SOUTHWESTERN COLLEGE

MINUTES

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

TIM NADER, GOVERNING BOARD PRESIDENT
NORMA L. HERNANDEZ, GOVERNING BOARD VICE PRESIDENT
HUMBERTO PERAZA, GOVERNING BOARD MEMBER
JEAN ROESCH, ED.D., GOVERNING BOARD MEMBER
TERRI VALLADOLID, GOVERNING BOARD MEMBER
CLAUDIA DURAN, STUDENT GOVERNING BOARD MEMBER
DENISE WHITTAKER, INTERIM SECRETARY TO GOVERNING BOARD
AND INTERIM SUPERINTENDENT/PRESIDENT

6:30 p.m. Call to Order / Announcement of Closed Session Agenda 7:00 p.m. Reconvene in Open Session

Wednesday, September 14, 2011

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.

In compliance with Government Code section 54957.5, non-exempt writing that are distributed to a majority or all of the board in advance of a meeting, may be viewed at Southwestern College, Office of the Superintendent/President, 900 Otay Lakes Road, Chula Vista, CA 91910; at our website by clicking on the following link www.swccd.edu; or at the scheduled meeting In addition, if you would like a copy of any record related to an item on the agenda, please contact Mary Ganio, Executive Assistant to the Superintendent/President, at 619.482.6301 or email at mganio@swccd.edu.

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
	(Nader	
		6:30 p.m., Room 214
		Present: Nader, Hernandez, Peraza
		Absent: Roesch, Valladolid, Duran (Student Board Member)
		Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive.
		President Nader announced amendments to Items 18B, 19E, and 19G.
Announcement Closed Session	2. (Nader	ANNOUNCEMENT OF CLOSED SESSION AGENDA
Agenda	(rtador	Members of the public may be present to hear the closed session announcements and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table).
		No speakers appeared.

	Page 2 07 21
	2A. CONFERENCE WITH LABOR NEGOTIATOR
	Negotiator: Joseph N. Quarles, Ed.D.
	Employee Organizations: CSEA, SCEDAA, Confidentials
	Government Code Section 54957.6
	2B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
	Government Code Section 54957
	2C. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION Government Code Section 54956.9(b)
	(4 potential cases)
	2D. CONFERENCE WITH LABOR NEGOTIATOR
	Negotiator: Joseph N. Quarles, Ed.D.
	Unrepresented Employees: Vice Presidents
	Government Code sections 54957 and 54957.6
	2E. PUBLIC EMPLOYEE EMPLOYMENT
	Government Code Section 54957(b)
	Title: Superintendent/President
Closed Session	3. ADJOURN TO CLOSED SESSION (Nader)
	6:32 pm, Building 100, Conference Room A
Reconvene in	4. RECONVENE IN OPEN SESSION
Open Session	(Nader)
	7:15 p.m., Room 214
	Present: Nader, Hernandez, Roesch, Valladolid, Peraza, Duran (Student Board Membe
Pledge of	5. PLEDGE OF ALLEGIANCE
Allegiance	(Nader)
Closed Session	6. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable)
Announcement	(Nader)
	President Nader announced that the Board did not complete the closed session agenda and
	there was no report of action. He announced that the Board would reconvene in closed session
	after open session.
Action	7. APPROVAL OF MINUTES (ENCLOSURE)
(Carried)	(Whittaker)
	Duran-Stud
	MHernandezNaderRoeschSPerazaValladolidAdvisory VolAyeAyeAyeAyeAyeAye
	Aye Aye Aye Aye Aye

Regular Meeting, August 10, 2011 Special Meeting, August 8, 2011 Special Meeting, August 9, 2011 Special Meeting, August 24, 2011 Special Meeting, August 29, 2011

	ITEM	rage s of	· - ·						
Presentation(s)	8. PF	RESENTATION(S)							
	8.48	A. <u>EMPLOYEE OF THE QUARTER OCTOBER-DECEMBER</u> Elizabeth Kozel, Tutorial Center Coordinator							
		Presenters: Jackie Osborne, Acting Director of Human Resources; Mink Stavenga, D.B.A., Dean, Instructional Support Services; Bruce MacNintch, CSEA President; A Rempt, Academic Success Center Faculty Coordinator							
	8E	B. BLOOD DRIVE REPORT							
		Presenters: Angelica L. Suarez, Ph.D., Vice President for Student Affairs; Arlie Rica Bagaporo, Director of Student Development & Health Services	asa-						
	80	C. SPRING 2011 STUDY ABROAD / CAPE TOWN, SOUTH AFRICA PROGRAM							
		Presenters: Angelica L. Suarez, Ph.D., Vice President for Student Affairs; Carla Kirl Ph.D., Faculty Coordinator, Center for International Studies Program	kwood,						
Oral Communication	9. Of (Nader)	RAL COMMUNICATION							
Communication	Pe ca	Persons wishing to address the Governing Board under this item should fill out a yellow recard (available at the reception table) and indicate on the card if they wish to be called und Oral Communication, or when a specific agenda item is considered.							
	top Se the sta	n oral presentation to the Board does <i>not</i> constitute an open discussion on the presentat pic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government ection 54954.2(a)): "No action or discussion shall be undertaken on any item not appear e posted agenda, except that members of a legislative body or its staff may <i>briefly</i> respo atements made or questions posed by persons exercising their public testimony rights unection 54954.3."	Code ring on and to						
	Ja	anet Mazzarella spoke in opposition of increasing vice presidents' salaries.							
Recusal from		NNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS							
Agenda Items) ne Superintendent/President respectfully asks if any of the Governing Board members no cuse themselves from any item where there might be a potential Conflict of Interest.	eed to						
	He	ernandez announced that she would recuse herself from Item 20A3.2.							
Academic Senate Report	11. A((Nader)	CADEMIC SENATE REPORT							
Senate Report	1 '	ROFESSOR ANGELINA E. STUART, PRESIDENT, ACADEMIC SENATE							
Union/ Association	12. UN (Nader)	NION/ASSOCIATION REPORTS							
Reports		2A. PROFESSOR ANDREW MACNEILL, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA)	E						
	12	2B. BRUCE MACNINTCH, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)							
	12	2C. AARON STARCK, PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)							
ASO Report		SSOCIATED STUDENT ORGANIZATION (ASO) REPORT							
	(Nader) Gl	USTAVO PEREZ, ASO VICE PRESIDENT FOR PUBLIC RELATIONS							

Tameika Guerrera, ASO Vice President for Club Affairs provided a list of student clubs.

	ITEM							Page 4 of 21
Action	14. APPROVE	CONSENT	CALE	NDAR (ITEM	S A THROUGI	HG)		<u> </u>
Items 14A-F (Carried)	Hernandez Ave	Nader Ave	М	Roesch Ave	Peraza Ave	s	Valladolid Aye	Duran-Student Advisory Vote Aye

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

Peraza pulled item 14G for discussion.

14A. RATIFY/APPROVE EMPLOYMENT OF CONSULTANT(S)

Recommend ratification/approval of employment of consultants listed below:

Department (Suarez)	Consultant	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>
Health, Exercise Science & Athletics	Tina Recalde	Japanese Interpreter for International Student Symposiums Agreement No. A3283.11	9/15/11 6/30/12	Not to exceed \$2,999 (Project funded)
Health Exercise Science & Athletics	Tomoko Ohkubo- Kuo	Japanese Interpreter for International Student Symposiums Agreement No. A3280.11	12/13/10	Not to exceed \$2,999 (Project funded)
Health Exercise Science & Athletics	Tomoko Ohkubo- Kuo	Japanese Interpreter for International Student Symposiums in conjunction with Agreement No. AR3122 (Agreement with Meitetsu Travel U.S.A. Corp.) approved by the Governing Board on November 10, 2010. Agreement No. A3281.11	9/15/11– 6/30/12	Not to exceed \$2,999 (Project funded)
Arts & Communication	Elena Mashkovtseva	Musical performance for Spring recital series. Agreement No. A3328.11	4/13/11	Not to exceed \$200
Arts & Communication	Jeanne Reith, DBA Lady Jean, Inc.	Costume designer. Agreement No. A3327.11	9/15/11– 11/15/11	Not to exceed \$1,000

14B. RATIFY/APPROVE FILING OF APPLICATION(S)

Ratification/approval of filing of applications to meet deadlines as listed below:

(Whittaker)

- National Science Foundation, Research in Undergraduate Institutions, "Structural Based Studies of DHFR Evolution", in the amount of \$178, 615, May 1, 2012 through April 30, 2015.
- National Science Foundation, "High Tech Gardens", in the amount of \$377, 358, January 1, 2012 through January 1, 2015.
- Sweetwater Union High School District, "Gaining Early Awareness & Readiness for Undergraduate Programs (GEAR UP)", subcontract in the amount of \$2,620,400, September 1, 2011 through August 30, 2018.
- U.S. Small Business Administration (OSBDC), "CY 2012 SBA-SBDC Renewal Grant", in the amount of \$1,031,137, January 1, 2012 through December 31, 2012.
- City of San Diego, Community Development Block Grant Program (CDBG), "SBDC Micro- Enterprise Technical Assistance Program", in the amount of \$ 150,000, July 1, 2011 through June 30, 2012.

(Suarez)

Formerly Tech Prep, now CTE Transitions, Local Application, for 2011-2012 from July 1, 2011 to June 30, 2012, in the amount of \$46,970. Agreement No: 11-112-090.

14C. RATIFY/APPROVE ACCEPTANCE OF FUNDS

Ratification/approval of acceptance of funds as listed below:

(Whittaker)

- City of San Diego, Small Business Enhancement Program, "San Diego Contracting Opportunities Center," in the amount of \$24,000, October 1, 2011 through September 30, 2012. This application was approved by the Governing Board on August 10, 2011.
- City of San Diego, Small Business Enhancement Program, "Small Business Development and International Trade Center," in the amount of \$24,000, October 1, 2011 through September 30, 2012. This application was approved by the Governing Board on August 10, 2011.
- U.S. Small Business Administration (OSBDC), "CY 2011 SBA-SBDC Supplemental Funding," in the amount of \$200,000, January 1, 2011 through December 31, 2011. This application was approved by the Governing Board on August 10, 2011.
- National Science Foundation, "Project iLASER Celebrating the International Year of Chemistry 2011," in the amount of \$150,000, March 1, 2011 through June 30, 2012. This application was approved by the Governing Board on August 10, 2011.
- National Science Foundation, "A CCLI Proposal Preparation Workshop for 2 YR College Chemistry Faculty". No cost extension of grant performance period from July 31, 2011 to July 31, 2012. This application was approved by the Governing Board on March 11, 2009.

(Suarez)

Formerly Tech Prep, now CTE Transitions, Local Application, for 2011-2012, July 1, 2011 to June 30, 2012, in the amount of \$46,970. Agreement No: 11-112-090.

Carl D. Perkins Career and Technical Education Act Local Application for 2011-2012, July 1, 2011 to June 30, 2012, in the amount of \$1,054,953. Agreement No: 11-C01-063

California Community Colleges Chancellor's Office, Mathematics, Engineering, Science Achievement (MESA) Program, July 1, 2011 to June 30, 2012, in the amount of \$50,500.

14D. ACCEPTANCE OF GIFT(S)

(Temple)

Recommend acceptance of gift(s) for anticipated use as indicated below:

- \$100 cash, donated by Michael R. Kerns, to Southwestern College to underwrite the purchase of an iPad2, which will be used as a prize in a drawing.
- \$100 cash, donated by Mark Meadows, to Southwestern College to underwrite the purchase of an iPad2, which will be used as a prize in a drawing.
- \$100 cash, donated by The Suarez Family Trust, Angelica Suarez, to Southwestern College to underwrite the purchase of an iPad2, which will be used as a prize in a drawing.
- \$100 cash, donated by Robert J. Temple, to Southwestern College to underwrite the purchase of an iPad2, which will be used as a prize in a drawing.
- \$100 cash, donated by M. Denise Whittaker, to Southwestern College to underwrite the purchase of an iPad2, which will be used as a prize in a drawing.

14E. RATIFY VOLUNTEER SERVICES (ENCLOSURE)

(Temple)

Recommend ratification of volunteer services effective August 2011 through May 2012.

14F. PAYMENT OF BILLS – JULY 1-31, 2011 (ENCLOSURE) (Temple)

14G. <u>CONFIRMATION OF PURCHASE ORDERS</u> (ENCLOSURE)

(Temple)

Hernandez	Nader	Roesch	s	Peraza	М	Valladolid	Duran-Student Advisory Vote
Aye	Absent	Aye		Aye		Aye	Аув

General Fund Nos.

202762, 202864, 203013, 203049, 203104

Blanket Fund Nos.

B1912

There was discussion regarding clarification of the recently approved District Policy No. 2430 Delegation of Authority to the Superintendent/President. Purchase orders over \$78,000 will be submitted to the Board as an action item for approval. The threshold is adjusted annually by the State.

Nader left the room and Hernandez chaired the meeting in his absence.

Item 14G (Carried)

ITEM 15. ADOPTION OF 2011-2012 BUDGET (ENCLOSURE)

(Temple)

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١										[Duran-Student	
		Hernandez		Nader	S	Roesch		Peraza	M	Valladolid		Advisory Vote
ſ		Aye		Aye		Aye		Aye		Aye		Aye

Approval of the District's 2011-12 Proposed Budget.

There was discussion regarding the goal to not spend \$2 million of the budgeted amount with monthly progress reports for the Board. Temple stated that he believes the difference between what is budgeted and what will be expended will be much smaller this year compared to last year. Nader directed that in addition to a monthly report, two additional items be put on the next agenda:

- 1) Policy for the Board to direct budget adjustments during the fiscal year; and
- 2) discussion of the budget process.

Items 16 and 17

Ī								Duran-Student
	Hernandez	M	Nader	Roesch	 Peraza	S	Valladolid	Advisory Vote
	Aye		Aye	Aye	Aye		Aye	Aye

Action (Carried)

16. ACCEPTANCE OF ACCJC ACCREDITATION REPORT (ENCLOSURE) (Whittaker)

Acceptance of Accreditation Commission for Community and Junior College (ACCJC) notification,

Action (Carried)

17. ACCEPTANCE OF DENTAL HYGIENE PROGRAM COMMISSION ON DENTAL ACCREDITATION REPORT (ENCLOSURE) (Whittaker)

Acceptance of the Commission on Dental Accreditation's granting of accreditation status of "approval without reporting requirements."

Duran-Student Advisory Vote

> Effective Date

09/15/11

								Governi	ing Board	Minutes Page	
	ITE										
Action (Carried)	18. M	HUMAI Hernandez	N RESOURC Nade		Roes		A THROUG	SH E) Vallad	olid	1	an-S isory
	IVI	Aye	Aye	- 3	Aye	5077	Aye	Aye	Ona	Aye	
		<u>iployee</u> nes Davis	Position Director of Police Academy	<u>Depar</u> Highe Educa Cente Otay I	d that no rtment r ation er at Mesa	Mos/ Svc. 11 months/	e invited to E Range/ Step Range F/Step 8	Board meeting Monthly Salary \$8,311.20	Annu <u>Salar</u> \$91,4	У 123.20	Eff <u>Da</u> 09/
		i <u>ployee</u> via Cornejo-	Position Months/ Class/R Monthly Director	Service ange Salary	er	<u>To</u>	Range, Monthl	S/Service	tion	Effect <u>Date</u> 09/15/	

Darcy

Operations, Higher Education Center at San Ysidro

12 months/1.0 FTE Range F/Step 8 \$10,389.00

Center at Otay Mesa &

San Ysidro 12 months/1.0 FTE Range C/Step 8 \$11,651.00

18B. TEMPORARY/ACTING ASSIGNMENT - VICE PRESIDENT

Recommend ratification of the following temporary assignment, effective as indicated. Salary is calculated at the current step plus fifteen percent (15%) for additional duties. Temporary assignment shall continue based upon business necessity and are subject to amendments and termination at the discretion of the Superintendent/President:

Amended

Employee Angelica Suarez, Ph.D.

Current Position Range/Step Monthly Salary Vice President for Student

Affairs Range A, Step 8+Dr. \$12,838.67

\$12,672.67

Temporary Assignment Range/Step Effective Monthly Salary Date Vice President for Student 08/01/11

Affairs and Acting Vice President, Academic **Affairs**

Range A, Step 8+Dr.

\$14,764.47 \$14,573.57

18C. ACADEMIC TRANSACTIONS (ENCLOSURE)

Recommend approval of academic transactions. Transactions may include academic assignments/stipends, academic assignments/reassigned time, minimum qualifications equivalency and adjunct faculty hires.

18D. HOURLY ACADEMIC EMPLOYMENT (ENCLOSURE)

Recommend approval of adjunct faculty employment for the 2011 fall semester and further recommend the Superintendent/President be authorized to employ additional hourly academic staff as may be needed for the 2011 fall semester.

18E. RATIFY RESIGNATIONS/RETIREMENTS

Recommend ratification of resignations/retirement of the listed academic employee(s) who have resigned/retired. Their resignation/retirement has been accepted by the Superintendent/President under delegation of powers.

Employee Cecilia Medina (resignation) Position EOPS Counselor EOPS Effective Date 08/10/11

Action	-
(Carried)	

19. HUMAN RESOURCES – CLASSIFIED (ITEMS A THROUGH K)

(Quarles)

S	Hernandez	Nader	М	Roesch	Peraza		Valladolid		Duran-Student Advisory Vote
	Aye	Aye	<u></u>	Aye	Aye		Aye		Aye

19A. EMPLOYMENT OF CLASSIFIED BARGAINING UNIT PERSONNEL

Recommend approval of listed employment as indicated below:

Employee Jae Chung (replacement)	Position Instructional Lab Technician-Science (Biology)	Department Mathematics, Sciences & Engineering	Mos./ Svc. 12 months/ 1.0 FTE	<u>Range/</u> <u>Step</u> 24-1	Mon. Salary \$3,983.00	Effective Date 09/15/11
Alejandro Martinez (replacement)	Financial Aid Technician	Financial Aid	12 months/ 1.0 FTE	20-1	\$3,608.00	09/15/11
Sean O'Bryant (replacement)	Instructional Lab Coordinator- Emergency Medical Services (EMS)	Higher Education Center at Otay Mesa	12 months/ 1.0 FTE	28-1	\$4,397.00	09/15/11

19B. <u>39-MONTH RE-EMPLOYMENT STATUS</u>

Pursuant to Education Code Section 88117, the following individuals are eligible for re-employment in the positions as indicated:

Name Claudia Gavaldon (replacement) * Continued employme	Position Project Clerk- Mathematics, Engineering & Science Achievement (MESA) Program* (Temporary Project Funded) nt contingent upon fund	Department Mathematics, Engineering & Science Achievement (MESA) Program	Range/Step Months of Service Monthly Salary Range 10/Step 2 12 months/1.0 FTE \$2,931.00	Effective Date 09/15/11
Jenny Marasigan (replacement)	Senior Project Clerk-Associate Student Organization (ASO)* (Temporary Project Funded)	Student Activities	Range 14**/Step 6 12 months/1.0 FTE \$3,785.00	09/15/11

* Continued employment contingent upon funding. ** Includes one range for educational incentive.

Linda Ware	Project Clerk-Basic	Counseling &	Range 10/Step 2	09/15/11-
(incumbent)	Skills Initiative*	Matriculation	11 months/.50	06/30/12
, ,	(Temporary Project		FTE	
	Funded)		\$1,465.50	

^{*} This position was eliminated upon termination of Basic Skills Initiative project funds. Residual funding was realized under the Basic Skills Initiative. Continued employment is contingent upon funding.

19C. APPROVE ESTABLISHMENT OF CONFIDENTIAL CLASSIFICATIONS

Pursuant to Government Code 3540.1(c) which defines and confers Confidential status, request approval to establish the following Confidential classifications. Upon approval, classifications, which currently exist within the Classified Bargaining Unit, will be eliminated from the Classified Bargaining Unit Salary Schedule and placed on the Classified Confidential Salary Schedule.

<u>Position</u>

School/Center/Department

Salary Range Months of Service

Monthly Salary Range

Human Resources Clerical Assistant-

Clerical Assistant-Confidential (vacant) Human Resources

Range 1 12 months/1.0 FTE \$3,298.00-\$4,689.00

Benefits Specialist-

Confidential (incumbents)

Human Resources

Range 12

\$4,325.00-\$6,152.00

12 months/1.0 FTE

19D. APPROVE CHANGE OF CLASSIFICATION/POSITION

Recommend approval to change the following vacant positions as indicated.

Months/Service
Range/Step
Position Monthly Salary
Food Service 10 months/1.0 FTE
Worker Range 2/Step 1
(vacant) \$2,313.00

<u>To</u> <u>Position</u> Food Service Worker Range/StepEffectiveMonthly SalaryDate9 months/.80 FTE09/15/11

Range 2/Step 1 \$1,850,40

Months/Service

Food Service Worker (vacant)

9 months/.875 FTE Range 2/Step 1 \$2,023.88 Food Service Worker

9 months/.70 FTE Range 2/Step 1

09/15/11

\$1,619.10

19E. APPROVE CHANGE(S) IN CONTRACT SERVICE – CLASSIFIED ADMINISTRATOR (ENCLOSURE)

Employee Patti Larkin Position
Months/Service
Range/Step
Monthly Salary
Director of
Bookstore
Bookstore
12 months/1.0 FTE
Range 26*/Step 9

Position
Months/Service
Range/Step
To Monthly Salary
Director of Financial Aid,
Evaluations & Veteran

Effective Date 09/15/11

09/15/11

Services

12 months/1.0 FTE Range 35*/Step 9 6

\$10,393.00 \$9,108.00

*Includes three ranges for Educational Incentive.

Brian Ebalo

Admissions & Records Technician 12 months/1.0 FTE Range 19*/Step 5 \$4,120.00 (Classified Bargaining Instructional Support Services Supervisor

12 months/1.0 FTE Range 26*/Step 1

\$5,853.00

(Classified Administrator

Salary Schedule)

(Classified Bargaining Unit Salary Schedule)

\$9,649.00

\$8,324.00

Amended

^{*}Includes three ranges for Educational Incentives.

19F. APPROVE CHANGE(S) IN CONTRACT SERVICE

Employee Shelley Carbajal	Position Months/Service Range/Step Monthly Salary Benefits Specialist 12 months/1.0 FTE Range *33/Step 4 \$5,597.00 (Classified Bargaining Unit Salary Schedule)	<u>To</u>	Position Months/Service Range/Step Monthly Salary Benefits Specialist- Confidential 12 months/1.0 FTE Range *15/6 \$5,805.00 (Classified Confidential Salary Schedule)	Effective Date 09/15/11
*Change in classification is consiste **Includes three ranges for Educati		iovernm		
Diana Haskins	Benefits Specialist 12 months/1.0 FTE Range *33/Step 5 \$5,820.00 (Classified Bargaining Unit Salary Schedule)		Benefits Specialist- **Confidential 12 months/1.0 FTE Range *15/7 \$6,067.00 (Classified Confidential Salary Schedule	09/15/11
*Change in classification is consiste **Includes three ranges for Educati		iovernm	nent Code 3540.1 (c).	
Guadalupe Aleman	Food Service Worker 9 months/.875 FTE Range 3*/Step 6 \$2,522.63		Food Service Worker 9 months/1.0 FTE Range 3*/Step 6 \$2,883.00	09/15/11
*Includes one range for longevity.				
Sylvia Banda Ramirez	Senior Project Clerk 12 months/1.0 FTE Range 16*/Step 6 \$3,976.00		Administrative Secretary I-Dental Hygiene Program 12 months/1.0 FTE Range 19*/Step 6 \$4,283.00	09/15/11
*Includes three ranges for Education	onal Incentives		Ψ 1,200.00	
Nancy Ethington	Lead Food Service Worker 10 months/1.0 FTE Range 13*/Step 6 \$3,694.00		Lead Food Service Worker 11 months/1.0 FTE Range 13*/Step 6 \$3,694.00	09/15/11
*Includes two ranges for Education		e for lo		
Yleanna Fierro	Food Service Worker 9 months/.875 FTE Range 6*/Step 6 \$2,717.75		Food Service Worker 9 months/1.0 FTE Range 6*/Step 6 \$3,106.00	09/15/11
*Includes three ranges for Education		nge for l		

			Governing board william Pag	e 13 of 21
ITEM				
Employee Marcela Gutierrez	Position Months/Service Range/Step Monthly Salary EOPS Technician EOPS 12 months/1.0 FTE Range 20/Step 4 \$4,060.00	<u>To</u>	Position Months/Service Range/Step Monthly Salary Student Services Technician School of Counseling & Personal Development 12 months/1.0 FTE Range 20/Step 4 \$4,060.00	Effective Date 09/15/11
Julie Hatz	Lead Food Service Worker-Evening 9 months/.80 FTE Range 12*/Step 6 \$2,881.60		Food Service Worker 9 months/.875 FTE Range 12*/Step 6 \$3,151.75	09/15/11
*Includes one range for eve	ening increment and one range	for lone	gevity.	
Josie Kane	Lead Food Service Worker 10 months/1.0 FTE Range 11*/Step 6 \$3,513.00		Lead Food Service Worker 11 months/1.0 FTE Range 11*/Step 6 \$3,513.00	09/15/11
*Includes one range for lon				
Nancy Martin *Includes one range for Ed	Food Service Worker 9 months/.875 FTE Range 4*/Step 6 \$2,587.38 ucational Incentive and one rai	nge for l	Food Service Worker 10 months/1.0 FTE Range 4*/Step 6 \$2,957.00	09/15/11
		ilge ioi i		
Monica Rodriguez	Student Services Assistant Disability Support Services 12 months/1.0 FTE Range 10/Step 6 3,430.00		Administrative Secretary I-Disability Support Services 12 months/1.0 FTE Range 16/Step 4 \$3,677.00	09/15/11
Rosalva Sandoval *Continued employment co	Project Clerk-ARRA* 12 months/.47 FTE Range 10/1 \$1,323.99 entingent upon funding.		Project Clerk-ARRA 12 months/.50 FTE Range 10/1 \$1,408.50	07/01/11 06/30/12
Jazmin Velazquez	Clerical Assistant II 11 months/.75 FTE Range 10/Step 2 \$2,198.25		Education Center Technician-Higher Education Center at San Ysidro 12 months/1.0 FTE Range 23/Step 1 \$3,885.00	09/15/11
Includes one range for Ed	Food Service Worker 9 months/.70 FTE Range 3/Step 1 \$1,659.70 ucational Incentive and one ra	ngo for '	Food Service Worker 9 months/.875 FTE Range 3*/Step 1 \$2,074.63	09/15/11

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19G. APPROVE RECLASSIFICATION

Recommend approval of changes in contract service, pursuant reclassification process in Article XIV of the 2008-2011 CSEA Contract:

<u>To</u>

Employee

Position Months/Service Range/Step

Position Months/Service

Range/Step

Effective Date

05/04/11

Michele Clark-Fenlon

Monthly Salary

Administrative Secretary I

Instructional Support

Services

12 months/1.0 FTE Range 16/Step 6 \$3,270.00

\$3,976.00

Monthly Salary Administrative Secretary II

Accreditation 12 months/1.0 FTE Range 20/Step 4 5

\$3,608,00 \$4,221.00

19H. 39-MONTH RE-EMPLOYMENT STATUS

Pursuant to Education Code 88192, the following individual is in the 39-month re-employment status effective as indicated.

Name Wanda Maxwell Position Transfer Center Specialist Department

Effective Date

Transfer Center 06/28/11

191. CLASSIFIED TRANSACTIONS (ENCLOSURE)

Request approval of classified transactions. Transactions include short-term non-academic and emergency assignments.

19J. ELIMINATION OF CLASSIFIED BARGAINING UNIT POSITION(S)

Request approval to eliminate the following positions from the Bargaining Unit salary schedule. Upon approval and pursuant to Government Code 3540.1(c) classifications will confer Confidential employee status.

Position

School/Center/Department

Range/ Months of Service

Monthly Salary

Human Resources 12 months/1.0 FTE

Range 30/Step 1 \$4,620.00

Human Resources Assistant

Benefits Specialist

Human Resources

Range 15/Step 1 12 months/1.0 FTE

\$3,189.00

19K. RATIFY RESIGNATIONS/RETIREMENTS

Recommend ratification of resignations/retirement of the listed classified employee(s) who have resigned/retired. Their resignation/retirement has been accepted by the Superintendent/President under delegation of powers.

Employee

Position

Effective Date

Chris Bender

Chief Marketing, Communication, Community &

08/26/11

(resignation)

Governmental Relations Officer

Community & Governmental Relations Office

Merrily Chopp

Project Technician

08/12/11

(resignation)

Small Business Development Center

Amended

Page 15 of 21 ITEM APPROVAL/RATIFICATION OF AGREEMENTS - COST TO DISTRICT (ITEMS A Action 20. THROUGH B) Item 20A Duran-Student (Carried) Hernandez Nader M Roesch S Peraza Valladolid Advisory Vote Ave Aye Aye Aye Aye Ave 20A. RATIFICATION OF AGREEMENTS 20A1. Academic Affairs (Suarez) 20A1.1 Agreements with Eid Passport, Inc. RAPIDGate Program (ENCLOSURE) Ratify Agreements with Eid Passport, Inc.'s RAPIDGate Program, for the purpose of compliance with the Department of the Navy newly implemented Navy Commercial Access Control System (NCACS) within the Continental United States, for the period September 1, 2011 to August 31, 2012, inclusive, in an amount not to exceed \$2,000. RAPIDGate Program for Naval Air Station, North Island No. A3340.11 RAPIDGate Program for Naval Base, San Diego No. A3341.11 RAPIDGate Program for Naval Base, Coronado No. A3342.11 20A2. Human Resources (Quarles) 20A2.1 Agreement With Robert Abel Investigative Services (ENCLOSURE) Ratify Agreement No. A3332.11 with Robert Abel Investigative Services, for consultation services to conduct confidential interviews, for the period August 12. to December 31, 2011, inclusive, in the amount of \$85 per hour, not to exceed \$5,000. 20A3. Student Affairs (Suarez) Cover memo 20A3.1 Community Partnership Program Agreement with National City Public Library corrected to reflect (ENCLOSURE) date on agenda and agreement Ratify Agreement No. A3336.11 with National City Public Library, for the Community Partnership Program, for the period August 11, 2011 to June 30, 2014, inclusive, at a cost based on Shared Cost Selection Chart. 20A3.2 Community Partnership Program Agreement with South County Economic Item 20A3.2 Hernandez abstained Development Council (ENCLOSURE)

Ratify Agreement No. A3337.11 with South County Economic Development Council, for the Community Partnership Program, for the period August 15, 2011 to June 30, 2014, inclusive, at a cost based on Shared Cost Selection Chart.

(Temple)

20B. APPROVAL OF AGREEMENTS

20B1. Business and Financial Affairs

Items 20B1.1, 20B1.2 (Carried)

- 1	(1	Chipic)			 			
								Duran-Student
	Μ	Hernandez	 Nader	Roesch	Peraza	S	Valladolid	Advisory Vote
		Aye	Aye	Aye	Aye		Aye	Aye

20B1.1 Amendment No. 1 To Agreement No. A3252.11 with Southern California Soil and Testing, Inc. (ENCLOSURE)

Approve Amendment No. 1 to Agreement No. A3252.11 with Southern California Soil and Testing, Inc., for additional consulting services, for the period June 9, 2011 to December 31, 2012, inclusive, in the amount of \$16,800.00, for a new contract total, in the amount of \$47,980.25.

20B1.2 Amendment No. 1 To Agreement No. A2974.10 with Southern California Soil and Testing, Inc. (ENCLOSURE)

Approve Amendment No. 1 to Agreement No. A2974.10 with Southern California Soil and Testing, Inc., for additional consulting services, for the period May 13, 2010 to December 31, 2011, inclusive, in the amount of \$36,989, for a new contract total, in the amount of \$77,003.

20B1.3 Amendment No. 3 To Agreement No. A2842.09 with Seville Construction Services, Inc. (ENCLOSURE)

Item 20B1.3 (Carried)

							Duran-Student
S	Hernandez	Nader	М	Roesch	Peraza	Valladolid	 Advisory Vote
	Aye	Aye		Aye	Aye	Aye	Aye

Approve Amendment No. 3 to Agreement No. A2842.09, with Seville Construction Services, Inc., to modify "Appendix 1 to Exhibit A" and "Exhibit C". The value of the agreement remains at the "not to exceed value" of \$3,597,486.

Andrew MacNeill, SCEA President, spoke in support of entering into agreements for labor and service with South Bay companies whenever possible.

20B2. Superintendent/President

(Whittaker)

	Hernandez	Nader	S	Roesch	Peraza	M	Valladolid	Duran-Student Advisorv Vote
⊢ ⊢ ⊢	Vo	Aye		Aye	Aye	141	Aye	Aye

Approve Agreement No. A3326.11 with Vocus, Inc., for news monitoring and distribution services for the College District, for the period October 1, 2011 to September 30, 2012, in an amount not to exceed \$9,695.

There was discussion regarding who would use the services in the absence of the Chief of Communications and Government Relations. Nader requested a report on the status of the duties of the position.

Item 20B2 (Carried)

Action

(Carried)

21. APPROVAL/RATIFICATION OF AGREEMENTS - NO COST / INCOME (ITEMS A THROUGH B)

(Quarles)

ITEM

Hernandez	Nader	М	Roesch	Peraza	s	Valladolid	Duran-Student Advisory Vote
 Aye	 Aye		Aye	Aye		Aye	Aye

21A1. Academic Affairs

21A1.1 Agreement with California Community Colleges Chancellor's Office (ENCLOSURE)

Ratify Agreement No. AR3330.11 with the California Community Colleges Chancellor's Office, for categorical funding for the Mathematics, Engineering, Science Achievement (MESA) program, for the period July 1, 2011 to June 30, 2012, inclusive, in the amount of \$50,500 income to the District.

21A1.2 Agreement With Georgia State University (ENCLOSURE)

Ratify Agreement No. AR3329.11 with Georgia State University (GSU), for the Chemistry Collaborations Workshops & Communities of Scholars Project, for the period June 1, 2011 to May 31, 2012, inclusive, in the amount of \$15,852 income to the District.

21A1.3 Agreement With U.S. Small Business Administration (ENCLOSURE)

Ratify Agreement No. AR3331.11 with U.S. Small Business Administration, for the Jobs Act Program, for the period January 1, 2011 to December 31, 2012, inclusive, in the amount of \$462,854 income to the District.

21A1.4 Amendment To Agreement With City Of San Diego (ENCLOSURE)

Ratify First Amendment to Agreement No. AR3093.10 with the City of San Diego, for extension of the Community Development Block Grant (CDBG) for the Small Business Development and International Trade Center, for the period July 1 through September 28, 2011, inclusive, at not cost to the District. The amendment also incorporates the City of San Diego Equal Benefits Ordinance.

21A2. Business and Financial Affairs

(Temple)

21A2.1 Agreement With Santee Community Development Commission (ENCLOSURE)

Ratify Agreement No. AR3323.11 with Santee Community Development Commission, for procurement technical assistance services, for the period July 1, 2011 to June 30, 2012, inclusive, in the amount of \$20,000.

21A2.2 Amendment No. 1 To Agreement No. AR3132.10 With City Of San Diego (ENCLOSURE)

Ratify Amendment No. 1 to Agreement No. AR3132.10 with City of San Diego, to provide training and related services, for the period extending through September 28, 2011, inclusive, at no cost to the District. The Amendment also incorporates the City of San Diego Equal Benefits Ordinance.

21B. APPROVAL OF AGREEMENTS

21B1. Student Affairs

(Suarez)

21B1.1 Service Learning Agreement With County Of San Diego Health And Human Services Agency (ENCLOSURE)

Approve agreement No. A3324.11 with County of San Diego Health and Human Services Agency, for the Service Learning Program, for the period September 15, 2011 to June 30, 2014, inclusive, at no cost to the District.

21B1.2 Cooperative Work Experience Education Program Agreement with Covenant Retirement Communities Dba Mount Miguel Covenant Village Health Facility (ENCLOSURE)

Approve agreement No. A3325.11 with Covenant Retirement Communities DBA Mount Miguel Covenant Village Health Facility, for the Cooperative Work Experience Education program, for the period September 15, 2011 to June 30, 2014, inclusive, at no cost to the District.

21B1.3 AGREEMENT WITH FELLOWSHIP TRAVEL (ENCLOSURE)

Approve Agreement No. A3335.11 with Fellowship Travel, as a service provider for the Cape Town, South Africa, two-week volunteer abroad program (March 20 to April 6, 2012). The travel agreement contract will cover the period of September 15, 2011 to May 1, 2012, inclusive, at no cost to the District.

21B2. Business and Financial Affairs

(Temple)

21B2.1 Agreement For Participation In The 2012 Chancellor's Office Tax Offset Program (COTOP) (ENCLOSURE)

Approve Agreement No. A3333.11 with the Chancellor of the California Community Colleges, to continue participation in the Chancellor's Office Tax Offset Program (COTOP), for the period October 1, 2011 to December 20, 2012, inclusive, at no cost to the District.

Action

ITEM

Item 22A, 22B (Carried)

22. ADOPT RESOLUTION(S) (ITEMS A THROUGH C)

M	Hernandez	Nader	Roesch	s	Peraza	Valladolid	Duran-Student Advisory Vote
			·				

22A. GANN APPROPRIATION LIMIT RESOLUTION (ENCLOSURE)

(Temple)

Recommend adoption of resolution establishing the Gann Appropriation Limit for Fiscal Year 2011-12 per the Gann Limit Worksheet. This information will be carried forward on financial reports to the California Community College Chancellor's Office.

22B.

CITY OF SAN DIEGO RESOLUTIONS (ENCLOSURE)

(Whittaker)

Recommend adoption of resolutions approving two applications for funding from the City of San Diego Small Business Enhancement Program for Fiscal Year 2012 in the amount of \$24,000 per grant application.

22C. RESOLUTION BY THE GOVERNING BOARD TO INITIATE A STUDY OF ITS ELECTION SYSTEM TO ADDRESS ALTERNATIVES TO COMPLY WITH THE CALIFORNIA VOTING RIGHTS ACT (ENCLOSURE)

								Duran-Student
M	Hernandez	Na	ider -	S	Roesch	Valladolid	Peraza	Advisory Vote
	Aye	Ay	'e		Aye	Aye	Aye	Aye

Recommend adoption by the Governing Board to initiate a study of its election system to address alternatives to comply with the California Voting Rights Act, and authorize the Superintendent/President to expend funds for that purpose in an amount not to exceed \$7,500.

Item 22C (Carried)

23. NON-ACTION ITEMS (ITEMS A THROUGH B)

23A. DISTRICT POLICIES - FIRST READING

(Quarles)

As part of the ongoing review and revision of the Southwestern Community College District Policies and Procedures Manual, the following policies appear before the Governing Board for First Reading:

23A1. Policy No. 3300 – Public Records (ENCLOSURE)

First Reading. Information only. (This is a new policy)

After discussion, it was determined that the policy would be brought back for second reading with the procedure that will include specific protections for privacy rights.

23A2. Policy No. 4060 - Delineation of Functions Agreements (ENCLOSURE)

First Reading. Information only. (This is a new policy)

23B. INFORMATION ITEMS

(Temple)

23B1. Comparative Statement of Revenues & Expenses Report for Period Ending June 30, 2011 (ENCLOSURE)

	Page 20 of 21							
ITEM								
	RMATION ITEMS (Continued)							
(Temple)	23B2. General Fund Cash Analysis for Period Ending June 30, 2011 (ENCLOSURE)							
(Temple)	23B3. Comparative Statement of Revenues & Expenses Report for Period Ending July 31, 2011 (ENCLOSURE)							
(Temple)	23B4. General Fund Cash Analysis for Period Ending July 31, 2011 (ENCLOSURE)							
(Temple)	23B5. Modified Initial Construction of Corner Lot Project (ENCLOSURE)							
(Temple)	23B6. Proposition AA & Proposition R - Monthly Executive Update (ENCLOSURE)							
(Temple)	23B7. Confirmation of Purchase Orders (ENCLOSURE)							
	General Fund Nos. 108429 – 108436 Manual Requisitioning Sequence Blanket Fund Nos. 202501 – 203104 On-Line Requisitioning Sequence Blanket Fund Nos. B1905 – B1916							
(Suarez)	23B8. Enrollment Report (ENCLOSURE)							
(Whittaker)	23B9. Status of Hiring/Vacancies (ENCLOSURE)							
(Whittaker)	23B10. Governing Board Meeting and Study Session Schedule (ENCLOSURE)							
	The Board reviewed and discussed the study session schedule. Interim Superintendent/President Whittaker will submit a proposal to the Board for future study sessions as discussed.							
24. ADM (Nader)	NISTRATIVE REPORTS							
24A.	ANGELICA L. SUAREZ, Ph.D., ACTING VICE PRESIDENT FOR ACADEMIC AFI							
24B.	ROBERT J. TEMPLE, CONSULTANT, BUSINESS AND FINANCIAL AFFAIRS							
24C.	JOSEPH QUARLES, Ed.D., INTERIM VICE PRESIDENT FOR HUMAN RESOURCES							
24D.	ANGELICA L. SUAREZ, Ph.D., VICE PRESIDENT FOR STUDENT AFFAIRS							
25. SUPI (Nader)	RINTENDENT/PRESIDENT'S REPORT							
ĐEN	SE WHITTAKER, INTERIM SUPERINTENDENT/PRESIDENT							
25A.	COLLEGE PRIORITIZATION LISTS (ENCLOSURE)							
	25A1. One-Time Priority List of the Top 53 Items							
	25A2. Ongoing Personnel and Other Needs of the Top 47 Items							

Administrative Reports

Superintendent/ President's Report

	ITEM							
		25A3. Institutional Technology Priorities						
		25A4. Master List of Needs						
	25B.	RECEPTION FOR BOARD MEMBER HUMBERTO PERAZA						
		October 13, 2011, 5 – 7 pm, Student Union East						
	25C.	FOLLOW-UP LOG (ENCLOSURE)						
		Angelina Stuart asked why the item which included former VP for Business Affairs was listed on the enclosure. It was decided that the section which included items prior to July 1 would be deleted and the report would include items for fiscal year 2011-12 only.						
Board Requests for Information	26. GOVERNING BOARD REQUESTS FOR INFORMATION (Nader)							
		nation Requested						
Governing Board Reports	27. GOVE (Nader)	ERNING BOARD REPORTS						
Dodra Roporto	27A.	STUDENT BOARD MEMBER CLAUDIA DURAN						
	27B.	BOARD MEMBER HUMBERTO PERAZA						
	27C.	BOARD MEMBER TERRI VALLADOLID						
	27D.	BOARD MEMBER JEAN ROESCH, Ed.D.						
	27E.	BOARD VICE PRESIDENT NORMA L. HERNANDEZ						
	27F.	BOARD PRESIDENT TIM NADER						
Closed Session		ED SESSION / REPORT OF ACTION(S) (if Applicable)						
	agend	12 pm, the Board adjourned to closed session to complete the closed session la. President Nader announced that the Board did not anticipate taking any action in d session.						
Adjournment	29. ADJOURNMENT 11:15 p.m. (Nader)							
Information	30. NEXT REGULAR MEETING							
	Wednesday, October 12, 2011 Southwestern College 900 Otay Lakes Road Room 214 Chula Vista, CA 91910							
	Denise Whitta Governing Box	ard Secretary (Interim)						
		Tim Nader						

Tim Nader Governing Board President