SUGGESTED ORDER OF BUSINESS

SPECIAL MEETING OF THE GOVERNING BOARD
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

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

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

DATE: Monday, February 25, 2008  
TIME: 6:00 p.m.  
LOCATION: Southwestern College  
300 Otay Lakes Road  
Chula Vista, CA 91910  
Room 214

Compliance with Americans with Disabilities Act

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

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<td><strong>Call to Order</strong></td>
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| 1. CALL TO ORDER  
(Agosto)  
6:00 p.m., Room 214  
Attendance at this special meeting (Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive).  
Present:  
Absent: |
| **Pledge of Allegiance** |
| 2. PLEDGE OF ALLEGIANCE  
(Agosto) |
| **Oral Communication** |
| 3. ORAL COMMUNICATION  
(Agosto)  
Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered.  
An oral presentation to the Board does 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." |
Closed Session

4. ADJOURN TO CLOSED SESSION
   (Agosto)
   Building 100, Conference Room A

   A. PUBLIC EMPLOYMENT
      Employee Appeal of Administrative Determination of Discrimination Complaint
      5 Cal. Code of Regulations Section 59338

   B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
      Government Code Section 54956.9(b)
      (1 potential case)

   C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
      Government Code Section 54957
      Title: Superintendent/President

   D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
      Government Code Section 54957(b)

   E. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION -
      Subdivision (a) of Government Code Section 54956.9
      Case No. 37-2007-00078006-CU-BC-CTL

Reconvene in Open Session

5. RECONVENE IN OPEN SESSION
   (Agosto)
   Room 214

   Present:
   Absent:

Closed Session Announcement

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

Action

7. HUMAN RESOURCES

| Agosto | Dominguez | Roesch | Salcido | Valladolid | Del Rio-Student Advisory Vote |

The Board will consider and take action on the amended contract for Raj K. Chopra, Ph.D., Superintendent/President.
## RESTRUCTURE OF ACADEMIC AFFAIRS AND STUDENT AFFAIRS

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### A. ACADEMIC AFFAIRS (ENCLOSURE)

1. Eliminate the following position:
   a. Dean, Academic Information Services (AIS) (vacant)

   **Note:** Functions of the Dean of AIS (vacant position) to be absorbed by 1) Dean of Applied Technology & Learning Assistance and 2) Dean of Research/MIS/CSS (new position).

2. Change in Schools
   a. Current School: School of Languages & Humanities
      Proposed School: School of Languages
   b. Current School: School of Behavioral & Social Science
      Proposed School: School of Social Sciences & Humanities
   c. Current School: School of Technology & Human Services
      Proposed School: *School of Applied Technology & Learning Assistance

*Library, Academic Success Center moved from Academic Information Services to the proposed School of Applied Technology & Learning Assistance. Functions of the Dean of Academic Information Services (vacant position) to be absorbed by 1) Dean of Applied Technology & Learning Assistance and 2) Dean of Research/MIS/CSS (new position), resulting in the elimination of the Dean of Academic Information Services (vacant position).

3. Change in Reporting Structure
   a. Department: Grants & Development
      
      **From:** Institutional Advancement
      Reports to Chief Advancement Officer (vacant)
      
      **To:** Academic Affairs
      Reports to *Dean of Instructional Support Services (vacant)

      *Department will report to the Vice President for Academic Affairs until the Dean of Instructional Support Services position is filled.

   b. Department: Institutional Research
      
      **From:** Institutional Advancement
      Reports to Chief Advancement Officer (vacant)
      
      **To:** Office of the Superintendent/President
      Reports to Superintendent/President
ITEM

Change in Reporting Structure ( Continued )

c. Department: SBA Regional Lead Center

From: Office of Academic Affairs
Reports to Vice President for Academic Affairs

To: Cont. Ed., Econ. & Workforce Development
Reports to Dean of Cont. Ed., Econ. & Workforce Development

d. Department: Small Business Development & International Trade Center

From: Office of Academic Affairs
Reports to Vice President for Academic Affairs

To: Cont. Ed., Econ. & Workforce Development
Reports to Dean of Cont. Ed., Econ. & Workforce Development

B. STUDENT AFFAIRS ( ENCLOSURE )

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

Existing Deans:

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

Eliminate (1) Dean position:

Dean, Student Activities & Health Services

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

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

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

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

2. Reassignment of Existing Deans:

One (1) existing Dean from Student Services to be reassigned.
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<th>ITEM</th>
<th>RESTRUCTURE OF THE OFFICE OF THE SUPERINTENDENT/PRESIDENT AND INSTITUTIONAL ADVANCEMENT (ENCLOSURE)</th>
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<tr>
<td>Agosto</td>
<td>Dominguez</td>
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**RECOMMENDATION**

Recommend change in reporting structure as indicated below:

**A. CHANGE IN REPORTING STRUCTURE**

1. Community & Media Relations Department  
   FROM Institutional Advancement  
   TO Office of the Superintendent/President

2. Grants Department  
   FROM Institutional Advancement  
   TO Academic Affairs

3. Foundation  
   FROM Institutional Advancement  
   TO Community & Media Relations/Office of the Superintendent/President

4. Governmental Relations  
   FROM Institutional Advancement  
   TO Office of the Superintendent/President

5. *Institutional Research  
   FROM Institutional Advancement  
   TO Office of the Superintendent/President

6. *Computer Systems & Services (CSS)  
   FROM Administrative Affairs  
   TO Office of the Superintendent/President

*Establishment of new proposed position of Dean of Research/MIS/CSS would report to the Superintendent/President. The new Dean position would replace the Director of Institutional Research & Planning (see Items #9B.4).

**B. ELIMINATION OF POSITIONS**

Eliminate the following positions:

1. Office Assistant, Office of the Superintendent/President (Confidential)  
   Note: New position was Board approved on 6/13/07. It was placed on hold and left vacant for further review.

   (Hourly Support for the Superintendent/President's Office was discontinued as of December 2007 (1 Hourly Employee and 1 District Paid Student Worker)

2. Administrative Secretary 1, Community & Media Relations (Classified)  
   Note: New position was Board approved on 6/13/07. It was placed on hold and left vacant for further review.
3. Foundation Coordinator (Classified)

   Note: Position was vacated on 2/15/03.

4. Director of Institutional Research & Planning (vacant)

   Note: Position was vacated on 4/25/07. New position of Dean of Research/MIS/CSS would replace this position.

5. Chief Advancement Officer (Academic Administrator)

   Note: Position was vacated on 9/3/03 and left vacant.

C. ESTABLISHMENT OF POSITION

   Establish the following positions:

   1. Dean, Research/MIS/CSS Research

      Academic Administrator Salary Schedule
      Range C/12 months service

      Note: Position replaces Director of Institutional Research & Planning (vacant)

   2. Secretary to the Office of the Superintendent/President
      (Confidential - existing classification)

      Confidential Salary Schedule
      Range 9/12 months service

10. AUTHORIZATION FOR REORGANIZATION

    | Agosto | Dominguez | Roesch | Salcido | Valladolid | Del Río-Student Advisory Vote |
    |--------|-----------|--------|---------|------------|-----------------------------|

RECOMMENDATION

Recommend the Superintendent/President be authorized to implement a reorganization of the District and make changes as deemed appropriate.

OVERVIEW

In light of the uncertain budget situation, the District must continue to look for approaches to operate in a more efficient and cost effective way. Recommendations for restructuring of the Office of the Superintendent/President, Institutional Advancement, Academic Affairs and Student Affairs have been presented for the Board's consideration. The organization will be reviewed for further possible restructuring.
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<td>11. ADJOURNMENT (Agosto)</td>
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Raj K. Chopra, Ph.D.
Superintendent/President