

SUGGESTED ORDER OF BUSINESS/MINUTES

REGULAR MEETING, GOVERNING BOARD SOUTHWESTERN COMMUNITY COLLEGE DISTRICT Room 214 SOUTHWESTERN COLLEGE

YOLANDA SALCIDO, GOVERNING BOARD PRESIDENT
TERRI VALLADOLID, GOVERNING BOARD VICE PRESIDENT
DAVID J. AGOSTO, GOVERNING BOARD MEMBER
CHRISTINE ARANDA, Ed.D., GOVERNING BOARD MEMBER
JEAN ROESCH, Ed.D., GOVERNING BOARD MEMBER
HECTOR RIVERA, STUDENT BOARD MEMBER
NEIL YONEJI, INTERIM SECRETARY TO GOVERNING BOARD
AND INTERIM SUPERINTENDENT/PRESIDENT

7:30 PM

Wednesday, September 13, 2006

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	1. CALL TO ORDER (Salcido) 6:00 p.m., Building 100, Conference Room A Present: Absent: Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive. <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>
Closed Session	2. ADJOURN TO CLOSED SESSION (Salcido) 6:01 - 7:30 p.m., Building 100, Conference Room A. A. CONFERENCE WITH LABOR NEGOTIATOR Negotiator: Fusako Yokotobi Employee Organizations: CSEA & SCEA Government Code Section 54957.6 B. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION Government Code Section 54956.9 Superior Court Case No. GIC 852590 C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Government Code Section 549569(b) (2 potential cases)

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	ITEM																								
Reconvene in Open Session	3. RECONVENE IN OPEN SESSION (Salcido) 7:30 p.m., Room 214 Present: Absent:																								
Pledge of Allegiance	4. PLEDGE OF ALLEGIANCE (Salcido)																								
Closed Session Announcement	5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable) (Salcido)																								
Action	6. APPROVAL OF MINUTES (ENCLOSURE) (Yoneji) <table><tr><td></td><td>Agosto</td><td></td><td>Aranda</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><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		Aranda		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote												
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Presentation(s)	Regular Meeting, August 9, 2006 Special Meeting, August 15, 2006 Special Meeting, September 5, 2006 7. PRESENTATION(S) A. Jackie Osborne, Director of Human Resources; Kathy Tyner, Dean, Mathematics, Science and Engineering; Rebeca Montalvan-Toth, Classified Senate President, Michael Ford, Ph.D., CSEA President, presentation of Outstanding Classified Employee Award, October-December, presented to Kathy Gassaway, Clerical Assistant II, Mathematics, Engineering and Science Achievement (M.E.S.A.) Program. B. Ron Dyste, Vice President for Academic Affairs; Donna Arnold, Interim Dean, School of Arts and Communication; Dr. Teresa Russell, Professor of Music, presentation of the Southwestern College Choir trip to Australia. C. Fusako Yokotobi, Vice President for Human Resources, Garcia, Calderon, & Ruiz, LLP, presentation of next steps on Merit System process.																								
Oral Communication	8. ORAL COMMUNICATION (Salcido) Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered. An oral presentation to the Board does <i>not</i> constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may <i>briefly</i> respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."																								

ITEM				
B. <u>ADVANCE TRAVEL PAYMENT AGREEMENT(S)</u>				
(Fitzsimons)				
Recommend ratification and approval of the following advance travel payment agreement(s):				
<u>Employee</u>	<u>Purpose</u>	<u>Date</u>	<u>Cost</u>	
Trujillo, Debbie	ASBDC Conference Meeting	9/11 - 9/15/06		\$1,000
C. <u>EMPLOYMENT OF CONSULTANT(S)</u>				
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)				
Social Sciences & International Studies	Translators	Translation (English/Chinese) during Guangzhou University Higher Education Administration Seminar	8/27–8/31/06	Not to exceed \$1,000
(Dyste)				
Languages & Humanities	Mather, Kirk	Develop program materials for Southwestern Teacher Education Preparation (STEP) Program	9/13–9/30/06	\$2,950
(Dyste)				
Mathematics, Science & Engineering	Alcala, Michael Avalos, Erika Bolt, Chris Dow, Casey Estrada, Richard Fulton, Amanda Martinez, Javier Merz, Alyson Reyes, Melissa Robert, Alexandra Rodriguez, Maria Senneseth, Jordan Taylor, Ashley	Student participants in the Biotechnology Education Training Sequence Investment (BETSI) Project Leadership Institute	9/14–9/24/06	\$340 each
(Dyste)				
Mathematics, Science & Engineering	Ekstein, Jennifer Henderson, Kay Huerta, Ishmael Miranda, Derrick Sawyer, Paul	Teacher participants in the BETSI Project Leadership Institute	9/14–9/24/06	\$1,500 each
(Yokotobi)				
Human Resources	Ron Cataraha	Preparation of Equal Employment Opportunity Plan	8/29/06 – 2/28/07	\$60 per hour, plus expenses (Not to exceed \$3,000)

	ITEM
	Human Resources Lynn Solomita Merit System Forum 9/5/06 – \$125 per Speaker 9/30/06 hour, plus expenses (Not to exceed \$3000)
	D. <u>APPLICATION(S)</u> (Yoneji) Recommend approval of filing of the following application(s) to meet filing deadline(s): Natural Selection Inc., "Bioinformatics Analysis of Micro RNA," subcontract in the amount of \$23,142, August 3, 2006 through February 28, 2007. Natural Selection Inc., "High-Throughput Direct Structural Screening for Drug Lead Compounds," subcontract in the amount of \$29,969, April 15, 2007 through April 14, 2008.
	E. <u>ACCEPTANCE OF FUNDS</u> (Yoneji) Recommend ratification and approval of the following agreements for acceptance of funds; and further, recommend the Interim Superintendent/President be authorized to sign such agreements with funding agencies: City of San Diego/Small Business Enhancement Program (SBEP), "San Diego Contracting Opportunities Center (SDCOC)," in the amount of \$22,800 October 1, 2006 through September 30, 2007. This item was approved by the Governing Board for application of funds on August 10, 2005. City of San Diego/Community Development Block Grant (CDBG), "Small Business Development and International Trade Center," in the amount of \$9,000, July 1, 2006 through June 30, 2007. This item was approved by the Governing Board for application of funds on May 10, 2006. Natural Selection Inc., "High-Throughput Direct Structural for Drug Lead Compounds," subcontract in the amount of \$30,000, August 15, 2006 through February 15, 2007. This item was approved by the Governing Board for application of funds on May 10, 2006. California Community Colleges Chancellor's Office, "Nursing Capacity Building Program," in the amount of \$110,977, July 1, 2006 through June 30, 2007 (first year funding). This item was approved by the Governing Board for application of funds on April 19, 2006. California Community Colleges Chancellor's Office/Grossmont Community College District, "Workforce Investment Act Governor's Discretionary Fund Nurse Education Initiative for Associate Degree Nursing," in the amount of \$76,800 (year two), June 1, 2006 through June 30, 2007. This item was approved by the Governing Board for application of funds on August 10, 2005. National Science Foundation/University of Nevada, Reno, "A Novel Synthesis and Sintering Process for Nanostructured Oxide and Carbide Ceramic Composites," subcontract in the amount of \$9,712, August 1, 2006 through July 31, 2007. This item was approved by the Governing Board for application of funds on August 10, 2005.

	ITEM
	F. <u>ACCEPTANCE OF GIFT(S)</u> (Fitzsimons) Recommend acceptance of the following gift for anticipated use as indicated: Miscellaneous operating room supplies, approximate value \$39,914.72, donated by Sharp Coronado Hospital, to the Surgical Technology and Operating Room Nurses Programs, in the School of Technology and Human Services.
	G. <u>ACCEPTANCE OF FUNDS AS RESTITUTION</u> (Fitzsimons) Recommend acceptance of funds from Dr. Serafin A. Zasqueta, in the amount of \$2,945.24, as restitution to the Theater Arts Program.
	(Fitzsimons) H. <u>DESIGNATED AGENTS FOR SAN DIEGO COUNTY OFFICE OF EDUCATION</u> As required by the San Diego County Office of Education (SDCOE), recommend the following individuals be authorized as designated agents with the SDCOE, effective August 1, 2006 to June 30, 2007. 1. Sign School Orders: Debra L. Fitzsimons Bernadette Sampson Neil Yoneji 2. Sign Payroll Payment Orders: Neil Yoneji Jackie Osborne Fusako Yokotobi 3. Revolving Cash Fund Custodian: Bernadette Sampson
	I. <u>VOLUNTEER SERVICES (ENCLOSURE)</u> (Fitzsimons) Ratification of volunteer services effective August 2006 through May 2007.
	J. <u>DISTRICT SURPLUS DISPOSAL (ENCLOSURE)</u> Recommend approval of disposal of 95 monitors and 310 desktop computers which have been declared surplus; and further, recommend the Vice President for Administrative Affairs be authorized to dispose of the surplus property as scrap. The disposal of this equipment will have no fiscal impact on the District.
	K. <u>CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)</u> (Fitzsimons) General Fund Nos. 71296 – 72032 Blanket Fund Nos. B1161 – B1182
	L. <u>PAYMENT OF BILLS, JULY 15, 2006 – AUGUST 15, 2006 (ENCLOSURE)</u> (Fitzsimons)

	ITEM											
Action	13. HUMAN RESOURCES – ACADEMIC (Yokotobi)											
		Agosto		Aranda		Roesch		Salcido		Valladolid		Rivera-Student Advisory Vote
	A. EMPLOYMENT (ENCLOSURE)											
	1. Recommend approval and ratification of listed employment effective as indicated:											
	<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>				
	Dave Dillon	Counselor (temporary, non-tenure track position for 2006-07 academic year only)	School of Counseling and Personal Development	11	I-1*	\$4,296.64	\$47,263.00	9/14/06				
	Georgina Garcia	Counselor (temporary, non-tenure track position for 2006-07 academic year only)	School of Counseling and Personal Development	11	I-1*	\$4,296.64	\$47,263.00	9/14/06				
	Stacy Bendick	Assistant Professor of Nursing (80% service, temporary, non-tenure track position for 2006-07 academic year only)	School of Technology and Human Services	10	I-1*	\$3,437.36	\$34,373.60	8/21/06				
	*Final salary placement contingent upon verification of education/experience											

ITEM																																									
Action	14. HUMAN RESOURCES – CLASSIFIED (Yokotobi)																																								
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*Includes (2) two additional ranges for Evening Increment.																																									
B. <u>SHORT-TERM AND SUBSTITUTE HOURLY EMPLOYMENT (ENCLOSURE)</u>																																									
Recommend ratification and approval of the following short-term, non-academic, hourly employees, pursuant to Education Code Section 88003, and contingent upon determination of staff members:																																									
23 for the 2006-07 academic year																																									
C. <u>RESIGNATION/RETIREMENT</u>																																									
The following classified employee(s) have resigned and their resignations have been accepted by the Interim Superintendent/President under delegation of powers:																																									
<table><tr><td><u>Employee</u></td><td><u>Position</u></td><td><u>Effective Date</u></td></tr><tr><td>Gaea Armour</td><td>Grants Technician (resignation)</td><td>9/14/06</td></tr><tr><td>Janie Bachman</td><td>Computer Support Technician (resignation)</td><td>8/16/06</td></tr><tr><td>Joy Brucelas</td><td>Administrative Secretary I (resignation)</td><td>8/31/06</td></tr></table>	<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>	Gaea Armour	Grants Technician (resignation)	9/14/06	Janie Bachman	Computer Support Technician (resignation)	8/16/06	Joy Brucelas	Administrative Secretary I (resignation)	8/31/06																													
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	ITEM																								
Action	15. APPROVAL OF RESOLUTIONS (ENCLOSURE)																								
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Recommend adoption of listed resolutions: A. <u>RESOLUTION FOR BOARD MEMBERSHIP APPOINTMENT TO THE JOINT POWERS AUTHORITY FOR RETIREE HEALTH BENEFITS PROGRAM</u> (Fitzsimons) Recommend adoption of resolution appointing Dr. Debra L. Fitzsimons, Vice President for Administrative Affairs, to be the representative of the District to serve as a member on the Governing Board for the Joint Powers Authority (JPA) for Retiree Health Benefits Program and to further appoint Bernadette Y. Sampson, District Controller, to serve on behalf of the District as an alternate member to the Governing Board of the JPA. B. <u>AUTHORIZATION TO IMPLEMENT REQUIREMENTS OF EDUCATION CODE SECTION 88051 IN RESPONSE TO MERIT SYSTEM PETITION</u> (Yokotobi) Recommend adoption of resolution to implement requirements of Education Code §88051 in response to Merit System Petition submitted by the Classified School Employees' Association (CSEA).																									
Information	16. NON-ACTION ITEMS																								
	A. <u>INFORMATION ITEMS</u> 1. Annual Report on Grants and Contracts (ENCLOSURE) (Yoneji) 2. Grant Received by Southwestern College Foundation (Yoneji) City of San Diego/City Wide Small Business Enhancement Program, "Small Business Development and International Trade Center (SBDITC)," in the amount of \$22,800, July 1, 2006 through June 30, 2007. 3. General Fund Financial Report for Period Ending June 30, 2006 (ENCLOSURE) (Fitzsimons) 4. General Fund Cash Analysis for Period Ending July 31, 2006 (ENCLOSURE) (Fitzsimons)																								
Administrative Reports	17. ADMINISTRATIVE REPORTS (Salcido)																								
	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 1. Human Resources Report (ENCLOSURE) D. GREG SANDOVAL, VICE PRESIDENT FOR STUDENT AFFAIRS E. NEIL YONEJI, INTERIM SUPERINTENDENT/PRESIDENT																								

	ITEM
Senate/Union /Association Reports	18. SENATE/UNION/ASSOCIATION REPORTS (Salcido) 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. MICHAEL FORD, PH.D., PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) E. BOB EDELBROCK, ED.D., PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)
Governing Board Reports	19. GOVERNING BOARD REPORTS (Salcido) A. STUDENT TRUSTEE HECTOR RIVERA B. TRUSTEE CHRISTINE ARANDA, Ed.D. C. TRUSTEE JEAN ROESCH, Ed.D. D. TRUSTEE DAVID J. AGOSTO E. VICE PRESIDENT TERRI VALLADOLID F. PRESIDENT YOLANDA SALCIDO
Closed Session	20. CLOSED SESSION/REPORT OF ACTION(S) (If Applicable) (Salcido)
Adjournment	21. ADJOURNMENT (Salcido)
Information	22. NEXT REGULAR MEETING Wednesday, October 11, 2006
	NEIL YONEJI INTERIM SUPERINTENDENT/PRESIDENT