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

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

BOARD TOUR 5:30 PM
CLOSED SESSION 6:00 PM
OPEN SESSION 7:00 PM

Wednesday, November 14, 2007

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>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Board Tour</strong></td>
<td>1. BOARD TOUR</td>
</tr>
<tr>
<td></td>
<td>(Valladolid)          5:30 p.m. Meet in Building 100, Conference Room A</td>
</tr>
<tr>
<td></td>
<td>Tour of Student Center conducted by Student Board Member Adrian Del Rio.</td>
</tr>
<tr>
<td></td>
<td><strong>Board Members Dominguez and Roesch, and Superintendent/President Chopra took a tour of the Student Center.</strong></td>
</tr>
<tr>
<td><strong>Call to Order</strong></td>
<td>2. CALL TO ORDER</td>
</tr>
<tr>
<td></td>
<td>(Valladolid)          6:22 p.m., Building 100, Conference Room A</td>
</tr>
<tr>
<td></td>
<td>Present: Agosto, Dominguez, Roesch, Salcido, Valladolid</td>
</tr>
<tr>
<td></td>
<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>
</tbody>
</table>

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.

**Closed Session**

3. **ADJOURN TO CLOSED SESSION**
   (Valladolid)

Board President Valladolid announced that the Board was adjourning to closed session to discuss the agenda below. No persons appeared.

6:23 p.m., Building 100, Conference Room A.

3A. **CONFERENCE WITH LABOR NEGOTIATOR**
   Government Code Section 54957.6
   Negotiator: Fusako Yokotobi
   Employee Organization: CSEA

3B. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
   Government Code Section 54956.9
   San Diego Superior Court Case No. GIC 877086

3C. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
   Government Code Section 54957(b)

**Reconvene in Open Session**

4. **RECONVENE IN OPEN SESSION**
   (Valladolid)

7:13 p.m., Room 214

Present: Agosto, Dominguez, Roesch, Salcido, Valladolid, Del Rio (Student Board Member)

**Pledge of Allegiance**

5. **PLEDGE OF ALLEGIANCE**
   (Valladolid)

**Closed Session Announcement**

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

No action reported.

**Action (Carried)**

7. **APPROVAL OF MINUTES (ENCLOSURE)**
   (Chopra)

<table>
<thead>
<tr>
<th></th>
<th>Agosto</th>
<th>Dominguez</th>
<th>M</th>
<th>Roesch</th>
<th>S</th>
<th>Salcido</th>
<th>Valladolid</th>
<th>Del Rio-Student Advisory Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>S</td>
<td>Aye</td>
<td></td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
</tr>
</tbody>
</table>

Regular Meeting, October 10, 2007

**Presentation(s)**

8. **PRESENTATION(S)**

A. **SOUTHWESTERN COLLEGE SUN NAMED NATIONAL COLLEGE NEWSPAPER OF THE YEAR BY THE NATIONAL NEWSPAPER ASSOCIATION**

   Presenter: Raj K. Chopra, Ph.D., Superintendent/President

B. **COMMON COMPENSATION ALLOCATION FORMULA**

   Presenters: Neil Bodine, The Bodine Group; Fusako Yokotobi, Vice President for Human Resources

**Oral Communication**

9. **ORAL COMMUNICATION**
   (Valladolid)
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.”

The following individuals spoke in support of the salary formula:
- Joel Levine, Dean, School of Languages and Humanities
- Janet Mazzarella, SCEA President
- Larry Lambert, CSEA President
- Kim Rader, Confederals Group Representative
- Phillip Lopez, SCEA

Norma Cazares, Transfer Center Coordinator and faculty member, spoke regarding November Transfer Month.

10. GOVERNING BOARD ORGANIZATIONAL MEETING

<table>
<thead>
<tr>
<th>S</th>
<th>Agosto</th>
<th>Dominguez</th>
<th>M</th>
<th>Roesch</th>
<th>Salcido</th>
<th>Valladolid</th>
<th>Del Rio-Student Advisory Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td></td>
</tr>
</tbody>
</table>

Establish annual Governing Board Organizational Meeting on Wednesday, December 12, 2007, in accordance with Education Code Sections 35143 and 72000 (2) (A).

11. APPROVE CONSENT CALENDAR (ITEMS 11A THROUGH 11M)

<table>
<thead>
<tr>
<th>S</th>
<th>Agosto</th>
<th>Dominguez</th>
<th>M</th>
<th>Roesch</th>
<th>Salcido</th>
<th>Valladolid</th>
<th>Del Rio-Student Advisory Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td>Aye</td>
<td></td>
</tr>
</tbody>
</table>

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

11A. RATIFY/APPROVE FACILITY USE REQUEST(S)

(Wilson/Chopra)

<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>Department of Homeland Security</td>
<td>Track</td>
<td>Department Tryouts</td>
<td>10/5/07 and 10/16/07</td>
<td>$175.00</td>
</tr>
<tr>
<td>Department of Homeland Security</td>
<td>Track</td>
<td>Security Special Response Team Training</td>
<td>11/2/07</td>
<td>$105.00</td>
</tr>
<tr>
<td>San Diego Pop Warner</td>
<td>DeVore Stadium</td>
<td>Football Game</td>
<td>11/4/07</td>
<td>$180.00 (Plus 40% of ticket sales)</td>
</tr>
<tr>
<td>Girl Scouts, San Diego-Imperial County Council</td>
<td>DeVore Stadium West Corner Parking Lot</td>
<td>Recycling Drive</td>
<td>10/20/07</td>
<td>$100.00</td>
</tr>
</tbody>
</table>
ITEM

1-2-3 College  Room 301  College Workshop Meetings  10/24/07 – 3/31/08  $1,000.00  (total of eight days)

Bonita Vista High School  Tennis Courts  Tennis Practice/Games  9/20/07, 9/27/07, 10/4/07, 10/11/07  Fee Waived

Sweetwater Union High School  DeVore Stadium  SUHSD Band Pageant  11/20/07  $950.00

11B. RATIFY/APPROVE TRAVEL ADVANCE REQUESTS:
(Sampson/Chopra)

<table>
<thead>
<tr>
<th>Employee</th>
<th>Purpose</th>
<th>Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carbajal, Rosa</td>
<td>CCCSFAAA Conference 2007 San Francisco, CA</td>
<td>December 13-15, 2007</td>
<td>$414.00</td>
</tr>
<tr>
<td>Day-Cravens, Karen</td>
<td>COA/CCCAA 2007 Fall Conference, Burlingame, CA</td>
<td>October 17-19, 2007</td>
<td>$561.00</td>
</tr>
<tr>
<td>Franck, Robin</td>
<td>California Sociology Association, Berkeley, CA</td>
<td>November 15-17, 2007</td>
<td>$300.00</td>
</tr>
<tr>
<td>Garcia-Navarrete, Sylvia</td>
<td>College Reading and Learning</td>
<td>October 31, 2007- November 3, 2007</td>
<td>$993.30</td>
</tr>
<tr>
<td>Garrett, Al</td>
<td>ImageNow System Administrator, Shawnee, KS</td>
<td>October 15-18, 2007</td>
<td>$1045.98</td>
</tr>
<tr>
<td>Maag, Eric</td>
<td>CSU Northridge, Robert Barbera Invitational, Northridge, CA</td>
<td>November 2-4, 2007</td>
<td>$469.85</td>
</tr>
<tr>
<td>Miranda, Patricia</td>
<td>CASFAA 2007 Conference San Francisco, CA</td>
<td>December 15-17, 2007</td>
<td>$414.00</td>
</tr>
<tr>
<td>Smith, Elizabeth</td>
<td>College Reading and Learning Association Conference, Portland, OR</td>
<td>October 31, 2007- November 3, 2007</td>
<td>$993.30</td>
</tr>
<tr>
<td>Taft, Dawn</td>
<td>AmeriCorps Director’s Meeting, Sacramento, CA</td>
<td>November 5-6, 2007</td>
<td>$260.98</td>
</tr>
</tbody>
</table>

11C. ADOPT COMMENDATION RESOLUTIONS (ENCLOSURE)
(Yokotobi)

Adopt commendation resolution for the following staff member(s):
Josephine, Guerrero, EOPS Employment Technician, completing 32 years of service
Robin McCubbin, Professor of English Composition, completing 17 years of service

11D. 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>School of Arts &amp; Communication</td>
<td>San Diego Taiko</td>
<td>World Music Performance</td>
<td>11/30/07</td>
<td>Not to exceed $500</td>
</tr>
<tr>
<td>School of Arts &amp; Communication</td>
<td>Brown, Ronald K./ Evidence Dance Company</td>
<td>Master Class</td>
<td>10/12/07</td>
<td>Not to exceed $250</td>
</tr>
<tr>
<td>Higher Education Center at National City</td>
<td>Leslie Seminars</td>
<td>OSHA training o Dental Hygiene Program faculty members and administrators</td>
<td>1/12/08</td>
<td>$800</td>
</tr>
</tbody>
</table>
ITEM

Small Business Development & International Trade Center
Enciso, Felipe Consultant will provide guidance to clients in the area of International Trade 11/15/07– 6/30/08 Not to exceed $2,999

Small Business Development & International Trade Center
Stone Republic Consultant will provide guidance to clients in the area of Bookkeeping 11/15/07– 6/30/08 Not to exceed $2,999

(Wilson/Chopra) Business Operations
Wilkie Enterprises Food Services Analysis 11/15/07 – 6/30/08 $3,000

11E. RATIFY FILING OF APPLICATION(S) TO MEET FILING DEADLINE(S)

(Gilstrap/Chopra)
National Science Foundation, “Geospatial Technology (GST) Program at Southwestern College,” in the amount of $245,486, August 2008 through August 2011.

Del Mar College, “National Geospatial Technology Center,” subcontract in the amount of $360,000, September 2008 through September 2012.

11F. RATIFY/APPROVE ACCEPTANCE OF FUNDS

(Gilstrap/Chopra)
City of San Diego, Small Business Enhancement Program (SBEP), “San Diego Contracting Opportunities Center (SDCOC),” in the amount of $24,000, October 1, 2007 through September 30, 2008. The application was approved by the Governing Board on September 12, 2007.

National Science Foundation, “STEP Partnership of San Diego,” in the amount of $74,128 (year one), October 1, 2007 through September 30, 2008. The college was awarded a multi-year grant in the amount of $296,512 for four years, from October 1, 2007 through September 30, 2011, with a fifth year to be awarded based on satisfactory performance. The application was approved by the Governing Board on November 8, 2006.

Sweetwater Union High School District, “Gaining Early Awareness & Readiness for Undergraduate Programs (GEAR UP),” subcontract in the amount of $280,095 (year three), September 1, 2007 through August 31, 2008. The application was approved by the Governing Board on May 11, 2005.

The Institute for Mexicans Abroad and the Binational Education Initiative at the California Policy Research Center, University of California, “IME Fellowship Program,” in the amount of $14,000, October 3, 2007 through August 31, 2008. The application was approved by the Governing Board on September 12, 2007.
ITEM 11G. FACULTY EMERITI
(Dyste)

Recommend the following staff be granted emeritus status under District Policy No. 5313, as recommended by the Academic Senate:

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>School</th>
<th>Discipline</th>
<th>Hire Date</th>
<th>Retirement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Larry Christiansen</td>
<td>Business and Information Systems</td>
<td>Business</td>
<td>9/8/1970</td>
<td>5/31/07</td>
</tr>
<tr>
<td>Joal Mayer</td>
<td>Languages and Humanities</td>
<td>Reading</td>
<td>9/1/1988</td>
<td>6/30/2006</td>
</tr>
<tr>
<td>Marilynne Hudgens</td>
<td>Business and Information Systems</td>
<td>Business</td>
<td>8/15/1984</td>
<td>5/31/07</td>
</tr>
<tr>
<td>Regina Hunter</td>
<td>Business and Information Systems</td>
<td>Business</td>
<td>8/29/1980</td>
<td>5/31/07</td>
</tr>
<tr>
<td>Valerie Suter</td>
<td>Business and Information Systems</td>
<td>Accounting</td>
<td>8/15/1984</td>
<td>5/25/07</td>
</tr>
</tbody>
</table>

ITEM 11H. RATIFY VOLUNTEER SERVICES (ENCLOSURE)
(Sampson/Chopra)

Ratification of volunteer services effective August 20 through December 19, 2007.

ITEM 11I. ADOPT ACADEMIC CALENDAR YEAR (ENCLOSURE)
(Dyste)

Note: This item was tabled at the October 10, 2007 Board meeting.


OVERVIEW

The District Calendar Committee unanimously recommends, for Board adoption, the revised calendar for the academic year 2007–2008. The revision is to the summer 2008 session. It was necessary to shorten the summer session to accommodate subsequent academic years. The summer session will now consist of a nine-week and a seven-week summer session. The Committee also recommends, for Board adoption, the “traditional” calendar for the academic years of 2008–2009 and 2009–2010. This is the first time the college is developing a two-year calendar. This enhances everyone’s ability for advance planning. The Committee is chaired by the Vice President for Academic Affairs and is composed of representatives of all major constituent groups at the college, including the Academic senate, SCEA, CSEA, Classified Senate, Confidential Employees Group, Associated Student Organization, Counseling, and the Instructional Administrators.
<table>
<thead>
<tr>
<th>ITEM</th>
<th>APPROVE NOVEMBER 2007 CURRICULUM SUMMARY REPORT (ENCLOSURE)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>OVERVIEW</strong></td>
</tr>
<tr>
<td></td>
<td>The November 2007 Curriculum Summary Report is a compilation of the new and revised curriculum proposed by faculty and submitted to the Curriculum Committee members at the September 20 and October 4, 2007 Curriculum Committee meetings. 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.</td>
</tr>
<tr>
<td></td>
<td>The Southwestern College Curriculum Committee has reviewed and approved 7 new courses, 16 course modifications, 5 course inactivations, 7 new programs, 6 program modifications, and 6 program inactivations.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBSTANTIVE CHANGE PROPOSAL (ENCLOSURE)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Recommend approval of the Substantive Change Proposal for the Higher Education Center at Otay Mesa being submitted to the American Association of Community and Junior Colleges/Western Association of Schools and Colleges (AACJC/WASC).</td>
</tr>
<tr>
<td></td>
<td><strong>OVERVIEW</strong></td>
</tr>
<tr>
<td></td>
<td>A substantive change proposal is required whenever a college opens an off-campus site that offers fifty percent or more of the courses required to complete an associate degree or certificate. The proposal must be approved by the local Governing Board prior to being sent to the ACCJC/WASC</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General Fund Nos. 81244 – 82068</td>
</tr>
<tr>
<td></td>
<td>Blanket Fund Nos. B1312 – B1318</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>PAYMENT OF BILLS – SEPTEMBER 1 - 30, 2007 (ENCLOSURE)</th>
</tr>
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</tr>
</tbody>
</table>
12. HUMAN RESOURCES – ACADEMIC (ITEMS 12A THROUGH 12 C)

12A. CHANGE IN CONTRACT SERVICE

Recommend approval of listed change in contract service effective 11/15/07:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Months/Service</th>
<th>Range/Step</th>
<th>To Position</th>
<th>Monthly Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carla Kirkwood</td>
<td>Professor of Theatre/Telemedia</td>
<td>10-month, tenured</td>
<td>Class VI, Step A</td>
<td>Center for International Studies Program Faculty Coordinator</td>
<td>$9,656.50/Month</td>
</tr>
</tbody>
</table>

*For retirement reporting purposes, change to 12-month position will be effective 7/1/08.

12B. VOLUNTARY EARLY RETIREMENT CONTINUATION OF SERVICE

Pursuant to provisions set forth in Article VII, Section 7.9 of the 2007-2009 S.C.E.A. Contract and in accordance with employee’s request, recommend approval of the following voluntary early retirement and continuation of service as permissible by the above referenced section for the 2007-08 academic year:

Robin McCubbin, Professor of English Composition
School of Languages and Humanities

12C. RESIGNATION/RETIREMENT

The following faculty member has retired and his 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>Robin McCubbin</td>
<td>Professor of English Composition</td>
<td>12/31/07</td>
</tr>
<tr>
<td>(retirement)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
13. HUMAN RESOURCES – CLASSIFIED (ITEMS 13A THROUGH 13E)  

(Yokotobi)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>13.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**13A. APPROVE THE FOLLOWING EMPLOYMENT APPOINTMENTS**

<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>Maria Isabel Carrasco</td>
<td>Teacher</td>
<td>Child Development</td>
<td>12</td>
<td>16-1</td>
<td>$3,270</td>
<td>$39,240</td>
<td>11/15/07</td>
</tr>
<tr>
<td>Kimberly Monahan</td>
<td>Bookstore Buyer</td>
<td>Bookstore</td>
<td>12</td>
<td>15-1</td>
<td>$3,189</td>
<td>$38,268</td>
<td>11/15/07</td>
</tr>
</tbody>
</table>

**13B. CHANGE IN CONTRACT SERVICE**

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Range/Step</th>
<th>Monthly Salary To</th>
<th>Range/Step</th>
<th>Monthly Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dawn Taft</td>
<td>AmeriCorps/Service</td>
<td>12 months (62.5%)</td>
<td>$2,912.50/Month</td>
<td>$3,262/Month</td>
<td>11/15/07</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Learning Coordinator</td>
<td>Range 24/Step 5</td>
<td>$2,912.50/Month</td>
<td>$3,262/Month</td>
<td>11/15/07</td>
<td></td>
</tr>
</tbody>
</table>

**13C. EMPLOYMENT OF SHORT-TERM, NON-ACADEMIC, HOURLY EMPLOYEES, FOR THE 2007-2008 ACADEMIC YEAR (ENCLOSURE)**

Recommend approval and ratification for employment of 64 short-term, non-academic hourly employees for the 2007-2008 academic year, pursuant to Education Code Section 88003.

**13D. RESIGNATION/RETIREMENT**

Under delegation of powers, the Superintendent/President has accepted the resignation/retirement of the following classified employee(s):

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy Fagan</td>
<td>EOPS Technician (resignation)</td>
<td>10/19/07</td>
</tr>
<tr>
<td>Josephine Guerrero</td>
<td>EOPS Employment Technician (retirement)</td>
<td>12/28/07</td>
</tr>
<tr>
<td>Christina Hicks</td>
<td>Office Support Services Technician (resignation)</td>
<td>10/08/07</td>
</tr>
</tbody>
</table>

**13E. RELEASE FROM SERVICE**

The following classified employee is being released by the District from classified employment during probationary period:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monique Thomas</td>
<td>Administrative Secretary I</td>
<td>11/15/07</td>
</tr>
<tr>
<td>ITEM</td>
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<td>14.</td>
<td>(Wilson/Chopra)</td>
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14A. **CHANGE ORDERS**

14A1. Approve Change Order No. one (1) for the Remodel of the 800/850 Building at Southwestern College to Gilbane Construction Management Company, resulting in an increase of $68,194.00 and a new contract amount of $4,965,194.00.

1. Removal and containment of existing asbestos at the beams, walls, and floor tiles of the 800 Building discovered during the demolition process. (a) $68,194.00

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

   < > Indicates Credit Amount

   Total cost of change orders for this project is $68,194.

   All of the above changes are within the 5% contingency budget allocated for this project and are funded through Proposition AA Funds. Work was monitored and costs reviewed by an outside estimator.

14A2. Approve Change Order No. one (1) for the Southwestern College Fire Life Safety and Perimeter Road Project to Gilbane Building Company, resulting in an increase of $20,980.00 and a new contract amount of $7,249,601.00.

1. Credit for light poles not used. (b) <$2,451.00>

2. Soil has excessive moisture – concrete required reinforcement. (a) $8,004.00

3. Large tree and root in Parking Lot A, near Gotham Street, needed to be removed prior to placing a new gutter and curb. (a) $2,282.00

4. Electrical duct bank conduit are the property of SDG&E, work must be preformed by SDG&E. (b) <$31,148.00>

5. Existing conduit located under Parking Lot A was discovered crushed and needed to be replaced. (a) $2,268.00

6. Natural water flow is directed to the corner of “H” Street and Otay Lakes Road which causes excessive moisture in Parking Lot O. The area needed to be waterproofed. (a) $1,268.00

7. Excessive moisture was discovered in the area closest to Elmhurst Street. Concrete required reinforcement in driveway. (a) $1,319.00

8. Excessive moisture was discovered under the perimeter road in front of Parking Lot A. Concrete required reinforcement in driveway. (a) $13,668.00

9. Existing light pole had rust at the base. Pole had to be replaced. (a) $1,273.00
10. Textured decorative block will be installed in lieu of regular smooth faced block, along the perimeter road on the West side of the campus, this will prevent graffiti. (b)

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

Total cost of change orders for this project is $20,980.00

All of the above changes are within the 5% contingency budget allocated for this project and are funded through Proposition AA Funds.

14B. NOTICE OF COMPLETION(S)

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

Cricket Cell Site - Installation of a cell tower with Cricket Company, as satisfyorily completed as of October 31, 2007.
<table>
<thead>
<tr>
<th>ITEM</th>
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<th>Del Rio-Student Advisory Vote</th>
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15A. ACADEMIC AFFAIRS

15A1. AGREEMENT WITH NETWORK INTERPRETING SERVICES (ENCLOSURE)

RECOMMENDATION

Ratify Agreement No. A2233.07 with Network Interpreting Services, to provide interpreting services for deaf students enrolled in Regional Occupational Programs (ROP) courses, for the period October 27 to December 15, 2007, inclusive, for an amount not to exceed $8,540.

RATIONALE FOR RATIFICATION

An additional student requested interpreting services after the beginning of the semester. The original contract with the service provider did not contain sufficient funds to cover this increased cost.

OVERVIEW

The ROP contract with San Diego County Office of Education provides funds to support students needing additional services.

FISCAL IMPACT/FUNDING SOURCE

Account No. 1-45120-094830-730 (ROP)
**ITEM** 16. **APPROVAL OF AGREEMENTS – INCOME / NO COST TO DISTRICT**  
**(ITEMS 16A THROUGH 16C)**

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16A. **ACADEMIC AFFAIRS**

16A1. **AGREEMENT WITH AMERICAN RED CROSS (ENCLOSURE)**

**RECOMMENDATION**

Approve Agreement No. A2235.07 with American Red Cross, to serve as an authorized provider, for the period July 1, 2007 to June 30, 2008, inclusive, at no cost to the District.

**RATIONALE FOR RATIFICATION**

Issuing agency did not provide new contract until September 2007.

**OVERVIEW**

This agreement designates Southwestern College as an authorized training provider. As an authorized training provider, the College offers instruction in Basic Life Support and First Aid by currently certified American Red Cross instructors.

**FISCAL IMPACT/FUNDING SOURCE**

No cost to the District.

16A2. **MEMORANDUM OF UNDERSTANDING WITH BEACON FAMILY RESOURCE CENTER (ENCLOSURE)**

**RECOMMENDATION**

Approve Memorandum of Understanding No. M4017.07 with Beacon Family Resource Center, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

**OVERVIEW**

The Memorandum of Understanding with Beacon Family Resource Center continues an established partnership establishing Southwestern Community College District as an affiliate in order to provide a practicum for Paraprofessional Home Visitor Program students.

**FISCAL IMPACT/FUNDING SOURCE**

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

16A3. MEMORANDUM OF UNDERSTANDING WITH BEGINNINGS (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4018.07 with Beginnings, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with Beginnings continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. Beginnings is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

16A4. MEMORANDUM OF UNDERSTANDING WITH EPISCOPAL COMMUNITY SERVICES HEAD START (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4019.07 with Episcopal Community Services Head Start, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with Episcopal Community Services Head Start continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. Episcopal Community Services Head Start is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.
16A5. MEMORANDUM OF UNDERSTANDING WITH THE NEW DIRECTIONS FAMILY RESOURCE CENTER (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4020.07 with New Directions Family Resource Center, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with New Directions Family Resource Center continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The Chicano Federation is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

16A6. MEMORANDUM OF UNDERSTANDING WITH THE CHICANO FEDERATION (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4021.07 with the Chicano Federation, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with the Chicano Federation continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The Chicano Federation is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

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

16A7. MEMORANDUM OF UNDERSTANDING WITH CHULA VISTA ELEMENTARY SCHOOL DISTRICT (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4022.07 with Chula Vista Elementary School District, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with Chula Vista Elementary School District continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The Chula Vista Elementary School District is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

16A8. MEMORANDUM OF UNDERSTANDING WITH VICTORIA SUMMIT (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4023.07 with Victoria Summit, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with Victoria Summit continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. Victoria Summit is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

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

16A9. MEMORANDUM OF UNDERSTANDING WITH THE COUNTY OF SAN DIEGO HEALTH AND HUMAN SERVICES AGENCY CHILD WELFARE SERVICES (ENCLOSURE)

RECOMMENDATION

Approve Memorandum of Understanding No. M4021.07 with the County of San Diego Health and Human Services Agency Child Welfare Services, to establish an affiliate partnership, for the period January 1, 2008 to December 31, 2013, inclusive, at no cost to the District.

OVERVIEW

The Memorandum of Understanding with the County of San Diego Health and Human Services Agency Child Welfare Services continues an established agreement to provide a practicum site for Child Development Program students. Child development students are required to complete a supervised field experience class at agencies that provide services related to their area of specialty in the major. The County of San Diego Health and Human Services Agency Child Welfare Services is a service agency that provides child care and family support where our students are able to apply theory and knowledge acquired in the classroom.

FISCAL IMPACT/FUNDING SOURCE

No cost to the District.

16B. ADMINISTRATIVE AFFAIRS

16B1. AGREEMENT FOR ANALYSIS OF POSTAGE COSTS (ENCLOSURE) (Wilson/Chopra)

RECOMMENDATION

Approve Agreement No. A2239.07 with W. C. Watts Postage Consulting Services, for the review and analysis of the postage costs for the District, for the period November 15, 2007 to November 14, 2009, inclusive, at no cost to the District.

OVERVIEW

This firm reviews postage costs and rates for governmental agencies and makes recommendations to reduce mailing costs. If during their analysis they identify over billing by the U.S. Postal Service, 50% of the refund would be paid to the consultant when received by the District. The firm will also share, for a two-year period, any new negotiated rate reductions due to their analysis of our postage costs, or new rate structures approved by the U.S. Postal Service, 60% District and 40% consultant.

FISCAL IMPACT/FUNDING SOURCE

Revenue received will be posted to the General Fund.
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<th>ITEM</th>
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<tr>
<td>16C1</td>
<td>AGREEMENT WITH SWEETWATER UNION HIGH SCHOOL DISTRICT (ENCLOSURE)</td>
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**RECOMMENDATION**

Ratify Agreement No. AR2237.07 with Sweetwater Union High School District for the Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) grant for the period September 1, 2007 to August 31, 2008, inclusive, for a cost not to exceed $280,095, to benefit the District. This item has been submitted to the Governing Board for acceptance of funds on November 14, 2007.

**RATIONALE FOR RATIFICATION**

The release of grant contracts/agreements and/or corresponding changes in grant performance periods are frequently subject to significant delay at the discretion of the funding source. In this instance, Southwestern College received the final agreement from the Sweetwater Union High School District on October 29, 2007.

**OVERVIEW**

The Sweetwater Union High School District awarded subcontract funding to the District to provide program administration, peer advisors and tutoring at one junior high school and six high schools including Granger Junior High, Castle Park, Chula Vista, Mar Vista, Montgomery, Southwest and Sweetwater high schools.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 1-38199-671101-400 (Grant Funded)
ITEM

**Action**

(Carried)

17. **ADOPT RESOLUTION(S) (ENCLOSURE)**

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**A. ADOPT RESOLUTION**

(Gilstrap/Chopra)

RESOLUTION ACCEPTING THE FUNDING FROM THE CITY OF SAN DIEGO SMALL BUSINESS ENHANCEMENT PROGRAM FOR FISCAL YEAR 2008 (ENCLOSURE)

**RECOMMENDATION**

Recommend adoption of a resolution accepting the funding from the City of San Diego Small Business Enhancement Program for fiscal year 2008, in the amount of $24,000, to the benefit of the District.

**OVERVIEW**

The San Diego Contracting Opportunities Center was awarded grant funding for its proposal submitted to the City of San Diego Citywide Small Business Enhancement Program (SBEP). As a condition of funding, the Southwestern Community College District must provide a formal resolution of the Governing Board which approves entering into the SBEP Agreement with the City of San Diego and which states that the Board understands and will comply with the terms and conditions of the agreement and will perform the scope of services within the amount of the budget.

The resolution must be signed by the Board President or designated officer and is to include funding amount, assurance that the resolution is made available to all Board members and assurance that the required insurance coverage will be obtained for the term of the agreement.

**FISCAL IMPACT/FUNDING SOURCE**

Account No. 1-38896-709960-928 (Grant Funded)

**Information**

18. **NON-ACTION ITEMS**

18A. **INFORMATION ITEMS**

(Sampson/Chopra)


(Sampson/Chopra)


(Sampson/Chopra)

### Administrative Reports

19. **ADMINISTRATIVE REPORTS**

19A. RON DYSTE, VICE PRESIDENT FOR ACADEMIC AFFAIRS

19B. ADMINISTRATIVE AFFAIRS

19C. FUSAKO YOKOTOBI, VICE PRESIDENT FOR HUMAN RESOURCES
   1. Report of Human Resources Transactions (ENCLOSURE)

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

19E. RAJ K. CHOPRA, Ph.D., SUPERINTENDENT/PRESIDENT

### Senate/Union/Association Reports

20. **SENATE/UNION/ASSOCIATION REPORTS**

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

20B. WANDA MAXWELL, PRESIDENT, CLASSIFIED SENATE (Absent)

20C. PROFESSOR JANET MAZZARELLA, PRESIDENT, SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION (SCEA)

20D. LARRY LAMBERT, PRESIDENT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

20E. MIA MCCLELLAN, PRESIDENT-ELECT, SOUTHWESTERN COMMUNITY COLLEGE DISTRICT ADMINISTRATORS ASSOCIATION (SCCDAA)

### Board Requests for Information

21. **GOVERNING BOARD REQUESTS FOR INFORMATION**

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<tr>
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### Governing Board Reports

22. **GOVERNING BOARD REPORTS**

22A. STUDENT BOARD MEMBER ADRIAN DEL RIO

22B. BOARD MEMBER YOLANDA SALCIDO

22C. BOARD MEMBER JORGE DOMINGUEZ, PH.D.

22D. BOARD MEMBER JEAN ROESCH, ED.D.

22E. BOARD VICE PRESIDENT DAVID J. AGOSTO

22F. BOARD PRESIDENT TERRI VALLADOLID
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<td><strong>Closed Session</strong></td>
<td>23. <strong>CLOSED SESSION/REPORT OF ACTION(S) (If Applicable)</strong> (Valladolid)</td>
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<td>24. <strong>ADJOURNMENT – 8:27 p.m.</strong> (Valladolid)</td>
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<td><strong>Information</strong></td>
<td>25. <strong>NEXT REGULAR MEETING AND ORGANIZATIONAL MEETING</strong></td>
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Wednesday, December 12, 2007  
Southwestern College  
900 Otay Lakes Road  
Room 214  
Chula Vista, CA 91910

Raj K. Chopra, Ph.D.  
Governing Board Secretary

David J. Agosto  
Governing Board President