



**GOVERNING BOARD  
MINUTES OF THE REGULAR MEETING  
Tuesday, May 20, 2003**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, May 20, 2003, at 6:30 p.m., in the Heritage of the Americas Museum, Cuyamaca College, 900 Rancho San Diego Parkway, El Cajon, California.

Members Present: Trustees Alexander, Caruthers, Clark, Cutting, and Kraft; Student Trustees Collins and Ferrell

Members Absent: None

Others Present: Chancellor Suarez, Presidents Martinez and Perri, Vice Chancellors Austin and McMahan, district and college administrators, members of the staff, students, press, and interested citizens.

**Call to Order**

The meeting was called to order at 6:39 p.m. by Board President Dr. Timothy Caruthers.

**Adjourn to Closed Session**

Caruthers adjourned the open session at 6:40 p.m., and the Board met in closed session from 6:41 p.m. until 7:30 p.m., pursuant to Government Code Section 54957.1 to consider discipline of public employees; 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.

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

Board President Caruthers reconvened the open session at 7:34 p.m. He announced that there were no closed session actions to report.

**Approval of Minutes**

On the motion of Members Clark/Alexander, with a vote of 5-0, the Board approved as presented the minutes of the April 15, 2003, regular meeting.

**Changes to Docket of Business**

There were no changes to the Docket of Business.

**Report of the Board President**

Board President Caruthers presented Certificates of Appreciation to Student Trustees Collins and Ferrell and expressed appreciation for their services during the past year.

Caruthers reported that the Board will consider adopting a resolution in recognition of the contributions of classified employees and supporting Classified Employee Week, May 18-24.

Caruthers announced that the Proposition R Outreach Program, which is designed to keep money in East County, ensuring that local contractors, subcontractors, vendors, and service providers are aware of how to establish credentials and participate in the repairs, renovation, and construction being undertaken with the sale of the first series of bonds.

**Reports of the Governing Board**

Trustee Cutting reported he attended the underfunded district caucus during the recent Community College League of California Trustee Conference in San Francisco, as well as

several District and College events. He commented on the state budget situation and the fact that proposed cuts are disproportionate for community colleges compared with CSU and UC systems, which were fully funded. He noted that 100,000 fewer students will

**Call to order**

**Closed session**

**Open session**

**Minutes**

4/15/03 regular meeting

**Changes to Docket**

**Report of Bd. Pres.**

Std. Trustees recognized for service

Classified Employee Week

Proposition R Outreach Program

**Reports of the Board**

Cutting

attend college in the coming year due to the budget cuts. He urged continuing efforts at the state level.

Trustee Clark expressed appreciation to Trustee Cutting for his attendance at so many events. She reported that she also attended some events, and especially enjoyed the Spring Garden Festival.

Trustee Kraft reported he enjoyed the Cuyamaca College scholarship and awards ceremony, at which over \$100,000 was awarded. He concurred with Trustee Cutting's comments regarding the funding disparity, and noted there is little understanding of the issue in the community college system. He expressed satisfaction that the issue is being addressed through the San Diego and Imperial Counties Community Colleges Association (SDICCCA) and the SDICCCA Board Alliance, which is chaired by Trustee Alexander.

Trustee Alexander reported he did not attend as many events as Trustee Cutting, but he attended several as well. He complimented Chancellor Suarez for taking the lead on the equalization issue. He noted it will require resources to carry the issue forward, but we are fighting for millions of dollars.

Student Trustee Collins reported he attended the Cuyamaca College 25<sup>th</sup> anniversary celebration, which was a huge success.

Student Trustee Ferrell reported it has been an honor and pleasure to serve on the Board this past year. He thanked students, staff, faculty, and Board members for making this experience possible. He commented that the District is in good hands, with strong leadership in the Board and administration.

### **Report of the Chancellor**

Chancellor Suarez thanked the Student Trustees for their services during the past year. Student Trustee Collins will serve as Cuyamaca Student Trustee for 2003-2004, and Student Trustee Ferrell will be leaving.

Suarez presented Chancellor/Classified Senate awards to Juliette Harrington, Health Specialist, Grossmont College (April 2003), and Yvonne Reid-Hairston, Personnel Assistant, Intermediate, District (May 2003). Classified Senate Representative Diane Leong presented them with an assortment of gifts on behalf of the Classified Senate.

Suarez introduced Larry Fitch, Executive Director, the San Diego Workforce Partnership, who shared the results of a Prosperity Study recently conducted by the San Diego Workforce Partnership.

Suarez acknowledged Grossmont Academic Senate President Harvey, who will be stepping down as Academic Senate President. Harvey will be succeeded by Beth Smith.

Suarez called on the Presidents, who presented items of interest from their respective campuses. President Martinez introduced Coach Megan Lowrey, whose women's tennis team won the state California Community College championship for the eighth time in 14 years. Lowrey thanked the Board for its support, and presented the State Conference Championship Award for 2002-2003 to President Martinez in recognition of his support of the athletic programs.

Vice Chancellor Austin presented a status report on Proposition R activities. He informed the Board that he will provide brief updates at each Board meeting, and Gafcon will present full reports to the Board on a quarterly basis. Austin introduced Contractor Outreach Program team members Troy Gilson, task force leader; and Josh Sebert, Sol Kempinsky, and Tom Webb, of Gafcon. The team will roll out the program in East County, and Supervisor Dianne Jacob will announce the program at the May 22 State of the East County Celebration. Suarez congratulated Austin and the team for developing such a fine program.

Vice Chancellor McMahan called on Bob Eygenhuysen, Director of Risk Management, who, along with Benefits Committee members Gay Cox and Mel Amov, presented a report on the District's health benefits programs. McMahan introduced Benefits Committee members who were in attendance. Suarez thanked Eygenhuysen and the Benefits Committee for their hard work and participation in a difficult environment.

Suarez called the Board's attention to the calendar of events for May and June and encouraged participation as schedules allow.

Clark

Kraft

Alexander

Collins

Ferrell

### **Report of Chancellor**

Student Trustees acknowledged

Juliette Harrington and Yvonne Reid-Hairston receive Chan./Classified Senate awards

Prosperity Study report

Harvey acknowledged

Martinez receives State Championship Award from Coach Lowrey

Proposition R update

Health benefits program report

Calendar of events

## **Consent Calendar**

There were no items pulled for discussion.

### **Adoption of Consent Calendar**

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

#### **Operations**

- Adopting Resolution 03-026, as recommended by the Chancellor, which honors the contributions of classified employees of the District and recognizes May 18-24, 2003, as Classified Employee Week in California, as designated by the California School Employees Association (CSEA) and the California State Legislature. See Exhibit 201, which is made a part of these minutes.

#### **Budget and Finance**

- Accepting a report on the current budget status, and granting authority to the Chancellor to approve budget changes. See Exhibit 301, which is made a part of these minutes.
- Accepting revenues, new grants, and revisions to the working budget, and granting authority to the Chancellor to budget these funds. See Exhibit 302, which is made a part of these minutes.
- Ratifying the action of the Chancellor in approving purchase orders and warrants issued during the month of April 2003, and granting authority to execute appropriate documents. See Exhibit 303, which is made a part of these minutes.
- Ratifying the action of the Chancellor in signing agreements, and granting authority to accept, budget, and spend any proceeds therefrom. See Exhibit 304, which is made a part of these minutes.
- Granting authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District. See Exhibit 305, which is made a part of these minutes.
- Adopting Resolution 03-020—Requesting Temporary Transfer of Funds, if necessary, from the County Treasurer for the 2003-2004 fiscal year, as recommended by the Chancellor. See Exhibit 306, which is made a part of these minutes.
- Adopting Resolution 03-021—End-of-Year Intra-Budget Transfer, authorizing the County Superintendent of Schools to effect intra-budget transfers necessary for closing the District's fiscal year end, June 30, 2003, as recommended by the Chancellor. See Exhibit 307, which is made a part of these minutes.
- Adopting the following resolutions to be effective July 1, 2003, through June 30, 2004, as recommended by the Chancellor:
  - a. Resolution 03-022—Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education;
  - b. Resolution 03-023—Designating Authorized Agent to Sign Payroll Payment Order; and
  - c. Resolution 03-024—Designating Authorized Agent to Sign School Orders (Commercial Warrants).See Exhibit 308, which is made a part of these minutes.
- Granting authority to the Chancellor to effect inter-District budget transfers necessary for closing the District's fiscal year ending June 30, 2003, subject to ratification by the Governing Board. See Exhibit 309, which is made a part of these minutes.
- Granting authority for Omero Suarez, Chancellor; James E. Austin, Vice Chancellor-Business Services; Charleen McMahan, Vice Chancellor-Human Resources and Administrative Services; and Barbara Starks, Director of Purchasing and Contracts, to sign contracts and purchase orders on behalf of the District, as recommended by the Chancellor. See Exhibit 310, which is made a part of these minutes.
- Granting authority to conduct destruction of Class 3 Disposable Records during the 2003-2004 fiscal year, as recommended by the Chancellor. See Exhibit 311, which is

## **Consent Calendar**

### **Operations**

Resolution 03-026  
Classified Employee  
Week

### **Budget & Finance**

Budget status and  
requested changes

Budget revisions

Purchase orders  
April 2003

Ratification of  
signatures on  
agreements

Donations

Resolution 03-020  
Temporary Transfer of  
Funds

Resolution 03-021  
End-of-Year Intra-  
Budget Transfer

Resolutions 03-022,  
03-023, and 03-024

Inter-District budget  
transfers

Authority to sign  
contracts and purchase  
orders

Destruction of records

made a part of these minutes.

- Adopting Resolution 03-025—Replacement Warrants, authorizing the Chancellor to replace warrants void by age, and issue new warrants for fiscal year 2003-2004. See Exhibit 312, which is made a part of these minutes.
- Approving the Grossmont College Child Development Center Agency Self-Evaluation Report and Action Plan, as required by the Child Development Division of the California Department of Education, and as recommended by the Chancellor. See Exhibit 313, which is made a part of these minutes.
- Granting authority to the Chancellor to approve travel to the Las Vegas Culinary Challenge put on by the Fraternity of Executive Chefs of Las Vegas, June 17-20, 2003, in Las Vegas, Nevada, for Joe Orate, Culinary Arts Department Coordinator, and ten to twelve Grossmont College students. See Exhibit 314, which is made a part of these minutes.

### **Supplies, Equipment, and Services**

- Ratifying the action of the Chancellor in awarding Bid C4647—Printing of College Catalogs, to VQS Enterprises, Inc., the lowest responsive bidder meeting terms, conditions, and specifications. See Exhibit 351, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Reject all proposals received for RFP C2518—Student/Instructional Information System, Student Portal, Curriculum Development Software, because the window of opportunity has expired; and b) Prepare new RFPs with revised specifications. See Exhibit 352, which is made a part of these minutes.

### **Public Works Projects**

- Granting authority to the Chancellor to: a) Award Bid C4799—Plaster and Painting Repair, Grossmont College; Upgrade Classrooms, Grossmont and Cuyamaca Colleges, 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. See Exhibit 401, which is made a part of these minutes.
- Granting authority to the Chancellor to: a) Award Bid C4800—Reroof Building 200 Portables, Grossmont College, 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. See Exhibit 402, which is made a part of these minutes.
- Granting authority to the Chancellor to approve Change Orders for Bid Packages C4001-C4031 for the Grossmont College Learning Resource Center Expansion and Library Remodel/Technology Mall. See Exhibit 403, which is made a part of these minutes.

### **Personnel**

- Ratifying the action of the Chancellor in approving classified and academic personnel actions during the period of April 15, 2003, through May 19, 2003. See Exhibit 501, which is made a part of these minutes.
- Approving short-term temporary, non-academic assignments, and certify ending dates, as recommended by the Chancellor. See Exhibit 502, which is made a part of these minutes.
- Adopting Resolution 03-027, In the Matter of Reduction of Service and Layoff of Classified Employee, due to elimination of work performed by District employee assigned to the American Collegiate English (ACE) Program at Grossmont College; and granting authority to the Chancellor to eliminate Position CL-00095, Program Specialist-International Programs, 1.0 FTE, Range 34, Grossmont College, effective July 1, 2003. See Exhibit 503, which is made a part of these minutes.
- Conferring Emeritus Status upon Cuyamaca College faculty retirees Jerry Humpert, Charles L. Hyde, Peter Larson, and Samuel S. Turner, as recommended by the Chancellor. See Exhibit 504, which is made a part of these minutes.

Resolution 03-025  
Replacement warrants

GC Child Dev. Ctr.  
Agency Self-Eval. Rpt.

Travel to Las Vegas

### **Supplies, Equip., Serv.**

Bid C4647  
Printing of College  
Catalogs

RFP C2518  
Student/Instructional  
Information System

### **Public Works Projects**

Bid C4799  
Plaster and Painting  
Repair and Upgrade  
Classrooms

Bid C4800  
Reroof Building 200  
Portables, GC

Bid Pkg. C4001-C4031  
GC Learning Resource  
Center Expansion

### **Personnel**

Personnel actions  
4/15/03-5/19/03

Short-term and  
temporary assignments

Resolution 03-027  
Matter of Reduction of  
Service and Layoff

Humpert, Hyde, Larson,  
and Turner granted  
emeritus status

## Information

The Board accepted the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **District Quarterly Financial Reports.** The Board considered the Grossmont-Cuyamaca Community College District quarterly financial reports:
  - a. Quarterly Financial Status Report for the period ending March 31, 2003;
  - b. Quarterly Report on Trust Fund Balances as of March 31, 2003; and
  - c. Schedule of Investments Report dated May 13, 2003.

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

## Public Presentation

On the motion of Members Clark/Alexander, with a vote of 5-0, the Board opened public discussion to hear Barbara Collis, representing the League of Women Voters, who presented a *Request for Public Presentation* to commend the Board, staff, and students for their efforts in addressing the disparate funding in the Governor's proposed budget and to invite the Board to a LWV event, Operation Education 2003, 10 a.m. to 12 noon, June 7, for the purpose of exploring the future of East County schools. Collis noted that Trustee Alexander will serve as a panelist. Trustee Alexander, on behalf of the Board, thanked Collis and the League of Women Voters for their efforts. Trustee Cutting also thanked Collis for the League's letter writing campaign and a one-year study on community colleges, which he described as an excellent dissertation. On the motion of Members Clark/Alexander, with a vote of 5-0, the Board declared public discussion closed.

## Staff Communication

United Faculty President Amov reported that State Chancellor Nussbaum's comments at a recent Community College Independent Union conference addressed funding equity issues.

Grossmont Academic Senate President Harvey thanked Trustee Cutting for attending the heartwarming Students of Note ceremony. She acknowledged many faculty, staff, and administrators for their contributions during her tenure as Academic Senate President, and added that she has learned humility and respect for the opinions of others. She expressed hope that the sense of collegiality will continue.

Cuyamaca Academic Senate President Setzer reported he attended the Statewide Academic Senate Plenary Session and presented the resolution about equalization of funding, which was not approved, but forwarded to executive committee. He indicated he will pursue the issue with the executive committee. Setzer thanked Madelaine Wolfe and others responsible for organizing the 25<sup>th</sup> Anniversary event, and congratulated the student trustees for doing an outstanding job. He commended Harvey for the job she did as Academic Senate President, and commented that, while the level of collegiality that exists in the District is due to many sources, of which the Chancellor's leadership plays a big part, Harvey's leadership has played a central part. He welcomed Beth Smith as the new Academic Senate President.

Administrators' Association representative Taccone thanked Harvey and congratulated the Student Trustees. He reported that Administrators' Association elections are underway, and results will be announced at the June Board meeting.

Classified Senate representative Diane Leong thanked the Board on behalf of the Classified Senate for preserving jobs of classified staff and for supporting the Classified Senate in accomplishing its goals during the past year.

Supervisory/Confidential representative Yale bid farewell to Harvey.

Trustee Cutting thanked Harvey and expressed appreciation to her. He expressed appreciation for Trustee Ferrell's insights and wished him well.

## Adjournment

Board President Caruthers adjourned the meeting at 9:05 p.m.

## Information

Status Report  
Board assignments

District quarterly  
financial statements

## Public Presentation

Collis

## Staff Communication

Amov

Harvey

Setzer

Taccone

Leong

Yale

## Adjournment

Respectfully submitted,

Approved by the Governing Board June 17, 2003.

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

Timothy L. Caruthers, D.C.  
Board President

Mary V. Watkins  
Recording Secretary