



SUGGESTED ORDER OF BUSINESS/MINUTES

REGULAR MEETING, GOVERNING BOARD SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

**SOUTHWESTERN COLLEGE EDUCATION CENTER AT SAN YSIDRO
460 WEST SAN YSIDRO BLVD., ROOM 5602/5605**

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
LUIS QUIÑONEZ, STUDENT BOARD MEMBER
NORMA L. HERNANDEZ, SECRETARY TO GOVERNING BOARD
AND SUPERINTENDENT/PRESIDENT

7:30 PM

Wednesday, January 11, 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., Southwestern College Education Center at San Ysidro, Room 5604 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., Southwestern College Education Center at San Ysidro, Room 5604 A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Government Code Section 54956.9(b) (1 potential case) B. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION Government Code Section 54956.9 Superior Court Case No. GIC 847522

	ITEM																								
Reconvene in Open Session	3. RECONVENE IN OPEN SESSION (Salcido) 7:30 p.m., Room 5602/5605 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) (Hernandez) <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>Quiñonez-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		Quiñonez-Student Advisory Vote												
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Presentation(s)	Regular Meeting, December 14, 2005 Special Meeting, December 14, 2005 7. PRESENTATION(S) Jackie Osborne, Director of Human Resources; Dr. Debra Fitzsimons, Vice President for Administrative Affairs; Torrance Carrington, Interim Chief of Police, Wanda Maxwell, Classified Senate President, presentation of Outstanding Classified Employee Award, January to March, presented to Adam Cato, Campus Police Officer.																								
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.”																								

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Action	9. CONSENT CALENDAR (ITEMS A THROUGH F)																																																																																																					
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	Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote.																																																																																																					
	A. EMPLOYMENT OF CONSULTANT(S)																																																																																																					
	Recommend ratification and approval of employment of the following consultant(s):																																																																																																					
	<table><tr><td>Department (Kinney)</td><td>Consultant</td><td>Purpose</td><td>Date</td><td>Fee</td></tr><tr><td>Arts & Communication</td><td>Steve Karo</td><td>Musicians for Holiday</td><td>11/29/05–</td><td>\$264.00</td></tr><tr><td></td><td>Danlee Mitchell</td><td>Choral Concert</td><td>12/04/05</td><td>\$294.00</td></tr><tr><td></td><td>Louise Titlow</td><td></td><td></td><td>\$326.40</td></tr><tr><td>(Kinney)</td><td></td><td></td><td></td><td></td></tr><tr><td>Small Business</td><td>Carol Dodson</td><td>Accounting</td><td>On-call, as</td><td>Not to</td></tr><tr><td>Development &</td><td>Aster Keleta</td><td>Business Development</td><td>needed for the</td><td>exceed</td></tr><tr><td>International Trade</td><td>Ray A. McIntosh</td><td>Business Organization</td><td>2005–06</td><td>\$2,999</td></tr><tr><td>Center</td><td>Stone Republic</td><td>Bookkeeping</td><td>college year</td><td></td></tr><tr><td></td><td>Financial Services</td><td></td><td></td><td></td></tr><tr><td>(Kinney)</td><td></td><td></td><td></td><td></td></tr><tr><td>Technology & Human</td><td>Mark Handy, M.D.</td><td>Serve as medical</td><td>8/16/2005–</td><td>\$1,000</td></tr><tr><td>Services</td><td></td><td>director for the</td><td>8/15/2006</td><td></td></tr><tr><td></td><td></td><td>paramedic program</td><td></td><td></td></tr><tr><td>(Yokotobi)</td><td></td><td></td><td></td><td></td></tr><tr><td>Human Resources</td><td>Ron Cataraha</td><td>Human Resources</td><td>1-12-06</td><td>\$60 per</td></tr><tr><td></td><td></td><td>Consultant</td><td>through</td><td>hour plus</td></tr><tr><td></td><td></td><td></td><td>12-31-06</td><td>expenses</td></tr></table>												Department (Kinney)	Consultant	Purpose	Date	Fee	Arts & Communication	Steve Karo	Musicians for Holiday	11/29/05–	\$264.00		Danlee Mitchell	Choral Concert	12/04/05	\$294.00		Louise Titlow			\$326.40	(Kinney)					Small Business	Carol Dodson	Accounting	On-call, as	Not to	Development &	Aster Keleta	Business Development	needed for the	exceed	International Trade	Ray A. McIntosh	Business Organization	2005–06	\$2,999	Center	Stone Republic	Bookkeeping	college year			Financial Services				(Kinney)					Technology & Human	Mark Handy, M.D.	Serve as medical	8/16/2005–	\$1,000	Services		director for the	8/15/2006				paramedic program			(Yokotobi)					Human Resources	Ron Cataraha	Human Resources	1-12-06	\$60 per			Consultant	through	hour plus				12-31-06	expenses
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	B. APPLICATION(S)																																																																																																					
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	Recommend approval of filing of the following application(s) to meet filing deadline(s):																																																																																																					
	City of Chula Vista/Community Development Block Grant (CBDG), “Small Business Technical Assistance and Training Services for Chula Vista”, Small Business Development and International Trade Center (SBDITC) , in the amount of \$25,000, July 1, 2006 through June 30, 2007.																																																																																																					
	City of Chula Vista/Community Development Block Grant (CBDG), “Procurement Technical Assistance Services”, San Diego Contracting Opportunities Center (SDCOC), in the amount of \$11,391, July 1, 2006 through June 30, 2007.																																																																																																					

	ITEM
	C. (Hernandez) <u>ACCEPTANCE OF FUNDS</u> Recommend ratification and approval of the following agreements for acceptance of funds; and further, recommend the Superintendent/President be authorized to sign such agreements with funding agencies: 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 \$58,400 (year one), June 1, 2005 through June 30, 2006. This item was approved by the Governing Board for application of funds on August 10, 2005.
	D. (Fitzsimons) <u>ACCEPTANCE OF GIFT(S)</u> Recommend acceptance of the following gifts for anticipated use as indicated: Two Briggs & Stratton 5 HP Engine and one push-behind lawnmower, donated by Donald Wilburn, to be used in the Automotive Technology Program, in the School of Technology and Human Services. One Briggs/Stratton, Vanguard S/N 303447 and one OHV Engine 5.5hp, donated by Mason's Saw and Lawnmower Service, Inc., to be used in the Automotive Technology Program, in the School of Technology and Human Services.
	E. (Fitzsimons) <u>CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)</u> General Fund Nos. 66009 - 66661 Blanket Fund Nos. B1117 – B1122
	F. (Fitzsimons) <u>PAYMENT OF BILLS, MONTH OF DECEMBER 2005 (ENCLOSURE)</u>

Action	ITEM										
	10. HUMAN RESOURCES – ACADEMIC (A THROUGH E) (Yokotobi)										
		Agosto		Aranda		Roesch		Salcido		Valladolid	Quiñonez-Student Advisory Vote
	A. EMPLOYMENT (ENCLOSURE)										
	Recommend approval of listed employment effective as indicated:										
	Employee	Position	Department	Mos./ Serv.	Range/ Class	Monthly Salary	Annual Salary	Effective Date			
	Sandra Romero	Assistant Professor of Office Information Systems/ Medical Administrative (ROP) (non-tenure track position)	School of Business & Information Systems	10	1-1*	\$4,122.30	\$41,223.00	1-17-06			
	* Final salary placement contingent upon verification of education/experience.										
	B. CHANGE(S) IN CONTRACT SERVICE										
	Recommend approval of listed changes in contract service, effective as indicated:										
Employee	Position	Mos./Serv. Class/Range	Monthly Salary	To	Mos./Serv. Class/Range	Monthly Salary	Effective Date				
Hok Lee, Ph.D.	Assistant Professor of Physics, School of Mathematics, Science & Engineering, temporary, non- tenure track position, 2005-06 only to tenure track position	10 month, Class VI Range 5	\$6,213.60		10 month, Class VI Range 5	\$6,213.60*	1-12-06				
*Additional \$2,000.00 annual for earned doctorate degree.											
C. RESIGNATION/RETIREMENT											
The following classified employees have resigned and their resignations have been accepted by the Superintendent/President under delegation of powers:											
Employee	Position	Effective Date									
Ralph Edsell	Professor of English Composition School of Languages & Humanities	12-5-05									
Hok Lee, Ph.D.	Assistant Professor of Physics, School of Mathematics, Science & Engineering, temporary, non-tenure track position (2005-06)	1-12-06									

	ITEM
	D. <u>ELIMINATION OF PROJECT-FUNDED POSITIONS (ENCLOSURE)</u> Recommend adoption of resolutions regarding the elimination of the following project-funded positions effective September 30, 2006, due to the elimination of the Title V Hispanic Serving Institution Grant. Title V Hispanic Serving Institution Project/Activity Director (Academic Administrative position) Title V Hispanic Serving Institution Instructional Designer (Academic position) E. <u>CERTIFICATION OF APPROVAL OF 2006–2007 SABBATICAL LEAVE APPLICATIONS (ENCLOSURE)</u> (Kinney) Recommend sabbatical leaves of absence for 2006–2007 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.

ITEM													
Action	11. HUMAN RESOURCES – CLASSIFIED (A THROUGH E) (Yokotobi)												
	<table><tr><td>Agosto</td><td>Aranda</td><td>Roesch</td><td>Salcido</td><td>Valladolid</td><td>Quiñonez-Student Advisory Vote</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	Agosto	Aranda	Roesch	Salcido	Valladolid	Quiñonez-Student Advisory Vote						
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A. EMPLOYMENT													
Recommend approval of listed employment effective as indicated:													
<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos Serv</u>	<u>Range /Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>						
Christina Luna	Clerical Assistant II- Evening (replacement)	Campus Police	12	11-1	\$2,419.00	\$29,028.00	1-12-06						
Bernadette Sampson	Controller, Classified Management/ Supervisory position (new position)	Administrative Affairs	12	31-8	\$7,807.00	\$93,684.00	1-30-06						
Robert Perry	Human Resources Compliance Coordinator, Confidential position (new position)	Human Resources	12	17-1	\$4,237.08	\$50,844.96	1-23-06						
B. CHANGE(S) IN CONTRACT SERVICE													
Recommend approval of listed change in contract service, effective as indicated, pursuant to Education Code Section 88117.													
<u>Employee</u>	<u>Position</u>	<u>Mos./Serv. Range/Step</u>	<u>To</u>	<u>Mos./Serv. Range/Step</u>	<u>Effective Date</u>								
Priscilla Pasana	Administrative Secretary II (Classified Bargaining Unit position), Southwestern College Education Center at San Ysidro To Administrative Assistant (Confidential position), Student Affairs (replacement)	12 Mos. Range 24* Step 6 \$4,059.00/ mo. \$48,708.00/ ann.		12 Mos. Range 16* Step 6 \$5,151.58/ mo. \$61,818.96/ ann.	1-17-06								
* Includes 3 ranges for Educational Incentive Program and 1 range for longevity.													

ITEM

C. REPLACEMENT OF CLASSIFIED POSITIONS FOR 2005-06

<u>Position</u>	<u>Department</u>	<u>Range</u>	<u>Months Service</u>
Clerical Assistant II	Health Services	10	11
Instructional Lab Technician, Microcomputer	School of Arts & Communication	24	9
Senior Account Clerk	Payroll Services	19	12
Administrative Secretary II	Southwestern College Education Center at San Ysidro	20	12

D. SHORT-TERM AND SUBSTITUTE CLASSIFIED EMPLOYMENT (ENCLOSURE)

Recommend ratification and approval of 31 classified staff for the 2005-06 academic year, pursuant to Education Code Section 88003, and contingent upon determination of staff members.

E. CLASSIFIED RETIREMENTS/RESIGNATIONS

The following classified employees have submitted their resignations and their resignations have been accepted by the Superintendent/President under delegation of powers:

<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>
Janette Astiazaran	Clerical Assistant II, Campus Police	12-8-05
Dana Roberts	Learning Resource Center Assistant, Academic Information Services	1-3-06
Arthur Wilson	Instructional Lab Technician, Microcomputer, School of Arts & Communication (retirement, completing 8 years of service)	12-30-05
Joe M. Gassaway	Print Shop Technician, Office Support Services (retirement, completing 13 years & 4 months of service)	12-30-05

Action

**12. NAMING OF THE STUDENT SERVICES CENTER BUILDING (ENCLOSURE)
(Hernandez)**

	<i>Agosto</i>		<i>Aranda</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Quiñonez-Student Advisory Vote</i>

Recommend approval of the naming of the Student Services Center Building in honor of Cesar E. Chavez, national hero and advocate for human rights.

Action

13. DISTRICT POLICIES – SECOND READING (ENCLOSURE)

	<i>Agosto</i>		<i>Aranda</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Quiñonez-Student Advisory Vote</i>

Recommend adoption of listed policy:

- A. District Policy No. 7007, Program and Curriculum Development Modification & Discontinuance (Revision) (Kinney) (First Reading December 14, 2005)

	ITEM
Administrative Reports	14. ADMINISTRATIVE REPORTS (Salcido) A. ACADEMIC AFFAIRS – MR. KINNEY B. FISCAL AFFAIRS – DR. FITZSIMONS 1. Audited Financial Statements – General Operational Funds - for Year Ended June 30, 2005 (ENCLOSURE) 2. Audited Financial Statements – Prop AA Bond Fund – for Year Ended June 30, 2005 (ENCLOSURE) C. HUMAN RESOURCES – MS. YOKOTOBI 1. Human Resources Report (ENCLOSURE) 2. Staff Diversity Comparisons Report (ENCLOSURE) D. STUDENT AFFAIRS – MR. SANDOVAL E. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ
Senate/Union /Association Reports	15. SENATE/UNION/ASSOCIATION REPORTS (Salcido) A. PROFESSOR JOI LIN BLAKE, PRESIDENT, ACADEMIC SENATE B. WANDA MAXWELL, 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. ANGELICA SUAREZ, PH.D., ACTING PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)
Governing Board Reports	16. GOVERNING BOARD REPORTS (Salcido) A. STUDENT TRUSTEE LUIS QUIÑONEZ 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	17. CLOSED SESSION/REPORT OF ACTION(S) (If Applicable) (Salcido)

NORMA L. HERNANDEZ
SUPERINTENDENT/PRESIDENT