



**MINUTES**

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

TERRI VALLADOLID, GOVERNING BOARD PRESIDENT  
 DAVID J. AGOSTO, GOVERNING BOARD VICE PRESIDENT  
 JORGE DOMINGUEZ, PH.D., GOVERNING BOARD MEMBER  
 JEAN ROESCH, ED.D., GOVERNING BOARD MEMBER  
 YOLANDA SALCIDO, GOVERNING BOARD MEMBER  
 ADRIAN DEL RIO, STUDENT BOARD MEMBER  
 RAJ K. CHOPRA, PH.D., SECRETARY TO GOVERNING BOARD  
 AND SUPERINTENDENT/PRESIDENT

7:00 PM

Wednesday, September 12, 2007

**COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT**

Southwestern Community College District, in compliance with the American Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Mary Ganio at (619) 482-6301 at least forty-eight hours in advance of the meeting for information on such accommodation.

Persons wishing to address the Governing Board under Oral Communication should complete a yellow request card (available at the reception table) and indicate on the card if they wish to speak under Oral Communication, or when a specific agenda item is considered. Cards should be submitted to the Board secretary prior to the start of the meeting.

	<b>ITEM</b>
<b>Call to Order</b>	<p><b>1. CALL TO ORDER</b> (Valladolid) 6:00 p.m., Building 100, Conference Room A</p> <p>Present: Dominguez, Roesch, Salcido, Valladolid Absent: Agosto, Del Rio</p> <p>Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive.</p> <p><i>Members of the public may be present to hear the closed session announcements. Members of the public will be given an opportunity to speak on any closed session items at this time.</i></p> <p><i>No persons appeared.</i></p>
<b>Closed Session</b>	<p><b>2. ADJOURN TO CLOSED SESSION</b> (Valladolid) 6:01 p.m., Building 100, Conference Room A.</p> <p>2A. CONFERENCE WITH LABOR NEGOTIATOR Government Code Section 54957.6 Negotiator: Fusako Yokotobi Employee Organization: CSEA and SCEA</p> <p>2B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957(b)</p>

	ITEM																
<b>Reconvene in Open Session</b>	<p><b>3. RECONVENE IN OPEN SESSION</b> (Valladolid) 7:10 p.m., Room 214</p> <p>Present: Agosto, Dominguez, Roesch, Salcido, Valladolid, Del Rio</p>																
<b>Pledge of Allegiance</b>	<p><b>4. PLEDGE OF ALLEGIANCE</b> (Valladolid)</p>																
<b>Closed Session Announcement</b>	<p><b>5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable)</b> (Valladolid)</p> <p><i>*Board President Valladolid announced that Trustee Salcido moved, and Trustee Roesch seconded a motion to terminate a classified employee. The motion was passed unanimously.</i></p> <p><i>* Correction: The action taken by the Board in closed session was to initiate termination proceedings against a classified employee. The report of closed session actions taken at this meeting will be repeated at the Board's regular meeting in October in order to make this clarification.</i></p>																
<b>Action (Carried)</b>	<p><b>6. APPROVAL OF MINUTES (ENCLOSURE)</b> (Chopra)</p> <table border="1"> <thead> <tr> <th>Agosto</th> <th>Dominguez</th> <th>M</th> <th>Roesch</th> <th>S</th> <th>Salcido</th> <th>Valladolid</th> <th>Del Rio-Student Advisory Vote</th> </tr> </thead> <tbody> <tr> <td>Aye</td> <td>Aye</td> <td></td> <td>Aye</td> <td></td> <td>Aye</td> <td>Aye</td> <td>Aye</td> </tr> </tbody> </table> <p>Regular Meeting, August 8, 2007 Special Meeting, August 4, 2007</p>	Agosto	Dominguez	M	Roesch	S	Salcido	Valladolid	Del Rio-Student Advisory Vote	Aye	Aye		Aye		Aye	Aye	Aye
Agosto	Dominguez	M	Roesch	S	Salcido	Valladolid	Del Rio-Student Advisory Vote										
Aye	Aye		Aye		Aye	Aye	Aye										
<b>Presentation(s)</b>	<p><b>7. PRESENTATION(S)</b></p> <p>A. <u>EMPLOYEE OF THE QUARTER OCTOBER - DECEMBER:</u></p> <p>Betty Keys, Account Technician, Fiscal Services</p> <p>Presenters: Patti Larkin, Director of Bookstore; Jackie Osborne, Director of Human Resources; Wanda Maxwell, Classified Senate President; Larry Lambert, CSEA President.</p> <p>B. <u>OPENING OF HIGHER EDUCATION CENTER AT OTAY MESA</u></p> <p>Presenters: Ron Dyste, Vice President for Academic Affairs, Angelica Suarez, Ph.D., Dean, Higher Education Center at San Ysidro</p>																
<b>Oral Communication</b>	<p><b>8. ORAL COMMUNICATION</b> (Valladolid)</p> <p>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.</p> <p>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."</p> <p><i>Jose Lira, Student, addressed the Board regarding grading practices and textbooks. The matter was referred to staff for follow up.</i></p>																

**ITEM**

*Jaime Salazar, co-chair of Chicano Latino Coalition, invited the Board to attend the Southwestern College Chicano Latino Coalition Hispanic Heritage Month Kick-off Celebration on September 21. He also addressed the need for a Research Office.*

**Action**  
(Carried)

**9. FORMATION AND APPROVAL OF CONSENT AGENDA**  
(Valladolid)

	Agosto		Dominguez	S	Roesch	M	Salcido		Valladolid		Del Rio-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

*The consent agenda was approved with no items pulled for discussion.*

**Action**  
(Carried)

**10. APPROVE CONSENT AGENDA (ITEMS A THROUGH J)**

	Agosto		Dominguez		Roesch	M	Salcido		Valladolid	S	Del Rio-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

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

**10A. RATIFY/APPROVE FACILITY USE REQUEST(S)**  
(Wilson/Chopra)

<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Total Charge</u>
PRA Destination Management	DeVore Stadium	Sportswear Promotions	9/9/07	\$4,055.
Friendship Cup of Iran	Various Fields	Soccer Games	9/1/07	\$4,555.
Chinese School	Various Classrooms	Chinese Language Classes for Children	9/2 – 12/30/07	\$6,800.
Bonita Rebels	Track Field	Soccer Game Practices	8/18 – 12/30/07	\$8,721.
Chicano Federation of San Diego County, Inc.	Student Union East, 701, 751, 214, L238 North & South	Child Care Provider Conference	9/15/07	\$2,475.
San Diego Youth Football and Cheer Association (SDYFC)	DeVore Stadium	Football Games	11/17/07	\$2,265.

**10B. RATIFY/APPROVE TRAVEL ADVANCE REQUESTS:**  
(Sampson/Sandoval)

<u>Employee</u>	<u>Purpose</u>	<u>Date</u>	<u>Cost</u>
Apelo, Chris	Creating Computed Columns-Datatel R18, Victorville, CA	8/13 – 8/15/07	\$589.00
Bejar, Carlos	Nims/Sems Planning & Preparedness Workshop, El Cajon, CA	8/9/07	\$408.19
Carrington, Torrance	Nims/Sems IS300-400 Trainer's Course, Murrieta, CA	8/15 – 8/17/07	\$39.07
Chartier, Brent	Nims/Sems Planning & Preparedness Workshop, El Cajon, CA	8/15 – 8/17/07	\$408.19
Hill, Daniel	Creating Computed Columns-Datatel R18, Victorville, CA	8/13 – 8/15/07	\$736.93

**ITEM**

**10C. RATIFY/APPROVE EMPLOYMENT OF CONSULTANT(S)**

<u>Department</u>	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>
(Dyste) Arts & Communication	The California Rhythm Project	Tap Performance	9/7/07– 9/8/07	Not to exceed \$2,400
(Dyste) Arts & Communication	Lady Jean, Inc.	Costumer, "A MidSummer Night's Dream"	9/13/07 & 11/30/07	Not to exceed \$2,000
(Dyste) Languages & Humanities	Noji, Francis A.	English-as-a-Second- Language Workshop	6/6/07– 6/10/07	Not to exceed \$400
(Dyste) Small Business Development and International Trade Center (SBDITC)	Gagnon, Donna M.	Consultant will provide guidance to clients of SBDITC in the area of Accounting	9/13/07– 6/30/08	Not to exceed \$2,999
(Dyste) Small Business Development and International Trade Center (SBDITC)	DiCarlo, Angela	Consultant will provide guidance to clients of SBDITC in the area of Marketing and Business Development	9/13/07– 6/30/08	Not to exceed \$2,999

**10D. RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S)**

(Gilstrap/Chopra)

City of San Diego, Small Business Enhancement Program (SBEP), "San Diego Contracting Opportunities Center (SDCOC)," in the amount of \$24,000, October 1, 2007 through September 30, 2008.

The Institute for Mexicans Abroad and the Binational Education Initiative at the California Policy Research Center, University of California, "IME Fellowship Program," in the amount of \$15,000, October 1, 2007 through September 30, 2008.

U.S. Small Business Administration, "Small Business Development Center (SBDC) Network San Diego/Imperial Counties," in the amount of \$790,918, January 1, through December 31, 2008.

**ITEM**

**10E. RATIFY THE FOLLOWING AGREEMENTS FOR ACCEPTANCE OF FUNDS**

(Wilson/Chopra)

Chancellor's Office State Scheduled Maintenance Funds received on July 11, 2007 for the replacement of the Theatre accessory rigging, fire curtains, and draperies in Mayan Hall, in the amount of \$115,000. Project completed on August 13, 2007, by T & S Rigging.

(Gilstrap/Chopra)

Foundation for California Community Colleges, "Early Learning School Readiness AmeriCorps Program (ELSRAP)," in the amount of \$60,045 (year two), September 1, 2007 through December 31, 2008. The application was approved by the Governing Board on June 14, 2006.

National Science Foundation, "Biotechnology Education and Training Sequence Investment (BETSI) Phase II: Engaging the Community through Nurturing Biotechnology Interests and Pursuits," in the amount of \$169,949 (year one funding), August 1, 2007 through July 31, 2008. The college was awarded a multi-year grant in the amount of \$526,099 for three years from August 1, 2007 through July 31, 2010. The application was approved by the Governing Board on November 8, 2006.

U.S. Small Business Administration, "Small Business Development Center (SBDC) Network San Diego/Imperial Counties," budget augmentation in the amount of \$10,309, January 1 through December 31, 2007. The initial application was approved by the Governing Board on November 8, 2006.

(Dyste)

The Regents of the University of California, Leadership Summit for MESA programs in Southern California, Agreement No. 07-MCCP LP-SW, in the amount of \$15,000, September 15, 2006 through June 30, 2007. This item was approved by the Governing Board for application of funds on August 8, 2007.

(Dyste)

Chancellor's Office of the California Community Colleges, Mathematics, Engineering, Science Achievement (MESA) Grant, Agreement No. 07-101-025, in the amount of \$81,500, July 1, 2007 through June 30, 2008. This item was approved by the Governing Board for application of funds on August 8, 2007.

(Sandoval)

Soroptimist International Coronado in the amount of \$3,000, August 20, 2007 through June 30, 2008, to the Southwestern College Women's Studies Trust. Funds will supply gift cards to cover emergency needs in the areas of transportation, childcare, food, textbooks and supplies. The amount of all gift cards awarded is anticipated to range from not less than \$25 to a maximum of \$100, for a total of \$3,000.

ITEM

10F. RATIFY CHANGE ORDERS (ENCLOSURE)

(Gilstrap/Chopra)

10F1. Small Business Administration Contract - Change Order No. 1

Ratify Change Order No. 1 for Agreement No. AR2199.07, for the Small Business Administration Contract, increasing the total contract by \$10,309, resulting in a new contract amount of \$790,918. This change is the result of a revised application for Federal Assistance dated May 9, 2007.

(Dyste)

10F2. Northrop Grumman Mentor Protégé Contract – Change Order No. 4

Ratify Change Order No. 4, Agreement No. AR2043.07, for the Northrop Grumman Mentor Protégé Contract, reducing the total contract value by \$13,608, resulting in a new contract amount of \$291,583, and changing the original contract as follows:

- a. Reduces the value of line items 16–19 to \$9,160 each for the completion of four (4) Subprocess manuals.

10G. ACCEPT GIFT(S) FOR ANTICIPATED USE AS INDICATED

(Chopra)

Accept the following gift(s) for anticipated use as indicated:

\$500 cash, donated by Cast Gold Study Club, in memory of Dr. James Verneti, to be used in the Dental Hygiene Program; at the Higher Education Center, National City.

10H. RATIFY VOLUNTEER SERVICES (ENCLOSURE)

(Beasley/Chopra)

Ratification of volunteer services effective August 5 through December 15, 2007.

10I. CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

(Wilson/Chopra)

General Fund Nos. 79758 - 80481  
Blanket Fund Nos. B1259 – B1271

10J. PAYMENT OF BILLS – JULY 1, 2007 – JULY 31, 2007 (ENCLOSURE)

(Sampson/Chopra)

<b>Action</b> (Carried)	<b>ITEM</b>									
	<b>11. HUMAN RESOURCES – ACADEMIC</b> (Yokotobi)									
	Agosto	S	Dominguez		Roesch	M	Salcido		Valladolid	Del Rio-Student Advisory Vote
Items #11A-C	Aye		Aye		Aye		Aye		Aye	Aye

11A. RESIGNATION/RETIREMENT

Under delegation of powers, the Superintendent/President has accepted the resignation of the following employee:

<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>
Shelly Hess	Director of Center Operations, Higher Education Center, National City	8/24/07

11B. APPROVE EMPLOYMENT AS INDICATED (ENCLOSURE)

<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos./</u> <u>Svc.</u>	<u>Range/</u> <u>Step</u>	<u>Monthly</u> <u>Salary</u>	<u>Annual</u> <u>Salary</u>	<u>Effective</u> <u>Date</u>
Peggy Mata (Replacement)	Assistant Professor of Nursing Programs (temporary, non-tenure track position for 2007-08 academic year only)	School of Technology and Human Services	10	I-1*	\$4,597.50	\$45,975	8/17/07- 5/23/08

\*Final salary placement contingent upon verification of education/experience per Board-approved salary schedule.

11C. APPROVE ACADEMIC ADMINISTRATOR APPOINTMENTS AS INDICATED

Ratify/approve listed employment effective as indicated:

<u>Employee</u>	<u>Position</u>	<u>Dept.</u>	<u>Mos./</u> <u>Svc.</u>	<u>Range/</u> <u>Step</u>	<u>Monthly</u> <u>Salary</u>	<u>Annual</u> <u>Salary</u>	<u>Eff.</u> <u>Date</u>
Donna Arnold	Dean	School of Arts and Communication	12	C-8	\$11,145.91	\$133,751	7/01/07
Dr. Raga Bakhiet	Director, Mathematics, Engineering, and Science Achievement Program (M.E.S.A.)	School of Math, Science and Engineering	12	Q-6+ Dr.	\$5,937.17	\$71,246	7/01/07
Silvia Cornejo- Darcy	Director, Center Operations	Higher Education Center at Otay Mesa	12	F-6	\$9,366.50	\$112,398	7/01/07

ITEM								
<u>Employee</u>	<u>Position</u>	<u>Dept.</u>	<u>Mos./</u> <u>Svc.</u>	<u>Range/</u> <u>Step</u>	<u>Monthly</u> <u>Salary</u>	<u>Annual</u> <u>Salary</u>	<u>Eff.</u> <u>Date</u>	
Michael Kerns	Dean of Enrollment Services	Student Affairs	12	C-3	\$9,614.33	\$115,372	7/01/07	
Beatrice Zamora- Aguilar	Dean	School of Counseling and Personal Development	12	C-7	10,819.75	\$129,837	7/01/07	

Item #11D  
Motion to Table  
(Carried)

M	Agosto		Dominguez		Roesch	S	Salcido		Valladolid		Del Rio-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

11D. PERSONAL LEAVE OF ABSENCE FOR ACADEMIC ADMINISTRATOR FACULTY

*On motion by Agosto, and seconded by Salcido, the Board voted unanimously to table the item for the October closed session agenda.*

Pursuant to provisions set forth in Article V, Section 5.13.3 of the 2004-2006 S.C.E.A. Contract, and in accordance with the employee's request, recommend ratification of the following personal leave of absence without pay, effective as indicated:

Sharon Taylor, Professor of Communication, School of Arts and Communication, from August 17 through December 19, 2007.



Action (Carried)	ITEM									
	12. HUMAN RESOURCES – CLASSIFIED (Yokotobi)									
	Agosto		Dominguez	M	Roesch	S	Salcido		Valladolid	Del Rio-Student Advisory Vote
	Aye		Aye		Aye		No		Aye	Aye

12A. RATIFY APPROVE THE FOLLOWING EMPLOYMENT APPOINTMENTS

<u>Employee</u>	<u>Position</u>	<u>Dept.</u>	<u>Mos./ Svc.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Eff. Date</u>
Dennis Petrucci (Replacement)	Athletic Trainer/ Equipment Attendant	School of Health, Exercise Science and Athletics	12	20-1	\$3,452	\$41,424	8/22/07
Joseph Soriano (Replacement)	Instructional Lab Technician- Science (Biology)	School of Math, Science and Engineering	12	24-1	\$3,810	\$45,720	8/8/07
Leo Padilla (Replacement)	Gardener	Grounds	12	10-1	\$2,695	\$32,340	9/13/07
Frederick Latham (Replacement)	Maintenance Supervisor	Maintenance	12	25-1	\$5,460.17	\$65,522	5/29/07
Jackie Watts (Replacement)	Food Services Supervisor	Food Services	12	1-1	\$3,021.92	\$36,263	5/23/07
Enrique Gonzalez (New)	Gardener	Grounds	12	10-1	\$2,695	\$32,340	9/13/07

12B. CHANGE IN PERSONNEL STATUS DUE TO PROMOTION

<u>Employee</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>To</u>	<u>Position</u> <u>Months/Service</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>Effective Date</u>
Omar Orihuela	Financial Aid Specialist 12 Months Range 26/Step 6 \$4,870		E.O.P.S. Supervisor 12 Months Range *17/Step 5 \$5,351.08	7/12/07

\*Includes 2 Increments for Educational Incentive

**ITEM**

**12C. REDUCTION IN CONTRACT SERVICE**

In accordance with the employees' request, recommend approval of the following reduction in contract service, effective as Indicated:

<u>Employee</u>	<u>Position</u> <u>Months/Services</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>To</u>	<u>Position</u> <u>Months/Services</u> <u>Range/Step</u> <u>Monthly Salary</u>	<u>Effective Date</u>
James Bond	Clerical Assistant II, Student Activities and Health Services 12 Months (100%) Range 12/Step 6 \$3,446		Clerical Assistant II, Student Activities and Health Services 12 Months (62.5%) Range 12/Step 6 \$2,153.75	9/18/07 – 5/31/08
Monica Rodriguez	Student Services Assistant, Disability Support Services 12 Months (100%) Range 10/Step 3 \$2,916		Student Services Assistant, Disability Support Services 12 Months (80%) Range 10/Step 3 \$2,332.80	8/27/07 – 1/2/08

**12D. APPROVE ESTABLISHMENT OF THE FOLLOWING NEW CLASSIFICATIONS**

12D1. Campus Services Officer

<u>Position</u>	<u>Department</u>	<u>Range/Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Campus Services Officer	Campus Police	13-1	12	\$2,904

**OVERVIEW**

This is a new classification. The Campus Services Officer position will provide the necessary support to Campus Police Officers in performing a variety of non-sworn duties in the assistance of public safety and public services. This new classification will report to the Chief of Police but will assist and take work direction from Campus Police Officers. This classification will enable the District to utilize its Police Officers more effectively where needed and increase the level of services and security to students and staff throughout the District. Furthermore, this classification is utilized in other counties, cities and school districts.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 1-42210-695000-334

**ITEM**

12D2. Maintenance Technician

<u>Position</u>	<u>Department</u>	<u>Range/Step</u>	<u>Months of Service</u>	<u>Monthly Salary</u>
Maintenance Technician	Higher Education Center at Otay Mesa	20-1	12	\$3,452

OVERVIEW

This new classification supports staffing at the Higher Education Center at Otay Mesa. Reclassifies one Maintenance Air Filter Technician position.

FISCAL IMPACT/FUNDING

Account No. 1-42112-605000-950

12E. EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES, FOR THE 2007-2008 ACADEMIC YEAR (ENCLOSURE)

Recommend approval and ratification for employment of 101 short-term, non-academic hourly employees for the 2007-2008 academic year, pursuant to Education Code Section 88003.

**Action**  
(Carried)

**ITEM**

**13. FACILITIES**  
(Wilson/Chopra)

	<i>Agosto</i>	<i>S</i>	<i>Dominguez</i>	<i>M</i>	<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>	<i>Del Rio-Student Advisory Vote</i>
	<i>Aye</i>		<i>Aye</i>		<i>Aye</i>		<i>Aye</i>		<i>Aye</i>	<i>Aye</i>

13A. AWARD OF REQUEST FOR PROPOSAL (RFP)

RFP No. 85A

Recommend award of RFP for Point of Sale Bookstore System to Nebraska Book Company in an amount not to exceed \$286,814. This RFP was advertised in the Union Tribune on December 21 and December 28, 2006. 100% Bookstore funds.

*Salcido suggested that advertising be expanded to include minority-based newspapers.*

13B. AMENDMENT OF BID CONTRACTS

Recommend approval to reduce retention value from 10% (ten percent) to 5% (five percent) for the following contracts for the Southwestern College Higher Education Center at Otay Mesa for the following contractors:

Bid Number		10% Retention	5% Retention
Bid No. 109 -	Native Landscape	\$41,874.70	\$20,937.35
Bid No. 110 -	Rocky Coast	\$313,171.40	\$156,585.70
Bid No. 111 -	Minshew Steel	\$323,681.40	\$161,840.70
Bid No. 112 -	Cuyamaca Carpentry	\$20,400.00	\$10,200.00
Bid No. 113 -	Watermark Products	\$49,939.90	\$24,969.95
Bid No. 114 -	Roof Construction	\$51,978.00	\$25,989.00
Bid No. 115 -	Challenger Sheet Metal	\$35,361.00	\$17,680.50
Bid No. 116 -	Queen City Glass	\$32,641.70	\$16,320.85
Bid No. 117, 118, 119, & 123 -	Brady Company	\$663,094.50	\$331,547.25
Bid No. 120 -	Pecoraro Painting	\$16,542.70	\$8,271.35
Bid No. 121 -	Pro-Spectra Flooring	\$8,608.10	\$4,304.05
Bid No. 122 -	East County Tile	\$37,697.70	\$18,848.85
Bid No. 124 -	Mitsubishi Electronics	\$40,000.00	\$20,000.00
Bid No. 125 -	A-1 Fire	\$20,450.00	\$10,225.00
Bid No. 126 -	Davis Mechanical	\$110,071.60	\$55,035.80
Bid No. 127 -	Able Heating & Air	\$149,673.30	\$74,836.65
Bid No. 128 -	Saturn Electric	\$246,478.80	\$123,239.40

A request was made by these contractors to have their retention values reduced to 5% (five percent) in accordance with Public Contracts Code Section 7107. More than 95% (ninety-five percent) of their work has been satisfactorily completed and no lien release notices have been filed by the contractors. It is District staff's recommendation to reduce their retention from 10% (ten percent) to 5% (five percent).

Action	ITEM								
(Carried) Items #14A1-2, 14B1  (#14A3 was pulled to be voted on separately)	<b>14. APPROVAL OF AGREEMENTS – COST TO THE DISTRICT (ENCLOSURE)</b>								
	Agosto	Dominguez	M	Roesch	S	Salcido		Valladolid	
Aye	Aye		Aye		Aye		Aye		Aye
14A. <u>ACADEMIC AFFAIRS</u>									
14A1. AGREEMENT WITH MARYLANDONLINE (MOL) QUALITY MATTERS (ENCLOSURE)									
RECOMMENDATION									
Authorize Agreement No. A2188.07 with MarylandOnline, to provide automated, Web-based tool for review and certification of the quality of online courses, for the period September 13, 2007 through August 31, 2008, inclusive, in an amount not to exceed \$3,000.									
OVERVIEW									
Through its Quality Matters project, MOL has developed a replicable pathway for quality assurance and course improvements in online learning and a process to certify the quality of online courses and online components. This membership will allow the college to embark on the building of a second-to-none quality online teaching and learning program.									
FISCAL IMPACT/FUNDING SOURCE									
Account No. 1-45320-675000-000									
14A2. AGREEMENT WITH PROVOST SYSTEMS (ENCLOSURE)									
RECOMMENDATION									
Authorize Amendment to Agreement No. A2187.07 (Exhibit B) with Provost Systems, for programming services, for the period September 13 through November 28, 2007, inclusive, in an amount not to exceed \$14,300.									
OVERVIEW									
The Positive Attendance Tracking (PAT) system was developed for Southwestern College by Provost Systems to track individual tutoring sessions using computers and kiosks. PAT tutoring service data is submitted to the state for non-credit FTES revenue. Provost Systems will modify the system so that it will automatically delete a previous session if a student logs into the system from a different location. Making this change will ensure the system records only one tutoring session at a time and keeps the college in compliance with state guidelines regarding collection of non-credit FTES revenue. The college pays \$27,700 in annual maintenance for the PAT system (including an annual \$10,000 discount for assisting in the development of the system).									
FISCAL IMPACT/FUNDING SOURCE									
Account No. 1-45120-612005-802									

ITEM										
(Carried) Item #14A3	Agosto		Dominguez	S	Roesch	M	Salcido		Valladolid	Del Rio-Student Advisory Vote
	Aye		Recused		Aye		Aye		Aye	Aye

14A3. AGREEMENT WITH THE SWEETWATER UNION HIGH SCHOOL DISTRICT (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. A2193.07 with Sweetwater Union High School District to provide coordination and implementation of the Tech Prep Regional Coordination Project for South County, for the period July 1, 2007 through June 30, 2008, inclusive, in the amount of \$37,590, payable to the Sweetwater District.

OVERVIEW

Southwestern Community College District is a partner in the San Diego/Imperial Counties Tech Prep Regional Coordination Project, and has a contract from Grossmont-Cuyamaca Community College District Auxiliary Organization (approved by the Board June 13, 2007). The purpose of the Project is to strengthen and deepen the collaboration between secondary and postsecondary programs and business and industry throughout the region. Funds will be utilized to pay Sweetwater to provide a coordinator, staff support, and release time for instructors to meet all the objectives of the project workplan for South County.

FISCAL IMPACT/FUNDING SOURCE

Southwestern College will pay Sweetwater Union High School District \$37,590, upon receipt of quarterly invoices, and documentation of completion of project work plan requirements.

Account No. 1-38699-602097-928

14B. ADMINISTRATIVE AFFAIRS

14B1. AGREEMENT WITH GOETEK, INC. (ENCLOSURE)

(Wilson/Chopra)

RECOMMENDATION

Ratify Agreement No. A2198.07 with GeoTek, Inc., for Inspector of Record (IOR) services for the 330 chemistry chemical storage room remodel for the period July 17 through October 31, 2007, inclusive, for a cost not to exceed \$6,400.

OVERVIEW

The Division of the State Architect (DSA) requires Inspector of Record Services for construction of community college facilities. These services are required throughout the term of the project and reports are forwarded to DSA for review and approval. This is a Proposition AA Project.

FISCAL IMPACT/FUNDING SOURCE

No impact to General Fund. 100% Proposition AA Funds.

Action (Carried)		ITEM									
		<b>15. APPROVAL OF AGREEMENTS – INCOME TO THE DISTRICT (ENCLOSURE)</b>									
	Agosto	S	Dominguez		Roesch	M	Salcido		Valladolid		Del Rio-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

15A. ACADEMIC AFFAIRS

15A1. AGREEMENT WITH THE CHANCELLOR'S OFFICE OF THE CALIFORNIA COMMUNITY COLLEGES (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. AR2185.07 with the Chancellor's Office of the California Community Colleges Grant Agreement No. 07-101-025, for Mathematics, Engineering, Science Achievement (MESA) Program, for the period July 1, 2007 to June 30, 2008, inclusive, for the amount of \$81,500, income to the District

OVERVIEW

The Southwestern College MESA Program is a categorical program that has been funded every year since it was established in 1992. The goal of this program is to increase the number and academic success of economically disadvantaged students with majors in math, science, and engineering via mentoring, enrichment activities, and academic support services.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38627-649971-713

15A2. AGREEMENT WITH THE STATE OF CALIFORNIA, DEPARTMENT OF PARKS & RECREATION (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. AR2189.07 with the State of California, Department of Parks & Recreation, to provide a noncredit Lifeguard Safety Training course (NC 2000), through an instructional service agreement, for the period July 1, 2007 through June 30, 2008, inclusive, in the amount of approximately \$11,248 net income to the District.

OVERVIEW

This contract is an annual renewal of an existing agreement. The Marine Safety Service Training Program will run July 1, 2007 through June 30, 2008, with the majority of the training completed during the summer months. Participants in the program are employed lifeguards who complete up to 144 hours of noncredit instruction. The course is also open to the public. The State of California, Department of Parks & Recreation, will provide facilities, equipment, materials, and qualified instructors at no cost to the Southwestern Community College District, and maintain auditable documentation of each participant's training hours. The Coordinator for the Crown Cove Aquatics Center oversees this program and ensures all conditions within the instructional service agreement have been met.

FISCAL IMPACT/FUNDING SOURCE

The enrollment projection for the Marine Safety Service Training Program is 30 trainee participants, each receiving 144 hours of instruction. This program will produce approximately 8 noncredit FTES. Program overhead costs to Southwestern College will be minimal. Training classes will be conducted at specific city and state beach facilities. At the end of each training program, the

ITEM

College will remit \$1.10 per participant hour for instructional costs to the State of California Department of Parks & Recreation based on audited invoices submitted to the college.

Account No. 1-45110-601001-980

15A3. AGREEMENT WITH THE CITY OF IMPERIAL BEACH (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. A2192.07 with the City of Imperial Beach to provide a noncredit Lifeguard Safety Training course (NC 2000), through an instructional service agreement, for the period July 1, 2007 through June 30, 2008, inclusive, in the amount of approximately \$11,248 net income to the District.

OVERVIEW

This contract is an annual renewal of an existing agreement. The Marine Safety Service Training Program runs July 1, 2007 through June 30, 2008, with the majority of the training completed during the summer months. Participants in the program are employed lifeguards who complete up to 144 hours of noncredit instruction. The course is also open to the public. The City of Imperial Beach will provide facilities, equipment, materials, and qualified instructors at no cost to the Southwestern Community College District, and maintain auditable documentation of each participant's training hours. The Coordinator for the Crown Cove Aquatics Center oversees this program and ensures all conditions within the instructional service agreement have been met.

FISCAL IMPACT/FUNDING SOURCE

The enrollment projection for the Marine Safety Service Training Program is 30 trainee participants, each receiving 144 hours of instruction. This program will produce approximately 8 noncredit FTES. Program overhead costs to Southwestern College will be minimal. Training classes will be conducted at specific city and state beach facilities. At the end of each training program, the College will remit \$1.10 per participant hour for instructional costs to the City of Imperial Beach based on audited invoices submitted to the college.

Account No. 1-45110-601001-980

15A4. AGREEMENT WITH THE REGENTS OF THE UNIVERSITY OF CALIFORNIA (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. AR2196.07 with the Regents of the University of California, for Mathematics, Engineering, Science Achievement (MESA) Program to host a Leadership Institute for MESA programs in Southern California, for the period January 1, 2007 to June 30, 2007, inclusive, for the amount of \$15,000, income to the District.

OVERVIEW

The SWC Mathematics, Engineering, Science Achievement (MESA) Program is a categorical program that has been funded every year since it was established in 1992. The goal of this program is to increase the number and academic success of economically disadvantaged students with majors in math, science, and engineering via mentoring, enrichment activities, and academic support services. The purpose of the Leadership Summit is to provide an out-of-



**ITEM**

classroom experience to selected MESA students from southern California MESA Programs in a sequestered and prolonged environment so as to hone their leadership skills and identify and utilize their strengths as a means of attaining leadership.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 1-38896-649973-713

**15B. INSTITUTIONAL ADVANCEMENT**  
(Gilstrap/Chopra)

**15B1. AGREEMENT WITH ONDAX, INC. (ENCLOSURE)**

**RECOMMENDATION**

Authorize Agreement No. AR2184.07 with Ondax, Inc., for Small Business Technology Transfer (STTR) Program Allocation Of Rights In Intellectual Property And Rights To Carry Out Follow-On Research, Development, Or Commercialization, for the period July 1, 2007 through June 30, 2008, inclusive, for a cost not to exceed \$30,000, to benefit the District. This item was approved by the Governing Board for acceptance of funds on August 8, 2007.

**OVERVIEW**

The Cooperative Agreement between Ondax, Inc. and Southwestern Community College District allocates rights in intellectual property and rights to carry out follow-on research, development, or commercialization between the parties relating to the STTR funding agreement awarded by the National Science Foundation (NSF) to Ondax, Inc. to fund the proposal entitled, "Nanofabrication of Optical Structures." Please note that the above-referenced project period reflects a one-month extension authorized by the funding source.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 1-38896-190503-730

**ITEM**

(Gilstrap/Chopra)

15B2. AGREEMENT WITH SAN DIEGO UNIFIED PORT DISTRICT (ENCLOSURE)

RECOMMENDATION

Authorize Agreement No. AR2166.07 with San Diego Unified Port District, for Procurement Technical Assistance Services, for the period July 1, 2007 through June 30, 2008, inclusive, for a cost not to exceed \$10,000, to benefit the District. This item was approved by the Governing Board for acceptance of funds on July 11, 2007.

OVERVIEW

The San Diego Unified Port District awarded funds to the San Diego Contracting Opportunities Center to provide government contracting and procurement technical assistance and services to Port of San Diego small businesses. The purpose of the project is to assist businesses in obtaining government (federal, state, local and prime contractor) awards that will ultimately create jobs within cities located in San Diego County.

The release of grant contracts/agreements and/or corresponding changes in grant performance periods are frequently subject to significant delay at the discretion of the funding source. In this instance, SWC received the final agreement from the San Diego Unified Port District on August 16, 2007.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38896-709967-928

**ITEM**

**Action  
(Carried)**

**16. ADOPT RESOLUTION(S) (ENCLOSURE)**

	<i>Agosto</i>		<i>Dominguez</i>	<i>S</i>	<i>Roesch</i>	<i>M</i>	<i>Salcido</i>		<i>Valladolid</i>	<i>Del Rio-Student Advisory Vote</i>
	<i>Aye</i>		<i>Aye</i>		<i>Aye</i>		<i>Aye</i>		<i>Aye</i>	<i>Aye</i>

**16A. RESOLUTION REQUESTING TEMPORARY TRANSFER OF FUNDS (REVISED)  
(Wilson/Chopra)**

*Approved as amended to reflect the source of funds is not to come from the Board's reserves.*

**RECOMMENDATION**

Recommend adoption of revised Resolution No. 1549 authorizing the Board of Supervisors of the County of San Diego to direct the Treasurer of the County of San Diego to make a temporary transfer of funds to the District as needed for the 2007-2008 fiscal year. The source of funds is not to include the Board's reserves.

**OVERVIEW**

In accordance with California Constitution Article XVI, Section 6 and the Education Code 85220, the Treasurer of San Diego County will be required to make temporary transfers of funds as requested by the District. This authorization would only be utilized if the District cash flow is insufficient and requires a temporary transfer be made to cover financial obligations.

The District would have available \$3,060,000 from July 1 through August 31, 2007, and \$13,300,000 after August 31, 2007 for temporary transfers as needed. If this temporary transfer is extended, the District would be responsible to repay the loan and any interest that would accrue until the State budget is approved.

**FISCAL IMPACT/FUNDING SOURCE**

No fiscal impact to the District except for the accrued interest if a temporary transfer is requested.

	ITEM
<i>Information</i>	<p data-bbox="305 168 660 199"><b>17. NON-ACTION ITEMS</b></p> <p data-bbox="396 231 1189 262">17A <u>DISTRICT POLICIES – FIRST READING (ENCLOSURES)</u></p> <p data-bbox="495 294 1354 357">17A1. Policy No. 7253 – Academic Administrator Evaluations (Revised) (Replaces No. 3023 – Administrative Evaluations)</p> <p data-bbox="495 388 1420 451">17A2. Policy No. 7255 – Academic Administrator Sabbatical Leave (Revised) (Replaces No. 5315 – Administrative Sabbatical Leave)</p> <p data-bbox="495 483 1404 546">17A3. Policy No. 7257 – Academic Administrative Retreat Rights (Revised) (Replaces No. 3027 – Administrator Retreat Rights)</p> <p data-bbox="586 567 850 598"><b>RECOMMENDATION</b></p> <p data-bbox="586 630 1197 661">First Reading. For information and discussion only.</p> <p data-bbox="586 693 735 724"><b>OVERVIEW</b></p> <p data-bbox="586 756 1528 903">As part of the ongoing review revision of the Southwestern Community College District Policy and Procedures Manual, the above policies are appearing before the Governing Board for first reading. They have been revised to conform with the changes to the Academic Administrator Handbook, approved by the Governing Board on August 13, 2007.</p> <p data-bbox="495 934 1123 966">17A4. Policy No. 7345 Catastrophic Leave Program</p> <p data-bbox="586 997 850 1029"><b>RECOMMENDATION</b></p> <p data-bbox="586 1060 1197 1092">First Reading. For information and discussion only.</p> <p data-bbox="586 1123 735 1155"><b>OVERVIEW</b></p> <p data-bbox="586 1186 1528 1396">District Policy No. 7345, "Catastrophic Leave Program," is appearing before the Governing Board for its first reading. The Governing Board approved implementation of a Catastrophic Leave Program at its regular meeting on July 11, 2007. This policy conforms with requirements of the Education Code and the recommendations of the California Community College League. An accompanying procedure will be developed upon approval and adoption of this policy.</p> <p data-bbox="396 1428 966 1459"><b>17B. <u>INFORMATION ITEMS (ENCLOSURE)</u></b></p> <p data-bbox="305 1491 503 1522">(Gilstrap/Chopra)</p> <p data-bbox="495 1522 1379 1554">17B1. Annual Report On Grants And Contracts 2006-07 (ENCLOSURE)</p> <p data-bbox="586 1585 735 1617"><b>OVERVIEW</b></p> <p data-bbox="586 1648 1528 1732">The enclosed report reflects competitive grant awards from federal, state, local, and private sector sources that Southwestern College has received as of June 30, 2007, for fiscal year 2006-07.</p> <p data-bbox="586 1764 1049 1795"><b>FISCAL IMPACT/FUNDING SOURCE</b></p> <p data-bbox="586 1827 1544 1953">During the 2006-07 fiscal year, a total of \$2,371,989 in grants and contracts has been awarded to support 24 projects. The funding sources represent federal (6), state (5), local government (8) and private (5) entities. In addition \$134,470 has been recouped in indirect costs this past fiscal year.</p>

**ITEM**

17B. INFORMATION ITEMS (Continued)

(Sampson/Chopra)

17B2. General Fund Financial Report for Period Ending July 31, 2007 (ENCLOSURE)

(Sampson/Chopra)

17B3. General Fund Cash Analysis for Period Ending July 31, 2007 (ENCLOSURE)

**Administrative Reports**

**18. ADMINISTRATIVE REPORTS**

(Valladolid)

18A. RON DYTE, VICE PRESIDENT FOR ACADEMIC AFFAIRS

18B. ADMINISTRATIVE AFFAIRS

18C. FUSAKO YOKOTOBI, VICE PRESIDENT FOR HUMAN RESOURCES

1. Human Resources Report (ENCLOSURE)

18D. GREG SANDOVAL, VICE PRESIDENT FOR STUDENT AFFAIRS

18E. RAJ K. CHOPRA, PH.D., SUPERINTENDENT/PRESIDENT

**Senate/Union /Association Reports**

**19. SENATE/UNION/ASSOCIATION REPORTS**

(Salcido)

19A. PROFESSOR VALERIE GOODWIN-COLBERT, PRESIDENT, ACADEMIC SENATE

19B. WANDA MAXWELL, PRESIDENT, CLASSIFIED SENATE

19C. PROFESSOR JANET MAZZARELLA, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA)

19D. LARRY LAMBERT, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) *Absent*

19E. DEBBIE TRUJILLO, PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)

**Board Requests for Information**

**20. GOVERNING BOARD REQUESTS FOR INFORMATION**

(Valladolid)

Information Requested

Board Member

Due Date

*None.*

**Governing Board Reports**

**21. GOVERNING BOARD REPORTS**

(Valladolid)

21A. STUDENT TRUSTEE ADRIAN DEL RIO

21B. TRUSTEE YOLANDA SALCIDO

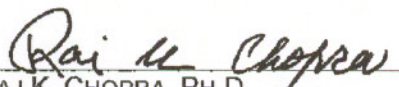
21C. TRUSTEE JORGE DOMINGUEZ, PH.D.

21D. TRUSTEE JEAN ROESCH, Ed.D.

21E. VICE PRESIDENT DAVID J. AGOSTO

21F. PRESIDENT TERRI VALLADOLID

	ITEM
<b>Closed Session</b>	<b>22. CLOSED SESSION/REPORT OF ACTION(S) (If Applicable)</b> (Valladolid) <i>At 8:37 p.m., Board President Valladolid announced that the Board was adjourning back to closed session and did not expect to have a report of action.</i>  <i>At 9:45 p.m., the Board adjourned the meeting and had no closed session report of action.</i>
<b>Adjournment</b>	<b>23. ADJOURNMENT – 9:45 p.m.</b> (Valladolid)
<b>Information</b>	<b>24. NEXT REGULAR MEETING</b>  Wednesday, October 10, 2007 Southwestern College, Room 214 900 Otay Lakes Road Chula Vista, CA 91910

  
RAJ K. CHOPRA, PH.D.  
GOVERNING BOARD SECRETARY

  
TERRI VALLADOLID  
GOVERNING BOARD PRESIDENT