



APPROVED 2/9/2016  
GOVERNING BOARD MINUTES  
SPECIAL MEETING OF THE GOVERNING BOARD  
TUESDAY, JANUARY 5, 2016 4:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
1140 WEST MISSION ROAD, ROOM SSC-1  
SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER: 4:00 P.M.

B. ROLL CALL

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

ABSENT

MALIK SPENCE, STUDENT TRUSTEE

C. PUBLIC COMMENTS There were none.

D. WORKSHOP

1. THE SUPERINTENDENT/PRESIDENT SEARCH

Interim Vice President Popielski facilitated the workshop.

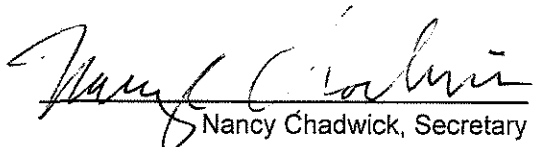
The Board reviewed and discussed four topic areas including: 1) Consultants, 2) Selection Committee, 3) Recruitment process, and 4) Search Timeline. The Board discussed whether to issue a new RFP for search consultants or utilize the same consultant. Following discussions the Board, by unanimous consent, agreed to issue a new RFP for a search consultant to assist with the Superintendent/ President Search. Trustees noted that the consultant should be hired before the District's search committee is formed and requested that the RFP be amended to emphasis a *national* search.

IVP Popielski reviewed the most recent search process timeline with the Board noting it had spanned twelve months. He then presented a draft proposed timeline for the new search with a consolidated six-month timeline. The Board discussed a proposed start date for the new President and requested that the target start date be moved up to August. President Gonzales suggested that some of the dates may need to be adjusted to avoid conflicts with end of semester activities. The Board approved utilizing the amended timeline in the RFP noting they reserved the right to further make changes as needed.

The Board discussed the Selection Committee numbers and general make-up of the committee. Suggestions and discussion took place regarding including a member from the following representative groups on the new selection committee: Governing Board, K-12, higher education, military and, business and industry. Meeting attendees voiced concerns and offered suggestions to help mitigate issues should the Board decide to reduce the committee size. Following discussions the Board agreed to examine the committee make-up further once a consultant has been selected. The Board briefly discussed the matter of reference checks and the timing of them and agreed to discuss the matter further with their consultant.

E. ADJOURNMENT The meeting adjourned at 5:03 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





APPROVED 2/9/16  
GOVERNING BOARD MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
TUESDAY, JANUARY 12, 2016, 5:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
ROOM SSC-1, SAN MARCOS CAMPUS  
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

B. **ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

C. **PUBLIC COMMENTS** There were none.

D. **RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

E. **RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:00. Board President Evilsizer reported that no actions were taken in closed session.

Following the Pledge of Allegiance the meeting continued.

EE. **ADMINISTRATION OF OATH OF OFFICE TO POLICE OFFICERS**

Board President Evilsizer administered the Oath of Office to Police Officers Scott Johnson and Robert Castro.

F. **PUBLIC COMMENTS** There were none.

G. **APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of:

- November 4, 2015
- November 10, 2015
- November 17, 2015

The vote was unanimous. Student Trustee vote: Aye

H. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were none.

I. **REPORTS**

**Audit Report** – Carmen Coniglio, Director of Fiscal Services, introduced Ms. Heidi White from the firm Vivrinek, Trine, Day & Co., LLP. Ms. White provided a summary of the Measure M General Obligation Bond financial and performance audit and the Palomar Community College District annual financial report.

Board President Evilsizer reported on his attendance at the Paramedic Academy, Fire Academy, and Nurse Pinning Ceremony. He talked about the CEO search noting it is the Board's highest priority. He

asked that each of the constituent groups meet with Interim Superintendent/President Gonzales to talk about the composition of the search committee.

Trustee Hensch had no report.

Trustee Chadwick reported attending the Paramedic Academy, Fire Academy, Nurse Pinning Ceremony, and Police graduation event. She talked briefly about the state budget and one-time funds.

Trustee McNamara thanked those who attended the Special Meeting held on January 5, 2016.

Trustee Halcón reported attending three of the graduation events.

Student Trustee Spence talked about a California Community College Association of Student Trustees petition to place a student on the State Chancellor's search committee as well as efforts to allow free use of showers to students without the requirement of being enrolled in a physical education class.

Interim Superintendent/President Adrian Gonzales discussed meeting with the PFF and the Senate, and discussions with other constituent group leaders regarding representation on the Superintendent/President search committee. He talked about the audit reports, thanked the Fiscal Services for their work, reviewed key hires which have taken place since the SERP, and reminded everyone that the District's 70<sup>th</sup> Anniversary is quickly approaching.

Interim Vice President Dan Sourbeer mentioned the Deans Nuts & Bolts training held last week and noted that the Spring Plenary was coming up. He talked about Kathryn Kailikole, Interim Dean and asked the Board for their endorsement of the hire; talked about other key positions that are being filled; and reported on the graduation events.

Acting Vice President Brian Stockert updated the Board on key accomplishments in Athletics including wrestling, cross-country, water polo, and volleyball. He reported that 1,000 Veteran's will be certified for the Spring semester, discussed outreach efforts and reported on increased enrollments. In closing he introduced Jeffrey Higginbotham.

Vice President Ron Ballesteros-Perez talked briefly about the state budget. He reminded everyone that the baseball Grand Opening will take place on Wednesday, January 27.

Interim Vice President Mike Popielski had no report.

## **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Halcón, the Board approved the following items 1-19.  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

### **1. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

#### **Spring 2016**

Department:	Behavioral Sciences
a. Name:	<b>Sanchez, Linda</b>
Discipline:	Anthropology
Degrees:	M.A., Anthropology

- Sal Grade/Stp: B.A., Anthropology  
Salary: **B/1**  
**\$57.15**
- b. Name: **Smilo, Pamela**  
Discipline: Psychology  
Degrees: Ph.D., Psychology  
M.A., International Business  
B.A., Management  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- c. Name: **Wombolt, Jessica**  
Discipline: Psychology  
Degrees: M.A., Psychology  
B.A., Psychology  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Chemistry  
a. Name: **Dorairaj, Sudha**  
Discipline: Chemistry  
Degrees: Ph.D., Chemistry  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: English as a Second Language  
a. Name: **Waterman, Laura**  
Discipline: ESL  
Degrees: Master of Arts in Educ, T.E.S.O.L.  
B.A., Liberal Studies  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Health, Kinesiology, and Recreation Management  
a. Name: **Eldridge, Mark**  
Disciplines: Health  
Kinesiology  
Degrees: M.A., Physical Education  
B.A., Geography  
Sal Grade/Stp: **YB/14**  
Salary: **\$77.92**
- Department: Mathematics  
a. Name: **Nguyen, Hien**  
Discipline: Mathematics  
Degrees: M.A., Mathematics  
B.A., Mathematics  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- b. Name: **Zhang, Pei**  
Discipline: Mathematics  
Degrees: Ph.D., Mathematics  
M.A., Mathematics  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

- Department: Occupational and Noncredit Programs
- a. Name: **Parks, Benjamin**  
Discipline: Water Technology  
Degrees: B.A., Applied Science  
A.A., Water Technology Education  
A.A., Liberal Arts and Sciences  
6+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- Department: Public Safety
- a. Name: **Hedgecock, Richard**  
Discipline: Administration of Justice  
Degrees: A.S., ADM of Just-Contemp Police Tec  
6+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- Department: Speech Communication/Forensics/ASL
- a. Name: **Corcoran, Kevin**  
Discipline: Communication Studies  
Degrees: M.A., Communication (Communication Studies)  
B.A., Communication  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Trade and Industry
- a. Name: **Eaton, Dena**  
Discipline: Architecture  
Degrees: B.A., Art History with Distinction  
2+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- b. Name: **Schwebke, Vern**  
Discipline: Architecture  
Degrees: B.S., Architecture  
6+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- Department: World Languages
- a. Name: **Tipura, Selma**  
Disciplines: German  
French  
Degrees: M.A., German  
M.A., French and Francophone Studies  
B.A., English & German Studies  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

## **2. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACTS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment and contract** of the following **administrative employees**:

- a. Name: **JEFFREY HIGGINBOTHAM**  
Position: Director, Disability Resources  
Department: Disability Resource Center

Position #: 5538  
New?: No  
Remarks: Replacement for Ron Haines; funded - Disabled Student Program & Services; continuation of position is dependent upon continuation of funds.  
Sal Grade/Stp: **64/1**  
Salary: **\$7,666.18/month**  
% of Position: 100%  
# of Mos: 12  
Effective: January 13, 2016  
Account #(s): K-123600-472100-64200-1612030/100%

- b. Name: **KATHRYN KAILIKOLE**  
Position: Interim Dean, Mathematics and The Natural and Health Sciences  
Department: Mathematics and The Natural and Health Sciences  
Position #: 5232  
New?: No  
Remarks: Replacement for Daniel Sourbeer who is currently serving as the Interim Assistant Superintendent/Vice President, Instruction.  
Sal Grade/Stp: **75/2**  
Salary: **\$10,565.54/month plus \$1,370.76 annual doctoral stipend**  
% of Position: 100%  
# of Mos: 12  
Effective: January 13, 2016  
Account #(s): A-123100-341100-60110-0000000/100%

#### **EXHIBIT J-2**

### **3. RATIFY PROFESSIONAL SERVICES CONTRACT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **approval** of a **professional services contract** between the District and **Wilma Owens** to provide professional services as Interim Dean, Instructional for Career, Technical and Extended Education; monthly rate of \$13,943.09 corresponding to step 18 of salary grade 75 on the Administrative Salary Schedule.

#### **EXHIBIT J-3**

### **4. RATIFY TEMPORARY EMPLOYMENT**

The Governing Board ratified the Temporary Employment for Norma Miyamoto to provide support for Instructional Services from January 13, 2016 through June 30, 2016 at the rate of \$73.56 per hour.

### **5. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **classified employees**:

- a. Name: **AUSTIN T. ALEX**  
Position: GEAR UP Site Coordinator  
Department: Grant Funded Student Programs  
Position #: 6557  
New?: No  
Remarks: Replacement for Natallie Trujillo; funded - GEAR UP; continuation of position is dependent on continuation of funds.  
Sal Grade/Stp: **23/1**  
Salary: **\$3,918.41/month**  
% of Position: 100%  
# of Mos: 12  
Effective: January 13, 2016  
Account #(s): K-212200-471200-64990-1112321/100%

b. Name: **JERRY T. HILL**  
Position: Senior Groundskeeper  
Department: Grounds Services  
Position #: 5677  
New?: No  
Remarks: Replacement for Reekie Franco.  
Sal Grade/Stp: **17/1**  
Salary: **\$3,386.15/month**  
% of Position: 100%  
# of Mos: 12  
Effective: January 14, 2016  
Account #(s): A-212200-542300-65500-0000000/100%

#### **6. RATIFY NEW CLASSIFIED POSITIONS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of the following new classified positions.

a. Position: **TRIO/STUDENT SUPPORT SERVICES OUTREACH COORDINATOR**  
Department: Grant Funded Student Programs  
Position #: 6623  
Remarks: Funded - Higher Education Act TRIO; continuation of position is dependent upon continuation of funds.  
Sal Grade/Stp: **20/1**  
Salary: **\$3,643.91/month**  
% of Position: 100%  
# of Mos: 12  
Effective: January 13, 2016  
Account #(s): K-212200-471300-64300-1112301/100%

a. Position: **OFFICE SPECIALIST III**  
Department: Health Services  
Position #: 6625  
Remarks: Funded - Student Health Services Fees; continuation of position is dependent on continuation of funds.  
Sal Grade/Stp: **16/1**  
Salary: **\$3,304.13/month**  
% of Position: 100%  
# of Mos: 11  
Effective: January 13, 2016  
Account #(s): K-212200-474100-64400-1812090/100%

#### **7. APPROVE PERSONNEL ACTIONS HISTORY**

The Governing Board approved the **Personnel Actions/History** report, which includes hires for **student employees** for the month of **December 2015**, and **short-term employees** for the month of **January 2016**.

**EXHIBIT J-7**

#### **8. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD**

In accordance with the **Professional Growth Program for Classified Employees**, the following employee is granted a **one-time lump sum stipend of \$2,000** effective February 1, 2016, with the

understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: **Lisa Douglas**  
Position: Counseling Services Specialist  
Department: Transfer Center  
Course of Study: Bachelor's Degree

**9. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date
001016100	10/26/2015	11/20/2015
002164351	01/01/2016	06/30/2016

- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date	Percent
002870173	11/07/2015	02/08/2016	100%
003204546	08/19/2015	09/15/2015	100%
001016100	11/23/2015	06/30/2016	100%
000562959	12/21/2015	01/10/2016	100%

- c. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a 15% Personal Leave of Absence without pay and with no effect on benefits, effective January 19, 2016 through May 20, 2016, to Gregory Baker, Instructional Support Assistant IV, Communications Department, to teach.

**10. RATIFY RESIGNATIONS**

The Governing Board ratified the **resignation**, accepted by the Interim Superintendent/President in accordance with Board Policy 7350, of the following **employees**:

- a. **Cecilia G. Rocha**, Manager, GEAR UP, Grant Funded Student Programs, effective January 2, 2016 (last day of employment was January 1, 2016).
- b. **Donna A Morris**, Senior Library Media Technician, Library, effective January 5, 2016 (last day of employment was January 4, 2016)

**11. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2016**

The Governing Board approved Curriculum Action Items dated September 2, September 16, October 21, November 4, November 18 and December 2, 2015 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum, effective fall 2016.

**EXHIBIT J-11**

**12. APPROVE COURSE TO MEET MULTICULTURAL COURSE REQUIREMENT – EFFECTIVE FALL 2016**

The Governing Board approved the following courses which have been examined by the Curriculum Committee and the Faculty Senate to meet the Multicultural Course Requirement, effective Fall 2016:

Course Number & Title: AMS/AIS 121	Pacific Islanders
Course Number & Title: HIST/MCS 160	History of the Middle East from 600 to the Present
Course Number & Title: AS 100	Introduction to African American Studies
Course Number & Title: AS 101	African-American History I
Course Number & Title: AS 102	African-American History II
Course Number & Title: CS 101	United States History from a Chicano Perspective I
Course Number & Title: CS 102	United States History from a Chicano Perspective II
Course Number & Title: DNCE 102	Survey of Dance on Film

**13. ACCEPT AS COMPLETE & FINAL BID #CM-13-14-01-BB-X PALOMAR BASEBALL FIELD & PRESS BOX PROJECT AND AUTHORIZE RELEASE OF RETENTION TO SWINERTON BUILDERS, IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION**

The Governing Board accepted the Bid #CM-13-14-01-BB-X Palomar College Baseball Field & Press Box Project (DSA 04-110354 & 04-113654) as complete and final; and authorized the Interim Superintendent/President to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The original contract amount of \$5,261,635.00, and all money due and owing to the Contractor, with the exception of the five percent (5%) retention, shall be paid and following the expiration of thirty-five (35) calendar days from the date of this resolution, the retention shall be paid to Swinerton Builders.

**14. ACCEPT AS COMPLETE & FINAL BID #CM-11-12-HUM-02 "STRUCTURAL STEEL, MISC. STEEL, METAL DECKING" FOR THE HUMANITIES AND TEACHING LEARNING CENTER PROJECTS AND AUTHORIZE RELEASE OF RETENTION TO ANDERSON CHARNESKY STRUCTURAL STEEL, IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION**

The Governing Board accepted the Bid #CM-11-12-HUM-02 "Structural Steel, Misc. Steel, Metal Decking" for the Humanities and Teaching Learning Center Projects as complete and final; and authorized the Interim Superintendent/President to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The original contract amount for Humanities Building of \$3,810,603 & for Teaching Learning Center of \$572,595.00, and all money due and owing to the Contractor, with the exception of the five percent (5%) retention, shall be paid and following the expiration of thirty-five (35) calendar days from the date of this resolution, the retention shall be paid to Anderson Charnesky Structural Steel.

**15. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board ratified and approved all contracts and agreements for the period November 1, 2015 through December 31, 2015 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

**EXHIBIT J-15**

**16. APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES**

The Governing Board of the Palomar Community College District reviewed and approved the following Board Policies. They have previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council.

BP 4021 – Discontinuance of Programs  
BP 5500 – Standards of Student Conduct

BP 6700 – Civic Center and Other Facilities Use  
BP 7700 – Whistle Blower Protection

**EXHIBIT J-16**



## **17. ACCEPT GIFTS**

The Governing Board accepted the following gifts and directed that appropriate letters of appreciation be sent to the donors:

- a. iPad mini donated by an anonymous donor. Total cash value as identified by the donor \$300.00.
- b. Fireproof safe donated by Pacific Blue Innovations, LLC, 1611 S. Melrose Dr., A-146, Vista, CA 92081. Total cash value as identified by the donor \$2,800.00.
- c. Bosh miter saw and saw stand donated by Robert M. Norman, 23401 Mountain Peek Place, Ramona, CA 92065. Total cash value as identified by the donor \$800.00.
- d. Jet drill press and Delta jointer donated by Mintonia Hyman, 651 W. 12 Ave, Escondido CA 92025. Total cash value as identified by the donor \$1,800.00.

## **18. APPROVE BOARD TRAVEL**

The Governing Board approved travel expenses for the following:

- |    |   |   |
|----|---|---|
| a. | Board Member<br>Advanced Funds?<br>For:<br>To attend:<br>Location/Date:<br>Estimated Amount:<br>Budget No.: | <b>John Halcón</b><br>Yes<br>Transportation, mileage, meals, registration, etc.<br>CCLC Legislative Conference<br>Sacramento, CA/January 30 – February 1, 2016<br>\$ 1596.35<br>575200-11-111100-66100-10-2015-0000000                            |
| b. | Board Member<br>Advanced Funds?<br>For:<br>To attend:<br>Location/Date:<br>Estimated Amount:<br>Budget No.: | <b>Mark Evilsizer</b><br>Yes<br>Transportation, mileage, meals, registration, etc.<br>CCLC Legislative Conference & Board Chair Workshop<br>Sacramento, CA/ January 30 – February 1, 2016<br>\$ 1596.35<br>575200-11-111100-66100-10-2015-0000000 |
| c. | Board Member<br>Advanced Funds?<br>For:<br>To attend:<br>Location/Date:<br>Estimated Amount:<br>Budget No.: | <b>Nancy Ann Hensch</b><br>Yes<br>Transportation, mileage, meals, registration, etc.<br>CCLC Legislative Conference<br>Sacramento, CA/ January 30 – February 1, 2016<br>\$ 1596.35<br>575200-11-111100-66100-10-2015-0000000                      |

## **19. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledged and excused the absence of Malik Spence from the January 5, 2016 Special meeting due to personal necessity.

**RESOLUTION 15-21199**

<p style="text-align: center;"><b>Resumption of REGULAR AGENDA</b></p>
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**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR** There were none.

**L. REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION: Report of the Faculty Senate**

Greg Larson, President of the Faculty Senate, had no report.

2. **INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, Co-President of the Palomar Faculty Federation, reported that the PFF is working with the North County Immigration Task Force.

3. **INFORMATION: Report of the Administrative Association**

Jim Odem, filling in for Justin Smiley, Administration Association President, welcome Jeffrey Higginbotham to AA.

4. **INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, had no report.

5. **INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE reported that staff are gearing up for the start of the semester. He expressed appreciation for being part of the search process discussions.

6. **INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the Discover Palomar event would be held next week to welcome new and returning students and that the first ASG meeting of the semester would be on Wednesday the 20<sup>th</sup>.

M. **UNFINISHED BUSINESS** There was no unfinished business.

N. **NEW BUSINESS**

MSC Chadwick/Halcón

1. **ACCEPT AUDIT REPORT OF THE PALOMAR COMMUNITY COLLEGE DISTRICT AND FINANCIAL AND PERFORMANCE AUDIT FOR THE PROPOSITION M BOND PROGRAM**

The Governing Board accepted the Audit Report of the Palomar Community College District, as well as both the Financial Audit and Performance Audit for the Proposition M Bond Program, Year Ended June 30, 2015 as prepared by Vivrinek, Trine, Day & Co., LLP, 10681 Foothill Blvd., Suite 3000, Rancho Cucamonga, CA 91730.

**EXHIBIT N-1**

The vote was unanimous. Student Trustee vote: Aye

2. **REVIEW AND APPROVE NON-RESIDENT TUITION AND CAPITAL OUTLAY FEES**

MSC Chadwick/Halcón

The Governing Board reviewed and approved the adoption of \$211/unit for non-resident tuition and a capital outlay fee of \$5/unit for Fiscal Year 2016-17.

**EXHIBIT N-2**

The vote was unanimous. Student Trustee vote: Aye

**4. APPROVE AGREEMENT WITH ARCHITECT FIRM, HMC ARCHITECTS, TO SERVE AS DISTRICT'S MASTER ARCHITECT**

MSC Chadwick/Halcón

Trustee Chadwick commented on this item, Chris Miller responded to the comments. The Governing Board approved the selection of architectural firm, HMC Architects, to serve the District as the "District's Master Architect" and authorizes the District to enter into a contract with HMC Architects. The term of the agreement will be on a year to year basis for a total period of up to five (5) calendar years effective January 13, 2016. HMC Architects will provide architectural services to the District to include, but not limited to, master planning, district design guidelines, design, design drawings, cost estimating, and construction drawings to the District for a number of projects including new construction, remodels, ADA projects, development of swing space and other miscellaneous projects.

The vote was unanimous. Student Trustee vote: Aye

**5. REJECT BIDS RECEIVED FOR BID #102-16 PALOMAR COLLEGE TEMPORARY PARKING LOT**

MSC Chadwick/Halcón

Trustee Chadwick had questions about this item, Chris Miller responded. The Governing Board authorized the District to reject all bids received on Palomar College Temporary Parking Lot Project, Bid #102-16 and authorizes the District to rebid at a later date.

The vote was unanimous. Student Trustee vote: Aye

**6. APPROVE RESOLUTION IN SUPPORT OF AMERICA'S COLLEGE PROMISE ACT**

MSC Chadwick/Halcón

The Governing Board approved Resolution No. 15-21200 in support of America's College Promise Act which aims to eliminate cost barriers for community college for all Americans.

**EXHIBIT N-5**

**RESOLUTION No. 15-21200**

The vote was unanimous. Student Trustee vote: Aye

**7. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/Halcón

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on January 26, 2016 at 4:00 p.m. to discuss the Superintendent/President search, 2016 workshop schedule and other matters as the Board may determine.

The vote was unanimous. Student Trustee vote: Aye

**O. BOARD REQUESTS FOR REPORTS**

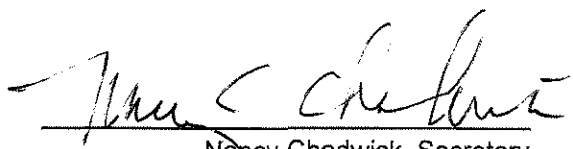
Trustee McNamara asked that the new Disability Resource Center Director provide an overview of mental health services provided to the District's Veteran population.

**P. RECESS TO CLOSED SESSION** n/a

**Q. RECONVENE TO OPEN SESSION:** n/a

**R. ADJOURNMENT** The meeting adjourned at 5:44 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



APPROVED 3/8/2016  
SPECIAL MEETING OF THE GOVERNING BOARD  
TUESDAY, JANUARY 26, 2016, 4:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
1140 WEST MISSION ROAD, ROOM SSC-1  
SAN MARCOS, CALIFORNIA

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS** There were no public comments.

**D. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were no changes.

**E. PLANNING WORKSHOP - SUPERINTENDENT/PRESIDENT SEARCH**

Mike Popielski, Interim Vice President, Human Resource Services, facilitated the workshop and provided an overview of the next steps in the process. (Handouts on file in the Governing Board Office in accordance with AP 3310.) He reported that four proposals had been received from the RFP; all met the requirements; and he discussed what had been done to promote the RFP. Following discussions Trustee Hensch motioned to extend the RFP deadline, seconded by Trustee Halcón. The vote was unanimous. The Board instructed the District to seek additional responses and place additional advertisements of the RFP.

IVP HRS Popielski reviewed the timeline with the Board and removed the proposed February 2 Special Meeting from the timeline. Trustees discussed adding meeting dates to discuss the search committee composition; following discussions the Board agreed to a February 16<sup>th</sup> Special meeting.

IVP HRS Popielski reviewed the score sheet used in 2015 and offered to make any changes requested by the Board. The Board requested no substantive changes and Mike agreed to update the header row and make other non-substantive changes as needed. IVP HRS Popielski reviewed the consultant interview questions used in 2015 and presented a modified list of questions for discussion. The Board discussed the questions and, following discussions, agreed to use the January 26, 2016 questions as written. In closing, IVP Popielski reviewed the interview day process with the Board, the Board approved using the same interview day process.

**F. ADJOURNMENT** The meeting adjourned at 4:49 p.m.

Mark Evilsizer, Board President

Nancy Chadwick, Secretary



APPROVED 3/8/2016  
GOVERNING BOARD MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
TUESDAY, FEBRUARY 9, 2016, 5:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
ROOM SSC-1, SAN MARCOS CAMPUS  
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER:**

Board Vice President Nancy Ann Hensch called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

B. **ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT (*arrived at 4:06 p.m.*)  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

C. **PUBLIC COMMENTS** Kathryn Schultz spoke on the closed session matter of M. SanAgustin.

D. **RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:03 p.m.

E. **RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:00. Board President Evilsizer reported that no actions were taken in closed session.

Following the Pledge of Allegiance the meeting continued.

F. **PUBLIC COMMENTS** Philip Church provided the Board with a handout and discussed concerns related to a citation received in April of 2015. (Handout on file)

G. **APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of:

- December 8, 2015 (as amended)
- January 5, 2016 (as written)
- January 12, 2016 (as written)

The vote was unanimous. Student Trustee vote: Aye

H. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were none.

I. **REPORTS**

Board President Evilsizer reported on his attendance at the following: Baseball field grand opening, CCLC Legislative conference and Board Chair workshop, CSUSM Report to the Community, and SDICCCA Trustee dinner. In closing he talked about the SDICCCA keynote speaker.

Trustee Hensch reported attending the CCLC Legislative conference and talked about a workshop she attended at the conference. In closing she talked briefly about the different caucus groups at the conference.

Trustee Chadwick reported on her attendance at the Baseball field grand opening, CSUSM Report to the Community and SDICCCA Trustee Dinner. She suggested that Palomar have its own report to the community.

Trustee McNamara talked about continuing to market Palomar and shared a related story about a Palomar alumni he had recently spoken to. In closing he invited people to attend a tour of the MCRD Museum in San Diego.

Trustee Halcón reported attending the Baseball field grand opening, CSUSM Report to the Community and SDICCCA Trustee Dinner. He talked about the CCLC Legislative conference and the Latino caucus meeting. He talked about Veteran's who have served in the military being deported to Mexico.

Student Trustee Spence reported on the Club Rush events, talked about the upcoming Student Senate California Community Colleges General Assembly, and reported that there was an upcoming Blood Drive.

Dan Sourbeer, Interim Vice President for Instruction filling in for Interim Superintendent/President Adrian Gonzales, talked about a meeting between San Marcos Unified School District and Palomar and reported that it was a very good meeting. He reported that he has also met with leaders at Ramona, Fallbrook and Bonsall and that other meetings with high school leaders are scheduled. In closing he talked about a grant opportunity to partner with the Vista jail.

Acting Vice President, Brian Stockert, shared that enrollments are improved since the last report to the Board. He reported meeting with the Principal of Mission Hills High School and discussed the role of counseling in the high school. Acting VP Stockert shared that Veteran's certified to use benefits has reached nearly one thousand, and talked about the Hall of Fame dinner.

Vice President Ron Ballesteros-Perez reported that the District was awarded two safety awards through the statewide insurance program. He reviewed the CCS311 report and second quarter numbers comparing the 15-16 fiscal year with 14-15.

Interim Vice President Mike Popielski talked briefly about the Classification Study and introduced Alan Crecelius, Reward Strategy Group to discuss the report. Mr. Crecelius discussed the work done, the benchmarks used, market place analysis, internal job analysis and the salary schedule. Mr. Crecelius and IVP Popielski responded to questions from the Board. In closing IVP Popielski reported that one additional response to the Superintendent/President Search RFP was received.

## **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1, portions of item 2, and items 3 -20. A portion of item 2 was pulled for discussion as indicated in section: K. Action on items removed from consent calendar.

**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón

**Noes:** None

**Absent:** None

**Student Trustee:** Aye

### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- a.     **Name:**                 **Aguilar, Eduardo**  
          **Disciplines:**       Chicano Studies  
                                  Ethnic Studies
  
- b.     **Name:**                 **Gazale, Jane**  
          **Discipline:**        Arabic

- c. Name: **Shelton, James**  
Discipline: Cabinet Making

## **2. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

### **Spring 2016**

- Department: Art  
a. Name: **Mangione, Stephen**  
Discipline: Art  
Degrees: M.F.A., Art  
B.A., Art  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

- Department: Behavioral Sciences  
a. Name: **Nugent, Benjamin**  
Discipline: Anthropology  
Degrees: M.A., Anthropology  
B.A., Anthropology  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

- b. Name: **Oevering, Sandra**  
Discipline: Psychology  
Degrees: M.A., Counseling  
B.S., Psychology  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

- c. Name: **Wren, Brittany**  
Discipline: Psychology  
Degrees: M.A., Psychology  
B.A., Psychology  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

- Department: Business Administration  
a. Name: **Corpora, Angelo**  
Discipline: Law  
Degrees: M.A., Legal Studies with emphasis in Labor Relations Law  
B.A., Political Science  
California Community College Instructor Credential : Real Estate; Law;  
Business and Industrial Management - Valid for Life  
Sal Grade/Stp: **YD/10**  
Salary: **\$76.22**

- Department: Chemistry
- a. Name: **Love, Shubhangi**  
Discipline: Chemistry  
Degrees: California Community College Instructor Credential: Valid for Life - Chemistry  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- b. Name: **Moore, Danica**  
Discipline: Chemistry  
Degrees: M.S., Chemistry  
B.S., Chemistry  
Sal Grade/Stp: **B/1**  
Salary: **\$55.79**
- c. Name: **Phelan, Nelson**  
Discipline: Chemistry  
Degrees: Ph.D., Chemistry  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: Child Development
- a. Name: **Ghiglieri, Pamela**  
Discipline: Child Development  
Degrees: M.A., Child Development  
B.A., Child Development  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Communications/Marketing
- a. Name: **Anderson, Shane**  
Discipline: Photographic Technology  
Degrees: M.F.A., Visual Arts  
B.F.A., Photography  
2+ years experience  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Design and Consumer Education
- a. Name: **Gaber, Ellie**  
Discipline: Interior Design  
Degrees: M.A., Communication Arts  
2+ years experience  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Economics, History and Political Science
- a. Name: **Jensen, Jill**  
Discipline: History  
Degrees: Ph.D., History  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**



b.     Name:               **Ligetti, Andrew**  
       Discipline:       History  
       Degrees:          M.A., History  
                            B.S., Recreation  
       Sal Grade/Stp:    **B/1**  
       Salary:           **\$57.15**

c.     Name:               **Paligutan, Proceso**  
       Discipline:       History  
       Degrees:          Ph.D., History  
                            B.A., Philosophy  
       Sal Grade/Stp:    **D/1**  
       Salary:           **\$60.69**

Department:           Emergency Medical Education

a.     Name:               **Dyal, Cinton**  
       Discipline:       Emergency Medical Technologies  
       Degrees:          B.A., History  
                            2+ years experience  
       Sal Grade/Stp:    **A/1**  
       Salary:           **\$55.79**

Department:           EOP&S/CARE/CalWorks

a.     Name:               **Hind, Brittany**  
       Discipline:       Counseling: EOPS  
       Degrees:          M.A., Education (Counseling)  
                            B.A., Psychology  
                            2+ years of occupational experience  
                            EOPS counselor requirements set after October 24, 1987 fulfilled.  
       Sal Grade/Stp:    **B/1**  
       Salary:           **\$57.15**

Department:           Life Sciences

a.     Name:               **Botkin, Mia**  
       Discipline:       Zoology  
       Degrees:          M.S., Biology  
                            Master of Public Health  
                            B.S., Psychobiology  
       Sal Grade/Stp:    **D/1**  
       Salary:           **\$60.69**

b.     Name:               **Lowe, Andrew**  
       Discipline:       Biological Sciences  
       Degrees:          M.S., Biology  
                            B.A., Biological Science  
       Sal Grade/Stp:    **C/1**  
       Salary:           **\$59.06**

c.     Name:               **Volodina, Natalia**  
       Discipline:       Biological Sciences  
       Degrees:          Ph.D., Biology  
       Sal Grade/Stp:    **D/1**  
       Salary:           **\$60.69**

- Department: Mathematics
- a. Name: **Kolstad, Thomas**  
Discipline: Mathematics  
Degrees: M.S., Mathematics  
B.S., Mathematics  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- b. Name: **Reedy, Michael**  
Discipline: Mathematics  
Degrees: M.A., Mathematical Sciences  
B.A., Mathematics  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- c. Name: **Yan, Genevieve**  
Discipline: Mathematics  
Degrees: M.S., Applied Mathematics  
Masters in Civil Engineering  
B.S., Civil Engineering  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: Multicultural Studies
- a. Name: **Aguilar, Eduardo**  
Disciplines: Chicano Studies  
Ethnic Studies  
Degrees: M.A., American Indian Studies  
B.A., Native American Studies/Chicano Studies  
B.A., History  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Nursing Education
- a. Name: **Branstine, Ashley**  
Discipline: Nursing Science/Clinical Practice  
Degrees: B.S., Nursing  
A.A., Liberal Arts  
A.A., Social/Behavioral Sciences  
A.S., Mathematics/Science  
2+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- b. Name: **Clark, Gina**  
Discipline: Nursing Science/Clinical Practice  
Degrees: B.S., Nursing  
A.A., Nursing  
2+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

- c.     Name:               **DelaCruz, Flordelis**  
       Discipline:       Nursing  
       Degrees:          Doctor of Nursing Practice  
                            Master of Advanced Studies  
                            M.S., Nursing  
                            B.S., Nursing  
       Sal Grade/Stp:   **D/1**  
       Salary:           **\$60.69**
- d.     Name:               **Ho, Tina**  
       Discipline:       Nursing  
       Degrees:          Doctor of Nursing Practice  
                            M.S., Nursing: Family Nurse Prac  
                            B.S., Nursing  
       Sal Grade/Stp:   **D/1**  
       Salary:           **\$60.69**
- e.     Name:               **Kalisek, Holly**  
       Discipline:       Nursing  
       Degrees:          M.S., Nursing  
                            B.S., Nursing  
       Sal Grade/Stp:   **B/1**  
       Salary:           **\$57.15**
- Department:           Occupational and Noncredit Programs
- a.     Name:               **Struthers, Gordon**  
       Discipline:       Water Technology Education  
       Degrees:          B.S., Civil Engineering  
                            2+ years experience  
       Sal Grade/Stp:   **A/1**  
       Salary:           **\$55.79**
- Department:           Speech Communication/Forensics/ASL
- a.     Name:               **Hauser, Thomas**  
       Discipline:       American Sign Language  
       Degrees:          B.S., Business Administration  
                            B.S., Accounting  
                            2+ years experience  
       Sal Grade/Stp:   **A/1**  
       Salary:           **\$55.79**
- b.     Name:               **Junc, Kelea**  
       Discipline:       American Sign Language  
       Degrees:          M.S., Deaf Education  
                            B.A., Communication Arts  
                            2+ years experience  
       Sal Grade/Stp:   **C/1**  
       Salary:           **\$59.06**

- Department: Trade and Industry
- a. Name: **Irvine, Erik**  
Discipline: Welding  
Degrees: B.S., Mechanical Engineering  
2+ years experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- b. Name: **Shelton, James**  
Discipline: Cabinet Making  
Degrees: Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

- Department: World Languages
- a. Name: **Gay, Hilary**  
Discipline: French  
Degrees: M.A., French  
B.A., French  
Sal Grade/Stp: **C/1**  
Salary: **\$59.06**
- b. Name: **Gazale, Jane**  
Discipline: Arabic  
Degrees: M.A., Education (Dual Language and English Learner Education)  
B.A., Arabic Studies  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

### **3. RATIFY ONE-SEMESTER TEMPORARY ACADEMIC EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **one-semester temporary academic employees**:

- a. Name: **MCENTIRE, NORMAN**  
Position: Assistant Professor, Computer Science  
Department: Computer Science and Information Technology  
Degrees: M.S., Electrical Engineering  
2+ Years Experience  
Minimum qualifications satisfied via equivalency (2014)  
Position #: 5358  
New?: No, temporary contract  
Remarks: One-semester temporary contract; non-tenure-track faculty appointment for Spring 2016 only.  
Sal Grade/Stp: **D/3**  
Salary: **\$5,704.04/month**  
% of Position: **100%**  
# of Mos: 5  
Effective: January 19, 2016  
Account #(s): A-111000-358100-07060-0000000/100%

b.	Name:	<b>MATA, PEGGY</b>
	Position:	Assistant Professor, Nursing
	Department:	Nursing Education
	Degrees:	M.S., Nursing B.S., Nursing A.S., Nursing
	Position #:	5293
	New?:	No, temporary contract
	Remarks:	One-semester temporary contract; non-tenure-track faculty appointment for Spring 2016 only.
	Sal Grade/Step:	<b>C/2</b>
	Salary:	<b>\$6,168.38/month</b>
	% of Position:	<b>100%</b>
	# of Mos:	5
	Effective:	January 19, 2016
	Account #(s):	A-111000-348200-12300-0000000/100%

#### 4. RATIFY CORRECTION TO PART-TIME FACULTY EMPLOYMENT

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **correction** to the following part-time faculty **employment**:

Department:	Trade and Industry
a. Name:	<b>Eaton, Dena</b>
Discipline:	Architecture
Degrees:	Master of Architecture
	B.A., Art History with Distinction
	2+ years experience
Sal Grade/Stp:	<b>B/1</b>
Salary:	<b>\$57.15</b>
Remarks:	Corrected salary due to education

### 5. RATIFY CORRECTION TO ADMINISTRATIVE POSITION

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **correction** to the following **administrative position**:

a.	Position:	<b>INSTITUTIONAL RESEARCH ANALYST</b>
	Department:	Research and Planning
	Position #:	6627
	New?:	Yes
	Remarks:	Corrected position number. Position ratified by the Governing Board on September 9, 2015.
	Sal Grade/Step:	<b>53/1</b>
	Salary:	<b>\$5,672.16/month</b>
	% of Position:	100%
	# Months:	12
	Effective:	September 10, 2015
	Account #(s):	K-212600-313100-66310-1612120/50% K-212600-313100-66310-1612135/50%

6. **RATIFY THE MEMORANDUM OF UNDERSTANDING DATED DECEMBER 16, 2015 BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161.**

The Governing Board ratified the Memorandum of Understanding dated December 16, 2015 between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161 related to the release time for the Assistant Chair of the Nursing Department.

**EXHIBIT J-6**

7. **RATIFY PROFESSIONAL SERVICES CONTRACT**

The Governing Board ratified the recommendation of the Interim Superintendent/ President regarding the **approval** of a **professional services contract** between the District and **Patricia Hurley** to provide professional services as Interim Director, Financial Aid, Veterans and Scholarship Services. She will be compensated at \$505.28 per day which is based on placement at step 10 of salary grade 68 on the Administrative Salary Schedule and includes a doctoral stipend.

**EXHIBIT J-7**

8. **RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **classified employee**:

a.     Name:               **KELLY HELMING**  
       Position:         Web Coordinator  
       Department:      Academic Technology Resource Center  
       Position #:       6609  
       New?:             Yes  
       Remarks:         Position approved on 6/9/15  
       Sal Grade/Stp:    **40/1**  
       Salary:           **\$5,935.38/month**  
       % of Position:    100%  
       # of Mos:         12  
       Effective:         February 16, 2016  
       Account #(s):     A-212200-315100-61150-0000000/100%

9. **APPROVE PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of January 2016, and short-term employees for the month of February 2016.

**EXHIBIT J-9**

10. **INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **\$500 annual stipend**, prorated on a monthly basis, effective February 1, 2016:

Employee Name: **Mireya Gutierrez-Aguero**  
Position:        Title V/HSI STEM Project Supervisor  
Department:     Mathematics and the Natural & Health Sciences  
Course of Study: Doctoral Degree

Employee Name: **Pamela Dratler**  
Position: Education Center Coordinator  
Department: Escondido Center  
Course of Study: Job Related

In accordance with the **Professional Growth Program for Classified Employees**, the following employee is granted a **one-time lump sum stipend of \$2,000** effective February 1, 2016, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: **Yuan-Lin Lee**  
Position: Title III/STEM Tutorial Specialist  
Department: Mathematics  
Course of Study: Master's Degree

#### **11. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>
000731504	01/18/2016	06/30/2016
000079003	02/09/2016	06/30/2016

- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>	<b>Percent</b>
000079003	01/04/2016	02/08/2016	100%
002347599	01/12/2016	02/22/2016	100%
002125416	01/28/2016	02/12/2016	100%

- c. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a **7.5% Personal Leave of Absence without pay and with no effect on benefits**, effective January 19, 2016 through May 20, 2016, **Flecicia D. Heise**, Athletic Trainer, Athletics Department, to teach.

#### **12. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2016**

The Governing Board approved Curriculum Action Items dated December 16, 2015 and January 20, 2016 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum, effective fall 2016.

#### **EXHIBIT J-12**

#### **13. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q**

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for the quarter ending December 31, 2015.

#### **EXHIBIT J-13**

**14. APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

The Governing Board approved the Quarterly Report of the Fiscal Services Director Regarding Disclosure of District Investments as of December 31, 2015.

**EXHIBIT J-14**

**15. APPROVE EXTENDED FIELD TRIPS**

The Governing Board approved the following extended field trips as detailed:

- a. Mt. Calvary Monastery, Santa Barbara, CA on March 2-4, 2016 for students enrolled in courses World Religions 101, or Ritual/Symbol/Myth 105, or History of Christianity 108, or Religion in America 110.
- b. Associated Collegiate Press National Convention, Los Angeles, CA, February 18-20, 2016 for students enrolled in Journalism 105, 205, 210, 110L or 112L.
- c. Colorado Plateau, Sunset Crater, AZ to Dinosaur National Monument, UT, May 25 – June 1, 2016 for students enrolled in summer intersession field course Geology 195D.

**EXHIBIT J-15**

**16. APPROVE INTERNATIONAL TRAVEL FOR CLASSIFIED ADMINISTRATOR**

The Governing Board approved travel for Yasue O'Neill, Coordinator, International Education, travel to Seoul, South Korea, and Tokyo/Osaka, Japan, March 26th, 2016 for the purpose of expanding recruitment opportunities of international students to Palomar College.

**EXHIBIT J-16**

**17. RATIFY INTERNATIONAL TRAVEL FOR CLASSIFIED ADMINISTRATOR**

The Governing Board ratified international travel reimbursement for Masako Ikenushi, Tenure track instructor for World Languages Department, travel to Osaka/Kobe, Japan May 25, 2015 through June 3, 2015 for the purpose of presenting/participating at the Fifth Annual Conference on Asian Studies 2015.

**EXHIBIT J-17**

**18. ACCEPT GIFT**

The Governing Board accepted the following gift and directed that an appropriate letter of appreciation be sent to the donor:

- a. Sheet music by Dorothy Stewart, 16925 Hierba Dr., #214, San Diego, CA. Total cash value as identified by the donor \$500.00.

**19. APPROVE REIMBURSEMENT OF CANDIDATES FOR INTERVIEW EXPENSES**

The Governing Board approved reimbursement of travel expenses for interview for the following candidates:

- a. Name: **KATHRYN KAILIKOLE**  
For: Rental car, gas and meals  
To Attend: Second-level interview for Interim Dean, Mathematics and The Natural and Health Sciences



Location: Philadelphia, PA to San Marcos, CA  
Date: November 23, 2015  
Amount: \$117.44  
Budget Account #: 575400-12-611200-67600-10-1612080/100%

b. Name: **GREGORY ANDERSON**  
For: Airfare, rental car, airport parking and meals  
To Attend: Second-level interview for Superintendent/President  
Location: Cupertino, CA to San Marcos, CA  
Date: November 4, 2015  
Amount: \$487.60  
Budget Account #: 575400-12-611200-67600-10-1612080/100%

c. Name: **GREGORY ANDERSON**  
For: Airfare, rental car, airport parking, hotel and meals  
To Attend: Open forum for Superintendent/President  
Location: Cupertino, CA to San Marcos, CA  
Date: November 6, 2015  
Amount: \$821.65  
Budget Account #: 575400-12-611200-67600-10-1612080/100%

## **20. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board excused the absence of Malik Spence from the January 26, 2016 Special meeting due to personal necessity.

**RESOLUTION 15-21201**

## **Resumption of REGULAR AGENDA**

### **K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

MSC Chadwick/Hensch

Trustee Halcón commented on these positions and asked for more information about the candidates. Interim Vice President Popielski talked about the hiring process and the importance of not creating bias during the process. He shared that the District is planning a recruitment summit. Trustees asked additional questions related to position demographics and what is being done to better assess demographics of applicant pools; IVP Popielski responded. Trustees discussed the importance of diversity and process improvement in hiring. IVP Sourbeer discussed Program Review and the gathering and review of diversity data.

### **2. RATIFY PART-TIME FACULTY EMPLOYMENT**

Department: English

a. Name: **Kennedy, Christina**  
Discipline: English  
Degrees: M.A., English  
B.A., Literature and Writing  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

b. Name: **King, Emily**  
Discipline: English  
Degrees: M.A., English  
B.A., English

Sal Grade/Stp: B/1  
Salary: \$57.15

c. Name: Pugh, Zachary  
Discipline: English  
Degrees: M.A., Literature and Writing  
B.A., Literature and Writing  
Sal Grade/Stp: B/1  
Salary: \$57.15

The vote was Evilsizer, Hensch, Chadwick, McNamara: Aye. Halcón: Nay. Student Trustee vote: Aye

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Greg Larson, President of the Faculty Senate, expressed concerns regarding the hiring of short-term administrators. IVP Popielski responded.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Teresa Laughlin filling in for the President of the Faculty Senate, also expressed concerns regarding the hiring of short-term administrators. She brought up concerns regarding the Presidential Search including: the composition of the committee and the possible holding of candidate forums in June.

**3. INFORMATION: Report of the Administrative Association**

Absent

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team had no report.

**5. INFORMATION: Report of the CCE/AFT**

Chris Wick, filling in for Dan Dryden, President of the CCE/AFT, talked about the classification study and reported it was a good process. She also expressed concerns about the possibility of fewer CCE members on the Presidential Search Committee.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG is preparing to finalize its budget; that they are considering holding an election-year event; that they are holding a Spring retreat and; that they will be holding an ASG meeting at the Escondido campus. Spence reported that the ASG is trying to get a Region 10 meeting held on the Palomar campus. In closing he reported on ASG membership.

**M. UNFINISHED BUSINESS There was no unfinished business.**

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2015-2016 fiscal year budget:

Purchase Orders Time Period: 11/25/15 – 01/27/16	\$2,488,218.50
Procurement Card Time Period: 11/23/15 – 12/22/15	153,880.97
	<u>\$2,642,099.47</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee vote: Aye.

**2. AWARD CONTRACT TO GEM INDUSTRIAL ELECTRIC, INC.**

MSC Chadwick/Hensch

The Governing Board awarded a contract to GEM Industrial Electric, Inc., as the lowest, responsive and responsible bidder in the amount of \$1,079,680.00 for Bid #103-16: Palomar College Temporary Parking Lot – San Marcos Re-Bid Project, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee vote: Aye.

**3. AWARD CONTRACT TO TRADE CONTRACTOR PURSUANT TO BID RECEIVED FOR THE BID PACKAGE CM-14-01-LRC-CC-LANDSCAPING LEARNING RESOURCE CENTER (LRC) PROJECT; ASSIGN AWARDED CONTRACT TO GILBANE BUILDING COMPANY TO ADMINISTER PURSUANT TO THE CM-AT-RISK AGREEMENT**

MSC Chadwick/Hensch

At time of GMP submission and approval, an Owner Allowance was included in the contract with the understanding that the landscape bid package would be bid at a later date. In accordance with public bidding code, the landscape package was publically bid. Gilbane recommends the contract be awarded to Western Rim for the Landscaping bid package on the project.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee vote: Aye.

**4. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/Halcón

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on February 16, 2016 at 4:00 p.m. to discuss the Superintendent/President search.

The vote was unanimous. Student Trustee vote: Aye.

P. **BOARD REQUESTS FOR REPORTS**

Trustee Evilsizer requested a report on faculty demographic data.

Q. **RECESS TO CLOSED SESSION:** No additional session was needed

R. **RECONVENE TO OPEN SESSION:**N/A

S. **ADJOURNMENT** The meeting adjourned at 6:41 p.m.

  
\_\_\_\_\_  
Mark Evilsizer, Board President

  
\_\_\_\_\_  
Nancy Chadwick, Secretary



APPROVED 3/8/2016  
GOVERNING BOARD MINUTES  
SPECIAL MEETING OF THE GOVERNING BOARD  
TUESDAY, FEBRUARY 16, 2016 4:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
1140 WEST MISSION ROAD, ROOM SSC-1  
SAN MARCOS, CALIFORNIA

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS** Shannon Lienhart provided the Board with a handout for discussion during the workshop.

**D. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were no changes.

**E. PLANNING WORKSHOP - SUPERINTENDENT/PRESIDENT SEARCH**

Mike Popielski, Interim Vice President, Human Resource Services, facilitated the workshop. (Note: handouts on file in the Governing Board Office in accordance with AP 3310.)

1. **Screening of Search Consultant proposals:** IVP HRS Popielski reviewed the tabulated scores of the five consulting firms with the Board. Board members discussed strengths and weaknesses of the proposals. The Board discussed which dates to conduct the interviews and asked that the consultants be invited to interview on February 23 with an alternate interview date of March 1.
2. **Discussion of Search Committee composition:** Board President Evilsizer invited Shannon Lienhart to speak. She reviewed the handout and noted that there was an error. She stated the faculty are seeking ten seats on the committee not twelve and that the two part-time faculty could be represented from the six division seats. She reviewed the remainder of the handout with the Board. Interim Superintendent/President Gonzales presented two handouts to the Board. He reviewed the Constituent Group Requests handout and compared the current group requests with past committees and a shared governance model. The Board discussed the search committee composition, invited comments from audience members, and confirmed that they will wait until the search consultant is on-board before making any final decisions on the committee composition.
3. **Discuss and finalize consultant Interview Process and Questions:** IVP HRS Popielski confirmed with the Board that the questions they had discussed on January 26, 2016 were approved to be used. He shared that the process that was used in 2015 could be used again if the Board agreed. There being no objections the Board agreed to use the same process.

4. **Superintendent/President Search Timeline/Review tentative Board meeting dates:** IVP HRS Popielski discussed the timeline. Trustees discussed setting up an initial meeting with the consultant sometime after approving the consultant contract perhaps the week of March 7-11 with the goal of updating the job announcement and other related materials.
5. Other related items as needed, not additional items were discussed.

**F. NEW BUSINESS**

**1. SELECT CONSULTANTS TO INTERVIEW FOR PRESIDENTIAL SEARCH**

MSC Chadwick/Hensch

The Governing Board approved the selection of two firms to interview, directed that the District notify The ELS Group and ACCT of their selection to interview, and directed they be invited to interview on February 23, 2016.

The vote was unanimous. Student Trustee absent.

**EXHIBIT F-1**

**2. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

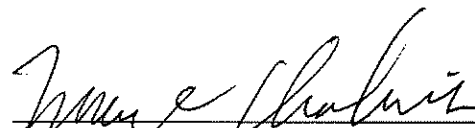
MSC Halcón/Chadwick

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on February 23, 2016 at 4:00 p.m. to interview search consultants, discuss the Mid-year check-in report and review progress on Planning.

The vote was unanimous. Student Trustee absent.

- G. ADJOURNMENT** The meeting adjourned at 4:56 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



APPROVED 4/12/2016  
GOVERNING BOARD MINUTES  
SPECIAL MEETING OF THE GOVERNING BOARD  
TUESDAY, FEBRUARY 23, 2016 4:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
1140 WEST MISSION ROAD, ROOM SSC-1  
SAN MARCOS, CALIFORNIA

1. **CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

2. **ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

3. **PUBLIC COMMENTS**

Shannon Lienhart provided the Board with a handout for discussion during the workshop.

4. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were no changes.

5. **APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Hensch, seconded by Trustee Chadwick, the Board approved the following item: a  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Absent

a. **APPROVE TRAVEL TO NEW YORK, N.Y. FOR KKSM STUDENTS**

The Governing Board approved conference travel to New York, NY for two students currently filling student management positions at KKSM to attend the Intercollegiate Broadcasting System (IBS) Conference on March 4 – 5, 2016. The students and Mr. Zeb Navarro, Station Manager for KKSM, will be staying at the conference hotel and attending the conference sessions.

**EXHIBIT 5a**

## 6. NEW BUSINESS

### a. INTERVIEWS OF FIRMS TO ASSIST IN SUPERINTENDENT/PRESIDENT SEARCH

Mike Popielski, Interim Vice President, Human Resource Services, facilitated the interviews of the two candidate consulting firms listed below. (Materials handed out are on file in the Governing Board Office in accordance with AP 3310.)

- Candidate 1 Association of Community College Trustees (ACCT) - Dr. Judy Walters and via teleconference Dr. Narcisa Polonio participated in the interview.
- Candidate 2 The ELS Group – Dr. Ned Doffoney and Dr. Edward Valeau participated in the interview.

### b. DELIBERATE AND SELECT FIRM TO ASSIST IN SUPERINTENDENT/PRESIDENT SEARCH

MSC Chadwick/McNamara

The Board discussed the candidate firms, the interview responses, and invited comments from audience. Following deliberations the Board unanimously selected ACCT to serve as the consulting firm that will assist the District in its search for a new Superintendent/President. The Board requested that District staff prepare the appropriate contract for said services in accordance with RFP 300-16 and that staff bring to the next Board meeting a final contract for review and approval.

#### **EXHIBIT 6b**

The vote was unanimous. Student Trustee absent.

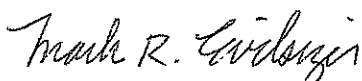
## 7. WORKSHOP

Michelle Barton, Sr. Director Research, Planning, Institutional Effectiveness and Grants facilitated the review of the Mid-Year Check-In report. Trustees reviewed each of the Board goals and their progress noting which related activities remained to be completed. The Board discussed Goal 1, Task 4. Monitor the progress that the College is making toward building a more diverse faculty and staff at length. Director Barton reviewed the section on community engagement including a review of each of the initiatives that the college is undertaking to strengthen partnerships with other educational institutions.

Board members reviewed the goals related to legislative advocacy and business and community partnerships and made changes based on current participation.

The Board reviewed the college's progress on Planning as part of the Mid-Year Check-In. Specifically addressed was planning for Goal 1, Task 1. Review and monitor progress on Strategic Plan 2016, including the process by which the college prepares and implements each year's action plan.

## 8. **ADJOURNMENT** The meeting adjourned at 7:00 p.m.



Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





APPROVED 4/12/2016  
GOVERNING BOARD MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
TUESDAY, MARCH 8, 2016, 5:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
ROOM SSC-1, SAN MARCOS CAMPUS  
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

**A. CALL MEETING TO ORDER**

Board President Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 5:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE

C. Not used

D. Not used

E. Not used

Following the Pledge of Allegiance the meeting continued.

**F. PUBLIC COMMENTS**

- Peter Bowman talked about faculty diversity and the importance of diversity in education.
- Bill Janel talked about various issues related to diversity.
- Keith Mikas of Rancho Bernardo expressed concern regarding the proposed campus in Rancho Bernardo.

**G. APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of the following meetings as written:

- January 26, 2016
- February 9, 2016
- February 16, 2016

The vote was unanimous. Student Trustee vote: Aye

**H. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO THE AGENDA (Two changes made)**

**AMEND** item under CONSENT CALENDAR, Item 9 (remove Alan Trujillo)

**9. RECOMMENDATION: ACTION – APPROVE SABBATICAL LEAVES**

The Governing Board of the Palomar Community College District hereby approves sabbatical leaves for 2016-17 for the following faculty members...

SPRING 2017

~~7. Alan Trujillo, Earth, Space, and Aviation Sciences Department~~

**CORRECT** item under CONSENT CALENDAR, Page 8, Item 15 (Gonzales should be with a "z"/Gonzalez)

**I. REPORTS**

Board President Evilsizer reported that he attended the reception at the Bohem Gallery for Dolores Huelta and tour of the Early Childhood Education Lab School. He also talked about the California Acceleration Project.

Trustee Hensch had no report.

Trustee Chadwick reported on her attendance of the CCCT/CEO Board meeting, San Marcos State of the City address, and the Policies and Procedures Committee.

Trustee McNamara had no report.

Trustee Halcón had no report.

Student Trustee Spence talked about the Dolores Huelta reception, stated that he would be attending the keynote address by Cornel West, and reported that he would be traveling to Washington D.C. to speak with Representatives and Senators.

Interim Superintendent President Gonzales talked about Region X Student Equity Week events and provided information on the Dolores Huelta event. He updated the Board on the student loan default rate which has dropped to 15%. He congratulated Zeb Navarro on his "Advisor of the Year" award. In closing he talked briefly about ACCJC and moving forward with discussions across the state.

Dan Sourbeer, Interim Vice President for Instruction reported that the Chancellor's Office officially approved Palomar's condensed calendar which will go into effect in the fall. He talked about continued K-12 outreach efforts and provided an update on accreditation.

Vice President Ron Ballesteros-Perez talked about the Internal Auditor/Analyst position and the Supervisor for custodial services position. He talked briefly about the Budget Committee and work taking place in committee.

Interim Vice President Mike Popielski had no report.

**J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Hensch, seconded by Trustee McNamara, the Board approved the following items 1-24.  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

**1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- a.     Name:           **Ashley, Ed**  
          Discipline:   Accounting
- b.     Name:           **Steirnagle, Michael**  
          Discipline:   Art

## **2. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

### **Spring 2016**

Department: Art  
a. Name: **Steirnagle, Michael**  
Discipline: Art  
Degrees: B.F.A., Painting  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **YA/11**  
Salary: **\$72.83**

Department: Design and Consumer Education  
a. Name: **Bahar, Yoon**  
Discipline: Fashion and Related Technologies  
Degrees: M.A., Clothing Science  
M.F.A., Visual Arts  
B.A., Fashion  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

b. Name: **Vega, Ruby**  
Discipline: Fashion and Related Technologies  
Degrees: A.A., Fashion Design: Technical  
A.A., Fashion Merchandising: Technical  
A.A., French  
6+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

Department: Emergency Medical Education  
a. Name: **Andrews, Donna**  
Discipline: Emergency Medical Technologies  
Degrees: B.S., Nursing - RN to BSN  
A.S., Nursing  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

Department: EOP&S/CARE/CalWorks  
a. Name: **Gutierrez, Isabel**  
Discipline: Counseling: EOPS  
Degrees: M.A., Counseling  
B.A., Speech Communication: Interpersonal and Organizational  
2+ years of occupational experience  
EOPS counselor requirements set after October 24, 1987 fulfilled.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Health Services  
a. Name: **Cook, Jean**  
Discipline: Counselor  
Degrees: Doctor of Psychology, Clinical Psychology  
M.S., Family Environment  
B.S., Psychology  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

Department: Nursing Education  
a. Name: **Morgan, Susan**  
Discipline: Nursing Science/Clinical Practice  
Degrees: B.S., Nursing  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

Department: Performing Arts  
a. Name: **Garner, Jonathan**  
Discipline: Music  
Degrees: M.M., Music  
Bachelor of Music  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Physics and Engineering  
a. Name: **Nanz, Robert**  
Discipline: Physical Science  
Degrees: M.S., Physics  
M.A., Education/Secondary Teacher Education  
B.A.  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

### **3. RATIFY REHIRING OF PROBATIONARY FACULTY**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **rehiring** for the **2016-2017 academic year** of the following **as second year probationary faculty members**:

Jose C. Briceno	Behavioral Sciences
Amy Caterina	Media Studies
Marquesa J. Cook-Whearty	Speech/Forensics/ASL
Jeffrey H. Epstein	Behavioral Sciences
William S. Kardel	Earth Sciences & Aviation Sciences
Sara K. Krause	Life Sciences
Beatrice H. Manneh	World Languages
Shelbi R. Mayo	Mathematics
Adam J. Meehan	English
Lorraine Pagni-Kiefer	Nursing Education
Loren Pope	Nursing Education
Heriberto Rivera	Chemistry
Claire E. Rolens	English
Irma D. Salazar	Design & Consumer Education
Gina L. Sanders	Mathematics
Samantha Sangsanoi	Nursing Education
Angelica M. Yanez	Multicultural Studies

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **rehiring** for the **2016-2017/2017-2018 academic years** of the following **as third/fourth-year probationary faculty members**:

Kimberly T. Christensen	Mathematics
Wendy S. Gideon	Life Sciences
Katherine L. Kelp-Stebbins	English
Elizabeth C. Light	Nursing Education
Kristen M. Marjanovic	Economics, History and Political Science
Dana M. O'Callaghan	Counseling
Candace Rose	Media Studies
Benhui Zou	Library

**4. RATIFY REHIRING OF PROBATIONARY CERTIFICATED EMPLOYEE**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **rehiring** for the **2016-2017/2017-2018 academic years** of the following **as third/fourth-year probationary certificated employee**:

Sari S. Morris                                      Early Childhood Education Lab School

**5. RATIFY REVISION TO TEMPORARY ACADEMIC EMPLOYMENT CONTRACT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **revision** to a **temporary academic contract**:

a.     Name:                      **MATA, PEGGY**  
       Position:                Assistant Professor, Nursing  
       Department:           Nursing Education  
       Position #:               5293  
       New?:                     No, temporary contract  
       Remarks:                Increased salary step placement due to verification of additional related experience.  
  
       Sal Grade/Stp:          **C/8**  
       Salary:                   **\$7,739.83**  
       % of Position:          **100%**  
       # of Mos:                5  
       Effective:                January 19, 2016  
       Account #(s):           A-111000-348200-12300-0000000/100%

**6. RATIFY TEMPORARY CERTIFICATED EMPLOYMENT**

The Governing Board ratifies the recommendation of the Interim Superintendent/President regarding the **employment** of the following **one-semester temporary certificated employee**:

a.     Name:                      **ROBELIN, RENE**  
       Position:                Site Supervisor (temporary)  
       Department:            Early Childhood Education Lab School  
       Degrees:                 B.A., Liberal Studies  
                                     12 units of ECE/CD coursework  
                                     3 units supervised field experience in ECE/CD  
  
       Position #:               5408  
       New?:                     No, temporary contract  
       Remarks:                Temporary contract; non-tenure-track certificated appointment through June 30, 2016 only.  
  
       Sal Grade/Stp:          **E/1**  
       Salary:                   **\$4,640.86/month**

% of Position: 100%  
# of Mos: 4  
Effective: March 1, 2016  
Account #(s): U-111000-364300-69200-0000000/100%

**7. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment and contract** of the following **administrative employee**:

a. Name: **ROBERT THREATT**  
Position: Internal Auditor/Analyst  
Department: Finance & Administrative Services  
Position #: 5576  
New?: No  
Remarks: Replacement for Susan Coleman.  
Sal Grade/Stp: **55/5**  
Salary: **\$7,478.25/month**  
% of Position: 100%  
# of Mos: 12  
Effective: March 17, 2016  
Account #(s): A-212600-511100-66500-0000000/100%

**EXHIBIT J-7**

**8. RATIFY CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **Confidential and Supervisory Team employee**:

a. Name: **DAVID A WILLIAMS**  
Position: Supervisor I, Custodial Services  
Department: Custodial Services  
Position #: 5657  
New?: No  
Remarks: Replacement for Roy Vick; promotion for Mr. Williams.  
Sal Grade/Stp: **36/4**  
Salary: **\$4,453.06/month**  
% of Position: 100%  
# of Mos: 12  
Effective: March 9, 2016  
Account #(s): A-212100-54220-06530-0000000/100%  
Normal Work: Monday – Friday, 5:30 am – 2:30 pm. A 6% differential pay will be paid for  
Schedule: hours worked between 10:00 pm and 6:00 am.

**9. APPROVE SABBATICAL LEAVES**

The Governing Board of the Palomar Community College District approved sabbatical leaves for 2016-17 for the following faculty members:

**FALL 2016**

1. Jose Esteban, Economics, History, Political Science Department
2. Matthew Estes, Economics, History, Political Science Department
3. Tracy Fung, ESL Department
4. Fred Levine, Art Department
5. Dennis Lutz, Trade and Industry Department
6. Pamela McDonough, English Department
7. Carlton Smith, English Department

8. Anne Voth, Mathematics Department

SPRING 2017

1. Adelina Acevedo, Dental Assisting Department
2. Mark Bealo, Graphic Communications Department
3. Brent Gowen, English Department
4. Anne-Marie Mobilia, Behavioral Sciences Department
5. Wendy Nelson, Media Studies
6. Lisa Romain, Counseling Department
7. This item was pulled from the agenda by unanimous consent
8. April Woods, Counseling Department

Full Year 2016-2017

1. Wendy Metzger, Mathematics Department
2. Julia Robinson, Nursing Education Department

EXHIBIT J-9

10. APPROVE WINTER HOLIDAYS SCHEDULE FOR 2016-2017, 2017-2018, AND 2018-2019

The Governing Board approved the Winter Holidays Schedule for 2016-2017, 2017-2018, and 2018-2019 as shown in the attached exhibit.

EXHIBIT J-10

11. APPROVE THE FY2016-2017 ACADEMIC CALENDAR

The Governing Board approved the FY2016-2017 Academic Calendar as shown in the attached exhibit.

EXHIBIT J-11

12. APPROVE HOLIDAY SCHEDULE FOR 2016-2017

The Governing Board approved the Holiday Schedule for 2016-2017 as shown in the attached exhibit.

EXHIBIT J-12

13. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the **Personnel Actions/History** report, which includes hires for **student employees** for the month of **February 2016**, and **short-term employees** for the month of **March 2016**.

EXHIBIT J-13

14. RATIFY LEAVES OF ABSENCE

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date	Percent
005989713	01/25/2016	06/30/2016	100%
002347599	02/22/2016	04/30/2016	100%

- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employee an **Intermittent Family Medical Leave of Absence with no effect on**

**benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>
002347599	05/01/2016	06/30/2016

- c. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a **100% Leave of Absence without pay and without benefits**, effective February 22, 2016 to April 25, 2016, to **Roslyn M. Amen**, Library Media Technician III, Library. The employee's probationary period will be extended equivalent to the duration of the leave.

**15. RATIFY RESIGNATIONS**

The Governing Board ratified the **resignations**, accepted by the Interim Superintendent/President in accordance with Board Policy 7350, of the following **employees**:

- a. **Aaron Miller**, Trade and Industry Instructional Lab Technician, Trades and Industry Department, effective February 2, 2016 (last day of employment was February 1, 2016).
- b. **Karen M. Gonzalez**, Administrative Aide, Mt. Carmel Educational Center, effective March 1, 2016 (last day of employment was February 29, 2016).

**16. INFORMATION: PALOMAR COUNCIL OF CLASSIFIED EMPLOYEES CCE/AFT LOCAL #4522 INITIAL COLLECTIVE BARGAINING PROPOSAL**

In accordance with **AP 2610 – Presentation of Initial Collective Bargaining Proposals**, the CCE initial collective bargaining proposal for a successor collective bargaining Agreement is presented to the Governing Board and public. The proposal shall be available for public review in the District's Human Resource Services Office. The public shall have an opportunity to respond to this proposal at the Governing Board meeting on March 29, 2016.

**EXHIBIT J-16**

**17. INFORMATION: PALOMAR FACULTY FEDERATION (PFF) INITIAL COLLECTIVE BARGAINING PROPOSAL**

In accordance with **AP 2610 – Presentation of Initial Collective Bargaining Proposals**, the PFF initial collective bargaining proposal for a successor collective bargaining Agreement is presented to the Governing Board and public. The proposal shall be available for public review in the District's Human Resource Services Office. The public shall have an opportunity to respond to this proposal at the Governing Board meeting on March 29, 2016.

**EXHIBIT J-17**

**18. INFORMATION: DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE COUNCIL OF CLASSIFIED EMPLOYEES CCE/AFT LOCAL #4522**

In compliance with Palomar Community College District **AP 2610-Presentation of Initial Collective Bargaining Proposals**, the Governing Board of the Palomar Community College District will hold a public hearing on March 29, 2016 so that representatives of the public in this District may have an opportunity to express themselves to the Board regarding the Palomar Community College District's proposal for negotiations. The District's proposal is available for review in the Human Resource Services office.

**EXHIBIT J-18**



**19. INFORMATION: DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION**

In compliance with Palomar Community College District **AP 2610-Presentation of Initial Collective Bargaining Proposals**, the Governing Board of the Palomar Community College District will hold a public hearing on March 29, 2016 so that representatives of the public in this District may have an opportunity to express themselves to the Board regarding the Palomar Community College District's proposal for negotiations. The District's proposal is available for review in the Human Resource Services office.

**EXHIBIT J-19**

**20. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board ratified and approved all contracts and agreements for the period January 1, 2016 through February 29, 2016 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

**EXHIBIT J-20**

**21. APPROVE EXTENDED FIELD TRIPS**

The Governing Board approved the following extended field trips as detailed:

- a. Joshua Tree National Park, California, April 22-24, 2016 for students enrolled in Geology 110.
- b. Death Valley, Furnace Creek, California, March 16-20, 2016 for students enrolled Photography 212.

**EXHIBIT J-21**

**22. APPROVE DESIGNATED REPRESENTATIVE AND ALTERNATE TO SERVE ON SAN DIEGO NORTH ADULT EDUCATION PARTNERSHIP**

The Governing Board authorizes the following individuals to represent Palomar Community College District on the San Diego North Adult Education Partnership (SDNAEP):

- Representative: Barbara Blanchard
- Alternate: Suzanne Sebring

**23. ACCEPT GIFT**

The Governing Board accepted the following gift and directed that an appropriate letter of appreciation be sent to the donor:

- a. Three Glaxar stained glass grinders and assorted sheet glass donated by Geoff Mack, 12242 Crisscross Ln., San Diego, CA 92129. Total cash value as identified by the donor \$230.00

**24. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board hereby excuses the absence of Malik Spence from the Special meetings of February 16 and 23, 2016 due to personal necessity.

**RESOLUTION 16-21202**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR** There were none.

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Greg Larson, President of the Faculty Senate, read a Faculty Senate resolution denouncing the one "no" vote of February 9, 2016 to hire three part-time English faculty and asserting faculty primacy over faculty hiring. (The resolution is on file in the Governing Board Office in accordance with AP 3310.)

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, Co-President of the Faculty Senate, reported that the PFF is involved in a petition drive to extend Proposition 30; expressed concerns about maintaining any relationship with ACCJC in the future; and, stated that the PFF is surveying faculty members and will report back on those results.

**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, President of the Administrative Association, had no report.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, welcomed David Williams to CAST.

**5. INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE/AFT, talked about the Budget meeting; CCE involvement in committees and councils; and indicated he was looking forward to negotiations.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG would be holding meetings at the Escondido Center on a more regular basis with the hopes of increasing student participation; talked about a voter registration event to be held on April 5; and, noted that Region X is hoping to hold its May meeting at Palomar.

**M. UNFINISHED BUSINESS**

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2015-2016 fiscal year budget:

Purchase Orders Time Period: 01/27/16 – 02/25/16	15,088,134.55
Procurement Card Time Period: 12/23/15 – 01/22/16	<u>138,198.06</u>
	<u>\$15,226,332.61</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee vote: Aye.

**2. APPROVE NEW LEASE AND ADDENDUM TO TWO EXISTING LEASES ON SPACE AT 365 S. SANTA FE**

MSC Chadwick/Hensch

Trustee Chadwick had questions regarding this item, IVPI Sourbeer responded. The Governing Board approved a new lease and addendum to two existing leases with Thomas M. Murray Trust, the Darryl P. Miller and Teresa L. Miller Family Trust, Exeter 7710 DE, LLC and the Hohenstein/Roberts Family Trust ("Landlord"), to add an additional 3,482 sq. ft. and incorporate the two existing leases into one master lease. Lease is for premises used by Palomar College/TTIP South Grant ("Lessee") and located at 365 S. Santa Fe, San Marcos, CA.

**EXHIBIT N-2**

The vote was unanimous. Student Trustee vote: Aye.

**3. INFORMATION: CCCT BOARD ELECTION -- 2016**

An item will appear on the April 12, 2106 Governing Board meeting agenda, requesting the Governing Board to vote for eight candidates for the CCCT Board.

**EXHIBIT N-3**

**4. APPROVE INTERNATIONAL TRAVEL FOR TWO ADMINISTRATORS AND A FACULTY MEMBER**

MSC Chadwick/Hensch

The Governing Board approved travel for Yasue O'Neill, International Education; Jack Kahn, Dean, Social and Behavioral Sciences; and Jenny Fererro, Associate Professor, Child Development travel to Hefei, China, Hefei Meicheng Innovation Training School, March 12-19, 2016 for the purpose of exploring partnerships with international educational partners.

**EXHIBIT N-4**

The vote was unanimous. Student Trustee vote: Aye.

**5. AWARD CONTRACT TO PCN3, INC.**

MSC Chadwick/Hensch

The Governing Board awarded a contract to PCN3, Inc., as the lowest, responsive and responsible bidder in the amount of \$2,787,000.00 for Bid #104-16: Palomar College Building "A" & Veterans Center Renovation Project, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee vote: Aye.

**6. REVIEW AND APPROVE CONTRACT TO ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT)**

MSC Chadwick/Hensch

Board President Evilsizer asked that the constituent groups begin identifying names of individuals that would be interested in serving on the committee. The Governing Board approved the contract to Association of Community College Trustees (ACCT), to serve as the consulting firm that will assist the District in its search for a new Superintendent/President in accordance with RFP 300-16.

**EXHIBIT N-6**

The vote was unanimous. Student Trustee vote: Aye.

**7. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/McNamara

The Governing Board of the Palomar Community College District hereby calls a Special Meeting of the Board on March 15, 2016 at 8:00 p.m. to discuss the Superintendent/President search.

The vote was unanimous. Student Trustee vote: Aye.

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board requested a summary report out at the Regular Meeting on staff diversity following the workshop.

**P. ADJOURNMENT** The meeting adjourned at 6:11 p.m.

  
\_\_\_\_\_  
Mark Evilsizer, Board President

  
\_\_\_\_\_  
Nancy Chadwick, Secretary



**GOVERNING BOARD MINUTES  
SPECIAL MEETING OF THE GOVERNING BOARD  
TUESDAY, MARCH 15, 2016 8:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
1140 WEST MISSION ROAD, ROOM SSC-1  
SAN MARCOS, CALIFORNIA**

**1. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**2. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**3. PUBLIC COMMENTS** There were no public comments.

**4. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were no changes.

**5. BOARD WORKSHOP**

**WORKSHOP FOR THE BOARD TO DISCUSS WITH ITS CONSULTANT, ACCT, THE SUPERINTENDENT/PRESIDENT SEARCH**

Facilitator, Mike Popielski, IVP HRS and search consultant, Dr. Judy Walters, ACCT conducted the workshop. (Note: handouts on file in the Governing Board Office in accordance with AP 3310.)

Dr. Walters reviewed and discussed the ACCT President/CEO Search website with the Board and walked through an example page. She reviewed the Search Timeline; discussed reference checking and reporting; and talked about campus forums and site visits. The Board reviewed the President Profile with Dr. Walters and, following discussions, amended the profile.

The Governing Board then discussed selection committee composition. Shannon Lienhart was invited to comment on the topic. She talked about the complexity of the institution and requested that the faculty's request for representation be honored. Dr. Walters reviewed ACCT's committee composition draft proposal and discussed the rationale for the ACCT proposal. The Board discussed and amended the ACCT proposal.

Dr. Walters reviewed three documents with the Board: 1) Charge to the Superintendent/Presidential Search Committee, 2) Ground Rules for the Palomar College Superintendent/President Search Committee Meetings, and 3) Confidentiality Policies. The Board had no comments or changes to the documents.

## 6. NEW BUSINESS

### a. APPROVE TENTATIVE PRESIDENTIAL SEARCH PROCESS TIMELINE

MSC Chadwick/Hensch

Greg Larson requested that the first committee meeting is held on April 8th, the Board agreed to the change. The Governing Board approved the Tentative Search Process Timeline for the Superintendent/President recruitment with the April 8<sup>th</sup> meeting date of the search committee.

#### **EXHIBIT 6a**

The vote was unanimous. Student Trustee absent.

### b. APPROVE PRESIDENT PROFILE FOR THE SUPERINTENDENT/PRESIDENT SEARCH

MSC Chadwick/Hensch

The Governing Board approved the the President Profile (Recruitment Announcement) as amended for the Superintendent/ President search.

The vote was unanimous. Student Trustee absent.

#### **EXHIBIT N-6b**

### c. APPROVE SUPERINTENDENT/PRESIDENT SELECTION COMMITTEE COMPOSITION

MSC Chadwick/Hensch

The Governing Board approved the composition of the Presidential Search Committee as follows: Trustee 1, Faculty 8 (7 faculty; 1 bargaining unit leader), Classified & Confidential 5 (4 classified or confidential; 1 bargaining unit leader), Administrators 3, Community Member 1, and Student 1. Total 19.

The vote was unanimous. Student Trustee absent.

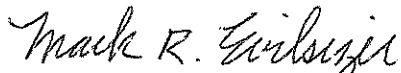
### d. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD

MSC Chadwick/Hensch

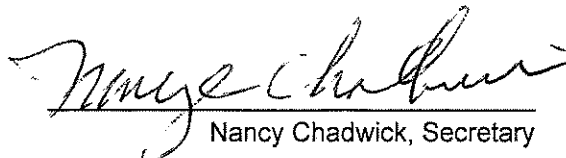
The Governing Board of the Palomar Community College District called a Special Meeting of the Board on Tuesday, April 5, 2016 at 4:00 p.m. to review the Board's self-evaluation instrument, discuss staff diversity data and other matters as it deems necessary.

The vote was unanimous. Student Trustee absent.

A. **ADJOURNMENT** The meeting adjourned at 9:53 p.m.



Mark Evilsizer, Board President



Nancy Chadwick, Secretary



**APPROVED 6/14/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, APRIL 5, 2016 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**1140 WEST MISSION ROAD, ROOM SSC-1**  
**SAN MARCOS, CALIFORNIA**

**1. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**2. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**3. PUBLIC COMMENTS** There were no public comments.

**4. CALL FOR REMOVAL OF ITEMS FROM, OR CHANGES TO, THE AGENDA** There were no changes.

**5. APPROVAL OF CONSENT CALENDAR ITEMS**

a. **ADOPT RESOLUTION IN SUPPORT OF THE CALIFORNIA PROMISE**

MSC Chadwick/Hensch

The Governing Board adopted Resolution No. 16-21203 in support of the California Promise, a series of initiatives intended to increase access and affordability for community college students.

**EXHIBIT 5a**

**RESOLUTION No. 16-21203**

The vote was unanimous. Student Trustee absent.

## 6. NEW BUSINESS

### a. REVIEW AND APPROVE SUPERINTENDENT/PRESIDENT SEARCH COMMITTEE MEMBERSHIP

MSC Chadwick/Hensch

The Governing Board approved the Superintendent/President search committee membership.

### **EXHIBIT N-6a**

The vote was unanimous. Student Trustee absent.

### b. DISCUSSION: SUPERINTENDENT/PRESIDENT SEARCH MATTERS

Board President Evilsizer stated that he had spoken with ACCT consultant, Dr. Judy Walters. The Board discussed with Dr. Walters via conference call the following:

- Search Committee announcements
- Search Committee Chair assignment (Nancy Chadwick)
- Recruitment efforts
- Target date for applications
- Search Committee meeting dates and tasks

## 7. BOARD WORKSHOP

Michelle Barton, Sr. Director Research, Planning, Institutional Effectiveness and Grants facilitated the workshop.

### a. **Confirm self-evaluation instrument**

Sr. Director Barton and the Board discussed the Board's self-evaluation instrument. Trustee Chadwick asked that the instrument be updated to reflect the Board's current goals. There being no other recommendations the Board agreed to use the instrument with the revisions as discussed.

### b. **Faculty and Staff Diversity Presentation**

John Valdez, Faculty Emeritus, addressed the Board on the need for greater diversity on campus.

Sr. Director Barton reviewed the Power Point presentation titled *Governing Board Workshop – Faculty and Staff Diversity dated April 5, 2016* (On file in the Governing Board Office in accordance with AP 3310.) The District's Mission and Values were reviewed and discussion took place on the definitions of diversity, access, and equity. Sr. Director Barton reviewed data from several studies on diversity noting that perspectives vary widely depending on one's affiliations. She reviewed underrepresented student data and postsecondary faculty data noting that the ratios do not match. She engaged the Board in a discussion about the benefits of diversity in faculty.

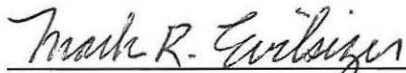
The workshop continued with a discussion regarding the barriers in educational pathways at all levels and barriers in the faculty hiring process. She prefaced that for the purposes of this workshop the discussion of regional and district diversity would focus on racial and ethnic diversity. She shared that Palomar's student demographic data is based on currently available data. In the area of faculty and staff demographics the Board reviewed data on gender, age, and race/ethnicity including a breakdown of demographics by division.

Faculty and staff EEO demographics through the hiring process were reviewed with flow-through analysis using 2014-15 data. Additionally the following was reviewed: Preliminary data on faculty hiring for the current cycle and regional data for faculty. The challenges associated with increasing diversity were discussed. Board members engaged in conversation regarding the



data and efforts the college is undertaking to increase faculty and staff diversity. Discussion took place between the Board and staff regarding a faculty fellows program option, regional recruitment fairs, SDICCCA, regional hiring tracks, Palomar's hiring practices and hiring cycle and the idea of a "grow your own" faculty development process. Director Barton reminded attendees that the hiring of faculty is considered an Academic and Professional Matter and noted that the Board had in December of 2002 declared faculty hiring as an Academic and Professional Matter. In closing attendees and the Board agreed on the importance of the campus community working together to address diversity issues.

**8. ADJOURNMENT** The meeting adjourned at 6:06 p.m.



Mark Evilsizer, Board President



Nancy Chadwick, Secretary



APPROVED 6/28/2016  
GOVERNING BOARD MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
TUESDAY, APRIL 12, 2016  
PALOMAR COMMUNITY COLLEGE DISTRICT  
ROOM SSC-1, SAN MARCOS CAMPUS  
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:00. Board President Evilsizer reported out on three items:

1. Pursuant to Government Code 54957 the Governing Board took action to suspend a permanent classified employee, No. 001551622, for 10 working days without pay, and directs discipline implementation be held in abeyance pending timely request for an evidentiary hearing, as provided by Article 17.5 of the Agreement between the Council of Classified Employees CCE/AFT Local #4522 and the Palomar Community College District. The vote was unanimous with all Trustees present.
2. Pursuant to Government Code section 54956.95 the Governing Board took action on the matter: D. Galbraith v. Palomar Community College District directed the District to reject the liability claim and refer it to the District's insurance carrier to handle through Statewide Association of Community Colleges (SWACC). The vote was unanimous with all Trustees present.
3. Pursuant to Government Code 54956.9(a), the Governing Board reviewed an existing claim with Mary San Agustin and voted to approve the final settlement of any and all claims against Palomar Community College District. The vote was unanimous with all Trustees present.

Following the Pledge of Allegiance the meeting continued.

**F. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO THE AGENDA** There were none.

**G. PUBLIC COMMENTS**

The following individuals spoke in support of Palomar's urban lumber program and the timber frame structure and provided handouts to the Governing Board (on file in the Governing Board Office in accordance with AP 3310): George Kast, Debra Mitchell, Kathleen Steffen, and Werner Pyka. Mr. Jerome Pendzick from San Diego Fine Woodworkers also spoke in support of the timber frame.

H. **APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes as written for the following meetings:

- February 23, 2016
- March 8, 2016
- March 15, 2016

The vote was unanimous. Student Trustee vote: Aye

HHH. **PUBLIC HEARINGS**

1. **OPEN PUBLIC HEARING #1** The public hearing was opened at 5:19 p.m.

**PUBLIC HEARING: PALOMAR FACULTY FEDERATION PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR COMMUNITY COLLEGE DISTRICT**

In compliance with Palomar Community College District **AP 2610-Presentation of Initial Collective Bargaining Proposals**, this public hearing provides representatives of the public in this District with an opportunity to express themselves to the Governing Board regarding the **Palomar Faculty Federation's proposal** for negotiations. The Palomar Faculty Federation's proposal has been available for review in the Human Resource Services office from March 8, 2016 to April 12, 2016.

**EXHIBIT HHH-1**

**CLOSE PUBLIC HEARING** There being no comment the public hearing was closed at 5:19 p.m.

2. **OPEN PUBLIC HEARING #2** The public hearing was opened at 5:20 p.m.

**PUBLIC HEARING: PALOMAR COMMUNITY COLLEGE DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION**

In compliance with Palomar Community College District **AP 2610-Presentation of Initial Collective Bargaining Proposals**, this public hearing provides representatives of the public in this District with an opportunity to express themselves to the Governing Board regarding the **District's proposal** for negotiations. The District's proposal has been available for review in the Human Resource Services office from March 8, 2016 to April 12, 2016.

**EXHIBIT HHH-2**

**CLOSE PUBLIC HEARING** There being no comment the public hearing was closed at 5:20 p.m.

3. **OPEN PUBLIC HEARING #3** The public hearing was opened at 5:20 p.m.

**PUBLIC HEARING: PALOMAR COUNCIL OF CLASSIFIED EMPLOYEES CCE/AFT LOCAL #4522 PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR COMMUNITY COLLEGE DISTRICT**

In compliance with Palomar Community College District **AP 2610-Presentation of Initial Collective Bargaining Proposals**, this public hearing provides representatives of the public in this District with an opportunity to express themselves to the Governing Board regarding the **CCE's proposal** for negotiations. The CCE's proposal has been available for review in the Human Resource Services office from March 8, 2016 to April 12, 2016.

**EXHIBIT HHH-3**

**CLOSE PUBLIC HEARING** There being no comment the public hearing was closed at 5:20 p.m.

4. **OPEN PUBLIC HEARING #4** The public hearing was opened at 5:21 p.m.

**PUBLIC HEARING: PALOMAR COMMUNITY COLLEGE DISTRICT PROPOSAL FOR  
NEGOTIATIONS WITH THE COUNCIL OF CLASSIFIED EMPLOYEES CCE/AFT LOCAL #4522**

In compliance with Palomar Community College District **AP 2610-Presentation of Initial Collective Bargaining Proposals**, this public hearing provides representatives of the public in this District with an opportunity to express themselves to the Governing Board regarding the **District's proposal** for negotiations. The District's proposal has been available for review in the Human Resource Services office from March 8, 2016 to April 12, 2016.

**EXHIBIT HHH-4**

**CLOSE PUBLIC HEARING** There being no comment the public hearing was closed at 5:21 p.m.

I. **REPORTS**

Board President Evilsizer shared that he attended a tour of the Marine Corps Recruit Depot and Museum and Rotary 79 Mariachi Festival.

Trustee Hensch invited everyone to attend the Tarde de Familia event on April 15.

Trustee Chadwick reported on her attendance at the President's forum, Foundation's President's Associates event at the Planetarium, and the Policies and Procedures Committee meeting. She reported on the Superintendent/President search committee actions and next steps. She discussed having a co-chair on the Search Committee and the Board. The Board, by unanimous consent, agreed to have a Co-Chair serve on the search committee.

Trustee McNamara talked about the Finance Committee meeting. He expressed disappointment with the Faculty Senate's resolution related to Trustee Halcón's comments made at the February 9, 2016 meeting.

Trustee Halcón had no report.

Student Trustee Spence reported on his attendance at the Cornel West event and a trip to Washington D.C. to speak with legislative staff including the offices of Senators Boxer and Feinstein and Congressman Hunter. He reported that Palomar's MODA Fashion Show was on Friday, May 6 and encouraged everyone to attend. Student Trustee Spence talked about the upcoming Student Senate for California Community Colleges (SSCCC) General Assembly.

Interim Superintendent President Gonzales invited Director Rich Talmo to recognize contributions from Foundation volunteers. Director Talmo introduced and presented volunteer recognition awards to the following individuals: Brian Cahill, Balfour Beatty, golf tournament chairman; Jaunita Hayes, Public Affairs Manager SDG&E and Jeff Wohler, War Horse for their work on the Gala. In closing, Director Talmo introduced Jacob Gillette who brought forward \$60,000.00 to support Veteran students. President Gonzales invited Jenny Ferrero to report on the trip to China and potential partnerships. She discussed the presentations given in China, the correlation with the Child Development program at Palomar, and she reported that articulation agreements are being researched. President Gonzales reported that by Spring 2017 the program could be running.

Dan Sourbeer, Interim Vice President for Instruction reported on the Classified Staff Development Day and an informal survey he conducted regarding Palomar's shared governance process.

Brian Stockert, Acting Vice President, Student Services talked about dual enrollment at San Marcos Unified; on-line orientation, education planning and degree auditing; and provided an update on BOG waiver applications. He reported that Veteran's Certifications are up and loan default rates are down.

Vice President Ron Ballesteros-Perez had no report.

Interim Vice President Mike Popielski had no report.

**J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items: 1-21.  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

**1. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

**Spring 2016**

Department: Emergency Medical Education

a. Name: **Lynds, Kevin**  
Discipline: Emergency Medical Technologies  
Degrees: B.S., Criminal Justice  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

b. Name: **Ordille, Nicholas**  
Discipline: Emergency Medical Technologies  
Degrees: B.S., Occupational Studies: Vocational Arts  
A.A., Paramedic Training  
A.A., Liberal Arts and Sciences  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

c. Name: **Reade, Frank**  
Discipline: Emergency Medical Technologies  
Degrees: B.S., Organizational Leadership  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

Department: Public Safety Programs

a. Name: **Barnes, Juliette**  
Discipline: Administration of Justice  
Degrees: B.A., Social Sciences  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

## **2. APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following Child Development Center Teacher, at the hourly rate indicated for Spring 2016:

- a.     Name:               **Agudo, Karina**  
          Title:            Associate Teacher  
          Degrees:        12+ units ECE/CD including core courses  
          Sal Grade/Stp:   **B/1**  
          Salary:          **\$12.10**
  
- b.     Name:               **Torres, Alyssa**  
          Title:            Associate Teacher  
          Degrees:        12+ units ECE/CD including core courses  
          Sal Grade/Stp:   **B/1**  
          Salary:          **\$12.10**

## **3. RATIFY NEW NON-TENURE TRACK ACADEMIC POSITION**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of the following new non-tenure track academic position:

- a.     Position:           **EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOP&S)  
COUNSELOR/ASSISTANT PROFESSOR**  
          Department:    EOP&S  
          Position #:     5549  
          New?:           Yes  
          Remarks:       Funded - 00% EOPS funds. This is a non-tenure track faculty position and continuation of the position is dependent upon the continuation of funding.  
          % of Position:   100%  
          # of Mos:        11  
          Effective:       April 12, 2016  
          Account #(s):    K-122100-473100-64300-1612060/100%

## **4. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment and contract** of the following **administrative employee**:

- a.     Name:               **SHERI L. WENZEL**  
          Position:        Manager, Accounting  
          Department:     Fiscal Services  
          Position #:     6532  
          New?:           No  
          Remarks:       Replacement for Shawn Jones.  
          Sal Grade/Stp:   **64/1**  
          Salary:          **\$7,666.18/month**  
          % of Position:   100%  
          # of Mos:        12  
          Effective:       April 18, 2016  
          Account #(s):    A-212600-551100-67200-0000000/100%

**EXHIBIT J-4**

**5. RATIFY NEW ADMINISTRATIVE POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new administrative position:

a.	Position:	<b>INSTITUTIONAL RESEARCH ANALYST</b>
	Department:	Research and Planning
	Position #:	6629
	New?:	Yes
	Remarks:	Funded - 50% Student Success & Support Programs and 50% Student Equity. Continuation of position is dependent upon continuation of funding.
	Salary Grade/Step:	<b>53/1</b>
	Salary:	<b>\$5,844.02/month</b>
	% of Position:	100%
	# Months:	12
	Effective:	April 13, 2016
	Account #(s):	K-212600-313100-66310-1612120/50% K-212600-313100-66310-1612135/50%

**6. APPROVE EMPLOYMENT CONTRACTS FOR EDUCATIONAL SENIOR ADMINISTRATORS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment contracts** for the following **Educational Senior Administrators** effective July 1, 2016 through June 30, 2018:

Kahn, Jack S.	Dean, Instructional, Social and Behavioral Sciences
Sivert, Shayla	Dean, Instructional, Languages and Literature
Stockert, Brian H.	Dean, Counseling Services

**EXHIBIT J-6**

**7. APPROVE EMPLOYMENT CONTRACTS FOR EDUCATIONAL AND CLASSIFIED ADMINISTRATORS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment contracts** for the following **Educational and Classified Administrators** effective July 1, 2016 through June 30, 2018:

Asti, Dennis	Manager, Construction and Facilities Planning
Barnaba, Ruth V.	Coordinator, Tutoring Services
Barton, Michelle A.	Senior Director, Research, Planning, Institutional Effectiveness, and Grants
Bianchi, Americo	Manager, Web Development Services
Cathcart, Scott T.	Director, Athletics
Cerda, Phillip J.	Manager, Broadcast Operations
DiMaggio, Mark	Chief of Police
Dimmick, Michael J.	Information Services Manager, Network and Technical Services
Gavin, Calvin One Deer	Director, Grant Funded Student Programs
Gropen, Laura A.	Director, Communications, Marketing, and Public Affairs
Large, Michael D.	Institutional Research Analyst
Manea, Najib M.	Manager, Academic Technology
Medel, Thomas R.	Manager, Education Center
Miller, Christopher	Director, Facilities
Moss, Benjamin E.	Manager, Admissions, Records, and Evaluations
Musacchia, Michelle A.	Manager, Client Services and Marketing – TTIP South

Odom, James	Manager, Educational Television and KKSM Radio Operations
O'Neill, Yasue	Coordinator, International Education
Robertson, Grace	Senior Institutional Research Analyst
Smiley, Justin D.	Manager, Performing Arts Production
Sterling, Connie	Manager, Library
Talmo, Richard D.	Director, Development/Executive Director for the Foundation
Taveuveu, Brandi Y.	Manager, Budget and Payroll
Titus, Sherry M.	Director, Student Affairs
Vargas, Jose I.	Information Services Manager, Network and Technical Services

#### **EXHIBIT J-7**

### **8. RATIFY CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **Confidential and Supervisory Team employee**:

a.     Name:                 **CHRISTOPHER J. MOORE**  
       Position:            Police Sergeant  
       Department:        Palomar College Police Department  
       Position #:         6134  
       New?:               No  
       Remarks:          Replacement for Michael Bea. Funded – 50% Parking Lot Fees/50%  
                              General Fund; continuation of position is dependent on continuation of  
                              funds.  
       Sal Grade/Stp:     **50/1**  
       Salary:             **\$5,427.90/month**  
       % of Position:     100%  
       # of Mos:          12  
       Effective:         April 20, 2016  
       Account #(s):      K-212100-543100-69500-1812070/50%  
                              A-212100-543100-67720-0000000/50%

### **9. RATIFY CHANGE TO CONFIDENTIAL AND SUPERVISORY TEAM POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the change to the following Confidential and Supervisory Team position:

c.     Position:           **SUPERVISOR, PUBLIC SAFETY PROGRAMS - FIRE TECHNOLOGY**  
       Department:       Public Safety Programs  
       Name:              Vacant  
       Position #:        6125  
       New?:               No  
       Remarks:          Increase FTE from 45% to 100%.  
       Sal Grade/Stp:     **51/1**  
       Salary:             **\$5,563.82/month**  
       % of Position:     100%  
       # of Mos:          12  
       Effective:         April 13, 2016  
       Account #(s):      A-123700-336100-60100-0000000/100%



The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **changes** to the following **classified positions**:

- a. Position: **ACADEMIC DEPARTMENT ASSISTANT**  
Department: Nursing Education  
Name: Kelly Donaghy  
Position #: 5299  
New?: No  
Remarks: Increase from 11 months to 12 months.  
Sal Grade/Stp: **23/2**  
Salary: **\$4,015.49/month**  
% of Position: 100%  
# of Mos: 12  
Effective: July 1, 2016  
Account #(s): A-212200-348100-60910-0000000/100%
- b. Position: **HEALTH PROGRAM SPECIALIST**  
Department: Nursing Education  
Name: Gail Rodriques  
Position #: 5300  
New?: No  
Remarks: Increase from 11 months to 12 months.  
Sal Grade/Stp: **20/9**  
Salary: **\$4,643.18/month**  
% of Position: 100%  
# of Mos: 12  
Effective: July 1, 2016  
Account #(s): A-212200-348100-60910-0000000/100%
- c. Position: **TTIP SOUTH OFFICE SPECIALIST**  
Department: Telecommunications - Grants  
Name: June Mapusua  
Position #: 6566  
New?: No  
Remarks: Increase FTE from 45% to 100%; funded - TTIP South; continuation of position is dependent upon continuation of funds.  
Sal Grade/Stp: **10/2**  
Salary: **\$2,997.82/month**  
% of Position: 100%  
# of Mos: 12  
Effective: April 1, 2016  
Account #(s): K-212200-318100-61320-1612199/100%
- d. Position: **ACADEMIC EVALUATOR/ADVISOR**  
Department: Enrollment Services  
Name: Vacant  
Position #: 6533  
New?: No  
Remarks: Funding change from Title III/STEM to SSSP funds; title change to remove Title III/STEM from position title; increase FTE from 45% to 100%; continuation of position is dependent upon continuation of funds.  
Sal Grade/Stp: **24/1**  
Salary: **\$4,015.49/month**

% of Position: 100%  
# of Mos: 12  
Effective: April 1, 2016  
Account #(s): K-212200-441100-63200-1612120/100%

- e. Position: **TUTORIAL SPECIALIST**  
Department: Mathematics and the Natural and Health Sciences  
Name: Jessica Perez-Corona  
Position #: 6519  
New?: No  
Remarks: Funding change from Title V/STEM to general funds; title change to remove Title V/STEM from position title.  
Sal Grade/Stp: **22/9**  
Salary: **\$4,471.07/month**  
% of Position: 100%  
# of Mos: 11  
Effective: April 1, 2016  
Account #(s): A-212200-311100-60910-0000000/100%

#### **11. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **classified employees**:

- a. Name: **JOSHUA KOEPLIN-DAY**  
Position: Athletic Trainer  
Department: Athletics  
Position #: 6612  
New?: Yes  
Remarks: Position approved on 10/13/15  
Sal Grade/Stp: **28/1**  
Salary: **\$1,993.78/month**  
% of Position: 45%  
# of Mos: 10  
Effective: April 13, 2016  
Account #(s): A-212200-431100-69630-0000000/100%
- b. Name: **DAVID S. REZA**  
Position: Community Service Officer  
Department: Palomar College Police Department  
Position #: 6194  
New?: No  
Remarks: Replacement for Timothy Mayr. Funded - 75% Parking Fees and 25% Parking Penalties; continuation of position is dependent on continuation of funds.  
Sal Grade/Stp: **11/1**  
Salary: **\$2,924.15/month**  
% of Position: 100%  
# of Mos: 12  
Effective: April 13, 2016  
Account #(s): K-212200-543100-69500-1812070/75%  
A-212200-543100-69500-0811020/25%  
Normal Work Schedule: Shift work, including weekends, nights, and holidays. A 3% differential pay will be paid for hours worked between 6:00 pm and 10:00 pm, and a 6% differential pay will be paid for hours worked between 10:00 pm and 6:00 am.

- c.     Name:                 **HARVEY S. RATANPAL**  
          Position:         Community Service Officer  
          Department:     Palomar College Police Department  
          Position #:      6487  
          New?:            No  
          Remarks:        Replacement for Jared McBrayer. Funded - 75% Parking Fees and  
                              25% Parking Penalties; continuation of position is dependent on  
                              continuation of funds.  
  
          Sal Grade/Stp:   **11/1**  
          Salary:          **\$2,924.15/month**  
          % of Position:   100%  
          # of Mos:        12  
          Effective:       April 13, 2016  
          Account #(s):    K-212200-543100-69500-1812070/75%  
                              A-212200-543100-69500-0811020/25%  
  
          Normal Work     Shift work, including weekends, nights, and holidays. A 3%  
          Schedule:        differential pay will be paid for hours worked between 6:00 pm and  
                              10:00 pm, and a 6% differential pay will be paid for hours worked  
                              between 10:00 pm and 6:00 am.
- d.     Name:                 **JUANA LEDESMA VALDES**  
          Position:         Custodian I  
          Department:     Custodial Services  
          Position #:      5662  
          New?:            No  
          Remarks:        Replacement for David Vasquez.  
          Sal Grade/Stp:   8/1  
          Salary:          \$2,719.98/month  
          % of Position:   100%  
          # of Mos:        12  
          Effective:       April 13, 2016  
          Account #(s):    A-212200-542200-65300-0000000/100%  
          Normal Work     Monday – Thursday, 10:00 pm – 6:30 am; Friday, 5:00 pm – 1:30  
          Schedule:        am. A 3% differential pay will be paid for hours worked between 6:00  
                              pm and 10:00 pm, and a 6% differential pay will be paid for hours  
                              worked between 10:00 pm and 6:00 am.

## **12. APPROVE PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the **Personnel Actions/History** report, which includes hires for **student employees** for the month of **March 2016**, and **short-term employees** for the month of **April 2016**.

### **EXHIBIT J-12**

## **13. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date	Percent
009273054	02/24/2016	03/31/2016	100%
003999249	02/29/2016	03/11/2016	100%
007170523	03/03/2016	06/30/2016	100%

001125313	03/08/2016	03/18/2016	100%
003820811	03/14/2016	05/08/2016	100%
003999249	03/21/2016	03/25/2016	100%
009476244	05/02/2016	05/13/2016	100%

- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date
003820811	05/09/2016	06/30/2016
003999249	03/28/2016	06/30/2016
005511780	03/21/2016	06/30/2016

#### **14. INFORMATION – RETIREMENTS**

On behalf of the Governing Board of the Palomar Community College District, the following **retirements** have been accepted by the Interim Superintendent/President, as authorized by the Governing Board, under **Group II**:

- a. **Linda Mack**, Senior Administrative Secretary, Palomar College Police Department, effective April 1, 2016. She has served Palomar College for over 17 years from September 1, 1998 to March 31, 2016.
- b. **Eloisa Castro**, Employment Technician, Human Resource Services, effective August 16, 2016. She has served Palomar College for over 10 years from June 26, 2006 to August 15, 2016.

#### **15. INFORMATION: PROPOSALS FOR NEGOTIATIONS – CHANGE TO PUBLIC HEARING DATE AND EXTENDED TIME TO REVIEW**

On March 8, 2016 the Governing Board voted to not hold a special meeting on March 29, 2016 thereby extending the public's time to review the proposals for negotiations to April 12, 2016. Union leaders were alerted and agreed to the change.

#### **16. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD**

In accordance with the **Professional Growth Program for Classified Employees**, the following employee is granted a **\$500 annual stipend**, prorated on a monthly basis, effective July 1, 2016:

Employee Name:	<b>Amber Cross</b>
Position:	Buyer
Department:	Purchasing and Warehouse
Course of Study:	Master's Degree

#### **17. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2016**

The Governing Board approved Curriculum Action Items dated February 3, February 17, March 2 and March 16 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum, effective fall 2016.

**EXHIBIT J-17**

**18. FIRST READING: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICY**

The Governing Board of the Palomar Community College District reviewed the following Board Policy. It has previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. This item will return for a second reading and adoption in May.

BP 3820 – Gifts Donations and Bequests

**EXHIBIT J-18**

**19. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES**

The Governing Board reviewed the Administrative Procedures as listed. These procedures have been reviewed and are recommended by the Policies and Procedures Committee and the Strategic Planning Council and are presented here as informational items only.

AP 7337 – Fingerprinting

AP 3710 – Securing of Copyright

**EXHIBIT J-19**

**20. APPROVE BOARD TRAVEL**

The Governing Board approved travel expenses for the following:

- |    |   |  |
|----|---|--|
| a. | Board Member<br>Advanced Funds?<br>For:<br>To attend:<br>Location/Date:<br>Estimated Amount:<br>Budget No.: | <b>Mark Evilsizer</b><br>Yes<br>Transportation, mileage, meals, registration, etc.<br>CCLC Trustees Conference<br>Desert Springs, CA / April 29 – May 1, 2016<br>\$ 1,679.30<br>575200-11-111100-66100-10-2015-0000000 |
| b. | Board Member<br>Advanced Funds?<br>For:<br>To attend:<br>Location/Date:<br>Estimated Amount:<br>Budget No.: | <b>Nancy Chadwick</b><br>Yes<br>Transportation, mileage, meals, registration, etc.<br>CCLC Trustees Conference<br>Desert Springs, CA / April 29 – May 1, 2016<br>\$ 1,352.30<br>575200-11-111100-66100-10-2015-0000000 |
| c. | Board Member<br>Advanced Funds?<br>For:<br>To attend:<br>Location/Date:<br>Estimated Amount:<br>Budget No.: | <b>John Halcón</b><br>Yes<br>Transportation, mileage, meals, registration, etc.<br>CCLC Trustees Conference<br>Desert Springs, CA / April 29 – May 1, 2016<br>\$ 1679.30<br>575200-11-111100-66100-10-2015-0000000     |

**21. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledged that the absences of Malik Spence from the Special meetings of March 15 and April 5, 2016 are excused due to personal necessity.

**RESOLUTION 16-21204**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Greg Larson, President of the Faculty Senate, reported that Travis Ritt will be the new Faculty Senate President.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Teresa Laughlin (filling in for PFF President Lienhart) invited attendees to Political Economy Days. She talked about the all-faculty hiring summit that took place two years ago to discuss issues of diversity including issues with the timing of hiring. She provided a handout titled *Faculty Hiring Solutions* (on file in the Governing Board Office in accordance with AP 3310.)

**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, President of the Administrative Association, had no report.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, had no report.

**5. INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE/AFT, reported on the statewide CFT conference and Tim Wise's keynote speech. Dan also shared that the CCE/AFT negotiations team attended the national collective bargaining conference at the CUNY Graduate Center in New York City.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG held a Rock the Vote event to register voters. He talked about ASG elections and the ASG Spring Festival aimed at de-stressing students. In closing, he reported that the ASG will have ten returning members this Fall.

**M. UNFINISHED BUSINESS There was no unfinished business.**

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2015-2016 fiscal year budget:

Purchase Orders Time Period: 2/25/16–3/31/16	\$1,129,963.55
Procurement Card Time Period: 1/23/16-2/22/16	223,548.71
Procurement Card Time Period: 2/23/16-3/22/16	<u>219,499.58</u>
	<u>\$1,573,011.84</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee vote: Aye

**2. APPROVE CHANGE ORDER #2; ACCEPT AS COMPLETE AND FINAL THE CHILD DEVELOPMENT CENTER PROJECT; AUTHORIZE RELEASE OF RETENTION TO SWINERTON BUILDERS IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION**

MSC Chadwick/Hensch

The Governing Board approved the Change Order #2 in the amount of \$40,032.00 for the Child Development Center Project. This final change order is comprised of Owner Directed Changes (Maintenance, Modifications by end users, added scope) and Unforeseeable Conditions as detailed on the accompanying exhibit.

Furthermore, the Governing Board accepted the Child Development Center Project as complete and final; authorized the Interim Superintendent/President to execute and file the Notice of Completion for Swinerton Builders; and authorized all money due and owing to Swinerton Builders be paid, with the exception of the five percent (5%) retention, which shall be paid following the expiration of thirty-five (35) calendar days from the date of this resolution, provided no liens are filed within this period.

**EXHIBIT N-2**

The vote was unanimous. Student Trustee vote: Aye

**3. APPROVE CHANGE ORDER #1 – LEARNING RESOURCE CENTER**

MSC Chadwick/Hensch

The Governing Board approved Change Order #1 in the amount of \$21,828.00 for the Learning Resource Center for all costs associated with the remediation of unforeseen ground water seepage in the center core foundation and allows for a 9 calendar day extension for the project as detailed on the accompanying exhibit.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee vote: Aye

**4. APPROVE FIRST AMENDMENT TO NEW LEASE ON SPACE AT 365 S. SANTA FE BUSINESS OFFICE OF CCCSAT, OFFICES OF E-CONFERENCING GRANT ADMINISTRATION STAFF**

MSC Chadwick/Hensch

The Governing Board approved first amendment to new lease with Thomas M. Murray Trust, the Darryl P. Miller and Teresa L. Miller Family Trust, Exeter 7710 DE, LLC and the Hohenstein/Roberts Family Trust ("Landlord"), to add an additional 619 sq. ft. to master lease. Lease is for premises used by Palomar College/TTIP South Grant ("Lessee") and located at 365 S. Santa Fe, San Marcos, CA

**EXHIBIT N-4**

The vote was unanimous. Student Trustee vote: Aye

**5. RECOMMENDATION: ACTION: CAST BALLOT IN 2016 CCCT BOARD ELECTION**

MSC McNamara/Halcón

The Palomar College Governing Board cast its official ballot to fill vacancies on the California Community College Trustees (CCCT) Board as follows: Mary Figueroa, Susan Keith, Linda Wah, Sally Biggin, Louise Jaffe, Gerry Hart, and Cy Gulassa.

**EXHIBIT N-5**

The vote was unanimous. Student Trustee vote: Aye

**6. INFORMATION: REQUEST BY A MEMBER OF THE PUBLIC TO BE PLACED ON THE AGENDA**

The Governing Board heard from Mr. Phil Church regarding matters subsequent to a parking citation he received in 2015. He talked about the appeals process for tickets and expressed concerns about outdated information being printed on the citations and police practices.

**EXHIBIT N-6**

**7. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Hensch/Chadwick

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on April 26, 2016 at 4:00 p.m. to discuss the Board's Self-Evaluation Results, discuss the Annual Institutional Effectiveness Review and Student Success Scorecard, and to discuss matters related to the Superintendent/President Search.

The vote was unanimous. Student Trustee vote: Aye

**O. BOARD REQUESTS FOR REPORTS**


The Governing Board requested that the District provide an update on the timber frame when it presents the Facilities/Building Plan Update, it also requested that future updates be provided related to faculty hiring and efforts to increase diversity.

**P. RECESS TO CLOSED SESSION:** *No additional closed session was needed.*

**Q. RECONVENE TO OPEN SESSION:** *No additional closed session was needed.*

**R. ADJOURNMENT** The meeting adjourned at 6:44 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





APPROVED 6/28/2016  
GOVERNING BOARD MINUTES  
SPECIAL MEETING OF THE GOVERNING BOARD  
TUESDAY, APRIL 26, 2016 4:00 P.M.  
PALOMAR COMMUNITY COLLEGE DISTRICT  
1140 WEST MISSION ROAD, ROOM SSC-1  
SAN MARCOS, CALIFORNIA

1. **CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

2. **ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

3. **PUBLIC COMMENTS** There were no public comments.

4. **CALL FOR REMOVAL OF ITEMS FROM, OR CHANGES TO, THE AGENDA** There were no changes.

5. **ADMINISTRATION OF OATH OF OFFICE TO POLICE SERGEANT**

Board President Mark Evilsizer administered the Oath of Office to Police Sergeant Christopher Moore.

6. **NEW BUSINESS**

a. **DISCUSSION: SUPERINTENDENT/PRESIDENT SEARCH MATTERS**

Trustee Chadwick, Superintendent/President Search Committee Chair provided an update on the search committee's work. She reported a Co-Chair role was assigned to Faculty Senate President, Greg Larson. The Board discussed candidate reimbursement for travel expenses and, following discussion, agreed to reimburse actual expenses for Superintendent/President candidates as a one-time exception to the normal procedure related to applicant travel expense reimbursements. The Board directed staff to examine the procedure (AP 7120) as it relates to reimbursements.

MSC McNamara/Chadwick

The Board, in making a one-time exception to District procedure, agreed to reimburse actual expenses within limits of state per diem rates for Superintendent/President Candidates for first and second level interview and candidate forums.

The vote was unanimous

The Board discussed deliberation and forum dates and other matters pertaining to the search.

## 7. BOARD WORKSHOP

Michelle Barton, Sr. Director Institutional Research, Planning and Grants facilitated the workshop. She reminded the Board that their self-evaluation was pending, confirmed that staff would send out the instrument, and asked that the Trustees complete the instrument prior to the May workshop.

### a. Annual Institutional Effectiveness Review and Student Success Scorecard

Director Barton outlined the Institutional Effectiveness workshop and discussed enrollment trends and FTES. She reviewed fifteen years' worth of data and discussed the trends illustrated in the student headcount chart (on file in the Governing Board Office in accordance with AP 3310.) She discussed distribution changes between FT and PT students as well as placement for first-time students, enrollments and course offerings and the WSCH/FTEF rates since 2013-14. She discussed course offerings including vocational and non-vocational offerings as well as offerings by class time.

The workshop continued with a discussion of student progress and achievement including institution-set standards in three areas: Course success rates, degrees and certificates and transfers. The Board engaged in conversation regarding the different standards. Director Barton discussed Institution-set goals and explained the difference between the standards and the goals. She discussed the first and second year goals and noted that a June 15, 2016 deadline was set by the Chancellor's office. The final component of the workshop included a review of the Student Success Scorecard Metrics.

Director Barton reviewed the skill builder metrics and discussed the typical student that is included in this metric. Board members asked for clarification on what constitutes a CTE course that falls within the Skill Builder metric. Director Barton discussed apprenticeship, advanced occupational, and other occupational courses that are included in the metric. She reviewed the statewide skills builder data for the top ten disciplines with the highest enrollment and discussed the median changes in income and then reviewed Palomar's data. She discussed the specific challenges related to the data from the apprenticeship programs. Trustees asked clarification questions, Deans in attendance responded.

Trustees reviewed the momentum points for the different student cohorts, degree/transfer outcomes, and career technical data. Director Barton reported that the overall completion rate is the highest ever and discussed possible reasons for the improvement. She reviewed the 2016 SPAR data and explained how the cohort group is identified. She reviewed a 2014-15 peer group completion rate and discussed Palomar's numbers and standing with the group. Trustees discussed the topics of Common Assessment Initiative and Multiple Measures. Finally, Director Barton discussed how funding will be tied to its use in the future. In closing, she reviewed several of the initiatives that are underway to continue Palomar's positive trajectory.

## 8. ADJOURNMENT The meeting adjourned at 5:44 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 7/12/2016**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, MAY 10, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:00. Board President Evilsizer reported that pursuant to Government Code 54957.1(a), the Governing Board took action in closed session, to accept the agreement and mutual release between the District and employee #008462361. The vote was unanimous – all trustees present.

Following the Pledge of Allegiance the meeting continued.

**F. PUBLIC COMMENTS**

- Christine Moore talked about the upcoming MEChA event.
- Philip Church expressed disappointment that no action had been taken related to his comments at the April 12, 2016 meeting. He stated he would seek to have his concerns addressed via other channels.

**G. APPROVAL OF MINUTES** None this month.

**H. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were none.

**I. REPORTS**

Board President Evilsizer reported on his attendance at the CCLC conference and a diversity workshop he attended while there. He noted that the challenges Palomar is facing with increasing diversity in hiring are not unique to Palomar - the challenges are statewide and that there are efforts to incentivize increasing diversity. He also reported that he attended the MODA Fashion Show.

Trustee Hensch acknowledged the work of the Institutional Research and Planning Department. She also shared that she had received a Teacher of the Year award at her school site.

Trustee Chadwick reported attending the Vista Chamber's 2016 Heroes of Vista Gala event and reported that Palomar was a Large Business of the Year finalist. She talked about the CCCT meeting she attended and pending legislation related to budget. In closing, she talked about her attendance at the CCLC conference and a particular student panel discussion which shed light on student success from the student's perspective.

Trustee McNamara acknowledged and thanked staff and attendees for their participation at the Board workshops.

Trustee Halcón reported attending the CCLC conference, the SDICCCA meeting and the Tardes de Familia event.

Student Trustee Spence reported on his attendance at the Student Senate for California Community Colleges (SSCCC) General Assembly; shared that the "March in March" rally was being changed to an advocacy event; and mentioned that several resolutions related to students were reviewed for consideration. He shared that the ASG is hosting the Region 10 meeting on Friday at the San Marcos campus.

Adrian Gonzales, Interim Superintendent/President reported on the psychology poster session and MODA Fashion Show; talked about the status of faculty hiring, thanked everyone that served on a hiring committee; and reported that the contract for the marketing firm was being finalized. He talked about the Faculty Achievement Tea event and acknowledged Patti Dixon's 45 years of service to the District. In closing, he talked about many of the accomplishments taking place in athletics, provided an update on the upcoming graduations, and congratulated Malik Spence on his re-election as ASG President. Laura Gropen and Rich Talmo reported on the "cut suit" purchased with a grant from the county Board of Supervisors.

Dan Sourbeer, Interim Vice President for Instruction invited Dean Shayla Sivert up to introduce Brandan Whearty. He provided an executive summary of the many accomplishments of the speech and debate team. He thanked the Board for their support.

Acting Vice President, Brian Stockert, talked about the TRiO graduation event, the student ambassador program and he updated the Board on BOG waivers and departmental hiring.

Vice President Ron Ballesteros-Perez talked about the May Revise and other budget matters, reported on an SDG&E Initiative Program and acknowledged employee Anna Maria Wright's service.

Interim Vice President Mike Popielski reported on the EEO Plan and talked about the changes that were made in the update.

## **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1-23.  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

### **1. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2016 and Fall 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

#### **Spring 2016**

Department:	Emergency Medical Education
a. Name:	<b>Meyer, Amber</b>
Discipline:	Emergency Medical Technologies
Degrees:	B.S., Nursing
	2+ years of experience
Sal Grade/Stp:	<b>A/1</b>
Salary:	<b>\$55.79</b>



**Fall 2016**

Department: Media Studies  
a. Name: **Durant, John**  
Discipline: Photographic Technology  
Degrees: B.A., Visual Arts  
2+ years of experience  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

**2. APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following Child Development Center Teacher, at the hourly rate indicated for Spring 2016:

a. Name: **Dunn, Karin**  
Title: Associate Teacher  
Degrees: 12+ units ECE/CD including core courses  
Sal Grade/Stp: **B/1**  
Salary: **\$12.10**

**3. RATIFY ACADEMIC EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **academic employees**:

a. Name: **ALEXANDRA DOYLE BAUER**  
Position: Librarian/Assistant Professor  
Department: Library  
Degrees: M.L.I.S., Library and Information Science  
B.A., Literature and Writing  
Position #: 5035  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **C/4**  
Salary: **\$6,704.04/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-125000-317100-61200-0000000/100%

b. Name: **MICHAEL LUNDELL**  
Position: Assistant Professor, English  
Department: English  
Degrees: Ph.D., Literature  
Position #: 5101  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/2**  
Salary: **\$7,314.24/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-324200-15010-0000000/100%

- c.     Name:                 **MARK ROCK**  
          Position:         Assistant Professor, Emergency Medical Technologies  
          Department:     Emergency Medical Education  
          Degrees:         B.A., Psychology  
                              2+ Years Experience  
  
          Position #:       6592  
          New?:            Yes  
          Remarks:        Position approved 12/9/14.  
          Sal Grade/Stp:   **B/8**  
          Salary:          **\$7,481.09/month**  
          % of Position:   100%  
          # of Mos:        10  
          Effective:        August 19, 2016  
          Account #(s):    A-111000-334200-12500-0000000/100%
- d.     Name:                 **STACEY TRUJILLO**  
          Position:         Assistant Professor, English  
          Department:     English  
          Degrees:         M.A., Literature  
                              B.A., English  
  
          Position #:       5106  
          New?:            Yes  
          Remarks:        Position approved 9/22/15.  
          Sal Grade/Stp:   **F/1**  
          Salary:          **\$6,704.04/month**  
          % of Position:   100%  
          # of Mos:        10  
          Effective:        August 19, 2016  
          Account #(s):    A-111000-324200-15010-0000000/100%
- e.     Name:                 **NATALIE ZAGAMI-LOPEZ**  
          Position:         Librarian/Assistant Professor  
          Department:     Library  
          Degrees:         M.L.S., Library and Information Science  
                              B.A., Art  
  
          Position #:       5034  
          New?:            Yes  
          Remarks:        Position approved 11/10/15.  
          Sal Grade/Stp:   **C/2**  
          Salary:          **\$6,186.38/month**  
          % of Position:   100%  
          # of Mos:        10  
          Effective:        August 19, 2016  
          Account #(s):    A-125000-317100-61200-0000000/100%
- f.     Name:                 **PEGGY D. MATA**  
          Position:         Assistant Professor, Nursing (Medical-Surgical/Gerontology)  
          Department:     Nursing Education  
          Degrees:         M.S., Nursing  
                              B.S., Nursing  
                              A.S., Nursing  
  
          Position #:       6006  
          New?:            Yes  
          Remarks:        Position approved 9/22/15; correction to position title.  
          Sal Grade/Stp:   **C/8**

Salary: **\$7,739.83/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-122100-348200-12300-0000000/100%

g. Name: **MARLO WILLOWS**  
Position: Assistant Professor, Anthropology  
Department: Behavioral Sciences  
Degrees: M.A., Anthropology  
B.S., Anthropology  
Position #: 5385  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **D/1**  
Salary: **\$6,186.38/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-363200-22020-0000000/100%

h. Name: **EDMUND K. SPRAGUE**  
Position: Assistant Professor, Fire Technology  
Department: Public Safety  
Degrees: M.P.A., Public Administration  
B.A., Public Administration  
A.A., Fire Technology  
2+ Years Experience  
Position #: 6315  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **C/8**  
Salary: **\$7,739.83/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-336300-21330-0000000/100%

i. Name: **CATHERINE CHRISTENSEN**  
Position: Assistant Professor, History  
Department: Economics, History & Political Science  
Degrees: Ph.D., History  
B.A., Communication Studies  
Position #: 6460  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/1**  
Salary: **\$7,032.22/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-365300-22050-0000000/100%



#### **4. RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITIONS AND CONTRACTS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **reclassification and contracts** for the following **administrative positions**:

- a.     Position:                 **SENIOR DIRECTOR, ENROLLMENT SERVICES**  
          Department:        Enrollment Services  
          Name:                Kendyl L. Magnuson  
          Position #:         5460  
          New?:                No  
          Remarks:            Classification was formerly Director, Enrollment Services, grade 72.  
                                  Classification will remain an educational administrator.  
  
          Salary Grade/Step:   75/7  
          Salary:              \$12,496.76/month plus \$1,370.76 annual doctoral stipend  
          % of Position:       100%  
          Effective:           July 1, 2016  
          Account #(s):        A-123600-421100-62100-0000000/100%
  
- b.     Position:                 **DIRECTOR OF FOUNDATION OPERATIONS**  
          Department:        Advancement  
          Name:                Debra J. King  
          Position #:         6510  
          New?:                No  
          Remarks:            Classification was formerly Assistant Director of the Foundation,  
                                  grade 60. Classification will remain a classified administrator.  
                                  Funded - Advancement Office; continuation of position is dependent  
                                  on continuation of funding.  
  
          Sal Grade/Step:       64/6  
          Salary:              \$9,431.29/month  
          % of Position:       100%  
          Effective:           July 1, 2016  
          Account #(s):        K-212600-212100-67110-1812042/100%

#### **EXHIBIT J-4**

#### **5. APPROVE EMPLOYMENT CONTRACT FOR ASSISTANT SUPERINTENDENT/VICE PRESIDENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment contract** for Ronnie E Ballesteros-Perez, Assistant Superintendent /Vice President, Finance & Administrative Services effective July 1, 2016 through June 30, 2018:

#### **EXHIBIT J-5**

#### **6. RATIFY ADMENDMENTS TO PROFESSIONAL SERVICES CONTRACTS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of the amendments to the professional services contract between the District and:

- a.     **Barbara Blanchard** to provide professional services as Interim Dean, Instructional, Arts, Media, Business and Computer Science.
- b.     **Judy L. Harris** to provide professional services as Interim Director, Health Services.
- c.     **Patricia Hurley** to provide professional services as Interim Director, Financial Aid, Veterans and Scholarship Services.

#### **EXHIBIT J-6**



## **7. RATIFY ADMENDMENTS TO INTERIM ADMINISTRATOR CONTRACTS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of the amendments to the interim administrator contracts between the District and:

- a. **Kathryn Kailikole** as Interim Dean, Instructional, Mathematics and the Natural and Health Sciences.
- b. **Michael Popielski** as Interim Assistant Superintendent/Vice President, Human Resource Services.
- c. **Daniel Sourbeer** as Interim Assistant Superintendent/Vice President, Instructional Services.

### **EXHIBIT J-7**

## **8. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **classified employees**:

- a.     Name:                   **KEN ANGULO**  
          Position:           Custodian I  
          Department:       Custodial Services  
          Position #:       5666  
          New?:             No  
          Remarks:         Replacement for Michael Jackson.  
          Sal Grade/Stp:    **8/1**  
          Salary:           \$2,719.98/month  
          % of Position:    100%  
          # of Mos:         12  
          Effective:         May 11, 2016  
          Account #(s):     A-212200-542200-65300-0000000/100%  
          Normal Work  
          Schedule:         Monday – Thursday, 10:00 pm – 6:30 am; Friday, 5:00 pm –  
                                  1:30 am. A 3% differential pay will be paid for hours worked  
                                  between 6:00 pm and 10:00 pm, and a 6% differential pay will  
                                  be paid for hours worked between 10:00 pm and 6:00 am.
  
- b.     Name:                   **JUAN C. GONZALEZ**  
          Position:           Senior Administrative Secretary  
          Department:       Occupational & Noncredit Programs  
          Position #:       5231  
          New?:             No  
          Remarks:         Replacement for Susan Garland; promotion for Mr. Gonzalez.  
          Sal Grade/Stp:    **23/5**  
          Salary:           **\$4,763.70/month**  
          % of Position:    100%  
          # of Mos:         12  
          Effective:         May 16, 2016  
          Account #(s):     A-212200-339150-60910-0000000/100%

## 9. RATIFY NEW CLASSIFIED POSITION

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of the following new classified position:

- a.     Position:                   **Technical Theatre Coordinator**  
       Department:            Performing Arts  
       Position #:             6630  
       Sal Grade/Stp:         **25/1**  
       Salary:                 **\$4,115.91/month**  
       % of Position:         100%  
       # of Mos:               12  
       Effective:              May 11, 2016  
       Account #(s):         A-212200-327100-69670-0000000/100%

## 10. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the **Personnel Actions/History** report, which includes hires for **student employees** for the month of **April 2016**, and **short-term employees** for the month of **May 2016**.

EXHIBIT J-10

## 11. RATIFY LEAVES OF ABSENCE

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date	Percent
008250929	04/06/16	06/30/16	100%
007055018	05/02/16	06/30/16	100%

- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date
003673404	04/04/16	06/30/16
000206329	04/28/16	06/30/16

- c. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a 100% Personal Leave of Absence, effective May 9, 2016 through June 9, 2016, to Marco Rangel, Human Resources Assistant I, Human Resources Services. Personal leave is without pay, however the employee may substitute applicable paid leaves and benefits will continue if employee remains in paid status.

## 12. RATIFY REDUCED WORKLOAD

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a 50% reduced workload for the 2016/2017 academic through the CalSTRS pre-retirement program which allows employment at a reduced load for full-time faculty members, consistent with the provisions of Education Code 87483 and 22713, to Theresa Hogan Egkan, Counselor, Counseling Department.
- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a 15% reduced workload for the 2016/2017 academic through the CalSTRS pre-retirement

program which allows employment at a reduced load for full-time faculty members, consistent with the provisions of Education Code 87483 and 22713, to Renee Roth, Counselor, Counseling Department.

### **13. INFORMATION – RETIREMENTS**

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by the Interim Superintendent/President, as authorized by the Governing Board, under **Group II**:

- a. **Ana Maria Wright**, Staff Assistant, Facilities Department, effective June 1, 2016. She has served Palomar College for 10 years from May 18, 2006 to May 31, 2016.

### **14. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **\$500 annual stipend**, prorated on a monthly basis, effective July 1, 2016:

Employee Name: **Christine Amely**  
Position: Academic Department Assistant  
Department: Reading Services  
Course of Study: Bachelor's Degree

Employee Name: **Michael Hill**  
Position: Supervisor I  
Department: Building Services  
Course of Study: A.S. Degree

### **15. APPROVE REIMBURSEMENT OF CANDIDATES FOR INTERVIEW EXPENSES**

The Governing Board approved reimbursement of travel expenses for interview for the following candidates:

- a. Name: **MARK ROCK**  
For: Mileage, hotel and meals  
To Attend: Second-level interview for Assistant Professor, Emergency Medical Technologies  
Location: Ventura, CA to San Marcos, CA  
Date: April 4, 2016  
Amount: \$246.43  
Budget Account #: **575400-12-611200-67600-10-1612080/100%**
- b. Name: **MARCEL BROUSSEAU**  
For: Airfare and shuttle/taxi  
To Attend: Second-level interview for Assistant Professor, English  
Location: Austin, TX to San Marcos, CA  
Date: April 14, 2016  
Amount: \$357.28  
Budget Account #: **575400-12-611200-67600-10-1612080/100%**
- c. Name: **BRANDI WREN**  
For: Airfare, rental car, airport parking and meals  
To Attend: Second-level interview for Assistant Professor, Anthropology  
Location: West Palm Beach, FL to San Marcos, CA  
Date: March 29, 2016  
Amount: \$592.31  
Budget Account #: **575400-12-611200-67600-10-1612080/100%**



**16. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311 Q) for quarter ending March 31, 2016.

**EXHIBIT J-16**

**17. APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

The Governing Board approved the Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments as of March 31, 2016.

**EXHIBIT J-17**

**18. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board ratified and approved all contracts and agreements for the period March 1, 2016 through April 30, 2016 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

**EXHIBIT J-18**

**19. FIRST READING: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICY**

The Governing Board of the Palomar Community College District reviewed the following Board Policy. It has previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. This item will return for a second reading and adoption in June.

BP 3200 – Accreditation

**EXHIBIT J-19**

**20. APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICY**

The Governing Board of the Palomar Community College District approved the following Board Policy. It has previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. The Board held a first reading of this item on April 12, 2016.

BP 3820 – Gifts Donations and Bequests

**EXHIBIT J-20**

**21. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES**

The Governing Board reviewed the Administrative Procedures as listed. These procedures have been reviewed and are recommended by the Policies and Procedures Committee and the Strategic Planning Council and are presented here as informational items only.

AP 3200 – Accreditation

AP 3505 AP 3505 Emergency Response Plan

**EXHIBIT J-21**

**22. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledged that the absence of Malik Spence from the Special meeting of April 26, 2016 is excused due to personal necessity.

**RESOLUTION 16-21205**

**23. FIRST READING- PALOMAR COMMUNITY COLLEGE DISTRICT EEO PLAN**

This is the first reading of the Equal Employment Opportunity Plan (EEO Plan), which is required per Title 5, Section 53003, and delineates practices the District will utilize to further its commitment to diversity.

**EXHIBIT J-23**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, Faculty Senate President, reported that the current Faculty Senate Vice President would be announced soon. He reported that the Faculty Senate's constitution was revised and was out for a vote of the membership.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, PFF President, reported on a petition drive that was conducted and voter registration efforts. She shared a story about first generation students.

**3. INFORMATION: Report of the Administrative Association**

Jim Odom filling in for Justin Smiley, President of the Administrative Association, had no report.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, had no report.

**5. INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE/AFT, reported that CCE elections were completed and reported that the negotiations team was working to finalize the implementation of the classification study.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG was organizing some summer workshops for its leadership; talked about pending changes to the ASG meeting times; and talked about a proposal that was received for a "reflection" room, he noted the proposal was being researched.

**M. UNFINISHED BUSINESS There was no unfinished business.**



**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2015-2016 fiscal year budget:

Purchase Orders Time Period: 03/31/16-04/29/16	\$6,116,027.36
Procurement Card Time Period: 03/23/16-04/22/16	<u>215,231.65</u>
	<u>\$6,331,259.01</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee vote: Aye

**2. ACCEPT AS COMPLETE AND FINAL BID #101-16 STEM CENTER EXPANSION PROJECT AND AUTHORIZE RELEASE OF RETENTION TO GEM INDUSTRIAL ELECTRIC, INC. IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION**

MSC Chadwick/Hensch

The Governing Board accepted the Bid #101-16 STEM Center Expansion project as complete and final; and authorized the Interim Superintendent/President to execute and file the Notice of Completion including execution of the verification as Secretary to the Governing Board. The original contract amount of \$166,500.00, and all money due and owing to the Contractor, with the exception of the five percent (5%) retention, shall be paid and following the expiration of thirty-five (35) calendar days from the date of this resolution, the retention shall be paid to GEM Industrial Electric, Inc.

The vote was unanimous. Student Trustee vote: Aye

**3. ESTABLISH ELECTION REGULATIONS FOR THE STATEWIDE GENERAL ELECTION ON NOVEMBER 8, 2016.**

MSC Chadwick/Hensch

The Governing Board established the following election regulations for the November 8, 2016 statewide general election as required by the Office of the Registrar of Voters:

- Tie votes shall be determined by lot
- Candidates shall be responsible for all charges for Candidate's Statement
- Candidate Statements are to be a maximum of 200 words
- The UT San Diego will serve as the newspaper of general circulation in which the notice of election will be published.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee vote: Aye

**4. SET TERMS OF OFFICE FOR STUDENT TRUSTEE**

MSC Chadwick/Hensch

The Governing Board, in accordance with Board Policies 2015 and 2725, sets the term for the non-voting Student Trustee for 2016-2017, for a one-year term commencing June 1, 2016; sets the compensation at \$420.00 per month; and affords the Student Trustee the privilege to second motions and cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.

The vote was unanimous. Student Trustee vote: Aye

**5. ACKNOWLEDGEMENT OF SERVICE – APPRECIATION TO STUDENT TRUSTEE**

The Board expressed their sincere appreciation to Mr. Malik Spence who has served as the Student Trustee to the Governing Board from June 2015 to May 2016 and who, throughout his tenure in office, has rendered outstanding service and provided responsible leadership and who, as a result, has accomplished a great deal for the betterment of the students of Palomar College.

**6. DISCUSSION: SUPERINTENDENT/PRESIDENT SEARCH MATTERS**

Search Committee Co-Chair Nancy Chadwick updated the Board on the status of the search and outlined the next steps in the process. The Board discussed whether to allow Search Committee Co-Chair Greg Larson to attend the second level interviews of the finalist candidates and deliberations. After discussion and by unanimous consent the Board asserted primacy over the Superintendent/President hire and declined to allow other attendees except the compliance officer. The Board confirmed that the forum comment gathering questions used in the last search could be amended and used in the current search.

**7. CALL FOR SPECIAL MEETINGS OF THE GOVERNING BOARD**

MSC Chadwick/Hensch

The Governing Board called a Special Meeting on May 25, 2016 at 4:00 p.m. discuss matters related to the Superintendent/President Search and a Special Meeting on June 7, 2016 at 4:00 p.m. to discuss the South Center Project Overview and agreed to rescheduled the workshop to review their self-evaluation results to a date to be determined later.

The vote was unanimous. Student Trustee vote: Aye

**O. BOARD REQUESTS FOR REPORTS**

Trustee Evilsizer requested that they receive biographies on the new faculty members.

**P. RECESS TO CLOSED SESSION: No additional session was needed.**

**Q. RECONVENE TO OPEN SESSION: No additional session was needed.**

**R. ADJOURNMENT The meeting adjourned at 6:16 p.m.**

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 7/12/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**WEDNESDAY, MAY 11, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**  
**ROOM A-1**

**1. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**2. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, BA, VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**3. PUBLIC COMMENTS** There were no public comments.

**4. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:01 p.m.

Public Employment, Superintendent/President, pursuant to Government Code Section 54957.  
Interview was conducted.

**5. RECONVENE TO OPEN SESSION**: The Board reconvened to open session at 5:05 p.m. Board President Evilsizer announced that no reportable action had been taken in closed session.

**6. ADJOURNMENT** The meeting adjourned at 5:05 p.m.

Mark Evilsizer, Board President

Nancy Chadwick, Secretary





**APPROVED 7/12//2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**FRIDAY, MAY 13, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**1140 W. MISSION RD. SAN MARCOS, CALIFORNIA**  
**ROOM A-1**

**1. CALL MEETING TO ORDER: 4:00 P.M.**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**2. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, BA, VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**3. PUBLIC COMMENTS** There were no public comments.

**4. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:01 p.m.

Public Employment, Superintendent/President, pursuant to Government Code Section 54957.  
Interviews were conducted.

**5. RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 6:20 p.m. Board President Evilsizer announced that no reportable action had been taken in closed session.

**6. ADJOURNMENT** The meeting adjourned at 6:20 p.m.

  
\_\_\_\_\_  
Mark Evilsizer, Board President

  
\_\_\_\_\_  
Nancy Chadwick, Secretary



**APPROVED 7/12/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**WEDNESDAY, MAY 25, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**SAN MARCOS, CALIFORNIA**  
**ROOM SSC-1**

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS** There were no public comments.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session in room A-1 at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 5:15 p.m. with all members present. Board President Evilsizer announced that the meeting regarding the Superintendent/President search would continue Tuesday May 31, 2016 at 4:00 p.m. in SSC-1.

**F. ADJOURNMENT** The meeting adjourned at 5:15 p.m.

Mark Evilsizer, Board President

Nancy Chadwick, Secretary



**APPROVED 7/12/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, MAY 31, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**SAN MARCOS, CALIFORNIA**  
**ROOM SSC-1**

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS** There were no public comments.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session in SSC-1 at 5:20 p.m.

Board President Evilsizer made the following announcement, The Board, in closed session, identified a leading candidate in its Superintendent/President search and has directed staff to commence contract negotiations with the candidate. The vote for this candidate was as follows:

<b>Ayes:</b>	Evilsizer, Hensch, and McNamara
<b>Nays:</b>	Halcón and Chadwick
<b>Absent:</b>	None

Once a proposed agreement with the candidate has been reached, the proposed contract with the successful candidate will be agendaized for a future Board meeting. The successful candidate's name will appear on the Board agenda.

**F. ADJOURNMENT** The meeting adjourned at 5:21 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





**APPROVED 7/12/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, JUNE 7, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**1140 W. MISSION ROAD, ROOM SSC-1**  
**SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER:**

Board Vice President Nancy Ann Hensch called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL:**

**PRESENT**

NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS** There were no public comments.

**D. BOARD WORKSHOP**

**South Center Project Overview**

Michelle Barton, Sr. Director Research, Planning, Institutional Effectiveness and Grants facilitated the workshop.

The Governing Board received a handout *South Center Workshop Governing Board, June 7, 2016* (on file in the Governing Board Office in accordance with AP 3310.) Director Barton reviewed the history of development of the South Center and discussed the curriculum considerations for the center with the Board. She reported that a job market survey is being undertaken, reviewed data on enrollment trends since 2000, and reviewed enrollment flow data in the southern portion of the District.

The presentation continued with a review of the site selection, purchase, and timeline history. She described the studies that were done utilizing SANDAG data and efforts undertaken to find a suitable site for an educational center. At this time she handed the workshop over to Ron Ballesteros-Perez, Vice President of Fiscal and Administrative Services, who reviewed the site and Interim Vice President of Instruction, Dan Sourbeer who reviewed the curriculum planning activities. VP Sourbeer discussed the focus of the academic programs and efforts undertaken to identify the needs of students and industry in the area. He reviewed the building floor plans and support services identified to be situation on the first floor as well as potential uses for the second, third and fourth floors.

The discussion of cost estimates was addressed by VP Ballesteros-Perez. He reviewed the Escondido Center cost estimates for FY 2014-15 and reviewed South Center cost estimates. Trustees discussed the estimates and probability of duplicating the success of the Escondido Center. The workshop continued with a summary review of the staffing needs, the Board asked numerous questions and staff responded.

The workshop continued with District legal counsel, Jeff Chine, and a review of the Environmental Impact Report (EIR). Mr. Chine discussed the CEQA requirement and environmental impacts specific to the site. He reviewed the timeframes related to the EIR and additional studies undertaken following comments received. He shared that the Final EIR would be presented at the June 14, 2016 meeting for certification by the Board. The workshop continued with a review of the impacts and the previously approved office site that was city-approved. Mr. Chine talked about the difference between opening-day impacts and long-term cumulative impacts differentiating between the city-approved office project and the district proposed educational use. Mr. Chine discussed the public's concerns regarding parking, access issues and traffic flow.

At this time Interim Superintendent/President Adrian Gonzales discussed the potential benefits of the South Education Center. He discussed the importance of serving the needs of our District noting that it is part of our Master Plan. He thanked the presenters and reported that the full EIR would be handed out at the conclusion of the meeting.

- E. **PUBLIC COMMENTS** There were no public comments.
- F. **RECESS TO CLOSED SESSION** The Board recessed to closed session at 5:25 p.m.
- G. **RECONVENE TO OPEN SESSION** The Board reconvened to open session at 6:11 p.m. Vice President Hensch announced that no reportable action had been taken in closed session.
- H. **ADJOURNMENT** The meeting adjourned at 6:11 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 8/9/2016**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, JUNE 14, 2016, 5:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL  
PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**ABSENT**

NANCY ANN HENSCH, B.A., VICE PRESIDENT  
PAUL P. MC NAMARA, B.A., TRUSTEE

**C. PUBLIC COMMENTS** The were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:00. Board President Evilsizer stated there were no reportable actions taken in closed session.

Following the Pledge of Allegiance the meeting continued.

**EE. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE:** Board President Evilsizer administered the Oath of Office to Student Trustee Malik Spence.

**F. CALL FOR CHANGES TO THE AGENDA** Before the meeting resumed the Board made the following changes to the agenda and one change to an exhibit as noted below:

- *Item N-7 was removed from the agenda.*

**7. RESOLUTION RENDERING ZONING ORDINANCES INAPPLICABLE TO PALOMAR COMMUNITY COLLEGE DISTRICT SOUTH EDUCATION CENTER PROJECT**

**EXHIBIT N-7**

**RESOLUTION 16-21509**

- *Add additional faculty hire to consent calendar item J-5 as follows:*

I.	Name:	<b>LETICIA AGUIRRE</b>
	Position:	Counselor/Assistant Professor - Student Equity
	Department:	Counseling
	Degrees:	M.S.W., Social Work B.A., Social Work
	Position #:	6622
	New?:	Yes
	Remarks:	Position approved 10/13/15; correction to position title. Funded - 50% Student Success & Support Programs and 50% Student Equity. This is a non-tenure track faculty position and the continuation of the position is dependent upon the continuation of funds.



Sal Grade/Stp: **E/8**  
Salary: **\$8,303.84/month**  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2016  
Account #(s): K-122100-441100-63200-1612120/50%  
K-122100-411100-66400-1612135/50%

- *Correct errors on consent calendar item J-6*

a. Name: **NICOLE A. ROSE**  
Position: Assistant Professor, Psychology  
Department: Behavioral Behavioral Sciences  
Degrees: M.A., Counseling Psychology  
B.S., Human Services  
Position #: 6599  
New?: No, temporary contract  
Remarks: ~~One-semester~~ year temporary replacement contract; non-tenure-track  
faculty appointment for 2016-2017 academic year only.  
Sal Grade/Stp: **D/9**  
Salary: **\$8,303.84/month**  
% of Position: **100%**  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-363800-21040-0000000/100%

- *Correct the exhibit to consent calendar item J-10 (APPROVE EMPLOYMENT CONTRACT FOR ASSISTANT SUPERINTENDENT/VICE PRESIDENT) which contains a typographic error: Paragraph 5. Salary is incorrectly listed as grade 75. It should be listed as grade 79. Staff was directed to correct the contract (Exhibit J-10) and process as usual.*

G. **PUBLIC COMMENTS** There were none.

H. **APPROVAL OF MINUTES**

MSC Chadwick/Halcón

The Governing Board approved the minutes of April 5, 2016 as written.

The vote was unanimous. (Hensch and McNamara absent)

I. **REPORTS**

**Acknowledgement of Retirement:** Martha J. Furch. Interim VP Instruction, Dan Sourbeer, said a few words about the many contributions Marti Furch made to the District during her 20 years of service.

**2016-2017 Tentative Budget** - Ron Ballesteros-Perez, Vice President for Finance and Administrative Services, gave a presentation on the tentative budget. He discussed the *May Revise*, planning assumptions, apportionment and FTES from 2008 with projections through 2017. He talked about Fund 11 including projected revenue and expenditures, reviewed the Fund balance history from 2010-11 with projections to 2017, and provided the timeline leading up to the September meeting where it is anticipated the Board will review and approve the adopted budget.

Board President Evilsizer thanked staff for their efforts taken in May during the many celebratory events.

Trustee Chadwick reported on her attendance at the EOPs, Nurses Pinning, Fire Academy, TRiO, CalWorks, and Commencement events. She talked about the Memorial Day event, the press conference for the "cut suit" and the Policies and Procedures Committee meeting.

Trustee Halcón talked about the many graduation events including Nursing, Fire Academy, and MEChA. He talked about funds raised through Rotary 78 for scholarships, the Superintendent President forums and the Memorial Day ceremony.

Student Trustee Spence reported that ASG Senator Chris Hopp had been selected at the Student Senate for California Community Colleges ("SSCCC") Region 10 to serve as Treasurer to the SSSCC Finance Committee.

Dan Sourbeer, Interim Vice President for Instruction reported that all interviews are completed for the faculty hires, he talked about the "cut suit" demonstration, and shared Margie Fritch's background in education. In closing he thanked Adrian Gonzales for his interim role as president and welcomed Dr. Joi Blake.

Vice President Ron Ballesteros-Perez thanked Adrian for his service as the Interim President and talked briefly about Phase I of the A building renovations.

Interim Vice President Mike Popielski expressed appreciation for the leadership Adrian provided during the past year. He discussed the EEO Plan changes and thanked Shawna Cohen for her work on the plan.

Interim Superintendent President Gonzales talked about his experience serving as the Interim President. He shared that the District's technology infrastructure had been upgraded and talked about some of the many of the improvements including the adoption of CCCApply. He reported on staff hired in the last twelve months and thanked everyone that had worked on a hiring committee, talked about the grand opening of the baseball field and the Early Childhood Education Lab School and, discussed the current construction items in process. Interim Superintendent President Gonzales talked about the many strengthened relationships with local high schools and constituent groups. He talked out the success of the Gala, golf tournament, Hunter Family gift, and Giving Tuesday as well as other significant donations. In closing he talked about the Palomar Promise and the increased access for students that the Promise will provide.

#### **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Halcón, the Board approved the following items 1-12 and 14-28; item 13 was pulled for discussion.

**Ayes:** Evilsizer, Chadwick, and Halcón

**Noes:** None

**Absent:** Hensch and McNamara

**Student Trustee:** Aye

#### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- a.    **Name:**           **GARCIA VILLA, HECTOR**  
      **Disciplines:**   Physical Sciences and Physics
- b.    **Name:**           **NELSON, SCOTT**  
      **Disciplines:**   Italian and Spanish
- c.    **Name:**           **MENDOZA, SYLVIA**  
      **Discipline:**   Chicano Studies



## **2. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Summer 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

### **Summer 2016**

- |                |   |
|----------------|---|
| Department:    | Athletics   |
| a. Name:       | <b>Puccino, Jaclyn</b>  |
| Discipline:    | Women's Water Polo Coach  |
| Degrees:       | M.S., Physical Education<br>B.A., Psychology<br>2+ years of experience. |
| Sal Grade/Stp: | <b>B/1</b>  |
| Salary:        | <b>\$57.15</b>  |
|                |   |
| Department:    | Counseling  |
| a. Name:       | <b>Evans, Christine</b>   |
| Discipline:    | Counseling  |
| Degrees:       | Master of Education, School Counselor<br>B.A., Psychology               |
| Sal Grade/Stp: | <b>B/1</b>  |
| Salary:        | <b>\$57.15</b>  |
|                |   |
| b. Name:       | <b>McIntosh, Daniela</b>  |
| Discipline:    | Counseling  |
| Degrees:       | M.A., Education (Counseling)<br>B.A., International Studies-Poli Sci    |
| Sal Grade/Stp: | <b>B/1</b>  |
| Salary:        | <b>\$57.15</b>  |
|                |   |
| c. Name:       | <b>Morente, Desmond</b>   |
| Discipline:    | Counseling  |
| Degrees:       | Ph.D., Education<br>M.S., Counseling<br>B.A., Psychology                |
| Sal Grade/Stp: | <b>D/1</b>  |
| Salary:        | <b>\$60.69</b>  |
|                |   |
| d. Name:       | <b>Parker, James</b>  |
| Discipline:    | Counseling  |
| Degrees:       | M.S., Counseling/Marriage, Family & Child Therapy<br>B.A., Psychology   |
| Sal Grade/Stp: | <b>B/1</b>  |
| Salary:        | <b>\$57.15</b>  |

## **3. INFORMATION: WITHDRAW SABBATICAL LEAVE**

Julia Robinson, Nursing Education Department, has withdrawn her application for sabbatical leave for the Fall 2016 Spring 2017 term, previously approved March 8, 2016.

#### **4. APPROVE SABBATICAL LEAVE FOR 2016-2017**

The Governing Board of the Palomar Community College District approved the sabbatical leave for Fall 2016 Spring 2017 for April Woods, Associate Professor, Counseling Department. She has requested that her sabbatical leave for Fall 2016 be extended to a full year. Sabbatical Leave Co-Chairs, Professor Patty Deen (Earth, Space, and Aviation Sciences), and Interim Vice President for Instruction Dan Sourbeer support the change.

#### **5. RATIFY ACADEMIC EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **academic employees**:

- a.     Name:               **KEVIN M. POWERS**  
          Position:       Assistant Professor, Welding  
          Department:   Trade and Industry  
          Degrees:       B.A., Career & Technical Studies  
                            2+ years experience  
          Position #:     5218  
          New?:           Yes  
          Remarks:       Position approved 9/22/15.  
          Sal Grade/Stp:   **B/9** (Pursuant to Ed. Code 87481)  
          Salary:          **\$7,739.83/month**  
          % of Position:   100%  
          # of Mos:        10  
          Effective:       August 19, 2016  
          Account #(s):   A-111000-338800-09565-0000000/100%
  
- b.     Name:               **LUZ D. CARRILLO**  
          Position:       Assistant Professor, Chemistry  
          Department:   Chemistry  
          Degrees:       Ph.D., Chemistry  
                            M.A., Chemistry  
                            B.S., Molecular Biology  
          Position #:     5240  
          New?:           Yes  
          Remarks:       Position approved 9/22/15.  
          Sal Grade/Stp:   **H/1**  
          Salary:          **\$7,032.22/month**  
          % of Position:   100%  
          # of Mos:        10  
          Effective:       August 19, 2016  
          Account #(s):   A-111000-342200-19050-0000000/100%
  
- c.     Name:               **JENNIFER J. ANDERSON**  
          Position:       Assistant Professor, Furniture Making  
          Department:   Trade and Industry  
          Degrees:       M.F.A., Art  
                            B.S., Design  
                            2+ years experience  
          Position #:     5219  
          New?:           Yes  
          Remarks:       Position approved 9/22/15; correction to account code & position title.  
          Sal Grade/Stp:   **D/8**  
          Salary:          **\$8,021.83/month**  
          % of Position:   100%  
          # of Mos:        10  
          Effective:       August 19, 2016  
          Account #(s):   A-111000-338300-09520-0000000/100%

- d. Name: **LECTOR GARCIA VILLA**  
Position: Assistant Professor, Physical Sciences/Physics  
Department: Physics & Engineering  
Degrees: M.A., Physics  
B.S., Physics  
Minimum qualifications satisfied via equivalency  
Position #: 6617  
New?: Yes  
Remarks: Position approved 9/22/15; correction to account code & position title.  
Sal Grade/Stp: **C/2**  
Salary: **\$6,186.38/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-349300-19010-0000000/50%  
A-111000-349400-19020-0000000/50%
- e. Name: **MEJGHAN AHMADI**  
Position: Counselor/Assistant Professor  
Department: Counseling  
Degrees: M.A., Counsel Psy/Counsel ED CPL/Fam  
B.S., Child Development  
Position #: 6619  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **D/4**  
Salary: **\$6,962.92/month**  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2016  
Account #(s): A-122100-462100-63100-0000000/100%
- f. Name: **SCOTT NELSON**  
Position: Assistant Professor, Italian/Spanish  
Department: World Languages  
Degrees: Ph.D., Romance Languages and Literatures  
M.A., Romance Languages and Literatures  
M.A., Teaching International Languages  
B.A., Spanish  
Minimum qualifications satisfied via equivalency  
Position #: 5134  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/5**  
Salary: **\$8,160.42/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-326500-11040-0000000/50%  
A-111000-326900-11050-0000000/50%

- g.     Name:               **LUIS A. GUERRERO**  
       Position:         Assistant Professor, Mathematics  
       Department:      Mathematics  
       Degrees:          M.A., Mathematics  
                            B.A., Mathematics  
                            A.A., Mathematics  
  
       Position #:       6618  
       New?:             Yes  
       Remarks:         Position approved 9/22/15.  
       Sal Grade/Stp:   **D/5**  
       Salary:           **\$7,221.84/month**  
       % of Position:   100%  
       # of Mos:         10  
       Effective:        August 19, 2016  
       Account #(s):     A-111000-347200-17010-0000000/100%
- h.     Name:               **CHRISTINE E. BARLOLONG**  
       Position:         Counselor/Assistant Professor - Veterans  
       Department:      Counseling  
       Degrees:          M.A., Counseling  
                            B.S., Human Development  
  
       Position #:       6620  
       New?:             Yes  
       Remarks:         Position approved 10/13/15; correction to position title. Funded - 50%  
                            Student Success & Support Programs and 50% Student Equity. This is a  
                            tenure track faculty position; should categorical funds be reduced or  
                            eliminated the position will be supported with general funds.  
  
       Sal Grade/Stp:   **E/1**  
       Salary:           **\$6,445.30/month**  
       % of Position:   100%  
       # of Mos:         11  
       Effective:        July 1, 2016  
       Account #(s):     K-122100-441100-63200-1612120/50%  
                            K-122100-411100-66400-1612135/50%
- i.     Name:               **STEPHEN R. ROBERTSON**  
       Position:         Assistant Professor, Speech Communication  
       Department:      Speech Communication/Forensics/American Sign Language  
       Degrees:          M.A., Communication  
                            M.A., Speech Communication  
                            B.A., Communication Studies  
  
       Position #:       5789  
       New?:             Yes  
       Remarks:         Position approved 9/22/15.  
       Sal Grade/Stp:   **F/1**  
       Salary:           **\$6,704.04/month**  
       % of Position:   100%  
       # of Mos:         10  
       Effective:        August 19, 2016  
       Account #(s):     A-111000-329300-15060-0000000/100%



- j. Name: **SYLVIA MENDOZA**  
Position: Assistant Professor, Chicano Studies  
Department: Multicultural Studies  
Degrees: Ph.D., Education, Culture and Society  
M.A., Bicultural/Bilingual Studies  
B.A., Journalism  
Minimum qualifications satisfied via equivalency  
Position #: 5415  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/1**  
Salary: **\$7,032.22/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-366300-22030-0000000/100%
- k. Name: **CHRISTINA MCKINNEY**  
Position: CalWORKs Counselor/Assistant Professor  
Department: Extended Opportunity Programs and Services (EOP&S)  
Degrees: M.A., Education (Counseling)  
B.A., Ethnic Studies  
Position #: 6312  
New?: No  
Remarks: Replacement for Brenda Wright. Funded - CalWORKs. This is a non-tenure track faculty position and the continuation of the position is dependent upon the continuation of funds.  
Sal Grade/Stp: **D/3**  
Salary: **\$6,704.04**  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2016  
Account #(s): K-122100-331200-63100-1612020/100%
- l. Name: **LETICIA AGUIRRE**  
Position: Counselor/Assistant Professor - Student Equity  
Department: Counseling  
Degrees: M.S.W., Social Work  
B.A., Social Work  
Position #: 6622  
New?: Yes  
Remarks: Position approved 10/13/15; correction to position title. Funded - 50% Student Success & Support Programs and 50% Student Equity. This is a non-tenure track faculty position and the continuation of the position is dependent upon the continuation of funds.  
Sal Grade/Stp: **E/8**  
Salary: **\$8,303.84/month**  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2016  
Account #(s): K-122100-441100-63200-1612120/50%  
K-122100-411100-66400-1612135/50%

**6. RATIFY TEMPORARY ACADEMIC EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **temporary academic employee**:

- a.     Name:               **NICOLE A. ROSE**  
          Position:       Assistant Professor, Psychology  
          Department:   Behavioral Sciences  
          Degrees:       M.A., Counseling Psychology  
                              B.S., Human Services  
          Position #:     6599  
          New?:          No, temporary contract  
          Remarks:      One-year temporary replacement contract; non-tenure-track faculty  
                              appointment for 2016-2017 academic year only.  
          Sal Grade/Stp: **D/9**  
          Salary:         **\$8,303.84/month**  
          % of Position: **100%**  
          # of Mos:      10  
          Effective:     August 19, 2016  
          Account #(s):  A-111000-363800-21040-0000000/100%

**7. RATIFY TEMPORARY CERTIFICATED EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **temporary certificated employee**:

- a.     Name:               **RENE ROBELIN**  
          Position:       Site Supervisor (temporary)  
          Department:   Early Childhood Education Lab School  
          Degrees:       B.A., Liberal Studies  
                              12 units of ECE/CD coursework  
                              3 units supervised field experience in ECE/CD  
          Position #:     5408  
          New?:          No, temporary contract  
          Remarks:      Temporary contract; non-tenure-track certificated appointment  
                              from July 1, 2016 through December 31, 2016 only.  
          Sal Grade/Stp: **E/1**  
          Salary:         **\$4,640.86/month**  
          % of Position: **100%**  
          # of Mos:      6  
          Effective:     July 1, 2016  
          Account #(s):  U-111000-364300-69200-0000000/100%

**8. RATIFY ASSIGNED TIME TO ACADEMIC CONTRACTS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **faculty assigned time** for the 2016-2017 Academic Year.

**EXHIBIT J-8**

**9. RATIFY THE MEMORANDUM OF UNDERSTANDING BETWEEN THE PALOMAR COMMUNITY COLLEGE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161 WITH RESPECT TO ARTICLE 12-DEPARTMENT CHAIRS/DIRECTORS.**

The Governing Board ratified the MOU dated May 4, 2016 between the District and the PFF increasing the release time for the World Languages Department Chairperson from 60% to 67% effective Summer 2016.

**EXHIBIT J-9**

**10. APPROVE EMPLOYMENT CONTRACT FOR ASSISTANT SUPERINTENDENT/VICE PRESIDENT**

The Governing Board approved the **employment contract** for the following **Assistant Superintendent/Vice President** effective July 11, 2016 through June 30, 2018:

Gonzales, Adrian                      Assistant Superintendent/Vice President,  
Student Services

**EXHIBIT J-10** (as corrected)

**11. APPROVE SALARY SCHEDULE FOR THE POSITION OF SUPERINTENDENT/PRESIDENT**

The Governing Board approved the salary schedule for the position of Superintendent/President effective July 1, 2016.

**EXHIBIT J-11**

**12. RATIFY TITLE CHANGE TO ADMINISTRATIVE POSITION**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of **title change** to the following **administrative position**:

a.    Position:                      **DIRECTOR, TELECOMMUNICATIONS - GRANTS**  
      Department:                Telecommunications - Grants  
      Name:                        Vacant  
      Position #:                  6282  
      New?:                        No  
      Remarks:                    Former title was Director, CCC Confer/3C Media Solutions; replacement for Blaine Morrow. Funded - TTIP South; continuation of position is dependent upon continuation of funding.  
  
      Salary Grade/Step:        71/1  
      Salary:                       \$9,112.50/month  
      % of Position:              100%  
      # Months:                   12  
      Effective:                   June 15, 2016  
      Account #(s):              K-212600-318100-61320-1612199/100%

**13.** This item was pulled from the consent calendar.

**14. RATIFY NEW CONFIDENTIAL AND SUPERVISORY TEAM POSITION**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the approval of the following new Confidential and Supervisory Team position:

a.    Position:                      **SUPERVISOR, VETERANS' SERVICES**  
      Department:                Financial Aid, Veterans', and Scholarship Services  
      Position #:                  5484  
      New?:                        Yes  
      Salary Grade/Step:        48/1  
      Salary:                       \$5,166.18/month  
      % of Position:              100%  
      # Months:                   12  
      Effective:                   June 15, 2016  
      Account #(s):              A-212100-423100-64800-0000000/100%



**15. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment** of the following **classified employees**:

- a.   Name:                   **MICHAEL DELAHUNT**  
      Position:           Senior Groundskeeper  
      Department:       Grounds Services  
      Position #:        5674  
      New?:              No  
      Remarks:          Replacement for George Holt.  
      Sal Grade/Stp:     **17/1**  
      Salary:            **\$3,386.15/month**  
      % of Position:     100%  
      # of Mos:          12  
      Effective:         June 15, 2016  
      Account #(s):     A-212200-542300-65500-0000000/100%  
      Normal Work       Tuesday - Saturday, 7:30 am - 4:00 pm.  
      Schedule:
  
- b.   Name:                   **PATRICIA BRAVO**  
      Position:           Employment Technician  
      Department:       Human Resource Services  
      Position #:        6585  
      New?:              Yes  
      Remarks:          Position approved 9/23/14.  
      Sal Grade/Stp:     **22/1**  
      Salary:            **\$3,826.35/month**  
      % of Position:     100%  
      # of Mos:          12  
      Effective:         June 27, 2016  
      Account #(s):     A-212200-611100-66600-0000000/100%
  
- c.   Name:                   **STEPHANIE YBARRA**  
      Position:           Employment Technician  
      Department:       Human Resource Services  
      Position #:        6541  
      New?:              No  
      Remarks:          Replacement for Anna Hayman.  
      Sal Grade/Stp:     **22/1**  
      Salary:            **\$3,826.35/month**  
      % of Position:     100%  
      # of Mos:          12  
      Effective:         June 15, 2016  
      Account #(s):     A-212200-611100-66600-0000000/100%



d. Name: **JEREMY L. SHIFFLET**  
Position: Skilled Maintenance Technician - Parking Lots  
Department: Building Services  
Position #: 5689  
New?: No  
Remarks: Replacement for Shawn McCann; funded - Parking Fees;  
continuation of position is dependent on continuation of funds.  
Sal Grade/Stp: **17/1**  
Salary: **\$3,386.15/month**  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2016  
Account #(s): A-212200-542100-65100-1812070/100%  
Normal Work Tuesday - Saturday, 7:00 am - 4:00 pm.  
Schedule:

#### **16. RATIFY CHANGES TO CLASSIFIED POSITIONS**

The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **changes** to the following **classified positions**:

a. Position: **OFFICE SPECIALIST I**  
Department: Languages and Literature  
Name: Dalia Lopez  
Position #: 6547  
New?: No  
Remarks: Increase from 11 months to 12 months.  
Sal Grade/Stp: **10/23**  
Salary: **\$4,181.19/month**  
% of Position: 100%  
# of Mos: 12  
Effective: July 1, 2016  
Account #(s): A-212200-321110-61100-0000000/100%

b. Position: **TEACHING AND LEARNING CENTER ASSISTANT**  
Department: Languages and Literature  
Name: Rosalinda Tovar  
Position #: 6562  
New?: No  
Remarks: Increase from 11 months to 12 months.  
Sal Grade/Stp: **20/4**  
Salary: **\$4,219.70/month**  
% of Position: 100%  
# of Mos: 12  
Effective: July 1, 2016  
Account #(s): A-212200-321110-61100-0000000/100%

#### **17. RATIFY PERSONNEL ACTIONS/HISTORY**

The Governing Board ratified the **Personnel Actions/History** report, which includes hires for **student employees** for the month of **May 2016**, and **short-term employees** for the month of **June 2016**.

**EXHIBIT J-17**

**18. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

The Governing Board ratified the recommendation of the Interim Superintendent/President granting the **bilingual stipend** to the following employee as a **designated bilingual interpreter**:

- a. **Juan C. Reyna**, GEAR UP Site Coordinator, Grant Funded Student Support Programs, effective June 1, 2016.

**19. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the 2015-2016 fiscal year:

Employee ID	Start Date	End Date	Percent
009478558	04/25/2016	05/22/2016	100%
002610875	05/04/2016	06/30/2016	100%
003223773	05/05/2016	06/02/2016	100%
006233623	05/13/2016	06/23/2016	100%

- b. The Governing Board ratified the recommendation of the Interim Superintendent/President granting the following employees **Medical Leave of Absence with no effect on benefits**.

Employee ID	Start Date	End Date	Percent
005989713	04/19/2016	06/30/2016	100%
001016100	06/04/2016	06/30/2016	100%

- c. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a **100% Personal Leave of Absence without pay**, effective May 23, 2016 through July 11, 2016, to **Timothy Murdoch**, Instructional Support Assistant IV, Art Department. The employee may substitute applicable paid leaves and benefits will continue if employee remains in paid status.
- d. The Governing Board ratified the recommendation of the Interim Superintendent/President granting a **100% Military Spousal Leave without pay with no effect on benefits**, effective June 20, 2016 through June 28, 2016 to **Jennifer Lee Vosburg**, Staff Aide, Disability Resource Center. The employee may substitute applicable paid leaves.

**20. INFORMATION RETIREMENTS**

On Behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by the Interim Superintendent/President, as authorized by the Governing Board, under **Group I** (receive the employer-paid health benefits as provided to active employees and eligible dependents for life of the retiree) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. **Richard L. Gommel**, Systems Module Functional Specialist, Enrollment Services, effective December 31, 2016. He has served Palomar College for 25 years from July 8, 1991 to December 30, 2016.

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by the Interim Superintendent/President, as authorized by the Governing Board, under **Group II**:

- a. **Martha J. Furch**, Professor, English as a Second Language Department, effective July 1, 2016. She has served Palomar College for 20 years from August 23, 1996 to June 30, 2016.

## **21. RATIFY RESIGNATIONS**

The Governing Board ratified the **resignation**, accepted by the Interim Superintendent/President in accordance with Board Policy 7350, of the following **employees**:

- a. **Alexander R. Peters**, Academic Evaluator/Advisor, Evaluations and Records, effective July 1, 2016 (last day of employment is June 30, 2016).
- b. **Marco A. Rangel**, Human Resources Assistant I, Human Resource Services, effective June 10, 2016 (last day of employment was June 9, 2016).
- c. **Laura A. Ruelas**, ESL Program Assistant, English as a Second Language Department, effective July 1, 2016 (last day of employment is June 30, 2016).
- d. **Felicity Young**, TRIO/EOC Outreach Coordinator, Grant Funded Student Support Programs, effective June 4, 2016 (last day of employment was June 3, 2016).

## **22. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS**

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **\$500 annual stipend**, prorated on a monthly basis, effective July 1, 2016:

Employee Name: **Abigail Corona**  
Position: Academic Department Assistant  
Department: Chemistry/Physics & Engineering  
Course of Study: Job Related

Employee Name: **Pollyanna Shafer**  
Position: Academic Evaluator/Advisor  
Department: Evaluations and Records  
Course of Study: Bachelor's Degree

In accordance with the **Professional Growth Program for Classified Employees**, the following employees are granted a **one-time lump sum stipend of \$2,000** effective July 1, 2016, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: **Dianna Trujillo Hernandez**  
Position: Communications Assistant I  
Department: Communications/Marketing  
Course of Study: Job Related

Employee Name: **Keri McNamara**  
Position: Instructional Support Assistant I  
Department: Art  
Course of Study: Master's Degree

## **23. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY EFFECTIVE FALL 2016**

The Governing Board approved Curriculum Action Items dated April 6, April 20, May 4 and May 18 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum, effective Fall 2016.

**EXHIBIT J-23**



#### **24. RATIFY REIMBURSEMENT OF TRAVEL EXPENSES FOR INTERVIEW CANDIDATES**

The Governing Board ratified **reimbursement of travel expenses** for the following interview candidates:

- a.     Name:                 **TRISTAN STRIKER**  
       For:                 Airfare, airport parking, rental car, gas and meals  
       To Attend:         Second-level interview for Assistant Professor, English  
       Location:          Amherst, MA to San Marcos, CA  
       Date:                April 14, 2016  
       Amount:             \$738.50  
       Budget Account #:   **575400-12-611200-67600-10-1612080/100%**
  
- b.     Name:                 **WILLIAM MCGREEVY**  
       For:                 Airfare, hotel, rental car, gas and meals  
       To Attend:         Second-level interview for Dean, Career, Technical & Extended Education  
       Location:          Golden, CO to San Marcos, CA  
       Date:                April 18, 2016  
       Amount:             \$539.04  
       Budget Account #:   **575400-12-611200-67600-10-1612080/100%**
  
- c.     Name:                 **KINDRED MURILLO**  
       For:                 Airfare, hotel and rental car  
       To Attend:         First-level interview for President/Superintendent  
       Location:          South Lake Tahoe, CA to San Marcos, CA  
       Date:                May 9, 2016  
       Amount:             \$1,079.67  
       Budget Account #:   **575400-12-611200-67600-10-1612080/100%**
  
- d.     Name:                 **SCOTT NELSON**  
       For:                 Airfare, hotel and meals  
       To Attend:         Second-level interview for Assistant Professor, Italian/Spanish  
       Location:          Myrtle Beach, SC to San Marcos, CA  
       Date:                May 9, 2016  
       Amount:             \$848.32  
       Budget Account #:   **575400-12-611200-67600-10-1612080/100%**
  
- e.     Name:                 **SYLVIA MENDOZA**  
       For:                 Airfare, hotel, rental car and meals  
       To Attend:         Second-level interview for Assistant Professor, Chicano Studies  
       Location:          Houston, TX to San Marcos, CA  
       Date:                April 29, 2016  
       Amount:             \$709.94  
       Budget Account #:   **575400-12-611200-67600-10-1612080/100%**
  
- f.     Name:                 **ALBERT PONCE**  
       For:                 Airfare, hotel, airport shuttle, rental car, gas and meals  
       To Attend:         Second-level interview for Assistant Professor, Chicano Studies  
       Location:          Reno/Tahoe, NV to San Marcos, CA  
       Date:                April 29, 2016  
       Amount:             \$893.51  
       Budget Account #:   **575400-12-611200-67600-10-1612080/100%**

- g.     Name:               **NICHOLAS A. THOMAS**  
       For:               Airfare, hotel and airport shuttle  
       To Attend:        Second-level interview for Assistant Professor, Speech Communication  
       Location:         Spokane, WA to San Marcos, CA  
       Date:             April 28, 2016  
       Amount:           \$571.42  
       Budget Account #: **575400-12-611200-67600-10-1612080/100%**
  
- h.     Name:               **ELENA VILLA**  
       For:               Amtrak, hotel and rental car  
       To Attend:        Second-level interview for Assistant Professor, Spanish  
       Location:         Santa Barbara, CA to San Marcos, CA  
       Date:             May 18, 2016  
       Amount:           \$312.00  
       Budget Account #: **575400-12-611200-67600-10-1612080/100%**
  
- i.     Name:               **CHRIS HARPER**  
       For:               Airfare, rental car and meals  
       To Attend:        Second-level interview for Assistant Professor, Speech Communication  
       Location:         Memphis, TN to San Marcos, CA  
       Date:             April 28, 2016  
       Amount:           \$605.57  
       Budget Account #: **575400-12-611200-67600-10-1612080/100%**
  
- j.     Name:               **HWANG KIM**  
       For:               Airfare, hotel, rental car, airport parking and meals  
       To Attend:        Second-level interview for Assistant Professor, Art (Drawing)  
       Location:         St. Louis, MO to San Marcos, CA  
       Date:             May 16, 2016  
       Amount:           \$893.82  
       Budget Account #: **575400-12-611200-67600-10-1612080/100%**

**25. APPROVE EXTENDED FIELD TRIPS**

The Governing Board approved the following extended field trip: Las Vegas, NV, July 20-22, 2016 for students to attend the national Cheerleaders Association Collegiate Summer Camp.

**EXHIBIT J-25**

**26. ACCEPT GIFTS**

The Governing Board accepted the following gifts and directed that appropriate letters of appreciation be sent to the donor:

- a. Assorted supplies for use in the auto body shop donated by Robert Messier, 724 San Pasqual Valley Rd., Escondido, CA 92027. Total cash value as identified by the donor \$900.00.
  
- b. Assorted plants for use at commencement donated by Color Spot Nurseries, 2775 Olive Hill Rd., Fallbrook, CA 92028. Total cash value as identified by the donor \$246.28.

**27. APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICY**

The Governing Board of the Palomar Community College District approved the following Board Policy. It had previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. The Board held a first reading of this item on May 10, 2016.

BP 3200 Accreditation

**EXHIBIT J-27**

**28. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board excused the absences of Malik Spence from the Special meetings of May 11, May 13, May 25, and May 31 due to personal necessity.

**RESOLUTION 16-21206**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**13. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

MSC Chadwick/Halcón

Trustee Evilsizer commented on the hire of Margie Fritch. The Governing Board ratified the recommendation of the Interim Superintendent/President regarding the **employment and contract** of the following **administrative employee**:

a	Name:	<b>MARGIE FRITCH</b>
	Position:	Dean, Instructional
	Department:	Career, Technical & Extended Education
	Position #:	5181
	New?:	No
	Remarks:	Replacement for Wilma Owens
	Sal Grade/Stp:	<b>75/10</b>
	Salary:	<b>\$12,875.96/month</b>
	% of Position:	100%
	# of Mos:	12
	Effective:	July 1, 2016
	Account #(s):	A-123100-331100-60110-0000000/100%

**EXHIBIT J-13**

The vote was unanimous. (Hensch, McNamara, and Student Trustee Spence absent.)

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, reported on the Faculty Senate elections.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, PFF President, thanked Adrian Gonzales for this service as the Interim President.



**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, President of the Administrative Association, reported on the AA/CAST Retreat taking place on June 15. He thanked Adrian for his service as the Interim President.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team thanked Adrian for his leadership.

**5. INFORMATION: Report of the CCE/AFT**

CCE/AFT had no report.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG is working on reviewing of their by-laws and event planning. He thanked Adrian for his leadership.

**M. UNFINISHED BUSINESS** There was no unfinished business.

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE FISCAL YEAR 2015-2016 PURCHASES**

MSC Chadwick/Halcón

Trustee Evilsizer had a question about a line item on the exhibit. Chris Miller responded. The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2015-2016 fiscal year budget:

Purchase Orders Time Period: 04/29/16 06/02/16	\$3,195,853.32
Procurement Card Time Period: 04/23/16 05/22/16	<u>232,249.87</u>
	<u>\$3,428,103.19</u>

**EXHIBIT N-1**

The vote was unanimous. (Hensch and McNamara absent)

**2. APPROVAL OF 2015-2016 BUDGET ADJUSTMENTS AND YEAR END TRANSFERS**

MSC Chadwick/Halcón

The Governing Board of Palomar Community College District approved the budget transfers and adjustments of Fiscal Year 2015-2016 from September 3, 2015 through June 1, 2016 and the revised budgets as of June 1, 2016. The Governing Board also hereby authorizes the Vice President, Finance and Administrative Services, to make any year end transfers as are necessary to assist with the close of the books for the fiscal year. This report shows adjustments made to the budget as of June 1, 2016 and the revised budgets as of June 1, 2016.

**EXHIBIT N-2**

The vote was unanimous. (Hensch and McNamara absent)

**3. APPROVE FISCAL YEAR 2016-2017 TENTATIVE BUDGET**

MSC Chadwick/Halcón

The Governing Board approved the Fiscal Year 2016-2017 Tentative Budget for the Palomar Community College District.

**EXHIBIT N-3**

The vote was unanimous. (Hensch and McNamara absent)

**4. ADOPT NOTICE OF PUBLIC HEARING FOR THE FISCAL YEAR 2016-2017 ADOPTED BUDGET**

MSC Chadwick/Halcón

The Governing Board approved that the proposed Fiscal Year 2016-2017 Adopted Budget for the Palomar Community College District will be on display and available for public inspection on Tuesday, September 6, 2016 through Monday, September 12, 2016, 8:00 a.m. to 4:30 p.m., in Fiscal Services, Room A-2 Administration Building, Palomar College. Further, The Governing Board of the Palomar Community College District will conduct a Public Hearing on the Adopted Budget at a meeting of the Governing Board on Tuesday, September 13, 2016 at 5:00 p.m., Board Conference Room, Palomar College. Said Notice of Public Hearing is to be published by the North County Times on August 1, August 2, August 8, or August 9, 2016.

The vote was unanimous. (Hensch and McNamara absent)

**5. APPROVE EDUCATION PROTECTION ACT (EPA) RESOLUTION**

MSC Chadwick/Halcón

The Governing Board adopted a resolution in accordance with the provisions of Article XIII, Section 36 of the California Constitution and accepts the 2015-2016 Prop 30 Education Protection Account (EPA) Expenditure Report.

**EXHIBIT N-5**

**RESOLUTION 16-21507**

The vote was unanimous. (Hensch and McNamara absent)

**6. APPROVE 2014-15 GANN AMENDMENT LIMIT**

MSC Chadwick/Halcón

The Governing Board adopted a resolution establishing the 2016-17 Gann appropriation limit as required by Article 13B of the California State Constitution and State Law.

**EXHIBIT N-6**

**RESOLUTION 16-21508**

The vote was unanimous. (Hensch and McNamara absent)

**7. This item was removed from the agenda.**



**8. RESOLUTION APPROVING THE SOUTH EDUCATION CENTER PROJECT, CERTIFYING THE FINAL ENVIRONMENTAL IMPACT REPORT, APPROVING THE CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, AND ADOPTING THE MITIGATION, MONITORING AND REPORTING PROGRAM**

MSC Chadwick/Halcón

Interim Superintendent/President Gonzales provided an overview of the project and introduced Jeff Chine with Allen Matkins who discussed the Environmental Impact Report ("EIR") and steps taken leading up to the final EIR. He discussed some of the key points of the EIR. Trustees Halcón and Evilsizer commented on the parking and traffic concerns.

Trustee Evilsizer invited public comment on the matter, there were no comments.

The Governing Board of the Palomar Community College District adopted Resolution 16-21510 certifying the Final Environmental Impact Report (SCH No. 2015081039), approving the CEQA Findings of Fact and Statement of Overriding Considerations, and adopting the Mitigation Monitoring and Reporting Program.

**EXHIBIT N-8**

**RESOLUTION 16-21510**

The vote was unanimous. (Hensch and McNamara absent)

**9. APPROVE CHANGE ORDERS**

MSC Chadwick/Halcón

Trustee Chadwick asked about the police structure. Chris Miller responded that the Board would be receiving an update in a future Board workshop.

The Governing Board approved the following change orders as detailed:

- a. **BID #102-16 TEMPORARY PARKING LOT (CO #01)**  
This is a Change Order to include additional scope of work requested by the District for improvements to the existing adjacent Softball Field in the amount of \$38,065.23.
- b. **PARKING STRUCTURE AND POLICE STATION (CO #01)**  
This is a Change Order to include new irrigation water well to comply with State Mandated water use reduction in the amount of \$150,000 using State Scheduled Maintenance funds.

**EXHIBIT N-9**

The vote was unanimous. (Hensch and McNamara absent)

**10. REVIEW AND APPROVE A SYSTEM-WIDE LICENSING AGREEMENT THROUGH TTIP/SOUTH AND IEPI GRANT FUNDS**

MSC Chadwick/Halcón

Trustee Halcón asked for clarification on this item. IVPI Sourbeer responded.

The Governing Board authorized the District to enter into a licensing agreement for 75,000 system-wide licenses with Lynda.com, a LinkedIn company.

**EXHIBIT N-10**

The vote was unanimous. (Hensch and McNamara absent)

**11. APPROVE PALOMAR/SAN MARCOS PROMISE MEMORANDUM OF UNDERSTANDING**

MSC Chadwick/Halcón

The Governing Board approved the memorandum of understanding between Palomar College, the Palomar College Foundation, the San Marcos Unified School District and The San Marcos Promise.

**EXHIBIT N-11**

The vote was unanimous. (Hensch and McNamara absent)

**12. REVIEW AND APPROVE CONTRACT WITH INTERACT COMMUNICATIONS, INC.**

MSC Chadwick/Halcón

Trustee Chadwick had questions regarding the timeline, Director Gropen responded and Interim Superintendent/President Gonzales discussed the item.

The Governing Board approved the contract with Interact Communications, Inc., to serve as the consulting firm that will assist the District in branding and marketing services in accordance with RFQ 201-16.

**EXHIBIT N-12**

The vote was unanimous. (Hensch and McNamara absent)

**13. REVIEW AND APPROVE EQUAL EMPLOYMENT OPPORTUNITY PLAN**

MSC Chadwick/Halcón

Trustees asked for a summary of the changes from the previous plan and asked other questions, Interim VP Popielski responded.

The Governing Board of the Palomar Community College District approved the Equal Employment Opportunity Plan (EEO Plan), which is required per Title 5, Section 53003, and delineates practices the District will utilize to further its commitment to diversity. The first reading took place on May 10, 2016.

**EXHIBIT N-13**

The vote was unanimous. (Hensch and McNamara absent)

**14. APPROVE EQUAL EMPLOYMENT OPPORTUNITY FUND MULTIPLE METHOD ALLOCATION MODEL CERTIFICATION FORM, FISCAL YEAR 2015-16**

MSC Chadwick/Halcón

The Governing Board approved the Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form pursuant to Title 5, § 53030. This form is sent to the California Community Colleges Chancellor's Office to report the various activities that the District is implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods.

**EXHIBIT N-14**

The vote was unanimous. (Hensch and McNamara absent)

**15. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/Halcón

The Governing Board of the Palomar Community College District hereby calls a Special Meeting on June 28, 2016 at 4:00 p.m. to review Board Goals 2015-16, Review Year-End Report, Review Board Self-Evaluation Results, and Formulate Board Goals 2016-17.

The vote was unanimous. (Hensch and McNamara absent)

**16. ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

MS Halcón/Evilsizer, motion failed

The Governing Board did not approve the employment and contract of the following administrative employee:

a.     Name:                 **JOI BLAKE**  
       Position:            Superintendent/President  
       Department:        Superintendent/President's Office  
       Position #:         5010  
       New?:                No  
       Remarks:           Replacement for Robert P. Deegan.  
       Salary:             **\$\$19,166.67 /month**  
       % of Position:      100%  
       # of Mos:            12  
       Effective:           July 11, 2016  
       Account #(s):       A-121100-211100-66200-0000000/100%

**EXHIBIT N-16**

The vote was: Ayes: Evilsizer and Halcón; Noes: Chadwick; Absent: Hensch and McNamara; Student Trustee: Aye

**17. APPOINTMENT OF SECRETARY TO THE BOARD**

MS Halcón/Evilsizer, motion failed

The Governing Board made no appointment.

The vote was: Ayes: Evilsizer and Halcón; Noes: Chadwick; Absent: Hensch and McNamara; Student Trustee: Aye

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board had no requests for reports.

**P. RECESS TO CLOSED SESSION:** No additional closed session was needed.

**Q. RECONVENE TO OPEN SESSION:** No additional closed session was needed.

**R. ADJOURNMENT** The meeting adjourned at 6:25 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





**APPROVED 8/9/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**FRIDAY, JUNE 17, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**  
**ROOM SSC-1**

**A. CALL MEETING TO ORDER:**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
PAUL P. MC NAMARA, B.A., TRUSTEE  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS There were none.**

**D. CALL FOR CHANGES TO THE AGENDA There were none.**

**E. NEW BUSINESS**

**1. APPROVE ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

MSC Hensch/McNamara

The Governing Board approved the employment and contract of the following administrative employee:

a.	Name:	<b>JOI BLAKE</b>
	Position:	Superintendent/President
	Department:	Superintendent/President's Office
	Position #:	5010
	New?:	No
	Remarks:	Replacement for Robert P. Deegan.
	Salary:	\$19,166.67 /month
	% of Position:	100%
	# of Mos:	12
	Effective:	July 11, 2016
	Account #(s):	A-121100-211100-66200-0000000/100%

**EXHIBIT E-1**

The vote was - Ayes: Evilsizer, Hensch, McNamara and Halcón; Noes: Chadwick; Absent: Student Trustee.

**2. APPOINTMENT OF SECRETARY TO THE BOARD**

MSC Hensch/McNamara

The Governing Board appointed Joi Blake, Superintendent/ President, to serve as Secretary to the Governing Board of the Palomar Community College District, effective July 11, 2016.

The vote was - Ayes: Evilsizer, Hensch, McNamara and Halcón; Noes: Chadwick; Absent: Student Trustee.

F. **ADJOURNMENT** The meeting adjourned at 4:02 p.m.

  
\_\_\_\_\_  
Mark Evilsizer, Board President

  
\_\_\_\_\_  
Nancy Chadwick, Secretary



**APPROVED 8/9/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, JUNE 28, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**  
**ROOM SSC-1**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
PAUL P. MC NAMARA, B.A., TRUSTEE  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY

**ABSENT**

JOHN HALCÓN, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE

**C. RECESS TO CLOSED SESSION**

**D. RECONVENE TO OPEN SESSION**

Board President Evilsizer stated there were no reportable actions taken in closed session.

**E. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO THE AGENDA There were none.**

**F. PUBLIC COMMENTS There were none.**

**G. APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of April 12, 2016 and April 26, 2016 as written.

The vote was unanimous. Student Trustee absent.

**H. BOARD WORKSHOP**

Michelle Barton, Sr. Director Research, Planning, Institutional Effectiveness and Grants facilitated the workshop.

**Review Board Self-Evaluation Results**

The Board reviewed the updated Effectiveness Review Cycle and Director Barton explained the changes and what would be covered in the workshop. She discussed the purpose of the Board's self-evaluation including the Board's responsibilities, as well as the focus and items addressed in the self-evaluation. Director Barton and Trustees discussed the results of the self-evaluation focusing on those items where the responses were not unanimous. In response to comments by the Board Director Barton reminded the Board that they had reviewed all Chapter 2 Board Policies and Procedures in



2014. The Board discussed the importance of on-boarding the President and setting up clear guidance. Director Barton discussed a process she had experienced in a previous job.

The workshop continued with a review of the Board's goals and tasks and the Board's progress on each. Trustees discussed the importance of not only enrollment management and retention but also the transfer and employment of students. Director Barton discussed a survey currently underway to gather information from industry in the District's service area. The Board reviewed comments submitted related to accomplishments, strengths, areas of opportunity and items to address in the upcoming year including budget, hiring of diverse faculty, the presidential transition and other matters.

#### **Review Year-End Report and progress on Board Goals 2015-16**

Trustees reviewed and discussed the Annual Report and requested a future workshop on the Strategic Plan. Director Barton discussed some of the key accomplishments of the Strategic Planning Council. Trustees and meeting attendees talked about several important District initiatives including: The District's status as a Hispanic Serving Institute; marketing and messaging plan timelines and goals; enrollment management; diversity and cultural awareness; and the South Center. Trustees reviewed progress on the remaining goals related to student access, programs, learning and achievement; legislative advocacy and; business and community partnerships.

#### **Formulate Board Goals 2016-17**

Director Barton summarized some of the key topics that the Board expressed interest in formulating goals around including diversity of faculty and staff, Enrollment Management, Budget, Career Technical Education/Innovation, K-12 & university partnerships, Strategic Plan, and the South Center and District facilities. Trustees discussed utilizing a matrix to visually tie together Board Goals, the Strategic Plan, and Board Policies. The formulation of goals/tasks with an increased emphasis on diversity was discussed and the Board worked with Director Barton to formulate a framework for their goals. Director Barton talked about the next steps and reported she would craft the draft goals based on the Board's inputs, the goals and tasks would then be sent out to the Board for review and comments and, they would appear on a future agenda for review and approval.

Prior to adjourning the meeting Board President Evilsizer asked if anyone wished to make a public comment. There were no public comments.

- I. **ADJOURNMENT** The meeting adjourned at 5:55 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





**APPROVED 9/13/2016**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, JULY 12, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MCNAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 5:12 p.m. All trustees present.

Following the Pledge of Allegiance the meeting continued.

Board President Mark Evilsizer reported that the Board took action in closed session pursuant to Government Code 54957 to suspend the employment of a permanent confidential and supervisory team employee, No. 003208186, and directed discipline implementation be held in abeyance pending timely request for an evidentiary hearing as provided by Palomar Community College District Confidential and Supervisory Tam Handbook section 22 – Discipline. The vote was unanimous with all trustees present.

**F. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO THE AGENDA** There were none.

**G. PUBLIC COMMENTS**

Edmund Unger handed out a paper titled "Statement of the Events of 27 May 2016" (on file in the Governing Board Office in accordance with AP 3310) and talked about a matter that took place at the 2016 Memorial Day Celebration. The individuals named below commented on matters related to the Classification Study including but not limited to the topics of: Negotiations, job descriptions, compensation, retroactive pay, equitable compensation, staff tasks and responsibilities and history of the classification studies.

Kim Hartwell  
Anel Gonzalez  
Cheryl Kearse  
Kelly Dryden  
David Vasquez

Charlie Mazarakes  
Pamela Grasso  
Chris Wick  
Anne Delgado

## **H. APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of the following meetings as written:

- May 10, 2016
- May 11, 2016
- May 13, 2016
- May 25, 2016
- May 31, 2016
- June 7, 2016

The vote was unanimous. Student Trustee abstained.

## **I. REPORTS**

Board President Evilsizer welcomed Dr. Joi Blake to Palomar and spoke briefly about her past accomplishments. He then ceremonially administered the Oath of Office to the new Superintendent/President. He reported attending the Paramedic Graduation event. In closing he thanked Adrian Gonzales, Mike Popielski, and Dan Sourbeer for their work during the transition.

Trustee Hensch welcomed Dr. Blake, reported attending the Paramedic Graduation and acknowledged Director Michelle Barton's work at the June workshop.

Trustee Chadwick talked about the state of the college and the importance of the people that work for the District.

Trustee McNamara expressed appreciation for the work that was done over the last year and talked about future challenges the college is facing.

Trustee Halcón welcomed Dr. Blake and thanked the interim executive team members for their work during the transition. He addressed the classified staff and thanked them for their work.

Student Trustee Spence reported on the SSCCC elections for 2016/17.

Superintendent/President Dr. Joi Blake thanked everyone for the warm welcome.

Interim Vice President Dan Sourbeer welcomed Dr. Blake and introduced Margie Fritch as the new CTE Dean. He talked briefly about the "Doing What MATTERS" CTE campaign.

Vice President Adrian Gonzales talked about the strength of the college and welcomed Dr. Blake. He thanked Yasue Oneill for coordinating the Meicheng Children Arts Delegation performance, thanked the Palomar Police for their professionalism and acknowledged Mike Popielski for his services as the Interim VP of HRS.

Vice President Ron Ballesteros-Perez welcomed Dr. Blake to the District and thanked IVP Mike Popielski and District staff for their dedicated service over the last year. He then invited Director Laura Gropen to introduce the 2014/15 Independent Citizens' Oversight Committee ("ICOC") Chair, Jesse Lynn Clark. Ms. Clark reviewed the 2014/15 ICOC report and discussed the accomplishments of the committee.

Interim Vice President Mike Popielski expressed appreciation for the support extended over the last year and thanked Dr. Blake and Adrian Gonzales for their well wishes.

## **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1-20.  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individual equivalency to minimum qualifications for the disciplines listed:

a. **Name:** **Hosaka, Heather**  
**Disciplines:** ESL

### **2. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Summer 2016 and Fall 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

#### **Summer 2016**

Department: Business Administration

a. **Name:** **Haddad, Tanya**  
**Discipline:** Accounting  
**Degrees:** Doctor of Business Admin, Accounting  
M.S., Business Administration (Finance)  
B.B.A., Finance Management

**Sal Grade/Stp:** **D/1**  
**Salary:** **\$60.69**

b. **Name:** **Iadevaia, Robert**  
**Discipline:** Accounting  
**Degrees:** M.B.A., Business Administration  
B.S., Business Administration (Accounting)

**Sal Grade/Stp:** **B/1**  
**Salary:** **\$57.15**

Department: Chemistry

a. **Name:** **Fisher, Kaitlin**  
**Discipline:** Ph.D., Chemistry  
**Degrees:** M.S., Chemistry  
B.S., Biochemistry

**Sal Grade/Stp:** **D/1**  
**Salary:** **\$60.69**

Department: Counseling  
a. Name: **Sada, Sandy**  
Discipline: Counseling  
Degrees: M.A., Education  
B.A., Sociology  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Economics, History and Political Sciences  
a. Name: **Turner, Frank**  
Discipline: History  
Degrees: M.A., History  
B.A., History  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: EOP&S/CARE/CalWorks  
a. Name: **Rodriguez, Patricia**  
Discipline: Counseling: EOPS  
Degrees: M.S., Educational Counseling  
B.A., Sociology  
2+ years of occupational experience  
EOPS counselor requirements set after October 24, 1987 fulfilled.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

**Fall 2016**

Department: Design and Consumer Education  
a. Name: **Grill, Joan**  
Discipline: Interior Design  
Degrees: M.A., Interior Design  
B.A., Interior Design  
2+ years of experience.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

**3. APPROVE CHILD DEVELOPMENT CENTER TEACHER EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Child Development Center Teacher, at the hourly rate indicated for Summer 2016:

a. Name: **Medina, Wendy**  
Title: Associate Teacher  
Degrees: 12+ units ECE/CD including core courses  
Sal Grade/Stp: **B/1**  
Salary: **\$12.10**

#### **4. RATIFY ACADEMIC EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the **employment** of the following **academic employees**:

- a. Name: **MARY E. MENDOZA**  
Position: Assistant Professor, Sign Language/English Interpreting  
Department: Speech Communications/Forensics/American Sign Language  
Degrees: Ed.D., Teaching and Learning  
M.A., Teaching & Learning (Cur Dsgn)  
A.A., Sign Language Interpreting  
2+ Years Experience  
  
Position #: 5178  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/8**  
Salary: **\$9,006.27/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-329200-08500-0000000/100%
- b. Name: **HWANG KIM**  
Position: Assistant Professor, Art (Drawing)  
Department: Art  
Degrees: M.F.A., Fine Arts  
M.A., Art  
B.F.A., Fine Arts  
  
Position #: 5079  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **D/8**  
Salary: **\$8,021.83/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-322200-10020-0000000/100%
- c. Name: **JOHN K. RUSSELL**  
Position: Assistant Professor, Music (Vocal/Choral/Music Theory)  
Department: Performing Arts  
Degrees: D.M.A., Choral Music  
M.A., Music and Music Education  
B.M., Music: Secondary Education  
  
Position #: 5147  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/8**  
Salary: **\$9,006.27/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-327300-10040-0000000/100%

- d. Name: **MATTHEW E. O'BRIEN**  
Position: Assistant Professor, Psychology  
Department: Behavioral Sciences  
Degrees: Ph.D., Psychology  
M.A., Psychology  
M.A., Psychology  
B.A., Psychology  
Position #: 5388  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/7**  
Salary: **\$8,724.43 /month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-363500-20010-0000000/100%
- e. Name: **ELENA VILLA**  
Position: Assistant Professor, Spanish  
Department: World Languages  
Degrees: Ph.D., Hispanic Languages and Literatures  
M.A., Lang&Lit/Europ&Amer-Spanish  
B.A., History  
Position #: 5137  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **H/7**  
Salary: **\$8,724.43 /month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-326900-11050-0000000/100%
- f. Name: **HEATHER W. HOSAKA**  
Position: Assistant Professor, English as a Second Language  
Department: English as a Second Language  
Degrees: M.A., English Studies: Writing in the Modern Age  
B.A., English  
Minimum qualifications satisfied via equivalency  
Position #: 5121  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: **C/8**  
Salary: **\$7,739.83 /month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-325200-493AA-0000000/100%

## **5. RATIFY REVISION TO ACADEMIC CONTRACTS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **revision** to the following **academic contracts**:

- a. Name: **CHRISTINA MCKINNEY**  
Position: CalWORKs Counselor/Assistant Professor  
Department: Extended Opportunity Programs and Services (EOP&S)  
Degrees: M.A., Education (Counseling)  
B.A., Ethnic Studies  
Position #: 6312  
New?: No  
Remarks: Increased salary step placement due to verification of additional education and additional related experience. Correction to account.  
Sal Grade/Stp: **E/7**  
Salary: **\$8,021.83/month**  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2016  
Account #(s): K-122100-472100-64200-1612020/100%
- b. Name: **LUIS A. GUERRERO**  
Position: Assistant Professor, Mathematics  
Department: Mathematics  
Degrees: M.A., Mathematics  
B.A., Mathematics  
A.A., Mathematics  
Position #: 6618  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience.  
Sal Grade/Stp: **D/8**  
Salary: **\$8,021.83/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-347200-17010-0000000/100%
- c. Name: **STEPHEN R. ROBERTSON**  
Position: Assistant Professor, Speech Communication  
Department: Speech Communication/Forensics/American Sign Language  
Degrees: M.A., Communication  
M.A., Speech Communication  
B.A., Communication Studies  
Position #: 5789  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience.  
Sal Grade/Stp: **F/8**  
Salary: **\$8,585.84/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-329300-15060-0000000/100%



- d. Name: **MARLO WILLOWS**  
Position: Assistant Professor, Anthropology  
Department: Behavioral Sciences  
Degrees: M.A., Anthropology  
B.S., Anthropology  
Position #: 5385  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience.  
Sal Grade/Stp: **D/5**  
Salary: **\$7,221.84/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-363200-22020-0000000/100%
- e. Name: **STACEY TRUJILLO**  
Position: Assistant Professor, English  
Department: English  
Degrees: Ph.D., Literature  
M.A., Literature  
B.A., English  
Position #: 5106  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional education.  
Sal Grade/Stp: **H/1**  
Salary: **\$7,032.22/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-324200-15010-0000000/100%
- f. Name: **NATALIE ZAGAMI-LOPEZ**  
Position: Librarian/Assistant Professor  
Department: Library  
Degrees: M.L.S., Library and Information Science  
B.A., Art  
Position #: 5034  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional education.  
Sal Grade/Stp: **D/2**  
Salary: **\$6,445.30/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-125000-031710-06120-0000000/100%

## 6. RATIFY CORRECTIONS TO ASSIGNED TIME TO ACADEMIC CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding the **corrections to assigned time** for faculty for the 2016-2017 Academic Year:

<u>Name</u>	<u>Assignment/Department</u>	<u>Assigned Time</u>	<u>Monthly Stipend</u>
Cheung, Wing	STEM II Outreach and Support Coordinator	60%	N/A
Deal, Michael	NSF STEP Grant Project Director	40%	N/A
O'Brien, Patrick	Chair, Counseling Services	80%	\$673.83
Romain, Lisa	Chair, Counseling Services	80%	\$673.83

## 7. RATIFY CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the **employment** of the following **Confidential and Supervisory Team employees**:

- a. Name: **NELIDA HERRERA-MARTINEZ**  
 Position: Supervisor, TRIO/Upward Bound Classic and TRIO/Upward Bound Rural  
 Department: Grant Funded Student Programs  
 Position #: 6616  
 New?: Yes  
 Remarks: Position approved 9/9/15. Position is located at the Escondido Center. Funded - 50% Higher Education Act TRIO Upward Bound and 50% TRIO Upward Bound Rural; continuation of position is dependent on continuation of funds.  
 Sal Grade/Stp: **45/2**  
 Salary: **\$5,038.63/month**  
 % of Position: 100%  
 # of Mos: 12  
 Effective: July 13, 2016  
 Account #(s): K-212100-471400-64300-1112310/50%  
 K-212100-471400-64300-1112313/50%
- b. Name: **JUAN REYNA**  
 Position: Supervisor, TRIO/Student Support Services  
 Department: Grant Funded Student Programs  
 Position #: 6615  
 New?: Yes  
 Remarks: Position approved 9/9/15. Funded - Higher Education Act TRIO; continuation of position is dependent on continuation of funds.  
 Sal Grade/Stp: **45/1**  
 Salary: **\$4,797.02/month**  
 % of Position: 100%  
 # of Mos: 12  
 Effective: July 13, 2016  
 Account #(s): K-212100-471300-64300-1112300/100%

## **8. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **employment** of the following **classified employee**:

- a. Name: **CLAUDIA HERNANDEZ**  
Position: ESL Program Assistant  
Department: English as a Second Language  
Position #: 5130  
New?: No  
Remarks: Replacement for Alma Alvarado; funded - 50% District and 50% Non-credit Matriculation; continuation of position is dependent on continuation of funds.  
Sal Grade/Step: **18/1**  
Salary: **\$3,469.84/month**  
% of Position: 100%  
# of MOs: 12  
Effective: July 13, 2016  
Account #(s): A-212200-325100-60910-0000000/50%  
K-212200-325100-63210-1612122/50%  
Normal Work Schedule: Monday - Thursday, 9:00 am - 7:00 pm; Friday, 9:00 am - 1:00 pm; flexible hours required during registration periods. A 3% differential pay will be paid for hours worked between 6:00 pm and 10:00 pm.

## **9. RATIFY PLACEMENT ON 39-MONTH RE-EMPLOYMENT LIST**

The Governing Board ratified the recommendation of the Superintendent/President the following employee on a 39-month re-employment list in accordance with Education Code Section 44978.1.

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>
001016100	07/20/2016	10/20/2019

## **10. APPROVE PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of June 2016, and short-term employees for the month of July 2016.

### **EXHIBIT J-10**

## **11. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

The Governing Board ratified the recommendation of the Superintendent/President granting the **bilingual stipend** to the following employee as a **designated bilingual interpreter**:

- a. **Jesus A. Garcia**, Administrative Aide, Fallbrook Center, effective July 1, 2016.

## 12. RATIFY LEAVES OF ABSENCE

- a. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2015-2016** fiscal year:

Employee ID	Start Date	End Date	Percent
006233623	06/26/2016	06/30/2016	100%
002517470	06/01/2016	06/30/2016	100%
002672339	06/07/2016	06/24/2016	100%

- b. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

Employee ID	Start Date	End Date	Percent
002517470	07/01/2016	07/09/2016	100%
006233623	07/01/2016	07/11/2016	100%
007055018	07/01/2016	07/24/2016	100%
002610875	07/01/2016	09/30/2016	100%
009477778	07/01/2016	07/08/2016	100%
006442001	08/01/2016	08/10/2016	100%

- c. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

Employee ID	Start Date	End Date
000206329	07/01/2016	06/30/2017
005348893	07/01/2016	06/30/2017
006442001	08/11/2016	06/30/2017

- d. The Governing Board ratified the recommendation of the Superintendent/President granting the following employee **Medical Leave of Absence with no effect on benefits**.

Employee ID	Start Date	End Date	Percent
005989713	07/01/2016	09/30/2016	100%

## 13. RATIFY RESIGNATIONS

The Governing Board hereby ratifies the **resignation**, accepted by the Superintendent/President in accordance with Board Policy 7350, of the following **employees**:

- a. **Michael E. Popielski**, Interim, Vice President, Human Resource Services, effective July 30, 2016 (last day of employment is July 29, 2016).
- b. **Patricia C. Rodriguez**, GEAR UP Staff Assistant, Grant Funded Student Support Programs, effective July 30, 2016 (last day of employment is July 29, 2016).

#### **14. RATIFY REIMBURSEMENT OF TRAVEL EXPENSES FOR INTERVIEW CANDIDATES**

The Governing Board ratified **reimbursement of travel expenses** for the following interview candidates:

- a. Name: **LISA WILLIAMS**  
For: Airfare, rental car, gas and meals  
To Attend: Second-level interview for Assistant Professor, Sign Language/English Interpreting  
Location: Sacramento, CA to San Marcos, CA  
Date: June 2, 2016  
Amount: \$581.18  
Budget Account #: **575400-12-611200-67600-10-1612080/100%**
  
- b. Name: **JEFF POLLOCK**  
For: Airfare, rental car, parking, gas and meals  
To Attend: Second-level interview for Assistant Professor, Sign Language/English Interpreting  
Location: Salt Lake, UT to San Marcos, CA  
Date: June 2, 2016  
Amount: \$452.12  
Budget Account #: **575400-12-611200-67600-10-1612080/100%**

#### **15. APPROVE BANK SIGNATURE AUTHORIZATIONS FOR PERIOD AUGUST 1, 2016 THROUGH JUNE 30, 2017**

The Governing Board authorizes the following to deposit/withdraw funds currently deposited to the following Palomar Community College District accounts; Financial Aid Federal Account, State of California Cal Grant Account, Transfer Account and the Revolving Cash Fund in Wells Fargo Bank:

Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services, **or**  
Joi Blake, Ed. D., Superintendent/President, **or**  
Carmen Coniglio, Director, Fiscal Services

The Governing Board authorizes the following to deposit/withdraw funds currently deposited to the Palomar Community College District Associated Students of Palomar College in Wells Fargo Bank:

Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services, **or**

Joi Blake, Ed. D., Superintendent/President, **or**  
Carmen Coniglio, Director, Fiscal Services

**and**

Malik Spence, President, Associated Student Government

The Governing Board authorizes two of the following to deposit/withdraw funds currently deposited to the Palomar College Payroll Account (automatic payroll deposit and electronic funds transfer for state and federal taxes) in Wells Fargo Bank:

Joi Blake, Ed. D., Superintendent/President, **or**  
Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services, **or**

Carmen Coniglio, Director, Fiscal Services, **or**  
Brandi T. Taveuveu, Manager, Budget and Payroll, **or**  
Sheri Wenzel, Manager, Accounting

The Governing Board authorizes the following to deposit/withdraw funds deposited to the Palomar Community College in the San Diego County Treasury:

Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services, **or**  
Joi Blake, Ed. D., Superintendent/President, **or**  
Carmen Coniglio, Director, Fiscal Services

**16. APPROVE SIGNATURES FOR COUNTY BUSINESS**

The Governing Board of Palomar Community College District hereby authorizes the following business procedures effective August 1, 2016, through June 30, 2017.

- a. Persons authorized, pursuant to the provisions of the Education Code Section 85232, to sign any and all school orders in the name of the District, drawn on the funds of the District:

Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services,  
Carmen Coniglio, Director, Fiscal Services

- b. Persons authorized to receive mail from the Accounting Section of the San Diego County Office of Education:

Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services,  
Carmen Coniglio, Director, Fiscal Services

- c. Persons authorized to designate employees that can initiate, authorize and process wire transfers with the County of San Diego:

Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,  
Finance and Administrative Services,  
Carmen Coniglio, Director, Fiscal Services

**17. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board hereby ratifies and approves all contracts and agreements for the period May 1, 2016 through June 30, 2016 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

**EXHIBIT J-17**



**18. APPROVE CHILD DEVELOPMENT SERVICES CONTRACT CCTR-6210 GENERAL CHILD CARE & DEV. PROGRAM; ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

The Governing Board approved Child Development Services Contract # CCTR-6210 General Child Care & Development Program, between California Department of Education and Palomar Community College District, effective July 1, 2016 through June 30, 2017. The Governing Board hereby accepts funding in the amount of \$33,563.00.

Furthermore, the Governing Board hereby authorizes Ron E. Ballesteros-Perez, Vice President, Finance & Administrative Services to sign the referenced contract documents/amendments for fiscal year 2016-2017.

**EXHIBIT J-18**

**RESOLUTION 16-21511**

**19. APPROVE CHILD DEVELOPMENT SERVICES CONTRACT CSPP 6439 CALIFORNIA STATE PRESCHOOL PROGRAM; ACCEPT FUNDING FROM THE CALIFORNIA DEPARTMENT OF EDUCATION AND AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT**

The Governing Board approved Child Development Services Contract # CSPP-6439 California State Preschool Program, between California Department of Education and Palomar Community College District, effective July 1, 2016 through June 30, 2017. The Governing Board hereby accepts funding in the amount of \$552,607.00.

Furthermore, the Governing Board hereby authorizes Ron E. Ballesteros-Perez, Vice President, Finance & Administrative Services to sign the referenced contract documents/amendments for fiscal year 2016-2017.

**EXHIBIT J-19**

**RESOLUTION 16-21512**

**20. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledges that the absences of Malik Spence from the Special meeting of June 28, 2016 is excused due to personal necessity.

**RESOLUTION 16-21513**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR There were none.**

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, welcomed Dr. Blake to the District. He reported that he has been hearing concerns expressed about the instructional needs at the South Center and noted that faculty is looking forward to addressing the matter as soon as they are back on campus.

2. **INFORMATION: Report of the Palomar Faculty Federation** absent
3. **INFORMATION: Report of the Administrative Association**  
Justin Smiley, Administration Association President, welcomed Dr. Blake to Palomar. He reported on the annual AA/CAST retreat and noted that Connie Moise was the AA Employee of the Year. He talked about council and committee representation.
4. **INFORMATION: Report of the Confidential and Supervisory Team**  
Zeb Navarro, President of the Confidential and Supervisory Team, talked about the AA/CAST retreat, welcomed President Blake, new CAST employees Nelida Herrera-Martinez and Juan Reyna and thanked Mike Popielski for his service. He also announced the CAST employee of the year: Dianne Cummings.
5. **INFORMATION: Report of the CCE/AFT**  
Dan Dryden, President of the CCE, welcomed Dr. Blake and thanked Mike Popielski for his service. He recognized the classified staff in attendance at tonight's meeting. He talked briefly about the implementation of the classified study.
6. **INFORMATION: Report of the Associated Student Government**  
Malik Spence, ASG President, welcomed Dr. Blake to Palomar. He reported that the ASG would be reviewing and revising their bylaws.

**M. UNFINISHED BUSINESS**

**N. NEW BUSINESS**

1. **REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 hereby reviews and approves purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2015-2016 and 2016-2017 fiscal year budgets:

Purchase Orders Time Period: 06/02/16–06/30/16	\$3,588,287.11
Procurement Card Time Period: 05/23/16-06/22/16	<u>\$219,308.72</u>
	<u>\$3,807,595.83</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee aye.

2. **AWARD CM-AT-RISK FOR LL REMODEL PROJECT AND AUTHORIZATION TO ASSIGN BID AWARD CONTRACTS TO C.W. DRIVER, LLC**

MSC Chadwick/Hensch

The Governing Board hereby awards a Preconstruction Services contract in the amount of \$195,117.34, a CM-at-Risk contract to C.W. Driver, LLC, the most highly rated firm responding to the RFP #302-16: Construction Management Services CM-at-Risk: LL Remodel and Athletics Complex Projects, and authorizes the District to legally assign the awarded contracts to C.W. Driver, LLC for the LL Remodel project to administer through completion of the project in accordance with the construction management-at-risk delivery method process.

The vote was unanimous. Student Trustee aye.

**3. AWARD CM-AT-RISK FOR ATHLETICS COMPLEX PROJECT AND AUTHORIZATION TO ASSIGN BID AWARD CONTRACTS TO MCCARTHY BUILDING COMPANIES, INC.**

MSC Chadwick/Hensch

The Governing Board hereby awards a Preconstruction Services contract in the amount of \$273,609.00, a CM-at-Risk contract to McCarthy Building Companies, Inc., the most highly rated firm responding to the RFP #302-16: Construction Management Services CM-at-Risk: LL Remodel and Athletics Complex Projects, and authorizes the District to legally assign the awarded contracts to McCarthy Building Companies, Inc. for the Athletics Complex project to administer through completion of the project in accordance with the construction management-at-risk delivery method process.

The vote was unanimous. Student Trustee aye.

**4. APPROVE RESOLUTION RENDERING ZONING ORDINANCES INAPPLICABLE TO CLASSROOM FACILITY AND ANCILLARY USES FOR THE PALOMAR COMMUNITY COLLEGE-SOUTH EDUCATION CENTER PROJECT.**

MSC Chadwick/Hensch

The Governing Board approved Resolution 16-21509. Under the California Government Code Section 53094, the Governing Board of the Palomar Community College District will exempt approximately 27-acre property located at 11111 Rancho Bernardo Road within the City of San Diego ("Property") for construction of community college classroom facilities and related purposes from local zoning ordinances. The Property is currently located within the IP-2-1 (Industrial Park) zone of the City of San Diego. The District deems it necessary and desirable to develop the Property for classroom uses and related facilities, and is exercising its statutory right of exemption from local zoning ordinances applicable to the Property. The Governing Board of the Palomar Community College District is required to authorize the exemption from local zoning ordinances by a vote of two-thirds of its members.

**EXHIBIT N-4**

**RESOLUTION 16-21509**

The vote was unanimous. Student Trustee aye.

**5. SPECIAL MEETING OF THE GOVERNING BOARD**

MS Chadwick/Hensch – item did not carry.

Following discussion the Board did not call for a Special meeting in July.

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board had no requests for reports.

**P. RECESS TO CLOSED SESSION** No additional session needed.


**Q. RECONVENE TO OPEN SESSION**: No additional session needed.

**R. ADJOURNMENT**

The meeting adjourned at 6:27 p.m.



Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 9/13/2016**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, AUGUST 9, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**  
**PRESENT:**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
JOHN HALCON, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**ABSENT**

PAUL P. MCNAMARA, B.A., TRUSTEE

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 5:10 p.m.

Board President Mark Evilsizer reported that pursuant to Government Code 54957.1, the Governing Board took action in closed session to place the Manager, Human Resource Services, on administrative leave with full pay and benefits through June 30, 2017.

Following the Pledge of Allegiance the meeting continued.

**F. PUBLIC COMMENTS**

Mr. Ken Bell handed out a prepared statement to the Board (on file in the Governing Board Office in accordance with AP 3310) and talked about the Performing Arts Department.

**G. APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of June 14, 2016. The vote was unanimous. (Hensch abstained, McNamara absent.) Student Trustee Aye.

The Governing Board approved the minutes of June 17, 2016 and June 28, 2016. The vote was unanimous (McNamara absent). Student Trustee Aye.

**H. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were none.

**I. REPORTS**

Board President Evilsizer encouraged attendees to attend the plenary events.

Trustee Hensch reported on her attendance at the "Meet Your Elected Officials" event

Trustee Chadwick talked about two propositions on the November ballot: Proposition 51 related to bond funding and Proposition 55 which extends the temporary personal income tax increases on incomes over \$250,000 implemented by Proposition 30. Trustee Chadwick also announced that she would be retiring from the District in November.

Trustee Halcón talked about the advanced equipment used in the EMT program and a potential donation of additional equipment.

Student Trustee Spence reported on his participation in the Behavioral Intervention Team workshop.

Superintendent/President Dr. Joi Blake talked about several meetings and events she and other District leaders have participated in including listening tours on the campus and other District facilities, the Meet Your Elected Officials event, a San Marcos Kiwanis meeting, a meeting with the Poway Associate Superintendent to discuss concurrent enrollment, the Strong Workforce Summit and, the Chancellor's Office budget workshop.

Interim Vice President Dan Sourbeer reported that the draft accreditation draft report was nearing completion and would be sun-shined to the Board and other Councils. He talked about the agenda item to hire Dr. Sayad Hussain and shared some of Dr. Hussain's background information. He thanked administrators that have been filling in while the position was being filled. IVPI Sourbeer talked about an upcoming Strong Workforce event, new faculty orientation, Nuts & Bolts workshop, and PT and FT plenary events. In closing, he acknowledged Trustee Chadwick's retirement announcement.

Vice President Adrian Gonzales reported on an accident that an employee was involved in recently, talked about preliminary enrollment numbers, enrollment trends, and the recruitment for the VP of Human Resources. . In closing, he acknowledged Trustee Chadwick's retirement announcement and thanked her for her guidance and support.

Vice President Ron Ballesteros-Perez reported on the Chancellor's Budget workshop, timelines for Finance Services in closing the 15/16 books and bringing the budget to the Board. He talked briefly about stability funding and the restoration period the District is currently in. VP Ballesteros-Perez invited everyone to attend the August 19 Grand Opening of the Early Childhood Education Lab School. In closing, he thanked Trustee Chadwick for her advocacy for community colleges and Palomar.

#### **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1-19.  
**Ayes:** Evilsizer, Hensch, Chadwick, and Halcón  
**Noes:** None  
**Absent:** McNamara  
**Student Trustee:** Aye

##### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- a.      **Name:**               **Ko, Sandy**  
          **Discipline:**       Chinese
  
- b.      **Name:**               **Owens, Wayne**  
          **Discipline:**       Diesel Mechanics
  
- c.      **Name:**               **Palanki, Moorthy**  
          **Discipline:**       Chemistry



- d. Name: **Saidane, Saloua**  
Discipline: Chemistry
- e. Name: **Winterble, Sherrilyn**  
Discipline: Reading

## **2. RATIFY REVISION TO ACADEMIC CONTRACTS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **revision** to the following **academic contracts**:

- a. Name: **CATHERINE CHRISTENSEN**  
Position: Assistant Professor, History  
Department: Economics, History & Political Science  
Degrees: Ph.D., History  
B.A., Communication Studies  
Position #: 6460  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience.  
Sal Grade/Stp: **H/8**  
Salary: **\$9,006.27/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-365300-22050-0000000/100%
- b. Name: **HECTOR GARCIA VILLA**  
Position: Assistant Professor, Physical Sciences/Physics  
Department: Physics & Engineering  
Degrees: M.A., Physics  
B.S., Physics  
Minimum qualifications satisfied via equivalency  
Position #: 6617  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience.  
Sal Grade/Stp: **C/5**  
Salary: **\$6,962.92/month**  
% of Position: 100%  
# of Mos: 10  
Effective: August 19, 2016  
Account #(s): A-111000-349300-19010-0000000/50%  
A-111000-349400-19020-0000000/50%

## **3. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Fall 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

### **Fall 2016**

- Department: Behavioral Sciences
- a. Name: **Thompson, Amy**  
Discipline: Psychology  
Degrees: Doctor of Philosophy, Clinical Psychology  
M.A., Psychology



Sal Grade/Stp: B.A., Psychology  
D/1  
Salary: \$60.69

Department: Business Administration  
a. Name: **Savage, Kevin**  
Discipline: Business  
Degrees: M.B.A.  
B.A., Environmental Analysis & Design  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Chemistry  
a. Name: **Lapera, Stephanie**  
Discipline: Chemistry  
Degrees: M.S., Chemistry  
B.S., Chemistry  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

b. Name: **Palanki, Moorthy**  
Discipline: Chemistry  
Degrees: Doctor of Philosophy; Medicinal Chemistry  
M.S., Medicinal Chemistry  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

c. Name: **Saidane, Saloua**  
Discipline: Chemistry  
Degrees: Ph.D.  
Master's Degree  
Bachelor's Degree  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

Department: Computer Science/Information Systems  
a. Name: **Tran, Ngo**  
Discipline: Computer Science  
Degrees: M.S., Engineering Systems  
B.S., Computer Science  
Sal Grade/Stp: **C/1**  
Salary: **\$59.06**

Department: Design and Consumer Education  
a. Name: **O'Day, Brenda**  
Discipline: Nutritional Science/Dietetics  
Degrees: M.S., Nutritional Sciences  
B.S., Foods and Nutrition  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Earth, Space and Aviation Sciences  
a. Name: **Truong, Thi**  
Discipline: Oceanography  
Degrees: M.S., Earth Sciences  
B.A., History  
B.S., Earth Science/Geochemistry  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: English  
a. Name: **Gutierrez, Sonia**  
Discipline: English  
Degrees: M.A., Literature & Writing Studies  
B.A., Literature & Writing Studies  
A.A., Liberal Arts and Sciences  
Sal Grade/Stp: **B/4**  
Salary: **\$67.26**

Department: EOP&S/CARE/CalWorks  
a. Name: **Demcho, Monica**  
Discipline: Counseling: EOPS  
Degrees: Doctor of Education  
M.S., Counseling (Career Counseling)  
B.S., Human Development  
2+ years of occupational experience  
EOPS counselor requirements set after October 24, 1987 fulfilled.  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

b. Name: **Salinas, Elizabeth**  
Discipline: Counseling: EOPS  
Degrees: M.A., Education (Counseling)  
B.A., Human Development - Counseling Services Concentration  
2+ years of occupational experience  
EOPS counselor requirements set after October 24, 1987 fulfilled.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Life Sciences  
a. Name: **Lindsay, Cory**  
Discipline: Biological Sciences  
Degrees: Doctor of Philosophy; Medical Sciences - Molecular Cell  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

Department: Media Studies  
a. Name: **Bisagna, Luke**  
Discipline: Broadcasting Technology  
Degrees: A.A., Digital Video  
6+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

- Department: Reading Services
- a. Name: **Stanley, Karla**  
Discipline: Reading  
Degrees: M.S., Education (Reading)  
B.S., Child and Adolescent Development  
B.S., Comm Disorders & Deaf Education  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- b. Name: **Winterble, Sherrilyn**  
Discipline: Reading  
Degrees: M.S., Education  
B.S., Early Childhood Development  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Speech Communication/Forensics/ASL
- a. Name: **Holloway, Darci**  
Discipline: Communication Studies (Speech Communication)  
Degrees: M.A., Speech Communication  
B.A., Speech Communication  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Trade and Industry
- a. Name: **Owens, Wayne**  
Discipline: Diesel Mechanics  
Degrees: Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- b. Name: **Steirnagle, Daniel**  
Discipline: Architecture  
Degrees: Master of Architecture  
Bachelor of Architecture  
A.A., Architectural Drafting Technology  
A.A., General Studies  
2+ years of experience  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: World Languages
- a. Name: **Ko, Sandy**  
Discipline: Chinese  
Degrees: M.A., Education: Dual Language Development  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

**4. RATIFY MEMORANDA OF UNDERSTANDING WITH THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161.**

The Governing Board ratified nine (9) Memoranda of Understanding with the Palomar Faculty Federation (PFF)/AFT Local 6161 related to Leaves, Union Rights, Course Maximums, Extra Duty Stipends, Personnel Files, Catastrophic Illness Leave, and ECELS Part Time Teachers Salary Schedule as shown in the exhibit.

**EXHIBIT J-4**

**5. RATIFY RESCINDMENT OF RESIGNATION**

The Governing Board accepted the recommendation of the Superintendent/President to rescind the Governing Board's action of July 12, 2016 to accept the resignation of Michael E. Popielski, Interim Assistant Superintendent/Vice President, Human Resource Services, effective July 29, 2016.

**6. RATIFY REAPPOINTMENT OF ADMINISTRATOR, CHANGE TO ADMINISTRATIVE POSITION, AND APPROVE CONTRACT**

The Governing Board hereby accepts the recommendation of the Superintendent/President to reappoint the following administrative employee and ratifies the recommendation of the Superintendent/President regarding the change to the following administrative position and approval of the employment contract for the following employee:

- a.     Name:                   **MICHAEL POPIELSKI**  
       Position:             Interim Assistant Superintendent/Vice President, Human Resource Services  
       Department:         Human Resource Services  
       Position #:          5020  
       New?:                 No  
       Remarks:            Decrease FTE from 100% to 50%.  
       Sal Grade/Stp:       **79/4**  
       Salary:              **\$6,436.31/month**  
       % of Position:       50%  
       # of Mos:            12  
       Effective:           July 30, 2016  
       Account #(s):        A-121000-611100-67300-0000000/100%

**EXHIBIT J-6**

**7. CONDITIONALLY RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

The Governing Board conditionally ratified the recommendation of the Superintendent/ President regarding the employment and contract of the following administrative employee, pending satisfactory completion of the pre-employment requirements of Cal. Ed. Code:

- a.     Name:                   **SYED HUSSAIN**  
       Position:             Dean, Instructional  
       Department:         Arts, Media, Business, and Computer Science  
       Position #:          5308  
       New?:                 No  
       Remarks:            Replacement for Norma Miyamoto  
       Sal Grade/Stp:       **75/3**  
       Salary:              **\$11,099.11/month plus \$1,370.79 annual doctoral stipend**  
       % of Position:       100%  
       # of Mos:            12  
       Effective:           August 15, 2016  
       Account #(s):        A-123100-351100-60110-0000000/100%

**EXHIBIT J-7**

**8. RATIFY CORRECTIONS TO RECLASSIFICATION OF ADMINISTRATIVE POSITIONS**

The Governing Board ratified the recommendation of the Superintendent/President regarding corrections to the reclassification of the following administrative positions:

- a.    Position:                **SENIOR DIRECTOR, ENROLLMENT SERVICES**  
      Department:        Enrollment Services  
      Name:                 Kendyl L. Magnuson  
      Position #:            5460  
      New?:                 No  
      Remarks:             Correction to salary step. Reclassification was initially approved 5/10/2016.  
  
      Sal Grade/Step:      75/8  
      Salary:                \$12,622.61/month plus \$1,370.76 annual doctoral stipend  
      % of Position:        100%  
      Effective:             July 1, 2016  
      Account #(s):        A-123600-421100-62100-0000000/100%
- b.    Position:                **DIRECTOR OF FOUNDATION OPERATIONS**  
      Department:        Advancement  
      Name:                 Debra J. King  
      Position #:            6510  
      New?:                 No  
      Remarks:             Correction to salary step. Reclassification was initially approved 5/10/2016.  
  
      Sal Grade/Step:      64/7  
      Salary:                \$9,526.93/month  
      % of Position:        100%  
      Effective:             July 1, 2016  
      Account #(s):        K-212600-212100-67110-1812042/100%

**9. RATIFY CORRECTION TO RECLASSIFICATION OF ADMINISTRATIVE POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding a correction to the reclassification and contract of the following administrative position:

- a.    Position:                **MANAGER, BUDGET AND PAYROLL**  
      Department:        Budgeting  
      Name:                 Brandi Taveuveu  
      Position #:            5031  
      New?:                 No  
      Remarks:             Correction to salary step and contract. Reclassification was initially approved 3/24/2015.  
  
      Sal Grade/Step:      64/11  
      Salary:                \$9,912.84/month  
      % of Position:        100%  
      Effective:             August 10, 2016  
      Account #(s):        A-212600-551100-67200-0000000/100%

**EXHIBIT J-9**

**10. RATIFY CORRECTION TO RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY TEAM POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding a correction to the reclassification and contract of the following Confidential and Supervisory Team (CAST) position:

- a. Position: **MANAGER, ADMISSIONS, RECORDS, AND EVALUATIONS**  
Department: Enrollment Services  
Name: Benjamin E. Moss  
Position #: 5482  
New?: No  
Remarks: Correction to salary step and contract. Reclassification was initially approved 5/26/2015, and consisted of reclassification from a CAST to an administrative position.  
Sal Grade/Step: 56/15  
Salary: \$8,468.21/month  
% of Position: 100%  
Effective: August 10, 2016  
Account #(s): A-212600-422100-62100-0000000/100%

**EXHIBIT J-10**

**11. RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **reclassification and contract** for the following **administrative position**:

- a. Position: **MANAGER, EQUAL EMPLOYMENT OPPORTUNITY AND COMPLIANCE**  
Department: Human Resource Services  
Name: Shawna H. Cohen  
Position #: 5024  
New?: No  
Remarks: Classification was formerly Human Resources Analyst, grade 53. Classification will remain a classified administrator.  
Sal Grade/Step: 60/13  
Salary: \$9,162.84/month  
% of Position: 100%  
Effective: August 10, 2016  
Account #(s): A-212600-611100-66600-0000000/100%

**EXHIBIT J-11**

**12. RATIFY RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY TEAM POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **reclassification** of the following **Confidential and Supervisory Team position and contract**:

- a. Position: **MANAGER, TEACHING AND LEARNING CENTER**  
Department: Languages and Literature  
Name: Debra L. Avila  
Position #: 6437  
New?: No  
Remarks: Classification was formerly Supervisor, Teaching and Learning Center, grade 45. Position will be moved from the Confidential and Supervisory Team to the Administrative Association as a classified administrator.



Sal Grade/Step: 52/5  
Salary: \$6,944.69/month  
% of Position: 100%  
Effective: August 10, 2016  
Account #(s): A-212600-321110-61100-0000000/100%

**EXHIBIT J-12**

**13. RATIFY NON-RENEWAL OF CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President to not renew the classified administrator contract for employee #000549413, effective at the expiration of their current contract June 30, 2017.

**14. APPROVE PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of July 2016, and short-term employees for the month of August 2016.

**EXHIBIT J-14**

**15. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Superintendent/President granting the following employee a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2015-2016** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>	<b>Percent</b>
003792744	06/01/2016	06/30/2016	100%

- b. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>	<b>Percent</b>
003018750	07/01/2016	07/27/2016	100%
003792744	07/01/2016	08/15/2016	100%
002125416	07/14/2016	08/12/2016	100%

- c. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>
008781862	07/01/2016	10/31/2016
003726821	07/01/2016	06/30/2017
005179087	07/01/2016	06/30/2017
003179274	07/01/2016	06/30/2017

**16. RESCINDMENT TO RATIFICATION TO PLACEMENT ON 39-MONTH RE-EMPLOYMENT LIST**

The Governing Board ratified rescinding the recommendation of the Superintendent/ President to the placement of the following employee on a 39-month re-employment list in accordance with Education Code Section 44978.1. Originally approved July 12, 2016.

Employee ID	Start Date	End Date
001016100	07/20/2016	10/20/2019

**17. AGREEMENTS WITH OCEAN INSTITUTE, DANA POINT FOR SINGLE DAY FIELD TRIPS FOR OCEANOGRAPHY LAB**

The Governing Board approved program agreements with the Ocean Institute, 24200 Dana Point Harbor, Dana Point CA 92629 in the amount of \$1650.00 for Spring 2017 per program agreement and \$1700.00 for Fall 2017 per program agreement. These agreements reserve the Human Impacts Lab /Cruise on the following dates: April 28, May 2, 4, November 3, 7, and 8, 2017.

**EXHIBIT J-17**

**18. APPROVE REIMBURSEMENT OF CANDIDATES FOR INTERVIEW EXPENSES**

The Governing Board approved **reimbursement of travel expenses** for interview for the following candidates:

- a. Name: **JOI BLAKE**  
For: Airfare  
To Attend: Interviews and Open Forum for Superintendent/President  
Location: Alameda, CA to San Marcos, CA  
Dates: May 9, 13 and 18, 2016  
Amount: \$1,255.87  
Budget Account #: **575400-12-611200-67600-10-1612080/100%**
  
- b. Name: **ARTURO REYES**  
For: Mileage, airfare, hotel, rental car, gas, airport parking and meals  
To Attend: Interviews and Open Forum for Superintendent/President  
Location: Ukiah, CA to San Marcos, CA  
Dates: May 6, 13 and 18, 2016  
Amount: \$2,497.51  
Budget Account #: 575400-12-611200-67600-10-1612080/100%

**19. APPROVE BOARD TRAVEL**

The Governing Board approved travel expenses for the following:

- a. Board Member **John Halcón**  
Advanced Funds? Yes  
For: Transportation, mileage, meals, registration, etc.  
To attend: ACCT Leadership Conference  
Location/Date: New Orleans, LA / 10/4/2016  
Estimated Amount: \$4,032.34  
Budget No.: 575200-11-111100-66100-10-2015-0000000

b.	Board Member	<b>Mark Evilsizer</b>
	Advanced Funds?	Yes
	For:	Transportation, mileage, meals, registration, etc.
	To attend:	ACCT Leadership Conference
	Location/Date:	New Orleans, LA / 10/4/2016
	Estimated Amount:	\$4,032.34
	Budget No.:	575200-11-111100-66100-10-2015-0000000

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, talked about the upcoming semester and the teachers at the Early Childhood Education Lab School.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, Palomar Faculty Federation President, talked about the new faculty orientation.

**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, Administration Association President, reported on a meeting between the AA Executive Council and Dr. Blake. He shared that a new District-wide on-boarding process is in development and talked about Professional Development.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, shared that the CAST Executives had their first meeting with Dr. Blake.

**5. INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE expressed confidence that the District and Board will implement the class study and take care of the classified unit.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG's first meeting of the semester would be on August 26 and that proposed by-law revisions would be on the agenda.

**M. UNFINISHED BUSINESS**

**N. NEW BUSINESS**

**1. APPROVE HELIX ENVIRONMENTAL PLANNING FOR ENVIRONMENTAL CONSULTANT SERVICES AND AUTHORIZATION TO ENTER INTO CONTRACT WITH DESIGNATED FIRM**

MSC Chadwick/Hensch

The Governing Board approved Helix Environmental Planning as the qualified firm to provide services, as needed, to obtain environmental clearance and entitlement to construct all of the projects that are included in the San Marcos campus-Facility Master Plan. Furthermore, the Governing Board authorizes Palomar Community College District to enter into a contract with Helix Environmental Planning for services on a year-to-year basis, for a total of five (5) calendar years.

The vote was unanimous (McNamara absent). Student Trustee aye.

**2. ADOPT 2016-2017 PALOMAR COMMUNITY COLLEGE DISTRICT GOVERNING BOARD ANNUAL GOALS**

MSC Chadwick/Hensch

Following discussion Governing Board of the Palomar Community College District adopted its 2016 – 2017 Governing Board Annual Goals. The Board met previously on June 28, 2016 to develop their 2016-2017 goals.

**EXHIBIT N-2**

The vote was unanimous (McNamara absent). Student Trustee aye.

**3. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/Hensch

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on August 23, 2016 at 4:00 p.m. to discuss accreditation matters and the Prop M update.

The vote was unanimous (McNamara absent). Student Trustee aye.

**O. BOARD REQUESTS FOR REPORTS** There were none.


**P. RECESS TO CLOSED SESSION** None needed.

**Q. RECONVENE TO OPEN SESSION** None needed.

**R. ADJOURNMENT**

The meeting adjourned at 5:44 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 10/11/2016**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, AUGUST 23, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, 1140 W. MISSION RD.**  
**SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MC NAMARA, B.A., TRUSTEE  
JOHN HALCÓN, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS There were none.**

**D. RECESS TO CLOSED SESSION The Board recessed to closed session at 4:00 p.m.**

**E. RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 4:51 p.m. Board President Mark Evilsizer reported that no reportable action was taken in closed session.

**F. WORKSHOP**

**1. ENROLLMENT UPDATE**

Dr. Blake introduced several of the strategies that will be utilized for enrollment management. She explained how this comprehensive approach establishes clear targets, defines roles and, includes the following components: Marketing/Communications, Outreach/Onboarding, Scheduling/ Programming, Persistence, External and Internal Partnerships and Fundraising. Vice President Gonzales discussed enrollment target numbers and responded to questions from the Board. He talked about the efforts currently being undertaken to re-establish community relationships. Sr. Director Michelle Barton discussed a new online assessment tool and trustees talked about the holistic assessment approach to placement. Dr. Blake talked about the upcoming Superintendents/Principals breakfast; the funding needed to support the Promise agreements and expanding access across the District. Dean Jack Kahn talked about the integration of faculty in the enrollment management framework. IVP Sourbeer talked about short-term goals including dual enrollment, distance education, the strong workforce initiative and long-term goals around enrollment management. In closing, Director Barton talked about an industry survey being conducted for the college and Dr. Blake discussed plans for the North Center.

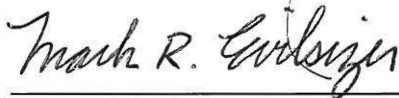
## 2. REVIEW AND DISCUSS ACCREDITATION FOLLOW-UP REPORT

IVP Sourbeer reviewed a timeline for the accreditation Follow-Up Report and discussed preparations underway to finalize the report and prepare for the Follow-Up site visit. He talked about the recommendations including online tutoring improvements and student services at Camp Pendleton and responded to questions from the Board. Further, he shared with the Board the improvements that have been made to meet the standard related to participation in shared governance. In closing, he briefly reviewed recommendations 3-8 with the Board and shared some of the progress made on each item.

## 3. PROP M UPDATE

Chris Miller and Dennis Astl presented an update on the District's Facility Master Plan including the different district sites and projects completed, in progress, and planned for the future. Dennis talked about the baseball field complex, Early Childhood Education Lab School ("ECLS"), Learning Resource Center ("LRC"), South Education Center and Arboretum Phase I trail system and Hunter monument sign. He talked about Maintenance and Operations which will move to the gas station location; Student Services one stop center; Athletics Complex and Parking structure and Police facilities. Dennis shared a detailed space inventory comparison chart which outlined the current police station facility and compared it with the proposed new facility design. Board members expressed concerns with the parking structure and police station and following discussions directed the District to return at a future date with a more detailed presentation on the matter.

G. ADJOURNMENT The meeting adjourned at 6:27 p.m.



Mark Evilsizer, Board President



Nancy Chadwick, Secretary





**APPROVED 10/11/2016**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, SEPTEMBER 13, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MCNAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 5:11 p.m. All trustees present.

Board President Mark Evilsizer reported that pursuant to Government Code 54957, in Closed Session, the Governing Board took action to approve the proposed suspension of the employment of a permanent confidential and supervisory team (CAST) employee, No. 003208186, for forty hours without pay. The vote was unanimous.

Following the Pledge of Allegiance the meeting continued.

**F. PUBLIC COMMENTS** Travis Ritt, on behalf of the Faculty Senate, expressed concerns about agenda item J-12 related to the process utilized for this position.

**G. APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of July 12, 2016 and August 9, 2016 as written.

The vote was unanimous. Student Trustee aye.

**H. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** The Board, by unanimous consent, pulled item J-12 from the agenda.

## **HH. PUBLIC HEARING – 2016-2017 BUDGET**

### **1. PRESENTATION OF 2016-2017 BUDGET**

Vice President Ballesteros-Perez presented the 2016-2017 final budget and responded to questions from the Governing Board.

### **2. OPEN PUBLIC HEARING ON 2016-17 BUDGET** The public hearing was opened at 5:36 p.m.

### **3. CLOSE PUBLIC HEARING** There being no one wishing to speak the hearing was closed at 5:36 p.m.

### **4. APPROVE ADOPTION OF THE 2016-2017 BUDGET**

MSC Chadwick/Hensch

The Governing Board approved the adoption of the 2016-1027 Budget.

The vote was unanimous. Student Trustee aye.

## **EXHIBIT HH**

### **I. REPORTS**

Board President Evilsizer offered his condolences to Dr. Blake and talked about Trustee Chadwick's pending retirement from the District. He reported on the Ramona K-12 partnership, talked about other enrollment efforts being undertaken by the District, and reported that he attended the part-time faculty plenary. In closing, he reported on his attendance of the Early Childhood Education Lab School ("ECELS") and the Foundation Gala.

Trustee Hensch reported on her attendance at the Ramona pre-launch partnership event, faculty plenaries, and Prop M Board workshop. She offered her condolences to Dr. Blake and thanked Trustee Chadwick for her support. In closing, she talked about the Gala and the USD farm workers exhibit, "The Farmworkers Movement Through the Lens of Carlos LeGerrette."

Trustee Chadwick offered her condolences to Dr. Blake. She reported on her attendance at the faculty plenary, Policies and Procedures Committee meeting, and Foundation Gala. She also discussed the funding of the college promise.

Trustee McNamara extended his sympathies to Dr. Blake and talked about Trustee Chadwick's service to the District. He talked about the CSUSM partnership with the Center of the Performing Arts in Escondido and Dr. Blake's proposal to install a modular village at the North Center.

Trustee Halcón offered condolences to Dr. Blake and talked about Trustee Chadwick's pending retirement and expressed appreciation for her guidance. In closing he talked about the Ramona event, full-time faculty plenary, grand opening of the ECELS and Foundation Gala.

Student Trustee Spence expressed his condolences to Dr. Blake. He commented on the due diligence Trustee Chadwick has exhibited in her role as a trustee, he also talked about his attendance at the Starlit Gala.

Superintendent/President Dr. Joi Blake thanked everyone for their condolences and talked about the role her mother had in shaping her life. Dr. Blake reported on a meeting she had with the San Marcos City Manager, Jack Griffin, and an Innovate 78 Smart Cities Summit partnership they are planning. She talked about meeting with CSUSM President Haynes and future partnerships to better assist Veteran's and foster youth. Dr. Blake also reported that they also discussed the possibility of CSUSM leasing space at the North Center to offset costs to the District. She talked about the Gala and thanked everyone

for their efforts in making it such a successful event; mentioned that she had met with the Foundation Board to discuss fundraising for the Promise; and updated the Board on enrollment management meetings that are taking place with constituent groups to better serve students and the community. Dr. Blake reported on a meeting she had with the tribal chairman to discuss engagement with the tribal communities and shared that healing and blessing ceremonies are being planned with the local tribes. She talked about the upcoming Superintendents/Principals breakfast and an annual report being prepared by the Public Affairs Office that will showcase the wonderful work done at Palomar.

Interim Vice President Dan Sourbeer expressed his sympathies to Dr. Blake. He congratulated Kelly Falcon on the success of the faculty plenary events and Dean Jack Kahn on the success of the Ramona event. IVP Sourbeer talked about enrollment and the upcoming intersessions and fast track offerings, he expressed optimism about the fall semester. He shared that the ITT event was successful and talked about SDICCCA and the open enrollment resources event which he attended. In closing, IVP Sourbeer reported on some middle college ideas discussed with Superintendent Holt and thanked the Deans for their work.

Vice President Adrian Gonzales expressed support to Dr. Blake during this difficult time. He talked about the event held to offer support to ITT students which included the Department of Consumer Affairs as well as many Palomar staff. He thanked individual staff members for their efforts in putting together the event as well as marketing efforts and website updates which were completed on short notice. VP Gonzales also responded to questions from the Board regarding the ITT students. In closing, he reported on the upcoming SDSU Community Leadership event noting that this year student leaders were being recognized. The event is being held on October 3, 2016.

Vice President Ron Ballesteros-Perez offered his condolences to Dr. Blake. He talked about Donna Renner's pending retirement and thanked CCE leaders and classified staff for their patience as the District works through the classification study.

#### **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1-11 and 13-32.  
**Ayes:** Evilsizer, Hensch, Chadwick, McNamara, and Halcón  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

##### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- |    |             |                                   |
|----|-------------|-----------------------------------|
| a. | Name:       | <b>Berke, Kay</b>                 |
|    | Discipline: | Reading                           |
| b. | Name:       | <b>Finneran, John</b>             |
|    | Discipline: | Apprenticeship (Sound Technician) |
| c. | Name:       | <b>Hegel, Eileen</b>              |
|    | Discipline: | Communication Studies             |
| d. | Name:       | <b>Holmes, Leilani</b>            |
|    | Discipline: | American Studies                  |

- e.       Name:               **Hoste, Tricia**  
          Discipline:       **ESL: Noncredit**
- f.       Name:               **Kuiper, Catherine**  
          Discipline:       **ESL**
- g.       Name:               **Mir, Stephan**  
          Discipline:       **Chemistry**
- h.       Name:               **Nguyen, Quan**  
          Discipline:       **Physics**
- i.       Name:               **Ridley, Laura**  
          Discipline:       **Architecture**
- j.       Name:               **Zavodny, Anastasia**  
          Discipline:       **Business**

## **2. RATIFY REVISION TO ACADEMIC CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the revision to the following academic contract:

- a.       Name:               **STACEY TRUJILLO**  
          Position:          Assistant Professor, English  
          Department:       English  
          Degrees:           Ph.D., Literature  
                                M.A., Literature  
                                B.A., English  
          Position #:        5106  
          New?:              Yes  
          Remarks:         Increased salary step placement due to verification of additional related experience.  
          Sal Grade/Stp:    **H/2**  
          Salary:            **\$7,314.24/month**  
          % of Position:    100%  
          # of Mos:          10  
          Effective:         August 19, 2016  
          Account #(s):     A-111000-324200-15010-0000000/100%

## **3. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Fall 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

### **Fall 2016**

- Department:           American Indian Studies
- a.   Name:              **Holmes, Leilani**  
      Discipline:       American Studies  
      Degrees:           Ph.D., Education  
                            M.A., Social Science  
                            B.S., Special (Pol. Soc. & Ethnic Studies)

- Minimum qualifications satisfied via equivalency.
- Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: Behavioral Sciences
- a. Name: **Williams, Edwina**  
Discipline: Sociology  
Degrees: M.A., Sociological Practice  
B.A., Psychology
- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Chemistry
- a. Name: **Desmarais, Samantha**  
Discipline: Chemistry  
Degrees: Ph.D., Chemistry  
B.A., Chemistry
- Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- b. Name: **Mir, Stephan**  
Discipline: Chemistry  
Degrees: B.S., Pharmacological Chemistry  
Minimum qualifications satisfied via equivalency.
- Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- c. Name: **Williford, Amy**  
Discipline: Chemistry  
Degrees: Doctor of Philosophy, Chemical and Biological Sciences  
B.A., Chemistry
- Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: Design and Consumer Education
- a. Name: **Ferraro, Katie**  
Discipline: Nutritional Science/Dietetics  
Degrees: Master of Public Health  
B.S., Coordinated Dietetics
- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Disability Resource Center
- a. Name: **Gorham, Laura**  
Discipline: Counseling: Disabled Student Programs and Services  
Degrees: M.S., Rehabilitation Counseling  
B.S., Recreation Administration (Outdoor Resource Management)
- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

- b. Name: **Menchaca, Sabrina**  
Discipline: Counseling: Disabled Student Programs and Services  
Degrees: Ed.D., Counseling Psychology  
M.A., Counselor Education  
B.S., Sociology: Social Work  
2+ years of experience in counseling and/or guidance in industry, government, public agencies, military or private social welfare organizations in which the responsibilities of the position are predominantly for persons with disabilities.
- Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: Economics, History and Political Science
- a. Name: **Brunstein, Luis**  
Discipline: Economics  
Degrees: Doctor of Philosophy, Economics  
M.A., Economics  
B.A., Economics
- Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- b. Name: **Carlson, Kristin**  
Discipline: U.S. History  
Degrees: M.A., History  
B.A., History
- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- c. Name: **Malebranche, Mark**  
Discipline: History  
Degrees: M.A., History  
B.A., History
- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- d. Name: **Newby, Brenda**  
Discipline: History  
Degrees: M.A., History  
B.A., History
- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- e. Name: **Perry, Bethanie**  
Discipline: History  
Degrees: M.A., History  
B.A.
- Sal Grade/Stp: **C/1**  
Salary: **\$59.06**



- Department: English
- a. Name: **Backman, Russell**  
Discipline: English  
Degrees: Ph.D., English  
M.A., Humanities  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- b. Name: **Lasater, Lisette**  
Discipline: English  
Degrees: M.A., English  
B.A., Literature and Writing Studies  
Sal Grade/Stp: **C/1**  
Salary: **\$59.06**
- c. Name: **Sanchez, Alejandra**  
Discipline: English  
Degrees: M.F.A., Creative Writing  
B.A., English  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: English as a Second Language
- a. Name: **Hoste, Tricia**  
Discipline: ESL: Noncredit  
Degrees: Master of Education, Globalization and Educ Change  
M.A., Theology  
B.A., Intercultural Studies  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- b. Name: **Kuiper, Catherine**  
Discipline: ESL  
Degrees: Master of Education  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- c. Name: **Lundquist, Irene**  
Discipline: ESL: Noncredit  
Degrees: M.A., Linguistics  
B.A., Spanish and French  
TESL/TEFL Certificate  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- d. Name: **Mages, Sandra**  
Discipline: ESL  
Degrees: M.A., TeachEng-SpkrsOtherLang  
B.A., Management of Human Resources  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Health, Kinesiology, and Recreation Management  
a. Name: **McMahen, Derrick**  
Disciplines: Health  
Kinesiology  
Degrees: M.S., Kinesiology and Health  
B.S., Physical Ed/Teaching  
A.A., General Studies: Social & Behavioral Sci  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Health Services  
a. Name: **Allard, Robyn**  
Discipline: Counseling  
Degrees: M.A., Counseling Psychology  
B.A., Social Science, General  
A.A., Liberal Arts and Sciences  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Life Sciences  
a. Name: **Kelley, Steven**  
Discipline: Biological Sciences  
Degrees: Ph.D., Botany: Genetics  
B.A., Biology  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

b. Name: **Segal, Sabrina**  
Discipline: Biological Sciences  
Degrees: Ph.D., Biological Sciences  
B.S., Biopsychology  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

Department: Media Studies  
a. Name: **Connors, Kevin**  
Discipline: Photographic Technology  
Degrees: B.S., Geology  
6+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

Department: Nursing Education  
a. Name: **Allen, Andre**  
Discipline: Nursing  
Degrees: M.S., Nursing  
B.S., Nursing  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

- b. Name: **McGurk, Karen**  
Discipline: Nursing  
Degrees: Ph.D., Nursing  
Master of Nursing  
Sal Grade/Stp: **YD/12**  
Salary: **\$79.60**
- Department: Physics and Engineering
- a. Name: **Nguyen, Quan**  
Discipline: Physics  
Degrees: M.S., Engineering Management and Leadership  
B.S., Aerospace Engineering  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Reading Services
- a. Name: **Berke, Kay**  
Discipline: Reading  
Degrees: M.A., Education  
B.A., Early Childhood  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Speech Communication/Forensics/ASL
- a. Name: **Brown, Daniel**  
Discipline: Communication Studies  
Degrees: M.A., Communication Studies  
B.A., Sociology  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- b. Name: **Hegel, Eileen**  
Discipline: Communication Studies  
Degrees: Doctor of Education  
M.A., Dramatic Communication  
B.A., Radio-Television  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- c. Name: **James, Jill**  
Discipline: Communication Studies  
Degrees: M.A., Communication Studies  
B.A., Communication Studies  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- d. Name: **Saner, Julie**  
Discipline: Communication Studies  
Degrees: M.A., Communication  
B.A., Communication Studies

- Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- e. Name: **Thomas, Nicholas**  
Discipline: Communication Studies  
Degrees: Ph.D., Comm Arts & Sciences, College of the Liberal Arts  
M.A., Speech Communication  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**
- Department: Trade and Industry
- a. Name: **Ridley, Laura**  
Discipline: Architecture  
Degrees: B.A., Religion  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

#### **4. RATIFY APPRENTICESHIP INSTRUCTOR CERTIFICATION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the certification of the following apprenticeship instructor, for Fall 2016 (day and/or evening); said instructor is employed by the respective Program Sponsor:

- Department: Occupational & Noncredit Programs  
Sponsor: ***San Diego Electrical Training Trust***  
a. Name: **Finneran, John**  
Degrees: Minimum qualifications satisfied via equivalency

#### **5. RATIFY ADDENDUM TO MEMORANDUM OF UNDERSTANDING DATED AUGUST 24, 2016 BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161.**

The Governing Board ratified the Addendum to Memorandum of Understanding with the Palomar Faculty Federation (PFF)/AFT Local 6161 dated August 24, 2016 related to course maximums.

#### **EXHIBIT J-5**

#### **6. APPROVE SABBATICAL LEAVE DATE CHANGE FROM FALL 2016 TO SPRING 2017**

The Board approved sabbatical leave for Dennis Lutz on March 8, 2016. Due to unforeseen circumstances the Trade and Industry Department finds itself short staffed this Fall 2016; Mr. Lutz is requesting his sabbatical leave be changed to Spring 2017. The Governing Board of the Palomar Community College District approved the change of dates for Mr. Lutz's sabbatical leave.

**7. RATIFY TITLE CHANGE TO CERTIFICATED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of a title change to the following certificated position:

- a. Position: **SITE SUPERVISOR - CLASSROOM**  
Department: Early Childhood Education Lab School  
Name: Srisuda Luettringhaus  
Position #: 6013  
New?: No  
Remarks: Former title was Site Supervisor.  
Salary Grade/Step: E/15  
Salary: \$5,600.60/month  
% of Position: 100%  
# Months: 12  
Effective: September 14, 2016  
Account #(s): U-111000-364300-69200-0000000/100%

**8. RATIFY NEW CERTIFICATED POSITIONS**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the following certificated positions:

- a. Position: **MASTER TEACHER**  
Department: Early Childhood Education Lab School (San Marcos)  
Position #: 6634  
New?: Yes  
Salary Grade/Step: **D/1**  
Salary: **\$3,899.07/month**  
% of Position: 100%  
# of Mos: 12  
Effective: September 14, 2016  
Account #(s): U-111010-364300-69200-0000000/100%
- b. Position: **SITE SUPERVISOR - LEADERSHIP**  
Department: Early Childhood Education Lab School (Escondido)  
Position #: 6635  
New?: Yes  
Salary Grade/Step: **E/1**  
Salary: **\$4,640.86/month**  
% of Position: 100%  
# of Mos: 12  
Effective: September 14, 2016  
Account #(s): V-111010-364300-69200-0000000/100%
- c. Position: **SITE SUPERVISOR - LEADERSHIP**  
Department: Early Childhood Education Lab School (San Marcos)  
Position #: 6636  
New?: Yes  
Salary Grade/Step: **E/1**  
Salary: **\$4,640.86/month**  
% of Position: 100%  
# of Mos: 12  
Effective: September 14, 2016  
Account #(s): U-111010-364300-69200-0000000/100%

#### **9. RATIFY TEMPORARY ACADEMIC EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following temporary academic employee:

- a.     Name:                 **STEVEN HOLT**  
          Position:         Assistant Professor, Computer Information Systems  
          Department:     Computer Science and Information Technology  
          Degrees:         M.S., Management Information Systems  
                              B.S., Computer Science  
                              2+ years of experience  
          Position #:      6638  
          New?:            No, temporary contract  
          Remarks:        One-semester temporary contract; non-tenure-track faculty appointment  
                              beginning August 19, 2016 through December 17, 2016.  
          Sal Grade/Stp:   **C/6**  
          Salary:          **\$7,221.84/month**  
          % of Position:   **100%**  
          # of Mos:        5  
          Effective:       August 19, 2016  
          Account #(s):    A-111000-358100-07020-0000000/100%

#### **10. RATIFY CORRECTION TO ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

The Governing Board ratified the correction to the employment and contract of the following administrative employee:

- a.     Name:                 **JOI BLAKE**  
          Position:         Superintendent/President  
          Department:     President's Office  
          Position #:      5010  
          New?:            No  
          Remarks:        Correction to salary to include doctoral stipend.  
                              \$19,166.67/month plus \$1,370.76 annual doctoral  
                              stipend  
          Salary:          stipend  
          % of              Position:  
          Position:        100%  
          # of Mos:        12  
          Effective:       July 11, 2016  
          Account         #(s):  
                              A-121100-211100-66200-0000000/100%

**EXHIBIT J-10**



**11. RATIFY CORRECTION TO SALARY SCHEDULE FOR THE POSITION OF SUPERINTENDENT/  
PRESIDENT**

The Governing Board ratified the correction to the salary schedule for the position of Superintendent/President retroactive to July 1, 2016.

**EXHIBIT J-11**

12. This item was removed from the agenda

**13. APPROVE PROFESSIONAL SERVICES CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of professional services contracts between the District and Helen R. Elias, to provide professional services as Interim Director, Disability Resources effective September 14, 2016 She will be compensated at a daily rate of \$390.53 for each day worked which is based on placement at step 3 of salary grade 64 on the Administrative Salary Schedule.

**EXHIBIT J-13**

**14. RATIFY CORRECTION TO RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY  
TEAM POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding a correction to the reclassification and contract of the following Confidential and Supervisory Team (CAST) position:

a. Position:	<b>MANAGER, ADMISSIONS, RECORDS, AND EVALUATIONS</b>
Department:	Enrollment Services
Name:	Benjamin E. Moss
Position #:	5482
New?:	No
Remarks:	Correction to salary step and contract. Reclassification was initially approved 5/26/2015, and consisted of reclassification from a CAST to an administrative position.
Sal Grade/Step:	56/15
Salary:	\$8,637.65/month
% of Position:	100%
Effective:	August 10, 2016
Account #(s):	A-212600-422100-62100-0000000/100%

**EXHIBIT J-14**

**15. RATIFY CORRECTION TO RECLASSIFICATION OF ADMINISTRATIVE POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding a correction to the reclassification and contract of the following administrative position:

- a. Position: **MANAGER, BUDGET AND PAYROLL**  
Department: Budgeting  
Name: Brandi Taveuveu  
Position #: 5031  
New?: No  
Remarks: Correction to salary step and contract. Reclassification was initially approved 3/24/2015.  
Sal Grade/Step: 64/13  
Salary: \$10,112.51/month  
% of Position: 100%  
Effective: August 10, 2016  
Account #(s): A-212600-551100-67200-0000000/100%

**EXHIBIT J-15**

**16. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACTS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment and contracts of the following administrative employees:

- a. Name: **RACHEL M. MILLER**  
Position: Institutional Research Analyst  
Department: Research and Planning  
Position #: 6629  
New?: Yes  
Remarks: Position approved 4/12/16; Funded - 50% Student Success & Support Programs and 50% Student Equity. Continuation of position is dependent upon continuation of funding.  
Sal Grade/Stp: **53/1**  
Salary: **\$5,844.02/month plus \$1,370.76 annual doctoral stipend**  
% of Position: 100%  
# of Mos: 12  
Effective: September 19, 2016  
Account #(s): K-212600-313100-66310-1612120/50%  
K-212600-313100-66310-1612135/50%
- b. Name: **DAVID VAZQUEZ**  
Position: Institutional Research Analyst  
Department: Research and Planning  
Position #: 6627  
New?: Yes  
Remarks: Position approved 9/9/15; Funded - 50% Student Success & Support Programs and 50% Student Equity. Continuation of position is dependent upon continuation of funding.  
Sal Grade/Stp: **53/1**  
Salary: **\$5,844.02/month**  
% of Position: 100%  
# of Mos: 12  
Effective: September 19, 2016  
Account #(s): K-212600-313100-66310-1612120/50%  
K-212600-313100-66310-1612135/50%

**EXHIBIT J-16**

**17. RATIFY MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE DISTRICT AND THE COUNCIL OF CLASSIFIED EMPLOYEES, CCE/AFT LOCAL 4522 RELATED TO THE CLASSIFICATION STUDY.**

The Governing Board ratified the Memorandum of Understanding (MOU) between the District and the Council of Classified Employees, CCE/AFT Local 4522 related to implementation of the Classification Study.

**EXHIBIT J-17**

**18. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of classified positions as agreed upon by the District and CCE/AFT Local 4522 in the Memorandum of Understanding regarding implementation of the Classification Study.

**EXHIBIT J-18**

**19. RATIFY NEW CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new classified position:

- |                    |  |
|--------------------|--|
| a. Position:       | <b>AUDIO-VISUAL TECHNICIAN</b>   |
| Department:        | Audio Visual   |
| Position #:        | 6638   |
| New?:              | Yes  |
| Remarks:           | Occasionally requires flexible scheduling including night and weekend hours to fulfill District needs. |
| Salary Grade/Step: | <b>32/1</b>  |
| Salary:            | <b>\$4,884.22/month</b>  |
| % of Position:     | 100%   |
| # Months:          | 12   |
| Effective:         | September 14, 2016   |
| Account #(s):      | A-212200-561100-67800-0000000/100%   |

**20. 20. APPROVE PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of August 2016, and short-term employees for the month of September 2016.

**EXHIBIT J-20**

**21. 21. INFORMATION – RETIREMENTS**

On Behalf of the Governing Board of the Palomar Community College District, the following retirements have been accepted by the Superintendent/President, as authorized by the Governing Board, under Group I (receive the employer-paid health benefits as provided to active employees and eligible dependents for life of the retiree) of the Retirement Health and Dental Plan approved by the Governing Board December 8, 1987:

- a. Donna J. Renner, Administrative Coordinator, Facilities, effective December 31, 2016. She has served Palomar College for 28 years from August 1, 1988 to December 30, 2016.

- b. Daniel B. Sourbeer, Interim Superintendent/Vice President of Instruction, Instruction Office, effective July 1, 2017. He has served Palomar College for 24 years from August 21, 1992 to June 30, 2017.

## **22. RATIFY RESIGNATIONS**

The Governing Board ratified the resignation, accepted by the Superintendent/President in accordance with Board Policy 7350, of the following employees:

- a. Neal J. Castellan, Custodian I, Custodial Services, effective September 1, 2016 (last day of employment was August 31, 2016).
- b. Lindsay Kretchman, Student Activities Coordinator, Student Affairs, effective September 17, 2016 (last day of employment was August 16, 2016).
- c. Jennifer Vosburg, Staff Aide, Disability Resource Center, effective August 20, 2016 (last day of employment was August 19, 2016).

## **23. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>	<b>Percent</b>
000079033	08/17/2016	08/28/2016	100%
000262491	08/18/2016	09/02/2016	100%
004201027	08/22/2016	12/19/2016	100%
005989713	10/01/2016	02/08/2017	100%

- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>
003673404	07/01/2016	06/30/2017
003223773	08/05/2016	06/30/2017
002916505	09/21/2016	12/31/2016

- c. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the following employees a **Personal Leave of Absence without pay and with no effect on benefits to teach**, effective August 22, 2016 through December 17, 2016.

<b>Employee Name</b>	<b>Title</b>	<b>Department</b>	<b>% Leave</b>
Luke Bisagna	Broadcast Operator	Educational Television	15%
Melinda Finn	Photographer/ Communications Specialist	Communications/ Marketing	8.125%
Flecia D. Heise	Athletic Trainer	Athletics	7.5%

**24. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

The Governing Board ratified the recommendation of the Superintendent/President granting the bilingual stipend to the following employee as a designated bilingual interpreter:

- a. Juan C. Gonzalez, Senior Administrative Secretary, Occupational and Non-Credit Programs, effective September 1, 2016.

**25. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD**

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a \$500 annual stipend, prorated on a monthly basis, effective September 1, 2016:

Employee Name:	Brittany Wong
Position:	Staff Assistant
Department:	Transfer Center
Course of Study:	Master's Degree

**26. APPROVE EXTENDED FIELD TRIPS**

The Governing Board approved the following extended field trips as detailed:

- a. Lee Vining, Eastern Sierras, California, October 12 - 16, 2016 for students enrolled in Photo 171: Landscape and Culture class.
- b. Mt. Calvary Monastery, Santa Barbara, CA on October 19 - 21, 2016 for students enrolled in courses World Religions 101, or Religion in American History 102, or Religion in America 110.

**EXHIBIT J-26**

**27. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board ratified and approved all contracts and agreements for the period July 1, 2016 through August 31, 2016 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

**EXHIBIT J-27**

**28. FIRST READING – PALOMAR COMMUNITY COLLEGE DISTRICT CCAP PARTNERSHIP AGREEMENTS**

This is the first reading of the Bonsall and San Marcos Unified School Districts' CCAP Partnership Agreements which is required per Chancellor's office guidelines and delineates how the partner Districts will structure dual enrollment. The PCCD will, at a subsequent open public meeting, accept comments from the public and vote on whether to accept the agreements.

**EXHIBIT J-28**

**29. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for the quarter ending June 30, 2016.

**EXHIBIT J-29**

**30. APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

The Governing Board approved the Quarterly Report of Fiscal Services Director Regarding Disclosure of District Investments as of June 30, 2016.

**EXHIBIT J-30**

**31. APPROVE PROPER DISPOSITION OF DISTRICT SURPLUS INVENTORY**

The Governing Board, pursuant to the Education Code 81450, approved the proper disposition of District surplus equipment and supplies via public auction(s), waste disposal, and electronic recycling by a qualified vendor(s) at periodic intervals throughout the 2016 - 2017 fiscal year.

**32. ACCEPT GIFTS**

The Governing Board hereby accepts the following gifts and directs that appropriate letters of appreciation be sent to the donors:

- a. Twenty dozen baseballs and two mound plate covers donated by West Coast Clippers, 2129 Anda Lucia Way, Oceanside, CA 92056. Total cash value as identified by the donor \$1,152.79.
- b. Subaru Outback, model year: 2000, Serial # 4S3BH6755Y7653366 donated by Paul Pullin, 2288 Camino Robledo, Carlsbad, CA 92009. Total cash value as identified by the donor \$4,500.00.
- c. Toyota Camry, model year: 1989, Serial #JT2SV21E7K3355242 donated by Anthony Fedon, 5328 Triple Crown Drive, Bonsall, CA 92003. Total cash value as identified by the donor \$1,500.00.
- d. Art supplies and equipment donated by Penny Kachuck, 3095 State St., Carlsbad, CA 92008. Total cash value as identified by the donor \$2,000.00.
- e. Raphis Palm plants and terracotta planters (4 of each) donated by Brian Malk, 7975 St. Louis Terr., La Jolla, CA 92037. Total cash value as identified by the donor \$1,350.00.
- f. Furniture (desks, tables, chairs, cabinets and partitions) donated by Sentynl Therapeutics, Inc. 420 Stevens Ave. #200, Solana Beach, CA 92075. Total cash value as identified by the donor \$14,000.00.
- g. Welding materials (tubing) donated by Steico Industries, 1814 Ord Way, Oceanside, CA 92056. Total cash value as identified by the donor \$441.50

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR** There were none.



**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, offered his condolences to Dr. Blake and thanked the Board for their approval of the consent calendar. He also thanked Malik Spence for assigning a new ASG representative to the Faculty Senate. In closing, he talked about updates to Faculty Senate election policies and discussed the new faculty Enrollment Committee.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, President of the PFF, offered her condolences to Dr. Blake. Shannon talked about class cancellations and expressed concerns about last minute cancellations. She talked about time part-time faculty spend preparing for classes and impacts to faculty and students when classes are cancelled.

**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, Administration Association President, offered his condolences to Dr. Blake. He had no report.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, on behalf of CAST offered his condolences to Dr. Blake. He reported that CAST would be meeting to confer.

**5. INFORMATION: Report of the CCE/AFT**

Buddy Springer filling in for Dan Dryden, President of the CCE, offered condolences to Dr. Blake. He thanked the Board, IVP Mike Popielski and VP Ron Perez for implementation of the classification study.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, talked about the resignation of Lindsay Kretchman and the pro-life event that will be held on September 14<sup>th</sup>. In closing, he talked about the preservation of freedom of speech.

**M. UNFINISHED BUSINESS** There was no unfinished business.

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board, pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013, reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2016-2017 fiscal year budgets:

Purchase Orders Time Period: 06/30/16–09/02/16	\$9,828,863.48
Procurement Card Time Period: 06/23/16-07/22/16	\$183,872.12
Procurement Card Time Period: 07/23/16-08/22/16	\$178,773.01
	<u>\$10,191,508.61</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee aye.

**2. APPROVE CHANGE ORDERS**

MSC Chadwick/Hensch. Trustee Chadwick asked for clarification on this Change Order, Dennis Astl responded.

The Governing Board approved the following change orders as detailed:

- a. **BID #104-16 BUILDING A & VETERANS CENTER RENOVATION PROJECT (CO #01)**  
This is a Change Order to include additional scope of work requested by the District for PCN3, Inc. in the amount of \$112,937.83.

**EXHIBIT N-2**

The vote was unanimous. Student Trustee aye.

**3. AWARD BIDS FOR SOUTH EDUCATION CENTER PROJECT AND AUTHORIZATION TO ASSIGN AWARDED CONTRACTS TO SWINERTON BUILDERS**

MSC Chadwick/Hensch. Trustee Chadwick asked for clarification on the timeline for this project. Dennis Astl responded.

The Governing Board awarded contracts to the trade contractors listed the exhibit as the lowest responsive and responsible bidders, and authorized the District to legally assign the award contracts to Swinerton Builders to administer through completion of the project in accordance with the construction management-at-risk delivery method process.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee aye.

**4. ACCEPT REQUEST OF ALPHA MECHANICAL, INC TO WITHDRAW THEIR BID FOR BID #CM-15-16-01-SEC-Z PALOMAR COLLEGE SOUTH EDUCATION CENTER PROJECT**

MSC Chadwick/Hensch. Trustee Halcón asked for clarification on this item. Dennis Astl responded.

The Governing Board consented to the request of Alpha Mechanical, Inc. to withdraw their bid for Bid # CM-15-16-01-SEC-XX – Bid Package Z (Plumbing), as detailed in the exhibit.

**EXHIBIT N-4**

The vote was unanimous. Student Trustee aye.

**5. APPROVE ACCREDITATION FOLLOW-UP REPORT**

MSC Chadwick/Hensch

The Governing Board of the Palomar Community College District approved the September 2016 Accreditation Follow-Up Report and authorized the Superintendent or designee to submit the report to the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges to meet the required submittal date.

**EXHIBIT N-5**

The vote was unanimous. Student Trustee aye.

**6. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/Hensch. Trustee Hensch reported that she has a scheduling conflict.

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on September 27, 2016 at 4:00 p.m. to discuss the Strategic Plan.

The vote was unanimous. Student Trustee aye.

**7. CANCEL NOVEMBER 2016 REGULAR MEETING AND CALL A SPECIAL MEETING FOR AN ALTERNATE DATE.**

MSC Chadwick/Hensch

Tuesday, November 8, 2016 is Election Day, therefore the Governing Board of the Palomar Community College District canceled its Regular Meeting of November 8, 2016 and called a Special Meeting on Monday, November 7, 2016.

The vote was unanimous. Student Trustee aye.

**O. BOARD REQUESTS FOR REPORTS**

Trustees requested that the District report back to the Board on the matter of class cancellations and impacts to students, faculty and the budget. Dr. Blake agreed to report back to the Board on this topic.

**P. RECESS TO CLOSED SESSION:** No additional session was needed.

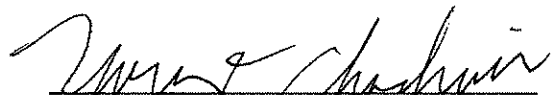
**Q. RECONVENE TO OPEN SESSION:** No additional session was needed.

**R. ADJOURNMENT**

The meeting adjourned at 6:44 p.m.



Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 11/7/16**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, SEPTEMBER 27, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**SAN MARCOS, CALIFORNIA**  
**ROOM SSC-1**

**A. CALL MEETING TO ORDER:** Board President Mark Evilsizer called the meeting to order at 4:00 p.m.

**B. ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MCNAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE

**ABSENT**

PAUL P. MCNAMARA, B.A., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 4:30 p.m.

Board President Mark Evilsizer stated that no reportable actions were taken in closed session.

**F. PUBLIC COMMENTS** There were none.

**G. CONSENT CALENDAR**

**1. APPROVE SETTLEMENT AGREEMENT WITH CITY OF SAN DIEGO**

MSC Chadwick/Hensch

The Governing Board of the Palomar Community College District approved the proposed settlement terms to resolve and satisfy all legal claims against the District brought in City of San Diego v. Palomar Community College District (San Diego Sup. Ct. Case No. 37-2016-00024225-CU-MC-CTL) and authorizes staff to execute settlement agreement substantially in the form contained in the exhibit.

**EXHIBIT – G-1**

The vote was unanimous (4/1, McNamara absent) Student Trustee absent.

## **H. WORKSHOP**

### **1. REVIEW AND DISCUSS STRATEGIC PLAN 2019 (FIRST READING)**

Sr. Director Michelle Barton, Institutional Research, Planning, and Grants facilitated the workshop. The Board reviewed the integrated planning model, the draft goals and objectives of Strategic Plan 2019, and discussed how the three-year cycle works in alignment with the District's other guiding plans. The Board also reviewed the timeline for Strategic Plan 2019. Trustees asked for clarification on the timing of some of the objectives and the shared governance groups that were involved in the development of the plan. Director Barton reported that the Strategic Planning Council (SPC), as the principal participatory governance body, is responsible for preparing the Strategic Plan, noting that in addition to SPC, several councils and committees provided inputs. She reminded the Board that this is a first reading and invited input from the Board. Trustee Halcón offered some proposed language to consider for inclusion. Director Barton reviewed an action plan posted on the District's website and the Board discussed improving dissemination of information related to the planning process. Trustees discussed the importance of the new education centers and improved wayfinding.

### **2. DISCUSSION OF CLASS CANCELLATION AND ENROLLMENT MANAGEMENT ISSUES**

Interim Vice President, Instruction, Dan Sourbeer and Sr. Director Michelle Barton, Institutional Research, Planning, and Grants facilitated the discussion. Director Barton lead the discussion relating to Palomar's current enrollment situation and the importance of a strong infrastructure that will allow the college serve the community while remaining agile in relation to our fiscal viability. Vice President Sourbeer discussed the guiding principles of scheduling and discussed the importance of scheduling being a collaborative process. He discussed access, comprehensive-ness, course sequencing and rotation, enrollment data review, day/evening offerings, balanced offerings from all areas (GE/Transfer, CTE and Basic Skills) and delivery methods. He further discussed the need to focus on community needs, honoring the District's existing commitments and MOU's. He also talked about appropriate facilities utilization. The workshop continued with a review of the organizational tiers that are used to further guide scheduling and examples of the collaborative process. Dean Shayla Sivert shared with the Board the process she utilizes during the course scheduling process. Dean Jack Kahn discussed available software that may aid in the scheduling process and talked about the importance of balancing high enrolled courses with lower enrolled courses. He also talked about the My Class Finder course search tool. VP Sourbeer reviewed the Fall 2016 course section data and the Board engaged in an idea exchange on improving efficiencies in scheduling. Nancy Moreno, Orientation and Follow Up Services Manager, spoke on the role of the Student Ambassadors during class cancellations. Director Barton reviewed the historical data on students affected by class cancellations and discussed further research that is being undertaken to better understand the impacts of class cancellations on students and faculty. Dean Khaled Hussain responded to questions from the Board related to efforts undertaken by the District to retain faculty when courses are cancelled. The Board expressed appreciation for the workshop.

## **I. ADJOURNMENT**

The meeting adjourned at 6:05 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary





**APPROVED 11/7/2016**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, OCTOBER 11, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board Vice President Nancy Ann Hensch called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, M.A., PRESIDENT (*arrived at 4:02 p.m.*)  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MCNAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS** Jon Stone, CFT faculty member, commented on the timber frame and saw mill and thanked the District for their efforts to find a new location for the urban lumber program.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:03 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 5:00 p.m. All trustees present.

Board President Mark Evilsizer reported there were no actions taken in closed session.

Following the Pledge of Allegiance the meeting continued.

**F. PUBLIC COMMENTS** Susan Snow commented on class cancellations.

**G. APPROVAL OF MINUTES**

MSC Chadwick/Hensch

The Governing Board approved the minutes of the August 23, 2016 Special Meeting and the September 13, 2016 Regular Meeting as written.

The vote was unanimous. Student Trustee aye.

**H. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** There were none.

**I. REPORTS**

Board President Evilsizer commended Dr. Blake for hosting the Superintendent/Principles Breakfast and the other events that are being planned in the community. He discussed the ACCT Leadership Congress and workshops that he attended including one on revenue sharing and others on contractor recognition, and campus safety and security. He talked about the key note speaker, Cokie Roberts, and her inspiring address. In closing, Board President Evilsizer reported on his attendance at the PCCD Foundation meeting and Dr. Blake's welcome reception.



Trustee Hensch reported on her attendance at the September board workshop and expressed appreciation to those involved in putting it together. She talked about the Tarde de Familia event and Dr. Blake's welcome reception.

Trustee Chadwick had no report.

Trustee McNamara commented on the Leadership North County program and Dr. Blake's welcome reception. He also shared a personal observation about early childhood education and talked about the importance of parents being involved in their children's education.

Trustee Halcón had no report.

Student Trustee Spence shared that the Associated Student Government would be reviewing the Student Senate for California Community Colleges resolutions that were recently passed.

Superintendent/President Dr. Joi Blake thanked the Welcome Reception and Superintendents/Principles breakfast organizers and participants as well as all the others who assisted in making the events so successful. She reported that Malik Spence was recognized at the SDSU Community College Leadership Alumni Chapter's Student Trustees reception, talked about the ACCT conference and, talked about the upcoming October 24, press conference report on the Economic Impact Report for SDICCCA colleges. She discussed emergency preparedness and the upcoming California Shake Out event and other preparedness efforts being undertaken.

Interim Vice President Dan Sourbeer provided the Board an update on the status of the accreditation site visit and talked about the Title V HSI grant award. Dean Kathy Kailikole talked about some of the goals the college hopes to accomplish with the grant. VP Sourbeer talked about the closing of the Title III grant and the new technology which will be going into the Natural Sciences building. In closing, he reported that the enrollment number for Fast Track 2 are looking strong.

Vice President Adrian Gonzales commended Chief Mark Dimaggio and Supervisor Derrik Johnson, Supervisor Environmental Health & Safety, on the work done towards improved campus safety and security. He talked about upcoming behavioral intervention training coming to campus and the crisis intervention team that has been assembled. VP Gonzales updated the Board on the payment plan reporting that it is going live on October 31, 2016 and thanked staff for the work that went into making the plan a reality. He also reported that Dr. Blake is being recognized at a NAACP event for her work.

Vice President Ron Ballesteros-Perez reported that the Emergency Preparedness plan would be presented to the Board and it includes cyber security measures.

#### **J. APPROVAL OF CONSENT CALENDAR ITEMS**

The Board, by unanimous consent, pulled item J-27 from the consent calendar.

<b>Action:</b>	On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1-26 and 28.
<b>Ayes:</b>	Evilsizer, Hensch, Chadwick, McNamara, and Halcón
<b>Noes:</b>	None
<b>Absent:</b>	None
<b>Student Trustee:</b>	Aye

#### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- a.     Name:           **Montooth, Sara**  
          Discipline:   **Counseling**

- b. Name: **Stout, Lisa**  
Discipline: Counseling
- c. Name: **Vafaei, Alyssa**  
Discipline: Counseling: Disabled Students Programs and Services

## **2. RATIFY CORRECTION TO ACADEMIC POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the correction to the following academic position:

- a. Position: **ASSISTANT PROFESSOR, REAL ESTATE/LAW**  
Department: Business Administration  
Position #: 5330  
New?: Yes  
Remarks: Correction to position title.  
% of Position: 100%  
# of Mos: 10  
Effective: September 23, 2015  
Account #(s): A-111000-357100-05110-0000000/60%  
A-111000-357100-14010-0000000/40%

## **3. RATIFY NEW ACADEMIC POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new academic position:

- a. Position: **ASSISTANT PROFESSOR/WORK EXPERIENCE COORDINATOR**  
Department: Cooperative Education  
Position #: 5191  
New?: Yes  
% of Position: 100%  
# of Mos: 10  
Effective: October 12, 2016  
Account #(s): A-111000-333200-49991-0000000/100%

## **4. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Fall 2016 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

### **Fall 2016**

- Department: Disability Resource Center
- a. Name: **Vafaei, Alyssa**  
Discipline: Counselor: Disabled Students Programs and Services  
Degrees: M.S., Counseling (Marriage, Family & Child Counseling)  
B.A., English  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Nursing Education
- a. Name: **Kersey, Pamela**  
Discipline: Nursing

Degrees: E.D.D., Educational Leadership (Community College/Postsecondary Leadership)  
M.S., Nursing  
Sal Grade/Stp: **D/1**  
Salary: **\$60.69**

b. Name: **Pakeltis, Megan**  
Discipline: Nursing  
Degrees: M.S., Nursing  
B.S., Nursing  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Performing Arts  
a. Name: **Eyerman, Kirsten**  
Discipline: Music  
Degrees: M.M., Composition  
Bachelor of Music, Cello  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

b. Name: **Weirather, Robert**  
Discipline: Music  
Degrees: Master of Music, Performance  
B.S., Music Education  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Public Safety Programs  
a. Name: **Cunningham, Scott**  
Discipline: Fire Technology (Fire Academy)  
Degrees: A.S.  
6+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

b. Name: **Hebert, Darryl**  
Discipline: Fire Technology (Fire Academy)  
Degrees: B.S., Occupational Studies: Vocational Arts  
2+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**

c. Name: **James, Gene**  
Discipline: Administration of Justice  
Degrees: M.P.A., Public Administration  
B.A., Criminal Justice  
2+ years of experience.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**



d.     Name:               **Pearson, Brad**  
       Discipline:       Fire Technology (Fire Academy)  
       Degrees:          A.A., General Studies  
                            A.A., Paramedic Training  
                            6+ years of experience.  
       Sal Grade/Stp:    **A/1**  
       Salary:           **\$55.79**

**5. RATIFY CORRECTION TO CERTIFICATED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of a correction to the following certificated position:

a.     Position:           **SITE SUPERVISOR - CLASSROOM**  
       Department:       Early Childhood Education Lab School  
       Name:             Srisuda Luettringhaus  
       Position #:       6013  
       New?:             No  
       Remarks:         Number of months corrected from 12 to 11.  
       Sal Grade/Step:   E/15  
       Salary:           \$5,600.60/month  
       % of Position:    100%  
       # Months:         11  
       Effective:         September 14, 2016  
       Account #(s):     U-111000-364300-69200-0000000/100%

**6. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment and contract of the following administrative employee:

a.     Name:             **DEANNA SHOOP**  
       Position:         Manager, Outreach Services  
       Department:      Enrollment Services  
       Position #:       6607  
       New?:             Yes  
       Remarks:         Position approved 5/26/15.  
       Sal Grade/Stp:    **52/3**  
       Salary:           **\$6,293.68/month**  
       % of Position:    100%  
       # of Mos:         12  
       Effective:         October 24, 2016  
       Account #(s):     A-212600-422100-62100-0000000/100%

**EXHIBIT J-6**

## **7. RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITIONS AND CONTRACTS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification and contracts for the following administrative positions:

- a.     Position:           **INFORMATION SERVICES MANAGER, NETWORK AND TECHNICAL SERVICES**  
          Department:    Network and Technical Services  
          Name:           Michael J. Dimmick  
          Position #:     6480  
          New?:           No  
          Remarks:       Classification was formerly placed at grade 60. Position will remain in the same classification as a classified administrator.  
  
          Sal Grade/Step: 69/19  
          Salary:          \$12,142.75/month  
          % of Position:   100%  
          Effective:       October 12, 2016  
          Account #(s):   A-212600-561100-67800-0000000/100%
- b.     Position:           **INFORMATION SERVICES MANAGER, NETWORK AND TECHNICAL SERVICES**  
          Department:    Network and Technical Services  
          Name:           Jose I. Vargas  
          Position #:     5611  
          New?:           No  
          Remarks:       Classification was formerly placed at grade 60. Position will remain in the same classification as a classified administrator.  
  
          SalGrade/Step: 69/17  
          Salary:          \$11,904.49/month  
          % of Position:   100%  
          Effective:       October 12, 2016  
          Account #(s):   A-212600-561100-67800-0000000/100%

### **EXHIBIT J-7**

## **8. RATIFY CHANGE TO ADMINISTRATIVE POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the change to the following administrative position:

- a.     Position:           **MANAGER, TUTORING SERVICES**  
          Department:    Tutoring Services  
          Name:           Ruth V. Barnaba  
          Position #:     5810  
          New?:           No  
          Remarks:       Title change only; former title was Coordinator, Tutoring Services.  
          Sal Grade/Stp: 52/19  
          Salary:          \$7,984.97/month  
          % of Position:   100%  
          # of Mos:       12  
          Effective:       October 12, 2016  
          Account #(s):   A-123600-477100-61110-0000000/100%

**9. RATIFY NEW ADMINISTRATIVE POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new administrative position:

- a.     Position:           **ASSOCIATE DEAN, WORKFORCE DEVELOPMENT AND EXTENDED STUDIES**  
          Department:     Career, Technical, and Extended Education  
          Position #:     6642  
          New?:           Yes  
          Remarks:       Funded - Strong Workforce; continuation of position is dependent upon continuation of funds. Classification is an educational administrator.  
  
          Sal Grade/Step: 72/1  
          Salary:          \$9,339.02/month  
          % of Position:   100%  
          # Months:       12  
          Effective:       October 12, 2016  
          Account #(s):   K-123600-331100-60110-1612145/100%

**10. RATIFY NEW CONFIDENTIAL AND SUPERVISORY TEAM POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new Confidential and Supervisory Team position:

- a     Position:           **SUPERVISOR, STUDENT AFFAIRS**  
      Department:       Office of Student Affairs  
      Position #:       6643  
      New?:           Yes  
      Sal Grade/Step:   45/1  
      Salary:           \$4,797.02/month  
      % of Position:     100%  
      # Months:        12  
      Effective:        October 12, 2016  
      Account #(s):     A-212100-451100-64910-0000000/100%

**11. RATIFY CORRECTION TO CONFIDENTIAL AND SUPERVISORY TEAM POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of a correction to the following Confidential and Supervisory Team position:

- a.     Position:           **SUPERVISOR, VETERANS' SERVICES**  
      Department:       Financial Aid, Veterans', and Scholarship Services  
      Position #:       6640  
      New?:           Yes  
      Remarks:        Correction to position number from 5484 to 6640.  
      Sal Grade/Step:   48/1  
      Salary:           \$5,166.18/month  
      % of Position:     100%  
      # Months:        12  
      Effective:        June 15, 2016  
      Account #(s):     A-212100-423100-64800-0000000/100%



## **12. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following classified employees:

- a.     Name:                   **MELISSA MOLEK**  
        Position:           Senior Library Technician  
        Department:       Library  
        Position #:         5046  
        New?:               No  
        Remarks:          Replacement for Meredith Oliver.  
        Sal Grade/Stp:     20/1  
        Salary:             \$3,643.91/month  
        % of Position:     100%  
        # of Mos:          12  
        Effective:         October 31, 2016  
        Account #(s):     A-212200-317100-61200-0000000/100%
  
- b.     Name:                   **KIMBERLY ROCCA**  
        Position:           Administrative Specialist II  
        Department:       Tenure Review and Evaluations  
        Position #:         5864  
        New?:               No  
        Remarks:          Replacement for Melissa Kloz.  
        Sal Grade/Stp:     23/2  
        Salary:             \$3,086.93/month  
        % of Position:     75%  
        # of Mos:          10  
        Effective:         October 12, 2016  
        Account #(s):     A-212200-314100-60910-0000000/100%

## **13. RATIFY CHANGE TO CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the change to the following classified position:

- a.     Position:           **ATHLETIC TRAINER - CERTIFIED**  
        Department:       Athletics  
        Name:               Dennis R. Greenhill Jr.  
        Position #:         5506  
        New?:               No  
        Remarks:          Increase from 80% to 100% position.  
        Sal Grade/Stp:     30/11  
        Salary:             \$6,025.76/month  
        % of Position:     100%  
        # of Mos:          10  
        Effective:         October 17, 2016  
        Account #(s):     A-212200-431200-60910-0000000/100%

## **14. RATIFY PERSONNEL ACTIONS/HISTORY**

The Governing Board ratified the Personnel Actions/History report, which includes hires for student employees for the month of August 2016, and short-term employees for the month of September 2016.

**EXHIBIT J-14**

**15. RATIFY PLACEMENT ON 39-MONTH RE-EMPLOYMENT LIST**

The Governing Board ratified the recommendation of the Superintendent/President the following employee on a 39-month re-employment list in accordance with Education Code Section 44978.1.

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
001016100	09/07/2016	12/07/2019

**16. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

The Governing Board ratified the recommendation of the Superintendent/President granting the bilingual stipend to the following employee as a designated bilingual interpreter:

**Nelida Herrera-Martinez**, Supervisor, TRIO/Upward Bound, Grant Funded Student Support Programs, effective September 1, 2016.

**17. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Percent</u>
004202327	07/29/2016	08/15/2016	100%
003792744	08/15/2016	10/10/2016	100%
004093356	08/15/2016	09/06/2016	100%
000262491	09/08/2016	11/07/2016	100%
003586525	09/12/2016	12/21/2016	100%
000628986	09/19/2016	09/26/2016	100%
009476504	09/21/2016	10/04/2016	100%

- b. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees an **Intermittent Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
004093356	09/06/2016	09/13/2016
008230558	09/21/2016	06/30/2017

**18. RATIFY RESIGNATIONS**

The Governing Board ratified the resignation, accepted by the Superintendent/President in accordance with Board Policy 7350, of the following employees:

- a. **Michael E. Popielski**, Interim Assistant Superintendent/Vice President, Human Resource Services, effective October 22, 2016 (last day of employment is October 21, 2016).
- b. **Jeffrey Higginbotham**, Director, Disability Resources, Disability Resource Center, effective September 6, 2016 (last day of employment was September 5, 2016).

**19. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD**

In accordance with the Professional Growth Program for Classified Employees, the following employee is granted a one-time lump sum stipend of \$2,000 effective September 1, 2016, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name:	<b>Cheryl Ashour</b>
Position:	Executive Assistant
Department:	Superintendent/President's Office
Course of Study:	Job Related



**20. APPROVE CCAP PARTNERSHIP AGREEMENT BETWEEN BONSALL UNIFIED SCHOOL DISTRICT AND PALOMAR COMMUNITY COLLEGE DISTRICT**

The Governing Board approved the College and Career Access Pathways (CCAP) Agreement between Bonsall Unified School District and Palomar Community College District for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, effective July 1, 2016 through June 30, 2017 as detailed in the exhibit.

**EXHIBIT J-20**

**21. APPROVE CCAP PARTNERSHIP AGREEMENT BETWEEN SAN MARCOS UNIFIED SCHOOL DISTRICT AND PALOMAR COMMUNITY COLLEGE DISTRICT**

The Governing Board approved the College and Career Access Pathways (CCAP) Agreement between San Marcos Unified School District and Palomar Community College District for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, effective July 1, 2016 through June 30, 2017 as detailed in the exhibit.

**EXHIBIT J-21**

**22. APPROVE AGREEMENT WITH YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD DEVELOPMENT TRAINING CONSORTIUM AND ACCEPT FUNDS**

The Governing Board approved agreement #16-17-4489 between the Palomar Community College District and the Yosemite Community College District, Child Development Training Consortium effective September 1, 2016 through June 30, 2017 and accept funds in the amount of \$27,200.

**EXHIBIT J-22**

**23. APPROVE AGREEMENT WITH CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT FOR CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM**

The Governing Board approved an agreement between the Palomar Community College District and Chabot-Las Positas Community College District for operation of the California Early Childhood Mentor Program. The Chabot-Las Positas Community College District received a grant from the California Department of Education for the purpose of operating a Mentor Program with other California Community Colleges to develop and maintain a Mentor Program on their respective campus. The term of the agreement will be August 1, 2016 through July 31, 2017.

**EXHIBIT J-23**

**24. APPROVE AGREEMENT WITH EDUCATION TO CAREER NETWORK (ETCN), REPRESENTED BY FISCAL AGENT VISTA UNIFIED SCHOOL DISTRICT AND ACCEPT FUNDS**

The Governing Board approved agreement between the Palomar Community College District and the Education to Career Network (ETCN) for the implementation of the Adult Education Block Grant, consistent with the provisions of AB104, effective July 1, 2016 through June 30, 2017 and accept funds in the amount of \$371,784.

**EXHIBIT J-24**

**25. ACCEPT GIFTS**

The Governing Board accepted the following gifts and directed that appropriate letters of appreciation be sent to the donors:

- a. Field Marking Paint (1 box/12 cans) donated by West Coast Clippers, 2129 Anda Lucia Way, Oceanside, CA 92056. Total cash value as identified by the donor \$192.79.

- b. Stained glass tools and materials donated by Don Mackay, 2930 Doreet Way, Carlsbad CA 92008. Total cash value as identified by the donor \$5,000.00

**26. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD PROCEDURES**

The following Administrative Procedures are presented as information items. They have previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council.

AP 3720 Computer and Network Use  
AP 5011 Admission and concurrent enrollment of H.S. and other young students

AP 5500 Standards of Conduct  
~~AP 5520 Student Discipline Procedures~~  
5530 *102* Complaints + Grievances *150*

**EXHIBIT J-26**

**27. APPROVE BOARD TRAVEL**

This item was removed from the consent calendar.

**28. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledges that the absences of Malik Spence from the Special meeting of August 23, 2016 is excused due to personal necessity. The Board also acknowledges and excuses the absences of Malik Spence and Paul McNamara from the Special meeting of September 27, 2016.

**RESOLUTION 16-21514**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

MSC Chadwick/Hensch

Board President Evilsizer asked that the dates of the conference and the estimated amount of his travel allowance be corrected. The Board, by unanimous consent, agreed to the corrections as indicated.

**27. APPROVE BOARD TRAVEL**

MSC Chadwick/Halcón

The Governing Board approved travel expenses for the following trustees as noted with the corrections.

a.	Board Member	<b>John Halcón</b>
	Advanced Funds?	Yes
	For:	Transportation, mileage, meals, registration, etc.
	To attend:	CCLC Convention
	Location/Date:	Riverside, CA / November <del>XX</del> 17-19, 2016
	Estimated Amount:	\$1251.50
	Budget No.:	575200-11-111100-66100-10-2015-0000000



b.	Board Member	<b>Mark Evilsizer</b>
	Advanced Funds?	Yes
	For:	Transportation, mileage, meals, registration, etc.
	To attend:	CCLC Convention
	Location/Date:	Riverside, CA / November <del>XX</del> 17-19, 2016
	Estimated Amount:	<del>\$4</del> \$1,251.50
	Budget No.:	575200-11-111100-66100-10-2015-0000000

The vote was unanimous. Student Trustee aye.

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, thanked the Board for their approval of the adjunct faculty hires. He talked about a Faculty Senate Task Force that has been discussing Enrollment Management and discussed the work the faculty are doing towards creating a seminar series in collaboration with the ASG.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, President of the PFF, reported that she met with Dean Shayla Sivert to review the data on ESL classes and stated that her report to the Board in September was based on incorrect data. She talked about the varying perspectives brought forward during discussions with the Deans, discussed class cancellations and presented a number of "what if" scenarios related to the impacts of cancellations.

**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, Administration Association President, reported that a new on-boarding process is being developed to help train new employees and orient them to the college and talked about professional development and the combining of Professional Development and Professional Growth Programs to create a comprehensive professional development program for all employees. In closing, he shared that the District is looking into conducting a classification study for Administrators.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team, had no report.

**5. INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE, talked about the classification study implementation logistics noting that it is not going as smoothly as the CCE had hoped. He theorized that a strain on the HR department was created with the departure of the VP and this has impacted the implementation of the study. He talked about the Classified Speaks events noting there has been a great response so far. In closing, he reported on the CCE Annual Convention held in San Diego.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, talked about the ASG Retreat and increasing student involvement including an idea to bring the President's Volunteer Service Award program to the District. He reported that ASG members would be attending a conference in Los Angeles and discussed increasing hydration stations and well as the implementation of a meditation room. In closing, he talked about a Rock the School Bells event for next semester.

**M. UNFINISHED BUSINESS There was no unfinished business.**

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2016-2017 fiscal year budgets:

Purchase Orders Time Period: 09/02/16–09/29/16	\$1,799,258.49
Procurement Card Time Period: 08/23/16-09/22/16	\$193,133.19
	<u>\$1,992,391.68</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee aye.

**2. ACCEPT TITLE V. HSI STEM GRANT AWARD**

MSC Chadwick/Hensch

The Governing Board accepted award of Department of Education, Title V, HSI STEM Grant to increase Hispanic and other low Income (HLI) student participation, persistence and completion in STEM education. Total award is \$3,243,814. Provided in increments averaging \$645,563 per year for five years, effective October 1, 2016 through October 1, 2020.

**EXHIBIT N-2**

The vote was unanimous. Student Trustee aye.

**3. APPROVE FIVE YEAR CONSTRUCTION PLAN**

MSC Chadwick/Hensch

The Governing Board approved the Palomar Community College District Five Year Construction Plan. The Five Year Construction Plan is consistent with the proposed Facilities Master Plan, which was originally approved by the Governing Board on August 23, 2003.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee aye.

**4. APPROVE NAMING KKSM'S MAIN BROADCAST STUDIO AND ACCEPT ENDOWMENT SCHOLARSHIP**

MSC Chadwick/Hensch

The Governing Board approved the Gift Agreement – Jonathan Downey Memorial Scholarship Fund which includes the radio station KKSM's main broadcast studio and any future locations to be called "Jonathan Downey Memorial Studio" and a scholarship fund in the amount of \$20,000.00 in perpetuity.

**EXHIBIT N-4**

The vote was unanimous. Student Trustee aye.



**5. RATIFY PROFESSIONAL SERVICES CONTRACT**

MSC Chadwick/Hensch

The Governing Board ratified the recommendation of the Superintendent/President regarding the **approval** of a **professional services contract** between the District and **Barbara Blanchard**, to provide professional services as Interim Director, Occupational and Noncredit Programs. She will be compensated at a monthly rate of \$10,619.24 for each month worked which is based on placement at step 8 of salary grade 68 on the Administrative Salary Schedule, plus an annual doctoral stipend of \$1,370.76.

**EXHIBIT N-5**

The vote was unanimous. Student Trustee aye.

**6. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

MSC Chadwick/Hensch

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on October 25, 2016 at 4:00 p.m. to discuss the Superintendent/President goals.

The vote was unanimous. Student Trustee aye.

**O. BOARD REQUESTS FOR REPORTS**

A request was made by Trustee Halcón for information on how HSI funding is utilized. Trustee Evilsizer asked for information on small business outreach efforts.

**P. RECESS TO CLOSED SESSION:** No additional session was needed.

**Q. RECONVENE TO OPEN SESSION:** No additional session was needed.

**R. ADJOURNMENT**

The meeting adjourned at 6:07 p.m.

  
Mark Evilsizer, Board President

  
Nancy Chadwick, Secretary



**APPROVED 11/7/16**  
**GOVERNING BOARD MINUTES**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**TUESDAY, OCTOBER 25, 2016, 4:00 P.M.**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**SAN MARCOS, CALIFORNIA**  
**ROOM SSC-1**

A. **CALL MEETING TO ORDER**: Board President Mark Evilsizer called the meeting to order at 4:00 p.m.

B. **ROLL CALL**

**PRESENT**

MARK R. EVILSIZER, M.A., PRESIDENT  
NANCY ANN HENSCH, B.A., VICE PRESIDENT  
NANCY C. CHADWICK, M.S.W., M.P.A., SECRETARY  
PAUL P. MCNAMARA, B.A., TRUSTEE  
JOHN HALCON, Ph.D., TRUSTEE

**ABSENT**

MALIK SPENCE, STUDENT TRUSTEE

C. **PUBLIC COMMENTS** There were none.

D. **RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

E. **TOUR**

Governing Board members toured the existing Palomar Community College District Campus Police Office site located at the west end of Lot 1/2 off the main entrance at 1140 W. Mission Rd., San Marcos, CA.

F. **RECONVENE TO OPEN SESSION** The Board reconvened to open session at 4:47 p.m.

Board President Mark Evilsizer reported that no reportable actions were taken in closed session.

G. **PUBLIC COMMENTS** There were none.

H. **INFORMATION: POLICE STATION AND PARKING STRUCTURE**

Superintendent/President, Dr. Joi Blake, discussed the comprehensive report that was prepared for the Board in response to its request for additional information on this project. She shared that individual executive summaries had been created for the parking structure and campus police offices. Trustees commented on the project and expressed their continued concerns with the project, focusing on the campus police offices. Dennis Astl, Construction & Facilities Planning Manager; Police Chief, Mark Dimaggio; Student Services Vice President, Adrian Gonzales; and Superintendent/President Dr. Joi Blake provided information related to the size and scope of the project and discussed the uses and space needs of the campus police offices. Current staffing needs, projected future needs, POST standards, campus security, emergency planning and resiliency were also discussed. Staff reviewed the work that went into the project prior to the architects' development of the facility plans. Following discussions the Board requested a spread sheet that identified: Each of the existing and proposed new spaces in the campus

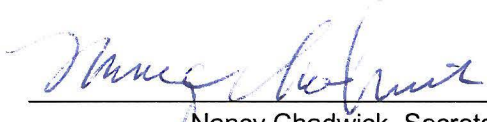
police plans, the space's function, the actual square footage of each space and the rationalization for all proposed changes. Dr. Blake stated she would have the requested information to the Board by October 28, 2016.

**EXHIBIT H-1**

- I. **RECESS TO CLOSED SESSION:** No additional session was needed
- J. **RECONVENE TO OPEN SESSION:** No additional session was needed
- K. **ADJOURNMENT**

The meeting adjourned at 5:26 p.m.

  
\_\_\_\_\_  
Mark Evilsizer, Board President

  
\_\_\_\_\_  
Nancy Chadwick, Secretary



**APPROVED 1/10/2017**  
**GOVERNING BOARD MINUTES**  
**MEETING OF THE GOVERNING BOARD**  
**MONDAY, NOVEMBER 7, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:00 p.m.

**B. ROLL CALL**

MARK R. EVILSIZER, PRESIDENT  
NANCY ANN HENSCH, VICE PRESIDENT  
NANCY C. CHADWICK, SECRETARY  
PAUL P. MCNAMARA, TRUSTEE  
JOHN HALCÓN, TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS** There were none.

**D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:00 p.m.

**E. RECONVENE TO OPEN SESSION** The Board reconvened to open session at 5:09 p.m. All trustees present.

Board President Mark Evilsizer reported there were no actions taken in closed session.

Following the Pledge of Allegiance the meeting continued.

**F. PUBLIC COMMENTS** Patrick Drinan thanked Trustee Chadwick for her service to the District and read a tribute poem. Mary Ann Drinan presented Trustee Chadwick with mementos from the 2002 election and wished her well in her future endeavors. Shannon Lienhart and Travis Ritt congratulated Trustee Chadwick on her retirement and presented her with a wooden box created in the Cabinet and Furniture Technology Department. A tribute video was played and Board President Evilsizer presented Trustee Chadwick with a plaque of appreciation for her service.

**G. APPROVAL OF MINUTES**

MSC McNamara/Hensch

The Governing Board approved the following minutes as written:

- September 27, 2016 Special Meeting (McNamara abstained.)
- October 11, 2016 Regular Meeting
- October 25, 2016 Special Meeting

The vote was unanimous. Student Trustee aye.



**H. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA**

The following item (a. only) was removed from the agenda:

**11. RATIFY CHANGE TO CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **changes** to the following **classified positions**:

a.	Position:	<b>Admissions/Financial Aid Specialist II</b>
	Department:	Enrollment Services
	Name:	Angie Martinez-Heffner
	Position #:	5484
	New?:	No
	Remarks:	<del>Change in funding source from 100% Unrestricted to 90% Perkins IIC and 10% Unrestricted. Should Perkins IIC funds be reduced or eliminated, the position will thereafter be funded fully by Unrestricted funds.</del>
	Sal Grade/Step:	22/17
	Salary:	\$5,285.92/month
	% of Position:	100%
	# of Mos:	12
	Effective:	November 8, 2016
	Account #(s):	K-212200-331300-60910-1112600/90% A-212200-421100-62100-0000000/10%

**I. REPORTS**

Board President Evilsizer reported on his attendance at the NAACP event and the award presented to Dr. Joi Blake. He talked about a meeting being held at Northrup Grumman and the tour of the South Center taking place on Thursday, January 5, 2017 which will allow industry leaders to see what the District has to offer. He talked about the President's Associates Foundation welcome to Dr. Blake and the INEA Graduation event. He talked about Trustee Chadwick's retirement reception. In closing he expressed an interest in co-hosting a STEM conference with Encuentros in 2017.

Trustee Hensch reported on the NAACP event and the President's Associates meeting. She congratulated Trustee Chadwick on her retirement.

Trustee Chadwick reported on her attendance at the President's Associates meeting and the Policies & Procedures Committee meeting. She encouraged a trustee to take her spot on the committee. She thanked the reception organizers and reflected on the special event held in her honor.

Trustee McNamara talked about a meeting with Dr. Jack Kahn, serving on the Governing Board as a Trustee, and Trustee Chadwick's reception.

Trustee Halcón reported that he attended the NAACP event, President's Associates welcome, and INEA Graduation event. He spoke in support of the program and educational opportunities for all. He talked about the SDICCCA meeting and the regions interest in seeking a new accrediting agency and shared that SDICCCA members are discussing community colleges offering bachelor's degrees in impacted programs.

Student Trustee Spence expressed his gratitude to Trustee Chadwick for her many years of service.

Superintendent/President Dr. Joi Blake thanked Trustee Chadwick for her service. She updated the Board on the Palomar Promise program and discussed potential partnerships and donors to support the Promise. She talked about her meeting with the Foundation Board and their efforts to support the Promise. Dr. Blake shared that she and Interim VP Sourbeer had completed site visits to all of the

feeder school districts and reported that all but one will be partnering with the District on the Promise. She discussed efforts being taken to address food insecurity of students, the partnerships being established to improve the campus food pantry, and a convening of all SDICCCA colleges at the San Diego Food Bank. She concluded her report with an update of the South Center programming and efforts being undertaken to secure additional partnerships including upcoming attendance at the invitation-only MITA TechTalks Conference.

Interim Vice President Dan Sourbeer thanked Trustee Chadwick for her service.

Vice President Adrian Gonzales expressed appreciation to Trustee Chadwick. He talked about two new grants that were secured as well as two grant renewals. He acknowledged the men's and women's water polo teams. VP Gonzales discussed the police station spreadsheet. Trustees asked about the conference room space in comparison with the existing spaces on campus. Trustees asked if the conference space would be available to the entire campus for use? VP Gonzales assured the Board that the space would be available for use to everyone on campus. Dr. Blake reported that no further approval was needed on this project noting that it had already been awarded (March 2015.)

Vice President Ron Ballesteros-Perez had no report.

#### **J. APPROVAL OF CONSENT CALENDAR ITEMS**

Trustee Evilsizer asked that item J-5 be removed from consent. The Board voted unanimously to pull item J-5 from the consent calendar. Trustee Halcón asked that item J-3 be removed from consent. The Board, by unanimous consent, removed item J-3 from the consent calendar.

<b>Action:</b>	On a motion by Trustee Chadwick, seconded by Trustee Hensch, the Board approved the following items 1, 2, 4, and 6-23.
<b>Ayes:</b>	Evilsizer, Hensch, Chadwick, McNamara, and Halcón
<b>Noes:</b>	None
<b>Absent:</b>	None
<b>Student Trustee:</b>	Aye

#### **1. GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board granted the following individuals equivalency to minimum qualifications for the disciplines listed:

- |    |             |                             |
|----|-------------|-----------------------------|
| a. | Name:       | <b>Engholm, Hannah</b>      |
|    | Discipline: | Business                    |
| b. | Name:       | <b>Hopfner, Reiner</b>      |
|    | Discipline: | Apprenticeship (Carpentry)  |
| c. | Name:       | <b>Tucker, Brian</b>        |
|    | Discipline: | Fire Technology             |
| d. | Name:       | <b>Von Jonestein, Jones</b> |
|    | Discipline: | Art                         |

#### **2. RATIFY NEW ACADEMIC POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new academic position:

- |    |             |   |
|----|-------------|---|
| a. | Position:   | <b>ASSISTANT PROFESSOR, FIRE TECHNOLOGY/FIRE ACADEMY PROGRAM DIRECTOR</b> |
|    | Department: | Public Safety Programs  |



Position #: 6639  
New?: Yes  
% of Position: 100%  
# of Mos: 11  
Effective: November 8, 2016  
Account #(s): A-111000-334200-21330-0000000/100%

3. This item was removed from the consent calendar.

4. **RATIFY APPRENTICESHIP INSTRUCTOR CERTIFICATION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the certification of the following apprenticeship instructor, for Fall 2016 (day and/or evening); said instructor is employed by the respective Program Sponsor:

Department: Occupational & Noncredit Programs  
Sponsor: ***San Diego Carpenters Training Center***  
a. Name: **Hopfner, Reiner**  
Degrees: Minimum qualifications satisfied via equivalency.

5. This item was removed from the consent calendar.

6. **RATIFY SECOND ADDENDUM TO MEMORANDUM OF UNDERSTANDING DATED OCTOBER 5, 2016 BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161.**

The Governing Board ratified the Second Addendum to Memorandum of Understanding with the Palomar Faculty Federation (PFF)/AFT Local 6161 dated October 5, 2016 related to course maximums.

**EXHIBIT J-6**

7. **RATIFY NEW ADMINISTRATIVE POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following **new administrative position**:

a. Position: **Director, Workforce Initiatives for Early College Credit**  
Department: Career, Technical, and Extended Education  
Position #: 6654  
New?: Yes  
Remarks: Funded - Strong Workforce Program. Continuation of position is dependent upon continuation of funds. Classification is an educational administrator.  
Sal Grade/Step: 60/1  
Salary: \$6,944.69/month  
% of Position: 100%  
# Months: 12  
Effective: November 8, 2016  
Account #(s): K-212600-331400-60910-1612145/100%

8. **RATIFY CORRECTION TO NEW ACADEMIC POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding a **correction** to the following **new academic position**:

a. Position: **ASSISTANT PROFESSOR/WORK EXPERIENCE COORDINATOR**  
Department: Cooperative Education

Position #: 5191  
New?: Yes  
Remarks: Corrected account number; funded – Strong Workforce Program. This position is tenure-track; should funds be reduced or eliminated, the position will thereafter be funded by Unrestricted funds.  
% of Position: 100%  
# of Mos: 10  
Effective: October 12, 2016  
Account #(s): K-111000-333200-49991-1612145/100%

#### **9. RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **employment** of the following **classified employees**:

- a. Name: **LORRENA MURRAY**  
Position: Technical Theatre Coordinator  
Department: Performing Arts  
Position #: 6630  
New?: Yes  
Remarks: Position approved 5/10/16.  
Sal Grade/Stp: **25/1**  
Salary: **\$4,115.91/month**  
% of Position: 100%  
# of Mos: 12  
Effective: November 8, 2016  
Account #(s): A-212200-327100-69670-0000000/100%
- b. Name: **MELISSA L. GRIGGS**  
Position: Basic Skills Initiative Tutorial Specialist  
Department: English as a Second Language  
Position #: 6571  
New?: Yes  
Remarks: Position approved 1/13/15. Funded - Basic Skills; continuation of position is dependent on continuation of funds.  
Sal Grade/Stp: **22/1**  
Salary: **\$1,721.85/month**  
% of Position: 45%  
# of Mos: 11  
Effective: November 8, 2016  
Account #(s): K-212200-311100-61100-1612302/100%
- c. Name: **TANYA L. SANGRET**  
Position: Instructional Support Assistant III  
Department: Reading Services  
Position #: 5168  
New?: No  
Remarks: Replacement for Leah Lampro.  
Sal Grade/Stp: **24/1**  
Salary: **\$4,015.49/month**  
% of Position: 100%  
# of Mos: 12  
Effective: November 8, 2016  
Account #(s): A-221000-328200-4930T-0000000/100%  
Normal Work Schedule: Monday - Thursday, 12:30 pm - 9:00 pm; Friday, 8:00 am - 4:30 pm. A 3% differential pay will be paid for hours worked between 6:00 pm and 10:00 pm.

#### **10. RATIFY RECLASSIFICATION OF CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of the following classified position:

- a.   Position:               **Outreach Specialist**  
      Department:       Mathematics and the Natural and Health Sciences  
      Name:               Cynthia Cordova  
      Position #:        6593  
      New?:               No  
      Remarks:          Classification was formerly Title III/STEM Outreach Coordinator, Grade 20.  
                              Funded - Title III/Hispanic Serving Institution/Science, Technology,  
                              Engineering, and Mathematics and Articulation. Continuation of position is  
                              dependent upon continuation of funds.  
      Sal Grade/Step:   21/2  
      Salary:             \$3,918.41/month  
      % of Position:     100%  
      Effective:          September 1, 2016  
      Account #(s):     K-212200-311100-60910-1112987/100%

#### **11. RATIFY CHANGE TO CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the **changes** to the following **classified positions**:

- a.   This item was removed from the agenda.
- b.   Position:               **Tutoring Center Coordinator**  
      Department:       Mathematics Department  
      Name:               Yuan-Lin Lee  
      Position #:        6504  
      New?:               No  
      Remarks:          Change in funding source from 100% Title III/HSI/STEM to 100%  
                              Student Equity Funds. Continuation of position is dependent upon  
                              continuation of funds.  
      Sal Grade/Stp:     23/5  
      Salary:             \$4,366.73/month  
      % of Position:     100%  
      # of Mos:          11  
      Effective:          November 8, 2016  
      Account #(s):     K-212200-411100-66400-1612135/100%
- c.   Position:               **Title III/STEM Instructional Support Assistant I**  
      Department:       Mathematics Department  
      Name:               Jacques Coulombe  
      Position #:        6505  
      New?:               No  
      Remarks:          Change in funding source from 100% Title III/HSI/STEM to 100%  
                              Student Equity Funds. Continuation of position is dependent upon  
                              continuation of funds.  
      Sal Grade/Stp:     16/3  
      Salary:             \$3,340.25/month  
      % of Position:     100%  
      # of Mos:          11  
      Effective:          November 8, 2016  
      Account #(s):     K-212200-411100-66400-1612135/100%



## **12. RATIFY NEW CLASSIFIED POSITIONS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following **new classified positions**:

- a.     Position:           **Outreach Specialist**  
        Department:     Enrollment Services  
        Position #:       6644  
        New?:            Yes  
        Sal Grade/Step:   21/1  
        Salary:           \$3,732.63/month  
        % of Position:    100%  
        # Months:        12  
        Effective:        November 8, 2016  
        Account #(s):     A-212200-422100-62100-0000000/100%
  
- b.     Position:           **Admissions/Financial Aid Specialist II**  
        Department:     Enrollment Services  
        Position #:       6645  
        New?:            Yes  
        Sal Grade/Step:   22/1  
        Salary:           \$3,826.35/month  
        % of Position:    100%  
        # Months:        12  
        Effective:        November 8, 2016  
        Account #(s):     A-212200-421100-62100-0000000/100%
  
- c.     Position:           **Business Systems Analyst**  
        Department:     Counseling Services  
        Position #:       6646  
        New?:            Yes  
        Remarks:         Funded - Student Success and Support Programs. Continuation of  
                              position is dependent upon continuation of funds.  
        Sal Grade/Step:   38/1  
        Salary:           \$5,654.17/month  
        % of Position:    100%  
        # Months:        12  
        Effective:        November 8, 2016  
        Account #(s):     K-212200-441100-63200-1612120/100%
  
- d.     Position:           **Outreach Specialist**  
        Department:     Grant Funded Student Programs  
        Position #:       6647  
        New?:            Yes  
        Remarks:         Funded - Educational Talent Search (Escondido). Continuation of  
                              position is dependent upon continuation of funds.  
        Sal Grade/Step:   21/1  
        Salary:           \$3,732.63/month  
        % of Position:    100%  
        # Months:        12  
        Effective:        November 8, 2016  
        Account #(s):     L-212200-471300-64990-1112315/100%
  
- e.     Position:           **Outreach Specialist**  
        Department:     Grant Funded Student Programs  
        Position #:       6648  
        New?:            Yes  
        Remarks:         Funded - Educational Talent Search (Vista). Continuation of position is  
                              dependent upon continuation of funds.

- Sal Grade/Step: 21/1  
Salary: \$3,732.63/month  
% of Position: 100%  
# Months: 12  
Effective: November 8, 2016  
Account #(s): K-212200-471300-64990-1112316/100%
- f. Position: **Outreach Specialist**  
Department: Grant Funded Student Programs  
Position #: 6649  
New?: Yes  
Remarks: Funded - Higher Education Act/TRIO/Student Support Services (Escondido). Continuation of position is dependent upon continuation of funds.  
  
Sal Grade/Step: 21/1  
Salary: \$3,732.63/month  
% of Position: 100%  
# Months: 12  
Effective: November 8, 2016  
Account #(s): L-212200-471300-64990-1112301/100%
- g. Position: **Outreach Specialist**  
Department: Grant Funded Student Programs  
Position #: 6650  
New?: Yes  
Remarks: Funded - Higher Education Act/TRIO/Upward Bound. Continuation of position is dependent upon continuation of funds.  
  
Sal Grade/Step: 21/1  
Salary: \$3,732.63/month  
% of Position: 100%  
# Months: 12  
Effective: November 8, 2016  
Account #(s): K-212200-471300-64990-1112310/100%
- h. Position: **Outreach Specialist**  
Department: Grant Funded Student Programs  
Position #: 6651  
New?: Yes  
Remarks: Funded - Higher Education Act/TRIO/Upward Bound Rural. Continuation of position is dependent upon continuation of funds.  
  
Sal Grade/Step: 21/1  
Salary: \$3,732.63/month  
% of Position: 100%  
# Months: 12  
Effective: November 8, 2016  
Account #(s): K-212200-471300-64990-1112313/100%
- i. Position: **Outreach Specialist**  
Department: Grant Funded Student Programs  
Position #: 6652  
New?: Yes  
Remarks: Funded - Higher Education Act Educational Opportunity Centers. Continuation of position is dependent upon continuation of funds.  
  
Sal Grade/Step: 21/1  
Salary: **\$3,732.63/month**  
% of Position: 100%  
# Months: 12  
Effective: November 8, 2016  
Account #(s): K-212200-471300-64990-1112304/100%

- j.      Position:            **Administrative Specialist II**  
         Department:      Career, Technical, and Extended Education  
         Position #:        6653  
         New?:              Yes  
         Remarks:          Funded - Adult Education Block Grant. Continuation of position is dependent upon continuation of funds.  
  
         Sal Grade/Step:    23/1  
         Salary:             \$3,732.63/month  
         % of Position:     100%  
         # Months:          12  
         Effective:          November 8, 2016  
         Account #(s):      K-212200-339800-60900-1812312/100%

### **13. RATIFY PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of October 2016, and short-term employees for the month of November 2016.

#### **EXHIBIT J-13**

### **14. INFORMATION: RETIREMENT**

On behalf of the Governing Board of the Palomar Community College District, the following **retirement** has been accepted by the Superintendent/President, as authorized by the Governing Board, under **Group II**:

- a.      **Theresa Hogan Egkan**, Professor/Counselor, Counseling Department, effective November 1, 2016. She has served Palomar College for over 21 years from August 1, 1995 to October 31, 2016.

### **15. RATIFY LEAVES OF ABSENCE**

- a.      The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a **Family Medical Leave of Absence with no effect on benefits** for a maximum of 480 hours for the **2016-2017** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>	<b>Percent</b>
009476504	10/04/2016	11/30/2016	100%
007363379	10/05/2016	11/30/2016	100%
006709411	10/17/2016	11/30/2016	100%
002354619	11/04/2016	12/11/2016	100%
008748634	11/07/2016	01/03/2017	100%

- b.      The Governing Board ratified the recommendation of the Superintendent/President granting the following employee an **Intermittent Family Medical Leave of Absence** with no effect on benefits for a maximum of 480 hours for the **2016-2017** fiscal year:

<b>Employee ID</b>	<b>Start Date</b>	<b>End Date</b>
000271766	11/01/16	06/30/17



**16. RATIFY RESIGNATIONS**

The Governing Board ratified the **resignation**, accepted by the Superintendent/President in accordance with Board Policy 7350, of the following **employees**:

- a. **Daniel Barron**, Academy Coordinator - Fire Technology, Public Safety Programs, effective November 5, 2016 (last day of employment was November 4, 2016).
- b. **Marilu D'Sanz**, Administrative Specialist I, Early Childhood Education Lab School, effective October 15, 2016 (last day of employment was October 14, 2016).

**17. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARD**

In accordance with the **Professional Growth Program for Classified Employees**, the following employee is granted a **\$500 annual stipend**, prorated on a monthly basis, effective November 1, 2016:

Employee Name: **Christine Amely**  
Position: Academic Department Assistant  
Department: Reading Services  
Course of Study: Bachelor's Degree

**18. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

The Governing Board hereby approves the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending September 30, 2016.

**EXHIBIT J-18**

**19. APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

The Governing Board hereby approves the **Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments** as of September 30, 2016.

**EXHIBIT J-19**

**20. APPROVE EXTENDED FIELD TRIPS**

The Governing Board hereby approves the following extended field trips as detailed:

- a. American Student Association Community Colleges Advocacy Conference, Washington, D.C., March 11-14, 2017 for ASG members to attend conference and visit with our representative on hill to discuss student issues.
- b. National Cheer Association and National Dance Alliance, Collegiate Cheer and Dance Championship, Daytona Beach, FL, April 5-9, 2017 for students to participate in the Cheerleading Nationals.
- c. Two Harbors, Catalina Island, Los Angeles County, CA, March 26-29, 2017, for students enrolled in GEOL 195A Lec/Lab and BIO 195A Lec/Lab.

**EXHIBIT J-20**

**21. APPROVE OUT-OF-STATE TRAVEL FOR CLASSIFIED ADMINISTRATOR**

The Governing Board hereby approves travel for Yasue O'Neill, International Education to Miami, FL November 29 through December 3, 2016 for the purpose of attending AIRC (International Recruitment Council) annual conference.

**EXHIBIT J-21**

**22. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board ratified and approved all contracts and agreements for the period September 1, 2016 through October 31, 2016 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

**EXHIBIT J-22**

**23. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledged that the absences of Malik Spence from the Special meeting of October 25, 2016 is excused due to personal necessity.

**RESOLUTION 16-21515**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**3. PART-TIME FACULTY EMPLOYMENT**

Trustee Halcón had questions regarding the degrees/level of experience needed for certain positions in Fire Technology. VP Sourbeer and Travis Ritt responded. Board President Evilsizer called for the vote. The vote was unanimous. Student Trustee aye.

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Fall 2016 and Spring 2017 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

**Fall 2016**

Department:	Art
a. Name:	<b>Von Jonestein, Jones</b>
Discipline:	Art
Degrees:	B.A. Art (Art History) A.A., Humanities & Fine Arts Minimum qualifications satisfied via equivalency.
Sal Grade/Stp:	<b>A/1</b>
Salary:	<b>\$55.79</b>

Department:	Business
a. Name:	<b>Engholm, Hannah</b>
Discipline:	Business
Degrees:	Juris Doctor M.S.W., Social Work B.A., Psychology Minimum qualifications satisfied via equivalency.
Sal Grade/Stp:	<b>D/1</b>
Salary:	<b>\$60.69</b>

- Department: Counseling
- a. Name: **Arth, Susan**  
Discipline: Counseling  
Degrees: M.A., Counseling  
B.S., Psychology  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- Department: Emergency Medical Education
- a. Name: **Hitchcock, Kevin**  
Discipline: Emergency Medical Technologies  
Degrees: B.S., Fire Science  
2+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- Department: Public Safety
- a. Name: **Ender, Cory**  
Discipline: Fire Technology  
Degrees: A.A., Fire Technology  
6+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- b. Name: **Leafblad, Robin**  
Discipline: Fire Technology  
Degrees: M.S., Physical Education  
B.A., Physical Education  
A.S., Fire Technology  
2+ years of experience.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**
- c. Name: **Tucker, Brian**  
Discipline: Fire Technology  
Degrees: 6+ years of experience.  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- d. Name: **Thompson, Cole**  
Discipline: Fire Technology  
Degrees: B.S., Business Management  
2+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**
- e. Name: **Ward, Darrin**  
Discipline: Fire Technology  
Degrees: B.S., Occupational Studies: Vocational Arts  
A.A., Liberal Arts  
2+ years of experience.  
Sal Grade/Stp: **A/1**  
Salary: **\$55.79**



Department: Trade and Industry  
a. Name: **Kirk, Charles**  
Discipline: Air Conditioning, Refrigeration, Heating (Solar energy technician)  
Degrees: California Community Colleges Instructor Credential: Air Conditioning,  
Refrigeration and Heating - Valid for Life  
Sal Grade/Stp: **YA/8**  
Salary: **\$66.98**

**Spring 2017**

Department: Chemistry  
a. Name: **Selchau, Lisa**  
Discipline: Chemistry  
Degrees: M.S., Chemistry  
B.S., Chemistry  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Dental Assisting  
a. Name: **Moreno, Heather**  
Discipline: Dental Technology  
Degrees: M.B.A., Business Administration  
B.A., Sociology  
2+ years of experience.  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: Design and Consumer Education  
a. Name: **Langkilde, Tianna**  
Discipline: Nutritional Science/Dietetics  
Degrees: M.S., Nutritional Science  
B.S., Foods and Nutrition  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

b. Name: **Rothman, Rachel**  
Discipline: Nutritional Science/Dietetics  
Degrees: M.S., Nutrition Education  
B.S., Food Science  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

Department: World Languages  
a. Name: **Blum, Lili**  
Discipline: Chinese  
Degrees: M.A., Curriculum and Instruction (teaching Chinese as a Foreign  
Language)  
Sal Grade/Stp: **B/1**  
Salary: **\$57.15**

5. **RATIFY FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING DATED OCTOBER 12, 2016 BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161.**

Trustee Evilsizer asked for clarification on the matter of non-instructional hourly rate for part-time faculty. VP Sourbeer and Colleen Bixler responded. Board President Evilsizer called for the vote: The vote was unanimous. Student Trustee aye.

The Governing Board ratified the First Amendment to the Memorandum of Understanding with the Palomar Faculty Federation (PFF)/AFT Local 6161 dated October 12, 2016, related to the preparation of curriculum materials by part-time faculty members.

**EXHIBIT J-5**

**L. REPORTS FROM COLLEGE GROUPS**

1. **INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, reported on his attendance at the Fall 2016 State Plenary of the Academic Senate of California Community Colleges and talked about a new Task Force on Enrollment Management he is co-chairing with Dean Margie Fritch.

2. **INFORMATION: Report of the Palomar Faculty Federation**

Colleen Bixler filling in for Shannon Lienhart, President of the PFF, had no report.

3. **INFORMATION: Report of the Administrative Association**

Justin Smiley, Administration Association President, reported that the Administrative Association (AA) is hosting its bi-annual general meeting on November 9. He read a congratulatory letter from the AA to Trustee Chadwick for her service to the District and presented her with a certificate of appreciation.

4. **INFORMATION: Report of the Confidential and Supervisory Team** - absent

5. **INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE, thanked Trustee Chadwick for her service to the District. He talked about the class study implementation and reported that significant progress has been made since he reported at the October Board meeting.

6. **INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, talked about the Student Senate for California Community Colleges (SSCCC) General Assembly taking place in Sacramento. He reported that the Palomar ASG would be hosting the Region 10 meeting in December on the San Marcos campus. In closing he reported that the ASG recognizes and appreciates Trustee Chadwick's many years of service to the District.

**M. UNFINISHED BUSINESS** There was no unfinished business.

**N. NEW BUSINESS**

1. **REVIEW AND APPROVE PURCHASES**

MSC Chadwick/Hensch

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 hereby reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2016-2017 fiscal year budgets:

Purchase Orders Time Period: 09/29/16–10/27/16	\$45,594,358.31
Procurement Card Time Period: 09/23/16–10/22/16	\$203,992.04
	<u>\$45,798,350.35</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee aye.



**2. DESIGNATE DECEMBER 13, 2016, MEETING AS "ANNUAL ORGANIZATIONAL MEETING"**

MSC Chadwick/Hensch

The Governing Board of the Palomar Community College District designated the Regular Meeting scheduled for December 13, 2016, 5:00 p.m., as the "Annual Organizational Meeting." The meeting is to be held at the San Marcos campus. Regular meeting of the Governing Board will commence immediately following the Annual Organizational Meeting.

The vote was unanimous. Student Trustee aye.

**3. GRANT EMERITUS STATUS TO RETIRING GOVERNING BOARD TRUSTEE**

MSC Hensch/McNamara

In recognition of long and valued service and, in considering practices established by the Faculty Senate and the Administrative Association, the Governing Board of the Palomar Community College District granted emeritus status to retiring Governing Board Trustee Nancy Chadwick.

The vote was unanimous. Student Trustee aye.

**4. APPROVE AGREEMENT FOR CASINO DEALER PROGRAM**

MSC Chadwick/Hensch

The Governing Board approved agreement with 5 Star Dealer School to offer a Casino Dealer Program at their facility. Palomar Community College District will help advertise and refer students to their program for a per student commission.

**EXHIBIT N-4**

The vote was unanimous. Student Trustee aye.

**5. APPROVE APPOINTMENTS TO THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (ICOC)**

MSC Chadwick/Hensch

Trustee Halcón requested that in the future the exhibit contain a biography of the applicants. VP Perez explained the process the District uses to make its recommendation to the Board.

The Board appointed Sarah Rosenfield and David Aguilar III to fill two of the vacancies on the Independent Citizens' Oversight Committee ("ICOC") which became vacant as of June 30, 2016 due to term limitations.

**EXHIBIT N-5**

**RESOLUTION 16-21516**

The vote was unanimous. Student Trustee aye.

**6. ACCEPT GRANT AWARD**

MSC Chadwick/Hensch

Trustee Evilsizer asked for clarification on this item. Dean Margie Fritch responded.

The Governing Board hereby accepts grant sub-agreement from Rancho Santiago Community College Agreement, CTE Data Unlocked Initiative, California Community Colleges Chancellor's Office, Workforce and Economic Development Division, to support CTE program development and improvement. Total sub-agreement award is \$50,000.00, effective July 19, 2016 through October 31, 2017.

**EXHIBIT N-6**

The vote was unanimous. Student Trustee aye.

**7. STRATEGIC PLAN 2019**

MSC Chadwick/Hensch

Trustee Evilsizer requested that the Board have further time to review this item with an eye towards strengthening the language surrounding workforce diversity. Following discussions Trustee Chadwick withdrew her motion to approve. The Governing Board did not approve Strategic Plan 2019 which was presented for first reading at a workshop on September 27, 2016. Dr. Blake reported that the item would be sent back to the Strategic Planning Council (SPC) to strengthen the language before being brought back to the Board for approval.

**EXHIBIT N-7**

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board hereby approves the following agenda items for consideration at the next meeting: \_\_\_\_\_

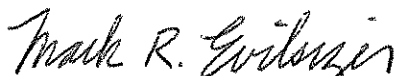
**P. RECESS TO CLOSED SESSION:** *If needed, for further discussion of items as listed in section D. The Board will recess to Room A-1.*

**Q. RECONVENE TO OPEN SESSION:** *If needed. The Board will reconvene to Open Session outside Room A-1 in accordance with GC 54957.7(c).*

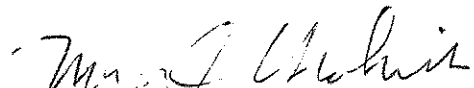
*Actions Taken In Closed Session: Governing Board President must report the individual votes of each trustee, in addition to the overall action.*

**R. ADJOURNMENT**

The meeting adjourned at 6:07 p.m.



Mark Evilsizer, Board President



Nancy Chadwick, Secretary



**APPROVED 1/10/2017**  
**GOVERNING BOARD MINUTES**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TUESDAY, DECEMBER 13, 2016**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. CALL MEETING TO ORDER**

Board President Mark Evilsizer called the meeting of the Palomar Community College District Governing Board to order at 4:05 p.m.

**AA. ADMINISTRATION OF OATH OF OFFICE TO NEWLY ELECTED TRUSTEE**

Board President Mark Evilsizer administered the Oath of Office to Trustee Elect Nina Deerfield.

**B. ROLL CALL**

MARK R. EVILSIZER, PRESIDENT  
NANCY ANN HENSCH, VICE PRESIDENT  
PAUL P. MCNAMARA, TRUSTEE  
JOHN HALCÓN, TRUSTEE  
NINA DEERFIELD, TRUSTEE  
MALIK SPENCE, STUDENT TRUSTEE (*arrived at 5:00 p.m.*)

**C. PUBLIC COMMENTS There were none.**

**D. RECESS TO CLOSED SESSION The Board recessed to closed session at 4:09 p.m.**

**E. RECONVENE TO OPEN SESSION The Board reconvened to open session at 5:05 p.m. All trustees present.**

Board President Evilsizer reported that, pursuant to Government Code 54956.9 in closed session, the Board reviewed an existing claim related to Esperanza Flores and voted to approve the final settlement of any and all claims against Palomar Community College District. The vote was unanimous, all trustees present.

Following the Pledge of Allegiance the meeting continued.

**EE. REAFFIRMATION OF OATH OF OFFICE**

Board President Evilsizer re-administered the Oath of Office to Trustees Nancy Ann Hensch, John Halcón and Nina Deerfield.

**F. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA There were none.**

**FF. ANNUAL ORGANIZATIONAL MEETING**

**ELECTION OF OFFICERS AND ADOPTION OF BOARD CALENDAR**

Board President Evilsizer called for nominations of Board President.

**a. ELECTION OF GOVERNING BOARD PRESIDENT**

MSC McNamara/Halcón

Nancy Ann Hensch was elected President of the Governing Board of the Palomar Community College District, effective December 13, 2016.

The vote was unanimous. Student Trustee aye.

Newly Elected Board President Hensch assumed the position as the Board Chair and called for nomination of officers as follows:

**b. ELECTION OF GOVERNING BOARD VICE PRESIDENT**

MSC Halcón/Evilsizer

Paul McNamara was elected Vice President of the Governing Board of the Palomar Community College District, effective December 13, 2016.

The vote was unanimous. Student Trustee aye.

**c. ELECTION OF GOVERNING BOARD SECRETARY**

MSC McNamara/Evilsizer

John Halcón was elected Secretary of the Governing Board of the Palomar Community College District, effective December 13, 2016.

The vote was unanimous. Student Trustee aye.

**d. APPOINTMENT OF SECRETARY TO THE BOARD**

MSC Halcón/McNamara

The Governing Board appointed Dr. Joi Lin Blake, Superintendent/President, to serve as Secretary to the Governing Board of the Palomar Community College District, effective December 13, 2016.

The vote was unanimous. Student Trustee aye.

**e. ESTABLISH DATE, TIME, AND PLACE OF MEETINGS**

MSC McNamara/Halcón

The Governing Board declared that the Regular Meetings of the Governing Board of the Palomar Community College District shall be held on the second Tuesday of each month, closed session beginning at 4:00 p.m., open session beginning at 5:00 p.m., in the Governing Board Room, Student Services Center (SSC-1), San Marcos Campus.

The vote was unanimous. Student Trustee aye.



- G. **PUBLIC COMMENTS** Shannon Lienhart talked about the upcoming Solidarity March and asked community members to participate.

At this time Board President Hensch presented Trustee Mark Evilsizer with a plaque of appreciation for his service as Board President in 2016.

- H. **APPROVAL OF MINUTES** There were none this month.

- I. **REPORTS**

Board President Hensch congratulated Trustee Halcón on his re-election and welcomed Nina Deerfield to the Governing Board. Board President Hensch reported on her attendance at the Vista Community Clinic Gala event and the Foundation Annual meeting. She talked about the many accomplishments of the students and the various ways the Foundation supports Palomar's students.

Trustee Evilsizer offered his congratulations to Trustees Hensch, Halcón, and Deerfield. He reported on his attendance at the CCLC annual convention and talked about his participation on a speaker's panel focused on diversity as well as some of the other workshops he attended. Trustee Evilsizer talked about a UT article on poverty rates in North County. He reported on his attendance at the Upward Bound event and Foundation annual meeting. In closing, he discussed the symbolism of wearing the safety pin and encouraged the community to come together in support of education.

Trustee McNamara congratulated Halcón, Hensch and Deerfield. He talked about the Veteran's Day ceremony, the Foundation's success with Giving Tuesday, and the impressive new billboards on the 78. In closing he congratulated Shannon and the others involved in holding the Solidarity March & Rally.

Trustee Halcón talked about his concerns for the potential changes that may be coming with the national election results. He reported on his attendance at the Veteran's Day ceremony, CCLC convention, Upward Bound awards ceremony, and the Foundation event. Trustee Halcón talked about the Rotary 78 meeting and reported that a \$5,000 check was presented to the Foundation. He acknowledged Rich Talmo's pending retirement and thanked him for his service to the District. He spoke in support of the Solidarity March and talked about the upcoming "Stand Down" event being held in the North County.

Trustee Deerfield introduced herself and talked about her activist work in the community. She also reported that she attended the Palomar Foundation event and talked about the moving student stories.

Student Trustee Spence congratulated the election winners. He talked about his volunteer work on the Foundation's Giving Tuesday phone bank, attending the SSSCC General Assembly meeting in Sacramento, and the concerns expressed by students following the national elections.

Superintendent/President Dr. Joi Blake offered her congratulations to the Trustees; thanked Director Gropen for the excellent marketing exposure including the bus and Sprinter wraps, billboards and other materials; and thanked Director Talmo for his service to the District. Dr. Blake talked about efforts and discussions being undertaken following the results of the national election and concerns being expressed by constituents. She reported on a pilot program to reduce economic disparities and another initiative she is working on to mitigate food insecurity on campus noting that a Convening is being held at the San Diego Food Bank. She talked about a meeting held with Assemblymember and Chair, Select Committee on Higher Education in San Diego County, Shirley Weber to discuss food insecurity, CalFresh, victims of human trafficking, and her support of the Palomar Promise. Dr. Blake discussed visiting the North Center site and reported that a concept transitional facility will be presented to the Board at a future meeting. She talked about the retreats she has held with the Vice Presidents, Cabinet, and constituent group leaders. She invited everyone to the Holiday Luncheon; thanked VP Perez for celebrating the contributions of the night crew; and in closing, reported that she attended the Winter Dance performance, Jazz concert and Arts & Crafts fair.



Interim Vice President Dan Sourbeer talked about the many upcoming graduation events; talked about Monika Brannick's retirement and her many contributions to the District; and congratulated the Trustees on their re-election/election.

Vice President Adrian Gonzales welcomed Trustee Deerfield; talked about the leadership retreat; acknowledged and spoke on Director Talmo's, Chief of Police DiMaggio's, and Rick Gommel's pending retirements; and talked about the Veteran's Day event. VP Gonzales talked about the work being done related to the post-election discussions and the importance of credible information. He thanked A.L.A.S.S. – Association of Latinos and Allies for Student Success, the theater department, and the faculty for their efforts to keep the conversation open. In closing he talked about the importance of on-going dialog on topics of concern and shared that Student Services is developing a webpage as a repository to help students seeking information.

Vice President Ron Ballesteros-Perez congratulated Hensch, Halcón and Deerfield. He acknowledged the retirements of Michael Schmidling and Donna Renner; thanked the negotiation teams for the District and PFF; and congratulated Chris Miller, Tony Rangel and the entire team for securing accreditation of the District's arboretum.

**J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Halcón, seconded by Trustee Evilsizer, the Board approved the following items 1-23.  
**Ayes:** Hensch, Evilsizer, McNamara, Halcón, and Deerfield  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

**1. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2017 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

**Spring 2017**

Department: Art  
a. Name: Gazivoda, Jelena  
Discipline: Art  
Degrees: Master of Fine Arts  
B.F.A., Ceramics  
Sal Grade/Stp: B/1  
Salary: \$57.15

Department: Athletics  
a. Name: Tissot, Christopher  
Discipline: Coaching - Women's Tennis  
Degrees: M.S., Physical Education  
B.A., Cinema and Television Arts  
A.A., General Education Transfer Studies  
2+ years of experience.  
Sal Grade/Stp: B/1  
Salary: \$57.15

Department: Counseling  
a. Name: Morrow, Anthony  
Discipline: Counseling  
Degrees: M.A., Educational Counseling  
B.S., Organizational Leadership  
Sal Grade/Stp: C/1  
Salary: \$59.06

Department: Economics, History and Political Science  
a. Name: Palhegyi, Joel  
Discipline: History  
Degrees: M.A., History  
Sal Grade/Stp: C/1  
Salary: \$59.06

Department: Library  
a. Name: Rogers, Jason  
Discipline: Library Science  
Degrees: Master of Library and Information Science  
B.A., Literature  
B.A., History  
Sal Grade/Stp: B/1  
Salary: \$57.15

Department: Life Sciences  
a. Name: Cen, Henry  
Discipline: Biological Sciences  
Degrees: M.S., Biology  
B.S., Biology  
Sal Grade/Stp: B/1  
Salary: \$57.15

Department: Mathematics  
a. Name: Horton, Matthew  
Discipline: Mathematics  
Degrees: Ph.D., Mathematics  
M.A., Mathematics  
B.S., Mathematics  
Sal Grade/Stp: D/1  
Salary: \$60.69

b. Name: Kay, Will  
Discipline: Mathematics  
Degrees: M.S., Mathematics  
M.S., Statistics  
Sal Grade/Stp: D/1  
Salary: \$60.69

Department: Speech Communication/Forensics/ASL  
a. Name: Boyle, Karen  
Discipline: American Sign Language  
Degrees: A.A., American Sign Language Interp  
6+ years of experience.  
Sal Grade/Stp: A/1  
Salary: \$55.79

**2. RATIFY CHANGE TO TEMPORARY CERTIFICATED EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the change of employment of the following temporary certificated employee:

- a.     Name:                 Rene Robelin  
          Position:         Site Supervisor (Temporary)  
          Department:     Early Childhood Education Lab School  
          Degrees:         B.A., Liberal Studies  
                              12 units of ECE/CD coursework  
                              3 units supervised field experience in ECE/CD  
  
          Position #:      5408  
          New?:            No, temporary contract  
          Remarks:        Temporary contract; non-tenure-track certificated appointment from July 1, 2016 through February 28, 2017 only or until the permanent position is filled, whichever occurs first. Previous end date to assignment was December 31, 2016.  
  
          Sal Grade/Stp:   E/1  
          Salary:          \$4,640.86/month  
          % of Position:   100%  
          # of Mos:        8  
          Effective:        July 1, 2016  
          Account #(s):    U-111000-364300-69200-0000000/100%

**3. RATIFY NEW CERTIFICATED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following certificated position:

- a.     Position:           Site Supervisor - Leadership  
          Department:     Early Childhood Education Lab School (San Marcos)  
          Position #:      6655  
          New?:            Yes  
          Sal Grade/Step:   E/1  
          Salary:          \$4,640.86/month  
          % of Position:   100%  
          # of Mos:        12  
          Effective:        December 14, 2016  
          Account #(s):    U-111010-364300-69200-0000000/100%

**4. RATIFY COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION PFF/AFT LOCAL 6161**

The Governing Board ratified Tentative Agreements and Memoranda of Understanding that comprise a one-year collective bargaining agreement between the District and PFF for fiscal year 2016-2017.

**EXHIBIT J-4**

**5. RATIFY AMENDMENT TO PROFESSIONAL SERVICES CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of an amendment to the professional services contract between the District and:

- a. Helen R. Elias, to provide professional services as Interim Director, Disability Resources.

**EXHIBIT J-5**



**6. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment and contract of the following administrative employee:

- a. Name: Pajseu Lochungvu  
Position: Information Services Manager, Systems and Programming  
Department: Information Services  
Position #: 5602  
New?: No  
Remarks: Replacement for Michael Day.  
Sal Grade/Stp: 69/5  
Salary: \$10,565.54/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 23, 2017  
Account #(s): A-212600-561100-67800-0000000/100%

**EXHIBIT J-6**

**7. RATIFY CHANGES TO CONFIDENTIAL AND SUPERVISORY TEAM POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the changes to the following Confidential and Supervisory Team position:

- a. Position: Career Pathways Project Supervisor  
Department: Career, Technical, and Extended Education  
Name: Jennifer Patel  
Position #: 6500  
New?: No  
Remarks: Funding change from Title III/STEM to Career Pathways funds. Title was formerly Title III/STEM Project Supervisor. Continuation of position is dependent upon continuation of funds.  
Sal Grade/Stp: 45/13  
Salary: \$6,327.23/month  
% of Position: 100%  
# of Mos: 12  
Effective: December 14, 2016  
Account #(s): K-212100-331400-60910-1612145/100%

**8. RATIFY PLACEMENT ON 39-MONTH REEMPLOYMENT LIST**

- a. The Governing Board ratified the recommendation of the Superintendent/President placing Cynthia P. Cordova on a 39-month reemployment list, effective January 10, 2017 through April 10, 2020 in accordance with Education Code § 88117. Ms. Cordova shall be considered for reemployment for an additional period of 24 months through April 10, 2022 in accordance with Education Code § 88117.
- b. The Governing Board ratified the recommendation of the Superintendent/President placing Maria G. Zapien Rangel on a 39-month reemployment list, effective January 10, 2017 through April 10, 2020 in accordance with Education Code § 88117. Ms. Zapien Rangel shall be considered for reemployment for an additional period of 24 months through April 10, 2022 in accordance with Education Code § 88117.

## 9. RATIFY CLASSIFIED EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following classified employees:

- a.     Name: Cynthia P. Cordova  
       Position: Student Support Specialist I  
       Department: Disability Resource Center  
       Position #: 5544  
       New?: No  
       Remarks: Voluntary demotion into a vacant position in lieu of layoff. Replacement for Jennifer Vosburg. Funded - Disabled Student Programs and Services. Continuation of position is dependent upon continuation of funds.  
  
          Sal Grade/Stp: 18/4  
          Salary: \$4,015.49/month  
          % of Position: 100%  
          # of Mos: 12  
          Effective: January 3, 2017  
          Account #(s): K-212200-472100-64200-1612030/100%
- b.     Name: Maria G. Zapien Rangel  
       Position: Administrative Specialist I  
       Department: Human Resource Services  
       Position #: 5746  
       New?: No  
       Remarks: Voluntary demotion into a vacant position in lieu of layoff. Replacement for Patricia Yzerman.  
  
          Sal Grade/Stp: 18/12  
          Salary: \$4,542.77/month  
          % of Position: 100%  
          # of Mos: 12  
          Effective: December 14, 2016  
          Account #(s): A-212200-611100-66600-0000000/100%
- c.     Name: Rosalinda Tovar  
       Position: Teaching and Learning Center Specialist  
       Department: Languages and Literature  
       Position #: 6546  
       New?: No  
       Remarks: Replacement for Anel Cardona; promotion for Ms. Tovar.  
          Sal Grade/Stp: 23/4  
          Salary: \$4,539.40/month  
          % of Position: 100%  
          # of Mos: 12  
          Effective: December 14, 2016  
          Account #(s): A-212200-321110-61100-0000000/100%  
          Normal Work Schedule: Monday - Thursday, 9:00 a.m. - 7:00 p.m.; Friday, 7:30 a.m. - 4:00 p.m. (9/80 schedule with alternating Fridays off). A 3% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m.



- d.     Name:                    Maria E. Fernandez  
       Position:                Human Resources Technician I  
       Department:            Human Resource Services  
       Position #:              5021  
       New?:                    No  
       Remarks:                Replacement for Marco Rangel.  
       Sal Grade/Stp:          18/1  
       Salary:                  \$3,469.84  
       % of Position:          100%  
       # of Mos:                12  
       Effective:                December 14, 2016  
       Account #(s):           A-212200-611100-66600-0000000/100%

#### **10. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of classified positions as agreed upon by the District and CCE/AFT Local 4522 in the Memorandum of Understanding regarding implementation of the Classification Study.

#### **EXHIBIT J-10**

#### **11. RATIFY CHANGE TO CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the change to the following classified position:

- a.     Position:                Academic Department Assistant  
       Department:            Mathematics Department  
       Name:                    Kelli Miller  
       Position #:              6172  
       New?:                    No  
       Remarks:                Increase percentage of assignment from 75% to 100%.  
       Sal Grade/Stp:          23/16  
       Salary:                  \$5,356.24/month  
       % of Position:          100%  
       # of Mos:                12  
       Effective:                January 1, 2017  
       Account #(s):           A-212200-347100-60910-0000000/100%

#### **12. RATIFY NEW CLASSIFIED POSITION**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following classified position:

- a.     Position:                Administrative Specialist I  
       Department:            Public Safety Programs Department  
       Position #:              6656  
       New?:                    Yes  
       Remarks:                Normal work schedule: Tuesday - Thursday, 12:30 p.m. - 7:00 p.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.  
       Sal Grade/Step:          18/1  
       Salary:                  \$1,561.43/month  
       % of Position:          45%  
       # of Mos:                12  
       Effective:                December 14, 2016  
       Account #(s):           A-212200-336100-60910-0000000/100%

**13. RATIFY CHANGES TO HOURLY RATES OF PAY FOR SHORT-TERM AND STUDENT EMPLOYEES TO COMPLY WITH THE CALIFORNIA MINIMUM WAGE INCREASE**

The Governing Board ratified the changes to hourly rates of pay for short-term and student employees to comply with the minimum wage increase in accordance with California law effective January 1, 2017.

**EXHIBIT J-13**

**14. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETER**

The Governing Board ratified the recommendation of the Superintendent/President granting the bilingual stipend to the following employee as a designated bilingual interpreter:

- a. Yesenia Zermeno Gamble, Academic Department Assistant, World Languages, effective December 1, 2016.

**15. RATIFY PERSONNEL ACTIONS/HISTORY**

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of November 2016, and short-term employees for the month of December 2016.

**EXHIBIT J-15**

**16. INFORMATION: RETIREMENT**

On behalf of the Governing Board of the Palomar Community College District, the following retirements have been accepted by the Superintendent/President, as authorized by the Governing Board, under Group II:

- a. Monika Brannick, Professor, Mathematics Department, effective December 18, 2016. She has served Palomar College for over 21 years from August 18, 1995 to December 17, 2016.
- b. Michael Schmidling, Senior Application Developer, Programming, effective November 19, 2016. He has served Palomar College for over 14 years from February 19, 2002 to November 18, 2016.

On behalf of the Governing Board of the Palomar Community College District, the following retirement has been accepted by the Superintendent/President, as authorized by the Governing Board, under Group III:

- a. Mark DiMaggio, Chief of Police, Palomar College Police Department, effective June 30, 2017. He has served Palomar College for 3 years from May 27, 2014 to June 30, 2017.

**17. RATIFY LEAVES OF ABSENCE**

- a. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2016-2017 fiscal year:

Employee ID	Start Date	End Date	Percent
001457723	09/29/2016	10/23/2016	100%
006440584	10/27/2016	11/30/2016	100%
007897498	11/01/2016	02/06/2017	100%
000206329	11/15/2016	01/30/2017	100%
000972771	11/16/2016	11/23/2016	100%
009481275	11/23/2016	01/03/2017	100%

- b. The Governing Board ratified the recommendation of the Superintendent/President granting the following employee an Intermittent Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2016-2017 fiscal year:

Employee ID	Start Date	End Date
006842662	11/07/2016	12/02/2016
006618827	10/01/2016	06/30/2017

- c. The Governing Board ratified the recommendation of the Superintendent/President granting the following employee a Medical Leave of Absence with no effect on benefits:

Employee ID	Start Date	End Date	Percent
002610875	11/29/2016	03/05/2017	100%

- d. The Governing Board ratified the recommendation of the Superintendent/President granting a 20% Personal Leave of Absence without pay and with no effect on benefits, effective January 30, 2017 through May 30, 2017, to Daniel K. Clegg, Professor, Mathematics Department.

#### **18. RATIFY RESIGNATION**

The Governing Board ratified the resignation, accepted by the Superintendent/President in accordance with Board Policy 7350, of the following employee:

- a. Jay M. Lopez, Custodian I, Custodial Services, effective December 1, 2016 (last day of employment was November 30, 2016).

#### **19. AUTHORIZE BUSINESS PROCEDURES**

The Governing Board approved that the following business procedures be authorized, effective December 14, 2016:

- a. Additional person designated to ascertain and certify that each employee of the District has taken the Oath of Allegiance required by Government Code Section 3100 et seq., Chapter 8 Division 4, Title 1:

Maria E. Fernandez

- b. Additional persons designated to ascertain and certify that each employee of the District meets I-9 regulations:

Maria E. Fernandez

#### **20. APPROVE REVISIONS OF AGREEMENT WITH OCEAN INSTITUTE, DANA POINT FOR SINGLE DAY FIELD TRIPS FOR OCEANOGRAPHY LAB**

The Governing Board at the August 9, 2016 meeting did approve a field trip for April 28, 2017 with the Ocean Institute, in the amount of \$1650.00 for spring 2017 per program agreement and \$1700.00 for fall 2017 per program agreement. Those agreements reserve the Human Impacts Lab /Cruise on the following dates: April 28, May 2, 4, November 3, 7, and 8, 2017 The Governing with today's action approved the deletion of the April 28, 2017 trip and approves the replacement date of May 5, 2017.

**EXHIBIT J-20**



**21. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE 2017**

The Governing Board approved Curriculum Action Items dated September 21, October 5, October 19, November 2 and November 16 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum Inventory, effective spring and fall 2017.

**EXHIBIT J-21**

**22. APPROVE COURSE TO MEET MULTICULTURAL COURSE REQUIREMENT – EFFECTIVE FALL 2016**

The Governing Board approved the following course, which has been reviewed by the Curriculum Committee to meet the Multicultural Course Requirement, effective Fall 2016:

- a. SOC 170: Introduction to Justice Studies

**23. ACCEPT GIFTS**

The Governing Board accepted the following gifts and directs that appropriate letters of appreciation be sent to the donors:

- a. 2000 Honda Accord #1HGTCG5671YA042582 donated by John Cruz, 882 Cedar Canyon Circle, Galt, CA 95632. Total cash value as identified by the donor \$1500.00.
- b. Collection of crystal, mineral and rock samples (approx. 425 samples) and display cases and cabinet donated by Jean Shore, 26525 Nesmith Place, Escondido, CA 92026. Total cash value as identified by the donor \$1500.00.

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, congratulated Halcón and Hensch on their re-election and welcomed Trustee Deerfield to the Board. He talked about the 2017 campus theme, *Better Together*; talked about Monika Brannick's and Theresa Hogan Egkan's retirements; thanked the Board for ratifying the part-time faculty hiring item and talking about the new bus advertising. Dr. Ritt talked about the Polynesian Garden area and the new Enrollment Management Task Force.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Shannon Lienhart, President of the PFF, thanked the Administration for the pleasant negotiations.

**3. INFORMATION: Report of the Administrative Association**

Justin Smiley, Administration Association President, acknowledged the Trustees on their wins in the election. He reported on the leadership retreat and thanked Dr. Blake for hosting the event.

**4. INFORMATION: Report of the Confidential and Supervisory Team**

Zeb Navarro, President of the Confidential and Supervisory Team – absent.

**5. INFORMATION: Report of the CCE/AFT**

Dan Dryden, President of the CCE, welcomed Trustee Deerfield and congratulated Trustees Hensch and Halcón. He talked about the leadership retreat and reported it was a very positive experience. In closing he talked about the post-election concerns and the importance of keeping our focus on the success of our students.

**6. INFORMATION: Report of the Associated Student Government**

Malik Spence, ASG President, reported that the ASG held its last meeting of the semester and hosted the Region 10 meeting.

**M. UNFINISHED BUSINESS** There was no unfinished business.

**N. NEW BUSINESS**

**1. RECOMMENDATION: APPROVE ACCEPTANCE OF FUNDS**

MSC McNamara/Evilsizer

The Governing Board approved the acceptance of funds as detailed:

a. Program improvement funding from Prop 39 Community Colleges Clean Energy Workforce Project, fiscal agent Cuyamaca Community College, in the amount of \$106,180.00 for the period of November 1, 2016 through June 30, 2017 to reinstate the HVAC/Refrigeration Certificate and Construction Inspection courses for certificate of proficiency.

**EXHIBIT N-1**

The vote was unanimous. Student Trustee aye.

**2. AWARD CONTRACT TO EVERGREEN CONSTRUCTION AND CONSULTING DBA EVERGREENCALI**

MSC McNamara/Evilsizer

The Governing Board awarded a contract to Evergreen Construction and Consulting DBA EvergreenCali as the lowest, responsive and responsible bidder in the amount of \$349,198.00 for Bid #101-17: Escondido Health Center and Behavioral Health NB-2, Tenant Improvements/Remodel, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee aye.

**3. INFORMATION: RESOLUTION TO RECOGNIZED THE RIGHTS TO ALL STUDENTS AND THEIR FAMILIES**

Dr. Blake introduced the resolution and requested the Board's feedback. The Governing Board reviewed and Trustees discussed the draft resolution supporting and respecting the rights to students and their families. The Board requested that changes be made and the item returned at a later date. Dr. Blake agreed to amend the resolution with the inputs provided by the Board.

**EXHIBIT N-3**

**O. BOARD REQUESTS FOR REPORTS**

Dr. Blake asked if the Board still wishes to submit a list of reports the Board is interesting in so that they may be calendared in a timely fashion to allow staff to respond more effectively. It was decided that there will be further discussions on this topic at future meetings.

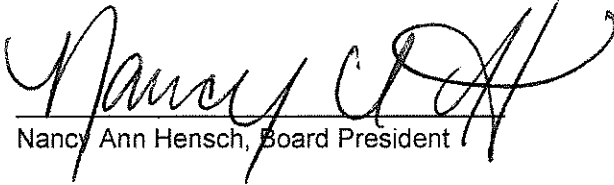
**P. RECESS TO CLOSED SESSION:** No additional session was needed.

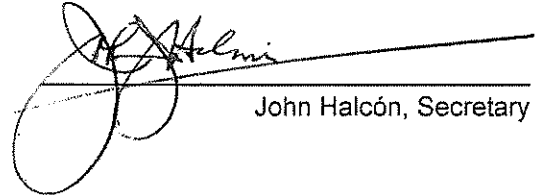


Q. **RECONVENE TO OPEN SESSION**: No additional session was needed.

R. **ADJOURNMENT**

The meeting adjourned at 6:44 p.m.

  
Nancy Ann Hensch, Board President

  
John Halcón, Secretary