SUGGESTED ORDER OF BUSINESS/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
GREG R. SANDOVAL, INTERIM SECRETARY TO GOVERNING BOARD
AND INTERIM SUPERINTENDENT/PRESIDENT

7:00 PM
Wednesday, July 11, 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 Priscilla Pasana at (619) 482-6301 at least forty-eight hours in advance of the meeting for information on such accommodation.

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

	ITEM
Call to Order	**1. CALL TO ORDER** (Valladolid) 6:00 p.m., Room 214 Present: *Agosto, Dominguez, Roesch, Salcido, Valladolid* Absent: *Del Rio* Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive. *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.*
Closed Session	**2. ADJOURN TO CLOSED SESSION** *(Postponed to #23)* (Valladolid) 6:01 - 7:00 p.m., Room 100A (CONFA) 2A. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT Government Code Section 54957(b) Titles: EOPS Supervisor Superintendent/President 2B. CONFERENCE WITH LABOR NEGOTIATOR Government Code Section 54957.6 Negotiator: Fusako Yokotobi Employee Organizations: CSEA SCCDAA

ITEM

2C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Government Code Section 54957(b)

2D. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
(Government Code Section 54956.9)
San Diego Superior Court Case No. GIC 877086

2E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code Section 54957(b)
Title: General Counsel

2F. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION
(Government Code Section 54956.9(b)
Number of Cases: 1

Reconvene in Open Session

3. RECONVENE IN OPEN SESSION *(7:08 p.m.)*
(Valladolid)
7:00 p.m., Room 214

Present: *Agosto, Dominguez, Roesch, Salcido, Valladolid, Del Rio*
Absent: *None*

Pledge of Allegiance

4. PLEDGE OF ALLEGIANCE
(Valladolid)

Closed Session Announcement

5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable)
(Valladolid)

Action

6. APPROVAL OF MINUTES (ENCLOSURE)
(Sandoval)

Carried

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

Special Meeting, June 6, 2007 (Governing Board)
Regular Meeting, June 13, 2007 *(Amendment to 12C noted)*
Special Meeting, June 30, 2007 (Governing Board)

Presentation(s)

7. PRESENTATION(S)

7A. <u>CLASSIFIED SENATE</u>

Introduction and presentation of Classified Senate President Elect, Ursula Morris Williams. Presenter: Rebeca Montalvan Toth.

Wanda Maxwell presented on behalf of Rebeca Montalvan Toth

7B. <u>SOUTHWESTERN COLLEGE FOUNDATION</u> (ENCLOSURE)

Presentation of Southwestern College Foundation Financial Statements and Independent Auditor's Report for Fiscal Year Ended June 30, 2006 and Program Overview.

Presenters: Greg R. Sandoval, Interim Superintendent/President; Adela C. Garcia, Southwestern College Foundation President

ITEM

7C. STRATEGIC EDUCATION SERVICES

Strategic Education Services to provide an update on State budget and legislative activities, including the Community College Initiative.

Presenters: Dale Shimasaki, Sandra Vargas, Stephen Rhoads—Strategic Education Services *(Stephen Rhoads not present)*

Oral Communication

8. ORAL COMMUNICATION
(Valladolid)

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."

No requests for oral communication presented

Action

9. FORMATION AND APPROVAL OF CONSENT AGENDA
(Valladolid)

Formation and approval of consent agenda.

There were no items pulled for discussion.

Action

10. APPROVE CONSENT CALENDAR (ITEMS 10A THROUGH 10J)

Carried

S	*Agosto*		*Dominguez*		*Roesch*	M	*Salcido*		*Valladolid*		*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)
(Fitzsimons)

Organization	Facility Requested	Purpose	Date	Total Charge
Rancho Del Rey High School	DeVore Stadium	Graduation	6/14/07	Fee Waived*
Eastlake High School	DeVore Stadium	Graduation	6/14/07	Fee Waived*
Southwest High School	DeVore Stadium	Graduation	6/14/07	Fee Waived*
Bonita Vista High School	DeVore Stadium	Graduation	6/15/07	Fee Waived*

ITEM

Bonita Vista Middle School	DeVore Stadium	Graduation	6/15/07	Fee Waived*
Donovan Correctional Facility	Student Union East	Corrections Officer Testing	6/16/07	$1,747.50
America's Youth Outreach Programs	Gymnasium	Karate and Cheerleader Competitions	6/17/07 & 6/23/07	$1,765.00
The Hornbrook Group, LLP	Higher Education Center at National City Facilities	Dental Hygiene Educational Seminar and Courses	7/21/07, 8/18/07 & 9/8/07	$17,000.00

* District brings in their own crew from start to finish, Southwestern Community College District simply provides the facility on a courtesy basis.

10B. (Fitzsimons) RATIFY/APPROVE TRAVEL ADVANCE REQUESTS:

Ratify/approve the following advance payment request(s)

Employee	Purpose	Date	Cost
MacNeill, Andrew	TESOL Academy-Bunker Hill Comm. College, Boston MA	6/20/07-6/24/07	$1,636.14

10C. (Fitzsimons) RATIFY VOLUNTEER SERVICES (ENCLOSURE)

Ratification of volunteer services effective June 11 through August 9, 2007.

10D. RATIFY/APPROVE EMPLOYMENT OF CONSULTANT(S)

Department	Consultant	Purpose	Date	Fee
(Kinney) Small Business Development and International Trade Center (SBDITC)	Marketing Excellence, Inc.	Consultant will provide guidance to clients of SBDITC in the area of Marketing	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Alejandro Castaneda	Area of Sales and Customer Service	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Jeffrey Cohen	Area of Legal Services	7/12/07–6/30/08	Not to exceed $2,999

ITEM				
(Kinney) Small Business Development and International Trade Center (SBDITC)	Melville DaCosta	Area of Accounting	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Designed Internet Solutions	Area of Website Hosting & Maintenance	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Carol Dodson	Area of Marketing	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Joan Ham	Area of Merchandise Display & Sales	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Stephen K. Haynes	Area of General Legal Services	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Lawrence Kirsch	Area of Marketing	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Leavitt Communications	Area of Public Relations	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Laura Kwartler	Area of General Legal Services	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	Jack Monaco	Area of Restaurant Operations	7/12/07–6/30/08	Not to exceed $2,999

ITEM

(Kinney) Small Business Development and International Trade Center (SBDITC)	RAM Consulting	Area of Paralegal	7/12/07–6/30/08	Not to exceed $2,999
(Kinney) Small Business Development and International Trade Center (SBDITC)	William Tunstall	Area of Manufacturing	7/12/07–6/30/08	Not to exceed $2,999

10E. RATIFY/APPROVE AGREEMENTS – NO EXPENSE/INCOME TO THE DISTRICT

ACADEMIC AFFAIRS

10E1. AGREEMENT WITH CalWORKs PROVIDERS (ENCLOSURE)

(Kinney)

RECOMMENDATION

Authorize the Southwestern Community College District Child Development Center to contract with clinical care providers in accordance with Education Code Section 8200. Upon selection of the clinical care provider an agreement will be submitted to the Board of Trustees within thirty (30) days after selection.

OVERVIEW

This agreement with Southwestern College Child Development Center (CDC) is to administer and manage subsidized childcare for Southwestern College students who are CalWORKs participants. The revolving contract will be between Southwestern College (CDC) and various providers for CalWORKs' students.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

10E2. AGREEMENT WITH NAVAL MEDICAL CENTER—SAN DIEGO (ENCLOSURE)

(Kinney)

RECOMMENDATION

Authorize Agreement No. M4014.07 with Naval Medical Center, San Diego, for clinical training for the health occupation program students, for the period December 1, 2007 to November 30, 2010, inclusive, at no cost to the District.

OVERVIEW

This agreement provides a site where the health occupation program students obtain the clinical experience mandated by state regulations. The students' clinical experiences involve direct patient care for approximately 15 hours per week under the supervision of the nursing instructor.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District

ITEM

10E3. AGREEMENT WITH SAN DIEGO, HEALTH AND HUMAN SERIVCES AGENCY, TRAINING AND DEVELOPMENT (ENCLOSURE)

(Kinney)

RECOMMENDATION

Ratify Agreement No. A2128.07 with San Diego, Health and Human Services Agency, Training and Development (HHSA T&D) to provide noncredit CPR courses to San Diego County employees, for the period July 1, 2007 to June 30, 2008.

OVERVIEW

San Diego Health and Human Services Agency, Training and Development Department, requests a number of noncredit (Heart Saver) Adult, Child and Infant CPR, First Aid and Automated External Defibrillation course sections which lead to certification/re-certification for laypersons in accordance with the American Heart Association guidelines. Due to the low student instructor ratio required for these noncredit courses, FTES income does not cover all the expenditures. This contract provides income from the HHSA T&D to pay for the instructional teaching assistants needed to meet the American Health requirements.

FISCAL IMPACT/FUNDING SOURCE

HHSA T&D will pay Southwestern College $17 per hour per teaching assistant. The number of teaching assistants will depend on the class size. HHSA T&D will also pay $5 for each Basic Life Support card issued per student. A minimum of 30 class sections have been scheduled for the 2007-08 fiscal year.

Account No. 1-38835-701100-934

10E4. AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS (ENCLOSURE)

(Kinney)

RECOMMENDATION

Ratify Agreement No. AR2131.07 with the San Diego County Superintendent of Schools to participate in the Regional Occupational Program (ROP), for the period July 1, 2007 to June 30, 2008, inclusive, in the amount of $732,401 income to the District.

OVERVIEW

The agreement with San Diego Regional Occupational Program requires annual renewal. Pursuant to Education Code Section 52300, the San Diego County Superintendent of Schools has established, and is maintaining, an ROP within San Diego County for high schools students, out-of-school youth, and adults; and pursuant to Education Code Section 52301, the Southwestern Community College District wishes to contract for operation of certain ROP activities.

FISCAL IMPACT/FUNDING SOURCE

Income in the amount of $732,401 from the San Diego County Office of Education is utilized to offer ROP courses in 14 career tech program areas as well as provide additional counseling and support services for students. The District receives an 8% indirect rate as part of the contract provisions.

Account No. 1-38831-000000-700

ITEM

10E5. AGREEMENT WITH YWCA OF SAN DIEGO COUNTY (ENCLOSURE)

(Kinney)

Authorize agreement with YWCA of San Diego County, for legal services for students at Southwestern College every Tuesday of each month for the period from August 1, 2007 to July 31, 2008, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding between Southwestern Community College District and the Young Women's Christian Association (YWCA) of San Diego County will provide an agreement for a Legal Advocate to come to the Chula Vista campus once a week to provide domestic violence related services. The District will provide office space and the use of a computer in the One Stop Student Services Center. These services are available to the members of the college community and the public with no charge.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

10F. RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S):

(Sandoval)

10F1. California Community Colleges Chancellor's Office, "Nursing Capacity Building Program," amendment augmentation in the amount of $111,100, and grant performance period extension from July 1, 2006 to June 30, 2008.

(Fitzsimons)

10F2. California Community Colleges, "2009-2010 Final Project Proposal (FPP) for the Modernization of Buildings 310, 900, and 1500," in the amount of $4,182,466. 50% Proposition AA and 50% State construction funds.

10G RATIFY/APPROVE THE FOLLOWING AGREEMENTS FOR ACCEPTANCE OF FUNDS

(Sandoval)

10G1. State of California, Department of Boating & Waterways, "National Safe Boating Week," in the amount of $1,000, May 19, 2007 through May 25, 2007. This item was approved by the Governing Board for application of funds on June 13, 2007.

10G2. Unified Port of San Diego, "Procurement Technical Assistance Services," in the amount of $10,000, July 1, 2007 through June 30, 2008. This item was approved by the Governing Board for application of funds on February 14, 2007.

10G3. Ondax, Inc., "Characterization of Glass Holographic Gratings in the Mid to Far Infrared Range," subcontract in the amount of $30,000, June 1, 2007 through May 31, 2008. This item was approved by the Governing Board for application of funds on April 18, 2007.

(Kinney)

10G4. National Articulation and Transfer Network in the amount of $1,800, July 23, 2007 through July 27, 2007, for Veronica Burton to attend the 2007 Summer Academy in Santa Ana Pueblo, New Mexico.

ITEM

10H (Fitzsimons) ACCEPTANCE OF COMPLETED PROJECT

Recommend approval and acceptance of the following completed project, effective as indicated:

Bid No. 130: Re-Roofing of Buildings 200, 330, 340, 390, 540, & 560 at Southwestern with Commercial and Industrial Roofing Company, Inc., as satisfactorily completed as of August 15, 2006.

10I (Fitzsimons) CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

10J1. General Fund Nos. 77752 - 78786
10J2. Blanket Fund Nos. B1245 – B1252

10J (Fitzsimons) PAYMENT OF BILLS – MAY 9, 2007 – JUNE 6, 2007 (ENCLOSURE)

ITEM

Action
Carried

11. HUMAN RESOURCES – ACADEMIC

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

11A. APPROVE EMPLOYMENT AS INDICATED (ENCLOSURE)

Employee	Position	Department	Mos/ Svc.	Class/ Range	Monthly Salary	Annual Salary	Effective Date
Elisa Hedrick (Replacement)	Assistant Professor of English (tenure track position)	School of Languages and Humanities	10	I-1*	$4,597.50	$45,975.00	8/17/07
Noreen Maddox (Replacement)	Assistant Professor of English (tenure track position)	School of Languages and Humanities	10	I-1*	$4,597.50	$45,975.00	8/17/07
Michael Wickert (Replacement)	Assistant Professor of English (tenure track position)	School of Languages and Humanities	10	I-1*	$4,597.50	$45,975.00	8/17/07
Teresa Russell (New Position)	Assistant Professor of Nursing Programs (tenure track position)	School of Technology and Human Services	10	I-1*	$4,597.50	$45,975.00	8/17/07
Nicholas Nguyen (Replacement)	Counselor (tenure track position)	School of Counseling and Personal Development	11	I-1*	$4,597.36	$50,571.00	7/12/07
Richard Sherard (New Position)	Assistant Professor of Fire Science (tenure track position)	School of Technology and Human Services	10	I-1*	$4,597.50	$45,975.00	8/17/07

ITEM

11B. APPROVE ESTABLISHMENT OF THE FOLLOWING NEW POSITION(S):

Establish one Director of Institutional Research and Strategic Planning (New Classification/New Position)

Position	Division	Range	Months of Service
Director of Institutional Research and Strategic Planning	Office of the Superintendent/President	F	12

OVERVIEW

Eliminate the Classified Management classification and position of Director of Institutional Planning and Research in the Academic Affairs Office, and establish an Academic Administrator position titled Director of Institutional Research and Strategic Planning in the Superintendent/President's office due to its job duties, which consist of interacting with faculty concerning program review, student progress, and development matters.

FISCAL IMPACT/FUNDING SOURCE
1-41210-666200-000

ITEM

Action

12. HUMAN RESOURCES – CLASSIFIED
(Yokotobi)

Carried (12 A)

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

12A. APPROVE ESTABLISHMENT OF THE FOLLOWING NEW POSITION(S)

Establish one Dental Hygiene Program Clinical Facility Coordinator (New Classification)

Position	Division	Range/ Step	Months of Service	Monthly Salary
Dental Hygiene Program Clinical Facility Coordinator	Academic Affairs	28-1	12	$3,931

OVERVIEW

The 22-chair DH Clinic and Radiography Lab is used to provide health services to over 1500 public patients and to educate 72 students per year. By law and accreditation standards, we are mandated to perform many procedures to protect the health & safety of our patients and to provide a functional learning environment for our students. It is necessary to have the time and personnel available to perform maintenance and the expensive equipment and facility, in order to protect the large investment by the college and dental community. We have requested this new position for a full-time clinical facility coordinator since 2002. It was identified as a need in the 2003 Program Review, a job description and analysis was prepared by Johnson and Associates in 2004. In 2008, we will have our accreditation site visit and need to demonstrate compliance with all of the standards, in order to maintain our accreditation status. We have hourly staff perform some duties for 20 hrs per week.

FISCAL IMPACT/FUNDING SOURCE

1-42110-124020-960

Carried (12B-12-D)

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

12B. APPROVE DELETION OF THE FOLLOWING JOB CLASSIFICATION

Delete Director, Instructional Support Services classification and position.

Position	Division	Range/ Step	Months of Service	Monthly Salary
Director, Instructional Support Services	Academic Affairs	36-1	12	$6,766

OVERVIEW

Eliminate this classification from the Instructional Support Services Office organization. This position is no longer needed as a Dean Instructional Support Services is currently being recruited.

FISCAL IMPACT/FUNDING SOURCE
1-42111-663006-000

ITEM

12C. APPROVE THE FOLLOWING EMPLOYMENT APPOINTMENTS

Amendment noted: Effective date added.

Employee	Position	Department	Mos./ Svc.	Range/ Step	Mon. Salary	Annual Salary	Effective Date
Eduardo A. Romero) (New)	Instructional Lab Technician-Microcomputer	Higher Education Center, Otay Mesa	12	24-1	$3,561	$42,732	7/12/07

12D. RATIFY/APPROVE EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES, FOR THE 2006-2007/2007-2008 ACADEMIC YEAR (ENCLOSURE)

Ratify/approve employment of 22 short-term, non-academic, hourly employees, for the 2006-2007 academic year and 118 short-term, non-academic hourly employees, for the 2007-2008 academic year, pursuant to Education Code Section 88003.

	ITEM
Action	**13. APPROVAL OF AGREEMENTS (EXPENSE TO DISTRICT)**
Carried	

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

13A. ACADEMIC AFFAIRS

13A1. AGREEMENT WITH ARC STARLIGHT CENTER (ENCLOSURE)

(Kinney)

RECOMMENDATION

Approve ratification of Agreement No. A2097.07 with ARC Starlight Center, to provide lunch meals for children enrolled in the Southwestern College Child Development Center, for the period June 15, 2007 to June 14, 2012, in the amount of $2.03 per lunch. Effective January 2008 the amount shall increase to $2.08 per lunch.

OVERVIEW

The agreement continues an established agreement between Southwestern Community College District and ARC Starlight Center to provide for preparation and delivery of nutritious lunch meals for the children enrolled in the Southwestern College Child Development Center on a nominal cost reimbursement basis. The Southwestern College Child Development Center does not have the personnel for daily meal preparation. This contract provides for the daily delivery of nutritious and affordable lunches to enrolled children. Furthermore, the terms of the agreement are flexible, allowing changes based on fluctuation of Center needs at cost-saving terms for the District.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-44720-130512-000

13A2. AGREEMENT WITH R&K ENTERPRISES (ENCLOSURE)

(Kinney)

RECOMMENDATION

Authorize Agreement No. A2126.07 with R&K Enterprises, for analysis of data from mathematics departmental final exams, for the period July 12, 2007 to June 30, 2008, inclusive, for the amount of $12,000.

OVERVIEW

Outsourcing the analysis of data through a Letter of Agreement with R&K Enterprises provides continuity to the pilot project which began Spring 2006. The analysis of student data from the department finals in mathematics is necessary in order to validate the final exam as required by new accreditation standards. In addition, the agreement will preserve student and instructor confidentiality and provide consistent analysis of student success and outcomes. It is expected that the final exam data will encompass approximately 8,000–12,000 students during the 2007–2008 school year.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45120-493054-802 (Basic Skills)

ITEM

13B. STUDENT AFFAIRS

13B1. AGREEMENT WITH ALFRED SHIHATA, MD (ENCLOSURE)

(Kinney)

RECOMMENDATION

Authorize ratification of Agreement No. A2122.07 with Alfred Shihata, MD, for medical services for students at Southwestern College, for the period from July 1, 2007 to July 31, 2008, inclusive, for the amount of $16,000.

OVERVIEW

The Health Services Agreement with Alfred Shihata, M.D. provides for on-campus medical services for Southwestern College students during the 2007-08 academic year.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-644000-421 (Health Services Fund)

13B2. AGREEMENT WITH BOYS & GIRLS CLUB OF CHULA VISTA (ENCLOSURE)

(Kinney)

RECOMMENDATION

Authorize ratification of Agreement No. A2152.07 with Boys & Girls Club of Chula Vista, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share.

OVERVIEW

The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs.

Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-2344-647001-400

	ITEM
(Kinney)	13B3. AGREEMENT WITH CITY OF CHULA VISTA (ENCLOSURE) RECOMMENDATION Authorize ratification of Agreement No. A2147.07 with City of Chula Vista, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share. OVERVIEW The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs. Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage. FISCAL IMPACT/FUNDING SOURCE Account No. 1-2344-647001-400
(Kinney)	13B4. AGREEMENT WITH CITY OF IMPERIAL BEACH (ENCLOSURE) RECOMMENDATION Authorize ratification of Agreement No. A2153.07 with City of Imperial Beach, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share. OVERVIEW The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs. Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage. FISCAL IMPACT/FUNDING SOURCE Account No. 1-2344-647001-400

ITEM

(Kinney)

13B5. AGREEMENT WITH FIRST UNITED METHODIST CHURCH (ENCLOSURE)

Authorize ratification of Agreement No. A2151.07 with First United Methodist Church, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share.

OVERVIEW

The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs.

Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-2344-647001-400

(Kinney)

13B6. AGREEMENT WITH KIDS DEPOT CHILD DEVELOPMENT CENTER (ENCLOSURE)

Authorize ratification of Agreement No. A2150.07 with Kids Depot Child Development Center, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share.

OVERVIEW

The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs.

Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-2344-647001-400

	ITEM
(Kinney)	13B7. <u>AGREEMENT WITH LAW OFFICE OF DANIEL LITTLE</u> (ENCLOSURE) Authorize ratification of Agreement No. A2149.07 with the Law Office of Daniel Little, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share. OVERVIEW The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs. Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage. FISCAL IMPACT/FUNDING SOURCE Account No. 1-2344-647001-400
(Kinney)	13B8. <u>AGREEMENT WITH SOUTH BAY FAMILY YMCA</u> (ENCLOSURE) Authorize ratification of Agreement No. A2148.07 with South Bay Family YMCA, for the Community Partnership Program, for the period from 07/01/07 to 06/30/10, inclusive, for a mutually agreed upon wage cost share. OVERVIEW The 2007-2008 Community Partnership Program Agreement is initiated to establish partnerships with employers and paid internship/employment opportunities for students through a variety of funded programs (Federal Work Study, CalWORKs, EOPS). The agreement allows employers to select and participate in one or more funded programs. Students who participate in this program will be provided with work related to their academic major, course work, or career interest, and an income to help with their educational expenses. The employers have the opportunity to mentor Southwestern College students and develop a future work force. Employers will reimburse the District for paid wages and Worker's Compensation at a mutually agreed upon percentage. FISCAL IMPACT/FUNDING SOURCE Account No. 1-2344-647001-400

ITEM

13B9. AGREEMENT WITH NEWPORT DIVERSIFIED INC., DBA SAN DIEGO GAMES (ENCLOSURE)

(Kinney)

Authorize ratification of Agreement No. A2121.07 with Newport Diversified Inc., dba San Diego Games, for coin-operated equipment (machines) located at Southwestern College/Student Center, for the period from July 1, 2007 to July 31, 2008, inclusive, the Operator (NDI) receives 48% of the revenue and the Vendor (District) receives 52% of the revenue.

OVERVIEW

The Location Agreement with Newport Diversified, Inc., dba San Diego Games (Operator) provides Southwestern Community College District's Associated Student Organization [ASO] (Vendor) the right to maintain and operate coin-operated amusement equipment in the Student Center. Sales proceeds shall be divided between the parties at the rate of 52% to Vendor and 48% to the Operator.

FISCAL IMPACT/FUNDING SOURCE

Account No. 138999-694000-000

13C. SUPERINTENDENT/PRESIDENT

(Sandoval)

13C1. AGREEMENT WITH ASLANIAN GROUP (ENCLOSURE)

RECOMMENDATION

Authorize Agreement No. A2157.07 with the Aslanian Group, for market research analysis services, for the period July 16 through November 15, 2007, inclusive, for a cost not to exceed $58,000.

OVERVIEW

The Aslanian Group provides market research analysis for educational institutions nationwide. For SWC, the company will specifically conduct seven studies in an effort to better understand our market share, to identify future educational needs of the community served by SWC and to develop/enhance programs and services in alignment with market data findings. These studies include demographic analysis, survey of adult learners within service area, analysis of competing colleges, prospective student analysis, applicant/non-enrolled analysis, current student analysis and study of students who leave SWC early.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-666200-000

ITEM

(Sandoval)

13C2. AGREEMENT WITH EMERALD DATA SOLUTIONS, INC. (ENCLOSURE)

RECOMMENDATION

Authorize agreement No. A2155.07 with Emerald Data Solutions, Inc. for BoardDocs system and services for the period July 12, 2007 to July 11, 2008, inclusive, for the amount of $12,000 per year and $1,000 implementation fee.

OVERVIEW

BoardDocs is a state-of-the art web based Governance Document Management System. Developed for school boards, the system provides a means of immediately publishing and revising agenda items, support documents policies and procedures via the Internet. BoardDocs service provides governing bodies a way to eliminate written documentation while maintaining a searchable repository for all documents.

BoardDocs will replace the current process of preparing hard copies of Governing Board agendas and enclosures that requires a significant amount of staff's time, as well as paper production.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-661000-000

Action

14. FACILITIES (ENCLOSURE)

(Fitzsimons)

Carried

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

14A. FIVE-YEAR CONSTRUCTION PLAN (ENCLOSURE)

Recommend approval of the District's Five-Year Construction Plan 2009 – 2013.

14B. DISTRICT SURPLUS DISPOSAL (ENCLOSURE)

Recommend approval of disposal of 10 hospital beds, 10 headboards, 10 sets of hospital curtains with tracks, and 5 over bed tables which have been declared surplus; and further, recommend the Vice President for Administrative Affairs be authorized to dispose of the surplus property as scrap. The disposal of this equipment will have no fiscal impact on the District.

	ITEM

Action
Carried

15. APPROVAL OF RESOLUTION(S) (ENCLOSURE)

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

15A. <u>RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A SOUTHWESTERN COLLEGE GASB 45 RETIREMENT HEALTH BENEFIT INVESTMENT BOARD</u>
(Fitzsimons)

Recommend adoption of resolution authorizing the establishment of a Southwestern College GASB 45 Retirement Health Benefit Investment Board relating to the College District's participation in a retiree health benefit program.

OVERVIEW

Southwestern Community College District is a member of the Retiree Health Benefit Program Joint Powers Agency (JPA). The GASB 45 Investment Board will be established to review the District investment portfolio within the JPA Agreement and to make recommendations to the District Governing Board regarding investment alternatives.

FISCAL IMPACT/FUNDING SOURCE

No fiscal impact.

Debra Fitzsimons provided a brief overview.

15B. <u>RESOLUTION FOR DESTRUCTION OF RECORDS</u>
(Fitzsimons)

Recommend adoption of resolution authorizing the destruction of listed documents with origin dates exceeding the required time limits.

OVERVIEW

Title 5, California Administrative Code, Division 10, Chapter 2.5, Retention and Destruction of Records, Article 3, requires various records be retained for five years or less.

FISCAL IMPACT/FUNDING SOURCE

No fiscal impact.

ITEM

Action

16. **ADOPTION OF DISTRICT POLICIES – SECOND READING (ENCLOSURES)**

Carried

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

16A. (Yokotobi) DISTRICT POLICY NO. 2310 – REGULAR MEETINGS OF THE GOVERNING BOARD

Adopt revised District Policy No. 2310, "Regular Meetings of the Governing Board."

OVERVIEW

First reading June 13, 2007.

16B. (Yokotobi) DISTRICT POLICY NO. 5160 – COOPERATIVE WORK EXPERIENCE EDUCATION

Adopt revised District Policy No. 5160, "Cooperative Work Experience Education."

OVERVIEW

First reading June 13, 2007.

Action

17. **DISTRICT CATASTROPHIC LEAVE PROGRAM**

Carried

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

17A. (Yokotobi) APPROVAL OF CATASTROPIC LEAVE PROGRAM

Recommend approval of, and authorize Superintendent/President to implement, a District-wide catastrophic leave program.

	ITEM
Information	18. **NON-ACTION ITEMS**

18A. ADMINISTRATOR HANDBOOKS – FIRST READING (ENCLOSURES)
(Yokotobi)

18A1. ACADEMIC ADMINISTRATOR HANDBOOK

OVERVIEW

Southwestern Community College District Academic Administrator Handbook was last revised and adopted in 2003. This revision is appearing before the Governing Board for first reading. The handbook has been revised to conform with Education Codes, District Policies and current practices. It has been reviewed and approved by the Superintendent/President and the membership of the Southwestern Community College District Administrators' Association.

18A2. CLASSIFIED ADMINISTRATOR HANDBOOK
(Yokotobi)

OVERVIEW

Southwestern Community College District Classified Administrator Handbook was last revised and adopted in 1985. This revision is appearing before the Governing Board for first reading. The handbook has been revised to conform with Education Codes, District Policies and current practices. It has been reviewed and approved by the Superintendent/President and the membership of the Southwestern Community College District Administrators' Association.

18B. GENERAL FUND FINANCIAL REPORT FOR PERIOD ENDING JUNE 11, 2007 (ENCLOSURE)
(Fitzsimons)

18C. GENERAL FUND CASH ANALYSIS FOR PERIOD ENDING MAY 31, 2007 (ENCLOSURE)
(Fitzsimons)

Administrative Reports

19. **ADMINISTRATIVE REPORTS**
(Valladolid)

19A. WILLIAM KINNEY, ACTING VICE PRESIDENT FOR ACADEMIC AFFAIRS

19B. DEBRA FITZSIMONS, ED.D., VICE PRESIDENT FOR ADMINISTRATIVE AFFAIRS
A construction update was provided by John Wilson.

19C. FUSAKO YOKOTOBI, VICE PRESIDENT FOR HUMAN RESOURCES
1. Human Resources Transaction Report (ENCLOSURE)

19D. VICE PRESIDENT FOR STUDENT AFFAIRS

19E. GREG SANDOVAL, INTERIM SUPERINTENDENT/PRESIDENT

	ITEM

Senate/Union/ Association Reports

20. **SENATE/UNION/ASSOCIATION REPORTS**
(Valladolid)

20A. PROFESSOR VALERIE GOODWIN, PRESIDENT, ACADEMIC SENATE

20B. URSULA MORRIS WILLIAMS, PRESIDENT, CLASSIFIED SENATE

20C. PROFESSOR JANET MAZZARELLA, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA)

20D. LARRY LAMBERT, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

20E. DEBBIE TRUJILLO, PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)

Board Requests for Information

21. **GOVERNING BOARD REQUESTS FOR INFORMATION**
(Valladolid)

Information Requested	Board Member	Due Date
Update on Otay Mesa and shuttle budgets.	*Salcido*	*When completed*

Governing Board Reports

22. **GOVERNING BOARD REPORTS**
(Valldolid)

22A. STUDENT TRUSTEE ADRIAN DEL RIO

22B. TRUSTEE YOLANDA SALCIDO

22C. TRUSTEE JORGE DOMINGUEZ, PH.D.

22D. TRUSTEE JEAN ROESCH, ED.D.

22E. VICE PRESIDENT DAVID J. AGOSTO

22F. PRESIDENT TERRI VALLADOLID

Closed Session

23. **CLOSED SESSION/REPORT OF ACTION(S)** (If Applicable) ***(10 p.m.)***
(Valladolid)

Item 2A: Moved by Roesch, seconded by Dominguez, Carried 5/0 to appoint Omar Orihuel to the position of EOPS Supervisor.

	ITEM
Adjournment	24. **ADJOURNMENT** (Valladolid)
Information	**NEXT REGULAR MEETING** Wednesday, August 8, 2007 7:00 p.m. Southwestern College 900 Otay Lakes Road, Room 214 Chula Vista, CA Greg R. Sandoval Governing Board Secretary (Interim) Terri Valladolid Governing Board President