Governing Board members gathered at 4:00 PM in the Cuyamaca College Student Center, Room I-207, at 900 Rancho San Diego Parkway, El Cajon, California, for a joint meeting with the Grossmont Union High School District Governing Board for the annual update on the East County Education Alliance and Higher Edge Scholarship program. This continues our conversations about student success.

The regular meeting of the Governing Board for the Grossmont-Cuyamaca Community College District began at 5:29 p.m., in the Cuyamaca College Student Center, Room I-207.

Members Present: Trustees Barr, Garrett, Hiel, Justeson, and Rosinski; and Student Trustees Esparza and Navarrete

Members Absent: None

Others Present: Chancellor Miles, Presidents Abu-Ghazaleh and Barnes, Vice Chancellor Corcoran, college administrators, members of the staff, students, and interested citizens

Call to Order

Board President Garrett called the meeting to order at 5:29 p.m.

Public Presentations

There were no public presentations on closed session items.

Adjourn to Closed Session

Board President Garrett adjourned the open session at 5:29 p.m., and the Board met in closed session until approximately 6:13 p.m., in the Cuyamaca College Student Center Meeting Room 3 (I-209) pursuant to Education Code Section 72122 conferral of honorary degree; Government Code Section 54956.9 significant exposure to one case of potential litigation; Section 54957 to consider the employment, performance, discipline/dismissal/release of one employee and Chancellor’s performance evaluation; and Section 3549.1 to confer with the District Chief Negotiator, Tim Corcoran, regarding bargaining matters concerning Administrators’ Association, American Federation of Teachers (AFT), California School Employees Association Chapter 707 (CSEA), and confidential administrators and staff.

Reconvene in Open Session

Board President Garrett reconvened the open session at 6:34 p.m.

Announcement of Closed Session Action(s)

Board President Garrett announced that in closed session with a vote of 5-0, the Board accepted the Chancellor’s recommendation to award Monica Zech an honorary Associate of Arts degree from Grossmont College during the regular commencement ceremony on June 2, 2016.

Public Presentations

There were none.

Changes to Docket of Business

Chancellor Miles announced there were no changes to the docket of business.

Approval of Minutes

On motion of members Hiel/Barr with a unanimous vote of 5-0, the Board approved the April 19, 2016, regular, meeting minutes as presented.
Reports of the Governing Board

Governing Board members expressed praise for the presentations at the joint GCCCD/Grossmont Union High School District Board meeting on activities and accomplishments of the East County Education Alliance and Higher Edge Scholarship program.

Trustees attended the American Federation of Teachers Guild Retirement brunch, which celebrated three Cuyamaca College retirees.

Trustees bid a fond farewell and appreciation to Student Trustee Navarrete for his leadership and impeccable character qualities and accomplishments.

Trustee Barr reported that he and Trustee Hiel have attended meetings on a proposed Project Labor Agreement, noting a version is almost complete and that negotiations have not yet begun. He attended the Grossmont College Students of Note Ceremony.

Trustee Hiel attended a workshop for community colleges on Common Assessment learning about scores and where students should start their academic career; commenting that he was happy to see the state level of commitment.

Trustee Rosinski attended the Cuyamaca College Spring Garden Festival.

Cuyamaca College Student Trustee Evan Esparza expressed appreciation to Student Trustee Navarrete for his leadership and reported on student elections, student activities and events.

Cuyamaca College Student Trustee Rafael Navarrete thanked everyone for the opportunity to be a Board member, for the leadership he learned, and for recognizing him as he ends his term on the Board. He also reported on end-of-the year student activities.

Report of the Board President

Trustee Garrett expressed gratitude to Student Trustee Navarrete for his service on the Board and to the District, as well as for his knowledge and background in Veterans Affairs and in supporting students. He wished him well with his studies at San Diego State University, and presented him with a Certificate of Appreciation.

Trustee Garrett attended the California Community Colleges Trustees meeting in conjunction with the Community College League of California conference, noting he learned a lot about accreditation, and heard a lot about Chancellor Miles' leadership work being done. He also attended the Grossmont College Faculty Piano Recital, the Grossmont College Academic/Service Awards Ceremony, and the Foundation’s Chancellor's Circle Recognition Dinner.

Adoption of Consent Calendar

On motion of members Rosinski/Hiel, with a unanimous vote of 5-0, the Board approved the Consent Calendar, which included the following:

Operations

Board Policies Update—Reviewed and adopted revisions to board policy BP 3530 Weapons on District Property, BP 6800 Occupational Safety, BP 7335 Health Examinations, BP 7700 Whistleblower Protection, and deleted BP 3508 Workplace Safety, as recommended by the Chancellor. Please refer to item 203 attached to the docket and made a part of these minutes.

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 docket and made a part of these minutes. Please refer to item 301 attached to the docket and made a part of these minutes.

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 docket and made a part of these minutes.
Purchase Orders and Warrants—Ratified the action of the Chancellor in approving purchase orders and warrants issued during the month of April 2016, and granted authority to execute appropriate documents. Please refer to item 303 attached to the docket and made a part of these minutes.

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 docket and made a part of these minutes.

Donations—Ratified the action of the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District. Please refer to item 305 attached to the docket and made a part of these minutes.

Destruction of Records—Granted authority to conduct destruction of Class 3-Disposable records during the 2016-2017 fiscal year, as recommended by the Chancellor. Please refer to item 306 attached to the docket and made a part of these minutes.

End-of-Year Intra-Budget Transfers by the District—Granted authority to the Chancellor to effect intra-budget transfers necessary for closing the District’s fiscal year ending June 30, 2016, subject to ratification by the Governing Board. Please refer to item 307 attached to the docket and made a part of these minutes.

Authorization to Sign Contracts and Purchase Orders—Granted authority to Cindy L. Miles, Chancellor; Sue Rearic, Vice Chancellor Business Services; and Linda Bertolucci, Senior Director, Purchasing and Contracts, to sign contracts and purchase orders on behalf of the District, as recommended by the Chancellor. Please refer to item 308 attached to the docket and made a part of these minutes.

Resolutions 16-015, 16-016, and 16-017 Authorizing Designated Agents—Adopted the following resolutions to be effective July 1, 2016, through June 30, 2017: a) Resolution 16-015 Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education; b) Resolution 16-016 Designating Authorized Agent to Sign Payroll Payment Order; and c) Resolution 16-017 Designating Authorized Agent to Sign School Orders (Commercial Warrants), as recommended by the Chancellor. Please refer to item 309 attached to the docket and made a part of these minutes.

Out-of-Country Travel to Cameroon, Central Africa for International Conference, May 24 to June 5, 2016—Granted authority to the Chancellor to authorize Adisa A. Alkebulan, Grossmont College Instructor of History, to travel to Cameroon in Central Africa for a paper presentation on the slave trade at the annual Afrocentricity International Conference & Tour from May 24 to June 5, 2016, conditional upon clearance for safe travel by the U.S. Department of State. Please refer to item 310 attached to the docket and made a part of these minutes.

Public Works Projects

Cuyamaca College Parking Lot/Roadway Repairs Phase II; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B16.001 with PAL General Engineering Inc.; and b) Release retention as allowed in the contract documents. Please refer to item 401 attached to the docket and made a part of these minutes.

Cuyamaca College LRC Rooftop Air Handler Units; Permission to Award—Granted authority to the Chancellor to: (a) Award Bid B16.018 Cuyamaca College LRC Rooftop Air Handler Units to the lowest responsive bidder meeting all 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 402 attached to the docket and made a part of these minutes.

Districtwide Energy Conservation Measures Year 3; Ratification of Award—Ratified the action of the Chancellor in awarding Bid B16.010, Districtwide Energy Conservation Measures Year 3, to Grahovac Construction Co., Inc., the lowest responsive bidder meeting all terms, conditions, and specifications. Please refer to item 403 attached to the docket and made a part of these minutes.
Personnel
Personnel Actions—Ratified the action of the Chancellor in approving classified and academic personnel actions during the period of April 19, 2016, through May 16, 2016. Please refer to item 501 attached to the docket and made a part of these minutes.

Information
District Quarterly Financial Reports—Considered the Grossmont-Cuyamaca Community College District quarterly financial reports: a) Quarterly Financial Status Report for the period ending March 31, 2016; b) Quarterly Report on Trust Fund Balances as of April 30, 2016; and c) Schedule of Investments Report as of April 30, 2016, as presented by the Chancellor. Please refer to item 651 attached to the docket and made a part of these minutes.

Administrative Procedures Update—Reviewed revisions to administrative procedures AP 3530 Weapons on District Property, AP 6800 Occupational Safety, and AP 7700 Whistleblower Protection. Please refer to item 652 attached to the docket and made a part of these minutes.

Items Pulled
Grossmont and Cuyamaca Colleges Review of Vocational Training Programs pulled by Board President Garrett for a report. Cuyamaca College Dean of Career and Technical Education Kate Alder and Grossmont College Career Technical Education/Workforce Development Dean Javier Ayala presented the annual compliance review of vocational training programs. The report data addressed the labor market, including employment rates and wage data, and student progress markers. Both colleges want to promote internships in all programs. They are working with colleagues around the state to capture data from short-term certificate programs. On motion of members Barr/Justeson, with a unanimous vote of 5-0, the item was approved. Please refer to item 201 attached to the docket and made a part of these minutes.

Grossmont and Cuyamaca Colleges Credit Course, Certificate, and Degree Changes for 2016-2017 pulled by Board President Garrett for a report. Cuyamaca College Curriculum Co-Chair Chuck Charter reported that among the 2016-2017 credit course, certificate, and degree changes, among them were 3 course additions, 54 course modifications, 2 course deletions, and 4 distance education proposals. A highlight is the new public health science transfer degree at Cuyamaca College, a result of two years of statewide meetings.

Grossmont College Curriculum Co-Chair Kathleen Aylward reported that among the credit course, certificate, and degree changes for 2016-2017, there were 12 new courses approved, 81 course modifications, 22 distance education proposals.

This is year five of the five-year review cycle, and all courses at both colleges have undergone review in the first cycle.

On motion of members Barr/Justeson, with a unanimous vote of 5-0, the item was approved. Please refer to item 201 attached to the docket and made a part of these minutes.

Report of the Chancellor
Russ O’Donnell, Chief Operating Officer with the Alliance of Schools for Cooperative Insurance Programs (ASCIP), presented an award and a check for $6,000 to the District for its success in promoting safety measures. He commended Vice Chancellor Human Resources Tim Corcoran and Human Resources Director Kim Widdes for their support of safety initiatives.

Anne Krueger, District Communications and Public Information Director, provided a PowerPoint presentation and information on the districtwide marketing campaign. The brand “We’re Here for You” encourages students to enroll in summer classes at both campuses. The campaign was developed by Associate Vice Chancellor for Advancement and Communications John Valencia, Foundation Development Specialist Kerri Ewing, and Krueger, with input from the District Public Relations and Marketing Committee.
Chancellor Miles reported Cuyamaca College was awarded a $1.5 million Basic Skills grant, ranking ninth among 43 colleges receiving awards for exemplary work on acceleration in English, math, and English as a Second Language. She also reported 120 employees and students attended the second annual Diversity, Equity and Inclusion Summit, and expressed appreciation to organizers of the event and participants. She announced Grossmont College Student Trustee Rafael Navarrete was named Man of Distinction at the 54th annual Academic/Service Awards Ceremony; and extended congratulations to the Grossmont College beach volleyball team for winning the 2016 state championship.

The Chancellor’s Cabinet member reports were distributed.

**Staff Communication**

Cuyamaca College Academic Senate President Alicia Munoz and Grossmont College Academic Senate President Tate Hurvitz provided comments or reports.

**Adjournment**

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

Respectfully submitted,

Cindy L. Miles, Ph.D.
Chancellor and Secretary to the Governing Board

Jennifer J. Danks
Recording Secretary

Approved by the Governing Board
June 21, 2016

Bill Garrett
Board President