

ITEM

C. EMPLOYMENT OF CONSULTANT(S)

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

Department	Consultant	Purpose	Date	Fee
(Gauvreau) Small Business Development & International Trade Center	Alejandro Castaneda	Business Management	On-call, as needed, for the 2002-03 college year	Not to exceed \$2,999
(Gauvreau) VTEA	Norv Wellsfry	VTEA Core Indicator Workshop	April 25, 2003	\$1,000
(Sinclair) Legal Affairs	Lynn Solomita	Human Resources & Legal Affairs Consultant	5-20-03 to 8-30-03	\$100/hr.
(Sinclair) Legal Affairs	Parham & Rajcic	Fact-Finding Panel	5-9-03 to 5-8-04	\$152/hr.

D. APPLICATION(S)

(Zins)

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

California Chancellor's Office, "AmeriCorps Local Emergency Readiness Teams," in the amount of \$140,200, August 1, 2003 through December 31, 2004.

San Diego County Regional Airport Authority, "San Diego Contracting Opportunities Center (SDCOC)," in the amount of \$50,000, May 1, 2003 through April 30, 2004.

San Diego State University Foundation, "Consortium for Teacher Diversity," in the amount of \$16,200, December 15, 2002 through December 14, 2003.

U. S. Department of Health & Human Services, "National Youth Sports Program (NYSP)," in the amount of \$55,500, June 30, 2003 through August 1, 2003.

E. CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

(Fite)

General Fund Nos. 43692 - 44288
Blanket Fund Nos. B701 - B704

F. PAYMENT OF BILLS, MONTH OF APRIL 2003 (ENCLOSURE)

(Fite)

	ITEM																							
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 <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."																							
	9. HUMAN RESOURCES – ACADEMIC (Sinclair)																							
Action	<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>Williams-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></tr></table>		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote											
		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote												
	A. <u>RESIGNATION/RETIREMENT</u>																							
	The following academic employee has resigned and her resignation has been accepted by the Interim Superintendent/President under delegation of powers:																							
	<table><tr><td>Employee</td><td>Position</td><td>Effective Date</td></tr><tr><td>Suzanne McKewon Pope</td><td>Professor of Reading/ESL School of Languages & Humanities (Retirement, completing 15 years of service)</td><td>May 30, 2003</td></tr></table>	Employee	Position	Effective Date	Suzanne McKewon Pope	Professor of Reading/ESL School of Languages & Humanities (Retirement, completing 15 years of service)	May 30, 2003																	
	Employee	Position	Effective Date																					
	Suzanne McKewon Pope	Professor of Reading/ESL School of Languages & Humanities (Retirement, completing 15 years of service)	May 30, 2003																					
	Note: Retirement is in accordance with provisions of Section 8.5 of the <u>2001-2003 S.C.E.A. Contract</u> , which provides for continuation of medical and dental coverage.																							
	B. <u>CHANGE IN CONTRACT SERVICE (ENCLOSURE)</u>																							
Recommend approval of listed changes in contract service, effective as indicated:																								
<table><tr><td>Employee</td><td>Program</td><td>Mos./Serv. Range/Step Salary</td><td>To</td><td>Mos./Serv. Range/Step Salary</td><td>Effective Date</td></tr><tr><td>Dr. Ofelia Arellano</td><td>Provost, Education Center at San Ysidro, to Dean, Education Center at San Ysidro, Academic Administrator</td><td>12 Mos. Range A Step 7 + Dr. \$10,440.67/mo. (Administrator Salary Schedule)</td><td></td><td>12 Mos. Range C Step 7 + Dr. \$9,735.67/mo. (Administrator Salary Schedule)</td><td>7-1-03</td></tr><tr><td>Dr. Judith Bornholdt</td><td>Staff Development Coordinator, to Hispanic Serving Institutions Project/ Activity Director, 12-month, temporary, project-funded, Academic Administrator</td><td>12 Mos. Class VI Step 12 + Dr. \$7,331.50/mo. (Academic Salary Schedule)</td><td></td><td>12 Mos. Range F Step 3 + Dr. \$7,746.67/mo. (Administrator Salary Schedule)</td><td>5/15/03-6-30-03</td></tr></table>	Employee	Program	Mos./Serv. Range/Step Salary	To	Mos./Serv. Range/Step Salary	Effective Date	Dr. Ofelia Arellano	Provost, Education Center at San Ysidro, to Dean, Education Center at San Ysidro, Academic Administrator	12 Mos. Range A Step 7 + Dr. \$10,440.67/mo. (Administrator Salary Schedule)		12 Mos. Range C Step 7 + Dr. \$9,735.67/mo. (Administrator Salary Schedule)	7-1-03	Dr. Judith Bornholdt	Staff Development Coordinator, to Hispanic Serving Institutions Project/ Activity Director, 12-month, temporary, project-funded, Academic Administrator	12 Mos. Class VI Step 12 + Dr. \$7,331.50/mo. (Academic Salary Schedule)		12 Mos. Range F Step 3 + Dr. \$7,746.67/mo. (Administrator Salary Schedule)	5/15/03-6-30-03						
Employee	Program	Mos./Serv. Range/Step Salary	To	Mos./Serv. Range/Step Salary	Effective Date																			
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Dr. Judith Bornholdt	Staff Development Coordinator, to Hispanic Serving Institutions Project/ Activity Director, 12-month, temporary, project-funded, Academic Administrator	12 Mos. Class VI Step 12 + Dr. \$7,331.50/mo. (Academic Salary Schedule)		12 Mos. Range F Step 3 + Dr. \$7,746.67/mo. (Administrator Salary Schedule)	5/15/03-6-30-03																			

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Employee	Program	Mos./Serv. Range/Step Salary	To	Mos./Serv. Range/Step Salary	Effective Date
William Kinney	Provost, Higher Education Center, National City, to Dean, Higher Education Center, National City, Academic Administrator	12 Mos. Range A Step 5 \$9,687/mo. (Administrator Salary Schedule)		12 Mos. Range C Step 6 \$9,290/mo. (Administrator Salary Schedule)	7-1-03
John Wagstaff	Chief Technology Officer, Computer Systems & Services, to Director of Computer Systems & Services, Classified Manager	12 Mos. Range A Step 3 \$9,129/mo. (Administrator Salary Schedule)		12 Mos. Range 40 Step 4 \$7,982/mo. (Classified Manager Salary Schedule)	7-1-03
Rosemary Zins	Vice President for Institutional Advancement, to Chief Advancement Officer, Institutional Advancement, Academic Administrator	12 Mos. Range A Step 7 \$10,274/mo. (Administrator Salary Schedule)		12 Mos. Range C Step 7 \$9,569/mo. (Administrator Salary Schedule)	7-1-03

C. REEMPLOYMENT OF PROJECT-FUNDED PERSONNEL

Recommend approval of re-employment of the following project-funded employee, effective as indicated, and contingent upon authorization of project funds. Continuation of employment beyond June 30, 2004 is contingent upon re-funding of project.

Employee	Position	Range/Step	Effective Date
Dr. Judith Bornholdt	Hispanic Serving Institutions Project/ Activity Director, Academic Affairs, 12-month, temporary, project-funded, Academic Administrator	F-4 + Dr.	7-1-03 to 6-30-04

ITEM

D. ACADEMIC ADMINISTRATOR DESIGNATION AND 2003-2004
SALARY PLACEMENT

<u>NAME</u>	<u>RANGE/STEP</u>	<u>MOS SERVICE</u>	<u>CONTRACT DURATION</u>
Alvarez, Irma	C-3	12	7-1-03-6-30-04
Arellano, Ofelia	C-7+ Dr.	12	7-1-03-6-30-05
Arnold, Donna	D-7	12	7-1-02-6-30-04
Axsom, Patricia	C-7	12	7-1-02-6-30-05
Comstock, Sandra	F-5	12	7-1-03-6-30-04
Creason, Gary	J-7	12	7-1-02-6-30-04
Davis, Terry	F-3	12	7-1-02-6-30-04
Edelbrock, Robert	C-3+Dr.	12	7-1-03-6-30-04
Fite, Ken	A-7	12	7-1-02-6-30-05
Gauvreau, Robert	A-5	12	7-1-02-6-30-04
Giraffe, Viara	C-5+Dr.	12	7-1-02-6-30-05
Hansen, Virginia	C-7+Dr.	12	7-1-02-6-30-05
Kinney, William	C-6	12	7-1-03-6-30-05
Kilmer, Renee	C-7+Dr.	12	7-1-02-6-30-05
McClellan, Mia	C-5	12	7-1-02-6-30-05
Perri, Christine	F-4	12	7-1-02-6-30-04
Ricasa, Arlie	F-5	12	7-1-03-6-30-04
Sandoval, Greg	C-7*	12	7-1-02-6-30-05
Sinclair, Marcie	A-7+Dr.	12	7-1-02-6-30-05
Suarez, Angelica	F-4+Dr.	12	7-1-02-6-30-04
Taylor, Sharon	C-6+Dr.	12	7-1-02-6-30-05
Turner, Bruce	C-5	12	7-1-02-6-30-05
Tyner, Kathy	C-4	12	7-1-02-6-30-05
Wylie, Mary	C-7	12	7-1-02-6-30-05
Zins, Rosemary	C-7	12	7-1-03-6-30-05

* To be paid at Range A, Step 7 for the duration of assignment as the Interim Vice President for Student Affairs.

E. CONTINUATION OF INTERIM SERVICE (ENCLOSURE)

Recommend approval of the following continuation of interim service. This interim appointment is not to exceed one year from the original effective date of February 13, 2003, and is subject to amendments and termination at the direction of the Governing Board.

<u>Employee</u>	<u>Position</u>	<u>Range/Step</u>
Beatrice Zamora-Aguilar	Interim Dean, School of Counseling & Personal Development, Academic Administrator	C-1

10. HUMAN RESOURCES - CLASSIFIED
(Sinclair)

[illegible]

A. MODIFICATION OF CLASSIFIED MANAGEMENT/SUPERVISORY POSITION

Recommend approval to modify the following salary range:

- 1) Revise salary range of Director of Computer Systems and Services from Range 39 to Range 40, effective July 1, 2003.

B. REEMPLOYMENT OF CLASSIFIED STAFF (ENCLOSURE)

Recommend reemployment for the 2003-04 academic year of 347 Classified employees pursuant to the attached list. Not included are those employed in project-funded positions.

NOTE: There are 36 employees included in this recommendation who are currently serving less than full-time. The percentage of service for these employees may be adjusted for the 2003-04 year. The decision will be based on the needs of the various offices in which they work and availability of funds.

	ITEM																								
Action	20. RECOMMENDATION FOR AWARD (Fite) <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>Williams-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> Recommend award of contract on the following Bid Tabulation(s): Bid No. 70 Asbestos Abatement in Building 1400 to Watkins Contracting, Inc., in the amount of \$64,880. Bid No. 71 “One Stop” Student Services Center to Douglas E. Barnhart, in the amount of \$7,415,422.		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote												
	Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote														
Action	21. 2003-2004 FEDERAL WORK-STUDY PROGRAM (50% DISTRICT/50% AGENCY) AGREEMENT (ENCLOSURE) (Sandoval) <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>Williams-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> Recommend approval of agreement with off-campus agencies, for the placement of Federal Work Study students, for the period July 1, 2003 through June 30, 2004, with profit or public non-profit agencies paying 50%, plus Worker’s Compensation, as agreed upon, and District paying 50% of wages; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote												
	Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote														
Action	22. 2003-2004 FEDERAL WORK-STUDY PROGRAM (90% DISTRICT/10% AGENCY) AGREEMENT (ENCLOSURE) (Sandoval) <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>Williams-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> Recommend approval of agreement with off-campus agencies, for the placement of Federal Work-Study students, for the period July 1, 2003, through June 30, 2004, with profit or public non-profit agencies paying 10%, plus Worker’s Compensation, as agreed upon, and District paying 90% of wages; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote												
	Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote														
Action	23. 2003-2004 FEDERAL WORK-STUDY PROGRAM (100% DISTRICT) AGREEMENT (ENCLOSURE) (Sandoval) <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>Williams-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> Recommend approval of agreement with off-campus agencies, for the placement of Federal Work-Study students, for the period July 1, 2003, through June 30, 2004, at no cost to agencies; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote												
	Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote														

	ITEM
Information	27. DISTRICT POLICY NO. 4032 - CELLULAR TELEPHONE PURCHASE/USE PROCEDURE (ENCLOSURE) (Sinclair) For information and discussion only (First Reading).
Information	28. DISTRICT POLICY NO. 5209 - CLASSIFIED RE-EMPLOYMENT (ENCLOSURE) (Sinclair) For information and discussion only (First Reading).
Information	29. DISTRICT POLICY NO. 5211 - CLASSIFIED RESIGNATIONS (ENCLOSURE) (Sinclair) For information and discussion only (First Reading).
Administrative Reports	30. ADMINISTRATIVE REPORTS (Agosto) A. ACADEMIC AFFAIRS – MR. GAUVREAU B. FISCAL AFFAIRS – MR. FITE 1. General Fund Financial Report for Period Ending March 31, 2003 (ENCLOSURE) 2. Quarterly Report CCFS 311Q for Period Ending March 31, 2003 (ENCLOSURE) C. HUMAN RESOURCES/LEGAL AFFAIRS – MS. SINCLAIR 1. Human Resources Report (ENCLOSURE) D. INSTITUTIONAL ADVANCEMENT – MS. ZINS E. STUDENT AFFAIRS – MR. SANDOVAL 1. Spring 2003 First Census Enrollment Report (ENCLOSURE) F. HIGHER EDUCATION CENTER AT NATIONAL CITY – MR. KINNEY G. SOUTHWESTERN COLLEGE EDUCATION CENTER AT SAN YSIDRO – DR. ARELLANO H. COMPUTER SYSTEMS & SERVICES – MR. WAGSTAFF I. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ
Governing Board Reports	31. GOVERNING BOARD REPORTS (Agosto) A. STUDENT TRUSTEE ROBERT WILLIAMS B. TRUSTEE TERRI VALLADOLID C. TRUSTEE YOLANDA SALCIDO D. TRUSTEE CHRISTINE ARANDA, Ed.D. E. VICE PRESIDENT JEAN ROESCH, Ed.D. F. PRESIDENT DAVID J. AGOSTO

	ITEM											
Closed Session	32. CLOSED SESSION/REPORT OF ACTION (If Applicable) (Agosto)											
		Agosto		Aranda		Roesch		Salcido		Valladolid		Williams-Student Advisory Vote
	Building 100, Conference Room A											
	A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9(b) (3 potential cases)											
	B. CONFERENCE WITH LABOR NEGOTIATOR Negotiator: Marcie Sinclair Employee Organizations: SCEA, CSEA and unrepresented employees Government Code Section 54957.6											
	C. LIABILITY CLAIM Claimant: Serafin Zasueta Agency Claimed Against: Southwestern Community College District											
	D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957											
	E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Superintendent/President) Government Code Section 54957											
Adjournment	33. ADJOURNMENT (Agosto)											
Information	34. NEXT REGULAR MEETING Wednesday, June 11, 2003, Higher Education Center at National City											
	NORMA L. HERNANDEZ INTERIM SUPERINTENDENT/PRESIDENT											