



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Tuesday, May 21, 2019
Notice of Governing Board Regular Meeting

Regular Meeting of the Grossmont-Cuyamaca Community College District
Public Session-5:15 PM, followed by Closed Session
Cuyamaca College Student Center, Room I-207-208
900 Rancho San Diego Parkway, El Cajon, CA 92019

1. Call to Order

Subject	1.1 Call to Order, Room 207-208
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	1. Call to Order
Access	Public
Type	Procedural
Subject	1.2 Pledge of Allegiance
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	1. Call to Order
Access	Public
Type	Procedural

2. Open Session

Subject	2.1 Announcement Open Session
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	2. Open Session
Access	Public
Type	Procedural
Subject	2.2 Public Comment / Presentation
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	2. 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.

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*.

3. Approval of Minutes

Subject 3.1 Approval of Minutes for Annual Evaluation and Goal Setting Workshop

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 3. Approval of Minutes

Access Public

Type Action, Minutes

Recommended Action Motion to approve the March 22, 2019 Special Meeting minutes as presented.

Minutes [View Minutes](#) for Mar 22, 2019 - Notice of Governing Board Special Annual Evaluatio

File Attachments
[Minutes-March 22, 2019 signed.pdf \(1,159 KB\)](#)

Motion & Voting

Motion to approve the March 22, 2019 Special Meeting minutes as presented.

Motion by Bill Garrett, second by Brad Monroe.

Final Resolution: Motion Carries

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

Subject 3.2 Approval of Minutes for Regular Meeting

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 3. Approval of Minutes

Access Public

Type Action, Minutes

Recommended Action Motion to approve the April 16, 2019 Regular Meeting minutes, as presented.

Minutes [View Minutes](#) for Apr 16, 2019 - Notice of Governing Board Regular Meeting

File Attachments

[Minutes - April 16, 2019 signed.pdf \(1,690 KB\)](#)

Motion & Voting

Motion to approve the April 16, 2019 Regular Meeting minutes, as presented.

Motion by Bill Garrett, second by Brad Monroe.

Final Resolution: Motion Carries

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

4. Call for Changes to the Docket of Business

Subject 4.1 Changes to the Docket of Business
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 4. Call for Changes to the Docket of Business
Access Public
Type Information

5. Reports of the Governing Board Members

Subject 5.1 Governing Board Member Reports
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 5. Reports of the Governing Board Members
Access Public
Type Information, Reports

Governing Board Members will provide reports and activity updates.

6. Report of the Board President

Subject 6.1 Report of the Board President
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 6. Report of the Board President
Access Public
Type Information, Reports

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

Subject 6.2 Certificate of Appreciation for Grossmont College Student Trustee, Edwin Hernandez Armenta and Cuyamaca College Student Trustee, Kyrie Macogay

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 6. Report of the Board President
Access Public
Type Recognition

7. Report of the Chancellor

Subject 7.1 Site Reports for the Governing Board
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 7. Report of the Chancellor
Access Public
Type Information, Reports

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 05.21.19.pdf \(1,195 KB\)](#)
[District Services Governing Board report 5-21-19.pdf \(512 KB\)](#)
[Cuyamaca Board Report 5.21.19.pdf \(622 KB\)](#)

Subject 7.2 Report of the Chancellor
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 7. Report of the Chancellor
Access Public
Type Information, Reports

Subject 7.3 Emeritus Status (Refer Item 14.4)
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 7. Report of the Chancellor
Access Public
Type Recognition

Confer emeritus status upon Grossmont-Cuyamaca Community College District retired faculty members David Raney (Cuyamaca College) and Yolanda Guerrero (Grossmont College), as recommended by the Chancellor.

Subject 7.4 Report of the Grossmont and Cuyamaca Colleges Course, Certificate, and Degree Changes for 2019-20 (Refer to Item 11.3)
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 7. Report of the Chancellor
Access Public
Type Information, Reports

Subject 7.5 Report of the Equal Employment Opportunity Plan; (Refer to Item 14.2 & 14.3)
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 7. Report of the Chancellor
Access Public
Type Information, Reports

The review of the EEO Plan and Certification report presented to the board by Vice Chancellor Human Resources Tim Corcoran and Human Resources Director Alyssa Brown.

File Attachments
[2019 Board Presentation EEO Fund Allocation Model.pdf \(561 KB\)](#)

8. Development of Consent Calendar

Subject 8.1 Development of Consent Calendar
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 8. Development of Consent Calendar
Access Public
Type Information

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

9. Adoption of Consent Calendar

Subject 9.1 Adoption of Consent Calendar
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 9. 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
(not specified)

Motion by Brad Monroe, second by Bill Garrett.
Final Resolution: Motion Carries
Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

10. First Read

Subject	10.1 College and Career Access Pathways Partnership Agreements between the Grossmont-Cuyamaca Community College District and the Steele Canyon Charter High School
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	10. 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 Steele Canyon Charter High School, as recommended by the Chancellor.

Summary of Issue

Grossmont-Cuyamaca Community College District (GCCCD) 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 agreement and a list of the Fall 2019 Cuyamaca College courses offered at the Steele Canyon Charter High School is presented here as Attachment A.

This agreement 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 Agreement establish adherence to various education code requirements pertaining to, among other things, allowances, apportionments, and enrollment.

File Attachments

[SCHS Attachment A.pdf \(356 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	10.2 College and Career Access Pathways Partnership Agreement Between the Grossmont-Cuyamaca Community College District and the Learning Choice Academy
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	10. First Read
Access	Public
Type	Action (Consent)
Fiscal Impact	No

Recommended Action Approve the College and Career Access Pathways Partnership Agreements between the Grossmont-Cuyamaca Community College District and the Learning Choice Academy, as recommended by the Chancellor.

PROPOSAL: College and Career Access Pathways Partnership Agreement between the Grossmont-Cuyamaca Community College District and The Learning Choice Academy

INFORMATION IN SUPPORT OF PROPOSAL:

- a. **Summary of Issue:** Grossmont-Cuyamaca Community College District (GCCCD) and an independent charter school desire to enter into a partnership governed by 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 courses to be offered at The Learning Choice Academy are presented here as Attachment A.
- b. **Background:** This will be the first CCAP agreement between GCCCD and the Learning Choice Academy. Grossmont College in partnership with the General Counseling Department will offer its first COUN 120 course in the fall 2019, with the intention of growing overall course offerings over time.
- c. **Support of Strategic Planning:** This agreement will allow the parties to begin in their collaboration efforts to develop their dual enrollment program within the guidelines of a CCAP Agreement for the purpose of cultivating dual enrollment opportunities with the goal of developing a seamless pathway for Learning Choice Academy Students to community college for Career technical education and preparation for transfer, improving high school graduation rates, and helping TLC Academy 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

[CCAP TLC 1-30-2019 Revised.pdf \(141 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

11. Operations

Subject 11.1 College and Career Access Pathways Partnership Agreements between the Grossmont-Cuyamaca Community College District and the Health Science High Middle College Charter High School, and the River Valley Charter School

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 11. Operations

Access Public

Type Action (Consent)

Fiscal Impact No

Budgeted Yes

Recommended Action Approve the College and Career Access Pathways Partnership Agreements between the Grossmont-Cuyamaca Community College District and the Health Sciences High and

Middle College Charter 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 enter into 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 to be offered at each site are presented here as Attachment A (GCCCCD with Health Sciences High and Middle College Charter School), 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.

File Attachments

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

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

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	11.2 Resolution 19-010 Classified School Employee Week, May 19-25, 2019
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	11. Operations
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Adopt Resolution 19-010 Classified School Employee Week, which honors the contributions of classified employees of the District and recognizes May 19-25, 2019, as Classified School Employee Week in California as designated by the California State Legislature and the California School Employees Association, as recommended by the Chancellor

1. PROPOSAL: Adopt Resolution 19-010 Classified School Employee Week, which honors the contributions of classified employees of the District and recognizes May 19-25, 2019, as Classified School Employee Week in California as designated by the California State Legislature and the California School Employees Association, as recommended by the Chancellor.

2. INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: The Chancellor recommends adoption of Resolution 19-010 in recognition of the contribution of the District's classified service. Under Education Code Section 88270, the week of May 19-25, 2019, is designated Classified School Employee Week. Actions to recognize the important roles played by our classified employees are especially appropriate during this time. Appreciation is also shown to the District's classified staff members through activities scheduled by the District's Staff Development Programs during the spring recess period. Adoption of this resolution **Attachment A**, concurrent with the Classified School Employee Week, adds to other District acknowledgements of our valued support staff members

File Attachments

[Attachment A Resolution 19-010.pdf \(84 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	11.3 Grossmont and Cuyamaca Colleges Course, Certificate, and Degree Changes for 2019-20
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	11. Operations
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Approve Grossmont and Cuyamaca Colleges' credit course, certificate, and degree changes as recommended by the Chancellor, and authorize publishing in the 2019-2020 Grossmont and Cuyamaca College catalogs.

PROPOSAL: Approve Grossmont and Cuyamaca Colleges' course, certificate, and degree changes as recommended by the Chancellor, and authorize publishing in the 2019-2020 Grossmont and Cuyamaca College catalogs.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: Course, certificate, and degree additions, deletions, deactivations, and modifications, 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 each college's catalog. The changes are presented in Attachment A (Summary); B (Cuyamaca College Academic Program Changes); and C (Grossmont College Academic Program Changes).

Background: The proposed curricula changes were reviewed and approved by the Curriculum Committees at Grossmont and Cuyamaca Colleges in spring 2019. The committee membership at both campuses 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 Committees 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, deactivations, 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 both colleges 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.

Fiscal Impact of Proposal: Both colleges are mindful of the current budget situation and will balance the courses required for these degrees with other offerings in the departments. The operational costs for these courses, certificates, and degrees will be covered by each college's projected 2019-2020 instructional budgets

File Attachments

[BOARD PACKET MAY 2019-2020.FINAL.5.7.19.pdf \(570 KB\)](#)

[SUMMARY.MAY 2019-2020.JK MR.FINAL.5.2.19.pdf \(122 KB\)](#)

[CC-Board Packet, Attachment B.pdf \(796 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 11.4 Approve a request for an extension of the vision for success reporting deadline

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 11. Operations

Access Public

Type Action (Consent)

Recommended Action The Administration recommends that the Governing Board approve a request for an extension of the Vision for Success reporting deadline to July 31, 2019.

File Attachments

[Cuyamaca VFS Request for Deadline Extension.pdf \(25 KB\)](#)

[Grossmont VFS Request for Deadline Extension 5-21-19.pdf \(127 KB\)](#)

[Cuyamaca Request for Deadline Ext - Vision for Success signed.pdf \(255 KB\)](#)

[Grossmont Request for Deadline Ext - Vision for Success signed.pdf \(225 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 11.5 Approve a request for an extension of the student equity plan deadline

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 11. Operations

Access Public

Type Action (Consent)

Recommended Action The Administration recommends that the Governing Board approve a request for an extension of the Student Equity Plan reporting deadline to September 30, 2019.

File Attachments

[Cuyamaca SEP Request for Deadline Extension.pdf \(24 KB\)](#)

[Grossmont SEP Request for Deadline Extension.pdf \(80 KB\)](#)

[Cuyamaca Request for Deadline - Student Equity signed.pdf \(274 KB\)](#)

[Grossmont Request for Deadline - Student Equity signed.pdf \(254 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 11.6 Board Policies Update

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 11. Operations

Access Public

Type Action

Fiscal Impact No

Recommended Action Review and adopt revisions to Board Policies below, as recommended by the Chancellor:
BP 3060, Institutional Code of Conduct
BP 3440, Service Animals and Other Animals on District Property
BP 3550, Drug Free Environment and Drug Prevention Program
BP 3905, Political Activity
BP 4235, Credit by Examination
BP 5055, Enrollment Priorities
BP 6700, Civic Center and Other Facilities Use
BP 7230, Classified Employees
BP 7241, Confidential Administrator Evaluation
BP 7270, Student Workers

File Attachments

[BP 3060.pdf \(9 KB\)](#)

[BP 3440.pdf \(9 KB\)](#)

[BP 3550.pdf \(105 KB\)](#)

[BP 3905.pdf \(109 KB\)](#)

[BP 4235.pdf \(8 KB\)](#)

[BP 5055.pdf \(8 KB\)](#)

[BP 6700.pdf \(123 KB\)](#)

[BP 7230.pdf \(26 KB\)](#)

[BP 7241.pdf \(8 KB\)](#)

[BP 7270.pdf \(8 KB\)](#)

Motion & Voting

Review and adopt revisions to Board Policies below, as recommended by the Chancellor:

BP 3060, Institutional Code of Conduct
BP 3440, Service Animals and Other Animals on District Property
BP 3550, Drug Free Environment and Drug Prevention Program
BP 3905, Political Activity
BP 4235, Credit by Examination
BP 5055, Enrollment Priorities
BP 6700, Civic Center and Other Facilities Use
BP 7230, Classified Employees
BP 7241, Confidential Administrator Evaluation
BP 7270, Student Workers

Motion by Bill Garrett, second by Elena Adams.

Final Resolution: Motion Carries

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

12. Budget and Finance

Subject	12.1 Purchase Orders and Warrants
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$43,925,964.59
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 April 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 April 2019, are presented for review.

Fiscal Impact of Proposal

General Fund Purchase Orders	\$ 18,817,424.71
Bookstore Special Revenue Fund Purchase Orders	15,414.51
Capital Outlay Fund Purchase Orders	5,531,996.86
Trust Funds Purchase Orders	17,831.10
Total Purchase Orders (Attachment A):	\$ 24,382,667.18

Purchasing Warrants	85013360 – 85013979	\$ 11,050,989.86
Payroll Warrants		<u>8,492,307.55</u>
Total Warrants		\$ 19,543,297.41

File Attachments
[POWMay Attachment A.pdf \(131 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	12.2 Donations
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Budget Source	There is no fiscal impact for accepting the donations
Recommended Action	Ratify the action of the Chancellor to accept, budget, and spend, as appropriate, donations to the Grossmont-Cuyamaca Community College District

INFORMATION IN SUPPORT OF PROPOSAL

a. Grossmont College:

1. One Mystaire CA-300 Fuming Chamber, for the Forensic Technology department, by DEA Southwest Laboratory. The value of this donation, as determined by the donor, is \$5,000.
2. One Alice 6 Basestation LDX and Headbox LDXN, for the Respiratory Therapy department, by Philips Respironics. The value of this donation, as determined by the donor, is \$24,421.

b. Cuyamaca College:

1. 2013 Lincoln MKZ Hybrid, for the Automotive Technology department, by Ford Motor Company. The value of this donation, as determined by the donor, is \$15,000.
2. 1991 Ford Mustang, for the Automotive Technology department, by Robert and Tamara Blum. The value of this donation, as determined by the donor, is \$3,000.

c. District:

None.

Fiscal Impact for Equipment

The value of the donation(s) is referenced in paragraphs a., b., and c., identified above. In addition, regarding donation of equipment items, repairs to donated equipment items will be the responsibility of the department receiving the donation. In the event they cannot be justified, the equipment will be declared surplus and either sold or used for parts. Any costs to install the donated items, or to modify facilities due to the donated items, will be the responsibility of the department receiving the donation.

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	12.3 End-Of-Year Intra-Budget Transfers
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	Yes
Recommended Action	Grant authority to the Chancellor to effect intra-budget transfers necessary for closing the District's fiscal year ending June 30, 2019, subject to ratification by the Governing Board.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: In order to efficiently closeout a fiscal year, it is necessary to make many year-end closing budget transfers. These transfers do not result in an increased budget authority for District funds.

Support of Strategic Planning

- (1) Efficient and effective operation of the District; and
- (2) Sound fiscal management, fiscal stability, and accountability.

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	12.4 Destruction of Records
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public

Type	Action (Consent)
Fiscal Impact	No
Budgeted	Yes
Budget Source	No General Fund impact. As a result of this action, costs associated with the imaging and destruction of records are included in the District's annual budget.
Recommended Action	Grant authority to conduct destruction of Class 3—Disposable records during the 2019-2020 fiscal year, as recommended by the Chancellor.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue

1. Records not classified as continuing records, Class 1, or Class 2, are Class 3—Disposable. Whenever a permanent record is imaged, the imaged version is classified as permanent and the original reclassified as disposable. Unless otherwise noted, Class 3—Disposable records should be disposed of three years after the year in which the record originated (e.g., 2015-2016 + 3 = 2018-2019), and audit records three years after completion of the audit.
2. In order to comply with Title 5 and board policy BP 3310 Records Retention and Destruction, authorization is required to destroy records. This annual request covers all Class 3—Disposable records identified during the 2018-2019 fiscal year that have been retained for the mandated period of time specific to the subject.
3. This is an annual docket item that will grant authority for the 2019-2020 fiscal year.

Background: Due to space limitations and consistent with legal retention requirements, the District systematically destroys old records that are no longer needed, and other original records which have been imaged, following the period required by Title 5.

The District is requesting authority to destroy records as follows:

1. Originals of Permanent Records that have been (1) imaged and reclassified Class 3—Disposable, and (2) retained for the mandated period of time, including:
 - (a) Minutes of the Governing Board or Board Committee Meetings;
 - (b) Student Records;
 - (c) Accident or Injury Records involving a student for which a claim or damages has been filed that have been retained for at least one year after the claim settled or after the applicable statute of limitations has expired;
 - (d) Annual Report;
 - (e) Detailed Property Records;
 - (f) Detailed Personnel Records; and
 - (g) Employment Selection Records that have been retained over six years, or if a complaint was filed, records of the employment selection process that have been retained for seven years.
2. Continuing records that have been retained three years after classification.
3. Records basic to audit that have been retained three years after completion of the audit.

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	12.5 Authorization to Sign Contracts and Purchase Orders
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance

Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	Yes
Recommended Action	Grant 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.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: The Governing Board is requested to authorize 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 authorized by Education Code Section 81656.

Background: Education Code Section 81656 states that the Governing Board may delegate the authority to enter into contracts and to purchase within the limits of Public Contract Code Section 20651. This District is often required to provide proof that the person signing contracts has the authority to do so.

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	12.6 Resolution 19-009 Authorizing Designated Agents
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Adopt the following resolution to be effective July 1, 2019, through June 30, 2020: Resolution 19-009 Designating Authorized Agent to Receive Mail at the County Office of Education, as recommended by the Chancellor.

INFORMATION IN SUPPORT OF PROPOSAL

a. **Summary of Issue**

At the beginning of each fiscal year, and upon a change of personnel, the District is required by the San Diego County Office of Education to adopt a resolution designating authorized agents to act in various capacities on behalf of the District. The resolution for 2019-2020 is in Attachment A (Resolution 19-009). In years past, resolutions included designating authorized agent to sign payroll payment order, designating authorized agent to sign school orders (commercial warrants), and designating authorized agents to pick-up warrants, these will no longer be issued now that the District is fiscally independent and the San Diego County Office of Education no longer maintains the District's payroll.

b. **Background**

Pursuant to various sections of the Education Code, the Governing Board of a school district must pass a resolution prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the school district.

File Attachments

[Attachement A Authorized Designated Agents.pdf \(53 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	12.7 Ratification of Signatures on Agreements
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	12. 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 MayRATS.pdf \(198 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 12.8 Combined Grossmont and Cuyamaca Colleges' Facility Use Rates
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 12. Budget and Finance
Access Public
Type Action (Consent)
Fiscal Impact Yes
Budgeted Yes
Recommended Action Ratify the action of the Chancellor in approving combined Grossmont-Cuyamaca Community College District Facility Usage Rates and Equipment, Personnel, and Support Rental Rates.

Information and Support of Proposal

Summary of Issue: In order to serve faculty and the community more efficiently, Grossmont College and Cuyamaca College have combined their Facility Usage Rates (Attachment A) and have added Equipment, Personnel, and Support Rental Rates that apply to both campuses; **Attachment A.**

File Attachments
[GCCCD Facility Rental Fees - Combined 4-22-19.pdf \(82 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 12.9 Budget Status Changes
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 12. Budget and Finance
Access Public
Type Action (Consent)
Fiscal Impact Yes
Dollar Amount \$435,585,474.00
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

a. 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.

b. Support of Strategic Planning

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

c. 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	\$59,552,699	\$4,141,241	\$64,161	\$63,758,101
2 Classified Salaries	36,378,107	22,042	0	36,400,149
3 Staff Benefits	36,531,497	622,612	11,839	37,165,948
4 Supplies	6,425,572	(51,075)	11,385	6,385,882
5 Rents, Utilities & Other Oper.	71,109,392	(13,453)	15,012,827	86,108,676
6 Capital Outlay	164,101,429	(4,388)	20,000	164,117,041
7 Other Outgo & Reserves	46,366,566	(4,716,889)	0	41,649,677
Total	\$420,465,262	\$0	\$15,120,212	\$435,585,474

*Proposed Increases/Decreases:

1. An increase in the allocation for Grossmont College for NextUp (CAFYES) of \$36,000, for a new total of \$350,021 for Grossmont College for 2018-19.
2. New funding for the District for the K-12 Strong Workforce Program of \$14,848,212 for 2018-19.
3. New funding for Cuyamaca College for the IEPI Partnership Resource Team of \$200,000 for 2018-19.
4. New funding for Grossmont College for the UMOJA Community Education Foundation of \$16,000 for 2018-19.
5. New funding for Cuyamaca College for the San Diego Region Netlabs of \$20,000 for 2018-19.

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

13. Public Works Projects

Subject	13.1 Grossmont College Infrastructure Buildings 36 and 41; Ratification of Award
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	13. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$1,330,826.00

Budgeted	Yes
Budget Source	This project will be funded by Proposition V Bond Funds.
Recommended Action	Ratify the action of the Chancellor in awarding Bid B19.005 Grossmont College Infrastructure Buildings 36 and 41, to SWCS, Inc., the lowest responsive bidder meeting all terms, conditions, and specifications.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue:

Bid documents were sent to 106 bidders in addition to publishing the legal notice and posting on the District website. Eighteen general contractors attended the mandatory pre-bid meeting and job walk. A total of seven bids were received. The award was made as presented in **Attachment A**.

Background:

The scope of the B19.005 Grossmont College Infrastructure 36 and 41 is to provide the infrastructure necessary for the new building 36 and connect building 41 to the campus chilled water system by installing underground pipes. Presently building 41 chilled water is being supplied by building 36 chiller plant which will soon be removed. The chilled water scope of work will also provide future points of connection for existing and future gym buildings. This work will need to be in place prior to the removal of building 36. The scope of work also includes extending conduits for 12kV, data, fire alarm and security from the manhole in front of building 34 to building 36. The extension of the conduits will complete another section of the campus 12kV and low voltage loop.

Fiscal Impact of Proposal

Original Estimated Contract Cost:	\$2,651,633
Construction Contract Amount:	\$1,330,826
Total Project Budget:	\$3,600,000

File Attachments
[B19.005.GC.InfrastructureBldg36_41.AttachmentA.pdf \(90 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	13.2 Cuyamaca College Building H Expansion and Renovation Sitework; Ratification of Award
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	13. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$419,924.00

Budgeted	Yes
Budget Source	This project will be funded by Proposition V Bond Funds
Recommended Action	Ratify the action of the Chancellor in awarding Bid B18.010 Cuyamaca College Building H Expansion and Renovation Sitework, to M.A. Stevens Construction, Inc., the lowest responsive bidder meeting all terms, conditions, and specifications.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue:

Bid documents were sent to 32 bidders in addition to publishing the legal notice and posting on the District website. Nineteen general contractors attended the mandatory pre-bid meeting and job walk. A total of seven bids were received. The award was made as presented in Attachment A.

Background:

The scope of the Cuyamaca College Building H Renovation Sitework will include site preparation, site utilities, utilities connections to science modular buildings (to be set in place by others) and installation of new concrete foundations. The sitework in general will be located behind existing Building H.

Fiscal Impact of Proposal

Original Estimated Contract Cost: \$500,000
 Construction Contract Amount: \$419,924

Total Project Budget: \$2,870,579

File Attachments
[B18.010.CC.BldgH.AttachmentA.pdf \(73 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	13.3 Grossmont College Track ADA Improvements; Ratification of Award
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	13. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$978,123.00
Budgeted	Yes
Budget Source	This project will be funded from Local Capital Project Funds

Recommended Action Ratify the action of the Chancellor in awarding Bid B19.006 Grossmont College Track ADA Improvements, to Blue Pacific Engineering and Construction, the lowest responsive bidder meeting all terms, conditions, and specifications.

Information In Support Of Proposal

Summary of Issue: Bid documents were sent to one hundred six bidders in addition to publishing the legal notice and posting on the District website. Twenty contractors attended the mandatory pre-bid meeting and job walk. A total of seven bids were received. The award was made as presented in **Attachment A**.

Background: The scope for the Grossmont College Track ADA Improvements will include pedestrian access onto the track and field, accessible parking at the field, installation of a drinking fountain and accessible restrooms.

Fiscal Impact of Proposal:

Original Estimated Contract Cost: \$856,548
Construction Contract Amount: \$978,123
Total Project Budget: \$4,923,245

File Attachments
[B19.006.TrackADAImprovements.AttachmentA.pdf \(93 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 13.4 Repair Water Damage at Cuyamaca College Buildings, Under Emergency Declaration

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 13. Public Works Projects

Access Public

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$17,618.99

Budgeted Yes

Budget Source District General Fund

Recommended Action Ratify the action of the Chancellor in a) Obtaining permission from the County Superintendent of Schools to declare the repair of water damage at the Cuyamaca College Student Services, Communication Arts Center, LRC, Gym, and Modular Annex Building 2, emergency projects and waive bidding requirements pursuant to Public Contract Code Section 20654; and b) entering into any contracts necessary to repair the damage.

INFORMATION IN SUPPORT OF PROPOSAL

a. Summary of Issue

Immediate action was required to stop the roof leaks and water damages caused by the recent rains storms. On February 14, Cuyamaca College asked a vendor to come out immediately and try to stop the damages from continuing at Cuyamaca College Student Services, Communication Arts Center, LRC, Gym, and Modular Annex Building 2. The vendor initially thought the work would not exceed \$15K.

The immediately needed work was completed, the cost of the repairs was \$17,618.99. Temporary repairs are also needed to restore the areas back to operational functionality.

b. Background

The Public Contract Code requires public bids on goods and services over \$15,000. In an emergency, contracts can be issued once the County Superintendent of Schools and the District declare the situation an emergency.

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	13.5 Cuyamaca College Building L Remodel; Notice of Completion and Release of Retention
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	13. Public Works Projects
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$1,123,278.69
Budgeted	Yes
Budget Source	This project was funded by Proposition V Bond Funds
Recommended Action	Grant authority to the Chancellor to: a) File a Notice of Completion for Bid B17.048, with Evergreen Construction & Consulting, Inc. dba EvergreenCali and b) Release retention as allowed in the contract documents.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: Bid B17.048 was issued to Evergreen Construction & Consulting, Inc. dba EvergreenCali. The project is complete and all punch list items have been resolved.

Background: The scope of the Cuyamaca College Building L Remodel included renovation of the interior spaces by converting the existing classrooms into Water/Waste Water Technology labs, as well as dividing the existing computer lab and grant office area into two classroom spaces. The work also included site work and Americans with Disabilities Act (ADA) restroom upgrades.

Fiscal Impact of Proposal:

Construction Contract Amount: \$897,836.00

Ratified Change Orders: \$225,442.69

Total Construction to Date: \$1,123,278.69

Total Project Budget: \$1,700,000.00

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

14. Personnel

Subject	14.1 Personnel
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	14. 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 April 16, 2019- May 20, 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 MAY PERSONNEL ACTIONS ATTACHMENT A.pdf \(683 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	14.2 Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form 2018-2019
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	14. Personnel
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Motion to approve the Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2018-2019.

To implement the Equal Employment Opportunity (EEO) policies contained in the Education Code and title 5, the State Chancellor's Office has established a Multiple Methods model for allocating the EEO Fund. Nine best-practice areas have been identified for "success in promoting" EEO.

In order to qualify for funding for fiscal year 2019-2020, districts must demonstrate compliance with Method #1 and with at least 6 of the remaining 8 Multiple Methods.

As reported on the EEO Fund Multiple Method Allocation Model Certification Form 2018-2019 and supplemental materials (**Attachment A**), Grossmont-Cuyamaca Community College District (GCCCD) is compliant with Multiple Method #1: the District must have an EEO Advisory Committee, EEO Plan, and submit Expenditure/Performance reports for prior year. In addition, GCCCD exceeds the standard by complying with 7 of 8 of the designated Multiple Methods.

File Attachments

[Attachment A 14.2 EEO Fund Multiple Method Allocation Model Certification Form 2018-2019.pdf \(15,211 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject	14.3 Equal Employment Opportunity Plan
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	14. Personnel
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Motion to approve the updated Grossmont-Cuyamaca Community College District Equal Employment Opportunity Plan, as reviewed and revised through the Human Resources Advisory Council, and as recommended by the Chancellor.

Under the Multiple Method allocation model, which includes various activities that the District is implementing to promote Equal Employment Opportunity, the District must minimally have an operational District EEO Advisory Committee and an updated EEO Plan. The District is required to establish an EEO Advisory Committee (EEOAC) to assist in the development and implementation of the EEO plan per Title 5, Section 53005. The EEOAC, is housed under the Human Resources Advisory Council (HRAC). HRAC reviewed and revised the updated EEO plan on April 30, 2019.

In order to qualify for receipt of the EEO Fund, the District is required to submit a board-adopted EEO plan every three years to the State Chancellor's Office per Title 5, Section 53003. GCCCD last had a board adopted plan in June 2016. Revisions to the plan were discussed and approved by HRAC and Chancellor's Cabinet members. The principles and actions outlined in the EEO Plan (**Attachment A**) will additionally support Accrediting Commission for Community and Junior Colleges (ACCJC) accreditation standards.

File Attachments

[Attachment A 14.3 Equal Employment Opportunity Plan.pdf \(1,642 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

Subject 14.4 Emeritus Status

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 14. Personnel

Access Public

Type Action

Recommended Action Confer emeritus status upon Grossmont-Cuyamaca Community College District retired faculty members David Raney (Cuyamaca College) and Yolanda Guerrero (Grossmont College, as recommended by the Chancellor.

INFORMATION IN SUPPORT OF PROPOSAL

1. Summary of Issue: The Governing Board is requested to confer Emeritus status on David Raney and Yolanda Guerrero in recognition of their distinguished service as faculty members. Official recognition of Emeritus status shall include appropriate privileges, benefits, and courtesies.

2. Background: In recognition of years of valued service and contributions to the Grossmont-Cuyamaca Community College District, the Governing Board established the title of "Emeritus" to be granted to retirees who meet the standards as set forth in board policy BP 7265 Emeritus Status. For faculty retirees, these standards include at least twenty (20) years of service within the District, Professor rank or nomination by the Academic Senate, and approval by the Governing Board.

Motion & Voting

Confer emeritus status upon Grossmont-Cuyamaca Community College District retired faculty members David Raney (Cuyamaca College) and Yolanda Guerrero (Grossmont College, as recommended by the Chancellor.

Motion by Brad Monroe, second by Debbie Justeson.

Final Resolution: Motion Carries

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

Subject 14.5 Short-Term Hourly Assignments

Meeting May 21, 2019 - Notice of Governing Board Regular Meeting

Category 14. Personnel

Access Public

Type Action (Consent)

Fiscal Impact No

Dollar Amount \$30,000.00

Budgeted Yes

Budget Source General Unrestricted Funds

Recommended Action Approve short-term temporary, non-academic assignments and certify ending dates, as recommended by the Chancellor.

Summary of Issue: Section 88003 of the Education Code requires that, before employing a short-term employee, the Government Board, at a regularly scheduled board meeting, shall specify the service to be performed by the employee pursuant to the definition of "classification" in subdivision (a) of Section 88001 of the Education Code, and shall certify the ending date of the service. Work needed on a continuing basis is required to be classified and is to be filled by regular classified employees on a full or part-time basis.

Background: It has been the practice of the District to employ short-term temporary individuals to perform services in support of classified position on a temporary basis during peak operating periods. Under Education Code 88003, these services require governing board certification prior to employing individuals, and are presented here as **Attachment A** (Grossmont)

Fiscal Impact of Proposal:

Approximate cost by site from hourly salary accounting within the general fund:

Cuyamaca College: \$0
Grossmont College: \$30,000
District Services: \$0

File Attachments
[2019 MAY - SHORT TERM HOURLY PROPOSAL GROSSMONT.pdf \(7 KB\)](#)

Motion & Voting

(not specified)

Motion by Brad Monroe, second by Bill Garrett.

Final Resolution: Motion Carries

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

15. Information

Subject 15.1 District Quarterly Financial Reports
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 15. Information
Access Public
Type Information

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: AB2910 requires community college districts to report quarterly on their financial condition by providing the California Community Colleges Chancellor's Office with a copy of the Quarterly Financial Report on a completed Form CCFS311Q (**Attachment A**).

The District's Schedule of Investments Report dated March 31, 2019 (**Attachment B**), is provided to the Governing Board for information. All Investments are consistent with board policy BP 6320 Investments.

The District's Form 311Q and District's Investment Report continue to reflect the District's ability to meet expenditure requirements and ending balance commitments.

The Trust Fund Report is underdevelopment and will be presented when completed.

File Attachments

[Attachement A 311Q 1819 Q3 FINAL.pdf \(378 KB\)](#)

[Attachment B bankbal Updated for Board Meetings 03312019.pdf \(19 KB\)](#)

Subject 15.2 Administrative Procedures Update
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 15. 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 3060, Institutional Code of Conduct—6-year review, revised to comply with current practices.
2. AP 3440, Service Animals and Other Animals on District Property—6-year review, no changes recommended.
3. AP 3550, Drug Free Environment and Drug Prevention Program—6-year review, revised to comply with current practices.
4. AP 3905, Political Activity—6-year review, no changes recommended.
5. AP 4235, Credit by Examination—6-year review, revised to comply with current practices.
6. AP 5055, Enrollment Priorities—6-year review, revised to comply with current practices.
7. AP 6700, Civic Center and Other Facilities Use—6-year review, revised to comply with current practices.
8. AP 7241, Confidential Administrator Evaluation—6-year review, revised to comply with current practices.
9. AP 7270, Student Workers—6-year review, no changes recommended.

File Attachments

[AP 3060.pdf \(168 KB\)](#)

[AP 3440.pdf \(131 KB\)](#)

[AP 3550.pdf \(253 KB\)](#)

[AP 3905.pdf \(126 KB\)](#)

[AP 4235.pdf \(130 KB\)](#)

[AP 5055.pdf \(163 KB\)](#)

[AP 6700.pdf \(256 KB\)](#)

[AP 7241.pdf \(116 KB\)](#)

[AP 7270.pdf \(12 KB\)](#)

16. Staff Communications

Subject 16.1 Staff Communications
Meeting May 21, 2019 - Notice of Governing Board Regular Meeting
Category 16. Staff Communications
Access Public
Type Information

BACKGROUND

17. Closed Session

Subject	17.1 Public Comment / Presentation
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	17. 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	17.2 Adjourn to Closed Session:In accordance with the Ralph M. Brown Act, the Governing Board will adjourn, following the conclusion of the open session meeting, in Cuyamaca College Student Center, Room 3 (I-209), Conference with Legal Counsel Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2)-1 Case; 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	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	17. Closed Session
Access	Public
Type	Information, Procedural

In accordance with the Ralph M. Brown Act, the Governing Board will adjourn, following the conclusion of the open session meeting, in Cuyamaca College Student Center, Room 3 (I-209), Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code Section 54956.9(d)(2) - 1 Case; 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.

18. Reconvene in Open Session

Subject	18.1 Announcement of Action Taken in Closed Session (if applicable)
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	18. Reconvene in Open Session
Access	Public
Type	Procedural

Announcement closed session items.

19. Adjournment

Subject	19.1 Adjournment
Meeting	May 21, 2019 - Notice of Governing Board Regular Meeting
Category	19. Adjournment
Access	Public
Type	