## SOUTHWESTERN COLLEGE

#### SUGGESTED ORDER OF BUSINESS/MINUTES

## REGULAR MEETING, GOVERNING BOARD SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

## 701 NATIONAL CITY BLVD., ROOM 6506 NATIONAL CITY, CA 91950

DAVID J. AGOSTO, PRESIDENT
JEAN ROESCH, ED.D., VICE PRESIDENT
CHRISTINE ARANDA, ED.D., GOVERNING BOARD MEMBER
YOLANDA SALCIDO, GOVERNING BOARD MEMBER
TERRI VALLADOLID, GOVERNING BOARD MEMBER
BRANDY HILL, STUDENT BOARD MEMBER
NORMA L. HERNANDEZ, INTERIM SECRETARY TO GOVERNING BOARD
AND SUPERINTENDENT/PRESIDENT

7:00 PM

Wednesday, June 11, 2003

#### 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	<ul> <li>CALL TO ORDER         <ul> <li>(Agosto)</li> <li>5:30 p.m., Higher Education Center at National City, 701 National City Blvd., National City, CA 91950, Room 6502</li> </ul> </li> <li>Attendance at this regular meeting (Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive).</li> </ul>									
	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote				
	Membe	ers of the public			ed session annoเ peak on any close	incements. ed session items a				
Closed Session	Membe this tim	ers of the public	will be given an	opportunity to s	peak on any close					
Closed Session	Membe this tim  2. CLOSE	ers of the public te.	will be given an	opportunity to s	peak on any close					

	ITEM									
	B.	Negotiator: Ker Employee Orga	E WITH LABOR  Tite  Anization: CSEA  Code Section 549							
	C.		CIPLINARY ACT e Section 76030							
	D.	ANOTHER PE	COMPLAINT OR CHARGE BROUGHT AGAINST PUBLIC EMPLOYEE BY ANOTHER PERSON Government Code Section 54957							
	E.	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957								
Action	3. APPR (Hernandez)	OVAL OF MINU	TES (ENCLOSU	IRE)						
	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote				
	Regular Meeting, May 14, 2003 Special Meeting, May 22, 2003 Special Meeting, May 23, 2003									

#### Senate Reports

#### 4. SENATE REPORTS

(Agosto)

- A. Professor Alexis Davidson, President, Academic Senate
- B. Andre Harris, President, Classified Senate

#### Presentation(s)

#### 5. PRESENTATION(S)

A. Bob Gauvreau, Vice President for Academic Affairs; Irma Alvarez, Dean, School of Business and Information Systems; Kathleen Canney-Lopez, Professor of Computer Information Systems, presentation of Websites and Computer Animation projects completed by students in Web Master classes.

Action	

#### ITEM 6. **CONSENT CALENDAR (ITEMS A THROUGH F)**

Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote

Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote.

#### A. **FACILITY USE REQUEST(S)**

(Fite)

Recommend ratification and approval of listed facility use request(s):

Organization	Facility Requested	Purpose	Date	Chai Rental/E								
*Donovan Correctional Employees Association	Gymnasium	Basketball Practice	Mon & Sat, May 3 – June 7, 2003	*\$1170	*\$540							
*Rental/Excess Costs	Association *Rental/Excess Costs have been waived in lieu of in-kind services between Donovan Correctional Institute and Southwestern College.											
Southbay Aquatics	Lap Pool	Swim Practice	Mon/Tue/Thu/ Fri, June 2 – Aug 15, 2003	\$2410	\$1548							
Bahia Sur Kennel Club	Soccer Field, Softball Outfield, and Parking Lots E, F & G	Dog Shows	June 13-15, 2003 *6/13 Set up only	\$1550	\$650							
Discovery Elementary School	Mayan Hall	June 18, 2003	6 <sup>th</sup> Grade Promotion Ceremony	\$300	\$426							
B. <u>CON</u>												

### (Sinclair)

Recommend adoption of commendation resolution for the following staff members who are retiring:

Suzanne McKewon Pope, Professor of Reading/ESL, School of Languages & Humanities (retirement, completing 15 years of service)

ITEM

#### C. **EMPLOYMENT OF CONSULTANT(S)**

Recom	nmend ratification and ap	pproval of employment of the	ne following consu	ıltant(s):				
Department	Consultant	Purpose	Date	Fee				
(Gauvreau)								
Small Business	Jeffrey Cohen	Copyright/Trademark	On-call, as	Not to				
Development &	Melville Dacosta	Accounting	needed for the	exceed				
International Trade	Robert Dunne	Marketing	2003-04	\$2,999				
Center	Norma Frank	Web Development	college year	each				
	Teresa Fraser	Marketing						
	Gottlieb	Strategic Planning						
	Technologies	Marketing						
	Lawrence Kirsch	Legal						
	Everarrdo Macias	Business Planning						
	James McCall	Paralegal						
	Ray McIntosh	Graphic Art						
	Phoebe Pantages Robert Richards	Business Management						
	Akemi Rogers	Medical Billing International Trade						
	Klaus Schryen	E-Business						
	Beverly Sumwalt	Business Plan						
	Venture Builder, Inc.	Marketing						
	Matthew Yubas	3						
(2)								
(Sinclair)	L Oalaasita	II D	E 40 00 to	<b>#4.00</b> /L				
Legal Affairs	Lynn Solomita	Human Resources &	5-19-03 to	\$100/hr.				
		Legal Affairs Consultant	9-30-03	+ exp.				
(Sandoval)								
School of Counseling	Ernie Mendes, Ph.D.	Team Building and	6/19/03	\$1,500				
and Personal	Mendes Training &	Planning at Counselors'						
Development	Consulting, Inc.	Retreat						
D. <u>APPLI</u>	CATION(S)							
(Zins)	<del></del>							
Recom deadlir		of the following application	(s) to meet filing					
Californ	oia Chanaallaria Offica "	Took Drop Consortic " in th	a amount of ¢70	000				
Callion	July 1, 2003 through Ju	Tech Prep Consortia," in thune 30, 2004.	ie amount of \$72,	000,				
Californ		Vocational and Technical E \$653,497, July 1, 2003 thro						
	•	· , , , ,	,					
San Di		ucation, "Project Mentor," s 30, 2003 through Septeml		amount				
San Di	ovement of Postse on (STAR) Project							
Education, "The Successful Transfer and Retention (STAR) Project," subcontract in the amount of \$46,066, September 1, 2003 through August 31, 2004.								
E. <u>CONF</u>	IRMATION OF PURCHA	ASE ORDERS (ENCLOSU	RE)					
(i ite)	al Fried Nea 44200 444	0.40						

General Fund Nos. 44289 - 44848 Blanket Fund Nos. B705 - B707

F. PAYMENT OF BILLS, MONTH OF MAY 2003 (ENCLOSURE)

(Fite)

### Oral Communication

## 7. ORAL COMMUNICATION

(Agosto)

Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered.

An oral presentation to the Board does *not* 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 *briefly* respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

#### Action

#### 8. HUMAN RESOURCES – ACADEMIC

(Sinclair)

(	,					
						Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

#### A. REEMPLOYMENT OF PROJECT-FUNDED PERSONNEL

Recommend approval of reemployment of the following project-funded employees, effective as indicated and contingent upon authorization of project funds. Continuation of employment beyond June 30, 2004 is contingent upon re-funding of projects.

Employee	Position	Range/Step	Effective Date
Diana Avila	Center for Career & Technical Success Coordinator, 11-month, temporary, project - funded position, Vocational & Technology Education Amendment Act (VTEA)	II-13	7-1-03 to 6-30-04
Alexander Juden	Director of Mathematics, Engineering, Science Achievement Program, School of Mathematics, Science & Engineering, 12-month, project-funded, Academic Administrator position	Q-2	7-1-03 to 6-30-04
William Maddox	Professor, Surgical Technology, School of Technology & Human Services, 10-month, temporary, project-funded position, Regional Occupational Program (ROP)	I-9	8-22-03 to 5-28-04

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ITEM			
Employee	Position	Range/Step	Effective Date
Raschel Parsons	Professor, Office Information Systems, School of Business & Information Systems, 10-month, temporary, project-funded position, Regional Occupational Program (ROP)	I-16	8-22-03 to 5-28-04

#### B. <u>ACADEMIC POSITION FOR 2003-04 (ENCLOSURE)</u>

Recommend approval of the following 10-month, tenure-track position, contingent upon funding:

School of Technology & Human Services

Assistant Professor of Nursing

	ITEM					
Action	9. HUI (Sinclair)	MAN RESOURCES	S - CLASSIFIED			
	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote

#### A. REEMPLOYMENT OF PROJECT-FUNDED PERSONNEL

Recommend approval of reemployment of the following project-funded employees, effective as indicated and contingent upon authorization of project funds. Continuation of employment beyond June 30, 2004 is contingent upon re-funding of projects:

1. Board of Governor's Waiver (B.O.G.W.) Program:

Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date
Omar Orihuela	Financial Aid Technician- (BOGG)	Financial Aid Office	12	23/6	\$3,961.00	\$47,532.00	7/1/03

#### 2. Regional Occupational Program (ROP):

Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date
Carmen Ibarra	Regional Occupational Program (ROP) Project Technician	Economic Development & Customized Training	12	19/6	\$3,587.00	\$43,044.00	7/1/03

#### 3. Hispanic Serving Institution-Title V Program

Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date
Gloria Pangelinan	Project Clerk	Office of Instruction (HSI-Title V Program)	12	12/6*	\$3,018.00	\$36,216.00	7/1/03

#### 4. Mathematics, Engineering, Science Achievement Program (MESA):

Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date
Katherine Gassaway	Clerical Assistant II	School of Mathematics, Science & Engineering (MESA Program)	12	10/2	\$2,455.00	\$29,460.00	7/1/03

							Page 8 01 2 1
ITEM							
		ational and Tech upational Progra			ct (VTEA), Te	ch Prep & Reg	gional
Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date
Mary Watters	Vocational Education Technician, Evening (42% VTEA, 30% Tech Prep & 28% ROP)	Economic Development & Customized Training	12	22/6*	\$3,864.00	\$46,368.00	7/1/03

<sup>\*</sup>Includes two ranges for Educational Incentive Program.

#### B. <u>CHANGES IN CONTRACT SERVICE</u>

Recommend approval of listed changes in contract service, effective as indicated:

Employee	Position	Mos./Serv. Range/Class Salary to	Mos./Serv. Range/Class Salary	Effective Date
Nora Guido	Instructional Lab Technician- Microcomputer, Education Center at San Ysidro	12 mos. Range 25* Step 6 \$ 4,161.00/mo. \$49,932.00/ann	11 mos. Range 25* Step 6 \$ 4,161.00/mo. \$45,771.00/ann	7/1/03
Araceli Moreno	Instructional Assistant I, 47.5% to 50% service, Educational Center at San Ysidro	12 mos. Range 16 Step 3-2 \$ 1,406.95/mo. \$16,883.40/ann	11 mos. Range 16 Step 3-2 \$ 1,481.00/mo. \$16,29100/ann	7/1/03

<sup>\*</sup>Includes one range for Educational Incentive Program.

#### C. REEMPLOYMENT OF CLASSIFIED STAFF (ENCLOSURE)

Recommend reemployment for the 2003-04 academic year of 345 Classified employees pursuant to the attached list. Not included are those employed in project-funded positions.

NOTE: There are 36 employees included in this recommendation who are currently serving less than full-time. The percentage of service for these employees may be adjusted for the 2003-04 year. The decision will be based on the needs of the various offices in which they work and availability of funds.

<sup>\*\*</sup>Includes one range for Longevity Increment and one range for Educational Incentive Program.

<sup>\*\*\*</sup>Includes three ranges for Educational Incentive Program

#### ITEM

#### D. RESIGNATION/RETIREMENT

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

Employee	Position	Effective Date
Belinda Gross	Senior Project Clerk, Center for Career & Technical Success	May 16, 2003
Lisa McGuinness-Cross	Instructional Lab Technician-Science, School of Mathematics, Science & Engineering	May 30, 2003

#### E. LEAVE OF ABSENCE

Recommend approval of the following personal leave of absence without pay, in accordance with employees request, effective as indicated.

Patricia Montoya, Director of Child Development Center/Lab School from July 7, 2003 to August 1, 2003. Ms. Montoya will return to work August 4, 2003.

#### F. <u>ELIMINATION OF CLASSIFIED CONFIDENTIAL POSITIONS</u> (ENCLOSURE)

Recommend adoption of Resolution Regarding the Elimination of Four Classified Confidential Positions, effective August 15, 2003. The elimination of the positions is necessary due to lack of work/lack of funds.

Employee	Position	Effective Date
Barbara Nicita	Administrative Assistant to the Chief Technology Officer	8/15/03
Janell Ruiz	Administrative Assistant to the Vice President for Institutional Advancement	8/15/03
Linda Hernandez	Administrative Assistant to the Provost, Higher Education Center, National City	8/15/03
Priscilla Pasana	Administrative Assistant to the Provost, Education Center at San Ysidro	8/15/03

## Action 10. REVISIONS TO THE 2001-03 SCEA CONTRACT (ENCLOSURE) (Sinclair) Agosto Aranda Roesch Salcido Valladolid Advisory Vote

Due to the District's severe budget shortfall for the coming year, the Southwestern College Education Association has agreed to revisions to the 2001-03 SCEA Contract, summarized as follows:

- Effective for the 2004-05 academic year, there shall be a moratorium on sabbatical leaves.
- Effective July 1, 2003 through June 30, 2004, 2% of the gross salary in each monthly pay warrant for full-time and part-time faculty members shall be deducted and donated to the District as a charitable contribution as defined by the Internal Revenue Service.
- Effective January 1, 2004, an early retirement incentive plan goes into effect for eligible faculty members, providing 5% of final contract salary per year for life or comparable value alternatives.

Note: The full text of the agreed-upon revisions is contained in the attached enclosure.

#### Action

#### 11. REDUCTION OF SUPERINTENDENT/PRESIDENT SALARY

(Hernandez)

						Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

Due to the District's severe budget shortfall for the coming year, recommend approval of a 4.65 percent reduction of salary for the Interim Superintendent/President, to be taken during the 2003-04 fiscal year as detailed below:

- To be deducted in twelve equal amounts over the course of the year;
- Deduction to be noted on monthly paystub as contribution to Southwestern Community College District for tax purposes.

#### Action

## 12. ESL TEACHER TRAINING SEMINAR FOR GUANGZHOU UNIVERSITY, GUANGZHOU, CHINA (ENCLOSURE)

(Gauvreau)

, -						
						Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

Recommend approval of ESL Teacher Training Seminar for Guangzhou University, for the period July 21 through August 14, 2003, in the amount of \$2,870 per participant for a total of \$51,660 to the benefit of the District; and further, recommend the Interim Superintendent/ President be authorized to approve any future amendments which may occur.

Hill-Student

Advisory Vote

#### Page 11 of 21 **ITEM** Action HIGHER EDUCATION ADMINISTRATION SEMINAR FOR GUANGZHOU UNIVERSITY, 13. **GUANGZHOU, CHINA (ENCLOSURE)** (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of Higher Education Administration Seminar for Guangzhou University, for the period October 20 through October 25, 2003, in the amount of \$1,030 per participant for a total of \$16,480 to the benefit of the District; and further, recommend the Interim Superintendent/President be authorized to approve any future amendments which may occur. Action 14. AGREEMENT WITH THE CITY OF IMPERIAL BEACH (ENCLOSURE) (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of agreement with the City of Imperial Beach Lifeguard Service, for training instruction, for the period June 21, 2003 through September 30, 2004, in the amount of \$1.10 per participant hour, for instructional costs; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. 15. Action SCHOOL NAME CHANGE FOR THE SCHOOL OF HEALTH, PHYSICAL EDUCATION AND ATHLETICS (ENCLOSURE) (Gauvreau) Hill-Student Aranda Roesch Salcido Valladolid Advisory Vote Agosto Recommend approval of name change for the Department of Physical Education to the Department of Exercise Science, effective July 1, 2003; and further, recommend the School name be changed from the School of Health, Physical Education and Athletics to the School of Health, Exercise Science and Athletics. **Action** 16. AGREEMENT WITH GATEWAY COMMUNITY COLLEGE (ENCLOSURE) (Gauvreau)

Roesch

Agosto

Aranda

Recommend approval of agreement with Gateway Community College to provide Cisco Training in Fundamentals of Network Security (FNS) and Fundamentals of Wireless LANs (FWL), effective until terminated by either party, with the District receiving \$2,400 per instructor trained in FNS and FWL; and further, recommend the Interim Superintendent/ President be authorized to sign the agreement and any future amendments which may occur.

Salcido

Valladolid

#### **ITEM** Action 17. AGREEMENT WITH CHILD DEVELOPMENT ASSOCIATES, INC. (ENCLOSURE) (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of agreement with Child Development Associates, Inc., to provide subsidized childcare, for the period July 1, 2003 through June 30, 2004, in an amount not to exceed \$60,000; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. AGREEMENT WITH CUYAMACA COLLEGE (ENCLOSURE) Action 18. (Gauvreau) Hill-Student Roesch Salcido Valladolid Advisory Vote Agosto Aranda Recommend approval of agreement with Cuyamaca College, as a Cisco Local Academy, for the period July 1, 2003 through June 30, 2004, with the District receiving \$3,000 annually and \$1,000 for each new instructor who completes the train-the-trainer program; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. Action AGREEMENT WITH TRI-CITY MEDICAL CENTER (ENCLOSURE) 19. (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of agreement with Tri-City Medical Center, to provide opportunities for health occupation program students to obtain training experience, for the period July 1, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. Action 20. AGREEMENT WITH SAN YSIDRO HEALTH CENTER (ENCLOSURE) (Gauvreau) Hill-Student Salcido Valladolid Advisory Vote Agosto Aranda Roesch Recommend approval of agreement with San Ysidro Health Center, to provide opportunities for health occupation program students to obtain training experience, for the period July 1, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. Action 21. AGREEMENT WITH FREDERICKA MANOR CARE CENTER (ENCLOSURE) (Gauvreau) Hill-Student Roesch Agosto Aranda Salcido Valladolid Advisory Vote Recommend approval of agreement with Fredericka Manor Care Center, to provide

opportunities for health occupation program students to obtain training experience, for the

recommend the Interim Superintendent/President be authorized to sign the agreement and

period June 15, 2003 through June 30, 2004, at no cost to the District; and further,

any future amendments which may occur.

	I I EIVI					
Action	22. AGRE (Gauvreau)	EMENT WITH PA	ARADISE VALL	EY HOSPITAL	(ENCLOSURE)	
	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote
	for hea 2003 t Superi	alth occupation prongh June 30, 2	ogram students 2004, at no cost	to obtain trainir to the District;	ng experience, for and further, recom	ovide opportunities the period July 1, nmend the Interim uture amendments
Action	23. AGRE (Gauvreau)	EMENT WITH TH	HE PHOENIX G	ROUP, INC. (E	NCLOSURE)	
	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote
Action	loan fo progra further agreer	r educational/trainm, for the period of the period of the period of the period the nent and any futu	ning purposes ir June 12, 2003 t Interim Superin re amendments	n the Administra hrough June 30 tendent/Preside which may occ	), 2004, in the amo ent be authorized four.	minal Investigator bunt of \$700; and to sign the
Action	<b>24. MEMC</b> (Gauvreau)	RANDUM OF U	NDEK 5 I ANDIN	G WITH ALL N	(IDS, INC. (ENCL	Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote
Action	an affil District the ag	iate partnership, to the contract and further, recorrement and any	for the period Ju ommend the Inte future amendme	ine 12, 2003 the erim Superinter ents which may	rough June 30, 20 ndent/President be	s, Inc., to establish 04, at no cost to the authorized to sign
		OSURE)				
	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote
Action	establi cost to author	sh an affiliate par the District; and zed to sign the a	tnership, for the further, recomm greement and a	period June 12 end the Interim ny future amen		y occur.
	Recom	nmend approval o	of the Memorano	lum of Understa	anding with Childre	en's Hospital Child

Care, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President

be authorized to sign the agreement and any future amendments which may occur.

#### **ITEM** Action MEMORANDUM OF UNDERSTANDING WITH CHULA VISTA PRESBYTERIAN 27. PRESCHOOL (ENCLOSURE) (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with Chula Vista Presbyterian Preschool, to establish an affiliate partnership, for the period June 12, 2003 through June 30. 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. MEMORANDUM OF UNDERSTANDING WITH COMMUNITY CONGREGATIONAL Action 28. PRESCHOOL (ENCLOSURE) (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with Community Congregational Preschool, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. MEMORANDUM OF UNDERSTANDING WITH NATIONAL SCHOOL DISTRICT Action 29. (ENCLOSURE) (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with National School District, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. 30. MEMORANDUM OF UNDERSTANDING WITH MEXICAN AMERICAN OPPORTUNITIES Action **FOUNDATION CHILDCARE CENTER (ENCLOSURE)** (Gauvreau) Hill-Student Roesch Agosto Valladolid Aranda Salcido Advisory Vote

Recommend approval of the Memorandum of Understanding with Mexican American Opportunities Foundation Childcare Center, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

#### **ITEM** Action MEMORANDUM OF UNDERSTANDING WITH LA MESA-SPRING VALLEY SCHOOL 31. **DISTRICT CHILD DEVELOPMENT CENTER (ENCLOSURE)** (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with La Mesa-Spring Valley School District Child Development Center, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. Action 32. MEMORANDUM OF UNDERSTANDING WITH EPISCOPAL COMMUNITY SERVICES **HEAD START (ENCLOSURE)** (Gauvreau) Hill-Student Aranda Advisory Vote Agosto Roesch Salcido Valladolid Recommend approval of the Memorandum of Understanding with Episcopal Community Services Head Start, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. MEMORANDUM OF UNDERSTANDING WITH POINT LOMA COMMUNITY CHURCH 33. Action PRESCHOOL (ENCLOSURE) (Gauvreau) Hill-Student Salcido Valladolid Agosto Aranda Roesch Advisory Vote Recommend approval of the Memorandum of Understanding with Point Loma Community Church Preschool, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. Action MEMORANDUM OF UNDERSTANDING WITH REGIONAL OCCUPATIONAL PROGRAM 34. CHILDCARE CENTER (ENCLOSURE) (Gauvreau) Hill-Student Advisory Vote Agosto Aranda Roesch Salcido Valladolid Recommend approval of the Memorandum of Understanding with Regional Occupational

Recommend approval of the Memorandum of Understanding with Regional Occupational Program Childcare Center, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

#### **ITEM** Action MEMORANDUM OF UNDERSTANDING WITH SAN YSIDRO SCHOOL DISTRICT 35. (ENCLOSURE) (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with San Ysidro School District. to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. MEMORANDUM OF UNDERSTANDING WITH VIP VILLAGE (ENCLOSURE) Action 36. (Gauvreau) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with VIP Village, to establish an affiliate partnership, for the period June 12, 2003 through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. 37. **CURRICULUM SUMMARY REPORT (ENCLOSURE) Action** (Gauvreau) Hill-Student Valladolid Advisory Vote Agosto Aranda Roesch Salcido Recommend approval of the 2002–2003 Curriculum Summary Report. Action 38. **TENTATIVE BUDGET FOR 2003-2004 (ENCLOSURE)** (Fite) Hill-Student Advisory Vote Agosto Aranda Roesch Salcido Valladolid Recommend the Governing Board make changes as desired and approve the Tentative Budget for Southwestern Community College District for 2003-2004. 39. DESIGNATED AGENTS FOR SAN DIEGO COUNTY OFFICE OF EDUCATION Action (Fite) Hill-Student Advisory Vote Agosto Aranda Roesch Salcido Valladolid Recommend the following individuals be authorized as designated agents with the San Diego County Office of Education, effective July 1, 2003 to June 30, 2004: Α. Receive mail and pick up warrants: Kenneth W. Fite John Wilson **Thomas Beasley** Paul Martinez Janet Taylor B. Sign School Orders:

Norma L. Hernandez

Kenneth W. Fite

**ITEM** C. Sign Payroll Payment Orders: Kenneth W. Fite Thomas Beasley Janet Taylor APPLICATION TO SELF-INSURE FOR WORKERS' COMPENSATION, AND BOARD Action 40. **RESOLUTIONS (2) (ENCLOSURE)** (Fite) Hill-Student Advisory Vote Agosto Aranda Roesch Salcido Valladolid Recommend approval of application to self-insure for workers' compensation insurance and a resolution authorizing application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure Workers' Compensation Limits, and a resolution declaring membership in the Protected Insurance Program for Schools (PIPS) Joint Powers Agency. 41. CHANGE ORDER ON THE ASBESTOS ABATEMENT IN BUILDING 1400 AT Action **SOUTHWESTERN COLLEGE** (Fite) Hill-Student Roesch Salcido Valladolid Advisory Vote Agosto Aranda Recommend approval of Change Order Number One (1) with Watkins Contracting, Inc., resulting in an increase of \$6,488 and a new contract amount of \$71,368. Change order costs paid out of Proposition AA funds. Change Order No. 1 Remove and dispose of additional 1,220 square feet of asbestos containing soffit plaster and 1,200 square feet of entrance ceiling plaster. (a) \$6,488 (a) Unforeseen conditions 42. NOTICE OF COMPLETION FOR THE ASBESTOS ABATEMENT IN BUILDING 1400 AT Action **SOUTHWESTERN COLLEGE** (Fite) Hill-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval and acceptance of the following completed project, effective as indicated: Bid No. 70 -Asbestos Abatement in Building 1400 at Southwestern College by Watkins Contracting, Inc., as satisfactorily completed as of June 10, 2003. 43. FOOD SERVICE/RESTAURANT OPERATION FOR THE HIGHER EDUCATION CENTER Action AT NATIONAL CITY (ENCLOSURE) (Fite) Hill-Student Salcido Valladolid Agosto Aranda Roesch Advisory Vote Recommend approval of lease with The Living Room Coffeehouse, for the period June 12, 2003 through June 12, 2013, in the total amount of \$655,710 to the benefit of the

District; and further, recommend the Interim Superintendent/President be authorized to sign

the lease.

# Action 44. LEASE OF DISTRICT-OWNED FIREHOUSE (ENCLOSURE) (Fite) Agosto Aranda Roesch Salcido Valladolid Advisory Vote

Recommend approval of lease with American Medical Response of Southern California, for the period June 12, 2003 through June 12, 2005, in the total amount of \$36,000 to the benefit of the District; and further, recommend the Interim Superintendent/President be authorized to sign the lease.

#### Action

## 45. AGREEMENT FOR INSPECTION SERVICES FOR THE "ONE STOP" STUDENT SERVICES CENTER (ENCLOSURE)

(Fite)

	Agosto	Aranda	Roesch	Salcido	Valladolid	Hill-Student Advisory Vote
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Recommend approval of agreement with GeoTek, Inc., for Division of the State Architect building inspection services during construction of the "One Stop" Student Services Center, for the period June 12, 2003 through August 31, 2004, in the amount of \$126,840; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

#### Action

## 46. SPECIAL INSPECTIONS AND TESTING SERVICES FOR THE "ONE STOP" STUDENT SERVICES CENTER (ENCLOSURE)

(Fite)

						Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

Recommend approval of agreement with GeoTek, Inc., for special inspection services during construction of the "One Stop" Student Services Center, for the period June 12, 2003 through August 31, 2004, in the amount of \$33,810; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

#### Action

## 47. MEMORANDUM OF UNDERSTANDING WITH CALIFORNIA PARTNERSHIP FOR ACHIEVING STUDENT SUCCESS (ENCLOSURE)

(Zins)

						Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

Recommend approval of the Memorandum of Understanding with California Partnership for Achieving Student Success, to participate in data sharing activities among secondary and postsecondary institutions, for the period July 1, 2003, through July 31, 2005, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the Memorandum of Understanding and any future amendments that may occur.

#### Action

## ITEM 48. ACCEPTANCE OF FUNDS

(Zins)

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							Hill-Student
		Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

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:

U. S. Department of Health & Human Services, "National Youth Sports Program (NYSP)," in the amount of \$55,500, June 30, 2003 through August 1, 2003. This item was approved by the Governing Board for submission of application on May 14, 2003.

San Diego State University Foundation, "Consortium for Teacher Diversity," in the amount of \$16,200, December 15, 2002 through December 14, 2003. This item was approved by the Governing Board for submission of application on May 14, 2003.

#### Action

#### 49. 2003-2004 STUDENT INTERNSHIP PROGRAM AGREEMENT (ENCLOSURE)

(Sandoval)

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											Hill-Student
	Agosto		Aranda		Roesch		Salcido		Valladolid		Advisory Vote

Recommend approval of agreement for use with contracting agencies, for the placement of students participating in the Student Internship Program, for the period July 1, 2003 through June 30, 2004, with agencies paying 25%, plus Worker's Compensation as agreed upon, and District paying 75% for each student intern placed at an agency; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

#### Action

#### 50. 2003-2004 SERVICE LEARNING PLACEMENT AGREEMENT (ENCLOSURE)

(Sandoval)

						Hill-Student
	Agosto	Aranda	Roesch	Salcido	Valladolid	Advisory Vote

Recommend approval of agreement for use with community agencies for the placement of students participating in the Service Learning Program, for the period July 1, 2003, through June 30, 2004, at no cost to the District; and further, recommend the Interim Superintendent/ President be authorized to sign the agreement and any future amendments which may occur.

	ITEM
Administrative Reports	51. ADMINISTRATIVE REPORTS (Agosto)
	A. ACADEMIC AFFAIRS – MR. GAUVREAU
	<ul> <li>B. FISCAL AFFAIRS – MR. FITE</li> <li>1. General Fund Financial Report for Period Ending April 30, 2003 (ENCLOSURE)</li> </ul>
	<ul><li>C. HUMAN RESOURCES/LEGAL AFFAIRS – MS. SINCLAIR</li><li>1. Human Resources Report (ENCLOSURE)</li></ul>
	D. INSTITUTIONAL ADVANCEMENT – MS. ZINS
	E. STUDENT AFFAIRS – MR. SANDOVAL
	F. HIGHER EDUCATION CENTER AT NATIONAL CITY – MR. KINNEY
	G. SOUTHWESTERN COLLEGE EDUCATION CENTER AT SAN YSIDRO – DR. ARELLANO
	H. COMPUTER SYSTEMS & SERVICES – MR. WAGSTAFF
	I. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ
Governing Board Reports	52. GOVERNING BOARD REPORTS (Agosto)
	A. STUDENT TRUSTEE BRANDY HILL
	B. TRUSTEE TERRI VALLADOLID
	C. TRUSTEE YOLANDA SALCIDO
	D. TRUSTEE CHRISTINE ARANDA, Ed.D.
	E. VICE PRESIDENT JEAN ROESCH, Ed.D.
	F. PRESIDENT DAVID J. AGOSTO
Closed Session	53. CLOSED SESSION/REPORT OF ACTION (If Applicable) (Agosto)
	Agosto Aranda Roesch Salcido Valladolid Hill-Student Advisory Vote
Adjournment	54. ADJOURNMENT (Agosto)