



**GOVERNING BOARD  
MINUTES OF THE REGULAR MEETING  
Tuesday, January 20, 2004**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, January 20, 2004, 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 Trustee Collins  
 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 6:30 p.m. by Board President Ronald D. Kraft.

**Adjourn to Closed Session**

Kraft adjourned the open session at 6:30 p.m., and the Board met in closed session from 6:31 p.m. until 7:30 p.m., pursuant to Government Code 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 Kraft reconvened the open session at 7:36 p.m. and announced that the Board, in closed session on July 15, 2003, with a vote of 5-0, authorized suspension of a Grossmont College Instructor for three days without pay. The announcement was postponed pending exhaustion of administrative remedies.

**Approval of Minutes**

On the motion of Members Clark/Alexander, with a vote of 5-1, the Board approved as presented the minutes of the December 16, 2003, regular meeting.

**Changes to Docket of Business**

Chancellor Suarez announced the following changes to the Docket of Business:

- Item 202—Waiver of 175-Day Requirement Due to Fires in the East County: A revised Attachment B1 was distributed;
- Item 501—Personnel Actions: A revised Attachment A was distributed;
- Item 502—Short-Term Hourly Assignments: The fiscal impact was changed, and revised Attachments A2 (Cuyamaca) and B3 (Grossmont) were distributed;
- Item 503—Reduction of Service and Layoff of Classified Employees: A revised Item 503 was distributed.

**Report of the Board President**

Board President Kraft presented Trustee Caruthers with an engraved gavel in recognition of his service as Board President in 2003.

On the motion of Members Cutting/Caruthers, with a vote of 5-0, the Board granted authority to excuse Student Trustee Collins from attendance at the December 16, 2003, Governing Board meeting, and authorized compensation pursuant to Education Code Section 72425(c).

**Reports of the Governing Board**

Trustee Alexander reported he had the pleasure of sitting in on the Architect Selection

**Call to order**

**Closed session**

**Open session**

**Minutes**

12/16/03 regular meeting

**Changes to Docket**

**Report of Bd. Pres.**

Caruthers recognized as 2003 Board Pres.

Student Trustee Collins' 12/16/03 absence excused

**Reports of the Board**

Alexander

Committees for the Cuyamaca and Grossmont College Student Centers and the Grossmont parking structure. He reported he also served as a judge at the middle school Constitution Competition, which was enjoyable and well done. He complimented President Martinez on the Grossmont College convocation this date and commented on Grossmont Instructor Mike Matherly's video, "Lecture from Hell."

Trustee Cutting reported he served on the Architect Selection Committee for the Grossmont Parking Structure and commented on the quality of the companies that made presentations. He added he also enjoyed the Grossmont convocation and looks forward to Cuyamaca's.

Cutting

Cutting remarked on how far the District has come in terms of a united effort towards equalization, which is reflected in the Governor's proposed budget of \$80 million per year for the next three years, and credited this District for bringing the issue to the forefront. He expressed displeasure with the proposed fee increases and stressed that it is incumbent on the District to be sure that every student understands what financial aid is available to them.

Trustee Caruthers reported he participated on the Architect Selection Committee for the Cuyamaca Student Center.

Caruthers

Board President Kraft reported that he also participated in the Architect Selection process. He reported that the Board conducted its annual retreat this date to develop Board goals and initiatives, with the intention of improving effectiveness and efficiency on the District's behalf in being the best Board it can be. Another retreat will be scheduled in the near future.

Kraft

### **Report of the Chancellor**

### **Report of Chancellor**

Chancellor Suarez reported that the Associated Students of Grossmont College (ASGC) held a special meeting on January 13 and elected Peter Anderson as the Grossmont College Interim Student Trustee to fill the vacancy created by the resignation of Stephanie Duncan. Peter will be seated at the February 17 Board meeting.

New Student Trustee to be seated February 17

Suarez presented the Chancellor/Classified Senate Award for January 2004 to Sherri Braaksma, Instructional Lab Technician for the Computer and Information Science Department, Cuyamaca College. Classified Senate President Rose presented her with an assortment of gifts on behalf of the Classified Senate, and Vice President Chiriboga spoke on her behalf.

Sherri Braaksma receives Jan. 2004 Chan./Classified Senate Award

Suarez called on President Perri, who recognized retired Cuyamaca College Administrator Glyn Rowbotham as Administrator Emeritus. Rowbotham was presented with a plaque in recognition of his many years of service to Cuyamaca College and the District.

Rowbotham recognized as Administrator Emeritus

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

Presidents' reports

President Perri introduced new Cuyamaca staff member Arleen Satele, Dean of Administrative Services, and thanked Interim Dean Sue Rearic for her efforts as Interim Dean.

Arleen Satele welcomed as new Cuyamaca Dean of Admin. Serv.

President Martinez introduced Bob Yarris, Program Director, Welcome Back Program, who presented an award winning video on the Welcome Back program, which helps foreign-trained health care providers make the transition to their fields. Yarris introduced Dr. Jose Pena and Edwin Hiel, Educational Case Managers, and Dr. Ramiro Gonzalez, a physician from Mexico who is participating in the Grossmont College Welcome Back program. Yarris provided information on grant applications, upon which the program is dependent.

Welcome Back program highlighted

Vice Chancellor McMahan commended the performance of Admissions and Records, Financial Aid, and Information Systems staff for their efforts in meeting a federal mandate by publishing 40,000 1098T forms so that students could receive their financial aid allotments in a timely manner. She expressed appreciation to Chancellor Suarez for his support, and added she looks forward to installation of a new student records system, which will provide adequate tracking. McMahan also thanked the Benefits Committee and Benefits Office staff for their hard work in coordinating the complex open enrollment plan for employee benefits.

McMahan

Vice Chancellor Austin introduced Ernest Ewin, Chair of the Citizens' Bond Oversight Committee (CBOC), who presented the Proposition R Citizens' Bond Oversight

Austin

Committee Annual Report, and expressed gratitude for the support of District and Gafcon staff members. Ewin introduced Committee member Glenn Wilhite, and subcommittee chairs Harvey Goodfriend, Construction Subcommittee; Bill Garrett, Communications Subcommittee; and Ken Sobel, Audit Subcommittee, who presented subcommittee reports. Board members expressed appreciation on behalf of the Board and taxpayers.

Austin called on Yahudi Geffen, Principal, Gafcon, who, with the assistance of Joe Minner, Program Manager, presented the Gafcon Quarterly Management Report.

Austin presented an update on the Governor's proposed budget, which includes \$80 million for equalization. He stressed that March ballot measures are critical in order to avoid budget reductions of 25 percent.

Director of Intergovernmental Relations Quittner presented a legislative update and reported there will be a meeting of the Under-Funded Districts Caucus on January 25 in Sacramento in conjunction with the upcoming CCLC Legislative Seminar. She reported that Mark Drummond, new California Community Colleges Chancellor, has expressed commitment to dealing with the funding formula and equalization in the coming year. Drummond will be keynote speaker at the February 25 San Diego and Imperial Counties Community Colleges Association (SDICCCA) Board dinner.

Quittner

### **Consent Calendar**

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Item 503 (Reduction of Service and Layoff of Classified Employees) was pulled from the Docket of Business 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**

### **Operations**

- Granting authority to: a) waive the provision in BP 2105—Election of Student Members, which provides that the Associated Student Body shall conduct a special election within 30 days of a Student Trustee vacancy; and b) authorize the Associated Students of Grossmont College (ASGC) to appoint an individual to fill the vacancy on an interim basis until the next regularly scheduled ASGC election in April 2004, as recommended by the Chancellor. See Exhibit 201, which is made a part of these minutes.
- Certifying California Community Colleges *Attendance Allowance Request and Waiver of 175-Day Requirement* in connection with closure of the Grossmont-Cuyamaca Community College District October 27-31, 2003, due to fires in the East County, as recommended by the Chancellor. See Exhibit 202, which is made a part of these minutes.

ASGC to appoint Student Trustee on interim basis

Waiver of 175-Day Requirement due to fires in East County

### **Budget and Finance**

### **Budget & 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 December 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.
- Granting authority to the Chancellor to establish the nonresident tuition fee at the District computation of \$146 per unit for fiscal year 2004-2005 beginning with the fall term. See Exhibit 306, which is made a part of these minutes.
- Ratifying the action of the Chancellor in approving the emergency transfer of funds,

Budget status and requested changes

Budget revisions

Purchase orders December 2003

Ratification of signatures on agreements

Donations

Nonresident tuition

Emergency transfer of

approximately \$80,000, between the District's General Fund and Financial Aid Fund. See Exhibit 307, which is made a part of these minutes.

financial aid funds

**Public Works Projects**

**Public Works Projects**

- Ratifying the action of the Chancellor in awarding Bid C5165—Grossmont College Fire Alarm Upgrade Project, to Electro Specialty Systems, the lowest responsive bidder meeting terms, conditions, and specifications. See Exhibit 401, which is made a part of these minutes.
- Ratifying the action of the Chancellor in awarding Bid C5202—Grossmont College Re-Roof Building 200 Portables, to Commercial & Industrial Roofing Company, Inc., the lowest responsive bidder meeting all terms, conditions, and specifications. See Exhibit 402, which is made a part of these minutes.

- Bid C5165  
GC Fire Alarm Upgrade Project
- Bid C5202  
GC Re-Roof Bldg. 200 Portables

**Personnel**

**Personnel**

- Ratifying the action of the Chancellor in approving classified and academic personnel actions during the period of December 16, 2003, through January 19, 2004. See Exhibit 501, which is made a part of these minutes.
- Approving short-term temporary, non-academic assignments, and certifying ending dates, as recommended by the Chancellor. See Exhibit 502, which is made a part of these minutes.

- Personnel actions  
12/16/03-1/19/04
- Short-term temporary assignments

**Item(s) Pulled from Consent Calendar for Discussion**

- Following discussion, on the motion of Members Alexander/Caruthers, with a vote of 4-1, with Trustee Cutting opposed, the Board adopted Resolution 04-014, In the Matter of Reduction of Service and Layoff of Classified Employees, due to elimination of work performed by District employees assigned to the Office Professional Training Program at Grossmont College; and granted authority to the Chancellor to: a) eliminate Position CL-00038, Account Clerk, Senior, Range 27, effective March 31, 2004; and b) eliminate Position CL-00123, Student Services Assistant, Senior, 1.0 FTE, Range 27, effective March 31, 2004. See Exhibit 503, which is made a part of these minutes.

Reduction of service and layoff of classified employees

**Information**

**Information**

The Board accepted the following reports for information:

- **Status Report—Board Assignments.** See Exhibit 651, which is made a part of these minutes.
- **Proposition R Citizens' Bond Oversight Committee Annual Report.** The Board considered the 2004 *Proposition R* Citizens' Bond Oversight Committee Annual Report, as presented by the Chancellor. See Exhibit 652, which is made a part of these minutes.
- **Gafcon Quarterly Program Management Report.** The Board considered Gafcon's *Quarterly Program Management Report* for the quarter ended December 31, 2003, as presented by the Chancellor. See Exhibit 653, which is made a part of these minutes.

- Status Report  
Board assignments
- CBOC annual report
- Gafcon quarterly program management report

**Staff Communication**

**Staff Communication**

United Faculty President Amov welcomed everyone back. He commented on the elimination of positions in the OPT program due to cuts in outside funding.

Amov

Grossmont Academic Senate President Smith thanked trustees who attended Grossmont's Professional Development Week opening session and issued an invitation to attend the January 22 Joint Academic Senate meeting, at which topics of discussion will include the State budget and advocacy efforts. She added that Cuyamaca Academic Senate President Setzer will lead discussion on student outcomes.

Smith

Cuyamaca Academic Senate President Setzer reported that he and Beth Smith participated in a Statewide Academic Senate conference call meeting of the Educational Policy Committee on January 8 to identify goals and criteria in support of the new funding proposal being developed by CCLC. He added that they represented the District's point of view in favor of equalization, and have communicated to Director of Intergovernmental Relations Quittner State Senate concerns and how they are being addressed. Setzer reported the Faculty Association of California Community Colleges (FACCC) Board of Governors meeting will take place in San Diego on January 23. He invited everyone to attend the January 23 college information forum on funding at Mesa College. He

Setzer

congratulated Sherri Braaksma and Glyn Rowbotham on their recognitions, welcomed Arlene Satele, and thanked Sue Rearic for her service as Interim Dean.

Administrators' Association President Taccone welcomed everyone back and wished them a Happy New Year. He echoed Setzer's comments regarding Braaksma, Rowbotham, Satele, and Rearic.

Taccone

Classified Senate President Rose concurred with the above comments.

Rose

California School Employees Association Representative McDade expressed disappointment in the necessity to eliminate two OPT positions.

McDade

Supervisory/Confidential Representative Yale congratulated Glyn Rowbotham on his emeritus status and commented about some of her experiences as his secretary many years ago.

Yale

**Adjournment**

**Adjournment**

Board President Kraft adjourned the meeting at 9:08 p.m.

Respectfully submitted,

Approved by the Governing Board February 24, 2004.

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

Ronald D. Kraft  
Board President

Mary V. Watkins  
Recording Secretary