



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Tuesday, April 16, 2019
Notice of Governing Board Regular Meeting

Regular Meeting of the Grossmont-Cuyamaca Community College District
Closed Session-5:00 PM
Public Session-6:30 PM
Grossmont College Griffin Gate, Room 180,
8800 Grossmont College Drive, El Cajon, CA 92020

1. Board Workshop

Subject 1.1 Grossmont College Career Services and Regional Strong Workforce Program Presentation, Room Griffin Gate

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 1. Board Workshop

Access Public

Type Information

Governing Board members will meet at the Grossmont College Griffin Gate 60-180 at 4:00 p.m. for a workshop on Grossmont College Career Services and Regional Strong Workforce program to learn about Grossmont College's innovative approach to offering Career Services. By designing a Career Services approach with the goal of serving our diverse students, Grossmont College is collaborating with partners and employers around East County to ensure that students are obtaining high-wage, high-demand jobs. This outcome-driven approach aligns with the Vision for Success, Guided Pathways, and the Regional Strong Workforce program.

File Attachments

[041619workshop-career-services.pdf \(2,861 KB\)](#)

[flyer-041619-career-services.pdf \(140 KB\)](#)

2. Call to Order

Subject 2.1 Call to Order

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 2. Call to Order

Access Public

Type

3. Adjourn to Closed Session

Subject 3.1 Public Comment / Presentation

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 3. Adjourn to Closed Session

Access Public

Type Procedural

Items on the Agenda—People who wish to address the Board about an item on the agenda should submit a Request for Public Presentation (white card) to the Board Secretary prior to commencement of the meeting. Requests may also be submitted later in the meeting, but prior to Board consideration of the item. In accordance with BP 2350 Speakers, each speaker will be allowed a maximum of four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers.

In accordance with Education Code Section 72121.5, citizens are invited to participate in the governance system of the District. **Items not on the Agenda**—Persons wishing to speak on items not on the agenda should submit a *Request for Public Presentation* (blue card) to the Board Secretary prior to commencement of the meeting. The Board shall take no action other than an action of referral. Each speaker shall be limited to four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers. The Board may refer items to the Chancellor for follow-up. Requests to have presentation item(s) placed on the agenda must be submitted at least two weeks prior to the Board meeting, in accordance with *BP 2340 Agendas*.

Subject 3.2 Adjourn to Closed Session: In accordance with the Ralph M. Brown Act, the Governing Board will adjourn to closed session until approximately 6:30 p.m., in the Associated Students of Grossmont College (ASGC) Board Room, pursuant to Government Code section 54957 for public employee discipline/dismissal/release; section 54957 to consider the 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.

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 3. Adjourn to Closed Session

Access Public

Type Information, Procedural

In accordance with the Ralph M. Brown Act, the Governing Board will adjourn to closed session until approximately 6:30 p.m., in the Associated Students of Grossmont College (ASGC) Board Room, pursuant to Government Code section 54957 for public employee discipline/dismissal/release; section 54957 to consider the 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.

4. Reconvene in Open Session

Subject 4.1 Reconvene in Open Session

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 4. Reconvene in Open Session

Access Public

Type Procedural

Subject 4.2 Pledge of Allegiance

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 4. Reconvene in Open Session

Access Public

Type Procedural

Subject 4.3 Announcement of Closed Session Items

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 4. Reconvene in Open Session

Access Public

Type Information, Procedural

Announcement of closed session items.

Subject 4.4 Public Comment / Presentation

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 4. Reconvene in Open Session

Access Public

Type Procedural

Items on the Agenda—People who wish to address the Board about an item on the agenda should submit a Request for Public Presentation (white card) to the Board Secretary prior to commencement of the meeting. Requests may also be submitted later in the meeting, but prior to Board consideration of the item. In accordance with BP 2350 Speakers, each speaker will be allowed a maximum of four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers.

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5. Approval of Minutes

Subject 5.1 Approval of Minutes for Regular Meeting

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 5. Approval of Minutes

Access Public

Type Action, Minutes

Recommended Action Motion to approve the March 19, 2019 Regular Meeting minutes as presented.

Minutes [View Minutes](#) for Mar 19, 2019 - Notice of Governing Board Regular Meeting

Motion & Voting

Motion to approve the March 19, 2019 Regular Meeting minutes as presented.

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 5.2 Approval of Minutes for Special Meeting

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 5. Approval of Minutes

Access Public

Type Action, Minutes

Recommended Action Motion to approve the April 3, 2019 Special Meeting minutes as presented.

Minutes [View Minutes](#) for Apr 3, 2019 - Notice of Governing Board Special Meeting

Motion & Voting

Motion to approve the April 3, 2019 Special Meeting minutes as presented.

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

6. Call for Changes to the Docket of Business

Subject 6.1 Changes to the Docket of Business

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 6. Call for Changes to the Docket of Business

Access Public

Type Information

7. Reports of the Governing Board Members

Subject 7.1 Governing Board Member Reports

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 7. Reports of the Governing Board Members

Access Public

Type Information

Governing Board Members will provide reports and activity updates.

8. Report of the Board President

Subject 8.1 Report of the Board President

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 8. Report of the Board President

Access Public

Type Information

The Governing Board President will provide a report and activities update.

Subject 8.2 Proposed Resolution Climate Literacy

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 8. Report of the Board President

Access Public

Type Information

File Attachments

[Attachment A Draft Proposed Resolution Climate Literacy.pdf \(81 KB\)](#)

9. Report of the Chancellor

Subject 9.1 Site Reports for the Governing Board

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 9. Report of the Chancellor

Access Public

Type Information

The following reports are provided to the Governing Board:

1. Grossmont College President's Report
2. Cuyamaca College President's Report
3. District Services Report

File Attachments

[Grossmont Board Report 4.16.19.pdf \(647 KB\)](#)

[Cuyamaca Board Report 4.16.19.pdf \(626 KB\)](#)

[District Services Governing Board report 4-16-19.pdf \(325 KB\)](#)

Subject 9.2 Report on Serving the Arabic Community/Middle Eastern Heritage Month

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 9. Report of the Chancellor

Access Public

Type Information

The Serving the Arabic Community presented by Grossmont College President Nabil Abu-Ghazaleh and local community members. As follows, the Middle Eastern Heritage Month presented by Cuyamaca College President Julie Barnes.

Subject 9.3 Report on Grossmont College Credit Course, Certificate, and Degree Changes 2019-2020; (Refer to item 13.4)

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 9. Report of the Chancellor

Access Public

Type

The Grossmont College Credit Course, Certificate, and Degree Changes 2019-2020 presented by Co-Chair Faculty Curriculum Jeff Waller.

10. Development of Consent Calendar

Subject 10.1 Development of Consent Calendar

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 10. Development of Consent Calendar

Access Public

Type Information

Governing Board members will pull items from the docket of business for discussion.

11. Adoption of Consent Calendar

Subject 11.1 Adoption of Consent Calendar

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 11. Adoption of Consent Calendar

Access Public

Type Action (Consent)

Governing Board member will vote to approve as requested, all items on the Consent Calendar, except for those items pulled for discussion.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

12. First Read

Subject 12.1 College and Career Access Pathways Partnership Agreements between the Grossmont-Cuyamaca Community College District and the Health Sciences High and Middle College Charter High School, and the River Valley Charter School

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 12. First Read

Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Consider the College and Career Access Pathways Partnership Agreements between the Grossmont-Cuyamaca Community College District and the Health Sciences High and Middle College Charter High School, and the River Valley Charter School, as recommended by the Chancellor.

Summary of Issue: Grossmont-Cuyamaca Community College District (GCCCCD) and several independent charter schools desire to continue partnerships governed by an AB 288 College and Career Access Pathways (CCAP) Partnership Agreement (Agreement), and approved by the respective governing boards. The agreements and a list of the Fall 2019 Cuyamaca College courses offered at each site are presented here as Attachment A (GCCCCD with Health Sciences High and Middle College Charter High School) and Attachment B (GCCCCD with River Valley Charter School).

These agreements will allow the parties to continue the collaborative efforts of their dual enrollment programs within the guidelines of a CCAP Agreement for the purpose of expanding dual enrollment opportunities, with the goal of developing seamless pathways from high school to community college for career technical education and preparation for transfer, improving high school graduation rates, and helping high school students achieve college and career readiness. The provisions of the CCAP Agreements establish adherence to various education code requirements pertaining to, among other things, allowances, apportionments, and enrollment.

This item is for information only and will return for Action at the next board meeting.

File Attachments

[Attachment A.pdf \(899 KB\)](#)

[Attachment B.pdf \(735 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

13. Operations

Subject	13.1 California Community College Trustees 2019 Board of Directors Election
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	13. Operations
Access	Public
Type	Action
Recommended Action	Cast ballots for up to seven candidates for the 2019 Board of Directors election for membership on the California Community College Trustees Board.

Summary of Issue: Election of members of the California Community College Trustees (CCCT) Board of the Community College League will take place between March 10 and April 25, 2019. Each district may cast one vote for each of the seven seats, the number of vacancies to be filled this year. The seven candidates who receive the most votes will serve three-year terms. In the event of a tie vote for the last position to be filled, the CCCT board will vote to break the tie. The seven trustees who have been nominated for election to the board are presented in **Attachment A**.

File Attachments

Motion & Voting

Cast ballots for up to seven candidates for the 2019 Board of Directors election for membership on the California Community College Trustees Board.

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	13.2 College and Career Access Pathways Partnership Agreement between the Grossmont-Cuyamaca Community College District and Helix Charter High School
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	13. Operations
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	Yes
Recommended Action	Approve the College and Career Access Pathways Partnership Agreement between the Grossmont-Cuyamaca Community College District and Helix Charter High School as recommended by the Chancellor.

Summary of Issue Grossmont-Cuyamaca Community College District (GCCCD) and an independent charter school desire to enter into a partnership governed by an AB 288 College and Career Access Pathways (CCAP) Partnership Agreement (Agreement), and approved by the respective governing boards. The agreement and a list of the fall 2019 and spring 2020 Grossmont College and Cuyamaca College courses to be offered at Helix Charter High School are presented here as Attachment A.

Background This will be the third CCAP agreement between GCCCD and Helix Charter High School. Grossmont and Cuyamaca Colleges have offered dual enrollment classes at Helix Charter High School for years; and the number of offerings is continuing to increase.

Support of Strategic Planning This agreement will allow the parties to continue the collaborative efforts of their dual enrollment program within the guidelines of a CCAP Agreement for the purpose of expanding dual enrollment opportunities, with the goal of developing seamless pathways from high school to community college for career technical education and preparation for transfer, improving high school graduation rates, and helping high school students achieve college and career readiness. The provisions of the CCAP Agreements establish adherence to various Education Code requirements pertaining to, among other things, allowances, apportionments, and enrollment.

File Attachments

[Attachment A HCHS-GCCCD CCAP MOU.pdf \(1,149 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 13.3 Revised Time and Frequency of Year 2019 Regular Governing Board Meetings

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 13. Operations

Access Public

Type Action

Recommended Action Reschedule regular Governing Board meetings of the Grossmont-Cuyamaca Community College District for the year 2019.

Summary of Issue: Reschedule the open session meeting time from 6:30 p.m. to 5:15 p.m. and omit the August 20, 2019, regular Governing Board meeting of the Grossmont-Cuyamaca Community College District for the year 2019.

The Governing Board will conduct the 2019 regular meetings on the third Tuesday of each month, except for the following months:

- September (second Tuesday)
- December (second Friday, newly elected board members can be seated within 15-day period)

The Board will reconvene in open session at approximately 5:15 p.m. as follows the Board will adjourn to closed session.

The meetings will alternate between the Cuyamaca and Grossmont College campuses, as follows:

<u>Date</u>	<u>Location</u>
January 15	Student Center, Cuyamaca College
February 19	Griffin Gate, Grossmont College
March 19	Student Center, Cuyamaca College
April 16	Griffin Gate, Grossmont College
May 21	Student Center, Cuyamaca College
June 18	Griffin Gate, Grossmont College
July 16	Student Center, Cuyamaca College
August - NO MEETING	
September 10	Student Center, Cuyamaca College
October 15	Griffin Gate, Grossmont College
November 19	Student Center, Cuyamaca College
December 13 (Organizational Meeting)	Griffin Gate, Grossmont College

Special Board meetings may be scheduled on an as-needed basis.

Motion & Voting

Reschedule regular Governing Board meetings of the Grossmont-Cuyamaca Community College District for the year 2019.

Motion by Elena Adams, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 13.4 Grossmont College Credit Course, Certificate, and Degree Changes 2019-2020

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category	13. Operations
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	funded by Instructional budget
Recommended Action	Approve Grossmont College course, certificate, and degree changes as recommended by the Chancellor, and authorize publishing in the 2019-2020 Grossmont College catalog.

Summary of Issue: Course, certificate, and degree additions, deletions, and modifications, along with requests for courses to be offered through distance education and matters of academic procedures as appropriate are submitted from instructional departments to the Curriculum Committee for review. Following recommendation by the Chancellor and approval by the Governing Board, they are published in Grossmont College's catalog. The changes are presented in **Attachment A** (Summary); **B** (Grossmont College Academic Program Changes).

Background: The proposed curricula changes were reviewed and approved by the Curriculum Committee at Grossmont College in spring 2019. The committee membership covers a wide range of representation—students, staff, faculty, and management.

The initiative for academic curricula changes come from the following sources:

- The need to update and develop new curriculum in all areas to ensure academic excellence.
- The need to keep curriculum current for articulation purposes with other academic institutions.
- The agreement between Grossmont and Cuyamaca Colleges to align credit courses offered at both campus sites.
- Recommendations by advisory committees in the field to maintain occupational and/or discipline relevancy.
- Program Review Committee recommendations.
- Title 5 regulations pertaining to content review for prerequisites, corequisites, and advisories on recommended preparations.
- Trends in higher education that focus on instructional technologies.

Options Considered: Department faculty met with the Curriculum Committee and explained how the courses and degrees were developed. Each proposal was considered on its own merit and committee decisions were made with department needs in mind. Approval of these course, certificate, and degree additions, deletions, and modifications will keep our programs up-to-date, facilitate articulation with other colleges, and ensure compliance with accreditation standards and California Education Code 66746.

Support of Strategic Planning: These courses, certificates and degrees support the mission, vision and values of Grossmont College and the district, as outlined in the 2016-2022 district-wide strategic plan. They promote the strategic goals of student access, learning and student success, and economic and community development.

File Attachments

[Attachment A Summary Grossmont.pdf \(90 KB\)](#)

[Attachment B Grossmont Academic Program Changes.pdf \(288 KB\)](#)

Executive Content

Approved on 04/02/19 on behalf of Tim Corcoran

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 13.5 Annual Review of Student Trustee Privileges- TABLED
Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category 13. Operations
Access Public
Type Action
Recommended Action Review and adopt board policy BP 2015 Student Governing Board Members, regarding the privileges granted to the student trustees for the term June 1, 2019, through May 31, 2020, as recommended by the Chancellor.

Summary of Issue: Pursuant to Education Code Section 72023.5(d), the Governing Board must annually adopt rules and regulations regarding the privileges it wishes to afford the student trustees. Annually reviewing and readopting board policy BP 2015 Student Governing Board Members (**Attachment A**) will fulfill this requirement.

Background: Education Code Section 72023.5(a) provides that student member compensation is a privilege that the Governing Board may grant, and must annually adopt rules and regulations implementing that privilege. Board policy BP 2015 Student Governing Board Members reflects that the Governing Board is granting student members the privilege of receiving compensation, and further clarifies student members' rights and privileges.

*** 13.5 Item and Attachment A-BP 2015 motioned to tabled until further review of Student Equity & Success Council (SESC).**

File Attachments

[Attachment A BP 2015.pdf \(69 KB\)](#)

Motion & Voting

Motion to table board policy BP 2015 Student Governing Board Members, regarding the privileges granted to the student trustees for the term June 1, 2019, through May 31, 2020, to Student Equity and Success Council (SESC) for further review and return to the board.

Motion by Bill Garrett, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 13.6 Board Policies Update
Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category 13. Operations
Access Public
Type Action (Consent)
Fiscal Impact No
Budgeted No
Recommended Action Review and adopt revisions to board policy BP 2340 Agendas; BP 2345 Public Participation at Board Meetings; and BP 3100 Organizational Structure, BP 4222 Precollegiate Basic Skills, BP 4230 Grading and Academic Record Symbols and as recommended by the Chancellor.

The board policies presented in the attachments, are part of the ongoing process of developing and updating board policies to reflect changes in legislation and District administrative and operating procedures. Substantive changes to policies go through Districtwide Executive Council (DEC), District Strategic Planning & Budget Council (DSP&BC), Districtwide Coordinating Educational Council (DCEC), Student Equity and Success Council (SESC), Human Resources Advisory Council (HRAC), or District Public Safety and Emergency Preparedness Council for a 60-day review process, which includes Districtwide constituency review. Administrative procedures to implement board policies are delegated to the Chancellor under BP 2410 Board Policies and Administrative Procedures, and are sent to the Governing Board as information.

Background

1. BP 2340 Agendas—5-year review, no changes recommended.
2. BP 2345 Public Participation at Board Meetings—5-year review, no changes recommended.
3. BP 3100 Organizational Structure—5-year review, no changes recommended.
4. BP 4222 Precollegiate Basic Skills—5-year review, no changes recommended.
5. BP 4230 Grading and Academic Record Symbols—5-year review, technical changes.

File Attachments

[BP 2340.pdf \(82 KB\)](#)
[BP 2345.pdf \(28 KB\)](#)
[BP 3100.pdf \(28 KB\)](#)
[BP 4222.pdf \(64 KB\)](#)
[BP 4230.pdf \(19 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	13.7 Resolution 19-008 Proclaiming April 2019 Arab American Heritage Month
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	13. Operations
Access	Public
Type	Action
Fiscal Impact	No
Budgeted	No
Recommended Action	Adopt Resolution 19-008 Proclaiming April 2019 Arab American Heritage Month, as recommended by the Chancellor.

Summary of Issue: Grossmont-Cuyamaca Community College District (GCCCD) Resolution 19-008 (see Attachment A) proclaims April 2019 to be Arab American Heritage Month. By adopting this resolution, the GCCCD Board of Trustees recognizes the valuable contributions and accomplishments of the Arab American Community at the national, state and local levels.

File Attachments

[Attachment A Resolution 19.008.pdf \(18 KB\)](#)

Motion & Voting

Adopt Resolution 19-008 Proclaiming April 2019 Arab American Heritage Month, as recommended by the Chancellor.

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

14. Budget and Finance

Subject	14.1 Resolution 19-007 Professional Services for Website Content Management
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$43,500.00
Budgeted	Yes
Budget Source	The estimated cost for the software licenses and services will be \$43,500 for the first year and \$36,000 annually thereafter and will be funded from the Information Technology budget.
Recommended Action	Adopt Resolution 19-007 for purchase of software licenses, training, and services for Districtwide Content Management Services, from OmniUpdate, pursuant to RFP1617-153 awarded by Southwestern Community College District, and authorize the Chancellor to execute the necessary contract documents.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: The District Information Technology department is looking to contract with a firm for website content management services for all district sites and has identified the OmniUpdate licenses and services to be in the District's best interest. Although the anticipated expenditures for these commodities will not exceed the formal bid limits as outlined in Public Contract Code Section 20651, the District must either issue its own competitive quotation or acquire the items through a cooperative contract issued by another agency, as authorized under Public Contract Code Section 20652. It is more advantageous to obtain the licenses and services as a turnkey solution with one vendor through a cooperative contract issued on behalf of a number of public entities, as price structures are more advantageous with volume pricing contracts.

Background: The Southwestern Community College District has awarded a turnkey contract for these products and services to OmniUpdate. The public agency clause is included in the contract documents, allowing the District to make purchases against this contract. Although the District could issue its own quotation, the contract was solicited on behalf of all public entities including school districts and community college districts in California, which provides more advantageous pricing than the District could obtain on its own. Executing the contract through the awarded contract already in place will save administrative time and expense.

Options Considered

- (1) Purchase the software licenses and services pursuant to the Request for Proposal RFP1617-153, awarded by Southwestern Community College District
- (2) Prepare our own Request for Proposal for the purchase of software licenses and services.

File Attachments

[Attachment A Resolution 19.007.pdf \(69 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	14.2 Districtwide Purchase and Installation of KI Furniture; Ratification of Award
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$1,000,000.00
Budgeted	Yes
Budget Source	The exact total cost for the furniture is unknown as orders will be placed on an as-needed basis and will be funded from the individual department budgets.
Recommended Action	Ratify the action of the Chancellor in awarding Bid B19.007 – Districtwide Purchase and Installation of KI Furniture, to Krueger International, the lowest responsive bidder meeting all terms, conditions, and specifications.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: Bid documents were sent to seventeen bidders in addition to publishing the legal notice and posting on the District website. A total of four bids were received. The award was made as presented in **Attachment A**.

Background: Bid B19.007 will provide a contract for the ongoing purchase and installation of KI furniture as requested by departments Districtwide. Since the expenditures for this commodity may exceed the formal bid limits as set forth in Public Contract Code Section 20651, the formal bid process was utilized to secure a contract for fixed percentage discounts during the term of the contract.

File Attachments

[Attachment A B19.007 Purchase of KI Furniture Resume.pdf \(556 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	14.3 Ratification of Signatures on Agreements
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance

Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	All transactions are funded either by the Unrestricted General Fund (UGF) or other funds as identified in the individual Fiscal Impact statement. All are 2018-2019 budgets unless otherwise noted.
Recommended Action	Ratify the action of the Chancellor in authorizing agreements, and grant authority to accept, budget, and spend any proceeds therefrom.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: The agreements on **Attachment A** have been undertaken in keeping with district policies and procedures. The services contracted for by any professional services contracts in this docket are not available within the District, cannot be performed satisfactorily by District staff, and/or are of such a highly specialized or technical nature, that the necessary expert knowledge, experience, and ability are not available within the District.

File Attachments
[Attachment A AprilRATS.pdf \(187 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	14.4 Purchase Orders and Warrants
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$34,701,054.00
Budgeted	Yes
Budget Source	funded by various funds
Recommended Action	Ratify the action of the Chancellor in approving the purchase orders and warrants issued during the month of March 2019, and grant authority to execute appropriate documents.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: In conformance with Board Policy 6330, purchase orders and warrants issued during the month of March 2019, are presented for review.

Fiscal Impact of Proposal

General Fund Purchase Orders	\$	9,082,530.58
Bookstore Special Revenue Fund Purchase Orders		5,441.01
Capital Outlay Fund Purchase Orders		6,303,937.91
Trust Funds Purchase Orders		<u>28,664.09</u>
Total Purchase Orders (Attachment A):	\$	<u><u>15,420,573.59</u></u>
Purchasing Warrants 85012820 – 85013359	\$	11,383,292.25
Payroll Warrants		<u>7,897,188.16</u>
Total Warrants	\$	<u><u>19,280,480.41</u></u>

File Attachments
[POWApril Attachment A.docx \(20 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	14.5 Student Fees
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	There would be minimal impact on the District's total budget if all nonmandatory instructional fees were terminated; however, the effect on certain instructional departments could be significant.
Recommended Action	Grant authority to the Chancellor or designee to approve the implementation of fees to be charged to students, in addition to State mandated fees, commencing with the fall 2019 term.

Summary of Issue

Governing Board Policy (BP) 5030, dated February 19, 2019, requires that all fees that are proposed to be charged to students and that are not State mandated, such as the basic registration fee, be approved by the Governing Board. The proposed new, revised, and discontinued fees (Attachment A) have been approved by the College Presidents, reviewed by the Districtwide Executive Council (DEC) and Chancellor's Cabinet, and approved by the Chancellor.

Background

When the State of California instituted a community college enrollment fee, the enacting legislation eliminated or greatly restricted other fees, (i.e., instructional materials fees that could be charged to students). After Proposition 13 curtailed the funding of community colleges, many types of specific fees have been instituted by the State's community colleges in an attempt to maintain instructional programs despite reduced resources.

Governing Board Policy 5030 includes a process for review and approval of any proposed student fee that is not mandated by the State. That process includes an evaluation of each proposed fee in terms of guidelines provided by the State's legal staff and multiple levels of administrative review. The new and revised fees requested on the present docket are in addition to the previously approved fees.

Options Considered

Options considered for each proposed fee were denial of the request, request for further justification, or recommendation to the Chancellor for submission to the Governing Board.

File Attachments

[Student Fees 2019-20 Fall.Bd Report-attachment.pdf \(31 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	14.6 Budget Status Changes
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$420,465,262.00
Budgeted	Yes
Recommended Action	Accept a report on the current budget status, accept related revenues or revisions, and grant authority to the Chancellor to budget these funds.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue

Board policy BP 6250 Budget Management, states the Governing Board shall manage the budget in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The policy also allows transfers between expenditure spend categories to be processed and ratified in total. Any transfers from reserves require advanced Board approval.

Support of Strategic Planning

Optimize fiscal resources to ensure organizational integrity, effectiveness, and accountability.

Fiscal Impact of Proposal

The following reflects the combined funds available for all District funds:

	Approved Adoption Budget	Transfers between Categories	Increases/ Decreases to WB *	Revised Budget
Expenditure Classifications:				
1 Academic Salaries	\$59,452,427	\$98,628	\$1,644	\$59,552,699
2 Classified Salaries	36,299,436	73,511	5,160	36,378,107
3 Staff Benefits	36,446,055	80,766	4,676	36,531,497
4 Supplies	6,398,760	26,812	0	6,425,572
5 Rents, Utilities & Other Oper.	71,384,838	(308,906)	33,460	71,109,392
6 Capital Outlay	164,185,764	50,665	(135,000)	164,101,429
7 Other Outgo & Reserves	45,906,917	(21,476)	481,125	46,366,566
Total	\$420,074,197	\$0	\$391,065	\$420,465,262

*Proposed Increases/Decreases:

1. A budget adjustment for State General Childcare for Cuyamaca College that increased the budget by \$8,952, for a new total of \$363,089 for Cuyamaca College for 2018-19.
2. New funding for Grossmont College for the Zero Textbook Cost Degree Equity Champion of \$2,000 for 2018-19.
3. A decrease in the allocation for Grossmont College for America's Promise of \$279,263, for a new total of \$1,128,329 for 2018-19.
4. New 2018-19 funding allocation for the Veterans Resource Center for Cuyamaca College of \$58,771.
5. An increase in the allocation for Cuyamaca College for the Student Success Completion Grant of \$600,000, for a new total of \$1,205,550 for Cuyamaca College for 2018-19.
6. A budget adjustment for WIA Title II for Cuyamaca College that increased the budget by \$605, for a new total of \$605 for 2018-19.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	14.7 Association of Community College Trustees agreement with Grossmont-Cuyamaca Community College District
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	14. Budget and Finance
Access	Public
Type	Action

Fiscal Impact	Yes
Budgeted	Yes
Budget Source	Funded by recruitment funds
Recommended Action	Authorize the service agreement with Association of Community College Trustees Searches for the search of a new Chancellor for Grossmont-Cuyamaca Community College District

Summary of Issue: To authorize the Association of Community College Trustees search firm to provide services to assist with the search for a new Chancellor for Grossmont-Cuyamaca Community District.

This agreement will be ratified on the May 21, 2019, Governing Board regular meeting.

Fiscal Impact Range: \$40,000-50,000

Motion & Voting

Authorize the service agreement with Association of Community College Trustees Searches for the search of a new Chancellor for Grossmont-Cuyamaca Community College District

Motion by Bill Garrett, second by Elena Adams.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

15. Public Works Projects

Subject	15.1 Cuyamaca College District Wide Energy Conservation Measure Year 4; Notice of Completion and Release of Retention
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	15. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$337,561.15
Budgeted	Yes
Budget Source	This project was funded by State Prop 39 Energy Funds, SDG&E Rebates, and Proposition V Bond Funds.
Recommended Action	Grant authority to the Chancellor to: a) File a Notice of Completion for Bid B17.037, with West Coast Air Conditioning Company; and b) Release retention as allowed in the contract documents.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: Bid B17.037 was issued to West Coast Air Conditioning Company. The project is complete and all punch list items have been resolved.

Background: The scope of the B17.037 Districtwide Energy Conservation Measures Year 4 was to connect Building D to the Cuyamaca College campus chilled water system by installing underground pipes for chilled water supply and return to the Building D central plant. The closest point of available campus chilled water piping was in the street adjacent to the building on the northwest corner of the building. The pipe addition was approximately 105 linear feet from the point of connection (existing vault with stub outs for the connection) to the Building D plant. Pipe and control modifications made to the Building D plant now allow for the interconnection to work effectively.

Fiscal Impact of Proposal

Construction Contract Amount: \$317,000.00
Ratified Change Orders: \$20,561.15
Total Construction to Date: \$337,561.15
Total Project Budget: \$570,000.00

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	15.2 B18.015 Cuyamaca College OH Complex/M Remodel; Rejection of All Bids Received and Permission to Re-Bid and Award
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	15. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$11,500,000.00
Budgeted	Yes
Budget Source	This project will be funded by Proposition V Bond Funds.
Recommended Action	Ratify the action of the Chancellor in (a) Rejecting all bids received for B18.015 Cuyamaca College OH Complex / M Remodel and re-bid for B19.011 Cuyamaca College OH Complex / M Remodel and (b) Execute appropriate contract documents prior to ratification by the Governing Board, at the next meeting following the bid opening.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: Due to non-responsive bids received by the District, the Grossmont-Cuyamaca Community College District made the determination to reject all bids related to Bid B18.015 and rebid the OH Complex / M Remodel Project as Bid B19.011. The original bid request required an approved manufacturer to install the greenhouse, which none of the bidders addressed as requested.

The bid proposal was revised to no longer require an approved manufacturer for the greenhouse (this work will be done by others, to be bid separately later) and reissued. The rebid process will close 5/7/19.

1. Contractor 1: Did not provide a manufacturer for the Greenhouse Installation.
2. Contractor 2: Did not provide a manufacturer for the Greenhouse Installation.
3. Contractor 3: Did not provide a manufacturer for the Greenhouse Installation.
4. Contractor 4: Did not provide an approved manufacturer for the Greenhouse Installation.
5. Contractor 5: Did not provide a manufacturer for the Greenhouse Installation.
6. Contractor 6: Did not provide a manufacturer for the Greenhouse Installation.

Background: The scope of the Cuyamaca College OH Complex / M Remodel project consists of the renovation of the overall program spaces complete with the demolition and removal of the existing greenhouses, the existing shade structure, and other yard and complimentary space users. The coordination of prep work and installation of two (2) new greenhouses, the new facilities for all program spaces will include, one (1) shade structure, one (1) maintenance building, one (1) sales building, and other complimentary space users to accommodate program use requirements. In addition to the new facilities, the laboratory building (Building M) will be renovated along with the stand-alone restroom.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	15.3 Grossmont College Move Services: PH1 31S, Theatre and PH2 36N; Amended Permission to Award
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	15. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$50,000.00
Budgeted	Yes
Budget Source	This project will be funded by Proposition V Bond Funds.
Recommended Action	Grant authority to the Chancellor to: (a) Award Bid B19.008 Grossmont College Move Services: Grossmont College Move Services: Ph1 31S Science, Math and Career Tech Complex, Theatre and Ph2 36N 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.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: On March 19, 2019, the Governing Board approved the Permission to Award for Bid B19.008 Grossmont College Move Services: Ph1 31S Science, Math and Career Tech Complex with an estimated value of \$30,000. This amended Permission to Award is requested to reflect additional scope to include move services for the Theatre and Ph2 36N move into the Interim Swing Space. This additional estimated cost is \$20,000. B19.008 will now be issued for Grossmont College Move Services: Ph1 31S Science, Math and Career Tech Complex, Theatre and Ph2 36N with a total estimated cost of \$50,000.

Background: Moving services are required at Grossmont College which include various rooms in Building 100, Building 22A, Building 25 and Building 34. In addition, Building 36 will be vacated. There are approximately 40 faculty and staff members, classroom furniture, classroom equipment, office furniture, display cases, tools, file and storage items and personal effects.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	15.4 Cuyamaca College Student-Veterans Center and Building H Modular Classrooms Audio Visual; Amended Permission to Award
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category	15. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$90,000.00
Budgeted	Yes
Budget Source	This project will be funded by Proposition V Bond Funds.
Recommended Action	Grant authority to the Chancellor to: (a) Award Bid B19.009 Cuyamaca College Student-Veterans Center and Building H Modular Classrooms Audio Visual 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.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: On March 19, 2019, the Governing Board approved the Permission to Award for Bid B19.009 College Student and Veterans Center Audio Visual with an estimated amount of \$60,000. This amended Permission to Award is requested to reflect additional scope to include audio visual equipment, installation and programming for two new modular classrooms in Building H with an additional estimated cost of \$30,000. B19.009 will now be issued for the Cuyamaca College Student- Veterans Center and Building H Modular Classrooms Audio Visual with a total estimated cost of \$90,000.

Background: The scope of this project is to provide audio visual equipment and programming services for the newly remodeled Student and Veterans Center at Cuyamaca College. Departments include the Veterans Center, Student Affairs, Job Placement and the First Floor Student Lounge area. In addition, audio visual equipment and programming services are also required for two modular classrooms at Building H.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

16. Personnel

Subject	16.1 Personnel
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	16. Personnel
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budget Source	Funded by various District and departmental budgets
Recommended Action	Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of March 19 - April 15, 2019.

Summary of Issue: Personnel actions for the current period are provided in **Attachment A**. Copies of the personnel reports are maintained by Human Resources.

File Attachments

[2019 APRIL PERSONNEL ACTIONS ATTACHMENT A.pdf \(137 KB\)](#)

Admin Content

Approved on 04/02/2019 on behalf of Tim Corcoran

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

17. Information

Subject	17.1 Administrative Procedure Update
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	17. Information
Access	Public
Type	Information

Summary of Issue: Board policy AP 2410 Board Policies and Administrative Procedures delegates authority to the Chancellor to issue administrative procedures as statements of method to be used in implementing board policy. The administrative procedures presented in the attachments are reviewed and revised in conjunction with board policies included in the agenda item Board Policies Update on this docket of business. Administrative procedures are issued by the Chancellor as part of the ongoing process of developing and updating procedures, and are presented here for information.

Background: New and revised procedures with substantive changes are reviewed by the District Executive Council (DEC), which includes representation from all constituency groups. Depending on areas of content, procedures are also reviewed by the District Coordinating Educational Council (DCEC), Student Equity and Success Council (SESC), Human Resources Advisory Council (HRAC), District Public Safety and Emergency Preparedness Council (DPSEPC), or District Strategic Planning & Budget Council (DSP&BC).

1. AP 2340 Agendas—5-year review, no changes recommended.
2. AP 2345 Public Participation at Board Meetings—5-year review, no changes recommended.
3. AP 4222 Precollegiate Basic Skills—5-year review, revised to comply with current practices.
4. AP 4230 Grading and Academic Record Symbols—5-year review, revised to comply with current practices.

File Attachments

[AP 2340.pdf \(98 KB\)](#)

[AP 2345.pdf \(79 KB\)](#)

[AP 4222.pdf \(86 KB\)](#)

[AP 4230.pdf \(72 KB\)](#)

18. Staff Communications

Subject	18.1 Staff Communications
Meeting	Apr 16, 2019 - Notice of Governing Board Regular Meeting
Category	18. Staff Communications

Access Public

Type Information

BACKGROUND

19. Adjournment

Subject 19.1 Adjournment

Meeting Apr 16, 2019 - Notice of Governing Board Regular Meeting

Category 19. Adjournment

Access Public

Type