



GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

GOVERNING BOARD

MINUTES OF THE REGULAR MEETING

Tuesday, May 18, 1999

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, May 18, 1999, at 6:30 p.m., at the Heritage of the Americas Museum, Cuyamaca College, 900 Rancho San Diego Drive, El Cajon, California.

Members Present: Alexander, Caruthers, Clark, Kendrick, and Kraft; Student Trustees Gibson and Vicari

Members Absent: None

Others Present: Chancellor Suarez, Presidents Amador and Martinez, Vice Chancellor 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

Board President Kraft adjourned the open session at 6:31 p.m., and the Board met in closed session from 6:35 p.m. until 7:35 p.m. in accordance with the Ralph M. Brown Act, pursuant to Government Code Section 54957 to consider employment of a Child Development Instructor and a Speech Instructor, Grossmont College; and two Computer Information Systems (CIS) Instructors and a History Instructor, Cuyamaca College; and Section 54957.6 to confer with the District Chief Negotiator regarding Administrators' Association Handbook modifications. (Employment of a Grossmont College Spanish Instructor was removed from the closed session agenda.)

Reconvene in Open Session/Announcement of Closed Session Action(s)

The Board reconvened in open session at 7:43 p.m., and Board

Call to order

Closed session

President Kraft announced that the Board, in closed session, authorized the following employments through June 30, 2000:

- With a vote of 5-0, authorized employment of Barbara Chernofsky as a second-year probationary contract Child Development instructor at Grossmont College for a one-year contract;
- With a vote of 5-0, authorized employment of Joel Castellaw as a Speech instructor at Grossmont College, contingent upon successful completion of a pre-employment physical examination;
- With a vote of 5-0, authorized employment of Arthur Chandler and Ellen Jo Reed as Computer Information Systems (CIS) Instructors at Cuyamaca College, contingent upon successful completion of a pre-employment physical examination; and
- With a vote of 5-0, authorized employment of Peter Utgaard as a History instructor at Cuyamaca College, contingent upon successful completion of a pre-employment physical examination.

Kraft reported the Board postponed action on modifications to the Administrators' Association Handbook pending a workshop to familiarize Trustees with the banding process used in the recent classification review of management positions.

Approval of Minutes

On the motion of Members Kendrick/Clark, with a vote of 4-0-1 (Trustee Caruthers abstained), the Board approved as presented the minutes of the April 20, 1999, regular meeting.

On the motion of Members Kendrick/Alexander, with a vote of 5-0, the Board approved as presented the minutes of the May 11, 1999, special meeting.

Changes to the Docket of Business

Chancellor Suarez announced a correction to Item 501 (Personnel Actions), Attachment A4: Employee number for Ross Cohen should be IN-00093.

Suarez reported that a revised Item 311 (Grossmont and Cuyamaca Colleges Course, Certificate, and Degree Changes for 1999-2000) was distributed, along with a cover memo itemizing the revisions, which include removal of ten proposed new courses for the purpose of further review of alignment issues. He indicated a report will be presented to the Board in June regarding the results of the review.

Board authorizes second-year contract for Chernofsky and employment of Castellaw as GC instructor; and Chandler, Reed, and Utgaard as Cuyamaca instructors

Approval of Admin. Assn. Handbook changes delayed

Minutes

4/20/99 regular meeting

5/11/99 special meeting

Changes to Docket

Proposed courses pulled for alignment study

Report of the Board President

Board President Kraft declared that, in accordance with Education Code Section 72425, and hearing no objection from the Board, Trustee Kendrick's absence from the March 16, 1999, regular Board meeting; Trustee Caruthers' absence from the April 20, 1999, regular Board meeting; and Student Trustee Vicari's absence from the May 11, 1999, special Board meeting were excused.

Kraft presented certificates of appreciation to Cuyamaca and Grossmont Student Trustees Gibson and Vicari, respectively, in recognition of their service as 1998-99 Student Trustees. He announced that both were reelected as 1999-2000 Student Trustees, and will be sworn in at the June 15 Board meeting.

Reports of the Governing Board

Student Trustee Gibson expressed gratitude to Cuyamaca students for reelecting her as 1999-2000 Cuyamaca Student Trustee.

Trustee Alexander reported he attended Grossmont and Cuyamaca College scholarship and awards programs, and was pleased to see that both colleges had received more scholarship funding than in past years. He reported he also enjoyed the Cuyamaca College Cinco de Mayo celebration on May 3; attended the California Community College Trustees (CCCT) annual convention in San Francisco May 7-8; the May 14 East County Economic Development Council (ECEDC) annual bus tour of the East County; and the Water Conservation Garden grand opening, Urban Forest Field Day, and High School Automotive Skills Day at Cuyamaca College on May 15. He remarked on the high level of community participation at the May 15 Cuyamaca College events.

Trustee Kendrick reported he also attended the Cuyamaca Water Conservation Garden activities, and he and his son enjoyed a recent Grossmont College dance recital program.

Student Trustee Vicari thanked the Board for the opportunity to attend the California Student Association of Community Colleges (CalSACC) conference, and noted she had an opportunity to discuss the equalization issue with California Community Colleges Vice Chancellor Patrick Lenz. Vicari expressed thanks to Grossmont College students for electing her to another term as Student Trustee.

Board President Kraft commented on the opening session address by David Viar, Executive Director, Community College League of California (CCLC), at the recent California Community College Trustee

Report of Board Pres.

Kendrick, Caruthers, and Vicari absences excused

Gibson and Vicari receive recognition as 1998-99 Student Trustees

Reports of Gov. Board

Gibson

Alexander

Kendrick

Vicari

Kraft

(CCCT) conference, and recommended that others review the text of the presentation, which focused on Boards putting students first and avoiding micromanaging. Kraft reported he, too, was most impressed with the May 15 activities at Cuyamaca College.

Trustee Clark reported she also enjoyed a very exciting day at the Water Conservation Garden ceremony and other Cuyamaca activities on May 15.

Report of the Chancellor

Chancellor Suarez called on Cuyamaca President Amador, who introduced Cuyamaca students Robert A. Baggett, III, and Sandra D. Kretschmar, who were selected as Phi Theta Kappa USA Today All-Star Academic Team Members. Baggett and Kretschmar were presented with certificates from the Board in recognition of their outstanding achievements.

Suarez presented the March 1999 Chancellor/Classified Senate award to Sandy Beasley, Multi-Media Technician, Sr., Cuyamaca College; and the April 1999 award to Pam Lawless, Secretary, Business Services, Cuyamaca College. Classified Senate President Laughlin presented Beasley and Lawless with an assortment of gifts.

Suarez congratulated Grossmont President Martinez, who was recently elected to the American Association of Community Colleges (AACC) Board of Directors for a three-year term beginning July 1999.

Suarez announced that Cuyamaca President Amador will serve as President of the Chief Executive Officers of California Community Colleges (CEOCCC) Board of Directors for 1999-2000.

Suarez acknowledged that this will be Grossmont Academic Senate President Simpson's last Board meeting as Senate President, and thanked Simpson for his contributions and for his efforts in promoting shared governance during the past year. Millie McAuley will succeed Simpson as Senate President.

Suarez reported he and representatives from other community colleges had a very productive meeting with State Chancellor Nussbaum in Sacramento April 27 on the topic of equalization, with Nussbaum committing to creation of a task force to look at the funding formula for California Community Colleges. Suarez expressed hope that the task force will conclude its work by mid-September, with recommendations included in the 1999-2000 budget.

Suarez provided an update on Board assignments, reporting that, in response to concerns by some Board members, he will consult with Trustees regarding the feasibility of returning to a two-meetings-per-

Clark

Report of Chancellor

Cuyamaca students Baggett and Kretschmar honored

Beasley and Lawless receive Chan./Classified Senate awards

Martinez elected to AACC Board of Directors

Amador to serve as CEOCCC President

Simpson's tenure as GC Acad. Senate President expires

Nussbaum creates task force to look at funding formula

Board meeting schedule

month Board meeting schedule, with one meeting dealing with action items, and the other informational items. He will report back at the June 15 Board meeting.

Suarez reported he will be working closely with Academic Senate leaders and the Presidents to develop a realistic plan to ensure that courses offered at both colleges are aligned, in an effort to eliminate barriers and better serve students. Trustee Alexander emphasized that alignment doesn't mean making classes the same, but that the same courses offered on both campuses—particularly transfer courses—should be aligned. Suarez will present an update at the June 15 Board meeting.

Suarez called on the Presidents, who presented items of interest from their respective Colleges.

Suarez invited Sue Rearic, District Controller, who was filling in for Vice Chancellor Austin, to present an analysis of the Governor's budget May Revise.

Vice Chancellor McMahan reported the Board will be asked to adopt a resolution expressing appreciation to the District's 300 classified employees and recognizing the week of May 16-22 as Classified School Employees Week.

Suarez called on Director of Intergovernmental Relations Quittner, who provided details of the Governor's budget, pointing out the proposed \$1 decrease in student fees will result in a \$13 million loss in revenue, which will adversely affect needy students due to reductions in Pell grant funding. She noted also there are no funds earmarked for equalization in the Governor's budget.

Suarez extended congratulations to Student Trustees Gibson and Vicari on their reelection as 1999-2000 Student Trustees, and complimented them on doing an outstanding job during the past year.

Chancellor Suarez reviewed schedules of events for May and June, which Board members may be interested in attending.

Development of Consent Calendar

Items 201 (Resolution 99-024—Classified Employee Week, May 16-22, 1999); 304 (Ratification of Signatures on Agreements); 310 (Appointment of Auditor for 1998-99); 352 (Resolution 99-026—Lease/Purchase of Xerox 5800 Copy Machine); 403 (Bid C1542—Cuyamaca College Site Improvement for Installation of Relocatable Classrooms); and 601 (Tentative Budget for 1999-2000 [First Reading]) were pulled from the Docket of Business for discussion.

Alignment

Presidents' reports

State budget update

May 16-22 Classified School Employees Week

Report on Governor's budget

Gibson and Vicari congratulated

Calendar of events

Consent Calendar

Adoption of Consent Calendar

On the motion of Members Clark/Alexander and unanimously carried, the Governing Board adopted the Consent Calendar, which included:

Operations

- Approving proposed new Governing Board Policy 327— Academic Freedom. See Exhibit 202, which is made a part of these minutes.
- Adopting revisions to Governing Board Policy 810— Disturbances, Acts of Violence, and Threats of Violence on District Property (formerly Disturbances on District Property). See Exhibit 203, which is made a part of these minutes.
- Granting authority to conduct destruction of Class 3 Disposable Records during the 1999-2000 fiscal year. See Exhibit 204, which is made a part of these minutes.
- Ratifying the action of the Chancellor in submitting the Grossmont-Cuyamaca Community College District (GCCCD) Recommendations for Fiscal Year 2000-2001 System Budget Proposals. See Exhibit 205, which is made a part of these minutes.

Budget and Finance

- Approving budget transfers and augmentations from April 6, 1999, through May 7, 1999. See Exhibit 301, which is made a part of these minutes.
- Ratifying the action of the Chancellor or designee in accepting grants and augmentations to restricted programs, and granting authority to accept, budget, and spend these funds. See Exhibit 302, which is made a part of these minutes.
- Ratifying purchase orders and warrants issued during the month of April 1999, and granting authority to execute appropriate documents. See Exhibit 303, which is made a part

Operations

Board Policy 327
Academic Freedom

Policy 810
Disturbances/Violence
on District Property

Destruction of records

2000-2001 system
budget proposals

Budget & Finance

Budget transfers
4/6/99-5/7/99

Ratification of
signature on
augmentations to
restricted programs

Purchase orders and
warrants, April 1999

of these minutes.

- Granting authority to accept, budget, and spend, as appropriate, the following donations to the Grossmont-Cuyamaca Community College District:

Grossmont College

- a. Three culinary knife kits to the Culinary Arts Program by the Culinary Arts Club (valued by donor at \$242);
- b. Miscellaneous equipment to the Cardiovascular Technology Program by the San Diego Cardiac Center Medical Group (valued by donor at \$7,300); and
- c. \$491.11 to the Cardiovascular Technology Program by United California Financial.

See Exhibit 305, which is made a part of these minutes.

- Adopting Resolution 99-017 authorizing the County Superintendent of Schools to effect intra-budget transfers necessary for closing the District's fiscal year end, June 30, 1999. See Exhibit 306, which is made a part of these minutes.
- Adopting Resolution 99-018 requesting temporary transfer of funds, if necessary, from the County Treasurer for the 1999-2000 fiscal year. See Exhibit 307, which is made a part of these minutes.
- Adopting the following resolutions to be effective July 1, 1999, through June 30, 2000:
 - a. Resolution 99-020— Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education;
 - b. Resolution 99-021— Designating Authorized Agent to Sign Payroll Payment Order; and
 - c. Resolution 99-022— Designating Authorized Agent to Sign School Orders (Commercial Warrants).

See Exhibit 308, which is made a part of these minutes.

- Granting authority to declare personal property as surplus to the needs of the District, and authorizing the Chancellor or designee to dispose of personal property by donation to another public educational institution, bid, public auction, private sale, or in a local sanitary landfill. See Exhibit 309,

Donations

Resolution 99-017
End-of-year intra-
budget transfers

Resolution 99-018
Temporary transfer of
funds

Resolution 99-020,
99-021, and 99-022
authorizing
designated agents

Surplus property

which is made a part of these minutes.

- Approving course, certificate, and degree changes as recommended by the Chancellor (with the deletion of ten proposed new courses for the purpose of further review of alignment issues), and authorizing publishing of the curricula changes in the 1999-2000 Grossmont and Cuyamaca College catalogs. See Exhibit 311, which is made a part of these minutes.
- Ratifying the Chancellor's approval for travel by Grossmont College instructor Dr. James Sumich to South Africa and Namibia from May 17-30, 1999, for the purpose of studying the ecology of Giyani, Kruger National Park and the marine mammals and ecology of Namibia. See Exhibit 312, which is made a part of these minutes.

1999-2000 curricula changes

Sumich out-of-country travel

Supplies, Equipment, and Services

- Adopting Resolution 99-025 authorizing the purchase of carpet and resilient flooring from Collins & Aikman Floorcoverings, Inc., pursuant to Contract No. 01.061977 awarded by the Richland-Lerdo School District; and authorizing the Chancellor or designee to execute the necessary contract documents. See Exhibit 351, which is made a part of these minutes.

Supplies, Equip., Serv.

Resolution 99-025
Purchase of carpet and resilient flooring

Public Works Projects

- Granting authority to: a) Approve the filing of a Notice of Completion for Bid C1348—Grossmont-Cuyamaca Community College District Site Improvement for Installation of Hazardous Material Storage Units; and b) Release retention as allowed in the contract documents. See Exhibit 401, which is made a part of these minutes.
- Ratifying the action of the Chancellor or designee in awarding Bid C1473—Cuyamaca College, Repaint and Restucco Exterior of Buildings, to Granite Development Company, Inc., the lowest responsive bidder meeting terms, conditions, and specifications, in the amount of \$105,719. See Exhibit 402,

Public Works Projects

Bid C1348
Hazardous material storage units

Bid C1473
Repaint and restucco buildings, CC

which is made a part of these minutes.

Personnel

- Ratifying classified and academic personnel actions during the period of April 20, 1999, through May 17, 1999, relating to volunteers; establishment of hire date and salary placement for replacement and new position hires and interim assignments; reduction in workload; new contract positions and increase in FTE; retirements; and ratification of appointments by the Chancellor. See Exhibit 501, which is made a part of these minutes.

Items Pulled from Consent Calendar for Discussion

- On the motion of Members Alexander/Clark and unanimously carried, the Board adopted Resolution 99-024, which honors the contribution of classified employees of the District and recognizes May 16-22, 1999, as Classified Employee Week in California. Board President Kraft read the resolution and, on behalf of the Board, expressed appreciation of the contributions of classified employees. See Exhibit 201, which is made a part of these minutes.
- Following brief discussion, on the motion of Members Kendrick/Clark and unanimously carried, the Board ratified the action of the Chancellor or designee in signing agreements, and granted authority to accept, budget, and spend any proceeds therefrom. See Exhibit 304, which is made a part of these minutes.
- Following discussion, on the motion of Members Kendrick/Clark and unanimously carried, the Board granted authority to appoint Calderon, Jaham & Osborn to perform the District's audits for the 1998-99 fiscal year, and authorized the Chancellor or designee to negotiate and enter into a one-year contract with two additional options to renew, at a cost not to exceed \$81,000 for three years, which includes audits of the two College Foundations. See Exhibit 310, which is made a part of these minutes.
- Following discussion, on the motion of Members Clark/Kendrick and unanimously carried, the Board adopted

Personnel

Personnel actions
4/20/99-5/17/99

Resolution 99-024
Appreciation of
classified staff

Ratification of
signatures on
agreements

Calderon, Jaham &
Osborn to perform
audits for 1998-99

Resolution 99-026
Lease/purchase of

Resolution 99–026 authorizing the lease with option to purchase of one Xerox 5800 Copy Machine, including full-service maintenance, pursuant to the County of Los Angeles/Xerox Corporation Partnership Agreement, Contract No. 0713971-01; and authorized the Chancellor or designee to execute the necessary contract documents. See Exhibit 352, which is made a part of these minutes.

Xerox 5800 copy machine

- Following discussion, on the motion of Members Caruthers/Clark and unanimously carried, the Board granted authority to the Chancellor or designee to: a) Award Bid C1542—Cuyamaca College, Site Improvement for Installation of Relocatable Buildings, to the lowest responsive bidder meeting terms, conditions, and specifications; and b) Execute appropriate contract documents prior to ratification by the Governing Board at its June 15, 1999, meeting. See Exhibit 403, which is made a part of these minutes.

Bid C1542
CC site improvement for relocatable classrooms

First Reading

First Reading

- The Board considered the Grossmont-Cuyamaca Community College District 1999-2000 Tentative Budget. In response to inquiries from Trustee Alexander, the Board will be provided with information regarding budget distribution models used by the colleges. See Exhibit 601, which is made a part of these minutes.

1999-2000 Tentative Budget

Information

Information

The Board considered the following for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **District Quarterly Financial Reports.** Consideration of Grossmont-Cuyamaca Community College District quarterly financial reports:
 - a. Quarterly Financial Status Report for the period ending March 31, 1999;
 - b. Quarterly Report on Trust Fund Balances as of March 31, 1999; and
 - c. Schedule of Investments Report dated May 3, 1999.

Status Report
Board assignments

District quarterly financial reports

See Exhibit 652, which is made a part of these minutes.

Staff Communication

**Staff
Communications**

Board President Kraft expressed appreciation to Hoke Simpson for his efforts as Grossmont Academic Senate President.

Kraft

Grossmont Academic Senate President Simpson reported the Senate recently passed five resolutions honoring Grossmont College colleagues. He stated it has been a privilege serving Grossmont College faculty as President of the Academic Senate, and thanked the Board for contributing to his education.

Simpson

United Faculty President Amov stated he will miss working with Simpson as Academic Senate President, and looks forward to working with Millie McAuley, who will succeed Simpson as Senate President.

Amov

Cuyamaca Academic Senate President Custeau expressed thanks to Simpson and commended Chancellor Suarez for his efforts to bring the faculty together and to see things from a student's perspective. He indicated he looks forward to working with McAuley in the coming year, and with Suarez and the District Curriculum Research and Advisory Committee (DCRAC) on alignment issues.

Custeau

Administrators' Association President Fenningham reported he will be happy to work with Board members regarding proposed changes to the Management Handbook.

Fenningham

Classified Senate President Laughlin congratulated Student Trustees Gibson and Vicari on their reelection as Student Trustees, and thanked the Board for its resolution in recognition of classified employees. Laughlin bid farewell to Simpson and hello to McAuley.

Laughlin

CSEA President Brauer also expressed appreciation to the Board for its resolution in recognition of classified employees, and said good-by to Simpson.

Brauer

Adjournment

Adjournment

Board President Kraft adjourned the meeting at 9:07 p.m.

Respectfully submitted,

Approved by the Governing Board June 15, 1999.

Ronald D. Kraft

Omero Suarez, Ph.D.,

Board President

Chancellor and

Secretary to the Governing Board

Mary V. Watkins

Recording Secretary