



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, March 19, 2013**

Board members gathered at 4:00 p.m. in the Cuyamaca College Science & Mathematics Center, Classroom H-133 for a special presentation on the Cuyamaca College First Year Experience program on high school seniors transitioning to college, persistence and success. This continues our conversations on student success and completion initiative.

The regular meeting of the Governing Board for the Grossmont-Cuyamaca Community College District began at 5:00 p.m. in the Cuyamaca College Student Center at 900 Rancho San Diego Parkway, 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, Vice Chancellors Rearic and Corcoran, Presidents Cooke and Zacovic, college administrators, members of the staff, students, District legal counsel Timothy Garfield, and interested citizens.

Call to Order

Board President Garrett called the meeting to order at 5:14 p.m.

Public Presentations

There were none.

Adjourn to Closed Session

Board President Garrett adjourned the open session at 5:14 p.m., and the Board met in closed session until approximately 6:30 p.m., in the Cuyamaca College Student Center Meeting Room 3 (I-209), pursuant to Government Code Section 54957 for 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 6:34 p.m.

Announcement of Closed Session Action(s)

Board President Garrett announced there was no action taken in closed session.

Public Presentations

There were none.

Changes to Docket of Business

Chancellor Miles announced that a revision to docket item 502 Personnel Actions, Attachment A, was posted and distributed. She also announced that late changes were received to docket item 652 Part-Time and Extra-Pay Assignments, and that information will be presented at the April 16, 2013, Board meeting.

Approval of Minutes

On motion of Members Barr/Rosinski, with a vote of 5-0, the Board approved the February 19, 2013, regular, and February 19, 2013, workshop, meeting minutes as presented.

Call to Order

Public Presentations

Closed Session

Open Session

**Closed Session
Announcements**

Public Presentations

Changes to Docket
502 revised

Minutes

Approved 2/19/13 reg,
and 2/19/13 workshop
minutes

Reports of the Governing Board

Trustee Barr attended the March 14 opening night performance of the Grossmont College Theatre Arts production of *The Odyssey*. He said the creativity of the show was incredible. He also reported that he and Trustee Rosinski were given the assignment of reviewing Standards I and IV of the draft Grossmont College 2013 Accreditation Self Evaluation Report. He said the report was impressive, quite well-written, and a good snapshot of the college. The only suggestion was that a reference page be added to explain the numerous acronyms.

Trustee Rosinski reported that she had a wonderful time at the recent Dreamkeepers *Give the Dream* events. She encouraged everyone to visit the Dreamkeepers webpage and consider a donation to this worthy program. She also commented that she enjoyed working with Trustee Barr on the review of Standards I and IV of the Grossmont College 2013 Accreditation Self Evaluation Report. She said the report was well written and thanked everyone involved with writing the report.

Trustee Hiel reported that he enjoyed hearing about the *First Year Experience* (FYE) at the Student Success workshop, and acknowledged the efforts of the Student Success Taskforce. He said the numbers are encouraging and that he hopes the program continues to grow.

Trustee Justeson reported that she also enjoyed the FYE Student Success workshop. She thanked all involved and said she is proud of the program, and looks forward to hearing more about activities at the high schools.

Cuyamaca College Student Trustee Alyasini reported that applications for student government positions are available. He said interest is good and the Associated Students have received multiple applications for each position. He also thanked students who participated in the recent Dreamkeepers *Give the Dream* March 14 activities on campus and the March 16 activities at shopping centers.

Grossmont College Student Trustee Elliot reported on her participation at the Board of Governors retreat, March in March for Higher Education event, and State Academic Senate meeting in Sacramento. She also reported that 10 Grossmont College students and some Cuyamaca students are expected to participate in the Community Colleges Student Senate General Assembly meeting in Burlingame April 26-28.

Report of the Board President

Board President Garrett made the following announcement related to negotiations—

In accordance with Government Code section 3547 et al, meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer. After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.

The proposal for bargaining is presented electronically as Attachment A to this Docket, and is available in hard copy in the Governing Board Office.

AFT Guild, Local 1931 Additional Proposal: Between the American Federation of Teachers Guild, Local 1931 and the Grossmont-Cuyamaca Community College District Board of Trustees—(Attachment A)

Board President Garrett reported that the AFT Guild proposal as presented in Attachment A was accepted as an amendment to the proposal.

Board President Garrett thanked Trustees Hiel and Rosinski for their review of the draft Grossmont College Accreditation Self Evaluation. He talked about first time students and the importance of student support, thanked the college Presidents and commended the *First Year Experience* FYE program. He provided an update concerning the painting of curbs on the Highway 125 over cross, explaining that the City of El Cajon obtained permission from CalTRANS to paint the curbs, and the painting is now complete.

Rpts of the Board

Barr

Rosinski

Hiel

Justeson

Alyasini

Elliot

Board President Rpt

Announcement Re
Negotiations

Announcement related
to negotiations - AFT

Garrett

Report of the Chancellor

Chancellor Miles acknowledged Sara Suter, Auxiliary Director of Administrative Services, for her services to the Auxiliary Organization during the time since the retirement of former Auxiliary Executive Director, Stan Schroeder. She introduced Diane Munson, the new Auxiliary Executive Director, who comes to the Auxiliary after serving for 10 years as the San Diego Hospice Director of Grants. She explained that Ms. Munson was selected after an extensive search, and thanked search committee chair Mark Zacovic.

The 2011/2012 Auxiliary Organization Activities Report was presented by District Auxiliary Executive Director Munson. She discussed the mission and organizational structure of the Auxiliary, its accomplishments and future directions, and gave a financial overview.

The 2011/2012 Foundation for Grossmont & Cuyamaca Colleges (FGCC) Activities Report for the inaugural first year was presented by Board of Directors Chair Ron Oberndorfer. He discussed the mission and organizational structure of the FGCC, its fundraising activities, and financial results. At the close of fiscal year 2012, Foundation assets totaled \$2 million.

Chancellor Miles announced that Donna Hajj, Cuyamaca College Counselor, and Gary Jacobson, Grossmont College Geology/Oceanography Professor were presented the John and Suanne Roueche Outstanding Faculty Award at the recent league for Innovation conference in Dallas, Texas. She also acknowledged Pat Murray, Grossmont College Health Science Technician, Sr., who received the Roueche Outstanding Staff Award. She commented on the importance to bear witness to this type of leadership in the District.

President Cooke presented a medallion to Gary Jacobson in acknowledgment of his Roueche Award, and commended his history and accomplishments at Grossmont College.

President Zacovic presented a medallion to Donna Hajj in acknowledgment of her Roueche Award, and commended her work with students and dedication to Cuyamaca College.

Chancellor Cindy Miles reported on the Dreamkeepers *Give the Dream* events on March 14 and 16, and presented a video recap. She acknowledged FGCC Chair Oberndorfer for his efforts. She reported that the Vice President for Scholarship America attended the March 14 *Give the Dream* event and is looking at using the District as a national model. She reported that proceeds from the events netted \$80,000, which is enough to fund Dreamkeepers scholarships for next year and begin an endowment. She thanked all of the many volunteers who helped to make the events a success. Chancellor Miles reported that she and President Cooke attended the March 17 reception for the WASC accreditation visit for the Middle College High School. Along with Presidents Cooke and Zacovic, and Vice Chancellor Rearic, Chancellor Miles attended the San Diego County Women's Hall of Fame Induction Ceremony for San Diego Community College District Chancellor Constance Carroll. She commended Sue Gonda for her speech at the event. She also commented that she is looking forward to attending the March 25 Classified Staff Appreciation Day event.

Chancellor Miles thanked Student Trustee Elliot for her leadership, and congratulated Student Trustee Alyasini on his recent acceptances to UC San Diego and UC Santa Barbara.

Chancellor Miles commented on the sabbatical leave project requests presented in docket Item 502. She said she was very encouraged when she read the proposals and that the projects presented will make a big difference in improving the learning environment in the District. She thanked the Sabbatical Leave Committee and Academic Senate Presidents for their review of the 17 requests received, nine of which are submitted for ratification.

Grossmont College President Cooke reported that the college was awarded a first place Paragon award in the radio advertisement/PSA category at the National Council for Marketing and Public Relation Conference. The award honored the college's radio campaign for the Guinness World Record for the most signatures on a birthday card at the 50th anniversary open house celebration last April. She also reported on recent campus events, including Black History Month events, and an international folk dance performance presented by Brigham Young University on March 13. President Cooke acknowledged Professor Sue Gonda for her lecture during Women's History Month, and also for her speech at the San Diego County Hall of Fame Induction Ceremony.

Report of Chancellor

Auxiliary Organization

Auxiliary Activities Rpt.

Foundation Activities Rpt.

Roueche Excellence Award

Miles

Cooke

Cuyamaca College President Zacovic acknowledged Teresa McNeil, Interim Vice President Student Services, and Danene Brown, Interim Vice President-Instruction, for the wonderful jobs they are doing while the search is underway to fill these vacant positions. He called upon Cuyamaca Student Trustee Alyasini to recognize, via a video slide, the Cuyamaca College students who participated in the March in March event in Sacramento. President Zacovic thanked the Board for their attention to the First Year Experience event, and said it is an amazing program and that Cuyamaca College will do all they can to grow the program. He also thanked the Foundation staff for their efforts during the Dreamkeepers *Give the Dream* events. He reported that he recently traveled to New Jersey with Academic Senate President Alicia Munoz to attend the Hispanic Serving Institutions conference, and made valuable contacts. He also thanked Sue Gonda for representing the District so well during her speech at the San Diego County Women's Hall of Fame Induction Ceremony. He recognized Cuyamaca staff member Frank Sundstrom for his ceramics art currently on display in the Cuyamaca Communications Art Gallery. President Zacovic also reported that enrollment for 2012/2013 is a little low, and that eight week classes have been added to boost enrollment; however, enrollment in those classes is soft. He said that strategic thinking about Summer and Fall schedules will be necessary.

Zacovic

President Zacovic introduced Cuyamaca College student Cassandra Steppat who was recently crowned Miss La Mesa.

Vice Chancellor Rearic reported that the First Principal Apportionment (P1) has been received, and the District's revenue shortfall is 6.3%. The State is estimating a 1% to 1.5% remaining deficit at year end, and the District's portion would be \$1.2 million. She also reported that the Facilities Master Plan costs estimates are near completion and the District is transitioning to project phasing, construction staging, and the issuance of bonds in June 2013. She also reported on the Business Process Analysis conducted this week concerning payroll and hiring to consider the implementation of new systems and processes; the District Services *Star Awards*; and the District Services *Fun Friday* quarterly potluck, which included a food drive for Mama's Pantry.

Rearic

Interim Vice Chancellor-Human Resources Corcoran provided an update on recruitments reporting that HR has been experiencing challenges regarding the vice president positions and will be extending some of the searches. He said he is excited about attending and speaking at Classified Staff Appreciation Day on March 25, and encouraged everyone to come and show support.

Corcoran

The Presidents' and Vice Chancellor Reports were distributed.

Pres/VC Rpts

Adoption of Consent Calendar

On motion of Members Barr/Justeson, with a unanimous vote of 5-0, the Board approved the Consent Calendar, which included:

Adoption of Consent Calendar

Budget and Finance

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. Please refer to item 301 attached to the docket and made a part of these minutes.

Budget Status and Requested Changes

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

Budget Revisions

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

Purchase Orders and Warrants

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. Please refer to item 304 attached to the docket and made a part of these minutes.

Ratification of Signatures on Agreements

Out-of-Country Travel to Shanghai, Sushou, Hangzhou, Beijing, and Xi'an, China—Granted authority to the Chancellor to authorize up to two instructors and up to three students from Grossmont College to tour and compete in the International Debate Tournament – Peoples' Republic of China; and travel to Shanghai, Sushou, Hangzhou,

Out-of-Country Travel to Shanghai, Sushou, Hangzhou, Beijing, and Xi'an, China

Beijing, and Xi'an, China, for the period of May 25–June 10, 2013, conditional upon clearance for safe travel by the U.S. Department of State. Please refer to item 305 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; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B11.009 Grossmont College Building 51 and 53 Air Handler and Boiler Replacement, with Fordyce Construction, Inc.; and b) Release retention as allowed in the contract documents. Please refer to item 401 attached to the docket and made a part of these minutes.

Grossmont College Griffin Center/Student and Administrative Services; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Grossmont College Griffin Center/Student and Administrative Services Bid B10.025 Electrical, with Baker Electric, Inc.; and b) Release retention as allowed in the contract documents. Please refer to item 402 attached to the docket and made a part of these minutes.

Cuyamaca College ADA Operable Door Upgrade; Permission to Award—Granted authority to the Chancellor to: a) Award Bid B13.008 Cuyamaca College ADA (Americans with Disabilities Act) Operable Door 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. Please refer to item 403 attached to the docket and made a part of these minutes.

Cuyamaca College Water Conservation Garden Modular Building Relocation/Tenant Improvement; Reject All Bids—Granted authority to the Chancellor to reject all bids received for Bid B13.004, Cuyamaca College Water Conservation Garden Modular Building Relocation/ Tenant Improvement. Please refer to item 404 attached to the docket and made a part of these minutes.

Personnel

Personnel Actions—Ratified the action of the Chancellor in approving classified and academic personnel actions during the period of December 11, 2012, through January 14, 2013. Please refer to item 501 attached to the docket and made a part of these minutes.

Information

Fiscal Year 2011-2012 Activities Reports from the GCCCD Auxiliary Organization and the Foundation for Grossmont and Cuyamaca Colleges—Fiscal Year 2011-2012 Activities Reports from the Grossmont-Cuyamaca Community College District Auxiliary Organization and the Foundation for Grossmont & Cuyamaca Colleges. Please refer to item 651 attached to the docket and made a part of these minutes.

Part-Time and Extra-Pay Assignments, January 27, 2013, through May 31, 2013—Currently recorded Grossmont-Cuyamaca Community College District part-time and extra-pay assignments report for the period of January 27, 2013, through May 31, 2013. Please refer to item 652 attached to the docket and made a part of these minutes.

Employment of Tenure Track Faculty for 2013-2014—Report on tenure-track faculty who will be employed with second one-year contracts or hired as tenured faculty. Please refer to item 653 attached to the docket and made a part of these minutes.

Items Pulled from Consent Calendar

Sabbatical Leave Projects 2013-2014 *pulled by Trustees Justeson and Barr* to commend sabbatical applicants for their excellent projects. Trustee Justeson said she was very impressed with the projects submitted and looks forward to presentations when completed. Trustee Barr said all of the projects are very compelling.

After discussion, on motion of Members Justeson/Barr, with a unanimous vote of 5-0, the item was approved. Refer to item 502 attached to the docket and made a part of these minutes.

Staff Communications

Public Works Projects

GC Building 51 and 53 Air Handler and Boiler Replacement; Notice of Completion and Release of Retention

GC Griffin Center/Student and Administrative Services; Notice of Completion and Release of Retention

CC ADA Operable Door Upgrade; Permission to Award

CC ADA Operable Door Upgrade; Permission to Award

Personnel

Personnel Actions

Information

Fiscal Year 2011-2012 Activities Reports from the GCCCD Auxiliary Organization and the FGCC

Part-Time and Extra-Pay Assignments, January 27, 2013, through May 31, 2013

Employment of Tenure Track Faculty for 2013-2014

Items Pulled

Sabbatical Leave Projects 2013-2014, approved

Cuyamaca College Academic Senate President Alicia Munoz, Grossmont College Academic Senate President Sue Gonda, and American Federation of Teachers Guild representative Lauren Burroughs presented staff reports or comments.

Staff Reports

Adjournment

Adjournment

Board President Garrett adjourned the meeting at 8:07 p.m.

Respectfully submitted,

**Approved by the Governing Board
April 16, 2013**

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

Bill Garrett
Board President

Paula Tillery
Recording Secretary