SOUTHWESTERN COLLEGE

SUGGESTED ORDER OF BUSINESS/MINUTES

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
Christine Aranda, Ed.D., Governing Board Member
Yolanda Salcido, Governing Board Member
Terri Valladolid, Governing Board Member
Robert Williams, Student Board Member
Norma L. Hernandez, Interim Secretary to Governing Board
and Superintendent/President

7:00 PM Wednesday, March 12, 2003

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.

Call to Order Closed Session	1. CALL TO ORDER 5:30 p.m., Building 100, Conference Room A (Agosto) Attendance at this regular meeting (Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive).										
	A	gosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote				
	2. (Agos	Membe this time	ers of the public v	will be given an	opportunity to s		ncements. ed session items at				
	A	gosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote				
	5:35 – 6:30 p.m., Building 100, Conference Room A.										
	A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Superintendent/President Government Code Section 54957						endent/President)				
	B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION										

(1 potential case)

Significant exposure to litigation pursuant to Government Code Section 54956.9(b)

Page 2 of 12 ITEM C. CONFERENCE WITH LABOR NEGOTIATOR Negotiators: Marcie Sinclair and Warren Kinsler, Atkinson Andelson Loya Ruud & Romo Employee Organizations: SCEA, CSEA and unrepresented employees Government Code Section 54957.6 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE D. Government Code Section 54957 Action 3. **APPROVAL OF MINUTES (ENCLOSURE)** (Hernandez) Williams-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Regular Meeting, February 12, 2003

Regular Meeting, February 12, 2003 Special Meeting, February 7, 2003 Special Meeting, March 5, 2003

Senate Reports

4. SENATE REPORTS

(Agosto)

- A. Professor Alexis Davidson, President, Academic Senate
- B. Andre Harris, President, Classified Senate

Presentations

5. PRESENTATION(S)

A. 2002-2003 Faculty Recognition Awards, Professor Alexis Davidson, Academic Senate President:

Teaching Excellence Miriam "Mimi" Grifkin

Professor of Mathematics

Professional Leadership Grant Miller

Professor of Astronomy

Adjunct Faculty Marsha Rutter

English Instructor

B. John Wilson, Senior Director, Business, Operations and Facilities Planning; and Rick Kuhle, President, Vestar Development Company, presentation of update on educational/retail center, corner property, H Street and Otay Lakes Road.

Action

ITEM 6. CONSENT CALENDAR (ITEMS A THROUGH F)

Agosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote

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):

Organization	Facility Requested	Purpose	Date	Chai Rental/E	
Bonita Vista High School	Tennis Courts 5-10	Men's Tennis Team Practices	Mon-Fri, Feb 22-May 30, 2003	No Charge	N/A
Bonita Vista High School	Swimming Pool	Additional Practices for Swim Team	Mon/Wed/Fri, Feb 24 – May 16, 2003	No Charge	\$1116
Bonita Vista High School	Room 1501	Swim Team Conditioning	Mon/Wed/Fri, Feb 24 – May 16, 2003	No Charge	N/A
Bonita Vista High School	DeVore Stadium Bleachers/Steps	Track Team Conditioning	Tues/Thurs, Feb 25-May 27, 2003	No Charge	N/A
*National City School District	Mayan Hall	Mariachi Concert	Feb 27, 2003	*375	\$396
Co-Sponsored by SW	C School of Arts & Con	nmunication; Rental F	ee Waived.		
San Diego Gauchos Soccer Team	DeVore Stadium and Team Rooms	Soccer Matches	March 1 and 7, 2003	\$2660	\$540
Federal Home Loan Bank of San Francisco	Rooms 1631/32 (Conf Rms)	Housing Roundtable/Mtg	March 1, 2003	\$100	\$60
Bonita Vista High School	DeVore Stadium and Team Rooms	Powder Puff Girls Flag Football Game	March 14, 2003	No Charge	\$485
Bonita Vista High School	Tennis Courts 5-10	Men's Tennis Team Matches	March 14,19,28, Apr 4,23,25 and May 7, 2003	No Charge	N/A
Bonita Rebels Soccer League	Inner Track and Soccer Field	Soccer Tryouts	Mon-Thurs and Sat, March 17- 20 and 22, 2003	\$350	\$300

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Organization	Facility Requested	Purpose	Date	Char Rental/E	
California Assoc of Bilingual Educators (CABE)	Student Union East/West, Cafeteria Conf Rms 1-3, Student Union Tent/Patio, and 8 Classrooms	Books in Spanish Conference	March 22, 2003	\$1065	\$600
USA Triathlon	Swimming Pool	Triathlon Training	April 5, 2003	\$38	\$27
Salinas Association of California	DeVore Stadium	Fiesta Celebration	May 25, 2003	\$925	\$280
Eastlake High School	DeVore Stadium	Graduation Ceremony with Rehearsal	June 18 and 20, 2003	No Charge	\$200
Bonita Middle School	DeVore Stadium	Promotion Ceremony with Set Up	June 18 and 19, 2003	No Charge	N/A
Bonita Vista High School	DeVore Stadium	Graduation Ceremony with Rehearsal and Set Up	June 19 and 20, 2003	No Charge	N/A
Southwest High School	DeVore Stadium	Graduation Ceremony with Set Up	June 19, 2003	No Charge	N/A
Rancho Del Rey Middle School	DeVore Stadium	Promotion Ceremony with Set Up	June 20, 2003	No Charge	N/A
Sweetwater Union High School District	DeVore Stadium and Team Rooms	Bonita Vista High School Football Games	Sept 19, Oct 3,10,24, and Nov 14, 2003	No Charge	\$3200
Sweetwater Union High School District	Concession Stands at DeVore Stadium	Concession Stand Use by Bonita Vista High School for Home Football Games	Sept 19, Oct 3,10,24, and Nov 14, 2003	\$1000	N/A
Bonita Vista High School	DeVore Stadium	Homecoming Rehearsal	Oct 22, 2003	No Charge	N/A

Governing Board Agenda 3/12/03 Page 5 of 12 **ITEM** Α. COMMENDATION RESOLUTIONS (ENCLOSURE) (Sinclair) Recommend adoption of commendation resolutions for the following staff members who are retiring: Janey Brown, Professor of Nursing, School of Technology & Human Services (retirement, completing 30 years of service) Frank Giardina, Professor of English, School of Languages & Humanities (retirement, completing 26 years of service) Sara Megling, Professor of Communications, School of Arts & Communication (retirement, completing 15 years of service) B. **EMPLOYMENT OF CONSULTANT(S)** Recommend ratification and approval of employment of the following consultant(s):

Department	Consultant	Purpose	Date	Fee
(Gauvreau) School of Arts and Communication	Lady Jean, Inc.	Costumer for Spring theatre productions	March 27–29 and April 11– 13, 2003	\$2,500
(Gauvreau) Small Business Development & International Trade Center	Charles Heiser	Human Resources	On-call, as needed for the 2002–03 college year	Not to exceed \$2,999 each
(Sinclair) Legal Affairs	John Madden	STRS/PERS Retirement Workshops	3/13/03 - 12/31/03	Note to exceed \$2,999
(Sinclair) Legal Affairs	Dr. Larry Marian	Facilitation/Mediation	3/13/03 - 12/31/03	\$85/hr.
C. <u>APPLI</u> (Zins)	CATION(S)			

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

City of San Diego/Community Development Block Grant (CDBG), "ABC's for Small Business/Small Business Development and International Trade Center (SBDITC)," in the amount of \$160,000, July 1, 2003 through June 30, 2004.

City of San Diego/Community Development Block Grant (CDBG), "Contractor's Road Map Project/San Diego Contracting Opportunities Center (SDCOC)," in the amount of \$350,800, July 1, 2003 through June 30, 2004.

D. CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

(Fite)

General Fund Nos. 42398 – 43059 Blanket Fund Nos. B689 - B690

E. PAYMENT OF BILLS, MONTH OF FEBRUARY 2003 (ENCLOSURE)

(Fite)

Oral Communication

7. ORAL COMMUNICATION

(Agosto)

ITEM

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."

Action

8. HUMAN RESOURCES – ACADEMIC

(Sinclair)

Agosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote

A. <u>REDUCTION IN CONTRACT SERVICE</u>

Pursuant to provisions set forth in Article V, Section 5.16 of the <u>2001-2003 S.C.E.A.</u> <u>Contract,</u> and in accordance with the employee's request, recommend approval of the following reduction in contract service, effective as indicated:

Pam Ellis, Professor of French, School of Languages & Humanities, from 100% to 66.67%, effective with the 2003-04 academic year

Joseph Liermann, Professor of Computer Information Systems, School of Business & Information Systems, from 100% to 50%, effective with the 2003-04 academic year

Joe Leonard, Professor of English, School of Languages & Humanities, from 100% to 80%, effective with the 2003-04 academic year

B. RESIGNATIONS/RETIREMENTS

Employee Position Effective Date

Thomas Teevin Professor, School of Technology & Human Services (resignation)

June 1, 2003

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Action	9.

9. HUMAN RESOURCES - CLASSIFIED

(Sinclair)

Agosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote

A. <u>39-MONTH RE-EMPLOYMENT LIST</u>

Recommend the following classified employees be placed on a 39-Month Reemployment List in accordance with the provisions of Education Code Section 88195:

David Ford, Athletic Equipment Technician/Physical Education Attendant, effective February 25, 2003.

Raymond Zasueta, Gardener, effective March 7, 2003.

B. <u>APPROVAL OF NEW CLASSIFIED POSITION</u> (ENCLOSURE)

Position	Department	Range	Months/ Service
Hispanic Serving Institutions Assisting Communities (HSIAC) Project Director, Classified Management/Supervisory position, 62.5% service (Temporary, project-funded position)	Higher Education Center at National City	23	12 mos.

C. RESIGNATION

The following classified employee has resigned and her resignation has been accepted by the Interim Superintendent/President under delegation of powers:

Employee	Position	Effective Date
Lynda Weathers	Bookstore Buyer	2/21/03

ITEM Action 10. MEMORANDUM OF UNDERSTANDING WITH NEIGHBORHOOD HOUSE ASSOCIATION **HEAD START (ENCLOSURE)** (Gauvreau) Williams-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of the Memorandum of Understanding with the Neighborhood House Association Head Start, to establish an affiliate partnership, for the period March 13 through December 31, 2003, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. 11. AMENDMENT TO AGREEMENT WITH AMERICAN HEART (ENCLOSURE) Action (Gauvreau) Williams-Student Advisory Vote Agosto Aranda Roesch Salcido Valladolid Recommend ratification and approval of Renewal Amendment to the Agreement with American Heart Association, for the period November 1, 2002 through October 31, 2003, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. ADDENDUM TO AGREEMENT WITH CISCO SYSTEMS, INC. (ENCLOSURE) Action 12. (Gauvreau) Williams-Student Aranda Salcido Valladolid Advisory Vote Agosto Roesch Recommend ratification and approval of Addendum to the Cisco Regional Academy Agreement with Cisco Systems, Inc., for the period November 1, 2002 through October 31, 2003, at no cost to the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. 13. **CONTRACT WITH EL TEATRO CAMPESINO (ENCLOSURE)** Action (Gauvreau) Williams-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval of agreement with El Teatro Campesino, to produce two one-act plays, "Los Vendidos" and "Soldado Razo," for the period Aprill 11 through April 13, 2003, in an amount not to exceed \$150 paid by the School of Arts and Communication; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. Action 14. APPLICATION AND PERMIT FOR USE OF FACILITY (ENCLOSURE) (Gauvreau) Williams-Student Advisory Vote Aranda Roesch Salcido Valladolid Agosto

Recommend approval of agreement with the San Ysidro School District, to grant permission to use the Multi-Cultural Center, for the period April 9 through April 13, 2003, in an amount not to exceed \$390 paid by the School of Arts and Communication Theatre Department; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

ITEM ALLOCATION OF ONE-TIME INSURANCE JOINT POWERS AGENCY REFUND Action 15. (ENCLOSURE) (Fite) Williams-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote Recommend approval to allocate the refund (1) to cover any increase in the property tax shortfall for the current year beyond the initial estimate of the Governor in December and (2) to use the remainder to balance the 2003-04 budget. **BOARD POLICY NO. 4033 REVISION FOR ESTABLISHMENT OF GENERAL FUND** First Reading 16. RESERVE (ENCLOSURE) (Fite) For information and discussion only (First Reading). Action 17. AGREEMENT FOR DISTRICT AUDITS (ENCLOSURE) (Fite) Williams-Student Salcido Valladolid Advisory Vote Agosto Aranda Roesch Recommend approval of agreement with Wilkinson & Hadley, CPA, to provide a District audit, for the period July 1 through December 31, 2003, in the amount of \$21,800; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur. 18. **FACILITIES ASSESSMENT SERVICES AGREEMENT (ENCLOSURE)** Action (Fite) Williams-Student Salcido Valladolid Advisory Vote Agosto Aranda Roesch Recommend approval of agreement with 3D/International, for a facilities assessment of 54 buildings at Southwestern College, for the period March 13 through May 30, 2003, in an amount not to exceed \$27,654.44; and further, recommend the Interim Superintendent/ President be authorized to sign the agreement and any future amendments which may occur. 19. **CONSTRUCTION MANAGEMENT SERVICES (ENCLOSURE)** Action (Fite) Williams-Student Agosto Aranda Roesch Salcido Valladolid Advisory Vote

Recommend approval of agreement with O'Connor Construction Management, Inc., for construction management services related to the construction of the "One Stop" Student Services Center and the Child Development Center, for the period March 13, 2003 through September 30, 2004, in the amount of \$334,744; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

	ITEM						<u> </u>
Action	20. (Fite)	CINGL	ILAR WIRELESS	SERVICES FO	OR COMMUNIC	ATIONS FACILI	TY (ENCLOSURE)
		gosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote
Action		commu of \$2,0 further, agreen	00 per month to the recommend the Innent and any futur	or the period M ne benefit of th nterim Superir e amendments	arch 13, 2003 the District, with a stendent/Preside	nrough March 12, 10% increase at ent be authorized	2008, in the amount renewal terms; and
Action	21. (Fite)	RECO	MMENDATION F	JR AWARD			
	Ag	gosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote
		Recom			vestern College	. ,	to VQS Enterprises
Information	22. (Zins)	INDEP (ENCL	OSURE)	OR'S REPORT			TS AND D JUNE 30, 2002
Information	23. (Zins)	For information and discussion only. SOUTHWESTERN COLLEGE ALUMNI STUDY 2002-2003 (ENCLOSURE) For information and discussion only.					
Action	24. (Sando		003 REVISED A.S	S.O. BUDGET	(ENCLOSURE)	
	Ag	gosto	Aranda	Roesch	Salcido	Valladolid	Williams-Student Advisory Vote
		Recom	mend review and	adoption of the	e revised 2002-2	2003 Associated S	Student Organization

Recommend review and adoption of the revised 2002-2003 Associated Student Organization (A.S.O.) budget.

	ITEM	Ü
Administrative Reports	25. ADMI (Agosto)	NISTRATIVE REPORTS
	A.	ACADEMIC AFFAIRS – MR. GAUVREAU
	B.	FISCAL AFFAIRS – MR. FITE 1. General Fund Financial Report for Period Ending January 31, 2003 (ENCLOSURE) 2. Budget Update
	C.	HUMAN RESOURCES/LEGAL AFFAIRS – MS. SINCLAIR 1. Human Resources Report (ENCLOSURE) 2. Staff Diversity Report (ENCLOSURE)
	D.	INSTITUTIONAL ADVANCEMENT – MS. ZINS
	E.	STUDENT AFFAIRS – MR. SANDOVAL 1. Spring 2003 Opening Day 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	26. GOVE (Agosto)	ERNING BOARD REPORTS
	A.	STUDENT TRUSTEE ROBERT WILLIAMS
	В.	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
Closed Session	27. CLOS (Agosto)	SED SESSION/REPORT OF ACTION (If Applicable)
	Agosto	Aranda Roesch Salcido Valladolid Williams-Student Advisory Vote
Adjournment	28. ADJO (Agosto)	DURNMENT

ITEM Information 29. **NEXT REGULAR MEETING** Wednesday, April 9, 2003 NORMA L. HERNANDEZ INTERIM SUPERINTENDENT/PRESIDENT