



DOCKET OF BUSINESS

PUBLIC MEETING OF BOARD OF TRUSTEES
SAN DIEGO COMMUNITY COLLEGE DISTRICT

CHARLES W. PATRICK BUILDING
3375 CAMINO DEL RIO SOUTH, ROOMS 300, 235, AND 300
SAN DIEGO, CALIFORNIA 92108

- NOTE:** This agenda includes: 1) 3 p.m. Closed Session
2) 3:30 p.m. Special Business Meeting
3) 4:15 p.m. Special Business Meeting

SPECIAL MEETING - THURSDAY, - DECEMBER 9, 2004 - 3:00 P.M.

100 It is contemplated that the Board of Trustees will, immediately upon convening this meeting **ADJOURN INTO CLOSED SESSION** in Room 300. (The Public is allowed to attend and hear Closed Session announcement).

101 **CLOSED SESSION ITEMS:**

The following Closed Session Items are Scheduled:

1. Conference with real property negotiator Damon Schamu (pursuant to Government Code Section 54956.8).

Property: Skill Center

835 Park Boulevard

- a. Negotiating Party: TMG Partners
- b. Purpose of negotiations: Plans for Joint Use

2. Conference with labor negotiators Wayne Murphy and Cheryl Witt (pursuant to Government Code Section 54957.6).

Bargaining/Meet and Confer Units under consideration:

- a. Supervisory and Professional Employees Unit
- b. College Police Unit
- c. AFT Guild Office-Technical Unit

Following the Public Meeting - Items not completed during the 3-3:30 p.m. Closed Session will be continued after the public session.

All exhibits are available for inspection by the public at the Board of Trustees meeting or prior to such meeting, when reports are available, in District Advancement, Room 240, Charles W. Patrick Building, 3375 Camino del Rio South, San Diego, California.

Note: In accordance with Education Code Section 72121.5 citizens are invited to participate in the governance system of the District by utilizing the PUBLIC PRESENTATIONS section of the Docket of Business. Citizens wishing to be listed on the Docket should call the Board Docket office seven work days prior to the scheduled meeting.

PUBLIC PRESENTATIONS on items listed on the docket shall be heard at the time the item is discussed and prior to Board action on the item. Each presentation shall be limited to five minutes (a total of twenty minutes on the same subject) unless this time limit is waived by action of the Board.

Persons requesting a new matters presentation shall be prepared to be heard by the Board at the conclusion of all sections of the Board meeting docket. (The Board shall take no action, other than an action of referral, on the new matters subject.) Each Presentation shall be limited to five minutes (total of 20 minutes on the same subject) unless this time limit is waived by action of the Board.

If you wish to submit questions to the Board in your presentation, they should be in writing. At the Board's request, the Chancellor will provide written responses to your questions as soon as possible after the Board meeting.

INDEX

December 9, 2004

Page 2

- 102 RECONVENE INTO OPEN SESSION Approximately at 3:30 p.m. in the District Office (Board Room 300) in order to report any action taken in Closed Session and the vote or abstention of every member present thereon in accordance with Government Code Section 54957.1.
- 103 ADJOURNMENT (3:00 P.M. MEETING)
- 104 CONVENE THE SPECIAL OPEN SESSION (approximately 3:30 p.m. - District Office Board Room 235)
- 120 PLEDGE OF ALLEGIANCE
- 190 NEW BUSINESS
- 191 Administration of Oath of Office to:
Marty Block by Maria Nieto Senour, Ph.D., Trustee, San Diego Community College District; and
Bill Schwandt by Mildred Phillips, Principal, San Diego Metropolitan Career and Technical High School
- 950 ADJOURNMENT OF SPECIAL 3:30 OPEN MEETING
- 115 CONVENE A SPECIAL OPEN SESSION (approximately 4:15 p.m. - District Office Board Room 235)
- 125 SWEARING IN OF POLICE OFFICER
- 130 APPROVAL OF MINUTES
- 140 CALL FOR REMOVAL OF ITEMS FROM THE DOCKET OF BUSINESS
- 141 CALL FOR PRESENTATIONS (IF ANY) BY EXCLUSIVE AGENT(S) REPRESENTING EMPLOYEES
- 141A PUBLIC RESPONSE TO INITIAL PROPOSAL(S) OF EMPLOYEE ORGANIZATIONS
- 141B ANNOUNCEMENTS OF PROPOSED TENTATIVE AGREEMENTS BETWEEN THE DISTRICT AND EXCLUSIVE AGENTS REPRESENTING EMPLOYEES
- 141C ANNOUNCEMENT(S) OF AGREEMENT(S) BETWEEN THE DISTRICT AND EXCLUSIVE AGENTS REPRESENTING EMPLOYEES.
- 142 DEVELOPMENT OF CONSENT CALENDAR
- 143 CALL FOR ACADEMIC SENATE'S DOCKET ITEMS FOR DISCUSSION
- 144 ADOPTION OF CONSENT CALENDAR
- 150 REPORT ON COMMUNICATIONS/STATEWIDE & LEGISLATIVE ISSUES
- 170 REPORT OF THE TRUSTEES

INDEX

December 9, 2004

Page 3

180 REPORT OF THE CHANCELLOR

190 NEW BUSINESS

191 Annual Organization of the Board of Trustees, pursuant to Education Code Section 72000 and Section 1001.2 of Board of Trustees' POLICY 1001 - BOARD ORGANIZATION AND MEETINGS.

192 Reenactment of POLICY 1001 - BOARD ORGANIZATION AND MEETINGS in accordance with Section 1001.19; and

Consideration and adoption of revisions to POLICY 1001.22 (D) - PUBLIC PRESENTATIONS AT MEETINGS OF BOARD OF TRUSTEES.

193 Consideration and approval of revisions to the Board Meeting Schedule for January 2005 through June 30, 2005.

200 POLICY GOVERNANCE

300 PUBLIC/STAFF PRESENTATIONS/NEW BUSINESS

400 BUDGET AND FINANCE

420 In the matter of the 2004-2005 General Fund/Restricted Disabled Students Programs and Services (DSPS) Budget, authority is requested to accept, budget and spend an additional allocation of \$386,523 from the Chancellor's Office California Community Colleges (COCCC), increasing the 2004-2005 budget to \$3,280,239.

421 Authority to accept, budget and spend \$42,277 from the U.S. Department of Education in the 2004-2005 General Fund/Restricted Budget for the Federal Work Study (FWS) Program at Mesa College (\$33,571), Miramar College (\$1,157) and Continuing Education (\$7,549); and

Authority to increase the FWS District Matching in the General Fund/Unrestricted Intrafund Transfer Account in the amount of \$13,211 to be drawn from the General Fund/Unrestricted Contingency account.

Funds will be budgeted in the General Fund/Restricted Budget in the FWS program (object code 2000) as follows: Mesa College (\$10,491), Miramar College (\$361) and Continuing Education (\$2,359).

422 Authority to decrease \$6,438 in the 2004-2005 General Fund/Restricted Budget for the Federal Work Study (FWS) Program at City College.

423 Authority to decrease \$10,594 in the 2004-2005 Financial Aid Fund Budget for the Federal Supplemental Educational Opportunity Grant (FSEOG) Program at Continuing Education.

INDEX

December 9, 2004

Page 4

400 BUDGET AND FINANCE (Continued)

- 424 In the matter of the 2004-2005 General Fund/Restricted budget Non Credit Matriculation budget, authority is requested to accept, budget and spend an additional \$1,245,732 from the Chancellor's Office California Community College (COCCC), increasing the 2004-2005 budget to \$2,670,708.
- 425 In the matter of the 2004-2005 General Fund/Restricted Credit Matriculation budget, authority is requested to accept, budget and spend an additional \$150,375 from the Chancellor's Office California Community College (COCCC), increasing the 2004-2005 budget to \$1,594,750.
- 426 In the matter of the 2004-2005 General Fund/Restricted Instructional Equipment and Library Materials (IELM) budget, authority is requested to:
1. Decrease the budget in the amount of \$26,441 from \$905,387 to \$878,946 per the notification from the Chancellor's Office California Community Colleges (COCCC);
 2. Increase budget at City - \$13,291, Mesa - \$12,299, Miramar - \$14,399; Decrease budget at Continuing Education - \$23,474; and
 3. Decrease the inter fund transfer out account from General Fund/Restricted to Capital Projects in the amount of \$42,956 for the Scheduled Maintenance portion of the IELM Funding.
- 427 In the matter of the 2004-2005 General Fund/Restricted Block Grant budget, authority is requested to accept, budget and spend \$985,981 from the Chancellor's Office California Community Colleges (COCCC); and
- Authority to transfer funds using the interfund transfer accounts from the General Fund/Restricted Block Grant to Capital Projects in the amount of \$295,794 from the Scheduled Maintenance portion of the Block Grant funding.
- 428 In the matter of the 2004-2005 General Fund/Restricted California Numbering System (CAN) budget, authority is requested to accept, budget, and spend \$15,000 from the Chancellor's Office California Community College (COCCC) at Mesa, City and Miramar Colleges.
- 429 Authority to accept, budget and spend in the 2004-2005 General Fund/Restricted Budget \$5,000 from Sony to support the activities of the San Diego Math, Engineering and Science Achievement (MESA) Alliance, including San Diego City College MESA Program, Southwestern College MESA Program and SDSU MESA Engineering Program.
- 490 Receipt of the District's 2003-2004 "Report on Audited Financial Statements" issued by Caporicci and Larson; and Management's response to the Schedule of Findings and Question Cost; and
- Receipt of the District's 2003-2004 "Report to Management" issued by Caporicci and Larson; and Management's response to the comments and recommendations outlined in the report.

INDEX

December 9, 2004

Page 5

500 OPERATIONS

- 520 Consideration and approval of new or revised courses and programs.
- 540 In the matter of establishing an official computer certification testing center at San Diego City College to give students and the general public the opportunity to validate their skill level by achieving certification, authority is requested to:
1. Enter into an agreement with Pearson/VUE, part of an international media company specializing in professional licensing and certification, to deliver reliable and secure certification tests; and
 2. Accept, budget, and spend an estimated annual revenue of \$44,400 to be generated by selling and delivering certification for students and the general public from San Diego City College into the 2004-2005 General Fund/Restricted budget.
- 541 In the matter of the District's health occupations programs, authority to:
- Enter into agreements with health care agencies for use of clinical facilities by students enrolled in District health occupations programs during the 2004-2005 fiscal year.
- 542 Authority to enter into an agreement with the California Energy Commission to develop the California component of the Hydrogen Technology Learning Centers (HTLC) Program at Miramar College; and
- Authority to accept, budget and spend \$168,741 in the 2004-2005 General Fund/Restricted Budget.
- 543 Authority for the District to enter into a revised Joint Powers Agreement (JPA) with the San Diego and Imperial Counties Community College Learning Resources Cooperative (SDICCLRC) and the San Diego Superintendent of Schools for the purpose of setting forth guidelines for the administration of the library and media collection; and authority for the Assistant Chancellor, Instructional Services, Planning & Technology to sign the agreement.
- 560 Authority for up to ten (10) students in the City College MESA Program to attend the Society of Hispanic Professional Engineers (SHPE) National Technical and Career Conference (NTCC) in Dallas, Texas accompanied by the Program Director, faculty and/or staff. The trip is scheduled for January 6-9, 2005.

INDEX

December 9, 2004

Page 6

500 OPERATIONS (Continued)

561 Authority for up to fifteen (15) students in the City College MESA Program to attend the San Diego MESA Alliance Leadership Summit at the Indian Hills Camp in Jamul, California accompanied by the Program Director, faculty and/or staff. The trip is scheduled for February 25-27, 2005.

590 Vocational Education Customer Service Fee Schedule for 2004-2005.

600 PERSONNEL

610 Approval of academic, classified and hourly personnel actions relating to appointments, assignment changes, salary changes, status changes, leaves of absence, separations and volunteerism during the period of October 1, 2004 through October 31, 2004.

650 Authority to establish a 1.0 FTE 12-month Classroom Restricted Assistant Professor position (\$3,935-5,912), AFT/College Faculty Unit, effective January 18, 2005, at the District Office and continue position until funding ends.

660 In the matter regarding classified positions at the District Office Student Services, effective December 10, 2004, authority is requested to:

Establish 1.0 FTE 12 month Senior Clerical Assistant position, Range 18 (\$2423-3341) AFT/Office Technical Unit.

661 In the matter of providing Live Scan electronic fingerprinting services effective January 1, 2005, (contingent upon review by Human Resources) authority is requested to:

1. Establish Fingerprint Assistant classification, Range 15 (\$2255-3110), AFT Office Technical Unit;
2. Establish 2.0 FTE Fingerprint Assistant positions, Range 15 (\$2255-3110), AFT Office Technical Unit at College Police Administration;
3. Establish Parking Operations Supervisor classification, Range 8 (\$3436-4604), Supervisory and Professional Employees Unit;
4. Establish 1.0 FTE Parking Operations Supervisor position, Range 8 (\$3436-4604), Supervisory and Professional Employees Unit at College Police Administration; and

Continued on next page . . .

INDEX

December 9, 2004

Page 7

600 PERSONNEL (Continued)

661 In the matter of providing Live Scan electronic fingerprinting services effective January 1, 2005, (contingent upon review by Human Resources) authority is requested to: (Continued)

5. Make a continuous transfer in the Parking Program Fund as follows:

<u>Object Code</u>	<u>From</u>	<u>To</u>
2000 Classified Salaries		\$2,353
6999 Unallocated	\$3,094	
3000 Employee Benefits	<u>0</u>	<u>741</u>
Total	<u>\$3,094</u>	<u>\$3,094</u>

6. Make a continuous transfer in the General Fund/Unrestricted budget:

<u>Object Code</u>	<u>From</u>	<u>To</u>
2000 Classified Salaries		\$4,560
5161 Contract Other	\$5,603	
3000 Employee Benefits	<u>0</u>	<u>1,043</u>
Total	<u>\$5,603</u>	<u>\$5,603</u>

670 In the matter of an administrative contract position at San Diego Miramar College (contingent on review by Human Resources), authority to:

1. Establish a 1.0 FTE 12-month Dean (of Library and Technology) position, Range 18 (\$6250-8796), Management Unit, effective February 1, 2005;
2. Delete a vacant 1.0 FTE Restricted Dean (of On-Line) position (#010784), Range 18 (\$6250-8796), Management Unit, effective January 1, 2005; and
3. Establish a 1.0 FTE Dean (of On-Line), Range 18 (\$6250-8796), Management Unit, effective January 1, 2005, and transfer it to the District Office Instructional Services.

690 Consideration and approval to amend the Appendix of the Conflict of Interest Code of the San Diego Community College District to reflect the current titles of the District's designated positions.

691 Consideration and approval of rate of reimbursement to employees for use of their personal cars for travel on District business to reflect the IRS mileage rate at 40.5 cents per mile effective January 1, 2005.

INDEX

December 9, 2004

Page 8

700 SUPPLIES AND EQUIPMENT

710 Approval of purchase orders prepared during the period of October 1, 2004, through October 31, 2004.

730 Authority to award Bid/RFP #05-04, for travel coordination services for the Mesa College Summer Semester 2005 Study Abroad Program in Rio de Janeiro, Brazil, to Journeys of Discovery, the lowest, responsive bidder meeting terms, conditions and specifications for the bid.

731 Authority to award Bid/RFP #05-06, for a requirements contract for travel coordination services for the City College Summer Semester 2005 Study Abroad Program in San Miguel de Allende, Mexico, to Leonardo World L.L.C., the lowest, responsive bidder meeting terms, conditions and specifications for the bid; and

Authority for the Purchasing and Contract Services Manager to exercise the four, optional one-year renewal periods, if vendor's performance is judged to be satisfactory, it is in the District's best interest, and the Board has approved continuation of such funds by budget approval for the respective option periods.

732 Authority to award Bid #05-05 for a one-year requirements contract to California Tours to provide shuttle service to City, Mesa, and Miramar College students between off-site parking locations and campus, and off-site classes for Military Education; and

Authority for the Purchasing and Contract Services Manager to exercise the four, optional one-year renewal periods, if vendor's performance is judged to be satisfactory, it is in the District's best interest, and the Board has approved continuation of such funds by budget approval for the respective option periods.

800 BUILDINGS AND REAL ESTATE

810 Approval of off-campus locations for the 2004-2005 school year.

840 Authority to award the contract for the Rooftop Heat Pump Replacement, Building "E" at City College to Coastal Air, Inc., the lowest responsible bidder, on the basis of the Base Bid of Twenty-six thousand four hundred dollars (\$26,400).

841 Authority to award the contract for the Replace HVAC Units at Cesar Chavez Center to W. R. Robbins Co., Inc., the lowest responsible bidder, on the basis of the Base Bid of Twenty-four thousand two hundred fifty dollars (\$24,250).

INDEX

December 9, 2004

Page 9

800 BUILDINGS AND REAL ESTATE (Continued)

880 Approval of Change Order No. 11 for the Science and Technology Building and the Advanced Transportation Technologies Building at Miramar College.

881 Approval of Change Order No. 6 for the Computing and Distribution Center at Miramar College.

890 Authority to submit the San Diego Community College District Scheduled Maintenance Five Year Plan (2005-2006 through 2009-2010).

900 INFORMATION ITEMS

901 Board Sub-Committees:

Budget Study:

Trustees Schwandt and Zschiesche

950 ADJOURNMENT INTO CLOSED SESSION

955 CLOSED SESSION ITEMS: (Continued)

Items not completed during the 3-3:30 p.m. Closed Session will be continued after the public session.

The following Closed Session Items are Scheduled:

1. Conference with real property negotiator Damon Schamu (pursuant to Government Code Section 54956.8).

Property: Skill Center

835 Park Boulevard

a. Negotiating Party: TMG Partners

b. Purpose of negotiations: Plans for Joint Use

2. Conference with labor negotiators Wayne Murphy and Cheryl Witt (pursuant to Government Code Section 54957.6).

Bargaining/Meet and Confer Units under consideration:

a. Supervisory and Professional Employees Unit

b. College Police Unit

c. AFT Guild Office-Technical Unit

960 RECONVENE INTO OPEN SESSION in the District Office (Conference Room 300)

In order to report any action taken in Closed Session and the vote or abstention of every member present thereon in accordance with Government Code Section 54957.1.

975 ADJOURNMENT