SOUTHWESTERN COLLEGE

SUGGESTED ORDER OF BUSINESS

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

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

7:00 PM

Wednesday, February 13, 2008

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

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

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

| | ITEM | | | | | | | | | | |
|----------------|---|---|--|--|--|--|--|--|--|--|--|
| Call to Order | 1. (Agost | | TO ORDER | | | | | | | | |
| | (, igoot | | .m., Building 210, Room 214 (Board Room) | | | | | | | | |
| | | Preser Absen | | | | | | | | | |
| | members arriving after meeting commences will be noted as "present" at point in this sted order of business at which they arrive. | | | | | | | | | | |
| | | | ers of the public may be present to hear the closed session announcements. Members of blic will be given an opportunity to speak on any closed session items at this time. | | | | | | | | |
| Closed Session | 2. (Agost | | URN TO CLOSED SESSION | | | | | | | | |
| | (rigosi | 6:01 p.m., Building 100, Conference Room A. | | | | | | | | | |
| | | A. | LABOR NEGOTIATIONS Government Code Section 54957.6 Negotiator: Jackie Osborne Employee Organizations: CSEA, SCEA, SCCDAA, Confidentials | | | | | | | | |
| | | B. | PUBLIC EMPLOYEE PERFORMANCE EVALUATION Government Code Section 54957 Titles: Superintendent/President, Vice Presidents | | | | | | | | |
| | | C. | PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE | | | | | | | | |

Government Code Section 54957(b)

Reconvene in Open Session

3. RECONVENE IN OPEN SESSION

(Agosto)

ITEM

7:00 p.m., Room 214

Present:

Absent:

Pledge of Allegiance

4. PLEDGE OF ALLEGIANCE

(Agosto)

Closed Session Announcement

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

(Agosto)

Action

6. APPROVAL OF MINUTES (ENCLOSURE)

(Chopra)

| Agosto | Dominguez | Roesch | Salcido | Valladolid | Del Rio-Student Advisory Vote |
|--------|-----------|--------|---------|------------|----------------------------------|
| | | | | | |

Regular Meeting, January 9, 2008

Special Meeting, January 12, 2008

Special Meeting, January 15, 2008

Special Meeting, January 24, 2008 (Prop AA Advisory Committee)

Special Meeting, January 30, 2008

Presentation(s)

7. PRESENTATION(S)

A. FOOD SERVICE FINANCIAL SOLVENCY STRATEGIES

Presenters: Joe Fighera, Director of Food Services/Contracts Food Program Projects; Susan Wilkie, Wilkie Enterprises, Inc.

Oral Communication

8. ORAL COMMUNICATION

(Agosto)

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

An oral presentation to the Board does *not* constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may *briefly* respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

Fee

Not to Exceed

Date

3/11/08

ITEM

Action 9. APPROVE CONSENT CALENDAR (ITEMS A THROUGH J)

| Agosto | Dominguez | Roesch | Salcido | Valladolid | Del Rio-Student Advisory Vote |
|--------|-----------|--------|---------|------------|----------------------------------|
| | | | | | |

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

9A. <u>FACILITY USE REQUEST(S)</u>

(Wilson/Chopra)

Ratify/approve listed facility use request(s):

| Organization Allen Elementary School | Facility Requested Mayan Hall | <u>Purpose</u> Variety Show | <u>Date</u> 2/16/08 & 2/17/08 | Total Charge \$1,151.20 |
|--|----------------------------------|----------------------------------|--|----------------------------|
| The County of San Diego Sheriff's Department | Student Union East | Detention Deputy | Saturdays 1/5/08, 2/2/08, 3/1/08, 4/5/08, 5/3/08 & 6/7/08 | \$1,050.00 |
| International Bilingual Japanese School | Room 103B | Japanese After School Program | Thursdays 1/10/08 thru 5/29/08 | 1,995.00 |
| Department of Homeland Security | Track | Mile Half Run Tryouts | 1/21/08 & 1/22/08 | \$210.00 |

9B. <u>AUTHORIZATION OF TRAVEL ADVANCES</u>

California, Berkeley, Berkeley, CA

(Sampson/Chopra)

<u>Employee</u>

Department

(Dyste) Arts & Ratify/approve the following advance travel payment request(s):

Purpose

| Davidson, Alexis | 2008 Accreditation Institute Pasadena, CA | 1/25 – 1/27/08 | \$200.00 |
|------------------|---|----------------|----------|
| Maag, Eric | Debate Tournament at University of | 1/10 - 1/12/08 | \$647.07 |

9C. RATIFY/APPROVE CONSULTANT(S)

Consultant

Delaney, Janet

| Communication | | Speakers Series | | \$200 |
|---------------|--------------------|---|-----------------|--------------------------|
| | Leon, April | Costume Designer for "Let the Eagle Fly" | 2/14/08–4/30/08 | Not to Exceed \$2,000 |
| | Nicolaidis, Judith | Artist Lecture for Art Gallery Speakers Series | 1/24/08 | Not to Exceed \$200 |

Artist Lecture for Art Gallery

| ITEM | | | | |
|---|------------------------------|--|-------------------------------------|---------------------------------|
| Department Small Business Development & International Trade Center (SBDITC) | Consultant Evins, Michele | Purpose Consultant will provide guidance to clients of SBDITC in the area of Graphic Design. | <u>Date</u> 2/14/08– 12/31/08 | Fee Not to Exceed \$2,999 |
| , | McCall, James | Consultant will provide guidance to clients of SBDITC in the area of Business Development. | 2/14/08– 12/31/08 | Not to Exceed \$2,999 |
| | Weinberg, Robert | Consultant will provide guidance to clients of SBDITC in the area of Strategic Marketing. | 2/14/08– 12/31/08 | Not to Exceed \$2,999 |
| | Yubas, Matt | Consultant will provide guidance to clients of SBDITC in the area of Product Marketing. | 2/14/08– 12/31/08 | Not to Exceed \$2,999 |
| Higher Education Center at Otay Mesa | Handy, Mark, M.D. | Serve as Medical Director of the Paramedic Program. | 8/16/07-8/15/08 | \$1,000 |
| (Sandoval) School of Counseling & Personal Development- CTECS/WRC | Michele Serros | Performance/Presentation for Women's History Month (Agreement #A2307.08) | 3/25/08 | \$2,000.00 |

9D. RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S) (Gilstrap/Chopra)

State of California, Department of Boating & Waterways, "National Safe Boating Week Programming," in the amount of \$2,000, May 17 to May 23, 2008.

California Community Colleges Chancellor's Office, "Nursing Capacity Building Program," amendment augmentation in the amount of \$93,947, and grant performance period extension from July 1, 2007 to December 31, 2008.

9E. ACCEPTANCE OF FUNDS

(Gilstrap/Chopra)

Cabrillo Community College District, "Bridging Community College Chemistry Faculty into the National Educational Community," subcontract in the amount of \$27,738, October 1, 2007 to September 30, 2010, or upon completion of the grant obligations.

9F. <u>ACCEPTANCE OF GIFT(S)</u>

(Chopra)

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

\$500 cash, donated by G. Hartzell & Son, to be used in the Dental and Dental Hygiene Programs, at the Higher Education Center, National City.

9G. <u>ACCEPTANCE OF FEBRUARY 2008 CURRICULUM SUMMARY REPORT</u> (ENCLOSURE)

(Dyste)

RECOMMENDATION

Accept February 2008 Curriculum Summary Report.

OVERVIEW

The February 2008 Curriculum Summary Report is a compilation of the new and revised curriculum proposed by faculty and submitted to the Curriculum Committee December 6 through December 13, 2007. Faculty submit proposals for new and/or revised curriculum to the Curriculum Committee. The Curriculum Committee reviews and scrutinizes curriculum for academic rigor, transferability and/or occupational competencies, student benefit, and institutional fit, as stated in Title 5 and the State Chancellor's Curriculum Handbook. Once these and other considerations are met, the Curriculum Summary Report is forwarded to the Superintendent/President and Governing Board for review and approval before being sent to the State Chancellor's Office.

The Southwestern College Curriculum Committee has reviewed and approved 1 course modification and 2 program modifications.

9H. <u>APPROVE NONRESIDENT PER UNIT TUITION FEE FOR FISCAL YEAR 2008-2009</u> (Beasley/Chopra)

RECOMMENDATION

Recommend establishment of the Nonresident Per Unit Tuition Fee for FY 2008-2009 at \$181 per unit, effective with the FY 2008-2009 summer session, in accordance with Education Code Section 76140. This rate is the statewide average cost.

OVERVIEW

Education Code Section (ECS) 76140 requires the Governing Board to establish the Nonresident Per Unit Tuition Fee for the succeeding fiscal year.

The district has several options: a) to use the statewide computation of \$181, b) the district computation of \$188, or charge a different amount, not to exceed the highest amount charged by a contiguous district. In addition to the nonresident tuition, foreign students who are not residents of California are required to pay the California registration fee.

FISCAL IMPACT/FUNDING SOURCE

This is an income source to the general fund.

9I. <u>CONFIRMATION OF PURCHASE ORDERS</u> (ENCLOSURE) (Wilson/Chopra)

General Fund Nos. 84305 – 85031 Blanket Fund Nos. B1340 – B1345

9J. <u>PAYMENT OF BILLS DECEMBER 1-31, 2007</u> (ENCLOSURE) (Sampson/Chopra)

Action

10. HUMAN RESOURCES – ACADEMIC (ITEMS A THROUGH E)
(Osborne/Chopra)

Agosto Dominguez Roesch Salcido Valladolid Advisory Vote

10A. HUMAN RESOURCES ACADEMIC TRANSACTIONS (ENCLOSURE)

Recommend approval and ratification of academic transactions for the 2007-2008 academic year.

10B. REDUCTION IN SERVICE LEAVE

Pursuant to provisions set forth in <u>Article V, Section 5.16 of the 2007-2009 S.C.E.A.</u> Contract, employee is requesting the following reduction in service:

Michael Schnorr, 100% to 90.73% Spring 2008 Semester School of Arts and Communication

10C. RESIGNATION/RETIREMENT

The following faculty members have resigned and their resignations have been accepted by the Superintendent/President under delegation of powers:

Employee Position Effective Date Assistant Professor of Peggy Mata 1/15/08 **Nursing Programs** (School of Technology & **Human Services**) 1/14/08 Dean, Academic Information Robert Edelbrock, Ed.D. Services Brian D. Sterck Professor of Computer 5/30/07 Information Systems (School of Business & Information Systems)

10D. <u>CERTIFICATION OF APPROVAL OF 2008–2009 SABBATICAL LEAVE APPLICATIONS</u> (ENCLOSURE)

Recommend conditional approval of sabbatical leaves of absence for 2008–2009 be granted to the 25 academic personnel identified on Amended List A, in accordance with provisions of the Southwestern College Education Association (SCEA) Contract, subject to available funding. The Governing Board reserves the right to cancel or modify this approval, if not canceling or modifying would place an undue burden on the District budget.

10E. CHANGE IN PERSONNEL STATUS

Recommend approval of the following temporary appointment, effective as indicated. Temporary appointment shall continue based upon business necessity and is subject to amendments and termination at the discretion of the Governing Board.

<u>To</u>

Employee Thomas Beasley Position
Months/Service
Range/Step
Monthly Salary
Director of Payroll
and Risk
Management
12 months
Range 31/Step 9
Classified
Administrator
\$9,416/month

Position
Months/Service
Range/Step
Monthly Salary
Acting Vice President
for Business and
Financial Affairs
12 months
Range A/Step 1

Academic

Administrator

\$10,170/month

Effective <u>Date</u> 2/14/08-6/30/08 Action ITEM

11. HUMAN RESOURCES – CLASSIFIED (ITEMS A THROUGH E)

(Osborne/Chopra)

| Agosto | Dominguez | Roesch | Salcido | Valladolid | Del Rio-Student Advisory Vote |
|--------|-----------|--------|---------|------------|----------------------------------|
| | | | | | |

11A. APPROVE CLASSIFICATION CHANGE OF THE FOLLOWING POSITION:

Position Position

Months/Service Months/Service

Range/StepRange/StepEffectiveMonthly SalaryToMonthly SalaryDateCampus NurseNurse Associate2/14/08

Tenure-track faculty position Classified Bargaining Unit position

11 months
Class I, Step 1
\$5,286.20/month
Higher Education
Center at Otay Mesa

11 months
Range 30, Step 1
\$4,620.00/month
Higher Education
Center at Otay Mesa

Center at Otay Mesa

OVERVIEW

The Higher Education Center at Otay Mesa staff proposal was approved at the February 23, 2007 Special Governing Board Meeting. This is a change in classification from faculty Campus Nurse, classified Nurse Associate. Because of the stringent requirements for Nursing faculty, the search for the faculty Campus Nurse was unsuccessful.

FISCAL IMPACT/FUNDING SOURCE

Acct No. 1.42110.644000.421 (Restricted Funding)

11B. TEMPORARY REDUCTION IN CONTRACT ASSIGNMENT

In accordance with the employee's request, recommend continuation of temporary reduction in contract assignment, effective as indicated:

| | Position | | Position | |
|-----------------|-----------------------|-----------|-----------------------|-------------|
| | Months/Service | | Months/Service | |
| | Range/Step | | Range/Step | Effective |
| <u>Employee</u> | Monthly Salary | <u>To</u> | Monthly Salary | <u>Date</u> |
| Monica | Student Services | | Student Services | 1/3/08- |
| Rodriguez | Assistant, Disability | | Assistant, Disability | 6/2/08 |
| | Support Services | | Support Services | |
| | 12 months (100%) | | 12 months (80%) | |
| | Range 10/Step 3 | | Range 10/Step 3 | |
| | \$2,916.00/month | | \$2,332.80/month | |

11C. <u>EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC HOURLY EMPLOYEES FOR THE 2007-2008 ACADEMIC YEAR</u> (ENCLOSURE)

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

11D. HUMAN RESOURCES CLASSIFIED TRANSACTIONS (ENCLOSURE)

Recommend approval and ratification of classified transactions for the 2007-2008 academic year.

11E. OUT-OF-CLASSIFICATION PAY

Pursuant to Education Code 88010 and Section 6.15 of the <u>CSEA Contract</u>, the following classified employee has been granted out-of-classification pay for performing inconsistent duties outside her normal assigned duties.

| Employee Angelica Fierro | Position Months/Service Range/Step Monthly Salary Clerical Assistant III, Student Employment Services, 12 months (100%) Range 15, Step 6 | <u>To</u> | Position Months/Service Range/Step Monthly Salary Student Employment Services Technician, Student Employment Services, 12 months (100%) Range 22, Step 6 | Effective <u>Date</u> 2/14/08- 4/14/08 |
|--------------------------------|--|-----------|--|---|
| | \$3,880/month* | | \$4,614/month* | |

^{*} Includes 2 additional ranges for Educational Incentive credit.

| | ITE | M | | | | | | | | | - age is a re- |
|--------|-----|--------------|--|--|--------|---------------------------------|-------|---|---------------|----|-----------------|
| Action | 12. | | | (ITEMS A TI | HRO | UGH C) | | | | | |
| | (W | ilson/Chopra |) | Dominguoz | | Dooob | | Soloido | Valladalid | | Del Rio-Student |
| | | Agosto | | Dominguez | | Roesch | | Salcido | Valladolid | | Advisory Vote |
| | | 12A. | APF | PROVE CHAN | IGE | ORDER | | <u> </u> | | | |
| | | | | | | | (O) (| | (4) 000/050 5 | | |
| | | | Sou | thwestern Co | llege | e to Gilbane (| Cons | or the Remodel of struction Manage of amount of \$5,7 | ement Company | | |
| | | | 1. | Additiona AV condu allow for | \$ | 1,490. | | | | | |
| | | | 2. | Feed for pathway reconfigu | \$ | 3,758. | | | | | |
| | | 3. | Conduit f with 2" co cabling to Architect | | \$ | 3,556. | | | | | |
| | | | | 4. <u>Smoke fire dampers</u> . Existing condition revealed changes needed in the plans for additional drywall fire rating and a smoke/fire damper in both buildings 800 and 850 for DSA inspection approval. (c) | | | | | | | 3,894. |
| | | | 5. | Added m plan that A new wa | \$ | 3,853. | | | | | |
| | | | 6. | not allow | plun | nbing to be lo | cate | of the State Arc ed per plan and i is requested. (a) | equired a | \$ | 1,851. |
| | | | 7. | air relief v | /ents | | tion, | elocated undocuneeding new ro | | \$ | 1,111. |
| | | | | Added wall insulation. Added insulation to 5,978 square feet of existing wood stud walls to meet acoustical and title 24 code requirements. (a) | | | | | | | 4,384. |
| | | | 9. | | | | | led musical staff ctional use in cla | | | \$958. |
| | | | 10. | ceiling he | eight | , metal transi | tions | duct work in conf s fabricated to m ts in classroom | aintain | \$ | 1,921. |
| | | | 11. | conduit w | as ins | nspected to v surance for re | erify | h camera. Exist the integrity of without damage | the metal | | \$988. |

| ITEM | | |
|------|--|----------------|
| 12. | Veneer maple panels. Change maple veneer panels from plain sliced face to quarter sliced face to match panels in the Building. (b) | \$13,205. |
| 13. | Ten additional days have been added to the completion date due to change orders. The new completion date is May 19, 2008. | NC |
| | Total proposed c | hange \$50,969 |
| (a) | Unforeseen Conditions | |

- (b) District Requested Change
- (c) The Division of State Architect (DSA) Modifications
- (d) Design Omission
- < > Indicates Credit Amount

Total cost of change orders for this project is \$211,425 which is 4% of the construction contract amount.

All of the above changes are within the 7% contingency budget allocated for this project and are funded through Proposition AA Funds.

12B. **AWARD OF BID** Bid No. 146

Recommend award of Bid for the Southwestern College Parking Lot D Grading, Asphalt, and Improvements at the Chula Vista campus, to Kirk Paving in the amount of \$98,727. The bid was advertised in the San Diego Daily Transcript on January 15 and 22, 2008 and in La Prensa on January 18 and 25, 2008.

12C. 2008 - 2020 EDUCATIONAL & FACILITIES MASTER PLAN (ENCLOSURE)

Recommend approval of of District's 2008-2020 Educational and Facilities Master Plan. Funds will not be expended without Board approval.

Action 13.

13. RATIFY/APPROVE AGREEMENTS – NO EXPENSE / INCOME TO THE DISTRICT (ITEMS A THROUGH C)

| (ITEMO A TIMOGOTIO) | | | | | | | | | | | |
|---------------------|--|-----------|--|--------|--|---------|--|------------|--|-----------------|--|
| | | | | | | | | | | Del Rio-Student | |
| Agosto | | Dominguez | | Roesch | | Salcido | | Valladolid | | Advisory Vote | |
| | | | | | | | | | | | |

13A. ACADEMIC AFFAIRS

(Dyste)

13A1. MEMORANDUM OF UNDERSTANDING WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. M4025.08 with San Diego County Superintendent of Schools (County) to provide additional classroom, career, and job referral assistance services to Regional Occupational Program (ROP) students, for the period July 1, 2007 to June 30, 2008, inclusive, in the amount of \$60,769, income to the District.

RATIONALE FOR RATIFICATION

Contract received from the County on November 30, 2007. California State Department of Education did not finalize federal funding until November.

OVERVIEW

Southwestern College continues to offer enhanced programs and services to Regional Occupational Program students, funded by the Carl D. Perkins Vocational and Applied Technology Education (VTEA) Act of 1998.

FUNDING SOURCE

Account No. 1-38170-639070-530 (ROP/VTEA)

13A2. AGREEMENT WITH SANTEE COMMUNITY DEVELOPMENT COMMISSION (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. A2296.08 with Santee Community Development Commission, to provide government contracting technical assistance, for the period July 1, 2007 to June 30, 2008, inclusive, in the amount of \$20,000, income to the District.

RATIONALE FOR RATIFICATION

Contract received from Santee Community Development Commission on November 13, 2007.

OVERVIEW

Provides project funding to staff government Procurement Technical Assistance Program for small businesses. Outcomes will be measured in jobs created and contract dollars won.

FUNDING SOURCE

Account No. 1-39168-709962-928 (COC)

13B. STUDENT AFFAIRS

(Sandoval)

13B1. 2008-2011 COOPERATIVE WORK EXPERIENCE EDUCATION PROGRAM AGREEMENT WITH SCRIPPS MERCY MEDICAL GROUP (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2310.08 with Scripps Mercy Medical Group, for Cooperative Work Experience Education Program, for the period February 14, 2008 to June 30, 2011, inclusive at no cost to District.

OVERVIEW

The 2008-2011 Cooperative Work Experience Education Program Agreement is an ongoing agreement used to establish partnerships with employers for the purpose of providing work-based learning experience to students eligible for the Cooperative Work Experience Education program.

FISCAL IMPACT/FUNDING SOURCE

No cost to District.

13C. SUPERINTENDENT/PRESIDENT

13C1. AGREEMENT WITH THE CITY OF SAN DIEGO (ENCLOSURE)

(Gilstrap/Chopra)

RECOMMENDATION

Ratify Agreement No. AR2304.08 with the City of San Diego, for services provided by the San Diego Contracting Opportunities Center (SDCOC) for the City of San Diego Small Business Enhancement Program (SBEP), for the period October 1, 2007 to September 30, 2008, inclusive, in the amount of \$24,000, income to the District. This item has been submitted to the Governing Board for acceptance of funds on November 14, 2007.

RATIONALE FOR RATIFICATION

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, Southwestern College received the final agreement from the City of San Diego on December 21, 2007.

OVERVIEW

The City of San Diego has provided funding to be used to provide three basic categories of government procurement and contracting technical assistance for local small and emerging businesses. First, they will provide one-on-one government procurement and contracting counseling. Second, they will be used to develop and present outreach workshops and group training sessions to educate small business owners in government marketing and contracting-related issues. Additionally, electronic bid matching services and plan room services will be provided. The objective will be to bring government procurement and contracting opportunities to local businesses so that they will win government awards and create or retain jobs.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38896-709960-928 (Grant Funded)

I3C2. AGREEMENT WITH CABRILLO COMMUNITY COLLEGE DISTRICT (ENCLOSURE)

(Gilstrap/Chopra)

RECOMMENDATION

Ratify Agreement No. AR2306.08 with Cabrillo Community College District, for the project "Bridging Community College Chemistry Faculty into the National Educational Community," for the period October 1, 2007 to September 30, 2010, or upon completion of the grant obligations, in the amount of \$27,738, income to the District. This item has been submitted to the Governing Board for acceptance of funds on February 13, 2008.

RATIONALE FOR RATIFICATION

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, Southwestern College received the final agreement from Cabrillo Community College District on January 17, 2008.

OVERVIEW

This project will improve the educational quality of two-year college (2YC) chemistry education by increasing the connection of the nation's 2YC chemistry faculty to the national community of chemical educators, particularly those who develop and lead efforts to improve the methods used in foundational chemistry courses. Three symposia will be hosted featuring NSF Catalyzed Innovations in the Two-Year College Chemistry Curriculum at three National Meetings of the American Chemical Society (ACS) in 2009 and 2010 and two participatory workshops at the Biennial Conference in Chemical Education Meetings in the summers of 2008 and 2010.

Upon its conclusion, this project is expected to have aided the dissemination of NSF projects, raised the awareness of NSF funding opportunities, increased the number of proposals submitted by 2YC's or having co-Principal Investigators (PIs) from 2YC's, catalyzed the formation of a scholarly community of two-year college chemists and created collaborations and partnerships among two and four-year chemistry faculty.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38896-190508-730 (Grant Funded)

| | ITE | EM | | | | | | | | | | |
|--------|---|--------|--|-----------|--|--------|--|---------|--|------------|--|-----------------|
| Action | 14. APPROVAL OF AGREEMENTS – COST TO DISTRICT (ITEMS A THROUGH C) | | | | | | | | | | | |
| | | | | | | | | | | | | Del Rio-Student |
| | | Agosto | | Dominguez | | Roesch | | Salcido | | Valladolid | | Advisory Vote |
| | | | | | | | | | | | | |

14A. <u>ACADEMIC AFFAIRS</u>

14A1. AGREEMENT WITH INDIAN HILLS CAMP (ENCLOSURE)

Authorize Agreement No. A2305.08 with Indian Hills Camp, for the rental of facilities and meals to host the Mathematics Engineering Science Achievement (MESA) Alliance Leadership Institute, for the period from February 15 to February 17, 2008, inclusive, in the amount of \$5,412.

OVERVIEW

The agreement with Indian Hills Camp to hold the MESA Alliance Leadership Institute provides a venue for MESA directors, industry members and community leaders to provide students with personal and professional development through workshops. The institute exposes students to networking with industry and MESA students from other colleges. Some participants are San Diego City College, San Diego State University and other colleges from southern California will participate.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45634-649973-713

14B. <u>ADMINISTRATIVE AFFAIRS</u>

14B1. AGREEMENT WITH JUDY LEMM CONSULTING SERVICES (ENCLOSURE)

Ratify Agreement No. A2311.08 with Judy Lemm Consulting Services for consulting services to conduct reasonable accommodation evaluation and interactive process, for the period January 2 to December 31, 2008, inclusive, for the amount of \$125 per hour, plus expenses, not to exceed \$5,000 annually.

RATIFICATION

Risk Management did not realize that the previous contract for Judy Lemm Consulting did not include the interactive process involving Workers' Compensation.

OVERVIEW

Ms. Lemm provides assistance to the District in matters that require the interactive process and evaluation for reasonable accommodations requests pursuant to provision set forth in the Americans with Disabilities Act. Ms. Lemm's expertise as a Disability Management Specialist provides a comprehensive analysis of essential job functions and potential limitations.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-672000-000

14C. HUMAN RESOURCES

14C1. AMENDMENT TO AGREEMENT WITH THE BODINE GROUP (ENCLOSURE)

Approve Amendment to Agreement No. A2292.08 with The Bodine Group Consulting Services, for facilitation services in the negotiation of the common compensation allocation formula and the implementation of the compensation portion of the global classification study, for the period January 10 to June 30, 2008.

OVERVIEW

Southwestern Community College District and The Bodine Group Consulting Services entered into an original Agreement on January 9, 2008.

Initial Terms of Agreement:

\$1,100 per day including expenses (airfare, mileage, lodging and meals).

Amendment

\$1,100 per day plus expenses (airfare, mileage, lodging and meals).

This Amendment shall be effective January 10, 2008 and shall terminate when the original contract expires on June 30, 2008.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-665000-000

| | ITE | EM | | | | | | | | | |
|--------|-------------------------------------|--------|--|-----------|--------|--|---------|--|------------|--|-----------------|
| Action | 15. ADOPT RESOLUTION(S) (ENCLOSURE) | | | | | | | | | | |
| | | | | | | | | | | | Del Rio-Student |
| | | Agosto | | Dominguez | Roesch | | Salcido | | Valladolid | | Advisory Vote |
| | | | | | | | | | | | |

15A. RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL AND PICK-UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION ADOPT RESOLUTION

(Beasley/Chopra)

RECOMMENDATION

Adopt resolution Designating Authorized Agent to Receive Mail and Pick-Up Warrants at the County Office Of Education.

OVERVIEW

As required by the Education Code, this resolution lists the individuals designated to receive mail from the San Diego Office of Education Accounting/Payroll sections. This resolution also designates employee(s) that are authorized to pick up warrants at the San Diego Office of Education. Once approved, this resolution shall stand until June 30, 2008.

FISCAL IMPACT/FUNDING SOURCE

None.

Information

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

16A. <u>DISTRICT POLICIES – FIRST READING (ENCLOSURE)</u>

OVERVIEW

First Reading. For information and discussion only.

As part of the ongoing review and revision of the Southwestern Community College District Policy and Procedures Manual, the following policies appear before the Governing Board for first reading:

| Policy 2010 | BOARD MEMBERSHIP |
|---------------|--|
| Policy 2015 | STUDENT TRUSTEE |
| Policy 2110 | VACANCIES ON THE BOARD |
| Policy 2200 | BOARD DUTIES & RESPONSIBILITIES |
| Policy 2220 | COMMITTEES OF THE BOARD |
| Policy 2350 | ORAL COMMUNICATIONS |
| Policy 2365 | RECORDING |
| Policy 2410 | POLICY & ADMINISTRATIVE PROCEDURES |
| Policy 2430 | DELEGATION OF AUTHORITY TO THE SUPERINTENDENT/ |
| - | PRESIDENT |
| D - I' - 0404 | OUDEDINITENDENT/DDEOLDENT OF LECTION |

Policy 2431 SUPERINTENDENT/PRESIDENT SELECTION
Policy 2435 EVALUATION OF SUPERINTENDENT/PRESIDENT

Policy 2610 COLLECTIVE BARGAINING
Policy 2710 CONFLICT OF INTEREST
Policy 2715 CODE OF ETHICS

Policy 2716 POLITICAL ACTIVITY
Policy 2717 PERSONAL USE OF PUBLIC RESOURCES

Policy 2720 COMMUNICATIONS AMONG BOARD MEMBERS

Policy 2725 BOARD MEMBER COMPENSATION Policy 2730 HEALTH & WELFARE BENEFITS

Policy 2735 TRAVEL – BOARD MEMBERS & SUPERINTENDENT/PRESIDENT

Policy 2740 BOARD EDUCATION

| | T | Page 18 of 19 | | | | | | | |
|--|----------------------------|--|--|--|--|--|--|--|--|
| | ITEM | INFORMATIONUTENO | | | | | | | |
| Information | 16B. | INFORMATION ITEMS | | | | | | | |
| | (0) | 16B1. General Fund Financial Report for Period Ending December 31, 2007 (ENCLOSURE) | | | | | | | |
| | (Sampson/Cho | opra) 16B2. General Fund Cash Analysis for Period Ending December 31, 2007. (ENCLOSURE) | | | | | | | |
| | (Sampson/Cho | opra) 16B3. Quarterly Report CCFS 311Q for Period Ending December 31, 2007 (ENCLOSURE) | | | | | | | |
| | (Sampson/Chopra) | | | | | | | | |
| | (Sandoval) | 16B4. Disability Support Services Annual Board Report, Academic Year 2006-2007 (ENCLOSURE) | | | | | | | |
| | (Gilstrap/Chop | 16B5. Accountability Reporting for the Community Colleges (ENCLOSURE) ra) | | | | | | | |
| | (Gilstrap/Chop | 16B6. Grants Received by Southwestern College Foundation | | | | | | | |
| | (Споиор, стор | Defense Logistics Agency, "Procurement and Technical Assistance Center Services (San Diego Contracting Opportunities Center)," in the amount of \$292,500, January 1 to December 31, 2008. | | | | | | | |
| Administrative | 17. ADMINISTRATIVE REPORTS | | | | | | | | |
| Reports | (Agosto) 17A. | RON DYSTE, VICE PRESIDENT FOR ACADEMIC AFFAIRS | | | | | | | |
| | 17B. | ADMINISTRATIVE AFFAIRS | | | | | | | |
| | 17C. | HUMAN RESOURCES | | | | | | | |
| | 17D. | GREG R. SANDOVAL, VICE PRESIDENT FOR STUDENT AFFAIRS | | | | | | | |
| Senate/Union | | TE/UNION/ASSOCIATION REPORTS | | | | | | | |
| /Association Reports | (Agosto) 18A. | PROFESSOR VALERIE GOODWIN-COLBERT, PRESIDENT, ACADEMIC SENATE | | | | | | | |
| | 18B. | WANDA MAXWELL, PRESIDENT, CLASSIFIED SENATE | | | | | | | |
| | 18C. | PROFESSOR JANET MAZZARELLA, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA) | | | | | | | |
| | 18D. | MIKE SELBY, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) | | | | | | | |
| | 18E. | DEBBIE TRUJILLO, PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA) | | | | | | | |
| Superintendent/ President's Report | (Agosto) | RINTENDENT/PRESIDENT'S REPORT CHOPRA, Ph.D. | | | | | | | |

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| | ITEM | 00\/E | | 50U5070 50D | NICODIA TION | | | | | | |
| Board Requests for Information | 20. | | RNING BOARD RI | EQUESTS FOR | INFORMATION | | | | | | |
| tor information | (Agosto |)) | | | | | | | | | |
| | | Informa | ation Requested | | Board Member | <u>Due Date</u> | | | | | |
| Governing Board Reports | 21. GOVERNING BOARD REPORTS (Agosto) | | | | | | | | | | |
| | | 21A. | STUDENT BOAR | RD MEMBER AD | RIAN DEL RIO | | | | | | |
| | | 21B. | BOARD MEMBEI | R YOLANDA SA | LCIDO | | | | | | |
| | | 21C. | BOARD MEMBEI | R JORGE DOMI | NGUEZ, PH.D. | | | | | | |
| | | 21D. | BOARD MEMBER | R JEAN ROESCI | H, ED.D. | | | | | | |
| | | 21E. | BOARD VICE PR | RESIDENT DAVII | D J. AGOSTO | | | | | | |
| | | 21F. | BOARD PRESID | ENT TERRI VAL | LADOLID | | | | | | |
| Closed Session | 22. (Agosto | | ED SESSION/REP | ORT OF ACTIO | N(S) (If Applicable) | | | | | | |
| Adjournment | 23. (Agosto | | JRNMENT | | | | | | | | |
| Information | 24. | NEXT | REGULAR MEETI | NG | | | | | | | |
| | | Southw 900 Ot Room | esday, March 12, 20 vestern College ay Lakes Road 214 Vista, CA 91910 | 800 | | | | | | | |
| | | | | RAJ K. CHOPRA SUPERINTENDEI | | | | | | | |