



APPROVED 3/10/2009
GOVERNING BOARD MINUTES
SPECIAL MEETING OF THE GOVERNING BOARD
DATE: FEBRUARY 24, 2009
TIME: 4:00 P.M.
PALOMAR COMMUNITY COLLEGE DISTRICT
SAN MARCOS CAMPUS, ROOM LL-204
1140 WEST MISSION ROAD
SAN MARCOS, CALIFORNIA

I. CALL MEETING TO ORDER

Board President Nancy Chadwick called the meeting to order at 4:00 p.m.

II. ROLL CALL

TRUSTEES PRESENT:

NANCY C. CHADWICK, M.S.W., M.P.A., PRESIDENT
MARK R. EVILSIZER, M.A., SECRETARY
DARRELL L. MC MULLEN, M.B.A., TRUSTEE
ROSE MARIE DISHMAN, PH.D., TRUSTEE

TRUSTEE ABSENT:

MICHELE T. NELSON, PH.D., VICE PRESIDENT

EXECUTIVE ADMINISTRATORS PRESENT:

Robert P. Deegan, Superintendent/President
Berta Cuaron, Assistant Superintendent/Vice President, Instruction
Bonnie Ann Dowd, Ed.D., Assistant Superintendent/Vice President, Finance & Administrative Services

STAFF PRESENT:

Michelle Barton, Director, Institutional Research & Planning
Josie Silva, Executive Assistant, Superintendent/Governing Board

GUESTS:

Others present are listed on the sign-in sheets.

Board President Chadwick declared a quorum present, and the meeting proceeded with the order of business.

III. COMMENTS FROM OTHER INDIVIDUALS AND GROUPS – There were none.

IV. NEW BUSINESS

1. APPROVED TRAVEL EXPENSES

MSC McMullen/Evilsizer

The Governing Board approved/ratified travel expenses for the following persons:

- a. Board Member **DARRELL L. MC MULLEN**
Advanced Funds? Yes
For: Mileage, registration, etc.
To attend: **ANNUAL SDICCCA DINNER**
Location: Del Mar, California
Date: February 5, 2009
Amount: \$105.47
Budget No.: 575200-11-111100-66100-10-2009-0000000

- b. Board Member **ROSE MARIE DISHMAN**
Advanced Funds? Yes
For: Mileage, registration, etc.
To attend: **ANNUAL SDICCCA DINNER**
Location: Del Mar, California
Date: February 5, 2009
Amount: \$91.36
Budget No.: 575200-11-111100-66100-10-2009-0000000

- c. Board Member **MARK EVILSIZER**
Advanced Funds? Yes
For: Mileage, registration, etc.
To attend: **ANNUAL SDICCCA DINNER**
Location: Del Mar, California
Date: February 5, 2009
Amount: \$108.72
Budget No.: 575200-11-111100-66100-10-2009-0000000

The Vote was unanimous.

2. APPROVED AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS – TUTOR CONNECTION PROGRAM

MSC Evilsizer/McMullen

The Governing Board approved an agreement between San Diego Superintendent of Schools and Palomar Community College District to provide tutoring to youths in out-of-home care, receiving services from Child Welfare Services. The students (“Tutors”) enrolled in Behavioral Sciences Psychology/Sociology class shall gain practical hands-on teaching experience with the youths. This contract is needed for students to be able to complete service-learning hours, which are part of an assignment in the Psychology/Sociology class. **EXHIBIT IV-2**

The Vote was unanimous.

3. **APPROVED AGREEMENT WITH CUSHMAN & WAKEFIELD, INC., TO ACT AS SOLE AGENT ON DISTRICT'S BEHALF FOR PURCHASE OF REAL PROPERTY.**

MSC Evilsizer/McMullen

The Governing Board approved an agreement between Palomar Community College District ("District") and Cushman & Wakefield, Inc., (Contractor). Contractor will assist District in locating appropriate real estate and in negotiations for the acquisition of a site to accommodate District's requirement to develop an education center in the southern part of the District in accordance with 2022 Master Plan. **EXHIBIT IV-3**

The Vote was unanimous.

V. **BOARD WORKSHOP**

1. **Review and discuss BP 2715 Code of Ethics/Standards of Conduct.**

The Board reviewed and discussed BP 2715 Code of Ethics/Standards of Conduct. It was determined that this policy is up-to-date and contains procedures that will be taken should a Board member violate the Code of Ethics.

2. **Discuss Mid-Year Check-in Report (Review goals; discuss related activities that are planned and/or completed)**

At this time Ms. Michelle Barton, Director of Institutional Research and Planning, reviewed the Board's Effectiveness and Review Cycle. Ms. Barton explained that the review cycle begins with the Board establishing new goals and finalizing their year-end goals. As the Board continues through the cycle, the Board is becoming informed and aware of progress through a series of Board workshops. As part of the cycle, the Board spends time reviewing Institutional Effectiveness Indicators, Student Outcomes, and the Accountability Report for the Community Colleges (ARCC – AB 1417).

The Board reviewed and discussed the mid-year check-in report which reflected progress on related activities completed by the Board to date, ongoing activities, and activities completed by the institution in support of the Board's goals.

VI. **ADJOURNMENT**

The meeting was adjourned at 6:15 p.m.

Nancy C. Chadwick, President

Mark Evilsizer, Secretary