
Recording Secretary

Wendell Cutting
Board President