



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, November 18, 2008**

The regular meeting of the Governing Board of the Grossmont-Cuyamaca Community College District was held on Tuesday, November 18, 2008, at 5:30 p.m., in the Student Center, Cuyamaca College, 900 Rancho San Diego Parkway, El Cajon, California.

Members Present: Trustees Alexander, Barr, Caruthers (arrived 5:37 p.m./departed 6:07p.m.), Garrett, and Weeks; and Student Trustees Lewis and Taylor

Members Absent: None

Others Present: Chancellor Suarez, President Cooke and Interim President Chiriboga, Vice Chancellors Lastimado and Rearic, District and college administrators, members of the staff, students, District legal counsel Timothy Garfield and Jack Sleeth, and interested citizens.

Call to Order

Board President Garrett called the meeting to order at 5:30 p.m.

Public Comment

There was no public comment.

Adjourn to Closed Session

Board President Garrett adjourned the open session at 5:48 p.m., and the Board met in closed session until 6:47 p.m., in Room I-209 of the Student Center at Cuyamaca College pursuant to Education Code Section 72122 to consider discipline of a Grossmont College student; Government Code Section 54957 to consider the employment contract for Vice Chancellor Human Resources and Labor Relations; Section 54956.9 to confer with legal counsel regarding a case of pending litigation: Cliffe v. GCCCD; and Section 54957.6 to confer with the District Chief Negotiator regarding bargaining matters concerning United Faculty, California School Employees Association (CSEA), Administrators' Association, and confidential administrators and staff.

Reconvene in Open Session

Board President Garrett reconvened the open session at 6:48 p.m.

Announcement of Closed Session Action(s)

Board President Garrett reported that concerning the discipline matter of a Grossmont College student, with a unanimous vote of 4-0 (Trustee Caruthers departed), the Board affirmed the recommendation of the college president.

Vice Chancellor Human Resources and Labor Relations

On motion of Members Alexander/Weeks, with a unanimous vote of 4-0, the Board extended the employment contract of Vice Chancellor Human Resources and Labor Relations Ben Lastimado to September 30, 2009.

Public Presentations

There were no public presentations.

Changes to Docket of Business

Chancellor Suarez announced that Item 203 Board Policy Update, Attachment A4, was revised and distributed.

Call to Order

Public Comment

Closed Session

Open Session

**Closed Session
Announcements**

VCHR Contract
Extended to 9/30/09

Public Presentations

Changes to Docket
Item 203, Attachment
A4

Approval of Minutes

On motion of Members Barr/Weeks with a unanimous vote of 4-0, the Board approved the October 14, 2008, special, meeting minutes and the October 21, 2008, regular, meeting minutes as presented.

Report of the Board President

Board President Garrett welcomed and introduced Trustee-elect Mary Kay Rosinski; and read a statement from Trustee Caruthers telling of a personal life crisis and spoke of the wonderful changes he has seen in the District during his 12 years of service. Trustee Garrett thanked the voters of East County for their support in the election. He attended the San Diego East County Chamber of Commerce event honoring Grossmont College President Cooke, and a meeting with Assemblyman Joel Anderson.

Addition of Item to Docket of Business

Board President Garrett reported on a recommendation from the hiring consultant and hiring committee to interview two candidates for Chancellor. He requested consideration to add a docket item to consider interviewing the two candidates and establishing interview dates. On motion of Members Weeks/Barr, with a unanimous vote of 4-0, the Board approved adding the following docket item:

Interview Two Candidates for Chancellor and Establish Interview Dates—Trustee Alexander expressed concern about only two candidates and commented on the Board's request to interview five candidates. Trustee Garrett said the selection process will include forums on each campus followed by candidate interviews; and requested Trustee-elect Rosinski's participation. He suggested the dates of December 10 and 11, 2008, and obtained the Board's consensus for those dates.

Reports of the Governing Board

Students, Trustees, the Chancellor, administrators, faculty, and staff expressed congratulations to Trustee Garrett on his re-election, to Trustee-elect Rosinski on her successful campaign, and to Grossmont College President Cooke for achieving San Diego East County Chamber of Commerce *Women in Leadership* award honor.

Trustee Alexander enjoyed the Grossmont College Foundation Gala, the San Diego East County Chamber of Commerce Women in Leadership Luncheon, and the Cuyamaca College Wheelchair Basketball game.

Trustee Weeks attended the Grossmont College Foundation Gala and commented on an article in the *Union Tribune* stressing the importance of Occupational Training Programs.

Cuyamaca College Student Trustee Taylor reported that Phi Theta Kappa members assisted Rescue Taskforce (organization founded by former Governing Board Member Wendell Cutting) to assemble newsletters; and reported on student events and activities.

Grossmont College Student Trustee Lewis expressed his enjoyment with the football season and reported on student activities including the 30,000 chopsticks in the campus lawn, representative of the number of children in the world dying of poverty and hunger each day.

Report of the Chancellor

Board President Garrett welcomed and swore in new District Police Officer Mark Rensink.

Vice Chancellor Human Resources & Labor Relations Lastimado provided a report on sexual harassment policies and training for District employees. Grossmont College Academic Senate President Hill added information on sexual harassment training opportunities for faculty members, strengthening on-line training, planned discussions with Associated Students of Grossmont College representatives; and the Senate's plan to work through the Districtwide Executive Council to develop an administrative procedure.

The Presidents' Reports were distributed.

Minutes

10/14/08 spc mtg and
10/21/08 reg mtg
minutes approved

Rpt of Bd President

Garrett

Additional Docket Item

Interview Two
Candidates for
Chancellor and
Establish Interview
Dates

Rpts of the Board

Alexander

Weeks

Taylor

Lewis

Report of Chancellor

Swore in Police Officer
Rensink
Report on Sexual
Harassment Policies
and Training

Presidents' Reports

President Cooke reported on the Western Association of Schools and Colleges accreditation team visit, stating the assessment will be sent to the Commission in January 2009; and reported on college honors, awards, events, and activities.

Cooke

Interim President Chiriboga provided highlights on the California Association of School Economics Teachers Annual Conference hosted at the college; and reported on college awards, events, and activities.

Chiriboga

Vice Chancellor Human Resources & Labor Relations Lastimado reported on a trend for organizations to assign a non-voting member to hiring committees to act as the Equal Employment Opportunity Noncompliance Officer. He will come back to the Board with a full report.

Lastimado

Vice Chancellor Business Services Rearic reported on the selection process for the District's Direct Health program third party administrator, stating a recommendation will be forwarded to the Board for the December 2008 meeting. She also reported on the significant budget reduction facing the District, stating a budget reduction item would be brought to the Board for the December 2008 or January 2009 meeting.

Rearic

Associate Vice Chancellor Intergovernmental Relations, Economic Development & Public Information Quittner provided a legislative report including news of a 2-day visit at the colleges by 17 legislative educational staff members occurring in December 2008, and that there will be new requirements as a result of the passage of *The Higher Education Act*.

Quittner

The *Calendar of Events* was distributed.

Calendar of Events

Development of Consent Calendar

Dev. of Consent Cal

Items 203 and 501 were pulled for discussion.

Adoption of Consent Calendar

Adopt of Consent Cal

On the motion of Members Alexander/Barr, with a unanimous vote of 4-0, the Board approved the Consent Calendar, which included:

Operations

Operations

Establish Day, Time, and Location for the Annual Organizational Meeting of the Grossmont-Cuyamaca Community College District Governing Board—Selected Tuesday, December 9, 2008, 5:30 p.m., at Grossmont College Griffin Gate, as the day, time, and location for the annual organizational meeting of the Grossmont-Cuyamaca Community College District Governing Board, and authorized the Chancellor to notify the County Superintendent of Schools of the day and time chosen for the annual organizational meeting. Please refer to item 201 attached to the agenda, and made a part of these minutes.

Establish Day, Time, and Location for the Annual Organizational Meeting of the GCCCD Governing Board

Academic Calendars 2009-2010 Grossmont College and Cuyamaca College—Granted authority to the Chancellor to adopt the 2009-2010 Academic Calendars for Grossmont College and Cuyamaca College, as recommended by the Districtwide Academic Calendar Committee. Please refer to item 202 attached to the agenda, and made a part of these minutes.

Academic Calendars 2009-2010 GC and CC

Budget and Finance

Budget and Finance

Budget Status and Requested Changes—Accepted a report on the current budget status, and granted authority to the Chancellor to approve budget changes. Please refer to item 301 attached to the agenda, and made a part of these minutes.

Budget Status and Requested Changes

Budget Revisions—Accepted revenues, new grants, and revisions to the working budget, and granted authority to the Chancellor to budget these funds. Please refer to item 302 attached to the agenda, and made a part of these minutes.

Budget Revisions

Purchase Orders and Warrants—Ratified the action of the Chancellor in approving purchase orders and warrants issued during the month of October 2008, and granted authority to execute appropriate documents. Please refer to item 303 attached to the agenda, and made a part of these minutes.

Purchase Orders and Warrants

Ratification of Signatures on Agreements—Ratified the action of the Chancellor in signing agreements, and granted authority to accept, budget, and spend any proceeds therefrom. Please refer to item 304 attached to the agenda, and made a part of these minutes.

Grossmont College Ratification of One-Time, Mid-Term Student Parking Fee for Fall 2008—Ratified the action of the Chancellor in establishing a one-time, mid-term student parking fee for the Fall 2008 term at Grossmont College. Please refer to item 305 attached to the agenda, and made a part of these minutes.

District and Colleges Civic Center/Facility Use Request Fair Rental Value Revision—Approved revisions to the Facility Use Fair Rental Value rates and fees schedule for the use of college and District facilities, as recommended by the Chancellor. Please refer to item 306 attached to the agenda, and made a part of these minutes.

Out-of-State Travel to Las Vegas, Nevada—Granted authority to the Chancellor to authorize Todd Myers, Economics/Political Science Instructor, and five student participants from Grossmont College's Model United Nations to participate in the American West United Nations Conference, and travel to Las Vegas, Nevada, for the period November 22-25, 2008. Please refer to item 307 attached to the agenda, and made a part of these minutes.

Donations—Granted authority to the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District. Please refer to item 308 attached to the agenda, and made a part of these minutes.

Supplies, Equipment, and Services

Grossmont College Exercise Science/Wellness Complex, Equipment Replacement; Permission to Award—Granted authority to the Chancellor to: a) Award Bid B09.032 Grossmont College Exercise Science/Wellness Complex, Equipment Replacement, to the lowest responsive bidder meeting terms, conditions, and specifications; and b) Execute appropriate contract documents prior to ratification by the Governing Board at the next meeting following the bid opening. Please refer to item 351 attached to the agenda, and made a part of these minutes.

Public Works Projects

Cuyamaca College Business/CIS Building, Access Flooring; Ratification of Award—Ratified the action of the Chancellor in awarding Bid B09.013 Cuyamaca College Business/CIS Building, Access Flooring, to Pugliese Interior Systems, Inc., the lowest responsive bidder meeting all terms, conditions, and specifications. Please refer to item 401 attached to the agenda, and made a part of these minutes.

Cuyamaca College Learning Resource Center Expansion, Phase One; 75% Preliminary Plan Review—Approved 75% of the Preliminary Plan design for the Cuyamaca College Learning Resource Center Expansion, Phase One, certifying that the design is consistent with the Board approved Facilities Construction Master Plan, Architectural Design Guidelines, and conceptual design in the Final Project Proposal; and authorized the Chancellor to proceed with the project and direct the architects to proceed with the design. Please refer to item 402 attached to the agenda, and made a part of these minutes.

Cuyamaca College Trailer Retrofit Project, Phase One; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B08.094 Cuyamaca College Trailer Retrofit Project, Phase One, with Gordon-Prill San Diego, Inc.; and b) Release retention as allowed in the contract documents. Please refer to item 403 attached to the agenda, and made a part of these minutes.

Grossmont College Main Gymnasium Floor Replacement; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B08.057 Grossmont College Main Gymnasium Floor Replacement, with Johnson Flooring, Inc.; and b) Release retention as allowed in the contract documents. Please refer to item 404 attached to the agenda, and made a part of these minutes.

Ratification of Signatures on Agreements

GC Ratification of One-Time, Mid-Term Student Parking Fee for Fall 2008

District and Colleges Civic Center/Facility Use Request Fair Rental Value Revision

Out-of-State Travel to Las Vegas, Nevada

Donations

Supplies, Equip, Svcs

GC Exercise Science/Wellness Complex, Equipment Replacement; Permission to Award

Public Works Projects

CC Business/CIS Building, Access Flooring; Ratification of Award

CC Learning Resource Center Expansion, Phase One; 75% Preliminary Plan Review

CC Trailer Retrofit Project, Phase One; Notice of Completion and Release of Retention

GC Main Gymnasium Floor Replacement; Notice of Completion and Release of Retention

Districtwide Purchase and Installation of Security Gates; Permission to Award—

Granted authority to the Chancellor to: a) Award Bid B09.034 Districtwide Purchase and Installation of Security Gates, to the lowest responsive bidder meeting terms, conditions, and specifications; and b) Execute appropriate contract documents prior to ratification by the Governing Board at the next meeting following the bid opening. Please refer to item 405 attached to the agenda, and made a part of these minutes.

Districtwide Purchase and Installation of Security Gates; Permission to Award

Personnel

Personnel

Short-Term Hourly Assignments—Approved short-term temporary, non-academic assignments, and certified ending dates, as recommended by the Chancellor. Please refer to item 502, attached to the agenda, and made a part of these minutes.

Short-Term Hourly Assignments

2008 Recognition Day for California School Employees Association—Approved January 2, 2009, as a non-precedent 2008 day of recognition for members of the California School Employees Association, as recommended by the Chancellor. Please refer to item 503 attached to the agenda, and made a part of these minutes.

2008 Recognition Day for CSEA

Day of Recognition for Grossmont-Cuyamaca Community College District Employees—Approved January 2, 2009, as a non-precedent day of recognition for Grossmont-Cuyamaca Community College District employees, including members of the Administrators' Association, confidential administrators and staff, and District cabinet-level administrators, as recommended by the Chancellor. Please refer to item 504 attached to the agenda, and made a part of these minutes.

Day of Recognition for GCCCD Employees

Information

Information

Status Report—Board Assignments Please refer to item 651 attached to the agenda and made a part of these minutes.

Board Assignments

District Quarterly Financial Reports—Considered the Grossmont-Cuyamaca Community College District quarterly financial reports: a) Quarterly Financial Status Report for the period ending September 30, 2008; b) Quarterly Report on Trust Fund Balances as of September 30, 2008; and c) Schedule of Investments Report as of November 4, 2008. Please refer to item 652 attached to the agenda and made a part of these minutes.

District Quarterly Financial Reports

Administrative Procedures Update—Received for information new and revised administrative procedures AP 3200 Compliance with Accreditation Standards and AP 3560 Smoking and/or Other Tobacco Use Ordinance, as presented by the Chancellor. Please refer to item 653 attached to the agenda, and made a part of these minutes.

Administrative Procedures Update

Items Pulled from Consent Calendar for Discussion

Items Pulled

Board Policy Update *Pulled by Trustee Weeks* for comment related to BP 3430 Prohibition of Harassment, to express the positive progress made toward 100% faculty and staff training participation. She recommended approval of the policy with a caveat that faculty and staff work together to develop the administrative procedure. After comment by Trustee Barr, on motion of Members Weeks/Barr, with a unanimous vote of 4-0, the item was approved. Please refer to item 203 attached to the agenda, and made a part of these minutes.

Board Policy Update, approved

Personnel Actions *Pulled by Trustees Alexander and Garrett.* Trustee Alexander stated he supports the recommendations of Grossmont College President Cooke and Cuyamaca College Interim President Chiriboga to maintain separate college positions for Admission & Records Deans. He requested and obtained the Board's concurrence to place an assignment regarding consolidation of positions and services on Item 651 Status Report—Board Assignment. The Board is to receive a report in February 2009. Regarding Item A2 Grossmont College Interim Vice President Administrative Services, Trustee Garrett expressed concern that the employee serving in the interim position was losing salary with being started on Step A instead of Step B. After discussion, it was determined that the Board would be provided with additional information. On motion of Members Garrett/Alexander, with a unanimous vote of 4-0, Item 501 was approved, except for item A2 Grossmont College Interim Vice President Administrative Services, which was tabled for consideration at the December 2008 meeting. Please refer to item 501 attached to the agenda, and made a part of these minutes.

Personnel Actions, approved except for item A2 GC Interim VP Admin Svcs

Staff Communication

Grossmont College Academic Senate President Chris Hill, Cuyamaca College Academic Senate President Michael Wangler, and Classified Senate representative Maggie Gonzales, presented staff reports or comments.

Adjournment

Board President Garrett adjourned the meeting at 7:53 p.m.

Staff Communication

Adjournment

Respectfully submitted,

**Approved by the Governing Board
December 9, 2008**

Omero Suarez, Ph.D.
Chancellor and
Secretary to the Governing Board

Bill Garrett
Board President

Jennifer Danks
Recording Secretary