



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

CHRISTINE ARANDA, Ed.D., GOVERNING BOARD PRESIDENT  
 YOLANDA SALCIDO, GOVERNING BOARD VICE PRESIDENT  
 DAVID J. AGOSTO, GOVERNING BOARD MEMBER  
 JEAN ROESCH, Ed.D., 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, April 13, 2005

**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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Call to Order</b>  | <p><b>1. CALL TO ORDER</b><br/>         (Aranda)<br/>         6:00 p.m., Building 100, Conference Room A</p> <p>Present: Agosto, Aranda, Salcido, Valladolid<br/>         Absent: Roesch</p> <p>Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive.</p> <p><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></p>                                                                                                                 |
| <b>Closed Session</b> | <p><b>2. ADJOURN TO CLOSED SESSION</b><br/>         (Aranda)<br/>         6:01 - 7:30 p.m., Building 100, Conference Room A.</p> <p>A. CONFERENCE WITH LABOR NEGOTIATOR<br/>         Negotiator: Marcie Sinclair<br/>         Employee Organizations: CSEA and SCEA<br/>         Government Code Section 54957.6</p> <p>B. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION<br/>         Government Code Section 54956.9<br/>         Superior Court Case No. GIC 831766<br/>         Superior Court Case No. GIS 010381</p> <p>C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION<br/>         Government Code Section 54956.9(b) (2 potential cases)</p> |

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|                             | ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|---------|--------|------------|------------------------------|------------|------------------------------|--|-----|-----|--------|-----|--|-----|-----|
|                             | D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE<br>Government Code Section 54957                                                                                                                                                                                                                                                                                                                                                                                                                     |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |
| Reconvene in Open Session   | 3. RECONVENE IN OPEN SESSION<br>(Aranda)<br>7:40 p.m., Room 214<br><br>Present: Agosto, Aranda, Salcido, Valladolid, Newton (Student Board Member)<br>Absent: Roesch                                                                                                                                                                                                                                                                                                                                 |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |
| Pledge of Allegiance        | 4. PLEDGE OF ALLEGIANCE<br>(Aranda)                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |
| Closed Session Announcement | 5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable)<br>(Aranda)<br>No Action                                                                                                                                                                                                                                                                                                                                                                                                                 |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |
| Action (Carried)            | 6. APPROVAL OF MINUTES (ENCLOSURE)<br>(Hernandez)<br><table><tr><td>S</td><td>Agosto</td><td>Aranda</td><td>Roesch</td><td>Salcido</td><td>M</td><td>Valladolid</td><td>Newton-Student Advisory Vote</td></tr><tr><td></td><td>Aye</td><td>Aye</td><td>Absent</td><td>Aye</td><td></td><td>Aye</td><td>Aye</td></tr></table>                                                                                                                                                                         | S      | Agosto | Aranda  | Roesch | Salcido    | M                            | Valladolid | Newton-Student Advisory Vote |  | Aye | Aye | Absent | Aye |  | Aye | Aye |
| S                           | Agosto                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Aranda | Roesch | Salcido | M      | Valladolid | Newton-Student Advisory Vote |            |                              |  |     |     |        |     |  |     |     |
|                             | Aye                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Aye    | Absent | Aye     |        | Aye        | Aye                          |            |                              |  |     |     |        |     |  |     |     |
| Senate/Union Reports        | Regular Meeting, March 16, 2005<br><br>7. SENATE/UNION REPORTS<br>(Aranda)<br><br>A. Professor Joi Lin Blake, President, Academic Senate<br><br>B. Michele Fenlon, President, Classified Senate<br><br>C. Professor Robert Unger, President, Southwestern College Education Association (SCEA)<br><br>D. Tom Holst, President, Classified School Employees Association (CSEA) - Absent<br><br>E. Trish Axsom, President, Southwestern Community College District Administrators Association (SCCDAA) |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |
| Presentation(s)             | 8. PRESENTATION(S)<br><br>Allyne Tachiki, Interim Vice President for Human Resources; Bob Gauvreau, Vice President for Academic Affairs; Shelly Hess, Director of Instructional Services, presentation of Outstanding Classified Employee Award, April to June, presented to Michele Fenlon, Clerical Assistant III, Instructional Services.                                                                                                                                                         |        |        |         |        |            |                              |            |                              |  |     |     |        |     |  |     |     |



**ITEM**

| <u>Organization</u>                                                                                | <u>Facility Requested</u> | <u>Purpose</u>                   | <u>Date</u>            | <u>Charge<br/>Rental/Excess</u> |       |
|----------------------------------------------------------------------------------------------------|---------------------------|----------------------------------|------------------------|---------------------------------|-------|
| *Ballet Neoclasico de Mexico                                                                       | Rooms 1006/7              | Ballet Master Class              | May 14, 2005           | *\$225                          | \$60  |
| <b>*Co-Sponsored by Southwestern College Superintendent/President's Office; Rental Fee Waived.</b> |                           |                                  |                        |                                 |       |
| City of Chula Vista, Personnel                                                                     | Student Union East        | Police Recruit Applicant Testing | August 17 & 18, 2005   | \$360                           | \$200 |
| City of Chula Vista, Personnel                                                                     | Student Union East        | Police Recruit Applicant Testing | November 16 & 17, 2005 | \$360                           | \$20  |

B. ADVANCE TRAVEL PAYMENT AGREEMENT(S)

(Fite)

Recommend ratification and approval of the following advance travel payment agreement(s):

| <u>Employee</u>  | <u>Purpose</u>                                  | <u>Date</u>   | <u>Cost</u> |
|------------------|-------------------------------------------------|---------------|-------------|
| Blake, Joi       | Spring Session State Academic Senate            | 4/7-9/05      | 315.00      |
| Cruz, Grace      | Charting a Course for College Health Leadership | 5/31 – 6/4/05 | 231.71      |
| Engholm, Laurel  | TANF-CDC & CalWORKs Partnership Conference      | 4/13-15/05    | 240.00      |
| Horton, Gisell   | Charting a Course for College Health Leadership | 5/31 – 6/4/05 | 88.00       |
| Lambert, Larry   | 2005 Blackboard Users Conference                | 4/12-14/05    | 600.00      |
| Lee, Alicia      | Charting a Course for College Health Leadership | 5/31 – 6/4/05 | 88.00       |
| McCleary, Terri  | EOPS/CARE Technical Assistance Workshop         | 4/25-27/05    | 290.00      |
| Peinado, Martina | TANF-CDC & CalWORKs Partnership Conference      | 4/13-15/05    | 240.00      |
| Nelson, Riley    | WASEA 2005 Conference                           | 4/25-26/05    | 200.00      |

C. COMMENDATION RESOLUTIONS (ENCLOSURE)

(Tachiki)

Recommend adoption of commendation resolution for the following staff members who are retiring:

Kenneth Fite, Vice President for Fiscal Affairs  
(retirement, completing 15 years of service)

Virginia Lopez Hansen, Ph.D., Dean of Student Support Services  
(retirement, completing 34 years of service)

**ITEM**

**D. EMPLOYMENT OF CONSULTANT(S)**

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

| <u>Department</u><br>(Gauvreau)                         | <u>Consultant</u>              | <u>Purpose</u>                                 | <u>Date</u>                                     | <u>Fee</u>            |
|---------------------------------------------------------|--------------------------------|------------------------------------------------|-------------------------------------------------|-----------------------|
| Small Business Development & International Trade Center | Aster Keleta<br>Ricardo Picazo | Business Development<br>Bookkeeping            | On-call, as needed for the 2004-05 college year | Not to exceed \$2,999 |
| (Gauvreau)<br>Staff Development                         | J&M Productions                | Provide music at Classified Recognition Dinner | 4/22/05                                         | \$365                 |
|                                                         | J&M Productions                | Provide music at Faculty Recognition Dinner    | 4/29/05                                         | \$365                 |
| (Sandoval)<br>CTECS/Women's Resource Center             | Dorothy Mitchell               | Guest Speaker at P.O.W.E.R. Club Event         | 4/19/05-4/19/05                                 | \$200                 |
| (Hernandez)<br>Superintendent/ President's Office       | Cindra Smith, Ed.D.,<br>CCLC   | Policy & Procedure Workshop                    | 5/10/05                                         | Not to exceed \$1,000 |

**E. APPLICATION(S)**

(Hernandez)

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

California Department of Education/Nutrition Services Division, "Summer Food Program/National Youth Sports Program (NYSP)," in the amount of \$19,980, June 27 through July 29, 2005.

National Youth Sports Corporation, "National Youth Sports Program (NYSP)," in the amount of \$60,000, June 27 through July 29, 2005.

State of California – Department of Boating & Waterways, "Department of Boating and Waterways," augmentation in the amount of \$47,200, July 1, 2004 through June 30, 2014. (Original grant approved for acceptance of funds by Governing Board on July 9, 2003.)

**F. ACCEPTANCE OF GIFT(S)**

(Fite)

Recommend acceptance of the following gifts for anticipated use as indicated:

Laparoscopy Towers, Operating Room Table, Miscellaneous Supplies, valued at approximately \$23,000, donated by Kaiser Permanente, to be used in the surgical technology skills laboratory, in the School of Technology and Human Services.

Curlin Pump, valued at \$1,200, donated by Turpin Vascular Access Services, to be used in the training of nursing students in the nursing skills laboratory, in the School of Technology and Human Services.

**G. CURRICULUM SUMMARY REPORT APRIL 2005 (ENCLOSURE)**

(Gauvreau)

Recommend approval of Curriculum Summary Report, April 2005.

**ITEM**

H.  
(Gauvreau)

REVISION OF COURSE MATERIALS FEES LIST (ENCLOSURE)

Recommend approval of revised course materials fees, effective with the fall 2005 semester.

I.  
(Fite)

CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

General Fund Nos. 58801 - 59779  
Blanket Fund Nos. B974 – B982

J.  
(Fite)

PAYMENT OF BILLS, MONTH OF MARCH 2005 (ENCLOSURE)

**11. HUMAN RESOURCES – ACADEMIC (A THROUGH E)**  
(Tachiki)

|  |               |  |               |  |               |   |                |   |                   |                                         |
|--|---------------|--|---------------|--|---------------|---|----------------|---|-------------------|-----------------------------------------|
|  | <i>Agosto</i> |  | <i>Aranda</i> |  | <i>Roesch</i> | S | <i>Salcido</i> | M | <i>Valladolid</i> | <i>Newton-Student<br/>Advisory Vote</i> |
|  | <i>Aye</i>    |  | <i>Aye</i>    |  | <i>Absent</i> |   | <i>Aye</i>     |   | <i>Aye</i>        | <i>Aye</i>                              |

Recommend approval of listed employment as indicated:

| <u>Employee</u>   | <u>Position</u>                                                                                                             | <u>Department</u>                        | <u>Mos/<br/>Service</u> | <u>Range/<br/>Step</u> | <u>Monthly<br/>Salary</u> | <u>Annual<br/>Salary</u> | <u>Effective<br/>Date</u> |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------|------------------------|---------------------------|--------------------------|---------------------------|
| Diana Avila*      | Center for Career & Technical Success Coordinator (Vocational & Technology Education Amendment Act - tenure track position) | Student Affairs                          | 11                      | II-15                  | \$6,980.27                | \$76,783                 | 7-1-05                    |
| William Maddox**  | Professor, Surgical Technology, Regional Occupational Program (tenure track position)                                       | School of Technology & Human Services    | 10                      | 1-11                   | \$5,872.10                | \$58,721                 | 8-19-05                   |
| Raschel Parsons** | Professor, Office Information Systems, Regional Occupational Program (tenure track position)                                | School of Business & Information Systems | 10                      | I-16-8                 | \$6,795.50                | \$67,955                 | 8-19-05                   |

\*Conversion from temporary, project-funded, non-tenure to District, tenure track position with continuation of project funding

\*\*Conversion from R.O.P., non-tenure to District, tenure track position with continuation of ROP funding

B. REEMPLOYMENT OF ACADEMIC STAFF (ENCLOSURE)

- 1) Recommend approval of one-year reemployment contract for the 2005-06 academic year for the following (2) probationary academic employees completing less than one full year of service:

Russell Bonine

Perry Vasquez

**ITEM**

- 2) Recommend approval of one-year reemployment contract for the 2005-06 academic year for the following twenty-five (25) probationary academic employees completing their first full year of satisfactory service:
 

|                      |                       |
|----------------------|-----------------------|
| Zaydie Abucejo       | Maria E. Martinez     |
| Fredric Ball         | Cynthia McGregor      |
| John R. Beach        | Janelle Melendrez     |
| Francisco Bustos Jr. | Carmen Nieves         |
| Maria Constein       | Mark Pentilescu       |
| Sandra Corona        | David Preciado        |
| Yvette Duncan        | Marisol Rendon Ober   |
| Surian Figueroa      | Bruce Smith           |
| Adriana Garibay      | Marisa Soler-McElwain |
| Christopher Hayashi  | Gail Stockin          |
| Tinh-Alfredo Khuong  | Mustafa "Cem" Tont    |
| Linda Lukacs         | Charles Waggoner      |
| Eric Maag            |                       |
  
- 3) Recommend approval of two-year reemployment contract for the 2005-07 academic years for the following two (2) probationary academic employees completing their second full year of service of satisfactory service:
 

|             |                |
|-------------|----------------|
| Mark Sisson | Linda Williams |
|-------------|----------------|
  
- 4) The following eleven (11) probationary academic employees have completed their third full year of satisfactory service, and, pursuant to contract, shall be reemployed for the 2005-06 academic year:
 

|                       |                          |
|-----------------------|--------------------------|
| Dean Aragoza          | Dionicio Monarrez, Jr.   |
| Elizabeth Ballesteros | Maria Elena Solis-Matson |
| Susan Brenner         | Matthew Truitt           |
| Veronica Burton       | Mark Van Stone           |
| John Davis            | Marie Vicario            |
| Kesa Hopkins          |                          |
  
- 5) Recommend approval of reemployment and tenure status for the 2005-06 academic year for the following sixteen (16) contract (probationary) academic employees completing their fourth full year of satisfactory service. (With acceptance of this offer of reemployment and by reporting to duty, these employees will gain regular (permanent) academic status effective with their fifth year of service):
 

|                   |                            |
|-------------------|----------------------------|
| Peter Bolland     | Michael Meehan             |
| Rita Callahan     | Jordan Mills               |
| Martha Carey      | Terri Poulos               |
| Naomi Davis       | Lina Rocha                 |
| Jennifer Harper   | Sharon Shapiro             |
| Caree Lesh        | Margery Stinson            |
| Danielle McAneney | Candice Taffolla-Schreiber |
| Andrew Medin      | Vivien Vaughan             |

NOTE: Excluded from items 1 through 5 are those individuals employed pursuant to temporary contracts and in project-funded programs.
  
- 6) Recommend reemployment of one hundred eighty-seven (187) regular permanent academic employees for the 2005-2006 academic year.

**ITEM**

**C. REDUCED FACULTY SERVICE**

Pursuant to provisions set forth in Article VII, Section 7.8 of the 2004-2006 S.C.E.A. Contract, and in accordance with employee's request, recommend approval of the following changes in contract service, effective as indicated:

Karen Smith, Librarian, Academic Information Services, from 100% to 90% service, effective with the 2005-2006 academic year.

**D. ACADEMIC ADMINISTRATOR DESIGNATION AND 2005-06 SALARY PLACEMENT**

| <u>NAME</u>       | <u>RANGE/STEP</u> | <u>MONTHS OF SERVICE</u> | <u>CONTRACT DURATION</u> |
|-------------------|-------------------|--------------------------|--------------------------|
| Alvarez, Irma     | C-5               | 12                       | 7-1-05 - 6-30-06         |
| Arnold, Donna     | D-7               | 12                       | 7-1-05 - 6-30-06         |
| Axsom, Patricia   | C-7               | 12                       | 7-1-05 - 6-30-06         |
| Comstock, Sandra  | F-7               | 12                       | 7-1-05 - 6-30-06         |
| Davis, Terry      | F-5               | 12                       | 7-1-05 - 6-30-06         |
| Edelbrock, Robert | C-5+Dr.           | 12                       | 7-1-05 - 6-30-06         |
| Gauvreau, Robert  | A-7               | 12                       | 7-1-04 - 6-30-06         |
| Giraffe, Viara    | C-7+Dr.           | 12                       | 7-1-05 - 6-30-06         |
| Kilmer, Renee     | C-7+Dr.           | 12                       | 7-1-05 - 6-30-06         |
| Kinney, William   | C-7               | 12                       | 7-1-05 - 6-30-06         |
| McClellan, Mia    | C-7               | 12                       | 7-1-05 - 6-30-06         |
| Perri, Christine  | F-6               | 12                       | 7-1-05 - 6-30-06         |
| Ricasa, Arlie     | F-7               | 12                       | 7-1-05 - 6-30-06         |
| Sandoval, Greg    | C-7*              | 12                       | 7-1-05 - 6-30-06         |
| Suarez, Angelica  | C-7+Dr.           | 12                       | 7-1-05 - 6-30-06         |
| Tadlock, Stephen  | F-7               | 12                       | 7-1-05 - 6-30-06         |
| Turner, Bruce     | C-7               | 12                       | 7-1-05 - 6-30-06         |
| Tyner, Kathy      | C-6               | 12                       | 7-1-05 - 6-30-06         |
| Wylie, Mary       | C-7               | 12                       | 7-1-05 - 6-30-06         |

\*To be paid at Range A, Step 7 for the duration of assignment as Interim Vice President for Student Affairs, subject to amendments and termination at the discretion of the Governing Board.

**E. REVISIONS TO APPROVED 2005-06 SABBATICAL LEAVE APPLICATIONS  
(ENCLOSURE)**

(Gauvreau)

Recommend revised sabbatical leaves of absence for 2005-2006 be granted to the following academic personnel identified by the Sabbatical Leave Review Board, in accordance with provisions of the Southwestern College Education Association (SCEA) Contract, subject to available funding.

Note: Original requests were Board approved on January 12, 2005.

|                  |                       |
|------------------|-----------------------|
| Krauss, Randolph | Spring 2006           |
| Tuyay, Felix     | Fall 2005/Spring 2006 |

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| ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                             |                                          |                |                |                   |                  |                   |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
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| Action<br>(Carried)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 12. HUMAN RESOURCES – CLASSIFIED (A THROUGH F)<br>(Tachiki) |                                          |                |                |                   |                  |                   |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                             | Agosto                                   |                | Aranda         |                   | Roesch           | S                 | Salcido | M | Valladolid |  | Newton-Student<br>Advisory Vote |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                             | Aye                                      |                | Aye            |                   | Absent           |                   | Aye     |   | Aye        |  | Aye                             |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
| <div>A. EMPLOYMENT</div> <div>Recommend approval of listed employment effective as indicated:</div> <table><thead><tr><th>Employee</th><th>Position</th><th>Department</th><th>Mos./<br/>Serv.</th><th>Range<br/>/Step</th><th>Monthly<br/>Salary</th><th>Annual<br/>Salary</th><th>Effective<br/>Date</th></tr></thead><tbody><tr><td>Deborah Peckenpaugh*</td><td>Library Assistant, 90% service (replacement)</td><td>Academic Information Services – Library</td><td>12</td><td>12-1</td><td>\$2,232</td><td>\$26,784</td><td>4-14-05</td></tr><tr><td>Janell Ciardulli*</td><td>Clerical Assistant II (replacement)</td><td>Assessment Office</td><td>12</td><td>10-1</td><td>\$2,360</td><td>\$28,320</td><td>4-14-05</td></tr><tr><td>Omar Fimbres*</td><td>Admissions &amp; Records Technician (replacement)</td><td>Admissions &amp; Records</td><td>12</td><td>16-1</td><td>\$2,738</td><td>\$32,856</td><td>4-14-05</td></tr><tr><td>Martha Delgadillo*</td><td>Clerical Assistant II, 47.5% service (replacement)</td><td>School of Business &amp; Information Systems</td><td>11</td><td>10-1</td><td>\$1,121</td><td>\$12,331</td><td>4-14-05</td></tr></tbody></table> <div>*Re-hire for the 2005-06 academic year.</div> <div>B. REORGANIZATION OF ACADEMIC INFORMATION SERVICES (ENCLOSURE)</div> <div>Recommend approval of the following reorganization of functions and responsibilities of Academic Information Services Supervisory Staff, effective April 14, 2005:</div> <div>1. New job titles, job descriptions and salary levels:</div> <div>Library Support Services Supervisor, Range 18<br/>(Classified Management/Supervisory Position)</div> <div>Library Technical Services Technician, Range 20<br/>(Classified Bargaining Unit Position)</div> <div>2. Elimination of the following Classified Management/Supervisory Positions and salary levels:</div> <div>L.R.C. Supervisor, Range 18</div> <div>Library Clerical Supervisor, Range 10</div> |                                                             |                                          |                |                |                   |                  |                   |         |   |            |  |                                 | Employee | Position | Department | Mos./<br>Serv. | Range<br>/Step | Monthly<br>Salary | Annual<br>Salary | Effective<br>Date | Deborah Peckenpaugh* | Library Assistant, 90% service (replacement) | Academic Information Services – Library | 12 | 12-1 | \$2,232 | \$26,784 | 4-14-05 | Janell Ciardulli* | Clerical Assistant II (replacement) | Assessment Office | 12 | 10-1 | \$2,360 | \$28,320 | 4-14-05 | Omar Fimbres* | Admissions & Records Technician (replacement) | Admissions & Records | 12 | 16-1 | \$2,738 | \$32,856 | 4-14-05 | Martha Delgadillo* | Clerical Assistant II, 47.5% service (replacement) | School of Business & Information Systems | 11 | 10-1 | \$1,121 | \$12,331 | 4-14-05 |
| Employee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Position                                                    | Department                               | Mos./<br>Serv. | Range<br>/Step | Monthly<br>Salary | Annual<br>Salary | Effective<br>Date |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
| Deborah Peckenpaugh*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Library Assistant, 90% service (replacement)                | Academic Information Services – Library  | 12             | 12-1           | \$2,232           | \$26,784         | 4-14-05           |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
| Janell Ciardulli*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Clerical Assistant II (replacement)                         | Assessment Office                        | 12             | 10-1           | \$2,360           | \$28,320         | 4-14-05           |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
| Omar Fimbres*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Admissions & Records Technician (replacement)               | Admissions & Records                     | 12             | 16-1           | \$2,738           | \$32,856         | 4-14-05           |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |
| Martha Delgadillo*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Clerical Assistant II, 47.5% service (replacement)          | School of Business & Information Systems | 11             | 10-1           | \$1,121           | \$12,331         | 4-14-05           |         |   |            |  |                                 |          |          |            |                |                |                   |                  |                   |                      |                                              |                                         |    |      |         |          |         |                   |                                     |                   |    |      |         |          |         |               |                                               |                      |    |      |         |          |         |                    |                                                    |                                          |    |      |         |          |         |

**ITEM**

3. Changes in Service:

| <u>Employee</u> | <u>Position</u>                                                                                                                                                  | <u>Mos./Serv.<br/>Range/Step<br/>Salary</u>                       | <u>To</u> | <u>Mos./Serv.<br/>Range/Step<br/>Salary</u>                        | <u>Effective<br/>Date</u> |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|--------------------------------------------------------------------|---------------------------|
| Elisa Merino    | LRC Supervisor to<br>Library Support<br>Services Supervisor<br>(change in job<br>description/title, only,<br>no change in salary)                                | 12 Mos.<br>Range 18<br>Step 8<br>\$ 5,519.00/mo<br>\$66,228.00/an |           | 12 Mos.<br>Range 18<br>Step 8<br>\$ 5,519.00/mo<br>\$66,228.00/an  | 4-14-05                   |
| Judy Faas       | Library Clerical<br>Supervisor, Classified<br>Management/<br>Supervisory Position<br>to Library Technical<br>Services Technician,<br>Bargaining Unit<br>Position | 12 Mos.<br>Range 10<br>Step 8<br>\$ 4,531.00/mo<br>\$54,372.00/an |           | 12 Mos.<br>Range 21*<br>Step 6<br>\$ 3,769.00/mo<br>\$45,228.00/an | 4-14-05                   |

\*Includes one range for Longevity Increment.

C. REPLACEMENT OF CLASSIFIED POSITIONS FOR 2004-05

| <u>Position</u>                        | <u>Department</u> | <u>Range</u> | <u>Months Service</u> |
|----------------------------------------|-------------------|--------------|-----------------------|
| Account Clerk,<br>47.5% service        | Fiscal Services   | 15           | 12 mos.               |
| Staff Development<br>Program Assistant | Staff Development | 16           | 12 mos.               |

D. APPROVAL OF NEW CLASSIFIED POSITION (ENCLOSURE)

| <u>Position</u>                            | <u>Department</u>     | <u>Range</u> | <u>Months Service</u> |
|--------------------------------------------|-----------------------|--------------|-----------------------|
| Online Instructional<br>Support Specialist | Online Support Center | 32           | 12 mos.               |

Note: Initial funding for this project will be 100% by Title V until 9-30-05 with alternate funding thereafter

E. REEMPLOYMENT OF CLASSIFIED STAFF (ENCLOSURE)

Recommend reemployment for the 2005-06 academic year 327 Classified employees pursuant to the attached list. Not included are those employed in project-funded positions.

NOTE: There are 29 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 2005-06 year. The decision will be based on the needs of the various offices in which they work and availability of funds.

F. SHORT-TERM AND SUBSTITUTE CLASSIFIED EMPLOYMENT (ENCLOSURE)

Recommend ratification and approval of 25 Classified staff for the 2004-05 academic year, pursuant to Education Code Section 88003 and contingent upon final determination of staff members.



| ITEM                      |                      |                                                                                   |                         |                            |
|---------------------------|----------------------|-----------------------------------------------------------------------------------|-------------------------|----------------------------|
| Operations                | Group, Inc.          | estimating services related to Proposition AA                                     |                         | an as needed basis         |
| (Fite)                    |                      |                                                                                   |                         |                            |
| <u>Department</u>         | <u>Organization</u>  | <u>Purpose</u>                                                                    | <u>Effective Period</u> | <u>Cost to District</u>    |
| 2. Business & Operations  | GeoTek, Inc.         | Construction inspection services during construction of the Student Patio Shelter | 4/14 - 8/30/05          | \$5,000 plus reimbursables |
| C. <u>HUMAN RESOURCES</u> |                      |                                                                                   |                         |                            |
| (Tachiki)                 |                      |                                                                                   |                         |                            |
| <u>Department</u>         | <u>Organization</u>  | <u>Purpose</u>                                                                    | <u>Effective Period</u> | <u>Cost to District</u>    |
| 1. Human Resources        | William G. McSpadden | Computer Module Review & Update                                                   | 4/5 - 5/15/05           | NTE \$6,000                |

Action  
(Carried)

# 15. RESOLUTIONS (ENCLOSURE)

|   |        |        |        |         |   |            |                              |
|---|--------|--------|--------|---------|---|------------|------------------------------|
| S | Agosto | Aranda | Roesch | Salcido | M | Valladolid | Newton-Student Advisory Vote |
|   | Aye    | Aye    | Absent | Aye     |   | Aye        | Aye                          |

Recommend adoption of listed resolutions:  
(Tachiki)

## A. CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM RESOLUTION

Recommend approval of the State Teachers' Retirement System Resolution in order to file an application and agreement with the State to extend Medicare-only coverage under Group B of the State Teachers' Retirement System.

## B. CLASSIFIED COLLEGE EMPLOYEE WEEK RESOLUTION

Recommend adoption of resolution declaring the week of April 17-23, 2005 Classified College Employee Week in the Southwestern Community College District.

Information

# 16. NON-ACTION ITEMS (ENCLOSURE)

For information and discussion only.

## A. DISTRICT POLICIES – FIRST READING (ENCLOSURE)

DISTRICT POLICY NO. 6093, ATTENDANCE IN CLASSES (Revision) (Hernandez)

## B. INFORMATION ITEMS (ENCLOSURE)

SPRING 2005 FIRST CENSUS ENROLLMENT REPORT (Sandoval)

|                                | ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Administrative Reports</b>  | <p><b>17. ADMINISTRATIVE REPORTS</b><br/>(Aranda)</p> <ul style="list-style-type: none"> <li>A. ACADEMIC AFFAIRS – MR. GAUVREAU</li> <li>B. FISCAL AFFAIRS – MR. FITE <ul style="list-style-type: none"> <li>1. General Fund Financial Report for Period Ending February 2005 (ENCLOSURE)</li> </ul> </li> <li>C. HUMAN RESOURCES/LEGAL AFFAIRS – MS. TACHIKI <ul style="list-style-type: none"> <li>1. Human Resources Report (ENCLOSURE)</li> <li>2. Staff Diversity Report (ENCLOSURE)</li> </ul> </li> <li>D. STUDENT AFFAIRS – MR. SANDOVAL</li> <li>E. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ</li> </ul> |
| <b>Governing Board Reports</b> | <p><b>18. GOVERNING BOARD REPORTS</b><br/>(Aranda)</p> <ul style="list-style-type: none"> <li>A. STUDENT TRUSTEE TERRY NEWTON</li> <li>B. TRUSTEE JEAN ROESCH, Ed.D. - <i>Absent</i></li> <li>C. TRUSTEE DAVID J. AGOSTO</li> <li>D. TRUSTEE TERRI VALLADOLID</li> <li>E. VICE PRESIDENT YOLANDA SALCIDO</li> <li>F. PRESIDENT CHRISTINE ARANDA, Ed.D.</li> </ul>                                                                                                                                                                                                                                                |
| <b>Closed Session</b>          | <p><b>19. CLOSED SESSION/REPORT OF ACTION(S) (If Applicable)</b><br/>(Aranda)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Adjournment</b>             | <p><b>20. ADJOURNMENT – 9:09 p.m.</b><br/>(Aranda)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Information</b>             | <p><b>21. NEXT REGULAR MEETING</b></p> <p>Wednesday, May 11, 2005</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                | <hr/> <p>NORMA L. HERNANDEZ<br/>GOVERNING BOARD SECRETARY</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                | <hr/> <p>CHRISTINE ARANDA, Ed.D.<br/>GOVERNING BOARD PRESIDENT</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |