



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR, ORGANIZATIONAL MEETING
Tuesday, December 11, 2012**

Board members gathered at 4:00 p.m. in the Grossmont College Health and Sciences Complex, Room 34-172 for a special presentation on the District organizational structure and decision-making process. Chancellor's Cabinet members provided a PowerPoint and overview on the functionality of the new governance structure, which provides for collaboration and coordination of planning across the District.

The regular meeting of the Governing Board for the Grossmont-Cuyamaca Community College District began at 5:00 p.m. in the Grossmont College Griffin Gate, Room 60-180, 8800 Grossmont College Drive, El Cajon, California.

Members Present: Trustees Barr, Garrett, Hiel, Justeson, and Rosinski; and Student Trustees Alyasini and Elliot

Members Absent: None

Others Present: Chancellor Miles, Presidents Cooke and Zacovic, Vice Chancellor Rearic and Interim Vice Chancellor Corcoran, District and college administrators, members of the faculty, staff, students, District legal counsel Timothy Garfield, and interested citizens.

Call to Order

Board President Garrett called the meeting to order at 5:17 p.m.

Adjourn to Closed Session

Board President Garrett adjourned the open session at 5:17 p.m., and the Board met in closed session until approximately 6:27 p.m., in the Associated Students of Grossmont College Board Room pursuant to Government Code Section 54957 for discipline/dismissal/release of employees and Chancellor performance evaluation; and Section 54957.6 to confer with the District Chief Negotiator regarding bargaining matters concerning Administrators' Association, American Federation of Teachers (AFT), California School Employees Association Chapter 707 (CSEA), Fraternal Order of Police CCD POA Lodge 56 (FOP), and confidential administrators and staff.

Reconvene in Open Session

Board President Garrett reconvened the open session at 6:39 p.m.

Announcement of Closed Session Action(s)

Board President Garrett announced that in closed session the Board, with a vote of 5-0, voted to uphold the recommendation of the Cuyamaca College president to terminate a Classified employee from employment; and with a vote of 4-0-1 (Barr abstained) voted to not renew the employment contract of an academic administrator.

Oath of Office

Trustee Hiel administered the Oath of Office to Trustee Garrett. Trustee Garrett administered the Oath of Office to Trustee Rosinski.

Public Presentations

American Federation of Teachers Guild President Jim Mahler congratulated newly re-elected Trustees Garrett and Rosinski to four-year terms and presented them with plaques.

Changes to Docket of Business

Chancellor Miles announced there were revisions made and distributed to docket items 204, 205, and 305.

Call to Order

Closed Session

Open Session

**Closed Session
Announcements**

Oath of Office

Garrett, Rosinski

Public Presentation

Changes to Docket

204, 205, and 305

Approval of Minutes

On motion of Members Barr/Rosinski, with a unanimous vote of 5-0, the Board approved the November 13, 2012, regular, meeting minutes as presented.

Reports of Governing Board Members

Trustee Rosinski attended a reception hosted by *Run Women Run*, which recruits and mentors women for public office.

Trustee Hiel attended the Grossmont College *We The People* event.

Grossmont College Student Trustee Elliot reported on campus events and the upcoming student *March in March* event in Sacramento.

Cuyamaca College Student Trustee Alyasini reported on numerous past and upcoming campus events.

Report of the Board President

Board President Garrett participated in Grossmont College Constitution Day activities, attended the Cuyamaca College President's Holiday Luncheon, and attended the Grossmont College Theatre Arts production of *My Three Angels*.

Report of the Chancellor

Grossmont College President Cooke and Cuyamaca College Vice President of Instruction Steinback presented a progress report on the District's efforts to comply with Transfer Model Curriculum, Senate Bill 1440: The Student Transfer Achievement Reform Act. The Act requires community colleges and the California State University system to guarantee transfers for students earning specific associate degrees. The colleges are looking at curriculum to determine which transfer degrees can be offered. To be in full compliance Cuyamaca College will have 14 transfer degrees and Grossmont College will have 16 transfer degrees in place by 2014.

Curriculum Chairs Pat Setzer, Cuyamaca College, and Jeff Waller, Grossmont College, provided an overview on Course, Certificate, and Degree Changes for 2012-2013 and 2013-2014 (Refer to Item 305). They reported on curriculum updates, including new degrees for transfer and three basic skills courses, which will be offered as pilot courses to collect data on completion. They are also working on alignment, with consistency in titles and course numbering. See docket item 305.

John Dominguez, CFE, Supervisor from the independent accounting firm of Christy White Associates provided an overview of the District's audit reports. In areas of financial statements, controls, and compliance with state and federal regulations, the District received six unqualified opinions with no audit findings on the audits. See docket items 652, 653, 654, and 655.

Chancellor Cindy Miles expressed her thanks and appreciation to out-going California School Employees Association President Cheryl Houston for her years of service as a fair and good advocate. She noted the upcoming retirements and expressed appreciation to Grossmont College Business Communication Services Supervisor Alba Orr and Auxiliary Director Stan Schroeder.

President Cooke reported on the Accreditation Self-Study Read-In, two 2012 Respiratory Therapy graduates being featured in a national magazine, and Griffin Radio students' participation in a San Diego Blood Bank Charger's Blood Drive.

President Zacovic reported on the Women's Soccer Team competing in the Pacific Coast Conference Regional competition, Tony Zambelli, recipient of the 2012 Adam's Apple Award, and upcoming events.

Vice Chancellor Rearic provided an update on the Facilities Master Plan – Phase 2, and reported on the budget status, six unqualified audit opinions, and the District Services Holiday Toy Drive.

The Presidents' and Vice Chancellor's Reports were distributed.

Minutes

11/13/12, reg min approved

Rpts of Trustees

Rosinski

Hiel

Elliot

Alyasini

Board President Rpt

Garrett

Chancellor's Rpt

Transfer Model Curriculum Progress Report

Course, Certificate, and Degree Changes for 2012-2013 and 2013-2014 Report

Audit Reports-docket items 652, 653, 654, and 655

Miles

Cooke

Zacovic

Rearic

Pres and VC Rpts

Adoption of Consent Calendar

On the motion of Members Barr/Hiel, with a unanimous vote of 5-0 (except for item 501 on which Trustee Justeson abstained providing a vote of 4-0-1), the Board approved the Consent Calendar, which included:

Operations

Set the Time, Frequency, and Place of Year 2013 Regular Governing Board

Meetings—Scheduled regular Governing Board meetings of the Grossmont-Cuyamaca Community College District for the year 2013, as recommended by the Chancellor. Refer to item 204 attached to the docket and made a part of these minutes.

Academic Calendar 2013-2014 Grossmont and Cuyamaca Colleges—Granted authority to the Chancellor to adopt the 2013-2014 Academic Calendar for Grossmont and Cuyamaca Colleges, as recommended by the Districtwide Academic Calendar Committee. Refer to item 205 attached to the docket and made a part of these minutes.

Board Policies Update—Adopted new board policies BP 5011 Admission and Concurrent Enrollment of High School and Other Minors and BP 7700 Whistleblower Protection; and revisions to board policies BP 6700 Civic Center and Other Facilities Use and BP 7310 Nepotism, as recommended by the Chancellor. Refer to item 206 attached to the docket and made a part of these minutes.

Budget and Finance

Budget Status and Requested Changes—Accepted a report on the current budget status, and granted authority to the Chancellor to approve budget changes. Refer to item 301 attached to the docket and made a part of these minutes.

Budget Revisions—Accepted revenues, new grants, and revisions to the working budget, and granted authority to the Chancellor to budget these funds. Refer to item 302 attached to the docket and made a part of these minutes.

Purchase Orders and Warrants—Ratified the action of the Chancellor in approving purchase orders and warrants issued during the month of November 2012, and granted authority to execute appropriate documents. Refer to item 303 attached to the docket and made a part of these minutes.

Ratification of Signatures on Agreements—Ratified the action of the Chancellor in signing agreements, and granted authority to accept, budget, and spend any proceeds therefrom. Refer to item 304 attached to the docket and made a part of these minutes.

Child Development Centers Annual Renewal of Child and Adult Food Care

Program—Granted authority to the Chancellor to renew the annual contract with the California Department of Education Child and Adult Food Care Program for the Grossmont College and Cuyamaca College Child Development Centers. Refer to item 306 attached to the docket and made a part of these minutes.

Public Works Projects

Grossmont College Building 51 and 53 Air Handler and Boiler Replacement; Reduce Retention to 2%—Granted authority to the Chancellor to reduce retention to 2% for Bid B11.009 Grossmont College Building 51 and 53 Air Handler and Boiler Replacement, with Fordyce Construction, Inc. Refer to item 401 attached to the docket and made a part of these minutes.

Grossmont College Campus Parking Structure Lighting Fixture Replacement; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B12.012 Grossmont College Campus Parking Structure Lighting Fixture Replacement, with Sylvania Lighting Services Corporation; and b) Release retention as allowed in the contract documents. Refer to item 402 attached to the docket and made a part of these minutes.

Grossmont College Modular Village Deconstruction and Asphalt Repairs; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B11.019 Grossmont College Modular Village Deconstruction and Asphalt Repairs; and b) Release retention as allowed in the contract documents. Refer to item 403 attached to the docket and made a part of these minutes.

Adoption of Consent Calendar

Operations

Set 2013 Regular Governing Board Meetings, as revised

Academic Calendar 2013-2014 GC and CC, as revised

Board Policies Update

Budget and Finance

Budget Status and Requested Changes

Budget Revisions

Purchase Orders and Warrants

Ratification of Signatures on Agreements

Child Development Centers Annual Renewal of Child and Adult Food Care Program

Public Works Projs

GC Building 51 and 53 Air Handler and Boiler Replacement; Reduce Retention to 2%

GC Campus Parking Structure Lighting Fixture Replacement; Notice of Completion and Release of Retention

GC Modular Village Deconstruction and Asphalt Repairs; Notice of Comp and Release of Retention

Personnel

Personnel Actions—Ratified the action of the Chancellor in approving classified and academic personnel actions during the period of November 13, 2012, through December 10, 2012. Refer to item 501 attached to the docket and made a part of these minutes.

Short-Term Hourly Assignments—Approved short-term temporary, non-academic assignments, and certified ending dates, as recommended by the Chancellor. Refer to item 502 attached to the docket and made a part of these minutes.

Information

Administrative Procedures Update—New and revised administrative procedures AP 4260 Prerequisites and Co-requisites, AP 5011 Admission and Concurrent Enrollment of High School and Other Minors, AP 6700 Civic Center and Other Facilities Use, AP 7310 Nepotism, and AP 7700 Whistleblower Protection. Refer to item 651 attached to the docket and made a part of these minutes.

2011-2012 District Audit Report—2011-2012 Grossmont-Cuyamaca Community College District Audit Report. Refer to item 652 attached to the docket and made a part of these minutes.

2011-2012 Auxiliary and Foundation Audit Reports—2011-2012 Foundation for Grossmont and Cuyamaca Colleges Audit Report, and the 2011-2012 Grossmont-Cuyamaca Community College District Auxiliary Organization Audit Report. Refer to item 653 attached to the docket and made a part of these minutes.

2011-2012 Pension Eligible Alternative Retirement (PEAR) Plan Audit Report—2011-2012 Grossmont-Cuyamaca Community College District Pension Eligible Alternative Retirement (PEAR) Plan Audit Report. Refer to item 654 attached to the docket and made a part of these minutes.

Proposition R Bond Building Fund Financial Audit, Performance Audit, and Communications Reports for the Year Ended June 30, 2012—Grossmont-Cuyamaca Community College District *Proposition R* Bond Building Fund Financial Audit, Performance Audit, and Communications Reports for the year ended June 30, 2012. Refer to item 655 attached to the docket and made a part of these minutes.

Items Pulled from Consent Calendar for Discussion

Election of President of Governing Board for 2013 *pulled by Trustee Garrett* for nominations. On motion of members Hiel/Barr, nominations were opened. Trustee Hiel nominated Trustee Garrett for president. With no other nominations, on motion of members Barr/Justeson, with a unanimous vote of 5-0, Trustee Garrett was elected Board President for 2013. Refer to item 201 attached to the docket and made a part of these minutes.

Election of Vice President of Governing Board for 2013 *pulled by Trustee Garrett* for nominations. On motion of members Justeson/Barr, nominations were opened. Trustee Justeson nominated Trustee Hiel for vice president. With no other nominations, on motion of members Barr/Rosinski, with a unanimous vote of 5-0, Trustee Hiel was elected Board Vice President for 2013. Refer to item 202 attached to the docket and made a part of these minutes.

Election of Clerk of Governing Board for 2013 *pulled by Trustee Garrett* for nominations. On motion of members Rosinski/Barr, nominations were opened. Trustee Barr nominated Trustee Justeson. With no other nominations, on motion of members Hiel/Barr, with a unanimous vote of 5-0, Trustee Justeson was elected Board Clerk for 2013. Refer to item 203 attached to the docket and made a part of these minutes.

Grossmont and Cuyamaca Colleges Course, Certificate, and Degree Changes for 2012-2013 and 2013-2014 *pulled by Trustee Garrett* for presentation. On motion of members Barr/Hiel, with a unanimous vote of 5-0, the item was approved. Refer to item 305 attached to the docket and made a part of these minutes.

Personnel

Personnel Actions, approved 4-0-1 (Justeson abstained)

Short-Term Hourly Assignments

Information

Administrative Procedures Update

2011-2012 District Audit Report

2011-2012 Auxiliary and Foundation Audit Reports

2011-2012 Pension Eligible Alternative Retirement (PEAR) Plan Audit Report

Prop R Bond Building Fund Fin Audit, Perf Audit, and Communications Rpts for Year End 6/30/12

Items Pulled

Election of President of Governing Board for 2013, Garrett

Election of Vice President of Governing Board for 2013, Hiel

Election of Clerk of Governing Board for 2013, Justeson

GC/CC Course, Cert and Deg Changes for 12/13 & 13/14, approved as revised

Staff Communication

Classified Senate President Wendy Corbin, Cuyamaca College Academic Senate President Michael Wangler, and American Federation of Teachers Guild President Jim Mahler presented staff reports or comments.

Adjournment

Board President Garrett adjourned the meeting with holiday wishes at 8:06 p.m.

Staff Communication

Adjournment

Respectfully submitted,

**Approved by the Governing Board
January 15, 2013**

Cindy L. Miles, Ph.D.
Chancellor and
Secretary to the Governing Board

Bill Garrett
Board President

Jennifer Danks
Recording Secretary