



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

ADOPTED MINUTES

Regular Meeting
November 5, 2003
4:00

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in Room 5401, Conference Center in the Cuesta College Student Center, Cuesta College San Luis Obispo Campus, San Luis Obispo, California, members having received notice as prescribed by law.

Call to Order The meeting was called to order by Trustee Angela Mitchell at 2:00 p.m.

Roll Call Board Members Present
Ms. Angela Mitchell, President
Mrs. Marie Kiersch, Vice President
Dr. Sam Blakeslee (Arrived late 2:14 p.m.)
Mrs. Gaye L. Galvan
Mr. Per C. Mathiesen (Absent)

Approval of Agenda The agenda was approved as amended prior to Closed Session.

Moved: Galvan/**Seconded:** Kiersch/**Absent:** Blakeslee and Mathiesen—**Passed** unanimously by those members present to approve the Agenda as amended.

ITEM N.7. WAS MOVED TO L.4.

Recess to Closed Session The Board recessed to Closed Session at 2:04 p.m.

Reconvene in Open Session & Pledge of Allegiance The Board reconvened in Open Session at 4:15 p.m. Vice President Gil Stork led the Pledge of Allegiance.

BOARD MEMBERS PRESENT

Ms. Angela Mitchell, President
Mrs. Marie Kiersch, Vice President
Dr. Sam Blakeslee
Mrs. Gaye L. Galvan
Mr. Per C. Mathiesen
Ms. Lori Fowler, Student Trustee (Advisory Vote)

MANAGEMENT PRESENT

Dr. Marie E. Rosenwasser
Dr. Susan J. Dressler
Mr. Ed Maduli
Dr. Gilbert H. Stork
Dr. Ann Grant
Ms. Sandee McLaughlin
Mr. Harry Schade
Ms. Toni Sommer

VISITORS PRESENT

Ms. Burma Workman, Ms. Michele McAustin, Mr. Pete Lagomarsino, Mr. Pete Sysak, Mr. Kevin Bontenbal, Ms. Judy Barclay, Ms. Bailey Drechsler, Ms. Monette H. Blackwell, Ms. Denise Morales, Ms. Karen Robert, Mr. Terry Reece, Mr. Byron Fiscus, Mr. Lee Rosenwasser, Mr. Dave Diaz, Ms. Allison Merzon, Mr. Eric Harman, Ms. Lindsay Laughlin.

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION***Classified/
Management
Personnel
(Attachment A)*****CLASSIFIED/MANAGEMENT PERSONNEL**

Moved: Galvan/**Seconded:** Kiersch/**Absent:** Blakeslee and Mathiesen—**Passed** unanimously by those members present to take the following action pertaining to Classified/Management personnel:

Appointments

- a. Short-term, Classified Employees
- b. General Maintenance Worker, Physical Plant
- c. Purchasing Technician, North County Campus Bookstore

Pre-Retirement, Reduced Worktime

- a. Division/Department Assistant, Physical Education/Athletics

Resignations

- a. Campus Police Officer, Public Safety
- b. Mail Clerk/Messenger, General Services

***Academic
Personnel
(Attachment B)*****ACADEMIC PERSONNEL**

Moved: Galvan/**Seconded:** Kiersch/**Absent:** Blakeslee and Mathiesen—**Passed** unanimously by those members present to take the following action pertaining to Academic personnel:

Appointments

- a. Part-time, Temporary Substitute Assignments - Fall 2003

***Labor
Negotiations/
Terms &
Conditions*****LABOR NEGOTIATIONS AND TERMS AND CONDITIONS OF EMPLOYMENT FOR REPRESENTED AND UNREPRESENTED EMPLOYEES**

Instructions were given to the Superintendent/President regarding labor negotiations and terms and conditions of employment for represented and unrepresented employees. No action was taken.

REPORTS FROM EMPLOYEE ORGANIZATIONS***Academic Senate*** Peter Dill

- Reported on his attendance at a recent statewide Academic Senate conference. All of the officers from the statewide Academic Senate were on the San Luis Obispo Campus during the November 3-4 Board of Governors meeting. He thanked the Board of Trustees for allowing him to attend the statewide Academic Senate conference.
- Reported that Robert Weisbuch, President of the Woodrow Wilson National Fellowship Foundation, gave a speech at the statewide Academic Senate conference about the humanities taking over the country. Dr. Weisbuch advocated

pursuit of a more vertical organization with respect to the education system in the United States and in particular California. He emphasized the idea of faculty professional development and the moment when an instructor fell in love with academics.

- Reported that the main issue at the statewide conference was transfer to UCs and CSUs and noted that 46% of UC graduates transferred from community colleges. He suggested that this statistic be used to better advantage when pursuing funding. He noted that the Academic Senate is supposed to be involved on all issues related to transfer and enrollment and this could be an opportunity for him to work with his counterpart at Cal Poly.
- Reported that the University Center concept is being used by many colleges and seems to be working well. He recommended developing a partnership with the University of California at Santa Barbara.
- Reported that the statewide Academic Senate breakout sessions included a general session with legislative staff who shared their thoughts and provided valuable legislative information. The staffers were not optimistic about upcoming funding or legislation and do not predict much funding beyond passage of a bond measure. They warned that if there were a cap attached to the bond there would not be increased funds long-term.
- Trustee Galvan thanked Mr. Dill and suggested that he travel with her to Sacramento sometime to work with the legislators. Mr. Dill agreed that unity was what helped community colleges preserve some of their funding last year.

CCFT

None.

CCCUEJim Dewing

- Reported that Ms. Jeanne Greenelsh from the Foundation agreed to be the CCCUE Secretary.
- Reported that CCCUE is in the midst of contract review and anticipating negotiations next spring. They are currently dealing with a few personnel issues and they have been taking a more active role in the Benefits Committee.

Management SenateBarbara George

- Reported that the Management Senate voted to support the ASCC resolution for the reopening of O'Connor Way.
- Introduced Ms. Denise Morales, the new Director of Major Gifts. She has been on the job three weeks and was most recently the Program Director for the Arthritis Foundation for San Luis Obispo and Santa Barbara Counties.
- Ms. Morales shared that education has been her lifelong passion and she wants to improve Cuesta's relationship with the community and enrich the lives of the students.

REPORTS FROM BOARD MEMBERS***Trustee Marie Kiersch***

- Provided a follow-up report on her offer to take the issue of textbook prices to the October California Community College Trustees (CCCT) Board meeting. She was informed that the CCCT has taken that issue up several times with no positive results. Part of the reason is that instructors consider textbook selection to be part of their academic freedom. Another problem is that not enough community colleges in California use the same books in order to influence publishers' pricing.

- She noted that following the CCCT meeting there was an editorial in the *Los Angeles Times* that encouraged students to shop smarter, and that the *New York Times* published an article reporting that U.S. textbooks cost less than textbooks in many other nations. The article suggested that students compare prices at www.amazon.com. Other states have encouraged libraries in their universities to make texts available for students. Trustee Kiersch suggested that faculty be required to disclose any dealings they have with publishers.
- Reported that she spoke with Larry Toy, CEO of the Foundation for California Community Colleges (FCCC) at the November 3-4 BOG meeting. The FCCC has discovered that some publishers would be willing to let students download textbooks for \$30.00 instead of making them pay \$100.00 for a printed copy. Trustee Kiersch also suggested that Cuesta consider renting books to students.

Trustee Gaye Galvan

- Reported on the San Luis Obispo County School Board Association's Teacher of the Year awards dinner. She noted that Cuesta's Teacher of the Year, Mr. Dwight Panter of Engineering & Technology, seemed delighted by the whole process. Trustee Galvan has consistently encouraged Cuesta to participate in the competition and the opportunity for recognition.
- Reported that she found the BOG event interesting and expressed regret that everyone could not be present to hear the meeting.
- Reported that following the early adjournment of the BOG meeting on Monday, November 3, she visited three Cuesta classes; two music classes taught by John Knutson and George Stone and a history class taught by Anthony Koeninger. She thoroughly enjoyed the experience and was completely engrossed in what Mr. Koeninger was teaching about U.S. History. His lecture was very inspiring and she wished she could visit all the classes.
- Observed that she has heard no mention of community colleges in recent statements Senator Vasconcellos has made regarding how much of his career has been devoted to education. Further, Jack O'Connell's report on diversity training for teachers made no mention of community colleges. She suggested that community colleges must do a better job of making their voices heard.

Trustee Lori Fowler

- Introduced ASCC Senate members Mr. Byron Fiscus, Mr. Eric Harman, Ms. Lindsay Laughlin, and Mr. Ryan Ward.
- Reported that Alpha Gamma Sigma (AGS) is raising funds for Corina McCall, a local child injured in a propane tank explosion. They will be holding a car wash on Saturday, November 8. AGS is also selling candy bars for \$1 each as a general fundraiser. She noted that Trustee Mitchell purchased candy bars for everyone at the Board table.
- Reported that the ASCC passed their resolution related to the reopening of O'Connor Way.
- Reported her attendance at the November 3-4 BOG meeting, and the reception and dinner on November 3 and found it very entertaining. She heard several compliments about the Campus and the College's reception of the BOG.

Trustee Angela Mitchell

- Commended President Rosenwasser and College staff for hosting the BOG. It was heartwarming to hear all the compliments about the College and staff.
- Reported her attendance at the Women's Power Lunch in Paso Robles and noted that in addition to the 120 attendees there were three male participants: Dr. Gil Stork, Cande Muñoz, and Bill Snider attended the luncheon and requested money for the Bridge Program. They received \$1,000!

- Noted that the BOG Meeting was very well timed and organized. She expects to tighten Cuesta's Board meetings up as well.
- Reported that the December Board of Trustees meeting needs to be held on Wednesday, December 3, instead of Wednesday, December 10, so all members can attend.

Trustee Per Mathiesen

Absent.

Trustee Sam Blakeslee

No report.

Report from Superintendent/President
(Attachment C)

- Reported that the Cuesta College Foundation has received gifts totaling \$91,036.14 during the period of September 2003.
- Reported that the Chancellor's preliminary enrollment report has been released and encouraged faculty and staff to read it. It is available on the Chancellor's web site (see link below) and hard copies are available in her office.
http://www.cccco.edu/news/press/press_2003/press_november/fall_enrollment.pdf
- Noted again her appreciation for the hard work that went into making the BOG visit a success. Everyone was impressed by the cleanliness of the campus and she is extremely proud of the entire Administrative Services Cluster for making it a success and grateful to the Foundation for supporting the cost of the dinner. She also expressed her appreciation to the trustees who were able to attend the reception, dinner, and meetings. She was particularly grateful to Vice President Susan Dressler, Deans Harry Schade, Toni Sommer, and Ann Grant, Director of Academic Support/DSPS Linda Long, and Fine Arts Division Chair Guyla Amyx for leading the campus tours, as well as Music instructors John Knutson and Dr. James Miley and their students for outstanding performances at the BOG reception and dinner.

Communications

None.

Reports

(Attachments D, E, & F)

Program Review

Vice President Dressler reported on the progress made to improve instructional program review since the 1996 Accreditation visit. She acknowledged the work of Dennis Baeyen and the Academic Senate in leading the way to this process improvement. Program review for services was improved by using the Academic Senate's revised process as a template.

The Shared Governance Council supported the new model for program review for services and it will be used next year. Vice President Dressler highlighted a program review for Computer Information Systems (CIS), which is based on the old model of program review, noting that it is very well written.

Cultural Diversity and Student Equity (CDSE) Committee

Dr. Jane Morgan, Matt Vasques, and Executive Dean Sandee McLaughlin reported on the work of the CDSE Committee. Sandee is the Cabinet Liaison to the Committee and works very closely with the members.

She noted that she has been on the CDSE Committee for a number of years and the Board should be proud of the momentum the Committee has gained. She is particularly impressed by the work Dr. Morgan and Mr. Vasques are doing as the Committee's Co-Chairs.

Dr. Morgan reported that there are two main approaches being taken by the Committee:

1. Providing programs including lectures, discussions, Black & Women's History Month events to provide a forum for underrepresented students and to promote pluralism.
2. Directly influencing the campus culture and increasing diversity in the workforce.

Dr. Morgan noted that a subcommittee was developed immediately following the 2002 Accreditation visit to address diversity. The subcommittee's recommendation has been critical in the work of the Diversity Taskforce, which is led by President Rosenwasser.

The CDSE web page has been developed and contains links to diversity pages on the Internet. Committee members continuously strive to incorporate the issue of diversity into meetings and class discussions. The Committee asked that a statement of diversity be included in their report to the Board. Dr. Morgan stated that the Diversity Taskforce has begun reviewing the recruitment and hiring process as well as the issue of retention with regard to diversity.

She observed that the policies the College currently has in place, while normal for a community college, could be harmful to certain groups of people. The CDSE Committee wants to ensure that exclusionary language be eliminated where possible.

Trustee Blakeslee noted that as a Trustee he has a responsibility to address such a strong statement as the one related to discrimination in the CDSE's report, and a responsibility to take action to correct such an issue. Mr. Vasques noted that the discrimination referenced is very subtle and is imbedded in the institution itself. He cited an example of language contained in Cuesta's faculty and administrator applications, which seemed geared toward an upper-middle-class Caucasian applicant.

The CDSE report concluded with an assertion statement about discrimination at Cuesta College. Trustee Blakeslee asked to see the CDSE's report on institutional discrimination to see if there is any action the Board needs to take or if there is not really an actionable issue. Trustee Galvan noted that students on campus could be made to feel very uncomfortable in classes even if it is from an unintentional comment on someone's part. She suggested that the entire campus could be more sensitive to other people's feelings or reactions and everyone should work to improve listening skills. More listening and less talking improves awareness of problems, which can lead to resolution.

President Rosenwasser noted that very detailed work has been done to identify where bias could enter into the recruitment, screening, and hiring processes. She observed that this is a process of discovery and improvement and assured the Board that if any individual complaint is brought to the Administration's attention, Board policy will be followed to resolve it. Individuals have recourse as long as the Administration is made aware of the issue.

Ms. McLaughlin thanked the Board for their investment in the process and Dr. Morgan and Mr. Vasques for their leadership.

Sabbatical Leave

Vice President Dressler noted that Judy Barclay is an excellent leader of the Math division whose sabbatical leave provided her colleagues and students with a tool they

did not previously have.

Ms. Barclay explained that students can take the booklet of word problems she developed to their math tutors and teachers can use it as a supplement for additional word problem experience. Learning word problems is a barrier for many students in Algebra, but at least 20% of the work in an Algebra class involves solving word problems. Many students do not even attempt the problems because they have so much difficulty understanding them. Ms. Barclay developed a set of steps that students can follow to break down the problems. She noted that this skill is also vital for sciences, advanced math, statistics and physics. The process helps increase problem-solving skills for many other classes because it teaches organizational skills.

Ms. Barclay uses the same five steps through every example in the book. She researched and wrote the book and did all the word processing herself including the diagrams. She has been able to share that skill with others in her area. She did research on the web to come up with real world applications for word problems, which makes it easier for students to apply the steps.

Her colleagues encouraged her to send the manuscript to some publishers, and it will be published in January. All printing was done in a single color with no pictures beyond the geometry diagrams to keep the costs down. Ms. Barclay thanked the Board for allowing her and other faculty to have sabbatical leaves. The time away from grading, teaching, and classroom work allowed her to renew her enthusiasm for teaching. She expressed hope that sabbatical leaves could be reinstated in the future when funding improves.

Trustee Blakeslee noted that it was one of the best sabbatical leave write-ups he has seen and it will allow students to learn that mathematics does apply to the real world.

SEE ITEM N.7. BELOW

(Attachment G)

Faculty Retreat

Vice President Dressler noted that this retreat was a long time in coming and she and President Rosenwasser had the pleasure of attending the last few hours of the event. She knows that the results and enthusiasm generated by the retreat will help the College.

Ms. Karen Robert thanked the Board for making faculty development a goal for the College. She stated that many great ideas evolved from the retreat and there are already several subcommittees as a result of the work done there.

Mr. Kevin Bontenbal mentioned that the faculty members in the audience are only a small representation of the 35 new and senior faculty from all the disciplines who participated in the retreat. It united faculty in developing plans and ideas to build a thriving community of learners. An annual faculty retreat is a valuable step toward making that goal a reality. The retreat was an important component of changing the culture at Cuesta.

Ms. Sonya Manor and Mr. Joe Vasta shared a picture from the retreat, and Ms. Manor reported that the experience opened her up to what is going on outside of the Math department and the committees that she is assigned to. It enabled participants to hear the issues other departments are facing and what their visions are for Cuesta and for faculty development. She stated that she has already used ideas discussed at the retreat in her classes, and she feels more connected to Cuesta and proud of the talent of her colleagues. The retreat promoted discussion on campus, and she thanked President

Rosenwasser and Vice President Dressler for their support and participation in the process.

Mr. Vasta reported that he was one of the facilitators for “Humor in the Classroom.” He feels he made a lot of good friends at the event and at the social gathering following the retreat.

Ms. Alison Merzon reported that she teaches health and coaches softball and always tries to teach the concept of community, which leads to increased learning and a sense of connection. The retreat built that sense of community in all of the participants. She feels that it matters when she is on the campus and she is more willing to invest in her work, take risks and learn new things. She feels the retreat has invigorated her teaching.

Ms. Merzon and Dr. Morgan have been collaborating on a textbook on women’s health even though they are not in the same discipline. They felt that women’s health needed to be put in context and that the current textbooks in that area are neither inclusive nor diverse

Mr. Pete Lagomarsino reported that he has taught at Cuesta for 29 years and he was pleasantly surprised to learn new information at the retreat. He felt it was highly worthwhile for the faculty.

Ms. Robert provided Board members with the gift of a key chain holder and thanked the Foundation and President Rosenwasser for making the retreat a reality. Photos from the retreat can be viewed on the Academic Senate’s website at the following link: <http://academic.cuesta.edu/acasen/photos.htm>

Trustee Blakeslee thanked them for their report and noted that the retreat went beyond building skills to building the quality of the teaching experience for faculty. He asked Ms. Robert and Mr. Bontenbal what the plans were for future retreats, what the cost was to hold the retreat, and what issues the faculty involved expected to be faced with in the future. Mr. Bontenbal responded that plans are already underway for the 2004 retreat with Ms. Jennifer Sanders as lead facilitator and Ms. Bailey Drechsler as co-facilitator. President Rosenwasser has agreed to assist with the funding, which is approximately \$200.00 per person.

Student Trustee Fowler thanked the faculty for participating in the retreat because the students ultimately benefit from their sense of rejuvenation. She expressed interest in being involved in establishing a “College Hour.”

Trustee Galvan noted that the retreat is a particularly important method of rejuvenating faculty in light of the hold on sabbatical leaves, but stated that funding for the retreat should continue even after sabbatical leaves are

Trustee Mitchell thanked them for their report and noted that enthusiasm is contagious.

***Hearing of the
Public***

Board President Mitchell declared the Public Hearing open at 5:15 p.m. and invited comments from the audience. No comments were offered; the Public Hearing was declared closed at 5:16 p.m.

**BUSINESS AGENDA
ACTION ITEMS**

***Approval of
Curriculum
Recommendations***
(Attachment H)

Moved: Galvan/Seconded: Kiersch—Passed unanimously by those members present to approve the Curriculum Recommendations, as presented.

Ms. Robert noted that Art 168 will be effective Fall 2004 and another Diversity course was approved.

***Approval of
Academic and
Classified
Calendar for
2004/2005***
(Attachment I)

Moved: Galvan/Seconded: Fowler—Passed unanimously by those members present to approve the Academic and Classified Calendar for 2004/2005, as presented.

Dressler reported that she convened the District Calendar Committee and they met several times to develop the recommendation provided. October flex days were set with the hope that another faculty retreat would be held. Other than that, the calendar mirrors what is currently in place.

***Approval of
Resolution 03-02
for Reduction of
Grant Funded
.50 Position***
(Attachment J)

Moved: Galvan/Seconded: Blakeslee—Passed unanimously by those members present to approve the Resolution 03-02 for Reduction of Grant Funded .50 Position, as presented.

President Rosenwasser explained the procedures used for notifying the employee of the end of the grant funding and explained the impact expected for the affected employee.

Trustee Galvan asked why a position that is grant funded has to be negotiated, and President Rosenwasser explained that this is a classified position even though it is funded with a grant.

***Approval of
2003/2004
Contract of
Employment
Renewal,
Superintendent/
President***
(Attachment K)

Moved: Blakeslee/Seconded: Galvan—Passed unanimously by those members present to approve the 2003/2004 Contract of Employment Renewal, Superintendent/President, as presented.

Trustee Blakeslee commented that the College has been very fortunate to have President Rosenwasser's extraordinary service during a time of enrollment and budget crisis. President Rosenwasser was very strategic in getting major projects such as the track when there were funds available, and he would vote "yes" enthusiastically.

Trustee Galvan echoed Trustee Blakeslee's sentiment and stated that she feels fortunate that President Rosenwasser has stayed at Cuesta College.

**BUSINESS AGENDA
DISCUSSION/ACTION ITEMS**

***Approval of
Board Policy
Revisions***
(Attachment L)

Moved: Galvan/Seconded: Kiersch—Passed unanimously by those members present to approve the **Board Policy Revisions** as presented.

Corrections to **Board Policy 2010**—President and District Superintendent and **Board Policy 2011**—Selection were distributed by Ms. Burma Workman.

***Agenda Items for
Next Meeting***
(Attachment M)

A preliminary listing of agenda items for the December 3, 2003 meeting was reviewed.

- The Audit Report was moved to the January meeting since the Audit Committee will not meet until after the Thanksgiving holiday.
- Board policies presented tonight will be presented under Consent at the December meeting and any new Board policies will be presented under Discussion/Action.
- A report will be provided at the December meeting by the Planning & Budget

- Committee about development of an integrated planning and budgeting process.
- Maduli will provide an update on the Library Expansion Project.
- The CCCUE's Initial Proposal to the District will be presented under Action at the December meeting.

BUSINESS AGENDA INFORMATION ITEMS
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**2003 Faculty
Retreat and the
Importance of
Faculty
Development**
(See Attachment G,
Above)

2003 Faculty Retreat and the Importance of Faculty Development

ITEM N.7. WAS MOVED TO ITEM L.4.

**Foundation
Quarterly
Report**
(Attachment N)

Foundation Quarterly Report

- Trustee Mitchell and Executive Director Dr. Barbara George provided a report. Dr. George noted that the first quarter is usually slow so \$300,000 is typical. In December, each of the five County Board of Supervisors will be presented with the bronze cougars they purchased in support of the Alumni Legacy Project.
- Dr. George reported that the Goss Collection has been in the Hollister Adobe for several years and instructor Dennis Judd has expressed concern about the safety of the collection's inventory as well as the storage and preservation of the pieces. She thanked Dennis Judd, Stephan Gunsaulus, and Stephanie Bertrando for the work they did to inventory and photograph the collection.
- Dr. George again noted the generous donation of the Sargen Fitness Zone and stated that Dave Diaz has developed a web page related to the use of the equipment, which can be viewed at the following web address:
http://academic.cuesta.edu/physed/whats_new/fitness_zone.htm
- Dr. George asked the Board to consider the importance of participating in the Annual Fund Drive and in the Honored Alumnus program.
- The Foundation Board Self-Assessment helped the Foundation identify how to better serve the College. The Foundation Board will hold a four-hour retreat on November 17 dedicated to development of a strategic plan.
- Dr. George reported on the success of the Tar Springs Board Retreat. President Rosenwasser noted that without the Foundation's Annual Fund Drive last year there would not be any funds for instructional equipment this year. Approximately 30% of Cuesta's employees contribute to the Annual Fund. Dr. George suggested that Mr. Bontenbal and Ms. Robert approach the Foundation Board about adding a line item for the next Faculty Retreat although the Board might not be able to cover the entire \$7,000 cost.

Trustee Galvan noted that on Monday night when John Knutson performed for the BOG with his students he told her that a piece of equipment was donated by the Foundation. She thinks that all teachers who receive something from the Foundation should acknowledge the gifts publicly because it helps donations multiply.

Trustee Kiersch requested that John Olt's name be added to his sculpture in the Library. Dr. George agreed to take care of that once the wording is agreed upon.

College Planning and Budget Development

Vice President Maduli reported on current College Planning and Budget Issues and noted that this is the first time the College System Budget Proposal for 2004-2005 has been presented to the Board.

(Attachment O)

- Of the \$700 million presented in the System Budget Proposal, \$200 million is being borrowed from 2004-2005. It will not be received by the colleges until July 2004.
- When Partnership for Excellence sunsets, the assumption is that the remaining \$225 million will roll over into the base.
- The actual amount of PERS increase will not be known until May 2004, but it should not be as high as 18%. A 12% increase would be more easily accommodated in the College’s 2004-2005 budget.
- The BOG officially adopted this budget on November 3. If approved at this level for funding the Legislature and Governor, this is the closest community colleges would come in the last several years to receiving their fair share of Prop 98 dollars.

Student Trustee Fowler reported that she was approached by a BOG member to pursue a Cuesta resolution related to the health fee backfill. Mr. Dill noted that the Academic Senate was asked to discuss whether colleges are better off being part of Prop 98 or not. Some colleges lean towards joining with higher education rather than with K-12, expecting that there might be better funding in the long run.

CONSENT AGENDA

Consent Agenda **Moved:** Blakeslee/**Seconded:** Galvan—**Passed** unanimously by those members present to approve the Consent Agenda, as presented.

Approval of Minutes *(Attachment P)* Adopted the Minutes of the Regular Meeting of October 1, 2003, as presented.

Approval of Warrant Listings Approved Warrant Listings No. 42 through No. 68, were approved in the total amount of \$2,067,909.91, as presented.

Approval of Payroll Orders	Academic Hourly	No. 13	\$74,289.82
	Classified Hourly	No. 14	\$233,330.13
	Academic Monthly	No. 15	\$1,631,156.20
	Classified Monthly	No. 16	\$885,301.11
		Total	\$2,824,077.26

- Approval of Gifts to the College**
- a. One case of Tobin James 2000 Zinfandel for use at the Cuesta College Foundation’s annual Tar Springs event, donated by Mr. and Mrs. Jerry and Sandy Boxer.
 - b. One case of Rainbow Inn Syrah, Cagliero Vineyard Designation, for use at the Cuesta College Foundation’s annual Tar Springs event, donated by Ms. Lorraine Cagliero of Cagliero Vineyard.
 - c. One case of Bishop’s Peak 2001 Chardonnay and one case of Talley Vineyards 2001 Chardonnay for use at the Cuesta College Foundation’s annual Tar Springs event, donated by Mr. Don Talley of Talley Vineyards.
 - d. Patio furniture for use in the Cuesta College Student Center Courtyard donated by the Associated Students of Cuesta College.

- e. Assorted photography equipment for use in the Cuesta College Photography Lab donated by Mr. Kevin Christian.
- f. Assorted photography equipment for use by the Photography program students and faculty donated by Mr. Arnold Wasserman.
- g. A Brent Model "A" potter's wheel, two sieves, and assorted ceramic trimming tools for use in the Cuesta College Ceramics Lab donated by Mr. Albert Fischer.
- h. A pitching machine, batting net, and baseballs for use by the Cuesta College baseball team donated by Mr. and Mrs. Jim and Jane Croxton.
- i. Books for use by the *Friends of the Library* with funds earned to be used to purchase new books and materials for the Library collection donated by Ms. Millie Roske and Ms. Arlene B. Chandler.

***Approval of
Quarterly
Financial Status
Report and
Budget Transfers***
(Attachment Q)

Approved the Quarterly Financial Status Report and Budget Transfers, as presented.

***Approval of Job
Description for
ESL/VESL
Academic
Coordinator***
(Attachment R)

Approved the job description for the ESL/VESL Academic Coordinator, as presented.

***Approval of
Declaration of
Surplus
Equipment***
(Attachment S)

Declared obsolete equipment as surplus and approved of its disposal, as presented.

ADJOURNMENT

Adjournment

The meeting was adjourned at 6:25 p.m. Unless otherwise announced, the next regular meeting of the Board of Trustees will be held on December 3, 2003.

Marie E. Rosenwasser, Ph.D.
Superintendent/President