SUGGESTED ORDER OF BUSINESS/MINUTES

REGULAR MEETING, GOVERNING BOARD
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT
ROOM 214
SOUTHWESTERN COLLEGE

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

7:30 PM

Wednesday, February 11, 2004

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

Southwestern Community College District, in compliance with the American Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Mary Ganio at (619) 482-6301 at least forty-eight hours in advance of the meeting for information on such accommodation.

Persons wishing to address the Governing Board under Oral Communication should complete a yellow request card (available at the reception table) and indicate on the card if they wish to speak under Oral Communication, or when a specific agenda item is considered. Cards should be submitted to the Board secretary prior to the start of the meeting.

	ITEM
Call to Order	**1. CALL TO ORDER –** *6:10 p.m.* (Roesch) 6:00 p.m., Building 100, Conference Room A 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).

X	*Agosto*	*X*	*Aranda*	*X*	*Roesch*	*X*	*Salcido*	*X*	*Valladolid*	*X*	*Hill-Student Advisory Vote*

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.

Board Tour

2. BOARD TOUR
(Hernandez)

5:30 – 6:00 p.m., tour of Disability Support Services, Meet in Bldg. 100, Conference Room A

Closed Session

3. ADJOURN TO CLOSED SESSION
(Roesch)
6:10 – 7:35 p.m., Building 100, Conference Room A.

A. PUBLIC EMPLOYMENT
Title: [Superintendent/President]
Government Code Section 54957

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9(b)
(2 potential cases)

ITEM

C. CONFERENCE WITH LABOR NEGOTIATOR
Negotiator: Marcie Sinclair
Employee Organizations: CSEA & SCEA
Government Code Section 54957.6

D. LIABILITY CLAIM
Claimant: [Ofelia Arellano]
Entity Claimed Against: [Southwestern Community College District]
Government Code Section 54956.95

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: [Vice President for Human Resources & Legal Affairs]
Government Code Section 54957

Reconvene in Open Session

4. RECONVENE IN OPEN SESSION – *7:43 p.m.*
(Roesch)
7:30 p.m., Room 214

Closed Session Announcement

5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable)
(Roesch)
Board President Roesch announced in Open Session that the Board took action and unanimously voted to reject the liability claim by Dr. Ofelia Arellano against the District.

Action
(Carried)

6. APPROVAL OF MINUTES (ENCLOSURE)
(Hernandez)

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		*Aye*		*Aye*		*Aye*		*Aye*		*Aye*

Regular Meeting, January 14, 2004

Senate/Union Reports

7. SENATE/UNION REPORTS
(Roesch)

A. Professor Alexis Davidson, President, Academic Senate

B. Larry Lambert, President, Classified Senate

C. Professor Robert Unger, President, Southwestern College Education Association (SCEA)

D. Christina Hicks, President, Classified School Employees Association (CSEA)

Presentation(s)

8. PRESENTATION(S)

A. Greg Sandoval, Interim Vice President for Student Affairs; Maria Abuan, Counselor/Career Center Coordinator; and Edith Ruvalcaba, Career Center Technician; presentation of Career Center.

B. Bob Gauvreau, Vice President for Academic Affairs; Viara Giraffe, Dean, School of Social Sciences & International Studies; Cynthia Nagura, Director, International Programs; presentation of Costa Rica Study Abroad.

	ITEM
Action *(Carried)*	**9. CONSENT CALENDAR (ITEMS A THROUGH H)**

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote.

A. FACILITY USE REQUEST(S)

(Fite)

Recommend ratification and approval of listed facility use request(s):

Organization	Facility Requested	Purpose	Date	Charge Rental/Excess	
San Diego Gauchos Soccer Team	Inner Track Field	Soccer Practices	Jan 31, Feb 21, and Mar 6, 2004	$112	N/A
Dean for America Campaign	Gymnasium	Political Caucus	Feb 8, 2004	$729	$280
*California Association of Bilingual Educators (CABE)	Student Union East/West, Tent/Patio, 3 Conf Rms, and 8 Classrooms	Books in Spanish Conference	Mar 13, 2004	*$1140	$600

Co-Sponsored by SWC Superintendent/President's Office; Rental Fees Waived.

Sweetwater Union High School District	Swimming Pools	Bonita Vista and Eastlake High School Swim Practices	Mon-Fri, Feb 23 – May 15, 2004	No Charge	$3528
Marantha Baptist Church	Rooms 701 and 751	Church Services	Sun, Feb 29 – June 27, 2004	$2160	$810

B. ADVANCE TRAVEL PAYMENT AGREEMENT(S)

(Fite)

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

Employee	Purpose	Date	Cost
Garrett, Al	AIX System Admin I Training at IBM	1/25-30/04	$1,000.00
Garrett, Al	AIX System Admin II Training at IBM	2/8-13/04	$1,000.00
Garrett, Al	AIX System Admin III Training at IBM	2/22-27/04	$1,000.00
Kansas, Ginny	Tech Prep Annual Conference	2/29-3/1/04	$228.00

ITEM

C. AWARD OF DEGREES

(Sandoval)

Recommend award of degrees to candidates meeting graduation requirements at the close of the Fall Semester 2003:

Fall 2003	Associate in Arts	242
	Associate in Science	64
	Certificate of Achievement	158
	Grand Total	464

D. EMPLOYMENT OF CONSULTANT(S)

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

Department	Consultant	Purpose	Date	Fee
(Gauvreau) Small Business Development & International Trade Center	Leonor Ferrer Richard Paul Matt Yubas Power Summit	Import/Export Advertising Product Management Construction Training	On-call, as needed for the 2003–04 college year	Not to exceed $2,999
(Gauvreau) School of Arts and Communication	Lady Jean, Inc.	Costumer for "Performance Festival"	2/11/04–3/6/04	$1,500
	Leonora A. Afuyog	Stage Manager for "Performance Festival"	2/11/01–3/6/04	$500
(Gauvreau) Staff Development	John Phillips	Provide music for Faculty Recognition Dinner	2/20/04	$300
(Sandoval) Center for Technical Education and Career Success/Women's Resource Center	Eloise Bryan, Vice President of Universal Records	Keynote Speaker for Women's History Month & Entertainment Arts and Technology Symposium	3/23/04	$2,500
(Sinclair) Human Resources & Legal Affairs	Lynn Solomita	Policy review, faculty service areas, and liaison for Presidential Search	12/21/03	$100 per hour plus expenses

E. APPLICATION(S)

(Hernandez)

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

City of Chula Vista, Community Development Block Grant (CDBG)/San Diego Contracting Opportunities Center (SDCOC), in the amount of $15,589, July 1, 2004 through June 30, 2005.

City of Encinitas, Community Development Block Grant (CDBG)/San Diego Contracting Opportunities Center (SDCOC), in the amount of $17,592, July 1, 2004 through June 30, 2005.

Unified Port of San Diego, Procurement Technical Assistance Services/San Diego Contracting Opportunities Center (SDCOC), in the amount of $35,666, July 1, 2004 through June 30, 2005.

	ITEM
	F. ACCEPTANCE OF GIFT(S) (Fite) Recommend acceptance of the following gifts for anticipated use as indicated: Cash donation in the amount of $500, donated by Andy Hartzell of G. Hartzell & Son, to be used for the Dental Hygiene Program at the Higher Education Center at National City. Audiovisual equipment, donated by Professors Ginny Kansas and William Alexander, to be used by the Telemedia Program, in the School of Arts and Communication. Exercise equipment valued at approximately $53,635, donated by Paul Fisher, to be used in the Fitness Education Center, in the School of Health, Exercise Science and Athletics. G. CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE) (Fite) General Fund Nos. 48971 – 49590 Blanket Fund Nos. B816 – B818 H. PAYMENT OF BILLS, MONTH OF JANUARY 2004 (ENCLOSURE) (Fite)

	ITEM
Oral Communication	**10. ORAL COMMUNICATION –** *8 :23 p.m.* (Roesch) Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered. An oral presentation to the Board does *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." *Denis Callahan, Vice President, Southwestern College Education Association (SCEA), addressed the Board regarding the state of the college.* *The following staff members addressed the Board regarding Item 11C, the salary increase for the Interim Superintendent/President:* *Linda Hernandez, Ursula Morris, Joy Brucelas, Corina Soto*

	ITEM
Action *(Carried)*	**11. HUMAN RESOURCES – ACADEMIC**

(Sinclair)

S	Agosto		Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		*Aye*		*Aye*		*Aye*		*Aye*		*Aye*

A. ACADEMIC ADMINISTRATOR POSITION (ENCLOSURE)

Recommend approval of the following 12-month, Academic Administrator position:

Evening Dean, Range C – Academic Management Salary Schedule

B. CHANGE IN CONTRACT

Recommend approval of listed change in contract service, effective as indicated:

Employee	Position	Mos./Serv. Range/Class Salary	Mos./Serv. Range/Class Salary	Effective Date
Dr. Ofelia Arellano	Dean, Southwestern College Education Center at San Ysidro, to Evening Dean, Academic Affairs, 12-month, Academic Administrator position	12 Mos. Range C Step 7 + Dr. $9,735.00/mo. $116,828.00/ann.	12 Mos. Range C Step 7+ Dr. $9,735.00/mo. $116, 828.00/ann.	2/26/04

Action *(Carried)*

C. EMPLOYMENT

	Agosto		Aranda		Roesch	M	Salcido		Valladolid	S	Hill-Student Advisory Vote
	Aye		*Aye*		*Aye*		*Aye*		*Aye*		*No*

Recommend approval of listed employment effective as indicated:

Employee	Program	Range/Step	Effective Date
Norma Hernandez	Interim Superintendent/ President	$161,000 Annual Salary	May 27, 2003

	ITEM
Action *(Carried)*	**12. HUMAN RESOURCES - CLASSIFIED** (Sinclair)

	Agosto		Aranda		Roesch	M	Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

A. PROJECT EMPLOYMENT

Recommend approval of employment of the following temporary, project-funded employee, effective as indicated and contingent upon project funding.

Employee	Position	Department	Mos./ Serv.	Range /Step	Monthly Salary	Annual Salary	Effective Date
Merrily Chopp	Senior Project Clerk, temporary, project-funded position (replacement)	Small Business Develop-ment and International Trade Center	12	13/1	$2,543.00	$30,516.00	2/12/04 to 6/30/04

B. CHANGE IN CONTRACT SERVICE

Recommend approval of listed change in contract service, effective as indicated:

Employee	Position	Mos./Serv. Range/Class Salary	to	Mos./Serv. Range/Class Salary	Effective Date
Cristina Mendez	Senior Project Clerk, 50% service to 37.5% service, temporary, project-funded position, Hispanic Serving Institution Assisting Communities (HSIAC) Project (per employee's request)	12 Mos. Range 13 Step 1 $ 1,271.50/mo. $15,258.00/ann		12 Mos. Range 13 Step 1 $ 953.62/mo. $11,443/44/ann	2/12/04 to 6/30/04

C. CLASSIFIED HOURLY EMPLOYMENT (ENCLOSURE)

Recommend ratification and approval of 103 Classified staff for the 2003-04 academic year, pursuant to Education Code Section 88003 and contingent upon final determination of staff members.

D. RESIGNATION(S)/RETIREMENT(S)

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

Employee	Position	Effective Date
Ruben Delgado	Food Service Worker (87.5% service)	1/21/04

ITEM

E. ELIMINATION OF CLASSIFIED SUPERVISORY POSITION (ENCLOSURE)

Recommend adoption of Resolution regarding elimination of the following Classified Supervisory Position:

Position	Effective Date
Admissions & Records Supervisor - Evening	4/12/04

	ITEM

Information
First Reading

13. DISTRICT POLICY NO. 5225, "RETIREMENT HEALTH & WELFARE BENEFITS FOR CLASSIFIED MANAGEMENT, SUPERVISORY AND CONFIDENTIAL EMPLOYEES" (ENCLOSURE)

(Sinclair)

For information and discussion only (First Reading).

Action
(Carried)

14. SIDE LETTER AGREEMENT BETWEEN SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION AND SOUTHWESTERN COMMUNITY COLLEGE DISTRICT REGARDING CAMPUS CLOSURE OCTOBER 27 - 31, 2003

(Sinclair)

M	Agosto	S	Aranda		Roesch		Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

The Southwestern Community College District (District) proposes entering into a side letter agreement with the Southwestern College Education Association (SCEA) regarding compensation for the adjunct counselors and librarians for the week of October 27 - 31, 2003.

- It is agreed that those adjunct counselors and adjunct librarians who were scheduled to work during the week of October 27-31, 2003, and who were paid for that scheduled time, will not be required to make up the time.

- Because the District was closed during the week of October 27 - 31, 2003 due to environmental and health hazards posed by the wildfires in San Diego County, the District hereby grants such adjunct counselors and librarians a paid leave of absence for that time period pursuant to Education Code Sections 87763 and 87764.

Action
(Carried)

15. SIDE LETTER AGREEMENT BETWEEN SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION AND SOUTHWESTERN COMMUNITY COLLEGE DISTRICT REGARDING VESTING OF ADJUNCT FACULTY

(Sinclair)

S	Agosto		Aranda		Roesch		Salcido	M	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

The Southwestern Community College District (District) proposes entering into a side letter agreement with the Southwestern College Education Association (SCEA) regarding District Policy No. 5025, Part-time Faculty Assignments, in order to clarify the issue of “retroactivity” as it pertains to the vesting of adjunct faculty. “Retroactivity” applies to those adjunct faculty in good standing, who have taught more than 18 Lecture Hour Equivalent (LHE) over three consecutive semesters in one discipline with satisfactory performance.

- It is agreed that during this Pilot Program all adjunct faculty who meet the criteria stated above are immediately vested.

- It is further agreed that the Pilot Program will be continued subject to mutual agreement between the District and the SCEA regarding adjunct faculty evaluation/vesting processes/procedures. It is also agreed that a good-faith effort will be made by all parties to ensure that the evaluation process be developed and implemented prior to Fall Semester, 2005, in order for the Program to be eligible for continuance.

	ITEM

Action
(Carried)

16. UNPAID FURLOUGH DAYS - ACADEMIC EMPLOYEES
(Sinclair)

	Agosto	M	Aranda		Roesch	S	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of unpaid furlough days for academic employees to be taken during Spring 2004 as follows:

- 3.94 days (or 27.5 hours) for eleven-month contract faculty to be taken as unpaid leave from January 2 to June 30, 2004;
- 4.3 days (or 30.1 hours) for twelve-month contract faculty to be taken as unpaid leave from January 2 to June 30, 2004;
- To be taken by mutual agreement between employee and his or her direct supervisor;
- Deduction to be noted on monthly paystub as contribution to Southwestern Community College District for tax purposes;
- Any proposed extension of this agreement beyond June 30, 2004 must be agreed upon by the Southwestern College Education Association (SCEA).

Action
(Carried)

17. REVISION TO ACADEMIC ADMINISTRATOR HANDBOOK
(Sinclair)

	Agosto	M	Aranda		Roesch	S	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of revision of Article I.A of the Academic Administrator Handbook as follows:

All administrators, except the Superintendent/President, shall be hired ~~on~~ pursuant to one-year contracts for the first complete year, defined as seventy-five percent (75%) or more of the days of the annual assignment. After one (1) year of satisfactory service, and with the recommendation of the Superintendent/President, administrators occupying positions on the salary schedule at Range~~s~~ A ~~through C may be hired pursuant to three-year contracts. Administrators paid at salary schedule Ranges D through F~~ shall be employed pursuant to two-year contracts. Administrators paid at salary schedule Ranges ~~G~~ B through Q shall continue to be employed pursuant to one-year contracts. The normal contract year runs from July 1 through June 30. The District reserves the right to employ administrators ~~on~~ pursuant to contracts of up to four (4) years' duration.

Action
(Carried)

18. MEMORANDUM OF UNDERSTANDING WITH KAISER PERMANENTE HOSPITAL (ENCLOSURE)
(Gauvreau)

M	Agosto		Aranda		Roesch		Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of the Memorandum of Understanding with Kaiser Permanente Hospital and the corresponding donation, for the purpose of enhancing the Associate Degree Nursing Program, for the period June 1, 2004 through June 30, 2006, in the amount of $134,434 to the benefit of the District; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

ITEM

Action
(Carried)

19. AGREEMENT WITH KAISER FOUNDATION HOSPITALS (ENCLOSURE)
(Gauvreau)

M	Agosto		Aranda		Roesch		Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend ratification and approval of the amendment to the agreement with Kaiser Foundation Hospitals, to provide opportunities for nursing students to obtain clinical experience, for the period January 1 through December 31, 2004, 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.

Action
(Carried)

20. AGREEMENT WITH REGIONAL TRAINING CENTER (ENCLOSURE)
(Gauvreau)

M	Agosto		Aranda		Roesch		Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend ratification and approval of agreement with the Regional Training Center, to serve as an authorized provider, for the period October 16, 2003 through June 30, 2004, 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.

Action
(Carried)

21. 2003 BI-ANNUAL CURRICULUM SUMMARY REPORT (ENCLOSURE)
(Gauvreau)

M	Agosto		Aranda		Roesch		Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of the 2003 Bi-Annual Curriculum Summary Report.

Action
(Carried)

22. 2003-2004 CALWORKS WORK-STUDY AGREEMENT (ENCLOSURE)
(Sandoval)

M	Agosto		Aranda		Roesch		Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of CalWORKs Work-Study Agreement, for use with contracting agencies that hire Southwestern College CalWORKs participants, for the period February 12 through June 30, 2004, with agency paying 50% of total compensation for each student, plus Worker's Compensation as agreed upon, and District paying 50% of wages; and further, recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

Action
(Carried)

23. RECOMMENDATION FOR BID AWARD EXTENSION
(Fite)

M	Agosto		Aranda		Roesch		Salcido	S	Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend a one (1) year extension of Bid No. 59, Parking Lot Paving, Repair, and Maintenance, to SealRight Paving per all terms and conditions of existing contract, awarded January 2002, with a 5% increase. Extension is effective February 12, 2004 through February 28, 2005.

	ITEM
Action *(Carried)*	**24. CHANGE ORDER ON THE CONSTRUCTION OF STUDENT SERVICES CENTER "ONE STOP CENTER"** (Fite)

	Agosto	M	Aranda		Roesch	S	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of Change Order Number One (1) for the Student Services "One Stop" Center with Douglas E. Barnhart resulting in an increase of $54,136.00 and a new contract amount of $7,469,558.00.

Change Order No. 1

1.	Fire alarm and mechanical change per DSA revision. (c)	$4,906.
2.	Provide power to interior motorized sliding glass doors. (d)	$1,578.
3.	Roof drains at entrance roof. (d)	$3,461.
4.	Additional metal furring and drywall in elevator shaft. (c)	$4,879.
5.	Reroute elevator oil tank vent pipe. (a)	$684.
6.	Delete/add casework and countertop in Room 143. (b)	$(1,804.)
7.	Delete casework and countertop in room 104, due to coordination with modular furniture. (b)	$(8,463.)
8.	Add additional restroom on first floor. (b)	$15,992.
9.	Revise toilets from floor mounted to wall mounted. Adjust chase walls on first and second floors. (d)	$10,523.
10.	Drywall modifications to restrooms 215 and 216. (b)	$513.
11.	Revised structural changes at entrance stair framing, per DSA revision. (d)	$6,800.
12.	Revised electrical and fire alarm requirements for additional restrooms on first floor. (b)	$1,841.
13.	Delete door, room 179. (b)	$(333.)
14.	Relocate fire alarm for elevator oil tank. (a)	$1,841.
15.	Reduce diameter of planter. (d)	$(806.)
16.	Changes to seat wall profile. (d)	$504.
17.	Modify concrete paving. (b)	$(19,832.)
18.	Add casework and countertops in Room 146. (b)	$1,763.

ITEM

19.	Clarification of concrete color. (d)	$6,062.
20.	Additional fire hydrant. (b)	$2,920.
21.	Installation of new 6” valve/tee. (b)	$866.
22.	Change toilet partitions to Santana partitions. (b)	$1,646.
23.	Revised elevator oil drain piping. (a)	$1,370.
24.	Structural steel changes due to structural shop drawing change review and DSA requirements. (c)	$1,809.
25.	Additional steel due to column sizes. (a)	$1,337.
26.	Electric transfer switch relocation. (b)	$2,385.
27.	Additional furring for Kal-Wall Roofing system. (d)	$2,115.
28.	Additional costs to re-fabricate steel plates at roof, due to DSA revision. (d)	$9,579.
	Total	$54,136.

(a) Unforeseen Conditions
(b) District Requested Change
(c) The Division of State Architect (DSA) Modification
(d) Design Omission

Action
(Carried)

25. RECOMMENDATION FOR AWARD
(Fite)

	Agosto	S	Aranda		Roesch		Salcido	M	Valladolid		Hill-Student Advisory Vote
	Aye		*Aye*		*Aye*		*Aye*		*Aye*		*Aye*

Recommend award of the following bid tabulation(s):

Bid No. 81 Desktop Computers for the Southwestern Community College District to:

Southland Technologies, Inc. $102,462.50*

*Approved unit costs for computer equipment is guaranteed from February 12 through December 31, 2004; and is based on standard District configuration (configuration does not include monitors.) Deviation from this configuration will increase the purchase price per system. District may purchase additional units, peripherals, and monitors as needed.

	ITEM
Action *(Carried)*	**26. DESIGN AGREEMENT FOR AUDIO VISUAL ENGINEERING SERVICES (ENCLOSURE)** (Fite)

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of agreement with Televideo, San Diego, for engineering services for audio visual services, for the period February 12 through June 15, 2004, in an amount not to exceed $6,400; and further; recommend the Interim Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

Action *(Carried)*

27. AGREEMENT FOR ARCHITECTURAL SERVICES FOR THE REMODEL OF THE 420 LEARNING ASSISTANCE CENTER BUILDING (ENCLOSURE) (Fite)

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend approval of agreement with LPA Architects, for architectural services for the remodel of the 420 Building, for the period February 12, 2004 through December 31, 2005, based on 8% of construction costs; and further, recommend the Interim Superintendent/ President be authorized to sign the agreement and any future amendments which may occur.

Action *(Carried)*

28. 2004-05 NONRESIDENT PER UNIT TUITION FEE (ENCLOSURE) (Fite)

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend establishment of Nonresident Per Unit Tuition Fee for 2004-05 at $149.00 per unit, the statewide rate, effective with the 2004 summer session, in accordance with Education Code Section 76140.

Action *(Carried)*

29. RESOLUTION SUPPORTING PROPOSITION 55 (ENCLOSURE) (Hernandez)

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend adoption of resolution in support of Proposition 55 – The Kindergarten-University Public Education Facilities Bond Act of 2004.

Action *(Carried)*

30. RESOLUTION SUPPORTING PROPOSITION 56 (ENCLOSURE) (Hernandez)

	Agosto	S	Aranda		Roesch	M	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend adoption of resolution in support of Proposition 56 – The Budget Accountability Act.

	ITEM

Action
(Carried)

31. RESOLUTION SUPPORTING PROPOSITION 57 (ENCLOSURE)
(Hernandez)

	Agosto	M	Aranda		Roesch	S	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend adoption of resolution in support of Proposition 57 – The Economic Recovery Bond Act.

Action
(Carried)

32. RESOLUTION SUPPORTING PROPOSITION 58 (ENCLOSURE)
(Hernandez)

	Agosto	M	Aranda		Roesch	S	Salcido		Valladolid		Hill-Student Advisory Vote
	Aye		Aye		Aye		Aye		Aye		Aye

Recommend adoption of resolution in support of Proposition 58 – The California Balanced Budget Act.

Administrative Reports

33. ADMINISTRATIVE REPORTS
(Roesch)

A. ACADEMIC AFFAIRS – MR. GAUVREAU

B. FISCAL AFFAIRS – MR. FITE
1. General Fund Financial Report for Period Ending December 31, 2003 (ENCLOSURE)
2. Quarterly Report CCFS 311Q for Period Ending December 31, 2003 (ENCLOSURE)

C. HUMAN RESOURCES/LEGAL AFFAIRS – MS. SINCLAIR
1. Human Resources Report (ENCLOSURE)

D. STUDENT AFFAIRS – MR. SANDOVAL
1. Spring 2004 Opening Day Enrollment Report (ENCLOSURE)
2. 2002-03 Grievance and Order Report (ENCLOSURE)
3. 2002-03 Student Activities Report (ENCLOSURE)

E. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ
1. Overview of Institutional Planning Progress - CMT Recommendations - *Tabled*
2. Hardware/Software Replacement Plan (ENCLOSURE)

Governing Board Reports

34. GOVERNING BOARD REPORTS
(Roesch)

A. STUDENT TRUSTEE BRANDY HILL

B. TRUSTEE TERRI VALLADOLID

C. TRUSTEE DAVID J. AGOSTO

D. TRUSTEE YOLANDA SALCIDO

E. VICE PRESIDENT CHRISTINE ARANDA, ED.D.

F. PRESIDENT JEAN ROESCH, ED.D.

	ITEM
Closed Session	**35. CLOSED SESSION/REPORT OF ACTION (If Applicable)** (Roesch)

	Agosto		Aranda		Roesch		Salcido		Valladolid		Hill-Student Advisory Vote

Adjournment

36. ADJOURNMENT - *9:40 p.m.*
(Roesch)

Information

37. NEXT REGULAR MEETING

Wednesday, March 10, 2004

Norma L. Hernandez
Governing Board Secretary (Interim)

Jean Roesch, Ed.D.
Governing Board President