SUGGESTED ORDER OF BUSINESS

REGULAR MEETING, GOVERNING BOARD
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

HIGHER EDUCATION CENTER AT NATIONAL CITY
880 NATIONAL CITY BLVD., ROOM 7201 A & B
NATIONAL CITY, CA 91950

DAVID J. AGOSTO, GOVERNING BOARD PRESIDENT
JEAN ROESCH, ED.D., GOVERNING BOARD VICE PRESIDENT
JORGE DOMINGUEZ, PH.D., GOVERNING BOARD MEMBER
YOLANDA SALCIDO, GOVERNING BOARD MEMBER
TERRI VALLADOLID, GOVERNING BOARD MEMBER
LETICIA DIAZ, STUDENT GOVERNING BOARD MEMBER
RAJ K. CHOPRA, PH.D., SECRETARY TO GOVERNING BOARD
AND SUPERINTENDENT/PRESIDENT

7:00 PM

Wednesday, June 11, 2008

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.

<table>
<thead>
<tr>
<th>ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Call to Order</strong></td>
</tr>
<tr>
<td>1. CALL TO ORDER</td>
</tr>
<tr>
<td>(Agosto)</td>
</tr>
<tr>
<td>Room 7201 A &amp; B</td>
</tr>
<tr>
<td>Present:</td>
</tr>
<tr>
<td>Absent:</td>
</tr>
<tr>
<td>Board members arriving after meeting commences will be noted as “present” at point in this suggested order of business at which they arrive.</td>
</tr>
<tr>
<td>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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Closed Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. ADJOURN TO CLOSED SESSION</td>
</tr>
<tr>
<td>(Agosto)</td>
</tr>
<tr>
<td>Room 7214</td>
</tr>
<tr>
<td>2A. CONFERENCE WITH LABOR NEGOTIATOR</td>
</tr>
<tr>
<td>Negotiator: Michael Kerns/Jackie Osborne</td>
</tr>
<tr>
<td>Employee Organizations: CSEA, SCEA, SCCDA, Confidentials</td>
</tr>
<tr>
<td>Government Code Section 54957.6</td>
</tr>
<tr>
<td>2B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE</td>
</tr>
<tr>
<td>Government Code Section 54957</td>
</tr>
</tbody>
</table>
2C. LIABILITY CLAIM
Claimant: [Martha Jimenez]
Entity Claimed Against: [Southwestern Community College District]
Government Code Section 54956.95

3. RECONVENE IN OPEN SESSION
(Agosto)
7:00 p.m., Room 7201 A & B
Present:
Absent:

4. PLEDGE OF ALLEGIANCE
(Agosto)

5. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable)
(Agosto)

6. APPROVAL OF MINUTES (ENCLOSURE)
(Chopra)

7. SWEARING IN OF NEW STUDENT BOARD MEMBER
(Agosto)
Leticia Diaz, Associated Student Organization President/Student Board Member

8. PRESENTATION(S)
8A. PROPOSITION 39 POLLING RESULTS
Presenters: Tom Beasley, Acting Vice President for Business & Administrative Affairs; John Wilson, Senior Director of Business, Operations, & Facilities Planning; Fairbank, Maslin, Maullin, & Associates.

8B. BORDER COLLEGES CONSORTIUM
Presenters: Ron Dyste, Vice President for Academic Affairs; Irma Alvarez, Dean, School of Business & Information Systems; George Bonilla, Staff Development Coordinator

9. ORAL COMMUNICATION
(Agosto)
Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered.

An oral presentation to the Board does 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.”
ITEM 10. APPROVE CONSENT CALENDAR (ITEMS A THROUGH K)

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

10A. RATIFY/APPROVE FACILITY USE REQUEST(S)

<table>
<thead>
<tr>
<th>Organization</th>
<th>Facility Requested</th>
<th>Purpose</th>
<th>Date</th>
<th>Total Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Bay Aquatics Swim</td>
<td>Deep Pool and Lap Pool</td>
<td>Swim Practice</td>
<td>1/2/08 - 5/17/08</td>
<td>$7,632.</td>
</tr>
<tr>
<td>Auday Arabo 78th District State Assembly Association</td>
<td>Free Speech Patio</td>
<td>Candidate Rally</td>
<td>5/15/08</td>
<td>$125.</td>
</tr>
<tr>
<td>ARC International Corporation</td>
<td>Parking Lot O</td>
<td>Electronic Waste Recycling Event</td>
<td>5/24/08</td>
<td>N/C</td>
</tr>
<tr>
<td>San Diego Institute for Community Development</td>
<td>National City Site Parking Lot</td>
<td>Overflow Parking for Filipino Festival held at Kimball Park</td>
<td>5/24/08</td>
<td>$120.</td>
</tr>
<tr>
<td>Bonita Vista High School Club Blue Boosters Program</td>
<td>Mayan Hall</td>
<td>End of The Year Concert</td>
<td>6/1/08</td>
<td>$508.</td>
</tr>
<tr>
<td>Sweetwater Union High School District</td>
<td>Mayan Hall, Green Room, Dressing Rooms, 701 &amp; 704B</td>
<td>Spring Sing Concert</td>
<td>6/4-5/08</td>
<td>$1,570.</td>
</tr>
<tr>
<td>Sweetwater Union High School District</td>
<td>DeVore Stadium</td>
<td>Graduation Ceremonies</td>
<td>6/9/08 – 6/12/08</td>
<td>$1,935.</td>
</tr>
<tr>
<td>California State Games</td>
<td>Soccer Field</td>
<td>Soccer Tournament</td>
<td>6/12/08</td>
<td>$2,335.</td>
</tr>
<tr>
<td>Institute of Reading Development</td>
<td>Room 214</td>
<td>SDSU Developmental Summer Reading Program</td>
<td>Sundays 6/15/08 to 7/13/08</td>
<td>$1,012.</td>
</tr>
</tbody>
</table>
### Governing Board Agenda 6/11/08

**Page 4 of 29**

**ITEM 10A.** **RATIFY/APPROVE TRAVEL ADVANCE REQUESTS**

**Employee** | **Purpose** | **Date** | **Cost**
---|---|---|---
MacNeill, Andrew | Content-based Instruction | 6/29-7/3/08 | $655.00
Sinclair, Meredith | American Public Gardens Assoc. Conference, Pasadena, CA | 6/22-6/24/08 | $791.89

**ITEM 10B.** **ADOPT COMMENDATION RESOLUTIONS (ENCLOSURE)**

Adopt commendation resolution for the following staff member who is retiring:

Judy Faas, Library Technical Services Technician, completing 38 years of service

**ITEM 10C.** **RATIFY/APPROVE EMPLOYMENT OF CONSULTANT(S)**

<table>
<thead>
<tr>
<th>Department</th>
<th>Consultant</th>
<th>Purpose</th>
<th>Date</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health, Exercise Science &amp; Athletics</td>
<td>Robert Foley</td>
<td>Strength Training and Conditioning Skills for Women Athletes</td>
<td>07/01/08-06/30/09</td>
<td>Not to exceed $2,999</td>
</tr>
<tr>
<td></td>
<td>Tina Recalde</td>
<td>Coordinator for International Student Activities</td>
<td>06/12/08-06/30/09</td>
<td>Not to exceed $2,999</td>
</tr>
<tr>
<td>Higher Education Center at Otay Mesa</td>
<td>Mark Handy, M.D.</td>
<td>Serve as Medical Director for the Paramedic Training Program at Southwestern College</td>
<td>08/16/08-08/15/09</td>
<td>Not to exceed $1,000</td>
</tr>
</tbody>
</table>

**ITEM 10E.** **RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S):**

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

- Chancellor’s Office, California Community Colleges, Career Technical Education, VTEA IC Funds, in the amount of $765,450, July 1, 2008 through June 30, 2009 and 5-year plan, July 1, 2008 through June 30, 2013.

- Chancellor’s Office, California Community Colleges, Tech Prep Perkins Funding, in the amount of $81,405, July 1, 2008 through June 30, 2009 and 5-year plan, July 1, 2008 through June 30, 2013.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>10F.</td>
<td>RATIFY/APPROVE T ACCEPTANCE OF FUNDS</td>
<td>Approve/ratify the following agreement for acceptance of funds; and further, recommend the Superintendent/President be authorized to sign such agreements with funding agencies: National Science Foundation, “Geospatial Technology (GST) Program at Southwestern College”, in the amount of $103,819 (year one), August 1, 2008 to July 31, 2009. The College was awarded a multi-year grant in the amount of $273,703 for three years, from August 1, 2008 to July 31, 2011. The application was approved by the Governing Board on November 14, 2007. San Diego Unified Port District, “San Diego Contracting Opportunities Center (SDCOC) – Procurement Technical Assistance Center (PTAC), “in the amount of $5,000, July 1, 2008 to June 30, 2009. The application was approved by the Governing Board on January 9, 2008.</td>
</tr>
<tr>
<td>10G.</td>
<td>ACCEPT GIFT(S) FOR ANTICIPATED USE AS INDICATED</td>
<td>Accept the following gift(s) for anticipated use as indicated: Full size human plastic skeleton, aluminum stand and miscellaneous surgical tools, donated by Jonathan S. Frecks, to be used by all Anatomy and Physiology classes, in the School of Mathematics, Science and Engineering.</td>
</tr>
<tr>
<td>10H.</td>
<td>RATIFY VOLUNTEER SERVICES (ENCLOSURE)</td>
<td>Ratification of volunteer services effective April 17 through May 25, 2008.</td>
</tr>
</tbody>
</table>
ITEM

10I. ACCEPTANCE OF CURRICULUM SUMMARY REPORTS

(Enclosure)

10I1. ACCEPTANCE OF JUNE 2008 CURRICULUM SUMMARY REPORT

RECOMMENDATION


OVERVIEW

The June 2008 Curriculum Summary Report is a compilation of the new and revised curriculum proposed by faculty and submitted to the Curriculum Committee April 17 through May 1, 2008. Faculty submit proposals for new and/or revised curriculum to the Curriculum Committee. The Curriculum Committee reviews and scrutinizes curriculum for academic rigor, transferability and/or occupational competencies, student benefit, and institutional fit, as stated in Title 5 and the State Chancellor’s Curriculum Handbook. Once these and other considerations are met, the Curriculum Summary Report is forwarded to the Superintendent/President and Governing Board for review and approval before being sent to the State Chancellor’s Office.

The Southwestern College Curriculum Committee has reviewed and approved 19 new courses, 14 course modifications, 3 course inactivations and 1 program modification.

10I2. ACCEPTANCE OF APRIL 2008 CURRICULUM SUMMARY REPORT

(Enclosure)

RECOMMENDATION


OVERVIEW

This report was presented and tabled at the April 9, 2008 meeting of the Governing Board. The report contains 5 new courses, 10 course modifications and 6 course modifications which have been reviewed and approved by the Southwestern College Curriculum Committee.

10J. CONFIRMATION OF PURCHASE ORDERS

(Enclosure)

(Beasley/Wilson)

General Fund Nos. 87016 – 87864
Blanket Fund Nos. B1355 – B1362

10K. PAYMENT OF BILLS APRIL 1-30, 2008

(Enclosure)

(Beasley/Sampson)
11. APPROVAL OF TENTATIVE BUDGET FOR 2008-2009 (ENCLOSURE) (Beasley)


11B. Recommend the Governing Board make changes as desired and approve the Tentative Budget for the Southwestern Community College District for 2008-2009.

12. HUMAN RESOURCES – ACADEMIC (ITEMS A THROUGH H) (Kerns)

12A. ACADEMIC ADMINISTRATOR CONTRACTS AND 2008-09 SALARY PLACEMENT

Request approval of the following academic administrator contracts and salary placement for 2008-09:

<table>
<thead>
<tr>
<th>Name</th>
<th>Range/Step</th>
<th>Months of Service</th>
<th>Contract Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvarez, Irma</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Arnold, Donna</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Axsom, Patricia</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Bakhiet, Raga</td>
<td>Q-7</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Cornejo-Darcy, Silvia</td>
<td>F-7</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>*Davis, Terry</td>
<td>F-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Elias, Helen</td>
<td>F-7</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Giraffe, Viara</td>
<td>C-8+Dr.</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>**Kerns, Michael</td>
<td>C-6</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Kinney, William</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Levine, Joel</td>
<td>C-5+Dr.</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>McClellan, Mia</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>McJannet, Cathy</td>
<td>F-7</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Perri, Christine</td>
<td>F-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Ricasa, Arlie</td>
<td>F-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Suarez, Angelica</td>
<td>C-8+Dr.</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Tadlock, Stephen</td>
<td>F-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Tyner, Kathy</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
<tr>
<td>Zamora-Aguilar, Beatrice</td>
<td>C-8</td>
<td>12</td>
<td>7/1/08 – 6/30/09</td>
</tr>
</tbody>
</table>

*To be paid at Range C, Step 8 for the duration of temporary assignment as Interim Dean, School of Health, Exercise Science and Athletics, subject to amendments and termination at the discretion of the Governing Board.

**To be paid at Range A, Step 3 for the duration of temporary assignment as Acting Vice President for Human Resources, subject to amendments and termination at the discretion of the Governing Board.

12B. HOURLY ACADEMIC EMPLOYMENT (ENCLOSURE)

Recommend approval of adjunct faculty for the 2008 summer session, subject to provisions of established policy and contingent upon final determination of staff members; and further, recommend the Superintendent/President be authorized to employ additional hourly academic staff as may be needed for the 2008 summer session.
ITEM 12C. HUMAN RESOURCES ACADEMIC TRANSACTIONS (ENCLOSURE)
Request approval of academic transactions for the 2008 summer session and 2008-09 year.

ITEM 12D. HUMAN RESOURCES ACADEMIC TRANSACTIONS - RATIFICATIONS (ENCLOSURE)
Request ratification of academic transactions.

ITEM 12E. VOLUNTARY EARLY RETIREMENT CONTINUATION OF SERVICE
Pursuant to provisions set forth in Article VI, Section A of the Academic Administrator Handbook, the following academic administrator is eligible and requests participation in the Voluntary Early Retirement Continuation of Service Program for the fall 2008 semester:

Mary Wylie, Dean, School of Continuing Education, Economic and Workforce Development

ITEM 12F. MODIFICATION OF 2008–2009 SABBATICAL LEAVE DATES
Recommend approval of corrections to the dates of the sabbatical leaves of absence for 2008-2009 for the following individuals. The Board approved the 2008–2009 Sabbatical Leaves at the May 14, 2008 meeting.

Applicant | School                      | Step | Dates
----------|-----------------------------|------|------

ITEM 12G. EXTENSION OF TEMPORARY APPOINTMENT
Recommend approval to extend the following temporary appointment, effective as indicated. Temporary appointment was approved by the Governing Board on February 13, 2008. Temporary appointment shall continue based upon business necessity and is subject to amendments and termination at the discretion of the Governing Board.

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position/Range/Step</th>
<th>Temporary Assignment/Range/Step</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas Beasley</td>
<td>Director of Payroll and Risk Management</td>
<td>Acting Vice President for Business and Financial Affairs</td>
<td>7/1/08 – 9/30/08</td>
</tr>
<tr>
<td></td>
<td>Range 31/Step 9</td>
<td>Range A/Step 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$9,416/monthly salary</td>
<td>$10,170/monthly salary</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Classified Administrator</td>
<td>Academic Administrator</td>
<td></td>
</tr>
</tbody>
</table>

ITEM 12H. RESIGNATION/RETIREMENT
The following administrator has resigned and his resignation has been accepted by the Superintendent/President under delegation of powers:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg R. Sandoval</td>
<td>Vice President for Student Affairs</td>
<td>9/30/08</td>
</tr>
</tbody>
</table>
ITEM 13. HUMAN RESOURCES – CLASSIFIED (ITEMS A THROUGH H) (Kerns/Osborne)

<table>
<thead>
<tr>
<th>Action</th>
<th>13A. EMPLOYMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ratify/approve listed employment effective as indicated:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Department</th>
<th>Mos/Svc.</th>
<th>Range/Step</th>
<th>Monthly Salary</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abigail Caschetta</td>
<td>Project Manager</td>
<td>School of Mathematics, Science and Engineering</td>
<td>12</td>
<td>22-3</td>
<td>$5,790</td>
<td>$69,480</td>
<td>6-12-08</td>
</tr>
<tr>
<td></td>
<td>(Project-funded, Classified Administrator position)</td>
<td>Biotechnology</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Training Investment (BETSI) Project</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Continued employment contingent upon project funding.

ITEM 13B. CHANGE IN CONTRACT SERVICE

Request approval of listed change in contract service effective July 1, 2008:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Position</th>
<th>Months/Service</th>
<th>Range/Step</th>
<th>Monthly Salary</th>
<th>To</th>
<th>Monthly Salary</th>
<th>Range/Step</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Bernal</td>
<td>Instructional Lab Technician-Science School of Mathematics, Science and Engineering</td>
<td>Instructional Lab Technician-Science School of Mathematics, Science and Engineering</td>
<td>9 Months (47.5%)</td>
<td>Range 25/Step 1</td>
<td>*$1,939.42/Monthly</td>
<td></td>
<td>$4,083/Monthly</td>
<td>Range 25/1</td>
<td>12 Months (100%)</td>
</tr>
</tbody>
</table>

* Includes one additional evening increment range (Evening Increment)
## 13C. OUT-OF-CLASSIFICATION PAY

Pursuant to Education Code 88010 and Section 6.15 of the CSEA Contract, request the following employees be compensated for performing duties inconsistent with those assigned to their respective classification:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Classification/Department</th>
<th>Out-of-Classification Duties</th>
<th>Out-of-Classification Amount</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barbara Anderson</td>
<td>Help Desk Technician</td>
<td>Computer Support Systems</td>
<td>$1,115.00/monthly</td>
<td>7/1/08 – 9/30/08</td>
</tr>
<tr>
<td>Chris Apelo</td>
<td>Programmer Analyst</td>
<td>Computer Support Systems</td>
<td>$1,139.00/monthly</td>
<td>7/1/08 – 9/30/08</td>
</tr>
<tr>
<td>Gerardo Gonzalez</td>
<td>Senior Programmer Analyst</td>
<td>Computer Support Systems</td>
<td>$1,043.00/monthly</td>
<td>7/1/08 – 9/30/08</td>
</tr>
<tr>
<td>Heather MacNintch</td>
<td>Systems Support Specialist</td>
<td>Computer Support Systems</td>
<td>$2,593.00/monthly</td>
<td>7/1/08 – 9/30/08</td>
</tr>
<tr>
<td>Vincent Perez</td>
<td>Senior Programmer Analyst</td>
<td>Computer Support Systems</td>
<td>$1,202/monthly</td>
<td>7/1/08 – 9/30/08</td>
</tr>
<tr>
<td>Viviana Govea</td>
<td>Clerical Asst. III</td>
<td>Human Resources Assistant</td>
<td>$197.00/monthly</td>
<td>7/1/08 – 9/30/08</td>
</tr>
</tbody>
</table>

## 13D. EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES FOR 2007-2008 (ENCLOSURE)

Request approval and ratification for employment of short-term, non-academic hourly employees for the 2007-2008 academic years pursuant to Education Code Section 88003.

## 13E. EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES FOR 2008-2009 (ENCLOSURE)

Request approval for employment of short-term, non-academic hourly employees for the 2008-2009 academic years pursuant to Education Code Section 88003.

## 13F. HUMAN RESOURCES CLASSIFIED TRANSACTIONS (ENCLOSURE)

Request approval and ratification of classified transactions for the 2007-2008 academic year.
13G. SHORT-TERM, NON-ACADEMIC HOURLY EMERGENCY ASSIGNMENTS

Pursuant to Education Code Section 70902(d), request that the Superintendent/President be authorized to hire temporary staff for emergency assignments as indicated. Governing Board approval and notification will be reported when assignments are filled.

- Assignments that avoid endangering the safety and well-being of the public or students:
  Lifeguards, Child Care Providers, Child Development Center Teachers, College Police, EMT/Paramedic Teaching Assistants

- Departments that need workers to provide immediate services to students during peak periods:
  Bookstore, Admissions & Records, Cashiering, Food Services

- Assignments needed to meet legal and/or program requirements:
  Test Proctors, Disabled Student Services Note-Takers, Adaptive PE Aides, Tutors

- Emergency assignments:
  Replacements due to medical or other leaves, Fee-Based Instructors, Referees

13H. RESIGNATIONS/RETIREMENTS

The following staff members will resign/retire effective as indicated and their resignation/retirement has been accepted by the Superintendent/President under delegation of powers:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Judy Faas</td>
<td>Library Technical Services Technician (retirement)</td>
<td>8/1/08</td>
</tr>
<tr>
<td>Carole Eklund</td>
<td>Small Business Assistant (retirement)</td>
<td>8/1/08</td>
</tr>
<tr>
<td>Arthur Lopez</td>
<td>Director, Financial Aid (resignation)</td>
<td>9/30/08</td>
</tr>
</tbody>
</table>
14. FACILITIES
(Beasley/Wilson)

Agosto Dominguez Roesch Salcido Valladolid Diaz-Student

Advisory Vote

14A. AWARD/REJECTION OF BID(S)

AWARD OF RFP
Bid No. 94

Recommend award of Request for Proposal (RFP) No. 94 for Job Analysis and
Reclassification Review for Southwestern Community College District to Johnson and
Associates, LLP in the amount not to exceed $20,000 billed hourly.

14B. NOTICE OF COMPLETION(S)

Recommend approval and acceptance of the following completed projects, effective as
indicated:

14B1. Bid No. 144
Remodel of the 800/850 Buildings at Southwestern Community College District,
Chula Vista Campus Project with Soltek Pacific Construction, as satisfactorily
completed as of June 2, 2008.

14B2. Bid No. 149
Re-Roofing of Building 1500, Gymnasium; 800 Music Building; and 500
Engineering Building at Southwestern Community College District, Chula Vista
Campus Project with Roof Construction, as satisfactorily completed as of June 9,
2008.

14C. APPROVE CHANGE ORDER(S)

14C1. Change Order - Higher Education Center at San Ysidro

Approve Change Order No. two (2) for the Southwestern College Higher Education
Center at San Ysidro to Jaynes Corporation, resulting in an increase of $14,007
and a new contract amount of $4,223,501.

1. Install ceramic tile in room 5102 and 5107 used as $8,935.
Science labs. Install resilient flooring in Rooms 5118, 5123,
5130, and 5212 and remove carpet from specification.
This will reduce maintenance costs. (b)

2. Install windows in Center Director’s Office to provide $2,053.
supervision of classrooms and lobby. (b)

3. Remove underground footing of McDonald’s $8,018.
freeway sign. (a)

4. Change Duranar Coatings on aluminum framed $<8,037.>
entrances and storefront to brushed aluminum. (b)

(a) Unforeseen Conditions
(b) District Requested Change
(c) The Division of State Architect (DSA) Modifications
(d) Design Omission
(< > Indicates Credit Amount
ITEM

Total cost of change orders for this project is $49,754.
All of the above changes are within the 7% contingency budget allocated for this project and are funded through Proposition AA Funds.

14C2. Change Order - Fire Life Safety and Perimeter Road Project

Approve Change Order No. five (5) for the Fire Life Safety and Perimeter Road Project at Southwestern College to Western Rim Constructors, resulting in an increase of $60,022 and a new contract amount of $7,437,755.

1. Existing sewer line 320 feet long was relocated due to conflict with new ADA walkway. $46,222. Sewer line was not on original college plans. (a)

2. Lower existing 3” poly gas line which needed to be relocated because it was in conflict with new ADA walkway and existing sewer line. Gas line was not on original college plans. (a)

(a) Unforeseen Conditions
(b) District Requested Change
(e) The Division of State Architect (DSA) Modifications
(f) Design Omission
<> Indicates Credit Amount

Total cost of change orders for this project is $209,134.
All of the above changes are within the 7% contingency budget allocated for this project and are funded through Proposition AA Funds.

14C3. Change Order - 800/850 Building Remodel

Approve Change Order No. five (5) for the 800/850 Building Remodel at Southwestern College to Soltek Pacific Construction, resulting no additional increase to the current contract amount of $5,138,297.

1. Change audio equipment in recording studio to provide 2 additional patch bays and install 6 Truman PL-8-II power distribution strips in the console recording room. $10,000. (b)

2. Credit landscaping for the 800/850 buildings. <$10,000.> District will install. (b)

(a) Unforeseen Conditions
(b) District Requested Change
(g) The Division of State Architect (DSA) Modifications
(h) Design Omission
<> Indicates Credit Amount

Total cost of change orders for this project is $241,297.
All of the above changes are within the 7% contingency budget allocated for this project and are funded through Proposition AA Funds.
15. APPROVAL OF AGREEMENTS – COST TO DISTRICT (ITEMS A THROUGH D)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION</th>
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<tbody>
<tr>
<td>15.</td>
<td>APPROVAL OF AGREEMENTS – COST TO DISTRICT (ITEMS A THROUGH D)</td>
</tr>
</tbody>
</table>

15A. ACADEMIC AFFAIRS

15A1. AGREEMENT WITH INDIAN HILLS CAMP (ENCLOSURE)

RECOMMENDATION

Authorize Agreement No. A2434.08 with Indian Hills Camp, for the rental of facilities and meals to host the Mathematics, Engineering, Science, Achievement (MESA) Alliance Leadership Institute, for the period February 27 to March 1, 2009, inclusive, in the amount of $5,100.

OVERVIEW

The agreement with Indian Hills Camp to hold the MESA Alliance Leadership Institute provides a venue for MESA directors, industry members and community leaders to provide students with personal and professional development through workshops. The institute exposes students to networking with industry and MESA students from other colleges. Participants include San Diego City College; San Diego State University, and other colleges from southern California.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45634-649973-713

15A2. AGREEMENT WITH SAN DIEGO STATE UNIVERSITY (ENCLOSURE)

RECOMMENDATION

Authorize Memorandum of Understanding No. M4029.08 with San Diego State University (SDSU), for faculty internship program, for the period from July 1, 2008 to June 30, 2009, inclusive, in an amount not to exceed $2,000.

OVERVIEW

The faculty internship program for SDSU graduate students in mathematics was established in 2005. Interns receive five hours of formal training in areas of class management, andrology, and best teaching practices per semester. Faculty interns are assigned to teach only in areas in which they are legally qualified to teach. The program facilitates the recruitment for qualified and diverse faculty from underrepresented groups.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-41342-170100-000
15A. ACADEMIC AFFAIRS (Continued)

15A3. AGREEMENT WITH SCRIPPS HEALTH (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2437.08 with Scripps Health, doing business as Scripps Clinic, Scripps Green Hospital, Scripps Memorial Hospital Encinitas, Scripps Memorial Hospital La Jolla, Scripps Mercy Hospital Chula Vista, and Scripps Mercy Hospital, for providing clinical learning experiences for the nursing and health occupation program students, for the period July 1, 2008 to June 30, 2011, inclusive, at no cost to the District.

OVERVIEW

Students enrolled in the health occupation programs gain valuable experiences from agencies such as this one. This training is required by the regulatory agencies, is necessary to meet requirements for certification at program completion, and helps prepare our graduates for employment.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

15A4. AGREEMENT WITH LUIS A. NUÑEZ, JR. MEDICAL LABORATORY TRAINING CONSULTANT (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2442.08 with Luis A. Nuñez, Jr. for the development and implementation of the Southwestern College Medical Laboratory Training Program, for the period June 12 to December 1, 2008, inclusive, in the amount of $46,200.

OVERVIEW

Mr. Nuñez will be assisting Southwestern College with the development of Community Clinical Affiliates to provide student internships and prepare and submit the National Accrediting Agency for Clinical Laboratory Sciences Accreditation documentation for a preliminary self study report. Additionally, this consultant will work with the medical profession to raise funds for the implementation of the Medical Laboratory Training Program.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45123-120500-961
ITEM

15A.  ACADEMIC AFFAIRS (Continued)

15A5. SOFTWARE LICENSE AGREEMENT WITH PROVOST SYSTEMS, INC. 
       (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2436.08 with Provost Systems, Inc., for the Student 
Tracking System software, for the period July 1, 2008 to June 30, 2010, inclusive, 
in the amount of $101,232.

OVERVIEW

This agreement provides Southwestern College with a license for the Provost 
Student Tracking System software. The student tracking system provides a 
complete, integrated, ID card-based, positive attendance tracking system that 
integrates with both the Blackboard Transaction System and the Datatel Colleague 
System.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45620-612000-000

15B.  BUSINESS & FINANCIAL AFFAIRS

15B1. APPROVAL OF AMENDMENT TO AGREEMENT WITH GILBANE COMPANY 
       (ENCLOSURE)

RECOMMENDATION

Approve Amendment to Agreement No. A2013.07 with Gilbane Building Company, 
to amend present agreement for services to extend the term of the agreement to 
July 31, 2008, in an amount not to exceed $24,500.

OVERVIEW

The Gilbane Building Company has been managing the 800/850 Building Remodel 
Due to construction delays related to unforeseen job site conditions, a sixty-day 
extension is required to complete the construction. This agreement extends the 
construction until July 31, 2008. No other changes to the existing contract are 
being requested.

FISCAL IMPACT/FUNDING SOURCE

Account No. 0-6210-718642-000 (Proposition AA)
<table>
<thead>
<tr>
<th>ITEM</th>
<th>15C. HUMAN RESOURCES (Kerns)</th>
</tr>
</thead>
<tbody>
<tr>
<td>15C1. AGREEMENT WITH JOHNSON &amp; ASSOCIATES, LLC (ENCLOSURE)</td>
<td></td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

Authorize Agreement No. A2445.08 with Johnson & Associates, LLC, to conduct job analysis audits and provide ongoing technical assistance, for the period June 12, 2008 to June 30, 2009, inclusive, in the amount of $110 per hour, not to exceed $20,000 annually.

**OVERVIEW**

Pursuant to the provisions set forth in the CSEA Contract and the District’s Reclassification Procedures, the District engages in an annual reclassification process. Consultant will conduct an independent review of job duties and will maintain job descriptions for consistency and completeness. Consultant is familiar with industry, maintains current information on salary and program trends.

Consultant will provide ongoing technical assistance, including, but not limited to, job analysis audits, preparing new class specifications and modifying existing class specifications during organizational restructure.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 5110-665000-000

| 15C2. AGREEMENT WITH RONALD DYSTE FOR CONSULTANT SERVICES (ENCLOSURE) |

**RECOMMENDATION**

Authorize Agreement No. A2446.08 with Ronald Dyste, to assist the District in the daily operations of the Academic Affairs Office, for the period July 7 to August 14, 2008, inclusive, in the amount of $602.70 per day, not to exceed $20,000.

**OVERVIEW**

In order to maintain continuity of leadership in the administration of the District, including the instructional programs and operation of the Academic Affairs Office, it is necessary to continue utilizing the service of Ronald Dyste after his resignation becomes effective on June 30, 2008.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 5110-672000-000
15D. STUDENT AFFAIRS

15D1. AGREEMENT WITH STRATA INFORMATION GROUP (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2396.08 with Strata Information Group, for information system technology services, for the period July 1, 2008 to June 30, 2009, inclusive, in the amount of $145 per hour, plus travel expenses (no change in the hourly rate). Additionally, there is a 60-day termination notice clause.

OVERVIEW

For the past three years, the District has retained the services of Strata Information Group of San Diego to provide management services for Computer Systems and Services. Much progress has been achieved on the identification, prioritization, and implementation of District-wide and department projects. There is no increase in the hourly fee charged from 2007 to 2008.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-678000-000

15D2. MEMORANDUM OF UNDERSTANDING WITH THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, PUENTE PROJECT (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding (MOU) No. M4030.08 with The Regents of the University of California Puente Project, for implementation of a Puente Community College Program, for the period July 1, 2008 to June 30, 2009, inclusive, for a cost not to exceed $5,000.

OVERVIEW

The Memorandum of Understanding is entered into annually between The Regents of the University of California, on behalf of the Puente Project, and Southwestern Community College District. The Puente Community College Program implementation guidelines are incorporated into the MOU by reference, and outline program responsibilities, roles, and expectations for Puente statewide, and the District. The mission of the Puente Project is to increase the number of educationally underserved students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors to future generations.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-4320-631001-000 (In-kind District support of $5,000)
15D. STUDENT AFFAIRS (Continued)

15D3. CONSULTANT/PROFESSIONAL EXPERT AGREEMENT WITH SWEETWATER UNION HIGH SCHOOL DISTRICT (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2435.08 with Sweetwater Union High School District (SUHSD), for consultant services, for the period July 1, 2008 to June 30, 2009, inclusive, in the amount of $36,500.

OVERVIEW

In July of 2001, the Sweetwater Union High School District (SUHSD) and Southwestern Community College District (SCCD) partnered to create a new co-funded, full-time Outreach Specialist position. The position was created to better meet the needs of the students from the SUHSD, with the primary responsibility of enrolling SUHSD students in the College Bound Program. SUHSD reimburses SCCD fifty percent of the salary/benefits for this position annually.

FISCAL IMPACT/FUNDING SOURCE

Account No. (General Funds/Project Funds)
Monies to be paid from: Classified Contract 1-42110-671100-000
Monies to be reimbursed to: General Fund Misc. 1-19162-671100-000
General Fund Misc. 1-19163-671100-000

15D4. AGREEMENT WITH E-CAPTIONS.COM OFFICIAL REAL TIME CAPTIONING ASSOCIATES, INC. (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2401.08 with e-captions.com Official Real Time Captioning Associates, Inc., for real-time captioning services for the period July 1, 2008 to June 30, 2009, inclusive, in a total amount not to exceed $10,000.

OVERVIEW

The 2008-2009 e-Captions.com Official Real Time Captioning Associates, Inc., Independent Contractor Agreement is an ongoing activity that provides real-time captioning for students participating in the Disability Support Services Program. The Disability Support Services Program provides services that enable students with disabilities to access all campus, academic, and vocational activities. Services include counseling, parking, note-takers, equipment loans, and sign language interpreters.

FISCAL IMPACT/FUNDING SOURCE

Account No. 45120-642000-418
ITEM 15D. STUDENT AFFAIRS (Continued)

15D5. AGREEMENT WITH NETWORK INTERPRETING SERVICES (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2400.08 with Network Interpreting Services, for American Sign Language interpreting services for the period July 1, 2008 to June 30, 2009, inclusive, in a total amount not to exceed $230,000.

OVERVIEW

The 2008-2009 Network Interpreting Services Independent Contractor Agreement is an ongoing activity that provides sign language interpreting for students participating in the Disability Support Services Program. The Disability Support Services Program provides services that enable students with disabilities to access all campus, academic, and vocational activities. Services include counseling, parking, note-takers, equipment loans, and sign language interpreters.

FISCAL IMPACT/FUNDING SOURCE

Account No. 45110-642000-418

15D6. AGREEMENT WITH DEAF COMMUNITY SERVICES OF SAN DIEGO, INC. (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2402.08 with Deaf Community Services of San Diego, Inc., for American Sign Language interpreting services for the period July 1, 2008 to June 30, 2009, inclusive, in a total amount not to exceed $10,000.

OVERVIEW

The 2008-2009 Deaf Community Services of San Diego, Inc., Independent Contractor Agreement is an ongoing activity that provides sign language interpreting for students participating in the Disability Support Services Program. The Disability Support Services Program provides services that enable students with disabilities to access all campus, academic, and vocational activities. Services include counseling, parking, note-takers, equipment loans, and sign language interpreters.

FISCAL IMPACT/FUNDING SOURCE

Account No. 45110-642000-418
15D7. AGREEMENT WITH INSTITUTE FOR CAMPUS SAFETY (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2444.08 with Institute for Campus Safety for assessment, evaluation and recommendations for the College Police Department and safety and emergency services, for the period June 12 to September 1, 2008, in an amount not to exceed $3,500.

OVERVIEW

The Safety and Emergency Task Force has made recommendations for providing training, purchasing equipment and updating of the emergency and evacuation plans. In addition, there is an immediate need to evaluate the College Police Department and prioritize their needs. This review is necessary to establish a budget and make final recommendations for equipment and safety/emergency effectiveness.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45110-695201-000
## 16A. ACADEMIC AFFAIRS

### 16A1. AGREEMENT WITH RESEARCH AND TRAINING INSTITUTE (ENCLOSURE)

**RECOMMENDATION**

Authorize Agreement No. A2377.08 for the continuation of the Southwestern College Research and Training Institute (RTI) for the purpose of providing enriching opportunities to faculty and students and increasing Southwestern College visibility and ties with the community, industry, academic, and research entities, for the period from July 1, 2008 to June 30, 2012, inclusive, at no cost to the District.

**OVERVIEW**

The Research and Training Institute has provided students majoring in mathematics, science, and engineering with opportunities to participate in research internships. Students have reported these experiences as a driving force to their academic success. In addition, students who participate in research internships and laboratory training have successfully transferred to baccalaureate-granting institutions. The RTI is housed in the School of Mathematics, Science, and Engineering (MSE) under the general supervision and oversight of the Dean of MSE.

**FISCAL IMPACT/FUNDING SOURCE**

No cost to the District.

### 16A2. AGREEMENT WITH THE BURNHAM INSTITUTE FOR MEDICAL RESEARCH (ENCLOSURE)

**RECOMMENDATION**

Authorize Agreement No. A2361.08 with The Burnham Institute for Medical Research, for Student Internship Program, for the period from July 1, 2008 to June 30, 2009, inclusive, at no cost to the District.

**OVERVIEW**

The Student Internship Program, funded in part by the Research and Training Institute (RTI) and the Biotechnology Education and Training Sequence Investment (BETSI) II Program, provides a unique working experience for students by exposing them to state-of-the-art equipment and the opportunity to work side-by-side with experts in their fields. In addition, students have identified participation in research internships as one of the top factors contributing to their academic success.

**FISCAL IMPACT/FUNDING SOURCE**

No cost to the District.
16A. ACADEMIC AFFAIRS (Continued)

16A3. AGREEMENT WITH THE CITY OF CORONADO (ENCLOSURE)

RECOMMENDATION

Approve Agreement No. A2334.08 with the City of Coronado, for the Sea Camp Program, for the period July 7 to August 8, 2008, inclusive, in the amount of $15,000 income to the District.

OVERVIEW

The Higher Education Center at National City is requesting approval of the enclosed agreement with the City of Coronado. This agreement designates Southwestern College as a provider of five weeks of instruction in boating activities, including kayaking and sailing to the City of Coronado Sea Camp.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38835-089907-502

16B. BUSINESS & FINANCIAL AFFAIRS

16B1. AGREEMENT WITH THE PEPSI BOTTLING GROUP (ENCLOSURE)

RECOMMENDATION

Ratify Amendment to Agreement No. AR 2338.08 with Bottling Group, LLC dba The Pepsi Bottling Group, to refund sales tax overpayment for vending machine services for the District, for the period January 27, 2008 to June 30, 2010, inclusive, in the amount of $17,181.76 to benefit the District.

RATIONALE FOR RATIFICATION

The Pepsi Bottling Group did not receive final approval, until March 2008, from the State Franchise Tax Board to move forward with this amendment.

OVERVIEW

The Pepsi Bottling Group has decreased our vending commissions due to overpayment of sales tax associated with the sale of vending machine beverages. The past commission payment is a result of taxes overpaid to the State Franchise Tax Board. Future vending sales, associated with commissions will not be taxed and will be reflected as additional revenues for the District. The Pepsi Bottling Group will adjust vending machine commissions to reflect 41.5% for all beverages with the exception of Gatorade drinks which will have an 18% commission.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-38999-691000-031
<table>
<thead>
<tr>
<th>ITEM</th>
<th>BUSINESS &amp; FINANCIAL AFFAIRS (Continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td>16B.</td>
<td>AGREEMENT WITH SAN DIEGO GAS &amp; ELECTRIC (ENCLOSURE)</td>
</tr>
<tr>
<td>(Beasley)</td>
<td></td>
</tr>
<tr>
<td>16B2.</td>
<td>RECOMMENDATION</td>
</tr>
<tr>
<td></td>
<td>Approve Agreement No. AR2443.08 with San Diego Gas &amp; Electric (SDG&amp;E) for a financial incentive for the period June 12, 2008 to June 30, 2009, in an estimated amount of $111,928 to benefit the District.</td>
</tr>
<tr>
<td>OVERVIEW</td>
<td>The Southwestern Community College District is participating with the California Community Colleges Energy Efficiency Partnership Program. This program provides funding for projects which have a direct effect on reducing energy usage. The District is converting standard computer servers to virtual software servers which will reduce our electrical usage.</td>
</tr>
<tr>
<td>FISCAL IMPACT/FUNDING SOURCE</td>
<td>Income to the District.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>ITEM</th>
<th>STUDENT AFFAIRS</th>
</tr>
</thead>
<tbody>
<tr>
<td>16C.</td>
<td>2008-2011 COOPERATIVE WORK EXPERIENCE EDUCATION PROGRAM AGREEMENT WITH THE CITY OF CHULA VISTA (ENCLOSURE)</td>
</tr>
<tr>
<td>(Sandoval)</td>
<td></td>
</tr>
<tr>
<td>16C1.</td>
<td>RECOMMENDATION</td>
</tr>
<tr>
<td></td>
<td>Approve Agreement No. A2389.08 with the City of Chula Vista (Fleet Maintenance Department), for the Cooperative Work Experience Education Program, for the period July 1, 2008 to June 30, 2011, inclusive, at no cost to the District.</td>
</tr>
<tr>
<td>OVERVIEW</td>
<td>The 2008-2011 Cooperative Work Experience Education Program Agreement is an ongoing agreement used to establish partnerships with employers for the purpose of providing work-based learning experience to students eligible for the Cooperative Work Experience Education Program. This agreement will provide students with work experience related to their major. The program provides an opportunity for employers to mentor Southwestern College students and develop a future work force.</td>
</tr>
<tr>
<td>FISCAL IMPACT/FUNDING SOURCE</td>
<td>No cost to the District.</td>
</tr>
</tbody>
</table>
16C. STUDENT AFFAIRS (Continued)

16C2. 2008-2011 SERVICE LEARNING PROGRAM AGREEMENTS WITH AGENCIES (ENCLOSURE)

RECOMMENDATION

Approve agreements with the agencies listed below, for Service Learning Program, for the period July 1, 2008 to June 30, 2011, inclusive, at no cost to the District.

- Arroyo Vista Charter School—Agreement No. A2409.08
- Best Buddies—Agreement No. A2410.08
- Bonita Learning Academy—Agreement No. A2411.08
- Border View YMCA of San Diego County—Agreement No. A2412.08
- Chula Vista Elementary School District—Agreement No. A2413.08
- City of Chula Vista—Agreement No. A2414.08
- Everyone A Reader-San Diego County Office of Education—Agreement No. A2415.08
- Girl Scouts, San Diego Imperial Council, Inc.—Agreement No. A2416.08
- George G. Glenner Alzheimer’s Family Centers, Inc. (Guardian Angel Program of San Diego County)—Agreement No. A2417.08
- Legal Aid Society of San Diego, Inc.-Pro Bono Program—Agreement No. A2418.08
- Meals-on-Wheels Greater San Diego, Inc.-South County Service Center—Agreement No. A2419.08
- National School District—Agreement No. A2420.08
- Paradise Creek Educational Park, Inc.—Agreement No. A2421.08
- Re-Entry Prison and Jail Ministry—Agreement No. A2422.08
- Roberson Senior Living—Agreement No. A2432.08
- San Diego Audubon Society—Agreement No. A2423.08
- San Diego County Registrar of Voters—Agreement No. A2424.08
- San Diego Unified School District—Agreement No. A2425.08
- San Ysidro Health Center—Agreement No. A2426.08
- San Ysidro School District—Agreement No. A2431.08
- SAY San Diego—Agreement No. A2427.08
- South Bay Union School District—Agreement No. A2428.08
- Sun and Sea Manor—Agreement No. 2429.08
- Sweetwater Union High School District—Agreement No. A2430.08

OVERVIEW

The 2008-2011 Service Learning Program agreements are ongoing agreements used to establish partnerships with community agencies for the purpose of providing volunteer learning experiences to students eligible for the Service Learning Program.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.
16C. STUDENT AFFAIRS (Continued)

16C3. 2008-2009 AMERICORPS SCHOOL READINESS PROGRAM AGREEMENTS WITH AGENCIES (ENCLOSURE)

RECOMMENDATION

Approve agreements with the agencies listed below, for the AmeriCorps School Readiness Program, for the period July 1, 2008 to December 31, 2009, inclusive, at no cost to the District.

Bonita Learning Academy (Agreement No. A2404.08)
First United Methodist Preschool (Agreement No. A2405.08)
Kids Depot (Agreement No. A2406.08)
South Bay Union School District VIP Village (Agreement No. A2407.08)
Sweetwater Union High School District Parent Education Program (Agreement No. A2408.08)

OVERVIEW

The 2008-2009 AmeriCorps School Readiness Program agreements are ongoing agreements used to establish partnerships with community agencies for the purpose of providing volunteer and work-based learning experiences to students eligible for the AmeriCorps School Readiness Program.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.
17A. RESOLUTION AUTHORIZING THE FRINGE BENEFIT CONSORTIUM MASTER VENDOR LIST

(Beasley)

RECOMMENDATION

Recommend approval of resolution authorizing the Fringe Benefit Consortium (FBC) Master Vendor List offered through the San Diego County Office of Education Fringe Benefit Consortium 457/503(b), 401(a) plan. District employees are able to contribute to tax-sheltered retirement savings accounts under the Internal Revenue Service (IRS) section 403(b) and 457. In the past, employees were able to select from many vendors offering such plans and authorized the district to make monthly contributions into their account via payroll deduction. Recent changes in state and federal law now require vendors to register with the state. In addition, districts will be held responsible for ensuring that employee contributions into these plans and distributions from these plans meet complex IRS requirements. The District has no way to monitor compliance under the current system, thereby exposing both the District and individual employees to liability for IRS penalties.

OVERVIEW

The San Diego County Office of Education has contracted for compliance monitoring services for 403(b) and 457 plans for participating districts through the FBC. By adopting the FBC Master Vendor List, the District can be assured that all future contributions are compliant. The Master Vendor List includes vendors who have both registered with the state, and have signed hold-harmless agreements with the FBC and agreed to coordinate information with the FBC on plan distributions, loans, and hardship withdraws.

Effective July 1, 2008, the District will no longer make employee contributions to vendors that are not on the FBC Master Vendor List. Employees who elect to maintain accounts from past contributions with unapproved vendors will be required to provide semi-annual self-reporting of plan distributions.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.
ITEM

18. NON-ACTION ITEMS

18A. INFORMATION ITEMS

18A1. Academic Administrator Handbook – First Reading (ENCLOSURE)

(Chopra)

The District’s Academic Administrator was last revised in 2007. This revision is appearing before the Governing Board for first reading.

The handbook has been revised to conform with Education codes, District policies and current practices. It has been reviewed and approved by the Superintendent/President and the membership of the Southwestern Community College District Administrators’ Association.


(Beasley/Sampson)

18A3. General Fund Cash Analysis for Period Ending April 30, 2008 (ENCLOSURE)

(Beasley/Sampson)

19. ADMINISTRATIVE REPORTS

(Agosto)

19A. RON DYSTE, VICE PRESIDENT FOR ACADEMIC AFFAIRS

19B. THOMAS BEASLEY, ACTING VICE PRESIDENT FOR BUSINESS AND FINANCIAL AFFAIRS

19C. MICHAEL KERNS – ACTING VICE PRESIDENT FOR HUMAN RESOURCES

19D. GREG R. SANDOVAL, VICE PRESIDENT FOR STUDENT AFFAIRS

20. SENATE/UNION/ASSOCIATION REPORTS

(Agosto)

20A. PROFESSOR VALERIE GOODWIN-COLBERT, PRESIDENT, ACADEMIC SENATE

20B. WANDA MAXWELL, PRESIDENT, CLASSIFIED SENATE

20C. PHILIP LOPEZ, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA)

20D. MICHAEL SELBY, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

20E. DEBBIE TRUJILLO, PRESIDENT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDA)

21. SUPERINTENDENT/PRESIDENT’S REPORT

(Agosto)

RAJ K. CHOPRA, PH.D., SUPERINTENDENT/PRESIDENT

22. GOVERNING BOARD REQUESTS FOR INFORMATION

(Agosto)

Information Requested        Board Member        Due Date
<table>
<thead>
<tr>
<th>ITEM</th>
<th>GOVERNING BOARD REPORTS (Agosto)</th>
</tr>
</thead>
<tbody>
<tr>
<td>23A.</td>
<td>STUDENT BOARD MEMBER LETICIA DIAZ</td>
</tr>
<tr>
<td>23B.</td>
<td>BOARD MEMBER TERRI VALLADOLID</td>
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<tr>
<td>23C.</td>
<td>BOARD MEMBER YOLANDA SALCIDO</td>
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<tr>
<td>23D.</td>
<td>BOARD MEMBER JORGE DOMINGUEZ, PH.D.</td>
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<tr>
<td>23E.</td>
<td>BOARD VICE PRESIDENT JEAN ROESCH, Ed.D.</td>
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<td>23F.</td>
<td>BOARD PRESIDENT DAVID J. AGOSTO</td>
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<tr>
<th>ITEM</th>
<th>CLOSED SESSION/REPORT OF ACTION(S) (If Applicable) (Agosto)</th>
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<th>ITEM</th>
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<tr>
<th>ITEM</th>
<th>NEXT REGULAR MEETING</th>
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<tbody>
<tr>
<td></td>
<td>Wednesday, July 9, 2008</td>
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<tr>
<td></td>
<td>Southwestern College</td>
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<tr>
<td></td>
<td>900 Otay Lakes Road</td>
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<td></td>
<td>Room 214</td>
</tr>
<tr>
<td></td>
<td>Chula Vista, CA 91910</td>
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</tbody>
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RAJ K. CHOPRA, PH.D.  
SUPERINTENDENT/PRESIDENT