



SUGGESTED ORDER OF BUSINESS/MINUTES
REGULAR MEETING, GOVERNING BOARD
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT
Room 214
SOUTHWESTERN COLLEGE

DAVID J. AGOSTO, GOVERNING BOARD PRESIDENT
JEAN ROESCH, ED.D., GOVERNING BOARD VICE PRESIDENT
JORGE DOMINGUEZ, PH.D., GOVERNING BOARD MEMBER
YOLANDA SALCIDO, GOVERNING BOARD MEMBER
TERRI VALLADOLID, GOVERNING BOARD MEMBER
LETICIA DIAZ, STUDENT GOVERNING BOARD MEMBER
RAJ K. CHOPRA, PH.D., SECRETARY TO GOVERNING BOARD
AND SUPERINTENDENT/PRESIDENT

6:00 p.m. Call to Order / Announcement of Closed Session Agenda
7:00 p.m. (Approximate) Reconvene in Open Session

Wednesday, July 9, 2008

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

Southwestern Community College District, in compliance with the American Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Mary Ganio at (619) 482-6301 at least forty-eight hours in advance of the meeting for information on such accommodation.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting, may be viewed at Southwestern College, Office of the Superintendent/President, 900 Otay Lakes Road, Chula Vista, CA 91910; at our website www.swccd.edu; or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Mary Ganio, Executive Assistant to the Superintendent/President, at 619.482.6301 or email at mganio@swccd.edu.

Persons wishing to address the Governing Board under Oral Communication should complete a yellow request card (available at the reception table) and indicate on the card if they wish to speak under Oral Communication, or when a specific agenda item is considered. Cards should be submitted to the Board secretary prior to the start of the meeting.

	ITEM
Call to Order	1. CALL TO ORDER (Agosto) 6:00 p.m., Room 214 Present: Absent: Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive.
Announcement Closed Session Agenda	2. ANNOUNCEMENT OF CLOSED SESSION AGENDA (Agosto) Members of the public may be present to hear the closed session announcements and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table). 2A. CONFERENCE WITH LABOR NEGOTIATOR Negotiator: Michael Kerns Employee Organizations: CSEA , SCEA , SCCDAA, Confidentials Government Code Section 54957.6

	ITEM										
Oral Communication	9. ORAL COMMUNICATION (Agosto) Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered. An oral presentation to the Board does <i>not</i> constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may <i>briefly</i> respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."										
	Action 10. APPROVE CONSENT CALENDAR (ITEMS A THROUGH G)										
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Diaz-Student Advisory Vote
	Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote. 10A. <u>RATIFY/APPROVE FACILITY USE REQUEST(S)</u> (Beasley/Wilson) Recommend ratification/approval of faculty use requests listed below:										
	<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Total Charge</u>						
	Sweetwater Union High School District/Bonita Vista	Lap Pool	Swim Practice	2/19-5/17/08	\$5,610.						
	Sweetwater Union High School District/Eastlake	Lap Pool	Swim Practice	2/19-5/17/08	\$3,025.						
	Sunset Swim	Lap Pool	Swim Practice	5/19-8/8/08	\$2,916.						
	South Bay Aquatics	Deep Pool & Lap Pool	Swim Practice	5/19-8/29/08	\$5,576.						
	International Bilingual Japanese School	Room 214	Japanese Language Classes	6/5 & 6/12/08	\$195.						
	Fitness Anywhere, Inc.	DeVore Stadium	Video/Photo Shoot	6/21/08	\$260.						
	Calvary Christian School	Football Practice Fields	Football Camp	6/28/08	\$560.						
	America's Youth Outreach Program	Gymnasium	Karate and Cheer Competitions	6/29/08	\$1,030.						
	Consensus Planning Group, Inc.	Room 4500 At Otay Mesa	State of California Public Meeting	7/1/2008	\$430.						

ITEM					
<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Total Charge</u>	
San Diego Adaptive Sports Foundation	Rooms 1005, 1003, Locker Room Area, Track, Gym, Student Union East, Kitchen, Tennis Courts 1-5, Free Speech Area, Parking Lots J & L, & Swimming Pool	Wheelchair Junior Sports Camp	8/11-8/16/08	\$2,135.	
Sweetwater Union High School District	DeVore Stadium	Football Games	9/5-11/21/08	\$7,280.	
Chula Vista Police Activity League	DeVore Stadium	San Diego Chargers Run, Pass, and Catch Rookie Camp	10/13/08	No Charge	
10B. <u>RATIFY/APPROVE TRAVEL ADVANCE REQUESTS:</u>					
(Beasley/Sampson)					
Recommend ratification/approval of travel advance requests listed below:					
<u>Employee</u>	<u>Purpose</u>	<u>Date</u>	<u>Cost</u>		
Debauche, Chris	28 th Annual International Conference on Critical Thinking, Berkeley, CA	7/21-24/08	\$505.00		
Del Rio, Adrian	28 th Annual International Conference on Critical Thinking, Berkeley, CA	7/21-24/08	\$555.00		
Newhouse, Heidi	2008 CollegeNet User's Conference, Portland, OR	7/27-31/08	\$972.00		
Taft, Dawn	Americorps State Conference, Los Angeles, CA	6/17-18/08	\$206.92		
10C. <u>APPROVE EMPLOYMENT OF CONSULTANT(S)</u>					
Recommend approval of employment of consultants listed below:					
<u>Department (Dyste)</u>	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>	
Health, Exercise Science & Athletics	Lenihan, Selecky & Chadha Orthopaedics	Physician services for student athletes	08/18/08–05/25/09	Not to exceed \$1,800	
Arts & Communication	Stompoly, Pam	Costume Designer for "Flea in Her Ear"	09/02/08–11/28/08	Not to exceed \$2,000	
Arts & Communication	Duarte, Karla	Artist for Art Workshop	07/24/08–07/26/08	Not to Exceed \$500	
Languages	Heaney, April	English Workshop	09/19/08–09/20/08	Not to Exceed \$2,500	
Small Business Development & International Trade Center	Castaneda, Alejandro	Consultant will assist in serving the clients of the SBDITC in the areas of Sales, Customer Service, and Business Productivity	7/10/08-6/30/09	Not to exceed \$2,999	

ITEM					
	<u>Department</u>	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>
		Champlin, Sandy	Consultant will assist in serving the clients of the SBDITC in the areas of Sales and Small Business Development	7/10/08-6/30/09	Not to exceed \$2,999
		Cook, Casey	Consultant will assist in serving the clients of the SBDITC in the areas of GIS Services	7/10/08-6/30/09	Not to exceed \$2,999
		DaCosta, Melville J.	Consultant will assist in serving the clients of the SBDITC in the areas of Accounting	7/10/08-6/30/09	Not to exceed \$2,999
		Designed Internet Solutions	Consultant will assist in serving the clients of the SBDITC in the areas of Website Hosting, Maintenance and Upgrades	7/10/08-6/30/09	Not to exceed \$2,999
		Dodson, Carol	Consultant will assist in serving the clients of the SBDITC in the areas of Research and Marketing	7/10/08-6/30/09	Not to exceed \$2,999
		Gagnon, Donna	Consultant will assist in serving the clients of the SBDITC in the areas of Accounting/Bookkeeping	7/10/08-6/30/09	Not to exceed \$2,999
		Haynes, Stephen K.	Consultant will assist in serving the clients of the SBDITC in the areas of General Legal	7/10/08-6/30/09	Not to exceed \$2,999
		Kirsch, Lawrence G.	Consultant will assist in serving the clients of the SBDITC in the areas of Marketing and Management	7/10/08-6/30/09	Not to exceed \$2,999
		Kwartler, Laura S.	Consultant will assist in serving the clients of the SBDITC in the areas of General Legal	7/10/08-6/30/09	Not to exceed \$2,999
		Leavitt Communications	Consultant will assist in serving the clients of the SBDITC in the areas of Public Relations and Marketing	7/10/08-6/30/09	Not to exceed \$2,999
		Macias, Everarrdo	Consultant will assist in serving the clients of the SBDITC in the areas of Legal Aspects of Starting a Business	7/10/08-6/30/09	Not to exceed \$2,999
		Marketing Excellence, Inc.	Consultant will assist in serving the clients of the SBDITC in the areas of Marketing	7/10/08-6/30/09	Not to exceed \$2,999
		Monaco, Jack	Consultant will assist in serving the clients of the SBDITC in the areas of Restaurant Operations	7/10/08-6/30/09	Not to exceed \$2,999

ITEM									
	<table><tr><td>RAM Consulting</td><td>Consultant will assist in serving the clients of the SBDITC in the areas of Paralegal (Business and Corporate)</td><td>7/10/08-6/30/09</td><td>Not to exceed \$2,999</td></tr><tr><td>Stone Republic</td><td>Consultant will assist in serving the clients of the SBDITC in the areas of Bookkeeping and Tax Preparation</td><td>7/10/08-6/30/09</td><td>Not to exceed \$2,999</td></tr></table>	RAM Consulting	Consultant will assist in serving the clients of the SBDITC in the areas of Paralegal (Business and Corporate)	7/10/08-6/30/09	Not to exceed \$2,999	Stone Republic	Consultant will assist in serving the clients of the SBDITC in the areas of Bookkeeping and Tax Preparation	7/10/08-6/30/09	Not to exceed \$2,999
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Stone Republic	Consultant will assist in serving the clients of the SBDITC in the areas of Bookkeeping and Tax Preparation	7/10/08-6/30/09	Not to exceed \$2,999						
10D. (Dyste)	<u>FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S)</u> Recommend ratification of filing of application(s) to meet filing deadlines as listed below: U.S. Small Business Administration, "Small Business Development Center (SBDC) Network San Diego/Imperial Counties," budget augmentation in the amount of \$78,631, January 1, 2008 to December 31, 2008. The initial application was approved by the Governing Board on September 12, 2007.								
10E. (Beasley)	<u>ACCEPTANCE OF GIFT(S)</u> Recommend acceptance of gift(s) for anticipated use as indicated below: \$60,000 cash, donated by The Lipp Foundation, to be used in the School of Mathematics, Science, and Engineering.								
10F. (Beasley)	<u>CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)</u> General Fund Nos. 87865 - 88422 Blanket Fund Nos. B1363 – B1368								
10G. (Beasley)	<u>PAYMENT OF BILLS– May 1-31, 2008 (ENCLOSURE)</u>								

	ITEM										
Action	13. HUMAN RESOURCES – CLASSIFIED (ITEMS A THROUGH H)										
	(Kerns)										
		Agosto		Dominguez		Roesch		Salcido		Valladolid	
	13A. APPROVE EMPLOYMENT										
	Recommend approval of listed employment as indicated below:										
	Employee	Position	Department	Mos./ Svc.	Range/ Step	Monthly Salary	Annual Salary	Eff. Date			
	Marisol Natividad	Clerical Assistant II	School of Social Sciences & Humanities	12	10/1	\$2,695	\$32,340	7-14-08			
	13B. APPROVE ESTABLISHMENT & RECRUITMENT OF NEW CLASSIFIED ADMINISTRATOR CLASSIFICATION										
	Position	Department	Range	Months of Service	Monthly Salary Range						
	Campus Police Sergeant II (1 Classified Administrator Position)	Campus Police	20 (Classified Administrator Salary Schedule)	12	\$5,048 - \$7,178						
	13C. APPROVE ESTABLISHMENT & RECRUITMENT OF NEW PROJECT-FUNDED BARGAINING UNIT CLASSIFICATION										
	Recommend establishment of the listed temporary position, funded by Prop AA. The positions will cease when Prop AA funds are exhausted.										
	Position	Department	Range	Months of Service	Monthly Salary Range						
	Project Carpenter/ Cabinet Maker (2 Classified Project- Funded Bargaining Unit Positions)	Maintenance	24 (Classified Bargaining Unit Salary Schedule)	12	\$3,810 - \$4,636						
	13D. APPROVE ESTABLISHMENT & RECRUITMENT OF CLASSIFIED BARGAINING UNIT POSITION										
	Position	Department	Range	Months of Service	Monthly Salary Range						
	Teacher, Child Development Center (1 Classified Bargaining Unit Position)	Child Development Center/Lab School	16 (Classified Bargaining Unit Salary Schedule)	11 (50% / .50 FTE)	\$1,564 - \$1,902						
	13E. EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC HOURLY EMPLOYEES FOR 2007-2008 (ENCLOSURE)										
	Notification and ratification of employment of short-term, non-academic hourly employees for the 2007-2008 academic year pursuant to Education Code Section 88003.										

ITEM

13F. EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC HOURLY EMPLOYEES FOR 2008-2009 (ENCLOSURE)

Request approval for employment of short-term, non-academic hourly employees for the 2008-2009 academic year pursuant to Education Code Section 88003.

13G. HUMAN RESOURCES CLASSIFIED TRANSACTIONS (ENCLOSURE)

Notification of Classified Educational Incentive Program transactions for the 2008-2009 academic year.

13H. CHANGE IN PERSONNEL STATUS

Recommend approval of the following temporary additional duties and compensation, effective as indicated. Temporary appointment shall continue based upon business necessity and is subject to amendments and termination at the discretion of the Superintendent/President.

<u>Employee</u>	Position Months/Service Range/Step <u>Monthly Salary</u>	<u>To</u>	Position Months/Service Range/Step <u>Monthly Salary</u>	<u>Effective Date</u>
Linda Thrower	Evaluations and Veterans Services Supervisor 12 months Range 21/Step 9 Classified Administrator \$7,356/month		Acting Director of Financial Aid 12 months Range 30/Step 6 Classified Administrator \$8,049/month	7/10/08

	ITEM												
Action	15. APPROVAL OF AGREEMENTS – COST TO DISTRICT (ITEMS A THROUGH D)												
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Diaz-Student Advisory Vote		
	15A. <u>ACADEMIC AFFAIRS</u> AGREEMENT WITH CASA FAMILIAR (ENCLOSURE) RECOMMENDATION Approve Agreement No. A2452.08 with Casa Familiar, Inc., for the lease of classroom facilities, for the period September 2 through December 11, 2008, inclusive, in an amount not to exceed \$5,000. 15B. <u>BUSINESS AND FINANCIAL AFFAIRS</u> AGREEMENT WITH LEW EDWARD GROUP FOR PUBLIC INFORMATION OUTREACH (ENCLOSURE) RECOMMENDATION Approve Agreement No. A2473.08 with Lew Edward Group, to provide public information to the community related to District facility needs, for the period July 10 to August 5, 2008, inclusive, in an amount not to exceed \$20,000. 15C. <u>STUDENT AFFAIRS</u> AGREEMENT WITH COBRO CONSULTING (ENCLOSURE) RECOMMENDATION Approve Agreement No. A2475.08 with CoBro Consulting, for research data management and evaluation services, for the period July 10, 2008 to June 30, 2009, inclusive, in a total amount not to exceed \$43,900. This agreement includes a 30-day termination notice. 15D. <u>HUMAN RESOURCES</u> AGREEMENT WITH GONZALO ROJAS (ENCLOSURE) RECOMMENDATION Authorize Agreement No. A2476.08 with Gonzalo Rojas, to assist the District in the daily operations of the E.O.P.S. Office, for the period July 10, 2008 to December 31, 2008, inclusive, in the amount of \$411.80 per day, not to exceed \$60,000. Early termination of this agreement is at the discretion of the Superintendent/President with a 10-day notice.												

	ITEM										
Action	16. APPROVAL OF AGREEMENTS – INCOME / NO COST TO DISTRICT (ITEMS A THROUGH C)										
		Agosto		Dominguez		Roesch		Salcido		Valladolid	Diaz-Student Advisory Vote
	16A. <u>ACADEMIC AFFAIRS</u> 16A1. AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS (ENCLOSURE) RECOMMENDATION Ratify Agreement No. AR2450.08 with San Diego County Superintendent of Schools, for participation in Regional Occupational Program (ROP) Courses, for the period July 1, 2008 to June 30, 2009, inclusive, in the amount of \$941,570 income to the District. RATIONALE FOR RATIFICATION Contract was received from the San Diego County Office of Education the week of June 2, 2008 but did not contain the hold harmless clause. The revised copy was received June 9, 2008. 16A2. AGREEMENT WITH SAN DIEGO COMMUNITY COLLEGE DISTRICT (ENCLOSURE) RECOMMENDATION Ratify Agreement No. AR2451.08 with San Diego Community College District, for Small Business Outreach Services, for the period July 1, 2008 through June 30, 2009, inclusive, in the amount of \$40,694 income to the District. RATIONALE FOR RATIFICATION The first draft of the agreement from San Diego Community College District was received for review on June 2, 2008. 16A3. AGREEMENT WITH THE STATE OF CALIFORNIA, DEPARTMENT OF BOATING AND WATERWAYS (ENCLOSURE) RECOMMENDATION Approve Amendment to Agreement No. AR2324.08 with the State of California, Department of Boating and Waterways, for the purchase of boating equipment, for the period February 1, 2008 to January 31, 2023, inclusive, in the original amount of \$40,000, income to the District. 16A4. AGREEMENT WITH COUNTY OF SAN DIEGO, HEALTH AND HUMAN SERVICES AGENCY, TRAINING AND DEVELOPMENT (ENCLOSURE) RECOMMENDATION Approve Agreement No. A2448.08, Exhibits A, B, and C, with the County of San Diego, Health and Human Services Agency, Training and Development, to serve as a community Training Center, for the period July 10, 2008 to June 30, 2009, inclusive, at no cost to the District.										

ITEM

16A. ACADEMIC AFFAIRS (Continued)

16A5. AGREEMENT WITH SAN DIEGO STATE UNIVERSITY SCHOOL OF EXERCISE AND NUTRITIONAL SCIENCES (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2471.08 with San Diego State University School of Exercise and Nutritional Sciences, to provide a clinical education experience, for the period July 10, 2008 to June 30, 2009, inclusive, at no cost to the District.

16B. BUSINESS AND FINANCIAL AFFAIRS

16B1. AMENDMENT TO AGREEMENT WITH VIP WORLD, INC. (ENCLOSURE)

Approve Amendment No. 3 to Agreement No. A2472.08 with VIP World, Inc., to amend present agreement for facility use to reduce the monthly rent, from \$3,216 to \$1,608 for the period July 10, 2008 to June 30, 2009, inclusive; this is a reduction of total annual revenue in an amount not to exceed \$19,296.

16C. STUDENT AFFAIRS

16C1. AGREEMENT WITH THE CITY OF SAN DIEGO OFFICE OF HOMELAND SECURITY (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4032.08 with the City of San Diego Office of Homeland Security, for personal protective equipment, for the period July 10, 2008, continuing until grant proceeds are exhausted, at no cost to the District.

	ITEM											
Action	17. ADOPT RESOLUTION(S)											
		Agosto		Dominguez		Roesch		Salcido		Valladolid		Diaz-Student Advisory Vote
Information	(Beasley)											
	17A.	<u>ADOPT RESOLUTION #1578 DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION (ENCLOSURE)</u>										
	18. NON-ACTION ITEMS											
	18A.	<u>DISTRICT POLICIES NOS. 1200 and 3420 – FIRST READING (ENCLOSURE)</u>										
	(Kerns)											
	First Reading. Information only.											
	As part of the ongoing review and revision of the Southwestern Community College District Policy and Procedures Manual, the following policies appear before the Governing Board for first reading:											
	Policy No. 1200 District Mission & Philosophy											
	Policy No. 3420 Equal Employment Opportunity											
	18B. <u>INFORMATION ITEMS</u>											
Administrative Reports	(Beasley/Sampson)											
	18B1.	General Fund Financial Report for Period Ending May 31, 2008 (ENCLOSURE)										
	(Beasley/Sampson)											
	18B2.	General Fund Cash Analysis for Period Ending May 31, 2008 (ENCLOSURE)										
	19. ADMINISTRATIVE REPORTS											
	(Agosto)											
	19A.	ACADEMIC AFFAIRS										
	19B.	THOMAS BEASLEY, ACTING VICE PRESIDENT FOR BUSINESS AND FINANCIAL AFFAIRS										
	19C.	MICHAEL KERNS, ACTING VICE PRESIDENT FOR HUMAN RESOURCES										
	19D.	GREG R. SANDOVAL, VICE PRESIDENT FOR STUDENT AFFAIRS										
Senate/Union/ Association Reports	20. SENATE/UNION/ASSOCIATION REPORTS											
	(Agosto)											
	20A.	PROFESSOR VALERIE GOODWIN-COLBERT, PRESIDENT, ACADEMIC SENATE										
	20B.	WANDA MAXWELL, PRESIDENT, CLASSIFIED SENATE										
	20C.	PHILIP LOPEZ, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA)										
	20D.	MICHAEL SELBY, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION (CSEA)										
	20E.	DEBBIE TRUJILLO, PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)										

