



MINUTES

SPECIAL MEETING OF THE GOVERNING BOARD SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

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 BOARD MEMBER
RAJ K. CHOPRA, PH.D., SECRETARY TO GOVERNING BOARD
AND SUPERINTENDENT/PRESIDENT

Written notice is hereby given in accordance with Government Code Section 54956 that a special meeting of the Governing Board of the Southwestern Community College District will be held as noted below:

DATE: Monday, February 25, 2008

TIME: 6:00 p.m.

LOCATION: Southwestern College
900 Otay Lakes Road
Chula Vista, CA 91910
Room 214

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 in advance of the meeting for information on such accommodation.

	ITEM
Call to Order	1. CALL TO ORDER (Agosto) 6:09 p.m., Room 214 Attendance at this special meeting (Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive). Present: Agosto, Dominguez, Roesch, Salcido, Del Rio Absent: Valladolid
Pledge of Allegiance	2. PLEDGE OF ALLEGIANCE (Agosto) 6:11 p.m., Board Member Valladolid arrived.
Oral Communication	3. 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."

	ITEM
	<i>Janet Mazzarella, SCEA President, addressed concerns about the reorganization plan, including lack of shared governance and budgetary concerns. She asked the Board to postpone ratifying the plan for further review.</i> <i>Dawn Perez, classified employee, addressed the reorganization memo and charts and outlined her concerns about possible job and salary loss as related to her position of Advancement Specialist.</i> <i>Mike Selby, CSEA President, addressed the Board about transfer of work from CSEA, as related to the Foundation and Advancement Specialist.</i>
Closed Session	4. ADJOURN TO CLOSED SESSION 6:23 p.m. (Agosto) Building 100, Conference Room A A. PUBLIC EMPLOYMENT Employee Appeal of Administrative Determination of Discrimination Complaint 5 Cal. Code of Regulations Section 59338 B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Government Code Section 54956.9(b) (1 potential case) C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Government Code Section 54957 Title: Superintendent/President D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957(b) E. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Subdivision (a) of Government Code Section 54956.9 Case No. 37-2007-00078006-CU-BC-CTL
Reconvene in Open Session	5. RECONVENE IN OPEN SESSION (Agosto) Room 214, 8:30 p.m. Present: Agosto, Dominguez, Roesch, Salcido, Valladolid, Del Rio
Closed Session Announcement	6. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable) (Agosto) <i>Board President Agosto asked General Counsel Yuri Calderon to report out the actions taken in closed session action. Calderon reported the Board took three actions in closed session:</i> <i>1. The Board approved an employee's appeal of the District's administrative determination of a discrimination complaint and asked for further reconsideration of that matter. Motion was made by Valladolid, seconded by Roesch. It was approved 5-0.</i> <i>2. The Board made a motion to reject the claim filed by a former administrator of the College. The motion was made by Valladolid, seconded by Roesch. It was approved 5-0.</i> <i>3. The Board took action to authorize the Superintendent/President to give three March 15th notices to administrators. The motion was made by Roesch, seconded by Salcido. It was approved 5-0.</i> <i>No other reportable action was taken in closed session.</i>

ITEM	
	(vacant position). 3. Change in Reporting Structure a. Department: Grants & Development From: Institutional Advancement Reports to Chief Advancement Officer (vacant) To: Academic Affairs Reports to *Dean of Instructional Support Services (vacant) *Department will report to the Vice President for Academic Affairs until the Dean of Instructional Support Services position is filled. b. Department: Institutional Research From: Institutional Advancement Reports to Chief Advancement Officer (vacant) To: Office of the Superintendent/President Reports to Superintendent/President Change in Reporting Structure (Continued) c. Department: SBA Regional Lead Center From: Office of Academic Affairs Reports to Vice President for Academic Affairs To: Cont. Ed., Econ. & Workforce Development Reports to Dean of Cont. Ed., Econ. & Workforce Development d. Department: Small Business Development & International Trade Center From: Office of Academic Affairs Reports to Vice President for Academic Affairs <u>Cont. Ed., Econ. & Workforce Development</u> <u>Reports to Dean of Cont. Ed., Econ. & Workforce Development</u> To: Cont. Ed., Econ. & Workforce Development Reports to Dean of Cont. Ed., Econ. & Workforce Development <u>Higher Education Center at National City</u> <u>Reports to Dean of Higher Education Center at National City</u>

ITEM

B. STUDENT AFFAIRS (ENCLOSURE)

1. Restructure Unit from Three (3) Deans to Two (2) Deans

Existing Deans:

- a. Dean, School of Counseling & Personal Development
- b. Dean, Student Activities & Health Services
- c. Dean, Enrollment Services

Eliminate (1) Dean position:

Dean, Student Activities & Health Services

Change in Title from Director of Student Development to Director of Student Activities & Development/Health/Cooperative Ed.

Note: Department will report to Director of Student Activities & Development/Health/Cooperative Ed (currently Director of Student Development) under the Dean of Student Services.

Restructure of unit will result in change from three (3) existing dean positions to the following (2) dean positions:

- a. Dean, Student Services
- b. Dean, Admissions, Counseling & Transfer

2. Reassignment of Existing Deans:

One (1) existing Dean from Student Services to be reassigned:

1.1 Two (2) Existing Deans to Be Reorganized to:

- a. Dean, Admissions, Counseling & Transfer
 - Position will supervise the following:
 - Admissions/Supervisor
 - Assessment/Prerequisites Specialist
 - Outreach Director
 - Financial Aid/Student Employment Director
- b. Dean, Student Services

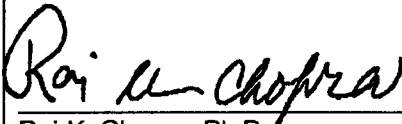
Position will supervise the following:

 - DSS Director
 - Student Activities/Health/Cooperative Ed Director
 - EOPS/CARE Director
 - AmeriCorps Coordinator
 - International Program Coordinator

1.2 One Existing Dean to be Reassigned

	ITEM										
Action (Carried) Approved as Amended	9. RESTRUCTURE OF THE OFFICE OF THE SUPERINTENDENT/PRESIDENT AND INSTITUTIONAL ADVANCEMENT (ENCLOSURE)										
		Agosto		Dominguez		Roesch	M	Salcido	S	Valladolid	Del Rio-Student Advisory Vote
		Aye		No		Aye		Aye		Aye	Aye
	RECOMMENDATION Recommend change in reporting structure as indicated below: A. <u>CHANGE IN REPORTING STRUCTURE</u> 1. Community & Media Relations Department <u>FROM</u> Institutional Advancement <u>TO</u> Office of the Superintendent/President 2. Grants Department <u>FROM</u> Institutional Advancement <u>TO</u> Academic Affairs 3. Foundation <u>FROM</u> Institutional Advancement <u>TO</u> Community & Media Relations/ Office of the Superintendent/President 4. Governmental Relations <u>FROM</u> Institutional Advancement <u>TO</u> Office of the Superintendent/President 5. *Institutional Research <u>FROM</u> Institutional Advancement <u>TO</u> Office of the Superintendent/President 6. *Computer Systems & Services (CSS) <u>FROM</u> Administrative Student Affairs <u>TO</u> Office of the Superintendent/President *Establishment of new proposed position of Dean of Research/MIS/CSS would report to the Superintendent/President. The new Dean position would replace the Director of Institutional Research & Planning (see Items #9B.4).										

ITEM	
	B. <u>ELIMINATION OF POSITIONS</u> Eliminate the following positions: 1. Office Assistant, Office of the Superintendent/President (Confidential) Note: New position was Board approved on 6/13/07. It was placed on hold and left vacant for further review. (Hourly Support for the Superintendent/President's Office was discontinued as of December 2007 (1 Hourly Employee and 1 District Paid Student Worker) 2. Administrative Secretary 1, Community & Media Relations (Classified) Note: New position was Board approved on 6/13/07. It was placed on hold and left vacant for further review. 3. Foundation Coordinator (Classified) Note: Position was vacated on 2/15/03. 4. Director of Institutional Research & Planning (vacant) Note: Position was vacated on 4/25/07. New position of Dean of Research/MIS/CSS would replace this position. 5. Chief Advancement Officer (Academic Administrator) Note: Position was vacated on 9/3/03 and left vacant. 6. <u>Web Designer (Classified)</u> <u>Note: Position was vacated 5/1/05.</u> 7. <u>Research Analyst (Classified)</u> <u>Note: Position was Board approved on 1/10/07. It was placed on hold and left vacant.</u> C. <u>ESTABLISHMENT OF POSITION</u> Establish the following positions: 1. Dean, Research/MIS/CSS Research Academic Administrator Salary Schedule Range C/12 months service Note: Position replaces Director of Institutional Research & Planning (vacant) 2. Secretary to the Office of the Superintendent/President (Confidential - existing classification) Confidential Salary Schedule Range 9/12 months service

ITEM																	
Action (Carried)	10. AUTHORIZATION FOR REORGANIZATION																
	<table><tr><td>Agosto</td><td>Dominguez</td><td>Roesch</td><td>M</td><td>Salcido</td><td>S</td><td>Valladolid</td><td>Del Rio-Student Advisory Vote</td></tr><tr><td>Aye</td><td>No</td><td>Aye</td><td></td><td>Aye</td><td></td><td>Aye</td><td>No</td></tr></table>	Agosto	Dominguez	Roesch	M	Salcido	S	Valladolid	Del Rio-Student Advisory Vote	Aye	No	Aye		Aye		Aye	No
Agosto	Dominguez	Roesch	M	Salcido	S	Valladolid	Del Rio-Student Advisory Vote										
Aye	No	Aye		Aye		Aye	No										
	RECOMMENDATION Recommend the Superintendent/President be authorized to implement a reorganization of the District and make changes as deemed appropriate. OVERVIEW In light of the uncertain budget situation, the District must continue to look for approaches to operate in a more efficient and cost effective way. Recommendations for restructuring of the Office of the Superintendent/President, Institutional Advancement, Academic Affairs and Student Affairs have been presented for the Board's consideration. The organization will be reviewed for further possible restructuring.																
Adjournment	11. ADJOURNMENT 9:04 p.m. (Agosto)																
	 Raj K. Chopra, Ph.D. Governing Board Secretary  David J. Agosto Governing Board President																