



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
 NEIL YONEJI, INTERIM SECRETARY TO GOVERNING BOARD
 AND INTERIM SUPERINTENDENT/PRESIDENT

7:30 PM

Wednesday, February 14, 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., Building 100, Conference Room A</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) 6:01 - 7:30 p.m., Building 100, Conference Room A.</p> <p>A. CONFERENCE WITH LABOR NEGOTIATOR Negotiator: Fusako Yokotobi Employee Organizations: CSEA & SCEA Government Code Section 54957.6</p> <p>B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957 (b)</p> <p>C. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION Government Code Section 54956.9 San Diego Superior Court Case No. GIC 874235 San Diego Superior Court Case No. GIC 877086</p>

	ITEM								
Action	10. ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR THE GENERAL OPERATIONAL FUNDS AND PROP AA BOND FUND FOR YEAR ENDED JUNE 30, 2006 (Fitzsimons)								
	Agosto		Dominguez		Roesch		Salcido		Valladolid Rivera-Student Advisory Vote
	<p>10A. <u>GENERAL OPERATIONAL FUNDS – FOR YEAR ENDED JUNE 30, 2006</u> (ENCLOSURE)</p> <p>10B. <u>PROP AA BOND FUND – FOR YEAR ENDED JUNE 30, 2006</u> (ENCLOSURE)</p> <p>OVERVIEW</p> <p>Pursuant to Education Code Section 41010-41023, "each fiscal year, each county superintendent of schools shall provide for an audit of all funds under his or her jurisdiction and control and the governing board of each local educational agency shall either provide for an audit of the books and accounts of the local educational agency."</p> <p>The district's financial audits were conducted by Messner and Hadley, LLP, Certified Public Accountants, in accordance with auditing standards. It is their opinion that the financial statements present fairly, in all material respects, the financial position of Southwestern Community College District, as of June 30, 2006 and the respective changes in net assets and cash flows, for the fiscal year then ended in conformity with accounting principles.</p> <p>The results of the audit disclosed no instances of non-compliance that are required to be reported under Government Auditing Standards. Messner and Hadley, LLP noted no matters involving the internal controls over financial reporting and its operation that they consider to be material weaknesses. Messner and Hadley, LLP noted three non-material matters involving the internal control over financial reporting as described in the audit.</p> <p>All recommendations from previous years have been implemented and noted in the audit.</p>								

ITEM										
11. APPROVE CONSENT CALENDAR (ITEMS A THROUGH H)										
	Agosto		Dominguez		Roesch		Salcido		Valladolid	Rivera-Student Advisory Vote
Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote.										
11A. <u>RATIFY/APPROVE FACILITY USE REQUEST(S)</u> (Fitzsimons)										
<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Total Charge</u>						
Grace Alliance Church of San Diego	Rooms 705 and 751	Church Services	January - June 2007	\$4,302.00						
County of San Diego Sheriff's Department	Student Union East and West	Detention Deputy Applicant Written Examination	June thru December 2007(only 1 day each month)	\$2,625.00						
People to People Program	Mayan Hall	Presenter: Sports Ambassador Program	January 27, 2007	\$1,223.50						
The University of Phoenix	Room 214	Accelerated University Classes	January - June 2007	\$2,965.00						
City of Lights	National City Facility 7201A, 7201B, 7215, 7214	Church Services	January - June 2007	\$8,630.75						
Flood – Aric Torres	Football Practice Field	Flag Football Games	January 27, 2007	\$480.00						
The Way Christian Church	Student Union East Cafeteria 1, 2, & 3 Room 701	Church Services	January - June 2007	\$18,875.00						
Boghes & Jackson, Inc.	Dirt Lot (Corner of H and Otay Lakes Road)	Christmas Tree Lot	November - December 2007	\$12,000.00						
11B. <u>RATIFY/APPROVE TRAVEL ADVANCE REQUESTS:</u> (Fitzsimons)										
<u>Employee</u>	<u>Purpose</u>	<u>Date</u>	<u>Cost</u>							
Blevins, Patti	Equal Employment Diversity and Equity Consortium at North Orange County Community College District	1/19/07	\$104							
Rivera, Hector	CCCT Board/CCLC Legislative Conf	1/26-29/07	\$131							
Tont, Cem	National Soccer Coaches Assoc. of America Convention	1/10-14/07	\$225							

ITEM										
11C. (Yoneji)	<p><u>RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S)</u></p> <p>City of Chula Vista, "Purchase of Accessible Van for SWC Students with Disabilities," in the amount of \$35,000, July 1, 2007 through June 30, 2008.</p> <p>Unified Port of San Diego, "Procurement Technical Assistance Services," in the amount of \$37,500, July 1, 2007 through June 30, 2008.</p>									
11D. (Fitzsimons)	<p><u>RATIFY/APPROVE THE FOLLOWING AGREEMENT(S) FOR ACCEPTANCE OF FUNDS</u></p> <p>Mathematics, Engineering, Science Achievement Community College Programs (MCCP) Subagreement No. 03-MESA-DUE0324218-49. Augment funds for MCCP MESA Community College Program Leadership Institute to the Southwestern College MESA Program in the amount of \$15,000 as per amended Sub agreement approved by Governing Board on December 14, 2005.</p> <p>U.S. Small Business Administration, "Small Business Development Center (SBDC) Network San Diego/Imperial Counties," in the amount not to exceed \$780,609, January 1, 2007 through December 31, 2007. This application was approved by the Governing Board on November 8, 2006.</p>									
11E. (Fitzsimons)	<p><u>ACCEPT GIFT(S) FOR ANTICIPATED USE AS INDICATED</u></p> <p>HP Laser Jet 4000N Printer (used) and a Brother Multifunction Laser IntelliFax 2800 (used), donated by Millennium Computers, for use at the San Diego Contracting Opportunities Center.</p>									
11F. (Sandoval)	<p><u>AWARD OF DEGREES</u></p> <p>Award degrees to candidates meeting graduation requirements at the close of fall semester 2006:</p> <table border="0" data-bbox="495 1113 1255 1228"> <tr> <td data-bbox="495 1113 611 1155">Fall 2006</td> <td data-bbox="809 1113 1024 1155">Associate in Arts</td> <td data-bbox="1205 1113 1255 1155">274</td> </tr> <tr> <td></td> <td data-bbox="809 1155 1073 1197">Associate in Science</td> <td data-bbox="1205 1155 1255 1197">60</td> </tr> <tr> <td></td> <td data-bbox="809 1197 1139 1228">Certificate of Achievement</td> <td data-bbox="1205 1197 1255 1228"><u>243</u></td> </tr> </table> <p>Grand Total <u>577</u></p>	Fall 2006	Associate in Arts	274		Associate in Science	60		Certificate of Achievement	<u>243</u>
Fall 2006	Associate in Arts	274								
	Associate in Science	60								
	Certificate of Achievement	<u>243</u>								
11G. (Fitzsimons)	<p><u>CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)</u></p> <p>General Fund Nos. 74665 – 75403 Blanket Fund Nos. B1225 – B1232</p>									
11H. (Fitzsimons)	<p><u>PAYMENT OF BILLS – DECEMBER 6, 2006 – JANUARY 11, 2007 (ENCLOSURE)</u></p>									

Action		ITEM									
		12. HUMAN RESOURCES – REALIGNMENT (ITEMS A THROUGH B)									
		(Yokotobi)									
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote

12A. ESTABLISH THE FOLLOWING NEW CLASSIFIED POSITIONS IN ACCORDANCE WITH THE REALIGNMENT PLAN PRESENTED TO THE BOARD ON 1/10/07

12A.1. Director of Purchasing and Contracts Officer (New Classification)

<u>Position</u>	<u>Division</u>	<u>Range/</u> <u>Step</u>	<u>Months of</u> <u>Service</u>	<u>Monthly</u> <u>Salary</u>
Director of Purchasing and Contracts- Classified Administrators Unit	Business Operations	31-1	12	\$5,980

OVERVIEW

This position is part of the realignment of the Business, Operations, & Facilities Planning Department. With the growth and complexity of the Purchasing Department and the heavy workload assigned to the Senior Director of Business, Operations, & Facilities Planning, a Director of Purchasing and Contracts is needed. The position will be responsible for all purchasing and contracting functions of the District, including construction bids and all materials management and warehouse functions. This person will report to the Senior Director of Business, Operations, & Facilities Planning.

FISCAL IMPACT/FUNDING SOURCE

1-42111-677000-000

12A.2. Human Resources Analyst-Confidential (New Classification)

<u>Position</u>	<u>Division</u>	<u>Range/</u> <u>Step</u>	<u>Months of</u> <u>Service</u>	<u>Monthly</u> <u>Salary</u>
Human Resources Analyst-Confidential Unit	Human Resources	16-1	12	\$4,309

OVERVIEW

This classification will focus primarily in recruitment, including designing and implementing an efficient search process; assisting selection committees in structuring the interview process; conducting adverse impact analysis for each position; and ensuring the District is complying with all aspects of title 5 with respect to hiring and selection process. Recruitment is one of the most important functions in a human resources department; an efficient recruiting and hiring process is instrumental to building an excellent workforce and succeeding in a highly competitive market.

FISCAL IMPACT/FUNDING SOURCE

1-42112-673000-000

ITEM

12A.3. Employee Relations Program Director (New Classification)

<u>Position</u>	<u>Division</u>	<u>Range/ Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Employee Relations Program Director- Classified Administrators Unit	Human Resources	26-1	12	\$5,286

OVERVIEW

This classification will be responsible for improving and maintaining good employee relations. This position will implement the strategic plan component to improve communication and morale in the district; mediate conflicts between and among faculty and staff; organize programs and strategies to promote work/life balance; assist in the grievance process; and coordinate the provision of leadership training to managers and supervisors. Good employee relations are paramount to all successful organizations; good employee relations are dependent on communication strategies that promote clear, consistent, and frequent communication between and among faculty and staff at all levels of the organization.

FISCAL IMPACT/FUNDING SOURCE

1-42111-665000-000

12A.4. Clerical Assistant II (Existing Classification)

<u>Position</u>	<u>Division</u>	<u>Range/ Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Clerical Assistant II- Bargaining Unit	Academic Affairs	10-1	12	\$2,519

OVERVIEW

The Office of Academic Affairs and Instructional Support have taken on many new activities which require clerical support such (Tenure Review; Accreditation, and Research). This new position will help to provide additional clerical support.

FISCAL IMPACT/FUNDING SOURCE

1-42110-663000-000

ITEM

12A.5. Human Resources Technician (Existing Classification)

<u>Position</u>	<u>Division</u>	<u>Range/ Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Human Resources Technician-Confidential Unit	Human Resources	12-1	12	\$3,904

OVERVIEW

The addition of this position is part of the Human Resources Strategic Plan to provide additional needed support in the areas of monitoring the 60% workload limit for all adjunct faculty, both instructional and non-instructional, and implementing an evaluation system for over 700 adjuncts, and to establish their vesting for priority assignment. The need for an additional HR Technician is necessary to continue to provide essential customer service for academic personnel and systems support to all staff.

FISCAL IMPACT/FUNDING SOURCE

1-42112-673000-000

12B. ESTABLISH ACADEMIC ADMINISTRATOR POSITION AND SALARY PLACEMENT AS FOLLOWS IN ACCORDANCE WITH THE REALIGNMENT PLAN PRESENTED TO THE BOARD ON 1/10/07

<u>Position</u>	<u>Division</u>	<u>Range</u>	<u>Months of Service</u>
Dean, Instructional Support Services (Academic Administrator Position)	Instructional Support Services	C	12

OVERVIEW

This position is part of the realignment of the Office of the Vice President for Academic Affairs. In addition to the responsibilities previously assigned to a Classified Director, this position will undertake activities that are properly performed only by an Academic Dean. These activities include supervision of Enrollment Management, Tenure Review, Accreditation, Staff Development, and innovative instructional activities.

ITEM																	
Action	13. HUMAN RESOURCES – ACADEMIC (ITEMS A THROUGH B) (Yokotobi)																
	<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>		<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Rivera-Student Advisory Vote</i>				
	<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Rivera-Student Advisory Vote</i>						
	<p>13A. <u>APPROVE ACADEMIC ADMINISTRATOR INTERIM APPOINTMENT AS INDICATED</u> (ENCLOSURE)</p> <p>Ratify/approve listed employment effective as indicated:</p> <table border="1"> <thead> <tr> <th><u>Employee</u></th> <th><u>Position</u></th> <th><u>Department</u></th> <th><u>Mos./ Svc.</u></th> <th><u>Range/ Step</u></th> <th><u>Monthly Salary</u></th> <th><u>Annual Salary</u></th> <th><u>Effective Date</u></th> </tr> </thead> <tbody> <tr> <td>Cathy McJannet (Replacement)</td> <td>Interim Director of Nursing and Health Occupations (academic administrator, temporary assignment for one year only)</td> <td>School of Technology and Human Services</td> <td>12</td> <td>F-5</td> <td>\$8,584.</td> <td>\$103,008</td> <td>1/16/07- 1/15/08</td> </tr> </tbody> </table>	<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos./ Svc.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>	Cathy McJannet (Replacement)	Interim Director of Nursing and Health Occupations (academic administrator, temporary assignment for one year only)	School of Technology and Human Services	12	F-5	\$8,584.	\$103,008	1/16/07- 1/15/08
<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos./ Svc.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>										
Cathy McJannet (Replacement)	Interim Director of Nursing and Health Occupations (academic administrator, temporary assignment for one year only)	School of Technology and Human Services	12	F-5	\$8,584.	\$103,008	1/16/07- 1/15/08										
	<p>13B. <u>CERTIFY APPROVAL OF 2007–2008 SABBATICAL LEAVE APPLICATIONS</u> (ENCLOSURE)</p> <p>(Dyste)</p> <p>Recommend sabbatical leaves of absence for 2007–2008 be granted to the 15 academic personnel identified by the Sabbatical Leave Review Board, in accordance with provisions of the Southwestern College Education Association (SCEA) Contracts, subject to available funding.</p>																

Action	ITEM										
	14. HUMAN RESOURCES – CLASSIFIED (ITEMS A THROUGH D) (Yokotobi)										
	<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Rivera-Student Advisory Vote</i>

14A. ESTABLISH TWO (2) CAMPUS POLICE OFFICERS (EXISTING CLASSIFICATION)

<u>Position</u>	<u>Division</u>	<u>Range/ Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Campus Police Officer (2) - Bargaining Unit	Campus Police	21-1	12	\$3,306

OVERVIEW

This is a request for two Campus Police Officer positions. This request specifically relates to the anticipation that the new classification of Campus Service Officer (2 positions) will be submitted for approval at the March Governing Board meeting. The establishment of these positions will result in the elimination of two Campus Police Officer positions. This request supports the realignment proposal for the Student Affairs Division which results in a total net increase of two positions in the Campus Police Department.

FISCAL IMPACT/FUNDING SOURCE

1-42110-695000-334

14B. APPROVE/RATIFY 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>
Michael George (New)	Instructional Lab Technician- Science (Physics/ Astronomy)	School of Mathematics, Science and Engineering	12	24-1	\$3,561	**\$44,732	1/12/07
Rolando Cadua (Replacement)	Custodian- Evening	Custodial	12	*12-1	\$2,647	\$31,764	2/15/07
Neiro Uribe (Replacement)	Custodian- Evening	Custodial	12	*12-1	\$2,647	\$31,764	2/15/07
Rachel Fischer (New)	Deputy Project Manager	San Diego Contracting Opportunities Center (SDCOC)	12	20-2	\$4,764	\$57,168	3/01/07

* Includes (2) two additional ranges for Evening Increment.

** Includes additional \$2,000 annual doctorate stipend.

ITEM

14C. RECLASSIFY POSITION ASSIGNMENT AS LISTED (NO INCUMBENT)

14C.1. Change in contract service from 47.5% to 100% and change in months of service from 11-12 months, effective 2/15/07.

<u>Position</u>		<u>Position</u>
<u>Months/Service</u>		<u>Months/Service</u>
<u>Range/Step</u>		<u>Range/Step</u>
<u>Monthly Salary</u>	<u>To</u>	<u>Monthly Salary</u>
<u>Annual Salary</u>		<u>Annual Salary</u>
Clerical Assistant II		Clerical Assistant II
Technology and Human Services		Technology and Human Services
11 Months (47.5%)		12 Months (100%)
Range 10/Step 1		Range 10/Step 1
\$1,196.53/Month		\$2,519/Month
\$13,161.83/Annual		\$30,228/Annual

OVERVIEW

A partial contract position was approved in 2004 based on an original request for a 100% contract position that was not replaced in 2001. It is time to fully fund this position to 100%; 12 month with the relocation of all School's remaining support staff to the Otay Mesa in Fall 2007. Not only will the person filling this position provide for full office coverage and on-going office functions but will assist with individual program accreditation in the automotive program and supplemental program orientation, registration and tracking for the unique Spanish-to-English learning community.

14C.2. Change in contract months of service from 10 -12 months, effective 2/15/07.

<u>Position</u>		<u>Position</u>
<u>Months/Service</u>		<u>Months/Service</u>
<u>Range/Step</u>		<u>Range/Step</u>
<u>Monthly Salary</u>	<u>To</u>	<u>Monthly Salary</u>
<u>Annual Salary</u>		<u>Annual Salary</u>
Instructional Assistant I		Instructional Assistant I
Language and Humanities		Language and Humanities
10 Months		12 Months
Range 16 /Step 1		Range 16 /Step 1
\$2,923/Month		\$2,923/Month
\$29,230/Annual		\$35,076/Annual

OVERVIEW

An instructional assistant is needed to support the English-as-a-Second-Language (E.S.L.) and Foreign Language Departments which are expanding their use of technology provided by the Language Acquisition Center (LAC). The LAC provides technical assistance to promote student learning and ensure student success. This position is currently vacant but was previously occupied by a staff member who had been working on a 12-month basis, with a 10-month contract and 2 month hourly assignment.

14D. RATIFY/APPROVE EMPLOYMENT OF 41 SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES, FOR THE 2006-07 ACADEMIC YEAR, PURSUANT TO EDUCATION CODE SECTION 88003, AND CONTINGENT UPON DETERMINATION OF STAFF MEMBERS (ENCLOSURE)

	ITEM										
Action	15. REQUEST TO CHANGE NAME OF SOUTHWESTERN COLLEGE EDUCATION CENTER AT SAN YSIDRO TO SOUTHWESTERN COLLEGE HIGHER EDUCATION CENTER AT SAN YSIDRO (Dyste)										
		<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>	<i>Rivera-Student Advisory Vote</i>
	<p>Authorize request to change name of the Southwestern College Education Center at San Ysidro to Southwestern College Higher Education Center at San Ysidro.</p> <p>OVERVIEW</p> <p>The name for the Southwestern College Education Center at San Ysidro is not consistent with our other education centers—The Higher Education Center at National City and The Higher Education Center at Otay Mesa. Approval of this request for a name change will bring consistency and alignment of name to all our District off-campus centers.</p> <p>FISCAL IMPACT/FUNDING SOURCE</p> <p>None</p>										
Action	16. REQUEST TO CHANGE NAME OF DIVISION OF ACADEMIC INFORMATION SERVICES TO DIVISION OF LEARNING RESOURCES (Dyste)										
		<i>Agosto</i>		<i>Dominguez</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>	<i>Rivera-Student Advisory Vote</i>
	<p>Authorize request to change division name of Division of Academic Information Services to Division of Learning Resources.</p> <p>OVERVIEW</p> <p>The name for a School or Division should reflect the types of academic programs and services provided. In the case of Academic Information Services, there is no relationship between name and function. Learning Resources better defines the scope of services provided within the division: Library, Academic Success Center, Multimedia Services, Graphics, Instructional Technology Support and Online Learning Center.</p> <p>FISCAL IMPACT/FUNDING SOURCE</p> <p>None</p>										

ITEM													
Action	<p>17. REQUEST TO CHANGE NAME FOR SCHOOL OF SOCIAL SCIENCES AND INTERNATIONAL STUDIES TO SCHOOL OF BEHAVIORAL AND SOCIAL SCIENCES (Dyste)</p> <table border="1"> <tr> <td></td> <td>Agosto</td> <td></td> <td>Dominguez</td> <td></td> <td>Roesch</td> <td></td> <td>Salcido</td> <td></td> <td>Valladolid</td> <td></td> <td>Rivera-Student Advisory Vote</td> </tr> </table> <p>Authorize request to change name of the School of Social Sciences and International Studies to the School of Behavioral and Social Sciences.</p> <p>OVERVIEW</p> <p>The name for a School or Division should reflect the types of academic programs and services provided. In the case of the School of Social Sciences and International Studies, the International Studies program has been moved to Student Affairs as a part of the institutional realignment. The School of Behavioral and Social Sciences better defines the scope of academic programs offered through this School.</p> <p>FISCAL IMPACT/FUNDING SOURCE</p> <p>None</p>		Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote		
Action	<p>18. APPROVE NONRESIDENT PER UNIT TUITION FEE FOR FISCAL YEAR 2007-2008 (Fitzsimons)</p> <table border="1"> <tr> <td></td> <td>Agosto</td> <td></td> <td>Dominguez</td> <td></td> <td>Roesch</td> <td></td> <td>Salcido</td> <td></td> <td>Valladolid</td> <td></td> <td>Rivera-Student Advisory Vote</td> </tr> </table> <p>OVERVIEW</p> <p>Recommend establishment of the Nonresident Per Unit Tuition Fee for FY 2007-2008 at \$163 per unit, the statewide rate, effective with the FY 2007-2008 summer session, in accordance with Education Code Section 76140. This rate is equal to or below the anticipated rates at districts contiguous to Southwestern College.</p> <p>Education Code Section (ECS) 76140 requires the Governing Board to establish the Nonresident Per Unit Tuition Fee for the succeeding fiscal year.</p> <p>The district has several options: a) to use the statewide computation of \$173, b) the district computation of \$173, or charge a different amount, not to exceed the highest amount charged by a contiguous district. Traditionally, Southwestern Community College District (SCCD) has set its nonresident tuition to be competitive with other contiguous districts. Several other contiguous districts such as San Diego Community College District, Grossmont Community College District, MiraCosta Community College District, are planning to set their tuition at \$163. In addition to the nonresident tuition, foreign students who are not residents of California are required to pay the California registration fee.</p> <p>FISCAL IMPACT/FUNDING SOURCE</p> <p>This is an income source to the general fund.</p>		Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote
	Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote		

Action		ITEM							
		19. FACILITIES (Fitzsimons)							
		Agosto	Dominguez	Roesch	Salcido	Valladolid	Rivera-Student Advisory Vote		
19A. <u>APPROVE CHANGE ORDERS</u>		Approve Change Order No. two (2) for the Southwestern College Education Center at Otay Mesa to Barnhart Management Co., resulting in an increase of \$51,319.00 and a new contract amount of \$23,675,792.00							
1.		The architect specified windows that were the wrong type for the current fire codes. (d)					\$2,185.		
2.		The architect specified the wrong size of electrical feeder wire to the 200amp electrical panel. (d)					\$1,233.		
3.		The architect specified doors that do not have the proper fire rating for corridors. This change will allow for the installation or hollow metal doors versus doors with glass. (d)					\$7,504.		
4.		The Department of the State Architect requires that all electrical room doors have emergency panic hardware installed to meet current fire codes. (c)					\$4,033.		
5.		During the design of the furniture systems for the first floor of the buildings changes to the electrical outlets and additional electrical conduits were required to support the system. (b)					\$14,322.		
6.		During the design of the furniture systems for the second floor of the buildings changes to the electrical outlets and additional electrical conduits were required to support the system. (b)					\$22,042.		
		Total					\$51,319.		
(a)		Unforeseen Conditions							
(b)		District Requested Change							
(c)		The Division of the State Architect (DSA) Modifications							
(d)		Design Omission							
<>		indicates Credit Amount							
		Total cost of change orders for this project is \$159,630.00							
		All the above changes are within the 5% contingency budget allocated for this project and are funded through Proposition AA Funds.							
19B. <u>AWARD OF BIDS/RFP</u>									
19B.1. <u>Award RFP No. 86</u>									
		Award RFP for Construction Management Services/Agency for the 800/850 Music Lab Buildings and the Fire Life Safety/Perimeter Road project at 900 Otay Lakes Road, Chula Vista, CA 91910 to Gilbane Building Company, in an amount not to exceed \$300,000. The District reviewed eleven (11) proposals and the Gilbane Building Company provided the most comprehensive and lowest cost proposal. This RFP was advertised in the San Diego Daily Transcript on January 10, 2007.							

ITEM

19B.2. Award RFP No. 84

Award RFP for Architectural Services for the preliminary plans, working drawings and construction administration for the Southwestern College Education Center at San Ysidro to SGPA Architecture and Planning, in an amount not to exceed \$400,000. The District reviewed three (3) proposals and SGPA provided the most comprehensive proposal for the project. This RFP was advertised in the San Diego Daily Transcript on November 2, 2006.

Action

20. APPROVE THE 1) POSITIVE ENGAGEMENT: CITIZENS OF THE WORLD CONFERENCE AND 2) CESAR CHAVEZ BREAKFAST

	Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote

(Yoneji)

Convening 1) the Positive Engagement: Citizens of the World Conference on 4/28/07 at a district cost of \$30,000, and 2) the 3RD Annual Cesar Chavez Breakfast on 3/29/07 at a district cost \$1,350 inkind, in support of the District Diversity Initiative initiated by the Board and presented on 11/9/05.

OVERVIEW

The upcoming conference, Positive Engagement: Citizens of the World and the Cesar Chavez Breakfast are two initiatives of the Diversity Program at Southwestern Community College District. Last year, one of the successful events was sponsorship of the Speaker Series with Dr. Cornell West as the keynote speaker.

Action Plan 6.2 of the Strategic Plan emphasizes the need to focus and improve the Southwestern College cultural competency strengths. The Diversity Advisory Committee will revisit the Diversity Initiative at the March Board meeting. The objective of the presentation is to further the development of the Diversity Program in support of the Board-approved Strategic Plan.

FISCAL IMPACT/FUNDING SOURCES

General Fund

ITEM										
21. APPROVAL OF AGREEMENTS (ITEMS A THROUGH D)										
Agosto		Dominguez		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote

21A. ACADEMIC AFFAIRS

21A1. Ratify Agreement No. A230.07 with the City of Santee, for government Procurement Technical Assistance Center services to small business, for the period July 1, 2006 through June 30, 2007, inclusive, in the amount of \$15,000, income to the District.

OVERVIEW

The funds will be used to provide basic government procurement and contracting technical assistance for local small and emerging businesses. In addition to one-on-one government procurement and contracting counseling, the project will offer outreach workshops and group training sessions to educate clients and the general community in government marketing and contracting related subjects. Electronic bid matching services and plan room services will also be provided. The objective will be to bring government procurement and contracting opportunities to local businesses so that they will win government awards and create or retain jobs.

FISCAL IMPACT/FUNDING SOURCE

The City of Santee agrees to pay Southwestern College \$15,000 for the services of the San Diego Contracting Opportunities Center. The \$15,000 will be used as matching funds for the Department of Defense Cooperative Agreement.

Account No. 11-38896-709962-928

21A2. Ratify Agreement No. MR4001.07 with San Diego County Superintendent of Schools, to provide additional classroom, career, and job referral assistance services to Regional Occupational Program students, for the period July 1, 2006 through June 30, 2007, inclusive, in the amount of \$51,760, income to the District.

OVERVIEW

Southwestern College continues to offer enhanced programs and services to Regional Occupational Program (ROP) students, funded by the Carl D. Perkins Vocational and Applied Technology Education (VTEA) Act of 1998.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38170-639070-530

ITEM

21A. ACADEMIC AFFAIRS (Continued)

- 21A3. Authorize Agreement No. AR2022.07 with San Diego County Office of Education, to increase the Regional Occupational Programs (ROP) designated capital reserves by \$40,000, for the period February 15 through June 30, 2007, inclusive, in the amount of \$235,000, income to the District.

OVERVIEW

Southwestern College contracts with the San Diego County Office of Education to offer Regional Occupational Program (ROP) courses. The County Office provides Southwestern College with the funds necessary to cover program-related expenditures. The annual contract budget provides for a maximum 15% carryover of unexpended funds each year and provides for the development of a capital reserve account. Adding \$40,000 to the designated reserves retains the ROP funds for use in the next few years.

FISCAL IMPACT/FUNDING SOURCE

Funds will support additional equipment/facility improvements for college ROP programs.

Account No. 1-38831-000000-700

- 21A4. Ratify Agreement No. A2009.07 between US Small Business Administration and Southwestern Community College District to operate the Regional Office of San Diego and Imperial Counties Small Business Development Centers. The Regional Office is responsible for three field offices of which one is located at Southwestern College. This agreement is for the Southwestern College center for the period January 1 through December 31, 2007, inclusive, at a cost not to exceed \$216,762.

OVERVIEW

On November 8, 2006, the Governing Board approved the application to the United States Small Business Administration (SBA) for a grant to operate an administrative Small Business Development Center (SBDC) regional office and three SBDC field centers to provide technical and training services to small businesses throughout San Diego and Imperial Counties. The Small Business Development and International Trade Center (hosted by Southwestern College) is one of the three service centers funded in the grant. SBA requires that a subcontract be implemented between the District and the field centers to establish the specific responsibilities, objectives, milestones, financial reporting, payment terms and accountability standards.

FISCAL IMPACT/FUNDING SOURCE

Account No. 8199-050613-928

ITEM

21A. ACADEMIC AFFAIRS (Continued)

- 21A5. Ratify Agreement No. A2010.07 with MiraCosta College to operate the Small Business Development Center (SBDC) North County San Diego, for the period January 1 through December 31, 2007, inclusive, at a cost not to exceed \$204,476.

OVERVIEW

On November 8, 2006, the Governing Board approved the application to the United States Small Business Administration (SBA) for a grant to operate an administrative Small Business Development Center (SBDC) regional office and three SBDC field centers to provide technical and training services to small businesses throughout San Diego and Imperial Counties. The SBDC North San Diego County (hosted by MiraCosta College) is one of the three service centers funded in the grant. SBA requires that a subcontract be implemented between the District and the field centers to establish the specific responsibilities, objectives, milestones, financial reporting, payment terms and accountability standards.

FISCAL IMPACT/FUNDING SOURCE

Account No. 8199-050613-928

- 21A6. Ratify Agreement No. A2011.07 with Imperial Valley College to operate the Imperial Valley Small Business Development Center (SBDC), for the period January 1 through December 31, 2007, inclusive, for a cost not to exceed \$119,107.

OVERVIEW

On November 8, 2006, the Governing Board approved the application to the United States Small Business Administration (SBA) for a grant to operate an administrative Small Business Development Center (SBDC) regional office and three SBDC field centers to provide technical and training services to small businesses throughout San Diego and Imperial Counties. The Imperial Valley SBDC (hosted by Imperial Valley College) is one of the three service centers funded in the grant. SBA requires that a subcontract be implemented between the District and the field centers to establish the specific responsibilities, objectives, milestones, financial reporting, payment terms and accountability standards.

FISCAL IMPACT/FUNDING SOURCE

Account No. 8199-050613-928

ITEM

21A. ACADEMIC AFFAIRS (Continued)

- 21A7. Authorize Agreement No. A2017.07 with Indian Hills Camp, as a venue for the SDSU/SWC Leadership Mathematics, Engineering Science Achievement (MESA) Alliance Institute, for the period March 2 through March 4, 2007, inclusive, for a cost not to exceed \$3,555.

OVERVIEW

This leadership institute exposes students to out-of-classroom skills necessary for success in math-based careers by means of workshops, team activities and group competitions. MESA directors, industry members, and community leaders provide the students with personal and professional development through workshops. It exposes students to networking with industry and MESA students from other colleges. Students from San Diego City College, San Diego State University, and other colleges from southern California will participate. It is projected that more than 100 students will benefit from this institute.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38627-649973-713

- 21A8. Authorize Agreement No. A2018.07 with the Spirit Choral of Los Angeles/Pro Pianist Entertainment, for a guest performance on February 24, 2007 for a cost not to exceed \$3,900.

OVERVIEW

In order to raise community awareness and interest in the newly-developed Southwestern College Gospel Choir, the Spirit Choral of Los Angeles will perform for the community. The Spirit Choral celebrates over eleven (11) years on a journey of preserving music of African-American composers; especially the Negro spiritual. Director and founder, Byron J. Smith has worked with some of the most sought-after voices in Los Angeles to make up this dynamic choral ensemble. The Choir has received rave reviews and critical acclaim for their performances before many noted audiences such as the American Choral Directors Association National Convention, Choral Conductor Guild National Convention, The National Association of Negro Musicians, Inc. National Convention, the San Diego Symphony and numerous churches and concert halls throughout the country.

FISCAL IMPACT/FUNDING SOURCE

Trust Account No. 8-29518-692560-000

ITEM

21B. ADMINISTRATIVE AFFAIRS

21B1. Authorize Agreement No. A2013.07 with Gilbane Building Company for construction management services/agency for the 800/850 music buildings remodel project and the fire life safety/perimeter road project, for the period February 15, 2007 through June 30, 2008, inclusive, for a cost not to exceed \$300,000.

OVERVIEW

The District issued a Request for Qualifications/Proposal for construction management services/agency for the 800/850 Music Buildings Remodel Project and the Fire Life Safety/Perimeter Road Project. The services will provide for coordination with requests for information between the architect and the contractor, reviewing work in progress, and coordinating construction work with campus activities. The construction manager will also be responsible for adhering to the construction schedule and maintaining all as-built drawings in accordance with the Division of the State Architect. The project's estimated construction costs are 8.5 million dollars and will be funded 50% through state construction funds and 50% through Proposition AA. After a thorough review of the eleven (11) proposals received, Gilbane Building Company has provided the most comprehensive proposal.

FISCAL IMPACT/FUNDING SOURCE

No Impact to General Fund. State Construction Fund 50% / Proposition AA 50%

21B2. Authorize agreement No. A2012.07 with SGPA Architecture and Planning for architectural services for the Southwestern College Education Center at San Ysidro for the period February 15, 2007 through January 31, 2008, inclusive for a cost not to exceed \$400,000.

OVERVIEW

The District issued a Request for Qualifications (RFQ) to select an architectural firm to provide preliminary plans, working drawings, and construction administration for the Southwestern College Education Center at San Ysidro. The facility is estimated to be 15,000 square feet of classrooms and administrative space. Based on the firm's prior experience working with community college projects and experience with the Division of the State Architect, and after a thorough review of the three proposals, the committee is recommending SGPA Architecture and Planning for this project. Construction costs are estimated to be \$5,000,000.

FISCAL IMPACT/FUNDING SOURCE

Proposition AA funds will be used for this project.

ITEM

21C. HUMAN RESOURCES

21C.1. Amend agreement dated October 12, 2006 covering the period October 12, 2006 to February 28, 2007, inclusive, to increase the total amount payable from \$15,000 to \$36,840 for the following additional services: employee mediation services; facilitating meeting to include all collective bargaining groups, confidentials and administration.

21C.2 Further Authorize Agreement No. A2023.07 with The Bodine Group Consulting Services, for training and consulting services, for the period from March 1, to December 31, 2007, inclusive, for a cost not to exceed \$34,500 (\$1,500 per day including airfare, mileage, lodging and meals) include interest based bargaining with CSEA and to continue facilitating discussions with all bargaining groups and administration in developing a salary formula in connection with collective bargaining.

OVERVIEW

The District entered into a contract with The Bodine Group Consulting Services on October 12, 2006, for training, consulting and facilitation services regarding interest-based bargaining with SCEA. This current contract expires on February 28, 2007.

The year-to-date cost under the current agreement is \$23,214.93. SCEA, CSEA and the Meet and Confer Confidentials and Administrators Association groups have agreed to participate in the Salary Formula bargaining sessions "Bucket Concept." In addition, CSEA and the District will participate in interest-based bargaining during the term of this agreement. The Bodine Group Consulting Services has extensive experience with this type of negotiating process. The expenses of negotiations are reimbursable through the state mandated cost program.

FISCAL IMPACT/FUNDING SOURCE

Account No. 5110-665000-000

21C3. Authorize Agreement No. A2024.07 with Keppler Speakers on Campus for a guest speaker on April 28, 2007, for a cost not to exceed \$20,000 plus expenses.

OVERVIEW

On Saturday, April 28, 2007 in the Southwestern College Gymnasium, we will host Mr. Edward James Olmos, renowned actor and activist in the area of cultural and ethnic diversity and promoting higher education to underserved populations. Mr. Olmos will be the culminating event for the Positive Engagement: Citizens of the World Conference. The conference attendance is expected to accommodate 500 people with another 1000 people for the general session to attend Mr. Olmos lecture. He will be available for a meet and greet with the participants afterwards.

FISCAL IMPACT/FUNDING SOURCE

General Fund /college sponsorships – 50% / Community sponsorship and ticket sales – 50%

ITEM					
21D. RATIFY/APPROVE EMPLOYMENT OF CONSULTANT(S)					
<u>Department</u> (Dyste)	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Agreement #</u>	<u>Fee</u>
Mathematics, Science & Engineering	Blanco, Philip	Presentation for students on Astronomy as a career goal.	3/1/07– 3/30/07	A2015.07	\$100
	Falk, Matthias	Guest speaker, "Gap Junction Biosynthesis and Degration in Living Cells"	3/1/07– 3/30/07	A2016-07	\$200
Social Sciences & International Studies	Community Actors Theatre	Play: "Master Harold and the Boys," to promote cultural awareness on the upcoming African-American History Month	2/8/07	A2014.07	\$1,000

Action

22. ADOPT RESOLUTION(S) (ENCLOSURE)
(Fitzsimons)

	<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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22A. ADOPT RESOLUTION TO PURCHASE SYSTEMS FURNITURE, UTILIZING THE COUNTY OF FAIRFAX, VIRGINIA, BID NO. RQ01-411313-16A-E PIGGY BACK BID, WITH KNOLL INC.

OVERVIEW

The District utilizes other agency bids to expedite the procurement process. The procedure is called "Piggy Back." The County of Fairfax, Virginia awarded a contract for systems furniture, freestanding furniture, seating, filing equipment, and related support services, and has included the Southwestern Community College District as an authorized agency to purchase under the terms and conditions of the contract. This is a nationally recognized bid that many large universities and governmental agencies participate in, including all community college in the State of California. 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, Section 20118 and 20652. We will be utilizing this bid to procure furniture and equipment for the Otay Mesa Higher Education Center and projects District wide.

FISCAL IMPACT/FUNDING SOURCE

No impact to General Fund.

Action		ITEM							
		23. ADOPT SOUTHWESTERN COMMUNITY COLLEGE DISTRICT EQUAL EMPLOYMENT OPPORTUNITY PLAN – 2nd READING (ENCLOSURE) (Yokotobi)							
		Agosto	Dominguez	Roesch	Salcido	Valladolid	Rivera-Student Advisory Vote		

This plan was presented to the Board for First Reading on January 10, 2007.

OVERVIEW

Adoption of an Equal Employment Opportunity Plan (EEO Plan) for Southwestern Community College District is necessary to bring the District into compliance with the California Code of Regulations, Education Code and the State Chancellor's Office. The EEO Plan, in conjunction with Policy No. 3420 and Procedure No. 3420, "Equal Employment Opportunity," (both currently being drafted), will replace those portions of old District Policy No. 5109, "Staff Diversity Plan," which refer to equal employment opportunity and affirmative action. A District EEO Plan must be approved and submitted to the Chancellor's Office no later than February 28, 2007. All California community colleges are required to submit a comprehensive EEO Plan containing, among other things, detailed analysis of workforce and adverse impact studies, no later than 2008 with the date to be determined by the Chancellor's Office. This EEO Plan has been reviewed by the Chancellor's Office and been confirmed as meeting the requirements set forth by law.

Information

24. NON-ACTION ITEMS

24A. INFORMATION ITEMS

24A1. Disability Support Services Annual Board Report, Academic Year 2005-2006 (ENCLOSURE)
(Sandoval)

For information and discussion only.

OVERVIEW

The Disability Support Services Annual Board Report provides an overview of the Disability Support Services Department for the period of 2001-2002 through 2005-2006. Program description, highlights and data comparisons are included in the report.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District

24A2. General Fund Financial Report for Period Ending January 11, 2007 (ENCLOSURE)
(Fitzsimons)

24A3. Quarterly Report CCFS 311Q for Period Ending December 31, 2006 (ENCLOSURE)
(Fitzsimons)

24A4. General Fund Cash Analysis for Period Ending December 31, 2006 (ENCLOSURE)
(Fitzsimons)

	ITEM						
Administrative Reports	<p>25. 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. GREG SANDOVAL, VICE PRESIDENT FOR STUDENT AFFAIRS E. NEIL YONEJI, INTERIM SUPERINTENDENT/PRESIDENT 						
Senate/Union /Association Reports	<p>26. SENATE/UNION/ASSOCIATION REPORTS (Valladolid)</p> <ul style="list-style-type: none"> A. PROFESSOR ALMA AGUILAR, 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) 						
Board Requests for Information	<p>27. 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>					
Governing Board Reports	<p>28. GOVERNING BOARD REPORTS (Valladolid)</p> <ul style="list-style-type: none"> A. STUDENT TRUSTEE HECTOR RIVERA B. TRUSTEE YOLANDA SALCIDO C. TRUSTEE JORGE DOMINGUEZ, PH.D. D. TRUSTEE JEAN ROESCH, Ed.D. E. VICE PRESIDENT DAVID J. AGOSTO F. PRESIDENT TERRI VALLADOLID 						
Closed Session	<p>29. CLOSED SESSION/REPORT OF ACTION(S) (If Applicable) (Valladolid)</p>						
Adjournment	<p>30. ADJOURNMENT (Valladolid)</p>						

	ITEM
<i>Information</i>	<p data-bbox="310 147 743 178">31. NEXT REGULAR MEETING</p> <p data-bbox="404 210 743 241">Wednesday, March 14, 2007</p> <p data-bbox="735 1008 1214 1071">NEIL YONEJI INTERIM SUPERINTENDENT/PRESIDENT</p>