



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

TERRI VALLADOLID, GOVERNING BOARD PRESIDENT
 DAVID J. AGOSTO, GOVERNING BOARD VICE PRESIDENT
 JORGE DOMINGUEZ, PH.D., GOVERNING BOARD MEMBER
 JEAN ROESCH, ED.D., GOVERNING BOARD MEMBER
 YOLANDA SALCIDO, GOVERNING BOARD MEMBER
 HECTOR RIVERA, STUDENT BOARD MEMBER
 GREG R. SANDOVAL, INTERIM SECRETARY TO GOVERNING BOARD
 AND INTERIM SUPERINTENDENT/PRESIDENT

7:00 PM

Wednesday, May 9, 2007

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.

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	<p>1. CALL TO ORDER (Valladolid) 6:00 p.m., Room 214</p> <p>Present: Absent:</p> <p>Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive.</p> <p><i>Members of the public may be present to hear the closed session announcements. Members of the public will be given an opportunity to speak on any closed session items at this time.</i></p>
Closed Session	<p>2. ADJOURN TO CLOSED SESSION (Valladolid) Building 100, Conference Room A.</p> <p>A. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT Government Code Section 54957(b) Titles: Superintendent/President Dean, Counseling and Personal Development Food Service Operations Supervisor Maintenance Supervisor</p> <p>B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Government Code Section 54957(b) Titles: Director of EOPS Dean, School of Languages and Humanities Vice President for Academic Affairs</p>

ITEM																									
	<p>C. CONFERENCE WITH LABOR NEGOTIATOR Government Code Section 54957.6 Negotiator: Fusako Yokotobi Employee Organizations: CSEA, SCEA, Administrators Association, Confidentials Group</p> <p>D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957(b)</p>																								
Reconvene in Open Session	<p>3. RECONVENE IN OPEN SESSION (Valladolid) 7:00 p.m., Room 214</p> <p>Present:</p> <p>Absent:</p>																								
Pledge of Allegiance	<p>4. PLEDGE OF ALLEGIANCE (Valladolid)</p>																								
Closed Session Announcement	<p>5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable) (Valladolid)</p>																								
Action	<p>6. APPROVAL OF MINUTES (ENCLOSURE) (Sandoval)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">Agosto</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">Dominguez</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">Roesch</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">Salcido</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">Valladolid</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">Rivera-Student Advisory Vote</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote												
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Presentation(s)	<p>Regular Meeting, April 18, 2007 Special Meeting, April 21, 2007</p> <p>7. PRESENTATION(S)</p> <p><u>HUMAN RELATIONS CONFERENCE TASK FORCE</u></p> <p>Presenters: Greg R. Sandoval, Interim Superintendent/President; HR Conference Committee: Janelle Williams, Arlie Ricasa, Hector Rivera, Jaime Salazar, Fusako Yokotobi, Veronica Burton, Linda Gilstrap, Nevada Smith, Wanda Maxwell, David Ramirez, Mia McClellan, Debra Fitzsimons.</p> <p><u>AN INCONVENIENT TRUTH: A PRESENTATION ON GLOBAL WARMING</u></p> <p>Presenter: Hector Rivera, Student Trustee/ASO President</p>																								
Oral Communication	<p>8. ORAL COMMUNICATION (Valladolid)</p> <p>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.</p> <p>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."</p>																								

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Action	<p>10. APPROVE CONSENT CALENDAR (ITEMS A THROUGH R)</p> <table border="1"> <tr> <td></td> <td><i>Agosto</i></td> <td></td> <td><i>Dominguez</i></td> <td></td> <td><i>Roesch</i></td> <td></td> <td><i>Salcido</i></td> <td></td> <td><i>Valladolid</i></td> <td></td> <td><i>Rivera-Student Advisory Vote</i></td> </tr> </table> <p>Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote.</p> <p>10A. <u>RATIFY/APPROVE FACILITY USE REQUEST(S)</u> (Fitzsimons)</p> <table border="1"> <thead> <tr> <th><u>Organization</u></th> <th><u>Facility Requested</u></th> <th><u>Purpose</u></th> <th><u>Date</u></th> <th><u>Total Charge</u></th> </tr> </thead> <tbody> <tr> <td>Bahia Sur Kennel Club</td> <td>Soccer & Softball Fields</td> <td>Annual Dog Show</td> <td>June 15 through June 17, 2007</td> <td>\$2,252.00</td> </tr> <tr> <td>Tacos del Pueblo</td> <td>San Ysidro Center</td> <td>Provide Food Services to Staff and Students</td> <td>April 18 through July 19, 2007</td> <td>\$0</td> </tr> <tr> <td>94.9 Radio Station</td> <td>DeVore Stadium</td> <td>Concert</td> <td>June 10, 2007</td> <td>\$20,000.</td> </tr> </tbody> </table> <p>10B. <u>RATIFY/APPROVE TRAVEL ADVANCE REQUESTS:</u> (Fitzsimons)</p> <table border="1"> <thead> <tr> <th><u>Employee</u></th> <th><u>Purpose</u></th> <th><u>Date</u></th> <th><u>Cost</u></th> </tr> </thead> <tbody> <tr> <td>Banda-Ramirez, Sylvia</td> <td>2007 Women Work! National Conference</td> <td>4/21-26/07</td> <td>\$1047.00</td> </tr> <tr> <td>Hill, Robert</td> <td>Student Services All Directors Training</td> <td>4/22-25/07</td> <td>\$430.00</td> </tr> <tr> <td>Hill, Robert</td> <td>National Conference on Race & Ethnicity</td> <td>5/29-6/2/07</td> <td>\$1140.00</td> </tr> <tr> <td>Nagura, Cynthia</td> <td>HSIAC Annual Conference</td> <td>4/25-29/07</td> <td>\$1170.00</td> </tr> <tr> <td>Peinado, Martina</td> <td>Student Services All Directors Training</td> <td>4/22-25/07</td> <td>\$500.00</td> </tr> <tr> <td>Taft, Dawn</td> <td>CCNCCE 2007 National Conference</td> <td>5/24-25/07</td> <td>\$366.22</td> </tr> <tr> <td>Tate, TJ</td> <td>National Conference on Race & Ethnicity</td> <td>5/29-6/2/07</td> <td>\$1224.70</td> </tr> </tbody> </table> <p>10C. <u>ADOPT COMMENDATION RESOLUTIONS (ENCLOSURE)</u> (Yokotobi)</p> <p>Adopt commendation resolutions for the following staff member(s) who are retiring:</p> <p>Larry Christiansen, Professor of Business, completing 37 years of service William Foley, Professor of Mathematics, completing 26 years of service Richard Mason, Professor of Physical Education, completing 40 years of service Joal Mayer, Professor of Reading, completing 19 years of service Jerold Conrad, Facilities & Operations Manager, completing 26 years of service</p>		<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Rivera-Student Advisory Vote</i>	<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Total Charge</u>	Bahia Sur Kennel Club	Soccer & Softball Fields	Annual Dog Show	June 15 through June 17, 2007	\$2,252.00	Tacos del Pueblo	San Ysidro Center	Provide Food Services to Staff and Students	April 18 through July 19, 2007	\$0	94.9 Radio Station	DeVore Stadium	Concert	June 10, 2007	\$20,000.	<u>Employee</u>	<u>Purpose</u>	<u>Date</u>	<u>Cost</u>	Banda-Ramirez, Sylvia	2007 Women Work! National Conference	4/21-26/07	\$1047.00	Hill, Robert	Student Services All Directors Training	4/22-25/07	\$430.00	Hill, Robert	National Conference on Race & Ethnicity	5/29-6/2/07	\$1140.00	Nagura, Cynthia	HSIAC Annual Conference	4/25-29/07	\$1170.00	Peinado, Martina	Student Services All Directors Training	4/22-25/07	\$500.00	Taft, Dawn	CCNCCE 2007 National Conference	5/24-25/07	\$366.22	Tate, TJ	National Conference on Race & Ethnicity	5/29-6/2/07	\$1224.70
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ITEM

10D. RATIFY/APPROVE EMPLOYMENT OF CONSULTANT(S)

Listed consultants not to exceed a total cost of \$3,000 each.

Recommend ratification and approval of employment of the following consultant(s).

<u>Department</u>	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>
(Dyste) Staff Development		Classified Professionals Recognition Week Activities:		
	Mendes Training Consulting, Inc.	Motivational Lecture	4/23/07	\$2,200
	Ann Taylor	Workshop: Natural Ways to Reduce Stress	4/23/07	\$140
	Michele Hawkins	Workshop: Healthy Eating in the Workplace	4/24/07	\$175
	Henry Aronson	Workshop: Building Leaders	4/25/07	\$400
	Oscar A. Gastelum	Workshop: Investing in Your Future	4/25/07	No Cost
	DJ Marko	DJ Services for Classified & Faculty Recognition Ceremonies	4/27/07– 5/04/07	\$800
(Dyste) School of Mathematics, Science & Engineering	Saida Gracia Perez	Project participant for the Biotechnology Educational Training Sequence Investment (BETSI)	5/10/07– 6/30/07	Not to exceed \$3,000
(Dyste) Small Business Development and International Trade Center (SBDITC)	Akemi Rogers	Consultant will provide guidance to clients of the SBDITC in the area of opening a new business	5/10/07– 12/31/07	Not to exceed \$2,999

ITEM

10E. RATIFY/APPROVE AGREEMENT(S) – EXPENSE TO DISTRICT (ENCLOSURE)

Listed consultant(s) not to exceed a total cost of \$3,000 each.

(Dyste)

10E1. MEMORANDUM OF UNDERSTANDING WITH SAN DIEGO STATE UNIVERSITY

RECOMMENDATION

Authorize Memorandum of Understanding No. M4009.07 with San Diego State University, for faculty internship program, for the period August 1, 2007 through June 30, 2008, inclusive, for a cost of \$100 per intern per semester, not to exceed \$1,000 per semester.

OVERVIEW

Faculty internship program for SDSU graduate students in mathematics was established in 2005. Interns receive five hours of formal training in areas of class management, androgogy, and best teaching practices per semester. Faculty interns are assigned to teach only in areas in which they are legally qualified to teach. The program facilitates the recruitment of qualified and diverse faculty from underrepresented groups.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-42430-170100-000

10F. APPROVE AGREEMENTS - NO COST / INCOME TO DISTRICT (ENCLOSURES)

Recommend approval of listed agreements at no cost or income to District.

(Dyste)

10F1. MEMORANDUM OF UNDERSTANDING WITH ALPHA KAPPA ALPHA HEAD START PROGRAM

RECOMMENDATION

Authorize Memorandum of Understanding No. M4002.07 with Alpha Kappa Alpha Head Start Program, to establish an affiliate partnership, for the period July 1, 2007 to June 30, 2012, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding continues an established agreement with Alpha Kappa Alpha Head Start Program to provide a practicum site for child development program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The Alpha Kappa Alpha Head Start Program is a service agency that provides child development and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No Fiscal Impact

ITEM

(Dyste)

**10F2. MEMORANDUM OF UNDERSTANDING WITH COMMUNITY
CONGREGATIONAL PRESCHOOL**

RECOMMENDATION

Authorize Memorandum of Understanding No. M4003.07 with Community Congregational Preschool, to establish an affiliate partnership, for the period July 1, 2007 to June 30, 2012, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding continues an established agreement with Community Congregational Preschool to provide a practicum site for child development program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The Community Congregational Preschool is a service agency that provides child development and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No Fiscal Impact

(Dyste)

**10F3. MEMORANDUM OF UNDERSTANDING WITH LA MESA-SPRING VALLEY
SCHOOL DISTRICT**

RECOMMENDATION

Authorize Memorandum of Understanding No. M4004.07 with La Mesa-Spring Valley School District, to establish an affiliate partnership, for the period July 1, 2007 to June 30, 2012, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding continues an established agreement with La Mesa-Spring Valley School District to provide a practicum site for child development program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The La Mesa-Spring Valley School District is a service agency that provides child development and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No Fiscal Impact

ITEM

(Dyste)

10F4. MEMORANDUM OF UNDERSTANDING WITH POINT LOMA COMMUNITY CHURCH PRESCHOOL

RECOMMENDATION

Authorize Memorandum of Understanding No. M4005.07 with Point Loma Community Church Preschool, to establish an affiliate partnership, for the period July 1, 2007 to June 30, 2012, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding continues an established agreement with Point Loma Community Church Preschool to provide a practicum site for child development program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The Point Loma Community Church Preschool is a service agency that provides child development and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No Fiscal Impact

(Dyste)

10F5. MEMORANDUM OF UNDERSTANDING WITH SAN YSIDRO SCHOOL DISTRICT

RECOMMENDATION

Authorize Memorandum of Understanding No. M4006.07 with San Ysidro School District, to establish an affiliate partnership, for the period July 1, 2007 to June 30, 2012, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding continues an established agreement with San Ysidro School District to provide a practicum site for child development program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The San Ysidro School District is a service agency that provides child development and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No Fiscal Impact

ITEM

10G. APPROVE CHANGE NOTICES (ENCLOSURES)

(Dyste)

10G1. APPROVE CHANGE NOTICE NO. 1

Ratify Change Notice No. 1, Agreement No. AR2043.07, for the Northrop Grumman Mentor Protégé Contract, resulting in a second year contract extension to October 31, 2007 and an increase of \$55,445.70, and a new contract amount of \$209,890.70.

- a. Northrop Grumman received approval for the second option year funding from the United States Department of Defense, Office of Small Business for the three year Mentor Protégé Contract.
- b. This resulted in a change notice to add line items for Strategic Planning Workshop, Management Planning Workshop, and Job Skills Advanced Planning.

(Dyste)

10G2. APPROVE CHANGE NOTICE NO. 2

Ratify Change Notice No. 2, Agreement No. AR2043.07, for the Northrop Grumman Mentor Protégé Contract, resulting in an increase of \$95,293.30, and a new contract amount of \$305,184.

- a. This resulted in a change notice to add line items for completion of four Subprocess Manuals.

(Dyste)

10G3. APPROVE CHANGE NOTICE NO. 3

Ratify Change Notice No. 3, Agreement No. AR2043.07, for the Northrop Grumman Mentor Protégé Contract, resulting in changes to original contract as follows:

- a. Subcontract Title Page: to Network Communications Division
- b. Article II Period of Performance: to January 23, 2006 to October 31, 2007
- c. Article III Place of Performance: to HiTEM facilities (Protégé), San Diego
- d. Article IV Packaging, Packing, FOB Point, and Shipping
- e. Article VIII Consideration and Payment: to payable in equal payments of \$12,562
- f. Article IX Funds Allocated to Subcontract: to a total of \$305,184
- g. Article XIV Invoicing: to Network Communications Division, Northrop Grumman Space & Mission System Corp.

ITEM

10H. APPROVAL OF CONCEPTUAL DESIGN AND PRELIMINARY PLAN FOR THE HIGHER EDUCATION CENTER AT SAN YSIDRO (ENCLOSURE)

RECOMMENDATION

Request approval of the conceptual design and preliminary plan for the Higher Education Center at San Ysidro as presented at the March 20, 2007 Governing Board workshop.

OVERVIEW

The new facility will house ten Smart classrooms, a computer lab, health services, bookstore, student center, and a student services and instructional services area. The facility is a two-story building, 18,000 square feet, with an approximate cost of \$5.6 million, funded by Proposition AA. Construction is scheduled to begin fall 2007 for occupancy in January 2009.

FISCAL IMPACT/FUNDING SOURCE

Proposition AA

10I. RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S):
(Sandoval)

California Community Colleges Chancellor's Office, "Strengthening Career Technical Education Programs: Multimedia Career Pathways," in the amount of \$250,000, May 10, 2007 through April 30, 2009.

California Community Colleges Chancellor's Office, "Career Exploration & Development for 7th & 8th Graders," in the amount of \$150,000, May 10, 2007 through April 30, 2009.

U.S. Small Business Administration, "Small Business Development Center (SBDC) Network San Diego/Imperial Counties," budget augmentation in the amount of \$10,309, January 1, 2007 through December 31, 2007. The initial application was approved by the Governing Board on November 8, 2006.

10J. CLASSIFIED SENATE CONSTITUTION AND BYLAWS (ENCLOSURE)
(Sandoval)

Recommend approval of revised Classified Senate Constitution and Bylaws, as approved by the membership.

10K. ACCEPT GIFT(S) FOR ANTICIPATED USE AS INDICATED
(Fitzsimons)

Accept the following gift(s) for anticipated use as indicated:

Photography equipment, valued by donor at approximately \$220, donated by Walter Fahlsing, for use by the Photography Department, in the School of Arts and Communication.

10L. RATIFY VOLUNTEER SERVICES (ENCLOSURE)
(Fitzsimons)

Ratification of volunteer services effective March 19, 2007 through July 31, 2007.

ITEM

10M. APPROVE MAY CURRICULUM SUMMARY REPORT (ENCLOSURE)

(Dyste)

Accept May 2007 Curriculum Summary Report.

OVERVIEW

The May 2007 Curriculum Summary Report is a compilation of the new and revised curriculum proposed by faculty members November 16, 2006 through March 20, 2007 by faculty members. Faculty submit proposals for new and/or revised curriculum to the Curriculum Committee. The Curriculum Committee reviews and scrutinizes curriculum for academic rigor, transferability and/or occupational competencies, student benefit, and institutional fit, as stated in Title 5 and the State Chancellor's Curriculum Handbook. Once these and other considerations are met, the Curriculum Summary Report is forwarded to the Superintendent/President and Governing Board for review and approval before being sent to the State Chancellor's Office.

The Southwestern College Curriculum Committee has reviewed and approved 11 new courses, 14 course modifications, 1 course inactivation, 4 new programs, 8 program modifications, and 1 program inactivation..

10N. APPROVE CHANGE ORDERS

(Fitzsimons)

Approve Change Order No. 3

Approve Change Order No. Three (3) for the Southwestern College Education Center at Otay Mesa to Douglas E. Barnhart, Inc., resulting in an increase of \$66,329.00 and a new contract amount of \$23,721,121.

- | | | |
|-----|--|-------------|
| 1. | Delete exterior stone panels and install porcelain tile. (b) | <\$158,261> |
| 2. | Provide Honeywell Fire Alarm in lieu of Notifier Fire Alarm. (b) | \$21,273 |
| 3. | SDG & E revised electrical drawings – final drawings had revision not originally included in the Bid documents. (a) | \$7,187 |
| 4. | Change acid waste sinks to countertop self-rimming stainless steel sinks at science lab room 420, 421, 422, & 424 and provide by-pass for neutralizing tank. (b) | \$1,905 |
| 5. | Add exhaust system, floor sink, gas cock and revise plumbing and piping for autoclave in science lab. (b) | \$13,150 |
| 6. | Provide two (2) illuminated directories and electrical power for two (2) monument signs. Includes credit for two (2) post & panel directories. (b) | \$14,830 |
| 7. | Exterior lighting changes and added fixtures to 2nd floor walkways at Buildings 300/400 for greater lighting coverage. (d) | \$8,205 |
| 8. | Relocate 8 walls in Building 100 and construct full height walls for better sound protection. (b) | \$4,334 |
| 9. | Add foam shapes, reveals and tiles to match building 150 at exterior of Buildings 300/400. (b) | \$70,249 |
| 10. | Add electrical circuits and breakers for hand dryers in all restrooms. (d) | \$4,938 |
| 11. | Provide traffic coatings at openings # 429A, 429B, 439A, & 439B for transition to walkways. (d) | \$2,777 |

ITEM

12.	Delete Honeywell Symmetre automated building controls system. System will be controlled from Chula Vista campus. (b)	<\$4,627>
13.	Provide and install underground electrical, gas, sewer and domestic water utility stub-ups for future maintenance building. (b)	\$73,466
14.	Architect specified termite control for the project. Termite control not needed on steel buildings. (d)	<\$4,848>
15.	Delete anti-graffitti at masonry walls. (b)	<\$12,000>
16.	Remove water heater at trash enclosure. (d)	<\$1,027>
17.	Install single stud jam at doors versus double steel jam. (b)	<24,443>
18.	Remove window at Room 212, room layout revised. (d)	<\$280>
19.	Provide grading, ramp and handrails to provide access at the emergency simulation area behind Building 400. (b)	\$12,411
20.	Revised layout to increase the size of the Bookstore storage Room 222 and Shop Room 205. (b)	\$6,221
21.	Concrete driveway and storm drain for future maintenance building. (b)	\$24,541
22.	Apply finish and paint in lieu of vinyl wall covering. (b)	<\$5,186>
23.	Additional signage and signage over lab sink for use of equipment. (b)	\$12,452
24.	Delete paint at exterior galvanized caps on buildins. (b)	<\$2,773>
25.	Provide additional duplex receptacles, conduits and wire for ATM's and vending machines. (d)	\$4,375
26.	Delete laminate PVC at cabinet edges in science lab. (b)	<\$11,540>
27.	Revise all building pad elevations (to be reimbursed by Architect and Engineers) (d)	\$9,000
Total		\$66,329

- (a) Unforeseen Conditions
- (b) District Requested Change
- (c) The Division of State Architect (DSA) Modifications
- (d) Design Omission
- < > Indicates Credit Amount

Total cost of change orders for this project is \$225,959

ITEM

100.
(Fitzsimons)

AWARD/REJECTION OF BIDS/RFPS

1. Award of Bid
Bid No. 92806NB

Recommend award through the North County Educational Purchasing Consortium/Piggy Back bid for the purchase of networking equipment and services for the Higher Education Center at Otay Mesa in the amount of \$305,797.22 to CDW Government, Inc. This project is funded by State Construction Equipment Funds.

2. Award of Bid
Bid No. 06-28

Recommend award through the Cooperative Purchasing Network/Piggy Back bid for the purchase of Office and Instructional Furniture for the Higher Education Center at Otay Mesa in the amount of \$178,734.08 to HON Company. This project is funded by State Construction Equipment Funds.

3. Award of RFP
RFP No. 01-411313-16

Recommend award through the County of Fairfax, Virginia, on behalf of U.S. Communities Purchasing Alliance/Piggy Back bid for the Purchase of Systems Furniture, Freestanding Furniture, Seating, Filing Equipment, and Related Support Services for the Higher Education Center at Otay Mesa in the amount of \$163,041.34 to Knoll Inc. This project is funded by State Construction Equipment funds.

4. Award of Bid
Bid No. 138

Recommend award of bid for the Fire Life Safety/Perimeter Road Construction Project at Southwestern College. Bid results will be provided at the Governing Board meeting. This bid was advertised in the San Diego Daily Transcript on April 12 and 19, 2007.

5. Award of Bid
Bid No. 139

Recommend award of bid for the CISCO network infrastructure equipment for the Otay Mesa Higher Education Center. Bid results will be provided at the Governing Board meeting. This bid was advertised in the San Diego Daily Transcript on April 20 and 27, 2007.

10P.
(Fitzsimons)

CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

General Fund Nos. 76587 - 77164
Blanket Fund Nos. B1241 Only

10R.
(Fitzsimons)

PAYMENT OF BILLS MARCH 14, 2007 – APRIL 10, 2007 (ENCLOSURE)

ITEM																			
Action	11. HUMAN RESOURCES – ACADEMIC (Yokotobi)																		
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote								
	<p>11A. <u>CHANGE(S) IN PERSONNEL STATUS</u></p> <p>11A1. Recommend approval of the following ratified temporary appointment, effective March 15, 2007. Temporary appointment shall continue based upon business necessity through June 30, 2007 and is subject to amendments and termination at the discretion of the Governing Board.</p> <table border="0"> <thead> <tr> <th><u>Employee</u></th> <th><u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u></th> <th><u>To</u></th> <th><u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u></th> </tr> </thead> <tbody> <tr> <td>William Kinney</td> <td>Dean, Higher Education Center at National City 12 Month Range C/Step 7 \$10,215/Month</td> <td></td> <td>Acting Vice President for Student Affairs 12 Months Range A/Step 7 \$10,967/Month</td> </tr> </tbody> </table> <p>11B. <u>ACADEMIC ADMINISTRATOR SABBATICAL LEAVE REQUEST</u></p> <p>Pursuant to provisions set forth in the <u>Academic Administrator Handbook</u>, and in accordance with employee's request, recommend approval of the following sabbatical leave, effective as indicated:</p> <p>Trish Axsom, Dean, School of Technology and Human Services, August 13, 2007 through February 13, 2008.</p> <p>11C. <u>CONTINUATION OF REDUCED FACULTY SERVICE</u></p> <p>Pursuant to provisions set forth in <u>Article VII, Section 7.8 of the 2004-2006 S.C.E.A. Contract</u>, and in accordance with employee's request, recommend approval of the following continuation of reduced faculty service, effective as indicated:</p> <p>Karen Smith, Librarian, Learning Resources, from 100% to 80%, effective with the 2007-08 academic year.</p> <p>11D. <u>VOLUNTARY EARLY RETIREMENT CONTINUATION OF SERVICE:</u></p> <p>11D1. Pursuant to provisions set forth in Article VII, Section 7.9 of the 2004-2006 S.C.E.A. Contract, and in accordance with faculty's request, recommend approval of the following voluntary early retirement continuation of service for 2007-08 academic year:</p> <p>Delores Christiansen, Professor of Mathematics School of Mathematics, Science and Engineering</p> <p>Larry Christiansen, Professor of Business School of Business and Information Systems</p> <p>William Foley, Professor of Mathematics School of Mathematics, Science and Engineering</p>											<u>Employee</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>To</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>	William Kinney	Dean, Higher Education Center at National City 12 Month Range C/Step 7 \$10,215/Month		Acting Vice President for Student Affairs 12 Months Range A/Step 7 \$10,967/Month
<u>Employee</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>To</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>																
William Kinney	Dean, Higher Education Center at National City 12 Month Range C/Step 7 \$10,215/Month		Acting Vice President for Student Affairs 12 Months Range A/Step 7 \$10,967/Month																

ITEM

Richard Mason, Professor of Exercise Science
School of Health, Exercise Science and Athletics

Joal Mayer, Professor of Reading
School of Languages and Humanities

Mei Lan Shaw, Professor of Mathematics
School of Mathematics, Science and Engineering

11D2. Pursuant to provisions set forth in Article VI, Section A of the Academic Administrator Handbook, and in accordance with employee's request, recommend approval of the following voluntary early retirement continuation of service for 2007-08 academic year:

Judith Bornholdt, Hispanic Serving Institutions Project Activity Director
Hispanic Serving Institutions Project

11E. RESIGNATION/RETIREMENT

The following faculty have retired and their retirement has been accepted by the Interim Superintendent/President under delegation of powers:

<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>
Larry Christiansen	Professor of Business (retirement)	5/31/07
William Foley	Professor of Mathematics (retirement)	6/30/07
Richard Mason	Professor of Physical Education (retirement)	5/25/07
Joal Mayer	Professor of Reading (retirement)	5/31/07

11F. APPROVE ESTABLISHMENT OF THE FOLLOWING NEW POSITIONS:

11F1. Establish one (1) EOPS Counselor (Existing Classification)

<u>Position</u>	<u>Division</u>
EOPS Counselor, (11 Month, Tenure-Track Position)	Extended Opportunities for Programs and Services (EOPS)

OVERVIEW

In an effort to address the EOPS/General counseling support of the students at the Higher Education Center at Otay Mesa, this jointly funded position is being proposed.

FISCAL IMPACT/FUNDING SOURCE

1-42230-643100-471 (50% Categorical Funding)
1-42230-643200-472 (50% Categorical Funding)

ITEM

11F2. Establish one (1) Campus Nurse (Existing Classification)

<u>Position</u>	<u>Division</u>
Campus Nurse, (11 Month, Tenure-Track Position)	Higher Education Center at Otay Mesa

OVERVIEW

This position will allow the Higher Education Center at Otay Mesa (HEC, OM) to provide health services to students in the Police Academy, Nursing, Emergency Medical Technician, Paramedic, Fire Science, and Environmental Technology. Health services are a vital component to developing an environment where our students can achieve their educational goals. This position was included in the HEC, OM staffing proposal approved at the February 23, 2007 special Governing Board meeting.

This position will allow the Higher Education Center at Otay Mesa (HEC, OM) to provide health services to students to include the Police Academy, Nursing Emergency Medical Technician, Paramedic, Fire Science, and Environmental Technology. Health services are a vital component to developing an environment where our students can achieve their educational goals. This position was included in the HEC, staffing proposal approved at the February 23, 2007, Special Governing Board meeting.

FISCAL IMPACT/FUNDING SOURCE

1-41220-644007-421 (Restricted Funding)

ITEM

Action

12. HUMAN RESOURCES – CLASSIFIED

(Yokotobi)

	<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Rivera-Student Advisory Vote</i>
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12A. APPROVE ESTABLISHMENT OF THE FOLLOWING NEW POSITIONS(S):

Establish one (1) Maintenance Air Filter Technician (New Position/Existing Classification)

<u>Position</u>	<u>Division</u>	<u>Range/ Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Maintenance Air Filter Technician- Bargaining Unit	Maintenance	20-1	12	\$3,226

OVERVIEW

The Maintenance Air Filter Technician position for the Higher Education Center, Olay Mesa will be needed prior to the opening of the center to assist with all phases of operation. This includes semi-skilled maintenance repairs for electrical and facilities, assisting with installations, responding to staff and faculty requests and assisting with heating, ventilation, and air conditioning to maintain the integrity of the facility.

FISCAL IMPACT/FUNDING SOURCE

1-42112-605000-950

12B. APPROVE THE FOLLOWING EMPLOYMENT APPOINTMENTS:

<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos./ Svc.</u>	<u>Range/ Step</u>	<u>Mon. Salary</u>	<u>Annual Salary</u>	<u>Eff. Date</u>
Sheila Hearvey (Replacement)	Production Assistant	Office Support Services	12	11-1	\$2,582	\$30,984	5/10/07
Veronica Abitia-Rubio (Replacement)	Senior Account Clerk	Payroll Services	12	19-1	\$3,148	\$37,776	5/10/07
Karen Denise Reyes (New Position)	Bookstore Buyer	Bookstore	12	15-1	\$2,851	\$34,212	5/10/07

ITEM

12C. CHANGE(S) IN PERSONNEL STATUS

12C1. Approve listed change in contract service due to promotion, effective 5/10/07.

<u>Employee</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>To</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>
Ana Frias	Food Service Worker; Food Services 9 Months Range 2 /Step 6 \$2,516/Month		Chef/Lead Food Production, Food Services 12 Months Range 13 /Step 1 \$2,714/Month

12D. CHANGES IN PERSONNEL STATUS (ENCLOSURE)

Reclassify contract assignment for incumbents pursuant to the attached list.

12E. NON-BARGAINING UNIT, TEMPORARY, SHORT-TERM, NON-ACADEMIC HOURLY SALARY SCHEDULE (ENCLOSURE)

Recommend approval of the enclosed salary schedule for the hiring placement of non-bargaining unit, temporary, short-term, non-academic hourly employees effective July 1, 2007.

12F. RATIFY/APPROVE EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES, FOR THE 2006-07 ACADEMIC YEAR (ENCLOSURE)

Ratify/approve employment of 50 short-term, non-academic, hourly employees, for the 2006-07 academic year, pursuant to Education Code Section 88003.

12G RESIGNATION/RETIREMENT

Ratify the listed classified employee(s) who have resigned. Their resignations have been accepted by the Superintendent/President under delegation of powers.

<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>
Jerold Conrad	Facilities & Operations Manager (retirement)	6/30/07

ITEM											
Action											
13. APPROVAL OF AGREEMENTS (ENCLOSURES)											
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote

A. ADMINISTRATIVE AFFAIRS

13A1. AGREEMENT WITH WEBB DESIGN

RECOMMENDATION

Authorize Agreement No. A2065.07 with Webb Design, for design services for the Southwestern College Food Services Facilities, for the period May 10, 2007 through December 31, 2007, inclusive, for a cost not to exceed \$80,000.

OVERVIEW

The District issued a Request for Qualifications (RFQ) to select a design firm to provide a food service master plan and design for the remodel of the existing cafeteria and the new construction of a snack bar at Southwestern College. Based on the firm's previous experience designing food service facilities and after a thorough review of the three (3) proposals the District received, the committee is recommending Webb Design for the planning of this project.

FISCAL IMPACT/FUNDING SOURCE

Redevelopment Funds: 03-5123-716010-000

13A2. AGREEMENT WITH BUNTON, CLIFFORD ASSOCIATES, INC.

RECOMMENDATION

Authorize Agreement No. A2066.07 with Bunton, Clifford Associates, Inc. (BCA), for architectural services for the Southwestern College Cafeteria Remodel and New Snack Bar, for the period May 10, 2007 through December 31, 2007, inclusive, billed hourly for a cost not to exceed \$50,000.

OVERVIEW

The District has selected Webb Design for the cafeteria remodel and new construction of the snack bar. The designer will need the assistance of a registered architect to review structural, mechanical, and electrical systems for inclusion in the master plan and initial design. BCA has been chosen for this work because of their knowledge of food service construction projects on school campuses. They also have experience with the Division of the State Architect on project submission.

FISCAL IMPACT/FUNDING SOURCE

Redevelopment Funds: 03-5123-716010-000

ITEM

13B. HUMAN RESOURCES

(Yokotobi)

13B1. AGREEMENT WITH PEOPLEADMIN

RECOMMENDATION

Authorize Agreement No. A2062.07 with PeopleAdmin, Inc., for employment application submission and tracking software for Human Resources, for the period May 10, 2007 through June 30, 2008, inclusive, for a cost not to exceed \$22,500.

OVERVIEW

The Human Resources office processed over 4,800 applications in calendar year 2006 for administrative, faculty and classified positions. This does not include the adjunct faculty or unclassified hourly positions. The processing of numerous documents for each candidate for each process is labor intensive, time consuming and expensive to the District. By implementing an online application system, which is part of the Technology Plan and meets the Strategic Goal 6.2, better service and access will be provided to applicants, selection committee members can view application materials at their time and place of convenience, operational costs will be reduced and required information can be captured for regulatory reporting. The current paper-based application process is antiquated and online application processing is consistent with the current industry standards and one we desperately need.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-46430-673000-000

13C. SUPERINTENDENT/PRESIDENT

13C1. AGREEMENT WITH JOHN D. RANDALL

RECOMMENDATION

Authorize Agreement No. A2074.07 with John D. Randall for consultation services to the Administrative Affairs Office for the period April 25 through June 30, 2007, at \$100 per hour, with \$1000 per month for expenses, for a total cost not to exceed \$42,000.

OVERVIEW

John D. Randall will serve as a consultant to assist the District in the Administrative Affairs Office to review, analyze, prepare reports, and make recommendations necessary for the effective management and operations of the Administrative Affairs Office. Consultant will provide direct advice to the Superintendent/President on budgetary and fiscal affairs, business, auxiliary, and computer services operations.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45123-664000-000

Action		ITEM							
		14. ADOPT RESOLUTION(S) (ENCLOSURE)							
		Agosto	Dominguez	Roesch	Salcido	Valladolid		Rivera-Student Advisory Vote	

(Fitzsimons)

14A1. INTRA-BUDGET TRANSFER RESOLUTION FOR 2006-2007

OVERVIEW

Recommend adoption of the Intra-Budget Transfer Resolution for 2006-2007, in accordance with Education Code 70902, authorizing the County Superintendent of Schools to originate intra-budget transfers necessary for the end-of-year closing of records for the District.

FISCAL IMPACT/FUNDING SOURCE

No cost to District

14A2. RESOLUTION REQUESTING TEMPORARY TRANSFER OF FUNDS

OVERVIEW

Recommend adoption of resolution to request that the Board of Supervisors of the County of San Diego direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in custody to this District during the 2007-08 fiscal year to meet obligations incurred for maintenance purposes, if necessary.

FISCAL IMPACT/FUNDING SOURCE

No cost to District

14A3. RESOLUTION AUTHORIZING THE PURCHASE OF OFFICE AND INSTRUCTIONAL FURNITURE AND RELATED SUPPORT SERVICES

Recommend adoption of Resolution authorizing purchase of office and instructional furniture utilizing The Cooperative Purchasing Network Bid No. 06-28.

OVERVIEW

District utilizes other agencies' bids to expedite the procurement process. This procedure is called "Piggy Back". The Cooperative Purchasing Network awarded contracts for Office and Instructional Furniture and has included Southwestern Community College District as an authorized agency to purchase under the terms and conditions of the contracts. The District purchasing staff has analyzed the bid results and has determined that it provides the lowest cost and will save the District administrative costs associated with the bidding process while conforming to the legal requirements of the Public Contracts Code, Sections 20118 and 20652.

FISCAL IMPACT/FUNDING SOURCE

No impact to General Fund

ITEM

14A4. RESOLUTION AUTHORIZING THE PURCHASE OF NETWORKING EQUIPMENT AND SERVICES

Recommend adoption of resolution authorizing purchase of networking equipment and services utilizing North County Educational Purchasing Consortium Bid #92806NB.

OVERVIEW

District utilizes other agencies bids to expedite the procurement process. This procedure is called "Piggy Back". North County Educational Purchasing Consortium awarded contracts for networking equipment and services and has identified Southwestern Community College District as an authorized agency to purchase under the terms and conditions of the contracts. The District purchasing staff has analyzed the bid results and has determined that it provides the lowest cost and will save the District administrative costs associated with the bidding process while conforming to the legal requirements of the Public Contracts Code, Sections 20118 and 20652.

FISCAL IMPACT/FUNDING SOURCE

No impact to General Fund

Information

15. NON-ACTION ITEMS

A. INFORMATION ITEMS

- (Fitzsimons) 15A1. General Fund Financial Report for Period Ending April 5, 2007 (ENCLOSURE)
- (Fitzsimons) 15A2. General Fund Cash Analysis for Period Ending March 31, 2007 (ENCLOSURE)
- (Fitzsimons) 15A3. Quarterly Report CCFS 311Q for Period Ending March 31, 2007 (ENCLOSURE)
- (Kinney) 15A4. Southwestern College Spring 2007 First Census Enrollment Report

RECOMMENDATION

For information and discussion only.

OVERVIEW

The first Census Enrollment Report provides an overview of enrollment trends and student characteristics as compared to the previous year's First Census Spring 2006. Data for the District, the Chula Vista Campus, Higher Education Center at San Ysidro (HEC, SY), and the Higher Education Center at National City (HEC, NC) are generated through the District's Colleague information systems database. The report is divided into 11 sections with designated tables: 1. Total District Enrollments; 2. Enrollments by Admission Status and Campus Site; 3. Enrollments by Units and by Data/Evening; 4. Enrollments by General and Ethnic Groups; 5. Enrollments by Educational Objectives; 6. Transfer Plans; 7. Employment Status; 8. District Student characteristics; 9. Student Needs for Services; 10. Enrollment by Community; 11. Comparison

FISCAL IMPACT/FUNDING SOURCE

No cost to the District

	ITEM						
	<p>15A5. Campus Emergency Procedures (Sandoval)</p>						
<p>Administrative Reports</p>	<p>16. ADMINISTRATIVE REPORTS (Valladolid)</p> <ul style="list-style-type: none"> A. RON DYTE, VICE PRESIDENT FOR ACADEMIC AFFAIRS B. DEBRA FITZSIMONS, Ed.D., VICE PRESIDENT FOR ADMINISTRATIVE AFFAIRS C. FUSAKO YOKOTOB, VICE PRESIDENT FOR HUMAN RESOURCES <ul style="list-style-type: none"> 1. Human Resources Report (ENCLOSURE) D. BILL KINNEY, ACTING VICE PRESIDENT FOR STUDENT AFFAIRS E. GREG R. SANDOVAL, INTERIM SUPERINTENDENT/PRESIDENT <ul style="list-style-type: none"> 1. PASS Update 						
<p>Senate/Union /Association Reports</p>	<p>17. SENATE/UNION/ASSOCIATION REPORTS (Valladolid)</p> <ul style="list-style-type: none"> A. PROFESSOR VALERIE GOODWIN-COLBERT, PRESIDENT, ACADEMIC SENATE B. REBECA MONTALVAN TOTH, PRESIDENT, CLASSIFIED SENATE C. PROFESSOR JANET MAZZARELLA, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA) D. LARRY LAMBERT, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) E. BOB EDELBROCK, ED.D., PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA) 						
<p>Information</p>	<p>18. PROPOSAL FOR GOVERNMENTAL RELATIONS SERVICES (ENCLOSURE) (Sandoval)</p> <p>Information was requested by the Board on March 14, 2007.</p>						
<p>Board Requests for Information</p>	<p>19. GOVERNING BOARD REQUESTS FOR INFORMATION (Valladolid)</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Information Requested</u></th> <th style="text-align: left;"><u>Board Member</u></th> <th style="text-align: left;"><u>Due Date</u></th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	<u>Information Requested</u>	<u>Board Member</u>	<u>Due Date</u>			
<u>Information Requested</u>	<u>Board Member</u>	<u>Due Date</u>					

	ITEM
Governing Board Reports	20. GOVERNING BOARD REPORTS (Valladolid) <ul style="list-style-type: none">A. STUDENT TRUSTEE HECTOR RIVERAB. TRUSTEE YOLANDA SALCIDOC. TRUSTEE JORGE DOMINGUEZ, PH.D.D. TRUSTEE JEAN ROESCH, Ed.D.E. VICE PRESIDENT DAVID J. AGOSTOF. PRESIDENT TERRI VALLADOLID
Closed Session	21. CLOSED SESSION/REPORT OF ACTION(S) (If Applicable) (Valladolid)
Adjournment	22. ADJOURNMENT (Valladolid)
Information	23. NEXT REGULAR MEETING Wednesday, June 13, 2007 Higher Education Center at National City

GREG R. SANDOVAL
INTERIM SUPERINTENDENT/PRESIDENT