



SUGGESTED ORDER OF BUSINESS/MINUTES
REGULAR MEETING, GOVERNING BOARD
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT
Room 214
SOUTHWESTERN COLLEGE

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

7:30 PM

Wednesday, November 10, 2004

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. CALL TO ORDER (Roesch) 6:00 p.m., Building 100, Conference Room A Present: Agosto, Aranda, Roesch, Salcido, Valladolid, Newton (Student Trustee) Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive. <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>
Board Tour	2. BOARD TOUR (Hernandez) 5:30 – 6:00 p.m., Sun Newspaper Room. Meet at 5:30 p.m., Building 100, Conference Room A.
Closed Session	3. ADJOURN TO CLOSED SESSION (Roesch) 6:01 - 7:30 p.m., Building 100, Conference Room A. A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9(b) (2 potential cases) B. CONFERENCE WITH LABOR NEGOTIATOR Negotiator: Marcie Sinclair Employee Organizations: CSEA and SCEA Government Code Section 54957.6

	ITEM																									
	C.	CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION (2 cases) Government Code Section 54956.9 Superior Court Case No. GIC 831766 Superior Court Case No. GIS 10381																								
Reconvene in Open Session	4.	RECONVENE IN OPEN SESSION (Roesch) 7:30 p.m., Room 214																								
Closed Session Announcement	5.	ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable) (Roesch)																								
Action	6.	APPROVAL OF MINUTES (ENCLOSURE) (Hernandez)																								
		<table><tr><td></td><td>Agosto</td><td></td><td>Aranda</td><td></td><td>Roesch</td><td></td><td>Salcido</td><td></td><td>Valladolid</td><td></td><td>Newton-Student Advisory Vote</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		Agosto		Aranda		Roesch		Salcido		Valladolid		Newton-Student Advisory Vote												
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		Regular Meeting, October 13, 2004 Special Meeting, October 20, 2004																								
Senate/Union Reports	7.	REPORTS (Roesch) A. Joi Lin Blake, President, Academic Senate B. Michele Fenlon, President, Classified Senate C. Professor Robert Unger, President, Southwestern College Education Association (SCEA) D. Christina Hicks, President, Classified School Employees Association (CSEA) E. Trish Axsom, President, Southwestern Community College District Administrators Association (SCCDAA)																								
Presentation(s)	8.	PRESENTATION(S) Bob Gauvreau, Vice President for Academic Affairs; Bruce Turner, Dean, School of Health, Exercise Science and Athletics; Terry Davis, Director of Athletics, presentation of Academic Success of Student Athletes. Norma L. Hernandez, Superintendent/President, Christine Rodriguez, District Representative, on behalf of the Honorable Denise Ducheny, Senator, 40 th District, presentation of proclamation to the SUN Newspaper.																								

	ITEM																																																																	
Oral Communication	9. ORAL COMMUNICATION (Roesch) 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 <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."																																																																	
	10. CONSENT CALENDAR (ITEMS A THROUGH H) <table><tr><td></td><td>Agosto</td><td></td><td>Aranda</td><td></td><td>Roesch</td><td></td><td>Salcido</td><td></td><td>Valladolid</td><td></td><td>Newton-Student Advisory Vote</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote. A. <u>FACILITY USE REQUEST(S)</u> (Fite) Recommend ratification and approval of listed facility use request(s): <table><tr><th><u>Organization</u></th><th><u>Facility Requested</u></th><th><u>Purpose</u></th><th><u>Date</u></th><th><u>Charge Rental/Excess</u></th><th></th></tr><tr><td>*KPBS/County County Economics</td><td>Student Union East</td><td>Town Forum: Regionalism/ Liveable Plan</td><td>October 27, 2004</td><td>*\$315</td><td>\$160</td></tr><tr><td colspan="6">*Co-Sponsored by SWC Community & Media Relations; Facility Rental Fee Waived.</td></tr><tr><td>San Diego Youth Football and Cheer Conference</td><td>DeVore Stadium and Team Rooms</td><td>Division II Football Championship Games</td><td>November 21, 2004</td><td>\$1890</td><td>\$700</td></tr><tr><td>Bonita Vista Middle School</td><td>Mayan Hall, Green Room and Dressing Rooms</td><td>Holiday Choral Concert</td><td>December 15, 2004</td><td>No Charge</td><td>\$886</td></tr></table> B. <u>ADVANCE TRAVEL PAYMENT AGREEMENT(S)</u> (Fite) Recommend ratification and approval of the following advance travel payment agreement(s): <table><tr><th><u>Employee</u></th><th><u>Purpose</u></th><th><u>Date</u></th><th><u>Cost</u></th></tr><tr><td>Hill, Dan</td><td>3CDUG</td><td>10/13-14/04</td><td>\$297.90</td></tr><tr><td>Maag, Eric</td><td>Ray Buchanan Invitational</td><td>10/15-17/04</td><td>\$450.88</td></tr></table>		Agosto		Aranda		Roesch		Salcido		Valladolid		Newton-Student Advisory Vote													<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Charge Rental/Excess</u>		*KPBS/County County Economics	Student Union East	Town Forum: Regionalism/ Liveable Plan	October 27, 2004	*\$315	\$160	*Co-Sponsored by SWC Community & Media Relations; Facility Rental Fee Waived.						San Diego Youth Football and Cheer Conference	DeVore Stadium and Team Rooms	Division II Football Championship Games	November 21, 2004	\$1890	\$700	Bonita Vista Middle School	Mayan Hall, Green Room and Dressing Rooms	Holiday Choral Concert	December 15, 2004	No Charge	\$886	<u>Employee</u>	<u>Purpose</u>	<u>Date</u>	<u>Cost</u>	Hill, Dan	3CDUG	10/13-14/04	\$297.90	Maag, Eric	Ray Buchanan Invitational	10/15-17/04
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Action																																																																		

ITEM

C. EMPLOYMENT OF CONSULTANT(S)

Recommend ratification and approval of employment of the following consultant(s):

<u>Department</u>	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>
(Gauvreau) School of Arts and Communication	Vocal Director	Posada Magica	11/11/04– 12/12/04	\$250
	April Lowry-Leon	Costume Designer, Posada Magica	11/11/04– 12/18/04	\$1,000
	Musicians	Holiday Concert	11/30/04– 12/05/04	\$1,760
(Gauvreau) Small Business Development & International Trade Center	Sonny Stover Mike Yang	Restaurant Consulting Project Management	On-call, as needed for the 2004–05 college year	Not to exceed \$2,999

D. CURRICULUM SUMMARY REPORT NOVEMBER 2004 (ENCLOSURE)
(Gauvreau)

Recommend approval of Curriculum Summary Report, November 2004.

E. APPLICATION(S)
(Hernandez)

Recommend approval of filing of the following application(s) to meet filing deadline(s):

National Science Foundation, "Geographic Information Systems (GIS) Science Technology Program at Southwestern College," in the amount of \$271,970, June 1, 2005 through June 1, 2008.

F. ACCEPTANCE OF FUNDS
(Gauvreau)

Recommend approval of the following agreement for acceptance of funds; and further, recommend the Superintendent/President be authorized to sign such agreement with funding agency:

Regents of the University of California, "Mathematics, Engineering, Science Achievement Community College Program National Science Foundation Scholarship Grant," in the amount of \$3,125, November 14, 2004 through August 31, 2007.

G. CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)
(Fite)

General Fund Nos. 55425 – 56232
Blanket Fund Nos. B933 – B939

H. PAYMENT OF BILLS, MONTH OF OCTOBER 2004 (ENCLOSURE)
(Fite)

Action

11. GOVERNING BOARD ORGANIZATIONAL MEETING
(Roesch)

	<i>Agosto</i>	<i>Aranda</i>	<i>Roesch</i>	<i>Salcido</i>	<i>Valladolid</i>	<i>Newton-Student Advisory Vote</i>

Recommend approval of establishment of annual Governing Board Organizational Meeting on Wednesday, December 8, 2004 in accordance with Education Code Sections 35143 and 72000 (2) (A).

	ITEM									
Action	12. HUMAN RESOURCES – CLASSIFIED									
	(Tachiki)									
		Agosto		Aranda		Roesch		Salcido		Valladolid
	A. EMPLOYMENT									
	Recommend approval of listed employment effective as indicated:									
	Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date		
	Froilan Aquino	Pool Maintenance Technician (replacement)	Maintenance Department	12	20-1	\$3,022.00	\$36,264.00	11-11-04		
	B. CHANGE(S) IN CONTRACT SERVICE									
	Recommend approval of listed changes in contract service, effective as indicated:									
	Employee	Program	Range/Step	To	Range/Step	Effective Date				
	Francisco Ambriz	Warehouse Worker to Senior Warehouse Worker (replacement)	12 Mos. Range 13 Step 3 \$ 2,749.00/mo \$32,988.00/an		12 Mos. Range 19 Step 1 \$ 2,949.00/mo \$35,388.00/an	11-11-04				
	C. REPLACEMENT OF CLASSIFIED POSITION FOR 2004-05									
	Position	Department	Range	Months Service						
	Senior Account Clerk	Fiscal Services	19	12 mos.						
	D. SHORT-TERM AND SUBSTITUTE CLASSIFIED EMPLOYMENT (ENCLOSURE)									
	Recommend ratification and approval of 14 Classified staff for the 2004-05 Academic year, pursuant to Education Code Section 88003 and contingent upon final determination of staff members.									
	E. RESIGNATION/RETIREMENT									
	The following classified employees have resigned/retired and their resignations have been accepted by the Superintendent/President under delegation of powers:									
	Employee	Position	Effective Date							
	Aracely Bautista	Senior Account Clerk, Fiscal Services	10-15-04							
	Imelda Castaneda	Benefits Technician (released by the District during probationary period)	11-10-04							
	Martha Graham	Director of Institutional Research (retirement – completing 20 years of service)	4-30-05							
	Carolyn Klisch	Library Assistant (retirement – completing 14½ years of service)	12-30-04							
	Cristina Mendez	Senior Project Clerk, Higher Education Center at National City	10-8-04							

	ITEM											
Action	13. FACILITIES (A THROUGH B)											
	A. CHANGE ORDERS											
	1. CONSTRUCTION OF THE CHILD DEVELOPMENT CENTER											
	(Fite)											
		Agosto		Aranda		Roesch		Salcido		Valladolid		Newton-Student Advisory Vote
	Recommend approval of Change Order number three (3) for the Child Development Center with Soltek Pacific, Inc., resulting in an increase of \$22,532.00 and a new contract amount of \$4,230,047.00.											
	Change Order No. 3											
	1. Credit for toilet accessories provided by SWC. (b) (\$3,830.00)											
	2. Provide labor and material for additional flashing at steel columns. (d) \$4,024.00											
3. Provide labor and materials for additions sprinkler piping into storage sheds. (c) \$1,861.50												
4. Installation of tamper switches as required by Chula Vista Fire Marshal during site inspection. (c) \$858.00												
5. Provide labor and materials for additional cap framing at top of mechanical enclosure. (d) \$3,509.00												
6. Price difference to provide hardware for wood doors in lieu of aluminum doors. (b) \$2,023.00												
7. Difference in cost to stain 49 doors as opposed to painting exterior doors. (b) \$2,958.00												
8. Provide power to automatic doors. (c) \$467.00												
9. Additional labor for movable bulletin boards in 6 rooms due to revised design. (c) \$5,184.00												
10. Cost for concrete moisture test. (b) \$1,436.00												
11. Removal and framing of wall in student resource room. (b) \$1,313.00												
12. Provide and install panic hardware on exterior gates. (d) \$2,000.00												
13. Furnish and install additional duct detectors. (c) \$7,023.00												
14. Credit for landscaping, not installed per contract (b) (\$3,122.00)												
15. Credit for use of temporary water between 5/19/04 and 10/15/04. (b) (\$1,129.00)												
16. Credit for use of temporary electric between 12/16/04 and 7/30/04. (b) (\$2,043.00)												
Total \$22,532.00												
Funded through Prop AA and is within contingency budget of project.												
(a) Unforeseen Conditions												
(b) District Requested Change												
(c) The Division of State Architect (DSA) Modification												
(d) Design Omission												

	ITEM																																				
	B. <u>NOTICE OF COMPLETION</u>																																				
	(Fite)																																				
		Agosto		Aranda		Roesch		Salcido		Valladolid		Newton-Student Advisory Vote																									
Action	Recommend approval and acceptance of the following completed project, effective as indicated.																																				
	Bid No. 99 Steel Doors Project at Southwestern College with Southwest Contracting, as satisfactorily completed as of November 10, 2004.																																				
	14. PROPOSED 2004-2006 CONTRACT FOR SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (ENCLOSURE)																																				
	(Hernandez)																																				
		Agosto		Aranda		Roesch		Salcido		Valladolid		Newton-Student Advisory Vote																									
	Recommend approval and ratification of the proposed Southwestern College Education Association (S.C.E.A.) contract, effective January 1, 2004 through December 31, 2006.																																				
	15. AGREEMENTS (A THROUGH B) (ENCLOSURE)																																				
Action		Agosto		Aranda		Roesch		Salcido		Valladolid		Newton-Student Advisory Vote																									
	Recommend approval of listed agreements effective as indicated; and further, recommend the Superintendent/President be authorized to sign the agreements and any future amendments which may occur.																																				
	A. <u>ACADEMIC AFFAIRS</u>																																				
<table><tr><th><u>Department</u></th><th><u>Organization</u></th><th><u>Purpose</u></th><th><u>Effective Period</u></th><th><u>Cost to District</u></th></tr><tr><td>1. School of Technology and Human Services</td><td>Naval Medical Center</td><td>Provide training opportunities for health occupation program students</td><td>12/01/04–11/30/07</td><td>No cost to the District</td></tr><tr><td>2. Economic Development and Customized Training</td><td>San Diego County Superintendent of Schools</td><td>Regional Occupational Program (ROP) Perkins 132 Agreement</td><td>2004–2005 academic year</td><td>\$76,698 to the benefit of the District</td></tr><tr><td>3. School of Health, Exercise Science and Athletics</td><td>Meitetsu Travel USA</td><td>Provide educational and cultural experiences for Japanese athletic training students</td><td>11/19/04–11/24/04</td><td>\$11,900 to the benefit of the District</td></tr><tr><td>4. School of Languages and Humanities</td><td>Midway Baptist School</td><td>Establish an affiliate partnership for Teacher Education Preparation students to obtain experience teaching in the field</td><td>11/11/04–06/30/05</td><td>No cost to the District</td></tr></table>													<u>Department</u>	<u>Organization</u>	<u>Purpose</u>	<u>Effective Period</u>	<u>Cost to District</u>	1. School of Technology and Human Services	Naval Medical Center	Provide training opportunities for health occupation program students	12/01/04–11/30/07	No cost to the District	2. Economic Development and Customized Training	San Diego County Superintendent of Schools	Regional Occupational Program (ROP) Perkins 132 Agreement	2004–2005 academic year	\$76,698 to the benefit of the District	3. School of Health, Exercise Science and Athletics	Meitetsu Travel USA	Provide educational and cultural experiences for Japanese athletic training students	11/19/04–11/24/04	\$11,900 to the benefit of the District	4. School of Languages and Humanities	Midway Baptist School	Establish an affiliate partnership for Teacher Education Preparation students to obtain experience teaching in the field	11/11/04–06/30/05	No cost to the District
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ITEM

<u>Department</u>	<u>Organization</u>	<u>Purpose</u>	<u>Effective Period</u>	<u>Cost to District</u>
5. School of Languages and Humanities	Chula Vista Elementary School	Establish an affiliate partnership for Teacher Education Preparation students to obtain experience teaching in the field	11/11/04–06/30/05	No cost to the District
6. School of Mathematics Science and Engineering	San Diego County Superintendent of Schools	Use of Marine Science Floating Lab	11/11/04–6/30/05	No cost to the District
7. Staff Development	Skip Downing	Strategies for Creating Success in College and in Life workshop	12/2/04 – 12/5/04	Not to exceed \$13,000

B. HUMAN RESOURCES

<u>Department</u>	<u>Organization</u>	<u>Purpose</u>	<u>Effective Period</u>	<u>Cost to District</u>
1. Legal Affairs	Burke, Williams & Sorensen, LLP	Legal Services	11/11/04 to 12/31/05	NTE \$280/hr.

Action

16. RESOLUTIONS (ENCLOSURE)
(Hernandez)

	<i>Agosto</i>		<i>Aranda</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Newton-Student Advisory Vote</i>

Recommend adoption of listed resolution(s):

OPPOSITION TO CALIFORNIA PERFORMANCE REVIEW RECOMMENDATION TO CONSOLIDATE THE COMMUNITY COLLEGE CHANCELLOR'S OFFICE INTO A DIVISION OF HIGHER EDUCATION REPORTING TO THE SECRETARY OF EDUCATION

Action

17. DISTRICT POLICIES – SECOND READING (ENCLOSURE)
(Hernandez)

	<i>Agosto</i>		<i>Aranda</i>		<i>Roesch</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Newton-Student Advisory Vote</i>

Recommend adoption of listed policies:

- A. ACADEMIC RENEWAL ELIMINATION OF SUB-STANDARD COURSE WORK - BOARD POLICY NO. 6033 [Revision] (First Reading, October 13, 2004)
- B. ACADEMIC FREEDOM – POLICY NO. 7027 (First Reading, October 13, 2004)
- C. ACADEMIC INTEGRITY – POLICY NO. 7029 (First Reading, October 13, 2004)

	ITEM
Information	18. NON-ACTION ITEMS A. INFORMATION ITEMS (ENCLOSURE) 1. Fall 2004 First Census Enrollment Report (Sandoval) 2. College for Kids Annual Report (Gauvreau)
Administrative Reports	19. ADMINISTRATIVE REPORTS (Roesch) A. ACADEMIC AFFAIRS – MR. GAUVREAU B. FISCAL AFFAIRS – MR. FITE 1. General Fund Financial Report for Period Ending September 30, 2004 (ENCLOSURE) 2. Quarterly Report CCFS 311Q for Period Ending September 30, 2004 (ENCLOSURE) C. HUMAN RESOURCES/LEGAL AFFAIRS – MS. TACHIKI 1. Human Resources Report (ENCLOSURE) D. STUDENT AFFAIRS – MR. SANDOVAL E. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ
Governing Board Reports	20. GOVERNING BOARD REPORTS (Roesch) A. STUDENT TRUSTEE TERRY NEWTON B. TRUSTEE TERRI VALLADOLID C. TRUSTEE DAVID J. AGOSTO D. TRUSTEE YOLANDA SALCIDO E. VICE PRESIDENT CHRISTINE ARANDA, Ed.D. F. PRESIDENT JEAN ROESCH, Ed.D.
Closed Session	21. CLOSED SESSION/REPORT OF ACTION (If Applicable) (Roesch)
Adjournment	22. ADJOURNMENT (Roesch)
Information	23. NEXT REGULAR MEETING Wednesday, December 8, 2004
	NORMA L. HERNANDEZ SUPERINTENDENT/PRESIDENT