



APPROVED 2/16/2017
GOVERNING BOARD MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
TUESDAY, JANUARY 10, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

Board 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

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, 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 4:00 p.m.

E. RECONVENE TO OPEN SESSION The Board reconvened to open session at 5:00 p.m. All trustees present.

Board President Hensch reported that, pursuant to Government Code 54956.9, in closed session, the Governing Board reviewed an existing claim with Correll L. Thomas 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.

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

G. PUBLIC COMMENTS There were none.

H. APPROVAL OF MINUTES

MSC McNamara/Evilsizer

The Governing Board approved the following minutes as written:

- November 7, 2016
- December 13, 2016

The vote was unanimous. Student Trustee aye.

I. REPORTS

Audit Report – Ron Perez, Vice President Finance & Administrative Services introduced Heidi White with Vavrinek, Trine, and Day. Ms White highlighted several areas of the District audit report noting that it is an unmodified opinion. She also reported that the Bond audit is also an unmodified opinion. Trustees asked for clarification regarding the Oversight Committee membership, Vice President Ballesteros-Perez responded.

Board President Hensch had no report.

Trustee McNamara had no report

Trustee Halcón welcomed everyone back after the District holiday.

Trustee Evilsizer talked about the Encuentros Academy Leadership Reunion held in Oceanside and the positive impact Encuentros has on participants. He talked about the Nurse's Pinning event, Police academy graduation, Fire academy graduation and upcoming Paramedic graduation. Trustee Evilsizer talked about planning underway for a Spring STEM conference to be held on campus for middle school students. He talked about the Governor's initial budget and thanked everyone involved with the audit for their dedication.

Trustee Deerfield reported that she attended the Fire Academy graduation and expressed concern regarding an opening prayer which took place. She also talked about legislation related to shower facilities for homeless students and food insecurity, and asked for information on those two topics. She also asked about Project Labor Agreements (PLA's).

Student Trustee Spence had no report.

Superintendent/President Dr. Joi Blake reported that the District is working on matters related to shower facilities, food insecurity, and PLA's.

Interim Vice President Dan Sourbeer reminded attendees that the Spring semester starts on January 30.

Vice President Adrian Gonzales talked about the new financial aid director position and introduced Adrienne Chun.

Vice President Ron Ballesteros-Perez talked briefly about the Governor's preliminary budget and reported on current use of the student payment plan.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action: On a motion by Trustee McNamara, seconded by Trustee Evilsizer, the Board approved the following items 1-17.
Ayes: Hensch, Evilsizer, McNamara, Halcón, and Deerfield
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:** DeMeo, Rachele
 Discipline: French
- b. **Name:** Salgado, Jose
 Discipline: Diesel Mechanics Technology
- c. **Name:** Spiro, Kevin
 Discipline: Physical Science
- d. **Name:** Van Bibber, Michael
 Discipline: Fire Technology

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 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: Athletics
a. Name: Campbell, Bryan
Discipline: Men's Volleyball Head Coach
Degrees: B.A., Exercise and Sport Science
A.A., General Studies: Social & Behavioral Sci
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Behavioral Sciences
a. Name: McCreary, Michael
Discipline: Psychology
Degrees: M.A., Psychology
B.A., Psychology
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Villa, Karen
Discipline: Sociology
Degrees: M.A., Sociological Practice
B.A., Asian American Stds
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Library
a. Name: Kane, Denise
Discipline: Library Science
Degrees: Master of Library and Information Science
M.A., History
B.A., History
Sal Grade/Stp: D/1
Salary: \$62.51

b. Name: Sterling, Connie
Discipline: Library Science
Degrees: M.S., Library and Information Studies
B.A., English
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Physics and Engineering
a. Name: Spiro, Kevin
Disciplines: Physical Sciences
Physics
Degrees: M.S., Physics
B.S., Physics
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Public Safety Programs
a. Name: Van Bibber, Michael
Discipline: Fire Technology
Degrees: 6+ years of experience.
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Speech Communication/Forensics/ASL
a. Name: Lee, Yoon
Discipline: American Sign Language
Degrees: B.A., TV, Film & Photography
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Trade and Industry
a. Name: Partridge, Todd
Discipline: Furniture Making
Degrees: M.F.A., Art
B.A., Art
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Salgado, Jose
Discipline: Diesel Mechanics Technology
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: World Languages
a. Name: DeMéo, Rachele
Discipline: French
Degrees: M.Ed., Teaching and Learning
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

3. RATIFY CERTIFICATED EMPLOYMENT

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

a. Name: **RENE M. ROBELIN**
Position: Site Supervisor - Leadership
Department: Early Childhood Education Lab School (San Marcos)
Position #: 6636
New?: Yes
Remarks: Position approved 9/13/16
Sal Grade/Stp: **E/1**
Salary: **\$4,640.86/month**
% of Position: 100%
of Mos: 12
Effective: January 11, 2017
Account #(s): U-111010-364300-69200-0000000/100%

4. RATIFY TWO MEMORANDUMS OF UNDERSTANDING (MOU) BETWEEN THE PALOMAR COMMUNITY COLLEGE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board ratified the MOU dated December 20, 2016 between the District and the PFF to amend the language under Section 17.7.2 with respect to the Evaluation Appeals Committee (EAC) Report and the MOU dated January 3, 2017 between the District and the PFF with respect to Appendix B – Workload Schedule as it pertains to faculty in the Trade and Industry Department. These two changes are effective immediately.

EXHIBIT J-4

5. 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: Adrienne Chun
 Position: Director, Financial Aid, Veterans, and Scholarship Services
 Department: Financial Aid, Veterans, and Scholarship Services
 Position #: 5556
 New?: No
 Remarks: Replacement for Mary San Agustin
 Sal Grade/Step: 68/2
 Salary: \$8,891.03/month
 % of Position: 100%
 # of Mos: 12
 Effective: January 23, 2017
 Account #(s): A-123600-475100-64600-0000000/100%

EXHIBIT J-5

6. RATIFY TEMPORARY EMPLOYMENT

The Governing Board ratified the temporary employment of Norma Miyamoto to provide support to Instructional Services from January 11, 2017 through June 30, 2017 at the rate of \$73.56 per hour.

7. RATIFY CHANGES TO CONFIDENTIAL AND SUPERVISORY TEAM POSITION

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

- a. Position: Supervisor, STEM Center
 Department: Mathematics and the Natural and Health Sciences
 Name: Mireya Gutierrez-Aguero
 Position #: 6474
 New?: No
 Remarks: Funding source changed from Title V - HSI STEM to Unrestricted.
 Title change due to change in funding source; former title was Title
 V/HSI/STEM Project Supervisor.

 Sal Grade/Step: 45/6
 Salary: \$5,902.75/month
 % of Position: 100%
 # Months: 12
 Effective: January 11, 2017
 Account #(s): A-212100-311100-60910-0000000/100%

8. RATIFY CLASSIFIED EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following classified employee(s):

- a. Name: Robert Fulmer
 Position: Audio-Visual Technician
 Department: Audio Visual
 Position #: 6638
 New?: Yes
 Remarks: Position approved 9/13/16.
 Sal Grade/Stp: 32/1
 Salary: \$4,884.22/month
 % of Position: 100%
 # of Mos: 12
 Effective: January 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%

9. RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of December 2016 and short-term employees for the month of January 2017.

EXHIBIT J-9

10. 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:

Randall T. Hoffman, Performing Arts Marketing and Program Coordinator, effective February 1, 2017. He has served Palomar College for over 11 years from May 2, 2005 to January 31, 2017.

11. 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
009476504	12/01/2016	12/14/2016	100%
007363379	12/01/2016	12/19/2016	100%
006440584	12/01/2016	01/18/2017	100%
000271766	12/01/2016	02/22/2017	100%
002164351	01/01/2017	03/25/2017	100%
008748634	01/04/2017	03/14/2017	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
002911084	11/01/2016	01/30/2017

12. RATIFY RESIGNATION

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

- a. Irma Salazar, Assistant Professor, Fashion, Design and Consumer Education Department, effective December 17, 2016 (last day of employment was December 16, 2016).
- b. Raymond Arellano II, Custodian I, Custodial Services, effective January 3, 2017 (last day of employment was January 2, 2017).
- c. Jessica Perez-Corona, Tutoring Center Coordinator, Mathematics and the Natural and Health Sciences, effective January 4, 2017 (last day of employment was January 3, 2017).

13. 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, 2017, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Christine Brady
Position: Academic Department Assistant
Department: Child Development and Multicultural Studies
Course of Study: Job Related

14. REVIEW AND APPROVE NON-RESIDENT TUITION AND CAPITAL OUTLAY FEES

The Governing Board reviewed and approved the adoption of \$234/unit for non-resident tuition and a capital outlay fee of \$5/unit for Fiscal Year 2017-2018.

EXHIBIT J-14

15. APPROVE COURSES TO MEET MULTICULTURAL COURSE REQUIREMENT – EFFECTIVE FALL 2017

The Governing Board approved the following courses, which have been reviewed by the Curriculum Committee to meet the Multicultural Course Requirement, effective Fall 2017:

- a. ANTH 135: Magic, Witchcraft, and Religion
- b. COUN 148: Managing Stress and Well-Being

16. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2017

The Governing Board approved Curriculum Action Items dated December 7 and December 14, 2016 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 Fall 2017.

EXHIBIT J-16

17. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following:

- a. Board Member **Nancy Ann Hensch**
Advanced Funds? Yes
For: Transportation, mileage, meals, registration, etc.
To attend: CCLC Legislative Conference & Board Chair Workshop
Location/Date: Sacramento, CA/January 27-30, 2017
Estimated Amount: \$1,738.42
Budget No.: 575200-11-111100-66100-10-2017-0000000

- | | | |
|----|---|---|
| b. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Mark Evilsizer
Yes
Transportation, mileage, meals, registration, etc.
CCLC Legislative Conference
Sacramento, CA/January 27-30, 2017
\$1,557.34
575200-11-111100-66100-10-2017-0000000 |
| b. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | John Halcón
Yes
Transportation, mileage, meals, registration, etc.
CCLC Legislative Conference
Sacramento, CA/January 27-30, 2017
\$1,929.10
575200-11-111100-66100-10-2017-0000000 |
| c. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Nina Deerfield
Yes
Transportation, mileage, meals, registration, etc.
CCLC Legislative Conference
Sacramento, CA/January 27-30, 2017
\$1,984.06
575200-11-111100-66100-10-2017-0000000 |

**Resumption of
REGULAR AGENDA**

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

L. REPORTS FROM COLLEGE GROUPS

1. **INFORMATION: Report of the Faculty Senate** absent.
2. **INFORMATION: Report of the Palomar Faculty Federation**
Shannon Lienhart, President of the PFF, talked about the North County Women's March, speakers and special participants. She discussed efforts underway to increase participation in the community and invited everyone to participate.
3. **INFORMATION: Report of the Administrative Association**
Justin Smiley, Administration Association President, had no report.
4. **INFORMATION: Report of the Confidential and Supervisory Team**
Zeb Navarro, President of the Confidential and Supervisory Team, welcomed Trustee Deerfield.
5. **INFORMATION: Report of the CCE/AFT** absent.
6. **INFORMATION: Report of the Associated Student Government**
Malik Spence, ASG President, reported that the first meeting of the ASG would be on February 4.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. INFORMATION: RESOLUTION TO RECOGNIZE THE RIGHTS TO ALL STUDENTS AND THEIR FAMILIES

The Governing Board reviewed and discussed the draft resolution supporting and respecting the rights of students and their families. Trustees discussed the importance of understanding the terminology of "sanctuary" and "safe" as it refers to the campus. The Board discussed expanding the language to include not just immigrants but also, "people of all faiths." Trustees talked about losing Federal funding, potential implications of declaring Palomar as a sanctuary campus, and the importance of defining the terminology used in the resolution. Dr. Blake shared that the District would be retaining immigration council to guide the District. Following discussions the Board asked that the resolution be amended and returned in February for adoption.

EXHIBIT N-1

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

MSC McNamara/Evilsizer

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, for the year ended June 30, 2016 as prepared by Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants, 9810 Scripps Lake Drive, Suite H, San Diego, CA 92131-1001.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. APPROVE STRATEGIC PLAN 2019

MSC McNamara/Halcón

The Governing Board approved the amended Strategic Plan 2019 which has gone through the shared governance process and was presented to the Board for first reading at a workshop on September 27, 2016, was subsequently sent back to the Strategic Planning Council for revision of Goal #4, and was presented here as amended for final approval.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye.

4. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD

MSC McNamara/Evilsizer

The Governing Board of the Palomar Community College District called a Special Meeting of the Board on January 24, 2017 at 4:00 p.m. to discuss the Mid-year Check-in Report. Trustee McNamara reported that he would not be able to attend the January 24 meeting.

The vote was unanimous. Student Trustee aye.

O. BOARD REQUESTS FOR REPORTS

The Governing Board reviewed two handouts (Board meeting workshop schedule and Board Goals>SPC Goals >Accreditations Standards on file in the Governing Board Office in accordance with AP 3310.) Dr. Blake discussed opportunities for the dissemination of information and future workshops. Sr. Director Barton discussed the tentative workshop schedule and aligning District goals with the Board

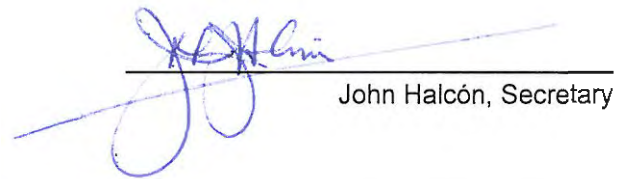
goals. Dr. Blake explained the spreadsheet which illustrates the linkages between the Board's goals, SPC goals and accreditation standards. Director Barton talked about several options that might be implemented to address the Board's needs for information. The Board discussed that some of the workshops are driven by accreditation requirements. Following discussions Dr. Blake agreed the District would redraft the proposed workshop schedule with several options and present it to the Board.

- 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 5:52 p.m.



Nancy Ann Hensch, Board President



John Halcón, Secretary



APPROVED 2/16/17

**SPECIAL MEETING OF THE GOVERNING BOARD
TUESDAY, JANUARY 24, 2017 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 Nancy Ann Hensch called the meeting to order at 4:00 p.m.

2. **ROLL CALL**

PRESENT

NANCY ANN HENSCH, PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE

ABSENT

PAUL P. MCNAMARA, TRUSTEE
MALIK SPENCE, STUDENT TRUSTEE

3. **PUBLIC COMMENTS** There were none.
4. **CALL FOR REMOVAL OF ITEMS FROM, OR CHANGES TO, THE AGENDA** There were none.
5. **APPROVAL OF CONSENT CALENDAR ITEMS**

Action:	On a motion by Trustee Halcón, seconded by Trustee Evilsizer, the Board approved items a and b.
Ayes:	Hensch, Halcón, Evilsizer, and Deerfield
Noes:	None
Absent:	McNamara
Student Trustee:	Absent

- a. **RATIFY NEW ACADEMIC POSITIONS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new academic positions:

a. Position:	Assistant Professor, Biological Sciences (Biology)
Department:	Life Sciences
Position #:	6657
New?:	Yes
% of Position:	100%
# of Mos:	10
Effective:	January 25, 2017
Account #(s):	A-111000-346200-04010-0000000/100%

- b. Position: Assistant Professor, Biological Sciences (Zoology)
Department: Life Sciences
Position #: 5263
New?: Yes
% of Position: 100%
of Mos: 10
Effective: January 25, 2017
Account #(s): A-111000-346600-04070-0000000/100%
- c. Position: Assistant Professor, Chemistry
Department: Chemistry
Position #: 5237
New?: Yes
% of Position: 100%
of Mos: 10
Effective: January 25, 2017
Account #(s): A-111000-342200-19050-0000000/100%
- d. Position: Assistant Professor, Computer Information Systems
(Networking)
Department: Computer Science and Information Technology
Position #: 5361
New?: Yes
% of Position: 100%
of Mos: 10
Effective: January 25, 2017
Account #(s): A-111000-358100-07010-0000000/100%
- e. Position: Assistant Professor, English as a Second Language
Department: English as a Second Language
Position #: 5124
New?: Yes
% of Position: 100%
of Mos: 10
Effective: January 25, 2017
Account #(s): A-111000-325200-493AA-0000000/100%
- f. Position: Assistant Professor, Psychology
Department: Behavioral Sciences
Position #: 5391
New?: Yes
% of Position: 100%
of Mos: 10
Effective: January 25, 2017
Account #(s): A-111000-363500-20010-0000000/100%

b. RATIFY NEW NON-TENURE TRACK ACADEMIC POSITION

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

a. Position:	COUNSELOR/ASSISTANT PROFESSOR
Department:	Career, Technical and Extended Education
Position #:	6658
New?:	Yes
Remarks:	Funded - 100% Adult Education Block Grant. 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:	January 25, 2017
Account #(s):	K-122100-339800-63100-1812312/100%

6. BOARD WORKSHOP

Michelle Barton, Sr. Director Institutional Research, Planning and Grants

- a. Mid-Year Check-in Report (review goals; discuss related activities that are planned and/or completed)

Sr. Director Barton reviewed the purpose of the meeting, the timeline used to establish and monitor the board's goals and discussed the process used during the Mid-Year report development. Trustees reviewed the report including all of the tasks associated with their five Board goals. The Board engaged in conversation regarding the goals and asked that Goal 2 be amended to strengthen the language and bring it into closer alignment with Goal 4 of the Strategic Plan 2019. The District agreed to bring the change forward for amendment.

Trustees discussed and requested to be kept informed of progress on the Staffing Plan, student access to the South Education Center, the consultant being used to work with HR, student placement/assessment measures, and linkages with agri-business as the North Center is developed. Sr. Director Barton clarified how the feeder school District are aligned with the Palomar District. Trustees requested that the Mid-Year Report be amended to include the Northrup Grumman meeting, scheduled opening for the So. Center, corrections to the future workshop dates, Student Payment Plan, and all of the school districts visited as part of efforts on Goal 3.

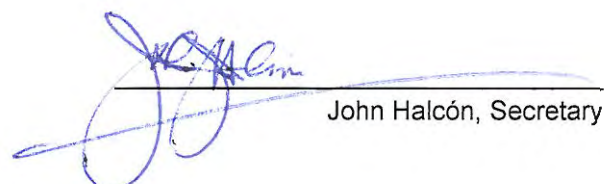
The Board then engaged in conversation about the upcoming Board meeting and workshop schedule and asked that the number of workshops be reduced. It was agreed that workshop topics would be separated into smaller summary topics and where possible, reported on at the regular meetings.

7. **RECESS TO CLOSED SESSION** The Board recessed to closed session.

8. **RECONVENE TO OPEN SESSION:** The Board reconvened to Open Session outside Room A-1 in accordance with GC 54957.7(c). There were no reportable actions taken in closed session.

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


Nancy Ann Hensch, Board President


John Halcón, Secretary



GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
THURSDAY, FEBRUARY 16, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER**

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

B. **ROLL CALL**

PRESENT

NANCY ANN HENSCH, PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
PAUL P. MCNAMARA, TRUSTEE

ABSENT

MALIK SPENCE, STUDENT TRUSTEE

C. **PUBLIC COMMENTS** Shannon Lienhart spoke regarding Dean Hussain and handed out a multi-page document titled *Dean Hussain – a Case for Early Buy-Out of Contract* (on file in the Governing Board Office in accordance with AP 3310.)

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 5:45 p.m. All trustees present (student trustee absent.) Board President Hensch reported that pursuant to Government Code 54957, Public Employee Discipline/Dismissal/Release, the Governing Board in closed session approved the non-renewal of contract with 1) Employee ID 008507718 (the vote was unanimous); 2) Employee ID 005786380 (the vote was unanimous), and; 3) Employee ID 008462361 (the vote was unanimous.)

Following the Pledge of Allegiance the meeting continued.

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

G. **PUBLIC COMMENTS** Ismail Blas talked about concerns related to the political climate.

H. **APPROVAL OF MINUTES**

MSC McNamara/Halcón, the Governing Board approved the January 10, 2017 minutes as written. (The vote was unanimous.)

MSC Evilsizer/Halcón the Governing Board approved the January 24, 2017 minutes as written. (The vote was unanimous – McNamara abstaining.)

I. REPORTS

Board President Hensch reported on her attendance to the Foundation Board meeting, Spring Plenary, Board workshop, CCLC Legislative Conference in Sacramento, SDICCCA Trustees dinner and paramedic graduation.

Trustee McNamara commented on the Rotary meeting and thanked Dr. Blake for talking about Palomar. He shared that Professor Luna presented at the SDICCCA Trustee dinner and he encouraged the public comment speaker to stay for the remainder of the meeting to listen to the Board's discussion of item N-9.

Trustee Halcón reported on his attendance of the Foundation Board meeting, Spring Plenary, CCLC Legislative Conference, and the on-campus Tribal Council meeting. He talked about the Encuentros summer program aimed at recruiting Latino boys with the hopes of them advancing into the teaching profession. Trustee Halcón reported that he also attended the Policies and Procedure Committee meeting and the SDICCCA Trustees dinner.

Trustee Evilsizer talked about his attendance at the CCLC Legislative conference and a talk given by a former foster youth. He reported that colleges up and down the state, including Palomar, support students' rights to an education regardless of their backgrounds. He also commented on the keynote speaker, State Treasurer, John Chiang's, report related to trade with Mexico.

Trustee Deerfield reported that she attended the San Marcos City Leader's luncheon, paramedic graduation, and CCLC Legislative conference. She talked about the Women's North County March and the Martin Luther King All People's breakfast. In closing, Trustee Deerfield expressed concerns about Driscoll's Berries.

Superintendent/President Dr. Joi Blake reported on her efforts connecting with community and reported that SDG&E may be providing funding for STEM students and the Palomar Promise. She also talked briefly about immigration issues and how others, not just students, are being impacted. Dr. Blake concluded with a report of concurrent enrollment of San Pasqual Academy students and the MITA TechTalks conference.

Interim Vice President Dan Sourbeer had no report.

Vice President Adrian Gonzales talked about enrollments and efforts being undertaken to support students and protect their privacy. He also talked about the Palomar Promise.

Vice President Ron Ballesteros-Perez updated the Board on the hiring committee's timeline for the Vice President of Instruction. He also spoke briefly about the bond resolutions on the agenda noting that item N-6 is required due to new legislation, item N-7 is authorizing a refunding which will save tax payers money, and item N-8 is the final issuance of general obligation bonds under Prop M.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee McNamara, seconded by Trustee Halcón, the Board approved items 1 to 27.
Ayes:	Hensch, Halcón, McNamara, Evilsizer, and Deerfield
Noes:	None
Absent:	None
Student Trustee:	Absent

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:	Davis, Christopher
	Discipline:	Mathematics

- b. Name: Frumess, Barnaby
Discipline: Computer Information Systems
- c. Name: Metz-Matthews, Kelly
Discipline: ESL
- d. Name: Nguyen, Kiem
Discipline: Mathematics
- e. Name: Niceswanger, Whitney
Discipline: Mathematics
- f. Name: Niederecker, Kristin
Discipline: ESL: Noncredit Instruction
- g. Name: Roethel, Katie
Discipline: Sociology
- h. Name: Ruderman, Shelly
Discipline: Mathematics

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 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: Bulis, Ryan
Discipline: Art
Degrees: M.F.A., Art
B.A., Art Studio
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Behavioral Sciences
a. Name: Emminger, Teresa
Discipline: Psychology
Degrees: M.S., Psychology
B.A., Psychology
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Roethel, Katie
Discipline: Sociology
Degrees: B.A., Sociology
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Business Administration
a. Name: Friesen, Brian
Discipline: Business
Degrees: M.B.A.
B.S., Criminal Justice
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: Chemistry
- a. Name: Dommer, Abigail
Discipline: Chemistry
Degrees: M.S., Chemistry
B.A., Chemistry
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Computer Science/Information Systems
- a. Name: Frumess, Barnaby
Discipline: Computer Information Systems
Degrees: M.S., Cybersecurity
B.S., Organizing Theme
A.A., Cyber Security
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Garcia, Carlos
Discipline: Computer Information Systems
Degrees: B.S., Business Administration: Information Systems Security
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- c. Name: Koon, Carol
Discipline: Computer Information Systems
Degrees: M.B.A., Business Administration
B.A., Home Econ. (Foods & Nutr.)
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87
- d. Name: Long, Daniel
Discipline: Computer Information Systems
Degrees: Ph.D., Information Systems
Master Info Sys Mgmt
B.S., Computer Information Systems
2+ years of experience.
Sal Grade/Stp: D/1
Salary: \$62.51
- e. Name: Zanazzi, John
Discipline: Computer Information Systems
Degrees: M.A., Tchg of Physical Science
B.S., Computer Information Systems
A.A., Networking Technology
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Design & Manufacturing Technologies
a. Name: Canter, Allison
Discipline: Fashion and Related Technologies
Degrees: B.S., Organizational Leadership
A.A., Merch Mark
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

b. Name: Ladd, Monti
Discipline: Fashion and Related Technologies
Degrees: B.A., Visual Arts
A.S., Fashion Merchandising
2+ years of experience.
Sal Grade/Stp: A/4
Salary: \$67.58

Department: Economics, History and Political Science
a. Name: Plume, Jason
Discipline: Political Science
Degrees: Ph.D., Political Science
M.A., Political Science
B.A., History
Sal Grade/Stp: D/1
Salary: \$62.51

Department: English
a. Name: Perez, Victor
Discipline: English
Degrees: M.F.A., Creative Writing
B.A., English
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Rossi, Erin
Discipline: English
Degrees: M.A., English
B.A., English
Sal Grade/Stp: B/1
Salary: \$58.87

Department: English as a Second Language
a. Name: Donan, Mary
Discipline: ESL
Degrees: M.A.E., T.E.S.O.L.
B.A., Spanish
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Dupre, Katherine
Discipline: ESL: Noncredit
Degrees: M.A.E., T.E.S.O.L.
B.A., Linguistics
Sal Grade/Stp: B/1
Salary: \$58.87

c. Name: Metz-Matthews, Kelly
 Discipline: ESL
 Degrees: Master of Liberal Studies, Liberal Studies
 M.A., Curriculum and Instruction
 B.A., English
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: D/1
 Salary: \$62.51

d. Name: Niederecker, Kristin
 Discipline: ESL: Noncredit Instruction
 Degrees: M.A., Educational Psychology
 B.A., Social Science
 B.A., Philosophy
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Health, Kinesiology, and Recreation Management

a. Name: Koeplin-Day, Joshua
 Discipline: Kinesiology
 Degrees: M.A., Kinesiology
 B.S., Kinesiology (Athletic Training)
 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Life Sciences

a. Name: Dunning, Andrea
 Discipline: Biological Sciences
 Degrees: M.S., Biology
 B.S., General Biology
 B.S., Psychology
 Sal Grade/Stp: B/1
 Salary: \$58.87

b. Name: Myers, Jennifer
 Discipline: Biological Sciences
 Degrees: M.S., Biological Science
 B.S., Animal Science
 B.S., Biological Science
 Sal Grade/Stp: B/1
 Salary: \$58.87

c. Name: Sanati, Givon
 Discipline: Biological Sciences
 Degrees: M.S., Biology
 B.S., Biology
 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Mathematics

a. Name: Davis, Christopher
 Discipline: Mathematics
 Degrees: Master of Education, Education Administration Supervision
 B.A., Philosophy
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: C/1
 Salary: \$60.83

- b. Name: Freeman, Mark
 Discipline: Mathematics
 Degrees: M.A., Mathematics
 B.S., Mathematics
 Sal Grade/Stp: B/1
 Salary: \$58.87
- c. Name: Nguyen, Kiem
 Discipline: Mathematics
 Degrees: M.A., Education: Mathematics Education
 M.A., Education
 B.S., Mathematics: Mathematics Education
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: D/1
 Salary: \$62.51
- d. Name: Niceswanger, Whitney
 Discipline: Mathematics
 Degrees: M.A., Mathematics (Teaching Service (Community College Teaching))
 B.A., Chemistry
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: B/1
 Salary: \$58.87
- e. Name: Ruderman, Shelly
 Discipline: Mathematics
 Degrees: M.S., Applied Statistics
 B.S., Mathematics (Statistics)
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: B/1
 Salary: \$58.87
- f. Name: Shinsato, Tina
 Discipline: Mathematics
 Degrees: M.S., Mathematics
 B.A., Mathematics
 Sal Grade/Stp: B/2
 Salary: \$62.51
- Department: Nursing Education
- a. Name: Anthon, Leanne
 Discipline: Nursing
 Degrees: M.S., Nursing
 B.S., Nursing
 A.A., General Studies
 Sal Grade/Stp: B/1
 Salary: \$58.87
- b. Name: Griffith, Anne
 Discipline: Nursing Science/Clinical Practice
 Degrees: B.S., Nursing
 2+ years of experience.
 Sal Grade/Stp: A/1
 Salary: \$57.47

Department: Performing Arts
a. Name: Dayeh, Peter
Discipline: Music
Degrees: Master of Music
B.M., Music
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Physics and Engineering
a. Name: Avrin, William
Discipline: Physics
Degrees: Ph.D., Physics
M.S., Physics
B.A., Physics
Sal Grade/Stp: D/1
Salary: \$62.51

Department: Speech Communication/Forensics/ASL
a. Name: Coleman, Rebecca
Discipline: American Sign Language
Degrees: B.S., ITP Studies in ASL - English
A.A., ASL/English Interpreter Training Program
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

b. Name: Grossinger, Shanna
Discipline: American Sign Language
Degrees: M.A., Teach&Learn: Biling Ed (ASL-Eng)
B.A., History Major
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

c. Name: Pederson, Svenna
Discipline: American Sign Language
Degrees: M.A., Deaf Studies
B.A., Communication Studies
2+ years of experience.
Sal Grade/Stp: C/1
Salary: \$60.83

Department: Trade and Industry
a. Name: McMillen, James
Discipline: Drafting Technology
Degrees: A.A., Liberal Arts and Sciences
A.A., Mathematics
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

3. RATIFY EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School Teacher, at the hourly rate indicated for Spring 2017:

- a. Name: Baza, Jestina
 Title: Associate Teacher
 Qualifications: At least 50 days in a child care setting. 12+ units ECE/CD including core courses. At least one program/curriculum class.
 Sal Grade/Stp: B/1
 Salary: \$12.10

- b. Name: Clemente, April
 Title: Teacher
 Qualifications: At least 175 days in a child care setting. 24+ units ECE/CD including core courses. At least one program/curriculum class, plus 16 units General Education.
 Sal Grade/Stp: C1/1
 Salary: \$14.00

4. RATIFY CERTIFICATED EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following certificated employee:

- a. Name: Yi-Cheng Hu
 Position: Site Supervisor - Leadership
 Department: Early Childhood Education Lab School
 Position #: 6655
 New?: Yes
 Remarks: Position approved 12/13/16.
 Sal Grade/Stp: E/1
 Salary: \$4,780.08/month
 % of Position: 100%
 # of Mos: 12
 Effective: February 21, 2017
 Account #(s): U-111000-364300-69200-0000000/100%

5. RATIFY CHANGES TO ASSIGNED TIME TO ACADEMIC CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding the changes to assigned time for faculty for Spring 2017:

Name	Assignment/Department	Assigned Time
Robinson, Julia	Assistant Chair, Nursing	20%
Falcone, Kelly	Campus Theme Organizer	20%
Glass, Lily L.	Chair, Art	60%
Hudelson, Mark	Chair, Art	60%
Hernandez, Sergio	Chair, Trade and Industry	60%
Bertram, Steve	Co-Chair, Trade and Industry	20%
Lutz, Dennis	Co-Chair, Trade and Industry	40%
Farquharson, Hope	Co-SLOAC Program Review Coordinator	30% 80%
Miller, Susan	Co-SLOAC Program Review Coordinator	40%
Nelson, Wendy	SLOAC Program Review Coordinator	90%

6. 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: Counselor/Assistant Professor
 Department: Counseling
 Position #: 6658
 New?: Yes
 Remarks: Correction to department; formerly Career, Technical, and Extended Education. Funded - 100% Adult Education Block Grant. 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: January 25, 2017
 Account #(s): K-122100-339800-63100-1812313/100%

7. APPROVE IMPLEMENTATION OF COMPENSATION RECOMMENDATION FOR SUPERINTENDENT/PRESIDENT

The Governing Board approved implementation of the compensation recommendation for the Superintendent/President.

EXHIBIT J-7

8. APPROVE IMPLEMENTATION OF COMPENSATION RECOMMENDATIONS FOR ADMINISTRATORS, DEANS, AND VICE PRESIDENTS

The Governing Board approved implementation of compensation recommendations for administrators, Deans, and Vice Presidents.

EXHIBIT J-8

9. APPROVE IMPLEMENTATION OF COMPENSATION RECOMMENDATIONS FOR THE CONFIDENTIAL AND SUPERVISORY TEAM (CAST)

The Governing Board approved implementation of compensation recommendations for CAST.

EXHIBIT J-9

10. 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 employee:

- a. Name: Izabel M. Solis
 Position: Supervisor, Counseling Services
 Department: Counseling Services
 Position #: 6394
 New?: No
 Remarks: Replacement for Lisa Filice. Funded - Student Success & Support Programs; continuation of position is dependent on continuation of funding.
 Sal Grade/Stp: 45/1
 Salary: \$4,797.02/month
 % of Position: 100%
 # of Mos: 12
 Effective: February 15, 2017
 Account #(s): K-212100-441100-63200-1612120/100%

11. 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

Position: **Supervisor II, Custodial Services**
Department: Custodial Services
Position #: 6660
New?: Yes
Remarks: Normal work schedule: Monday - Thursday, 10:00 pm - 6:30 am and 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.
Salary Grade/Step: 41/1
Salary: \$4,345.67/month
% of Position: 100%
Months: 12
Effective: February 15, 2017
Account #(s): A-212100-542200-65300-0000000/100%

12. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Casey Koss
Position: Senior Library Technician
Department: Library
Position #: 5050
New?: No
Remarks: Replacement for Donna Morris.
Sal Grade/Stp: 20/1
Salary: \$3,753.23/month
% of Position: 100%
of Mos: 12
Effective: February 15, 2017
Account #(s): A-212200-317100-61200-0000000/100%
- b. Name: Fernando J. Estrella
Position: Facilities Planning Specialist
Department: Facilities
Position #: 6410
New?: No
Remarks: Replacement for Donald Thompson. Funded - Proposition M Bond Fund; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 28/1
Salary: \$4,563.52/month
% of Position: 100%
of Mos: 12
Effective: February 15, 2017
Account #(s): Y-212200-711910-67900-2102000/100%
- c. Name: Miguel J. Dumbrique
Position: Student Support Specialist I
Department: Counseling Services
Position #: 5832
New?: No

Remarks: Replacement for Elizabeth Schoneman.
Sal Grade/Stp: 18/1
Salary: \$3,573.93/month
% of Position: 100%
of Mos: 12
Effective: February 15, 2017
Account #(s): A-212200-462100-63100-0000000/100%

- d. Name: Elizabeth Zamora
Position: Student Support Specialist I
Department: Counseling Services (Escondido Center)
Position #: 6393
New?: No
Remarks: Replacement for Debbie Cheesman. Funded – Student Success & Support Programs; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 18/1
Salary: \$3,573.93/month
% of Position: 100%
of Mos: 12
Effective: February 15, 2017
Account #(s): K-212200-441100-63200-1612120/100%
- e. Name: Judith Marquez
Position: Instructional Support Assistant III
Department: World Languages
Position #: 5142
New?: No
Remarks: Replacement for Hoi Doan. Promotion for Ms. Marquez.
Sal Grade/Stp: 24/12
Salary: \$5,413.48/month
% of Position: 100%
of Mos: 12
Effective: February 15, 2017
Account #(s): A-222000-326100-11011-0000000/100%
- f. Name: Mariah Markham
Position: Student Support Specialist I
Department: Career Center
Position #: 5531
New?: No
Remarks: Replacement for Nicole Moreau.
Sal Grade/Stp: 18/1
Salary: \$3,573.93/month
% of Position: 100%
of Mos: 12
Effective: February 15, 2017
Account #(s): A-212200-462100-63100-0000000/100%

13. RATIFY NEW CLASSIFIED POSITION

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

- a. Position: Grants Administrative Specialist
Department: Counseling
Position #: 6659
New?: Yes

Remarks: Funded - 50% Student Equity Funds and 50% Student Success and Support Programs. Continuation of position is dependent upon continuation of funds.

Sal Grade/Stp: 24/1

Salary: \$4,135.96/month

% of Position: 100%

of Mos: 12

Effective: February 15, 2017

Account #(s): K-212200-411100-66400-1612135/100%
K-212200-411100-63200-1612120/100%

14. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETERS

The Governing Board ratified the recommendation of the Superintendent/President granting the bilingual stipend to the following employees to serve as designated bilingual interpreters:

- a. Robert Castro, Police Officer, Palomar College Police Department, effective February 1, 2017.
- b. Cynthia Cordova, Student Support Specialist I, Disability Resource Center, effective February 1, 2017.
- c. David Reza, Community Service Officer, Palomar College Police Department, effective February 1, 2017.
- d. Nieves Suarez, Community Service Officer, Palomar College Police Department, effective February 1, 2017.

15. 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. Pamela D. Grasso, Development Officer, Advancement, effective February 20, 2017. She has served Palomar College for over 13 years from September 11, 2003 to February 19, 2017.

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. Richard Talmo, Director, Development/Executive Director for the Foundation, Advancement, effective May 1, 2017. He has served Palomar College for over 9 years from July 11, 2007 to April 30, 2017.

16. RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes hires for student employees for the month of January 2017 and short-term employees for the month of February 2017.

EXHIBIT J-16

17. RATIFY THE FIRST AMENDED MEMORANDUM OF UNDERSTANDING DATED JANUARY 30, 2017 BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161 REGARDING ARTICLE 4 – WORKLOAD & CALENDAR.

The Governing Board ratified the first amended MOU dated January 30, 2017 between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161, with regards to the Compressed Calendar for fiscal years 2017-2018 and 2018-2019.

EXHIBIT J-17

18. RATIFY CORRECTION TO RETIREMENT

The Governing Board ratified the correction to the following retirement that was 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 July 1, 2017 (effective date was formerly June 30, 2017). He has served Palomar College for 3 years from May 27, 2014 to June 30, 2017.

19. 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, 2017:

Employee Name: Mireya Gutierrez-Aguero
Position: Supervisor, STEM Center
Department: Mathematics & the Natural & Health Sciences
Course of Study: Doctoral Degree

Employee Name: Pollyanna Shafer
Position: Academic Records Analyst
Department: Evaluations and Records
Course of Study: Master's Degree

Employee Name: Leann Tomesch
Position: Financial Assistance Analyst
Department: Financial Aid, Veterans & Scholarship Services
Course of Study: Associate 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 February 1, 2017, with the understanding that there is a waiting period of three years before beginning another Professional Growth Program:

Employee Name: Yesenia Roblero
Position: GEAR UP Site Coordinator
Department: Grant Funded Student Support Programs
Course of Study: Master's Degree

Employee Name: Abby Algarin
Position: GEAR UP Site Coordinator
Department: Grant Funded Student Support Programs
Course of Study: Master's Degree

20. APPROVE INTERNATIONAL TRAVEL FOR CLASSIFIED ADMINISTRATOR

The Governing Board approved travel for Yasue O'Neill, Coordinator, International Education, to Singapore, Malaysia, Vietnam and Japan from February 25, 2017 through March 13, 2017 for the purpose of participating in the AEO Spring 2017 tour to recruit international students. This trip also includes the annual agency visits in Japan.

EXHIBIT J-20

21. APPROVE EXTENDED FIELD TRIPS

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

- a. Associated Collegiate Press Midwinter National College Journalism Convention, Hyatt Regency San Francisco, California, March 2 – 5, 2017 for students enrolled in Journalism classes.

EXHIBIT J-21

22. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT

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

EXHIBIT J-22

23. 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 December 31, 2016.

EXHIBIT J-23

24. ACCEPT GIFTS

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

- a. Five-thousand dollars donated by San Diego Gas & Electric Company, 488 8th Avenue, HW08S2, San Diego, CA 92101.
- b. Dry ceramic materials, finished ceramic tile and ceramic equipment donated by Swanson Studios Tile Reproduction, 339 Olive Ave., Vista CA 92083. Total cash value as identified by the donor \$8,483.00.

25. ADOPT REVISED 2016-2017 PALOMAR COMMUNITY COLLEGE DISTRICT GOVERNING BOARD ANNUAL GOALS

The Governing Board of the Palomar Community College District adopted its amended 2016 - 2017 Governing Board Annual Goals. The Board, at its January 24, 2017 Mid-Year Check-in Study Session, directed the District to bring forward the revised goals as presented in the exhibit for Board approval.

EXHIBIT J-25

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

The Governing Board approved conference travel to New York, NY for seven students currently filling student management positions at KKSM to attend the Intercollegiate Broadcasting System (IBS) Conference on March 3 - 5, 2017. The students and Mr. Zeb Navarro, Station Manager for KKSM, will be staying at the conference hotel and attending the conference sessions.

EXHIBIT-26

27. 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 and Paul McNamara from the January 24, 2017 Special meeting are excused due to personal necessity.

RESOLUTION 16-21517

<p>Resumption of REGULAR AGENDA</p>
--

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, Faculty Senate thanked the Board for approving the compressed calendar and faculty hires. He shared that he and Dean Fritch are working on the Enrollment Management Taskforce; reported that distance education is being discussed in the Senate; and shared that the Faculty Tea will be organized by faculty this year. In closing he reported the Faculty Senate would be looking at a resolution to support all students.
2. **INFORMATION: Report of the Palomar Faculty Federation** Shannon Lienhart, President of the PFF, reported that she would be traveling to Washington, D.C. to testify on ACCJC matters.
3. **INFORMATION: Report of the Administrative Association** Jim Odom, filling in for Justin Smiley, Administration Association President, reported that discussions on a classification study for administrators is ongoing and that the CAST/AA Retreat will be in June.
4. **INFORMATION: Report of the Confidential and Supervisory Team** Zeb Navarro, President of the Confidential and Supervisory Team, welcomed Izabel Solis to CAST.
5. **INFORMATION: Report of the CCE/AFT** Dan Dryden, President of the CCE, talked about inclusiveness and safety on campus as well as the importance of frontline staff in making students feel welcomed. He shared that a number of CCE employees have been effected by the data breach and expressed hopes that the District will continue to work to assist employees during this difficult time.
6. **INFORMATION: Report of the Associated Student Government** absent.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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: 10/27/16-02/02/17	\$5,679,151.02
Procurement Card Time Period: 10/23/16-11/22/16	\$164,346.49
Procurement Card Time Period: 11/23/16-12/22/16	\$165,274.82
Procurement Card Time Period: 12/23/16-01/22/17	\$97,990.04
	<u>\$6,106,762.37</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee – absent.

2. APPROVE AWARD OF BID # B17-02 CONTRACT TO URBAN CORPS OF SAN DIEGO COUNTY FOR LANDSCAPE MAINTENANCE.

MSC McNamara/Halcón

The Governing Board approved award of the contract between the District and Urban Corps of San Diego County for bid # B17-02 Landscape Maintenance in the amount of \$201,800.00.

EXHIBIT N-2

The vote was: McNamara, Halcón, Evilsizer and, Deerfield – aye. Trustee Hensch recused herself from the discussion and vote stating that while she had no financial interest in the matter she does have relatives who work for Urban Corps. Student Trustee – absent.

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

MSC McNamara/Halcón

The Governing Board ratified and approved all contracts and agreements for the period November 1, 2016 through December 31, 2016 and entered into on behalf of the Palomar Community College District.

EXHIBIT N-3

The vote was unanimous. Student Trustee – absent.

4. AWARD CONTRACT FOR AS-NEEDED PROJECT MANAGEMENT, CONSTRUCTION MANAGEMENT AND RELATED SERVICES TO SUPPORT PROPOSITION M

MSC McNamara/Halcón

The Governing Board accepted the proposal of Gafcon, as the most highly rated firm responding to the RFP #301-17: As-Needed Project Management, Construction Management and Related Services to Support Proposition M, pursuant to the terms specified in their proposal, dated January 9, 2017 and upon such other terms and conditions as may be agreed to by the District and Gafcon, with specific reference to the requirements of the Request for Proposal (RFP #301-17) issued by the

District on December 14, 2016. The term of the agreement is on a year-to-year basis, for a total period of up to five (5) calendar years.

EXHIBIT N-4

The vote was unanimous. Student Trustee – absent.

5. ACCEPT AS COMPLETE AND FINAL BID #103-16 TEMPORARY PARKING LOT PROJECT AND AUTHORIZE RELEASE OF RETENTION TO GEM INDUSTRIAL, INC. IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION

MSC McNamara/Halcón

The Governing Board accepted the Bid #103-16 Temporary Parking Lot Project as complete and final; and authorized the 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 \$1,079,680.00, 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, Inc., 16902 Rio Maria Road, Lakeside, CA 92040.

The vote was unanimous. Student Trustee – absent.

6. APPROVE A RESOLUTION OF THE GOVERNING BOARD OF THE PALOMAR COMMUNITY COLLEGE DISTRICT APPROVING A DEBT ISSUANCE AND MANAGEMENT POLICY IN ACCORDANCE WITH S.B. 1029

MSC McNamara/Halcón

The Governing Board approved Resolution No. 16-21518 regarding the Debt Issuance and Management Policy as outlined in the exhibit.

EXHIBIT N-6

RESOLUTION 16-21518

The vote was unanimous. Student Trustee – absent.

7. APPROVE A RESOLUTION OF THE GOVERNING BOARD OF THE PALOMAR COMMUNITY COLLEGE DISTRICT AUTHORIZING THE ISSUANCE OF PALOMAR COMMUNITY COLLEGE DISTRICT (SAN DIEGO COUNTY, CALIFORNIA) 2017 GENERAL OBLIGATION REFUNDING BONDS (2020 CROSSOVER), AND ACTIONS RELATED THERETO

MSC McNamara/Halcón

Trustee Evilsizer inquired about this item, VP Ballesteros-Perez responded.

The Governing Board approved Resolution No. 16-21519 to refund all or a portion of the outstanding principal amount of the Prior Bonds, and to pay all necessary legal, financial, and contingent costs in connection therewith, the Board authorized the issuance of the Refunding Bonds as outlined in the exhibit.

EXHIBIT N-7

RESOLUTION 16-21519

The vote was unanimous. Student Trustee – absent.

8. APPROVE A RESOLUTION OF THE GOVERNING BOARD OF THE PALOMAR COMMUNITY COLLEGE DISTRICT, SAN DIEGO COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF PALOMAR COMMUNITY COLLEGE DISTRICT (SAN DIEGO COUNTY, CALIFORNIA) GENERAL OBLIGATION BONDS, ELECTION OF 2006, SERIES D, AND ACTIONS RELATED THERETO

MSC McNamara/Halcón

Trustee Evilsizer had a question about bond money from the state, VP Ballesteros-Perez responded the District did not qualify to receive funds from the state.

The Governing Board approved Resolution No. 16-21520 to authorize the issuance of general obligation bonds (the "Bonds") in one or more series of federally taxable or federally tax-exempt bonds, specifies the basic terms, parameters and forms of the Bonds, and approved the form of Purchase Contract and form of Preliminary Official Statement described in the exhibit.

EXHIBIT N-8

RESOLUTION 16-21520

The vote was unanimous. Student Trustee – absent.

9. INFORMATION: RESOLUTION TO RECOGNIZE THE RIGHTS TO ALL STUDENTS AND THEIR FAMILIES

Public speaker, Carmelino Cruz, expressed disappointment that Palomar had not yet put this matter to a vote. Superintendent/President Blake talked about the process of developing the resolution. Trustee Halcón discussed why approval had been delayed and reported that edits had been made to strengthen the language. He shared that the Board wanted to evaluate possible implications of declaring Palomar a sanctuary campus. Trustee Evilsizer called for the resolution to be amended by eliminating lines 71-73. Trustee Deerfield called for the resolution to be amended by adding the word "haven" after "safe" on line 51. Board Chair Hensch called on the District's attorney, Bill Shaeffer to comment on the terms "sanctuary" and "safe haven." Following discussion Trustee Halcón called for the resolution to be amended by adding, "declares Palomar College a safe haven and" after the word "Board" on line 80, and removing the word "safe" before the word "immigrant-friendly" on line 80. Following discussion Trustee McNamara motioned that Resolution 16-21521, as amended, be moved to an action item; Trustee Halcón seconded. The Board voted unanimously to place the revised Resolution 16-21521 to a vote. Trustee Hensch called for a motion to approve Resolution 16-21521 as amended. Trustee Evilsizer motioned to approve Resolution 16-21521 as amended, Trustee Deerfield seconded the motion. The vote was unanimous. Student Trustee – absent.

EXHIBIT N-9

RESOLUTION 16-21521

10. GOVERNING BOARD COMMITTEE APPOINTMENTS

The Governing Board President made the following committee appointments:

Policies and Procedures: 1. John Halcón Alternate. Nancy Ann Hensch

Finance Committee: 1. Paul McNamara 2. John Halcón Alternate. Mark Evilsizer

Real Estate Committee: 1. Nina Deerfield 2. Mark Evilsizer Alternate. Nancy Ann Hensch

O. BOARD REQUESTS FOR REPORTS

The Governing Board had no requests.

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

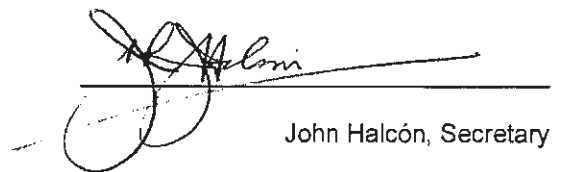
Q. RECONVENE TO OPEN SESSION: No additional session was needed.

R. ADJOURNMENT

The meeting adjourned at 6:47 p.m.



Nancy Ann Henson, Board President



John Halcón, Secretary



APPROVED 4/11/2017

**GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, MARCH 14, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
PAUL P. MCNAMARA, TRUSTEE

ABSENT

MALIK SPENCE, STUDENT TRUSTEE

C. PUBLIC COMMENTS

- Leslie Blankenship Williams talked about faculty evaluations and the stringent standards of tenure review and then led into a conversation about Dean S. Khaled Hussain.
- Brian Canfield, an adjunct professor in the Art Department, talked about his class being cancelled and the impact to the students.
- Susan Snow talked about S. Khaled Hussain and expressed her concerns about actions in the AMBCS area.

D. RECESS TO CLOSED SESSION The Board recessed to closed session at 4:14 p.m.

E. RECONVENE TO OPEN SESSION: The Board reconvened to open session at 6:12 p.m. All trustees present (student trustee absent.) Board President Hensch reported that pursuant to Government Code 54957, Public Employee Discipline/Dismissal/Release, the Governing Board in closed session took action on two matters as follows:

- 1) Approved Administrative Leave with pay for employee ID# 005853265 (the vote was unanimous), and
- 2) Approved Administrative Leave with pay for employee ID# 009483589 (the vote was unanimous).

Following the Pledge of Allegiance the meeting continued.

F. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA Board President Hensch requested that item 21. d. be corrected to reflect Geology 150 (not Geology 50).

G. PUBLIC COMMENTS There were none.

H. APPROVAL OF MINUTES

MSC McNamara/Halcón, the Governing Board approved the February 16, 2017 minutes as written. (The vote was unanimous.)

I. REPORTS

Classification Study, Ron Ballesteros-Perez, Vice President, Finance and Administrative Services introduced Allan Crecelius, Reward Strategy Group's president, who gave a brief presentation on the CCE re-classifications requests and the work done to conduct the re-evaluations. He also reported on the findings of the re-classification requests. VP Ballesteros-Perez noted that consent calendar item J-14 contained the details of these re-classification requests.

North Center Report – Ron Ballesteros-Perez, Vice President, Finance and Administrative Services; Chris Miller, Director of Facilities; and Dennis Astl, Manager of Construction & Facilities Planning, provided a brief overview of the North Education Center project including the project timeline, the master site plan layout, geological survey status, mass grading plan needs, the interim modular village plan and Phase I construction of the permanent buildings. Dennis talked about the native habitat, agricultural land areas, and Native American design themes. Trustees asked for clarification on the site design and cultural influences, habitat restoration, parking, solar and availability of student services. Dr. Blake talked about the planned Ceremony of Assurance with the local tribes, VP Adrian Gonzales talked about student services and Dennis Astl responded to the other questions.

Board President Hensch talked about having dinner with Martha Kanter and their discussion regarding the Palomar Promise. Board President Hensch reported that the Promise launch was well attended and talked about the follow-up round table event.

Trustee McNamara expressed enthusiasm for the Palomar Promise and extended kudos for everyone involved in making it happen. He reported attending the South Center ground breaking event.

Trustee Halcón reported on the ground breaking and the progress being made on the North Center.

Trustee Evilsizer talked about the importance of the South Center to the District and especially the southern portion of the district. He reported that Saturday, April 29 a STEM conference is being held for middle school students on the San Marcos campus. He talked about the improved credit rating obtained following the visit of Dr. Blake and VP Ballesteros-Perez to Standard's & Poor's and Moody's.

Trustee Deerfield reported that she attended the South Center ground breaking and talked about the Board resolution regarding the safe haven status of the college that the Board passed last month. She noted she has received positive feedback on it.

Superintendent/President Dr. Joi Blake thanked VP Ballesteros-Perez and Carmen Coniglio for their preparations in for the bond rating meetings. Dr. Blake discussed the Institutional Effectiveness Partnership Initiative (IEPI) meeting taking place on March 17.

Interim Vice President Dan Sourbeer congratulated Erin Hiro and the Journalism Department for their recent journalism awards at a national conference he also congratulated Kathy Kailikole for securing a \$98,000.00 grant.

Vice President Adrian Gonzales reported that the women's basketball team made the state championships and finished the season 28/3.

Vice President Ron Ballesteros-Perez updated the Board on the VP of Instruction search committee scheduled and reported the forum would be held in early April. He spoke briefly about the bond rating meetings and reported that \$139M of bonds would be going on sale.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee McNamara, seconded by Trustee Evilsizer, the Board approved items 1 to 24.
Ayes:	Hensch, Halcón, McNamara, Evilsizer, and Deerfield
Noes:	None
Absent:	None
Student Trustee:	Absent

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: Angel, Leilani
Discipline: Fashion and Related Technologies
- b. Name: Pataki, Eva
Discipline: Mathematics

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 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: Behavioral Sciences

- a. Name: Serna, Bettina
Discipline: Sociology
Degrees: M.A., Sociological Practice
B.A., Sociology
A.A., Sociology
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Business Administration

- a. Name: Jackson, Derek
Discipline: Business
Degrees: M.B.A., Business Administration
B.A., Business Administration
B.A., Music
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Counseling

- a. Name: Garcia, Cynthia
Discipline: Counseling
Degrees: M.S., Educational Counseling
B.A., Communication
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Design & Manufacturing Technologies

- a. Name: Angel, Leilani
Discipline: Fashion and Related Technologies
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Economics, History and Political Science

- a. Name: Stahl, Kevin
Discipline: History
Degrees: M.A., History
B.A., History
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Health Services
a. Name: Guzman, Mariana
Discipline: Counseling
Degrees: M.A., Counseling Psychology
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Mathematics
a. Name: Pataki, Eva
Discipline: Mathematics
Degrees: Master's Degree
Bachelor's Degree
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

3. RATIFY CERTIFICATED EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following certificated employees:

a. Name: Jennifer Streagle
Position: Master Teacher
Department: Early Childhood Education Lab School
Position #: 6634
New?: Yes
Remarks: Position approved 9/13/16.
Sal Grade/Stp: D1/1
Salary: \$3,711.67/month
% of Position: 100%
of Mos: 12
Effective: March 15, 2017
Account #(s): U-111000-364300-69200-00000000/100%

b. Name: Lisa A. Casas
Position: Site Supervisor - Leadership
Department: Early Childhood Education Lab School (Escondido)
Position #: 6635
New?: Yes
Remarks: Position approved 9/13/16.
Sal Grade/Stp: E/1
Salary: \$4,780.08/month
% of Position: 100%
of Mos: 12
Effective: March 15, 2017
Account #(s): V-111010-364300-69200-00000000/100%

4. RATIFY REHIRING OF PROBATIONARY FACULTY

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as second year probationary faculty for the 2017-2018 academic year:

Mejghan S. Ahmadi	Counseling
Jennifer J. Anderson	Trade & Industry
Christine E. Barlolong	Counseling
Luz D. Carrillo	Chemistry

Catherine Christensen Gwin	Economics, History & Political Science
Alexandra E. Doyle Bauer	Library
Hector Garcia Villa	Physics
Luis A. Guerrero	Mathematics
Heather Hosaka	English as a Second Language
Hwang Kim	Art
Natalie Lopez	Library
Michael Lundell	English
Mary E. Mendoza	Speech/Forensics/American Sign Language
Sylvia Mendoza	Multicultural Studies
Ben Mudgett	Counseling
Scott E. Nelson	World Languages
Matthew E. O'Brien	Behavioral Science
Stephen Robertson	Speech/Forensics/American Sign Language
Mark E. Rock	Emergency Medical Education
John K. Russell	Performing Arts
Ed Sprague	Public Safety Programs
Stacey Trujillo	English
Elena Villa Fernandez de Castro	World Languages
Marlo A. Willows	Behavioral Sciences

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as third- and fourth-year probationary faculty for the 2017-2018 and 2018-2019 academic years:

Jose C. Briceno	Behavioral Sciences
Amy Caterina	Media Studies
Marquesa J. Cook-Whearty	Speech/Forensics/American Sign Language
Jeffrey H. Epstein	Behavioral Sciences
William S. Kardel	Earth, Space, and 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
Kevin Powers	Trade & Industry
Heriberto Rivera	Chemistry
Clare E. Rolens	English
Gina L. Sanders	Mathematics
Samantha Sangsanoi	Nursing Education
Angelica M. Yanez	Multicultural Studies

5. RATIFY GRANTING OF TENURE

The Governing Board ratified the recommendation of the Superintendent/President regarding the granting of tenure to the following faculty members effective the 2017-2018 academic year:

April D. Cunningham	Library
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Sarah M. De Simone	Emergency Medical Education
Michael S. Deal	Life Sciences
Anthony R. Fedon	Trade & Industry
Sean A. Figg	Earth, Space, and Aviation Sciences
Michael Hernandez	Art
Wayne Hooper	Public Safety Programs
Kevin P. Kearney	English
Joseph P. Limer	Economics, History & Political Science
Sierra S. Lovelace	Counseling
Krystal L. Rypien	Life Sciences
Seth A. San Juan	American Indian Studies
Netta Schroer	Behavioral Sciences
Devon Y. Smith	Behavioral Sciences
Leigh Ann Van Dyke	Disability Resource Center
Lori E. Waite	Disability Resource Center

6. RATIFY REHIRING OF NON-TENURE TRACK FACULTY

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as second year non-tenure track faculty for the 2017-2018 academic year:

Leticia Aguirre	Counseling
Christina M. McKinney	Extended Opportunity Programs and Services

7. RATIFY CANCELLATION OF SABBATICAL LEAVE

April Woods, Counseling Department, has cancelled her sabbatical leave for the Spring 2017 term. The Sabbatical Leave Committee supports cancellation of sabbatical leave.

8. APPROVE SABBATICAL LEAVES

The Governing Board of the Palomar Community College District approved sabbatical leaves for 2017-18 for the following faculty members:

FALL 2017

1. Richard Albistegui-DuBois, Life Sciences Department
2. Jennifer Backman, English Department
3. Michael Gilkey, Business Administration Department
4. John Harland, Mathematics Department
5. Rodolfo Jacobo, Multicultural Studies Department
6. Paul Kurokawa, Performing Arts Department
7. Mark Lane, Earth, Space, & Aviation Sciences Department
8. Nimoli Madan, ESL Department

9. Bob Sasse, Child Development Department
10. Solange Wasef, Design and Consumer Education Department

SPRING 2018

1. Laurel Anderson, Child Development Department
2. Rosa Antonecchia, Counseling Department
3. Hope Farquharson, Nursing Department
4. Erin Feld, Reading Department
5. Daniel Finkenthal, Physics and Engineering Department
6. Tim Hernandez, Counseling Department

- | | |
|--|--|
| 7. Tracy Johnston, Mathematics
Department | 9. Lillian Payn, Graphic
Communications Department |
| 8. Fergal O'Doherty, English
Department | 10. Alan Trujillo, Earth, Space, and
Aviation Sciences Department |

EXHIBIT J-8

9. RATIFY CLASSIFIED EMPLOYMENT

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

- | | |
|----|---|
| a. | Name: Antonio Cucuzzella
Position: Performing Arts Technical Direction Specialist
Department: Performing Arts
Position #: 5160
New?: No
Remarks: Replacement for James Cooper.
Sal Grade/Stp: 25/1
Salary: \$4,115.91/month
% of Position: 100%
of Mos: 12
Effective: March 15, 2017
Account #(s): A-212200-327100-69670-0000000/50%
A-222000-327100-10060-0000000/50% |
| b. | Name: Arthur Reyes
Position: Application Developer
Department: Programming
Position #: 5606
New?: No
Remarks: Replacement for Richard Rowland.
Sal Grade/Stp: 40/3
Salary: \$6,742.70/month
% of Position: 100%
of Mos: 12
Effective: March 27, 2017
Account #(s): A-212200-561100-67800-0000000/100% |
| c. | Name: Mike Marsh
Position: Application Developer
Department: Programming
Position #: 5613
New?: No
Remarks: Replacement for Robert Gordon. Position title and grade reflect the new title and grade approved for this classification in classified unit classification study. Former title and grade were Programmer Analyst, grade 45.

Sal Grade/Stp: 40/1
Salary: \$6,113.44/month
% of Position: 100%
of Mos: 12
Effective: March 20, 2017
Account #(s): A-212200-561100-67800-0000000/100% |

10. RATIFY CHANGES TO CLASSIFIED POSITION

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

- a. Position: Instructional Support Assistant II
 Department: World Languages
 Name: Vacant
 Position #: 5876
 New?: No
 Remarks: Increase percentage of assignment from 45% to 100% and number of
 months worked per year from 10 to 12.
 Sal Grade/Stp: 20/1
 Salary: \$3,753.23/month
 % of Position: 100%
 # of Mos: 12
 Effective: March 15, 2017
 Account #(s): A-222000-326100-11011-0000000/100%
 Normal Work Monday - Friday, 11:00 a.m. - 7:30 p.m. Occasional work on Saturdays
 Schedule: during regular semesters will be required to support District operations.
 A 3% shift differential will be paid for hours worked between 6:00 p.m.
 and 10:00 p.m.

11. RATIFY RECLASSIFICATION OF CLASSIFIED POSITION

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of the following classified position as agreed upon by the District and CCE/AFT Local 4522 in the Memorandum of Understanding regarding implementation of the Classification Study.

- a. Name: Juana Ledesma Valdes
 Current Classification Title: Custodian I
 New Classification Title: Custodian I
 Department: Custodial Services
 Position #: 5662
 % of Position: 100%
 Current Grade: 8
 New Grade: 9
 Effective Date: September 1, 2016

12. 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: Instructional Design Coordinator
 Department: Academic Technology Resource Center
 Position #: 6661
 New?: Yes
 Remarks: Funded - Strong Workforce; continuation of position is
 dependent upon the continuation of funding.
 Salary Grade/Step: 40/1
 Salary: \$6,113.44/month
 % of Position: 100%
 # Months: 12
 Effective: March 15, 2017
 Account #(s): A-212200-331400-61900-1612145/100%

13. RATIFY RESIGNATIONS

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

- a. Caesar Grijalva, Custodian I, Custodial Services, effective February 14, 2017 (last day of employment was February 13, 2017).
- b. Harvey S. Ratanpal, Community Service Office, Palomar College Police Department, effective February 17, 2017 (last day of employment was February 16, 2017).

14. RATIFY RECLASSIFICATION OF REEVALUATED CLASSIFIED POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of classified positions that were reevaluated following study implementation as agreed upon by the District and CCE/AFT Local 4522 in the Memorandum of Understanding regarding implementation of the classification study.

EXHIBIT J-14

15. RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board ratified the Personnel Actions/History report, which includes student employee hires for the month of February 2017 and short-term employee hires for the month of March 2017.

EXHIBIT J-15

16. 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
005348893	01/09/2017	01/30/2017	100%
007876399	01/17/2017	02/17/2017	100%
007502895	01/30/2017	06/01/2017	100%
000206329	01/31/2017	02/17/2017	100%
006330005	02/07/2017	02/19/2017	100%
000271766	02/23/2017	04/15/2017	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:

Employee ID	Start Date	End Date
000236532	01/09/2017	06/30/2017
008500022	02/01/2017	02/28/2017

- c. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a **Medical Leave of Absence with no effect on benefits**.

Employee ID	Start Date	End Date	Percent
006440584	02/09/2017	03/07/2017	100%
000206329	02/18/2017	05/01/2017	100%

17. APPROVE THE 2017-2018 ACADEMIC CALENDAR

The Governing Board approved the 2017-2018 Academic Calendar as shown in the exhibit.

EXHIBIT J-17

18. APPROVE HOLIDAY SCHEDULE FOR 2017-2018

The Governing Board approved the Holiday Schedule for 2017-2018 as shown in the exhibit.

EXHIBIT J-18

19. APPROVE WINTER HOLIDAYS SCHEDULE FOR 2017-2018, 2018-2019, AND 2019-2020

The Governing Board approved the Winter Holidays Schedule for 2017-2018, 2018-2019, and 2019-2020 as shown in the exhibit.

EXHIBIT J-19

20. APPROVE INTERNATIONAL TRAVEL FOR CLASSIFIED ADMINISTRATOR

The Governing Board approved travel for Yasue O'Neill, Coordinator, International Education, travel to Buenos Aires, Argentina; Medellin and Bogota, Columbia; and Panama City, Panama on May 1 through May 14, 2017 to participate in EducationUSA forum and EducationUSA fair for the purpose of expanding recruitment opportunities.

EXHIBIT J-20

21. APPROVE SINGLE DAY AND EXTENDED FIELD TRIPS

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

- a. Mount Calvary Monastery, Santa Barbara, on April 5 through April 7, 2017 for students enrolled in World Religions classes #30056, 30057 and 30060; History of Christianity class #33776; and Religion in America class #32122.
- b. Carmel, Monterey and Big Sur, California on March 27 through March 31, 2017 for students enrolled in Photography 170 class #33676.
- c. San Diego Zoo Global Library at the Safari Park, Escondido, on April 21, 2017 for students enrolled in the Library Technology classes #33935, 31918, 33936, and 33937.
- d. Anza Borrego State Park, Borrego Springs, on April 15 through April 16, 2017 for students enrolled in Geology 100 classes #32573 and 32574; and Geology 150 class #33520.

EXHIBIT J-21

22. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES

The Governing Board reviewed the Administrative Procedure as listed. This procedure has been reviewed and is recommended by the Policies and Procedures Committee and the Strategic Planning Council and is presented here as an informational item only.

AP 4260 Pre-requisites Co-requisites and Advisories

EXHIBIT J-22

23. ACCEPT GIFTS

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

- a. Golf clubs, bags and club covers by Lynn Morgan, 1918 David Drive, Escondido, CA 92026. A cash value was not identified by the donor.
- b. Telescope and Celestron eyepiece by Gerald G. Cramm, 3445 Don Cota Drive, Carlsbad, CA 92010. Total cash value as identified by the donor: \$140.00.

24. EXCUSE ABSENCE OF TRUSTEE

In accordance with Section 72425(d) of the CA Education Code, the Governing Board hereby acknowledged that the absence of Malik Spence from the February 16, 2017 meeting is excused due to personal necessity.

RESOLUTION 16-21522

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, thanked the Board for their approval of the faculty hires and tenure. He also reported that the Faculty Senate passed a resolution in support of marginalized students.

2. INFORMATION: Report of the Palomar Faculty Federation Absent

3. INFORMATION: Report of the Administrative Association

Justin Smiley, Administration Association President, reported that the association is working on the AA Handbook. He reported on a meeting held regarding shared governance and thanked the Board for their approval of the new administrative hire.

4. INFORMATION: Report of the Confidential and Supervisory Team

Zeb Navarro, President of the Confidential and Supervisory Team, thanked Dr. Blake for attending the CAST meeting to update the constituency on the new centers and the Palomar Promise.

5. INFORMATION: Report of the CCE/AFT

Dan Dryden, President of the CCE, Expressed appreciation to RSG for their work on the re-evaluations of the classified positions. He also thanked VP Ballesteros-Perez and Shawna Cohen for their work on the class study and working diligently to finish the classification study in a timely manner.

6. INFORMATION: Report of the Associated Student Government Absent

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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: 02/02/17–03/02/17	\$2,995,593.63
Procurement Card Time Period: 01/23/17-02/22/17	<u>\$234,026.88</u>
	<u>\$3,229,620.51</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee absent.

2. APPROVE RESOLUTION MODIFYING THE NORTH EDUCATION CENTER PROJECT, INCLUDING AN ADDENDUM TO A PREVIOUSLY CERTIFIED FINAL ENVIRONMENTAL IMPACT REPORT

MSC McNamara/Halcón

The Governing Board reviewed and approved Resolution No. 16-21523 authorizing modifications to the previously approved North Education Center ("Project"), which includes now providing mitigation for Project impacts on wetland/riparian habitats completely on-site, and adopting an Addendum to the previously certified Final Environmental Impact Report for the North Education Center under the State California Environmental Quality Act (CEQA) Guidelines Section 15164(a).

EXHIBIT N-2

RESOLUTION 16-21523

The vote was unanimous. Student Trustee absent.

3. APPROVE RESOLUTION NO. 16-21524 AMENDING THE 2022 FACILITIES MASTER PLAN, 2010 UPDATE, MAY 2010, INCLUDING ADDENDUM 1 AND ADDENDUM 2 TO A PREVIOUSLY CERTIFIED PROGRAM ENVIRONMENTAL IMPACT REPORT

MSC McNamara/Evilsizer

The Governing Board of the Palomar Community College District is considering amending the 2022 Facilities Master Plan, 2010 Update, May 2010 to accommodate construction of the new parking structure and the new Maintenance and Operations Complex and revise the location of the proposed new Campus Police Building. The Board will also consider the approval of Addendum 1 and Addendum 2 to the previously certified San Marcos Facilities Master Plan Program Environmental Impact Report, SCH No. 2008071024 under the State California Environmental Quality Act (CEQA) Guidelines Section 15164(a). The details of the proposed changes to the Master Plan are contained in the exhibit.

EXHIBIT N-3

RESOLUTION 16-21524

The vote was unanimous. Student Trustee absent.

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

MSC McNamara/Evilsizer

The Governing Board ratified and approved all contracts and agreements for the period January 1, 2017 through February 28, 2017 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

EXHIBIT N-4

The vote was unanimous. Student Trustee absent.

5. APPROVAL AND IMPLEMENTATION OF MEMORANDUM OF AGREEMENT FOR PARTICIPATION IN WORKFORCE INNOVATION AND OPPORTUNITY ACT FUNDING FOR EDUCATION TO CAREER NETWORK (ETCN)

MSC McNamara/Halcón

The Governing Board accepted and approved the memorandum of agreement for the implementation of the Workforce Innovation and Opportunity Act (WIOA) Grant represented by its fiscal agent, Vista Unified School District, for the Education to Career Network – Adult Education Block Grant Regional Consortium for the term of January 1, 2017 to June 30, 2018.

EXHIBIT N-5

The vote was unanimous. Student Trustee absent.

6. APPROVAL AND IMPLEMENTATION OF CONSULTANT AGREEMENT FOR PALOMAR COLLEGE TO WORK WITH SIERRA JOINT COMMUNITY COLLEGE DISTRICT ON THE CALIFORNIA COMMUNITY COLLEGE (CCC) MAKERSPACE INITIATIVE

MSC McNamara/Halcón

The Governing Board accepted and approved the consultant agreement for Palomar College to work with Sierra Joint Community College District on the California Community College (CCC) Makerspace initiative for the term of February 14, 2017 to June 30, 2017.

EXHIBIT N-6

The vote was unanimous. Student Trustee absent.

7. INFORMATION: CCCT BOARD ELECTION 2017

Board President Hensch asked the Board for their input. Trustee Evilsizer suggested that each trustee review the materials and develop their own proposed slate. An action item will appear on the April 2017 Governing Board meeting agenda, requesting the Governing Board to vote for no more than nine candidates for the CCCT Board.

EXHIBIT N-7

8. INFORMATION: DISCUSSION PALOMAR COMMUNITY COLLEGE DISTRICT BOYCOTTING OR SPONSORING ORGANIZATIONS OVER SOCIAL JUSTICE ISSUES

The Palomar Community College District Governing Board will discuss the idea of boycotting or sponsoring organizations whose policies and/or practices do or do not align with those of the District and whether the Board should create a policy related to social justice issues. Trustees discussed the matter and introduced the idea of establishing a Board Policy around the idea. Trustee Halcón suggested creating a framework to evaluate issues. Trustee Hensch suggested that the District determine what other Districts are doing about social justice issues.

O. BOARD REQUESTS FOR REPORTS

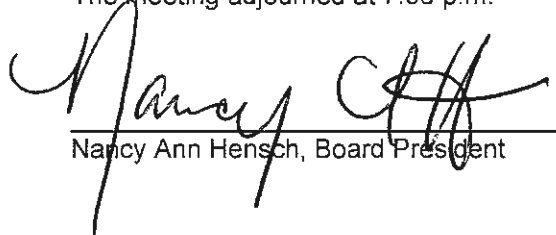
The Governing Board had no requests for reports

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

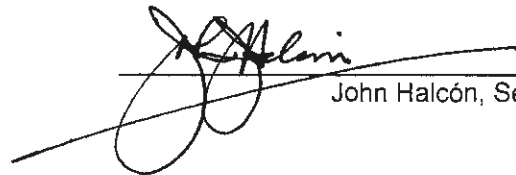
Q. RECONVENE TO OPEN SESSION: No additional session was needed.

R. ADJOURNMENT

The meeting adjourned at 7:06 p.m.



Nancy Ann Hensch, Board President



John Halcón, Secretary



APPROVED 5/9/2017

GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, APRIL 11, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER**

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

B. **ROLL CALL**

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, 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 4:00 p.m.

E. **RECONVENE TO OPEN SESSION**: The Board reconvened to open session at 5:32 p.m. All trustees present. Board President Hensch reported that there were no reportable actions taken in closed session.

Following the Pledge of Allegiance the meeting continued.

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

G. **PUBLIC COMMENTS**

Tom Lemmon from SD Building Trades talked about his history in construction and advocated for project labor agreements and apprenticeships. He handed out some information (on file in the Governing Board Office in accordance with AP 3310.)

Zeb Navarro talked about the music video being developed for the campus theme "Better Together" and invited the trustees to participate.

H. **APPROVAL OF MINUTES**

MSC McNamara/Evilsizer, the Governing Board approved the March 14, 2017 minutes as written. (The vote was unanimous.)

I. **REPORTS**

Vice Presidents Adrian Gonzales and Dan Sourbeer provided an update on work with Educational and K-12 Partners as part of Governing Board goal #3. VP Sourbeer reviewed the partnerships that have been re-established with the K-12 districts and university relationships. He talked about the various events and meetings that have been undertaken to promote the college and improve access. Lastly, he provided an overview of work on strengthening the transition to universities. VP Gonzales updated the Board on the two different Palomar Promise programs and discussed the differences and requirements of the programs. He talked about the number of students that are currently eligible for the Palomar

Promise. He closed by talking about the websites and marketing that have been highlighting the Promise Programs.

Board President Hensch talked about the Tarde de la Familia event and the excellent speakers. She extended her congratulations to the organizers.

Trustee McNamara commented on the creative efforts being undertaken to improve the college and student success.

Trustee Halcón commented on the Tarde de Familia event and commended Carmelino Cruz for its success. He also talked about a new program in New York State offering four years of free college for those meeting certain criteria.

Trustee Evilsizer commented on the recent grants and thanked everyone involved in securing the grant funds. In closing, he talked about the national awards that were recently won by KKSM Radio.

Trustee Deerfield reported attending the '*Ten Acrobats in an Amazing Leap of Faith*' play at the Brubeck Theatre, Cesar Chavez breakfast at the San Diego convention center, National Institutions Coming Out Day, and the Roosevelt dinner. She asked questions about the college transfer fair; Vice President Gonzales responded.

Student Trustee Spence talked about the American Student Association of Community Colleges conference and visits to representative in the Washington D.C. offices. He reported that topics of discussion included Pell Grant funding and reauthorization of the Higher Education Act.

Superintendent/President Dr. Joi Blake shared that Eloy Ortiz, Chancellor of the California Community Colleges, attended the monthly SDICCCA meeting. She talked about funding for the Palomar Promise and meetings with San Diego State University and Pt. Loma Nazarene to establish a partnerships. Dr. Blake also mentioned the pre-apprenticeship program grant and another award for \$5 million for TTIP South.

Interim Vice President Dan Sourbeer acknowledged Dr. Kathy Kailikole's success in securing a \$2 million Innovation in Higher Education grant and said a few words about two retirees; Christine Brady and Pat Hahn.

Vice President Adrian Gonzales reported on a foster youth grant that was received and talked briefly about enrollment increases.

Vice President Ron Ballesteros-Perez commented on the Parking lot/Police station groundbreaking event, updated the Board on the most recent bond sale, and provided a recruitment update. He closed with comments regarding the importance of financial stewardship.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action: On a motion by Trustee McNamara, seconded by Trustee Halcón, the Board approved items 1 to 5 and 7-18; the Board pulled item 6 for comment.
Ayes: Hensch, McNamara, Halcón, Evilsizer, and Deerfield
Noes: None
Absent: None
Student Trustee: Aye

1. GRANT EQUIVALENCY FOR DISCIPLINE

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board hereby grants the following individual equivalency to minimum qualifications for the discipline listed:

- a. Name: Elliott Pham, Heather
Discipline: Child Development

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 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: Child Development
a. Name: Elliott Pham, Heather
Discipline: Child Development
Degrees: Master of Social Welfare
B.A., Psychology
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Counseling
a. Name: Garcia, Sharet
Discipline: Counseling
Degrees: M.A., Guidance and Counseling
B.A., Chicana and Chicano Studies
A.A., Liberal Arts (Gen. Education)
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Design and Manufacturing Technology
a. Name: Sterling, Katherine
Discipline: Fashion and Related Technologies
Degrees: B.A., Liberal Studies
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

b. Name: Flores, Frania
Discipline: Fashion and Related Technologies
Degrees: A.A., Fashion Design
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

c. Name: Herrera-Nasrallah, Andrea
Discipline: Fashion and Related Technologies
Degrees: M.F.A., Drama
B.A., Theatre
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

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: Counselor/Assistant Professor
 Department: Counseling
 Position #: 5513
 New?: Yes
 % of Position: 100%
 # of Mos: 11
 Effective: April 12, 2017
 Account #(s): A-122100-462000-63100-0000000/100%

4. RATIFY FACULTY SERVICE AREAS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of faculty service areas in accordance with Education Code § 87743 et seq.

EXHIBIT J-4

5. RATIFY MEMORANDA OF UNDERSTANDING WITH THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161.

The Governing Board ratified the four (4) Memoranda of Understanding between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161 related to workload and calendar, ECELS assistant teachers' salary placement, and grant-funded stipends related to the CALM cohort.

EXHIBIT J-5

6. This item was pulled for discussion.

7. RATIFY RECLASSIFICATION OF CLASSIFIED POSITION

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of the following classified position as agreed upon by the District and CCE/AFT Local 4522 in the Memorandum of Understanding regarding implementation of the classification study:

- a. Name: Bryan T. Hilton
 Current Classification Title: Senior Media/Helpdesk Specialist
 New Classification Title: Senior Media/Helpdesk Specialist
 Department: Telecommunications - Grants
 Position #: 6226
 % of Position: 100%
 Current Grade: 26
 New Grade: 28
 Effective Date: September 1, 2016

8. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Amy Hinchman
 Position: Admissions/Financial Aid Specialist II
 Department: Enrollment Services
 Position #: 5472

- | | | |
|----|----------------|--|
| | New?: | No |
| | Remarks: | Replacement for Vandy McKnight. |
| | Sal Grade/Stp: | 22/1 |
| | Salary: | \$3,941.14/month |
| | % of Position: | 100% |
| | # of Mos: | 12 |
| | Effective: | April 12, 2017 |
| | Account #(s): | A-212200-421100-62100-0000000/100% |
| | | |
| b. | Name: | Georg Kast |
| | Position: | Instructional Support Assistant III |
| | Department: | Trade & Industry |
| | Position #: | 6173 |
| | New?: | No |
| | Remarks: | Replacement for Philip Goettsch. |
| | Sal Grade/Stp: | 24/1 |
| | Salary: | \$4,135.96/month |
| | % of Position: | 100% |
| | # of Mos: | 10 |
| | Effective: | April 12, 2017 |
| | Account #(s): | A-221000-338300-09520-0000000/100% |
| | | |
| c. | Name: | Cesar Aguilar |
| | Position: | Facilities Maintenance Technician (Parking Lots) |
| | Department: | Building Services |
| | Position #: | 6350 |
| | New?: | No |
| | Remarks: | Replacement for Victor Rodriguez. |
| | Sal Grade/Stp: | 18/1 |
| | Salary: | \$3,573.93/month |
| | % of Position: | 100% |
| | # of Mos: | 12 |
| | Effective: | April 12, 2017 |
| | Account #(s): | K-212200-542100-65100-1812070/100% |
| | | |
| d. | Name: | John Lewis |
| | Position: | Business Systems Analyst |
| | Department: | Enrollment Services |
| | Position #: | 6131 |
| | New?: | No |
| | Remarks: | Replacement for Richard Gommel. |
| | Sal Grade/Stp: | 38/1 |
| | Salary: | \$5,823.80/month |
| | % of Position: | 100% |
| | # of Mos: | 12 |
| | Effective: | April 12, 2017 |
| | Account #(s): | A-212200-421100-62100-0000000/100% |

9. RATIFY CORRECTIONS TO RECLASSIFICATION OF REEVALUATED CLASSIFIED POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding corrections to the reclassification of classified positions that were reevaluated following study implementation as agreed upon by the District and CCE/AFT Local 4522 in the Memorandum of Understanding regarding implementation of the classification study.

EXHIBIT J-9

10. RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board ratified the Personnel Actions/History report, which includes student employee hires for the month of March 2017, and short-term employee hires for the month of April 2017.

EXHIBIT J-10

11. 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 II:

- a. Christine M. Brady, Academic Department Assistant, Child Development and Multicultural Studies, effective April 1, 2017. She has served Palomar College for 10 years from March 14, 2007 to March 31, 2017.
- b. Patrick J. Hahn, Professor, Media Studies, effective May 31, 2017. He has served Palomar College for 19 years from June 18, 1998 through May 30, 2017.

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 2016-2017 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Percent</u>
006317447	03/13/2017	05/12/2017	100%
008223681	03/21/2017	05/12/2017	100%
009079198	04/04/2017	04/17/2017	100%

- b. The Governing Board ratified the recommendation of the Superintendent/President granting a correction to the following Intermittent Family Medical Leave of Absence for the 2016-2017 fiscal year, which was previously approved by the Governing Board at the March 14, 2017 Governing Board meeting:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
008500022	02/01/2017	02/28/2017 - Retracted

- 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:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
000972771	02/01/2017	06/30/2017
009479312	04/01/2017	06/30/2017

- d. The Governing Board ratified the recommendation of the Superintendent/President granting a 33.33% Personal Leave of Absence without pay and with no effect on benefits, effective August 21, 2017 through December 18, 2017, to Daniel K. Clegg, Professor, Mathematics Department.

13. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2017

The Governing Board approved Curriculum Action Items dated February 1, February 15, March 1, and March 15, 2017 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 fall 2017.

EXHIBIT J-13

14. APPROVE COURSES TO MEET MULTICULTURAL COURSE REQUIREMENT – EFFECTIVE FALL 2017

The Governing Board approved the following courses, which have been reviewed by the Curriculum Committee to meet the Multicultural Course Requirement, effective Fall 2017:

- a. ASL 110: Awareness of Deaf Culture
- b. CINE 122: Identity in American Film

15. AUTHORIZE DESIGNATED PERSONNEL SETTLEMENT AUTHORITY FOR LEGAL TORT CLAIMS UP TO \$10,000.00

The Governing Board of Palomar Community College District designated Joi Lin Blake Superintendent/President, and Ronnie E. Ballesteros-Perez, Assistant Superintendent/ Vice President, Finance and Administrative Services the authorization to enter into a settlement agreement on legal tort claims against the District in an amount not to exceed \$10,000.00 without prior Governing Board approval.

16. ACCEPT GIFTS

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

- a. Various geologic books & geologic, topographic and economic deposit maps donated by Karen Evans, 2926 Harris Drive, Vista, CA 92084. Total cash value as identified by the donor \$150.00.

17. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following persons:

- a. Board Member **Nancy Hensch**
Advanced Funds? Yes
For: Transportation, mileage, meals, registration, etc.
To attend: CCLC Annual Trustee Conference
Location: Lake Tahoe, California
Date: May 5-7, 2017
Estimated Amount: \$ 2,048.43
Budget No.: 575200-11-111100-66100-10-2013-0000000
- b. Board Member **Mark Evilsizer**
Advanced Funds? Yes
For: Transportation, mileage, meals, registration, etc.
To attend: CCLC Annual Trustee Conference
Location: Lake Tahoe, California
Date: May 5-7, 2017
Estimated Amount: \$ 2067.94
Budget No.: 575200-11-111100-66100-10-2013-0000000
- c. Board Member **John Halcón**
Advanced Funds? Yes
For: Transportation, mileage, meals, registration, etc.
To attend: CCLC Annual Trustee Conference
Location: Lake Tahoe, California
Date: May 5-7, 2017
Estimated Amount: \$ 2,097.94
Budget No.: 575200-11-111100-66100-10-2013-0000000

18. 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 regular meeting March 14, 2017 was excused due to personal necessity.

RESOLUTION 1621525

**Resumption of
REGULAR AGENDA**

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

MSC Evilsizer/McNamara

6. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT

Trustee Evilsizer made some comments about Dr. Kailikole's accomplishments and then the Governing Board ratified the recommendation of the Superintendent/President regarding the employment and contract of the following administrative employee:

- a. Name: Kathryn Kailikole
 Position: Dean, Instructional
 Department: Mathematics and the Natural and Health Sciences
 Position #: 5232
 New?: No
 Remarks: Replacement for Daniel Sourbeer.
 Sal Grade/Stp: 75/4
 Salary: \$12,009.31/month plus \$1,411.88 annual doctoral stipend
 % of Position: 100%
 # of Mos: 12
 Effective: July 1, 2017
 Account #(s): A-123100-341100-60110-0000000/100%

EXHIBIT J-6

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 approving the new faculty hires and the Faculty Service Areas item. He updated the Board on the Faculty Senate elections and Area D Academic Senate meeting.

2. INFORMATION: Report of the Palomar Faculty Federation

Colleen Bixler, filling in for Shannon Lienhart, PFF President, reported that three faculty were able to attend a Collective Bargaining conference in New York and other faculty attended a CFT conference.

3. INFORMATION: Report of the Administrative Association

Justin Smiley, Administration Association President, reported that AA would be restarting the Brown Bag series and talked about upcoming topics. He shared that AA continues discussions on a classification study for the group.

4. INFORMATION: Report of the Confidential and Supervisory Team

Zeb Navarro, President of the Confidential and Supervisory Team, shared that a CAST meeting is being planned. He also commented on Pal Hahn's retirement.

5. INFORMATION: Report of the CCE/AFT

Dan Dryden, President of the CCE, reported on conferences attended by CCE negotiation and executive team members.

6. INFORMATION: Report of the Associated Student Government

Malik Spence, ASG President reported on the 2017/18 ASG election events as well as the SpringFest event. He shared that the ASG would be hosting a mock General Assembly for Region 10 colleges.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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: 03/02/17–03/30/17	\$2,879,332.59
Procurement Card Time Period: 02/23/17-03/22/17	<u>\$172,252.18</u>
	<u>\$3,051,584.77</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee: Aye.

2. APPROVAL AND IMPLEMENTATION OF LETTER OF UNDERSTANDING TO PARTICIPATE IN THE SCIENCE AND TECHNOLOGY GRANTS PROGRAM

MSC Evilsizer/Halcón

The Governing Board accepted and approved the letter of understanding to accept funds, publish project on website, newspaper and/or other in-house publications and for the implementation of the Blasker Rose Miah Fund and the Reuben H. Fleet Foundation Discretionary Fund represented by its fiscal agent, The San Diego Foundation Board of Governors to support Making Future Technology and Engineering Majors through the Science & Technology Grant Committee. Total amount of grant is \$97,880.00, for the term of March 1, 2017 to February 28, 2018.

EXHIBIT N-2

The vote was unanimous. Student Trustee: Aye.

3. ACCEPT GRANT SUBAWARD

MSC McNamara/Halcón

The Governing Board accepted a grant sub-award agreement from California State University San Marcos, CCTC Integrated Teacher Preparation Project, to facilitate creation, implementation and marketing of appropriate Integration Teacher Preparation curriculum and support the creation of pathways for transfer to CSUSM. Total sub-agreement award is \$15,500.00, effective January 1, 2017 through December 31, 2017.

EXHIBIT N-3

The vote was unanimous. Student Trustee: Aye.

4. ACCEPT AWARDED GRANT FROM THE STATE OF CALIFORNIA FOR INNOVATION IN HIGHER EDUCATION

MSC McNamara/Evilsizer

The Governing Board accepted the awarded grant from the State of California for Innovation in Higher Education for students pursuing impacted and high demand STEM Pathways, STEM courses and integrate enrichment support/workshops, accelerate students through programs by integrating new technologies and virtual labs. Total award is \$2,000,000.00, effective California's budget year 16-17.

EXHIBIT N-4

The vote was unanimous. Student Trustee: Aye.

5. APPROVE CHANGE ORDERS

MSC McNamara/Halcón

Trustee Evilsizer asked for clarification on item b. Denis Astl responded. Following discussions the Governing Board approved the following change orders as detailed:

- a. **BID #104-16 BUILDING A & VETERANS CENTER RENOVATION PROJECT (CO #02)**
This is a Change Order to include additional scope of work requested by the District for PCN3, Inc. in the amount of \$134,219.11.
- b. **APPROVE CHANGE ORDER #2 – LEARNING RESOURCE CENTER** Change Order #2 in the amount of \$445,415.00 for the Learning Resource Center for all costs associated with the re-design of Comet Circle for the project as detailed on the accompanying exhibit.

EXHIBIT N-5

The vote was unanimous. Student Trustee: Aye.

6. APPROVE REQUEST TO REDUCE RETENTION HELD ON BID #CM-14-15-01-LRC, PACKAGE EE: SITE ELECTRIC 12KV FROM 10% TO 1%

MSC McNamara/Evilsizer

The Governing Board approved reduction of the percentage of retention being held on the contract with Dynalectric San Diego, for Bid #CM-14-15-01-LRC, Package EE: Site Electric 12kv from 10% to 1% based on 99% of the project work has been successfully completed.

EXHIBIT N-6

The vote was unanimous. Student Trustee: Aye.

7. CALL FOR SPECIAL MEETINGS OF THE GOVERNING BOARD

MSC McNamara/Deerfield

Board President Hensch invited Brad Barnum from Associated General Contractors to speak on this item. Mr. Barnum talked about project labor agreements and apprenticeship programs and expressed appreciation that the Board is setting aside time to full examine the topic in the upcoming meetings. He invited Board members to visit the apprenticeship sites. Trustee Evilsizer commented that he will be out of town and unable to attend the June 27 meeting.

- a. The Governing Board of the Palomar Community College District called a Special Meeting of the Board on Tuesday, April 25, 2017 at 4:00 p.m., to review the Annual

Institutional Effectiveness Review & Student Success Scorecard & Review Board's Self-Evaluation Instrument.

- b. The Governing Board of the Palomar Community College District called a Special Meeting of the Board on Tuesday, May 23, 2017 at 4:00 p.m., to review the Self-Evaluation Results, discuss progress on Goal 2 Faculty/Staff and receive a report on Project Labor Agreements (Pt. 1: Definition & History)
- c. The Governing Board of the Palomar Community College District called a Special Meeting of the Board on Tuesday, June 27, 2017 at 4:00 p.m., to review Board Goals 2016-17, Review Year-End Report, Formulate Board Goals 2017-18, and receive a report on Project Labor Agreements (Pt. 2: Community College Practice)

The vote was unanimous. Student Trustee: Aye.

8. CAST BALLOT IN 2017 CCCT BOARD ELECTION

MSC McNamara/Halcón

On March 14, 2017 the Palomar College Governing Board was provided with the CCCT Board Candidates' biographical sketches and statements for review. Trustees put forth their proposed choices and discussed the candidates. Following discussion the Palomar College Governing Board cast the official ballot to fill vacancies on the California Community College Trustees (CCCT) Board as follows:

- | | |
|------------------------|------------------|
| 1. Marisa Perez | 6. Loren Steck |
| 2. John Leal | 7. Andra Hoffman |
| 3. Stephen Blum | 8. Pam Haynes |
| 4. Laura Casas | 9. Jim Moreno |
| 5. Stephan Castellanos | |

EXHIBIT N-8

The vote was unanimous. Student Trustee: Aye.

- O. **BOARD REQUESTS FOR REPORTS** There were none.
- 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



SPECIAL MEETING OF THE GOVERNING BOARD
TUESDAY, APRIL 25, 2017 4:30 P.M.
PALOMAR COMMUNITY COLLEGE DISTRICT
1140 WEST MISSION ROAD, ROOM SSC-1
SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER:** Board President Nancy Ann Hensch called the meeting to order at 4:30 p.m.

B. **ROLL CALL**

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE

ABSENT

MALIK SPENCE, STUDENT TRUSTEE

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

D. **RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:30 p.m.

E. **RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:25 p.m.

Board President Hensch stated that there were no reportable actions taken in closed session.

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

G. **PUBLIC COMMENTS** There were none

H. **APPROVAL OF CONSENT CALENDAR ITEMS**

Action: On a motion by Trustee McNamara, seconded by Trustee Halcón, the Board approved item 1.

Ayes: Hensch, McNamara, Halcón, Evilsizer, and Deerfield

Noes: None

Absent: None

Student Trustee: Absent

1. **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:** Jack S. Kahn
Position: Assistant Superintendent/Vice President, Instruction
Department: Instruction Office
Position #: 5000

New?:	No
Remarks:	Replacement for Berta Cuaron, promotion for Dr. Kahn.
Sal Grade/Stp:	79/8
Salary:	\$14,351.02/month plus \$1,411.88 annual doctoral stipend
% of Position:	100%
# of Mos:	12
Effective:	July 1, 2017
Account #(s):	A-121000-311100-60100-0000000/100%

EXHIBIT H-1

I. BOARD WORKSHOP

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

1. **Self-Evaluation Instrument:** The Board requested that they review the Board's Self-Evaluation Instrument first. Director Barton discussed the purpose of the self-evaluation and the rationale behind the timing and administration of it. She reviewed each of the sections and explained the annual cycle of goal setting, review and self-evaluation. She explained that the instrument's criteria includes "meets expectations" and "needs improvement" options. The Board was satisfied with continued use of the two options. The Board discussed that if a trustee is unable to rate an item, comments can be made in the comments field for each section in lieu of one of the selections. Trustees discussed and encouraged each other to make comments in the appropriate areas of the instrument. The Board agreed to the proposed timeline with dissemination to be after the meeting with a due date of May 11, 2017.
2. **Annual Institutional Effectiveness Review:** Sr. Director Barton projected a Power Point presentation (on file in the Governing Board Office in accordance with AP 331 0) and began this portion of the workshop with a review of the role of the Governing Board as it relates to accreditation. She asked trustees for comments on the executive summary; trustees had questions about the student headcount, FTES, student race/ethnicity, and employee demographics, discussion ensued. Director Barton reviewed the 2014-2016 employee demographics data noting that the race/ethnic numbers are changing. Dr. Blake talked about the longevity of faculty and staff and the challenges of increasing employee diversity. Director Barton reported that a study session would be taking place next month on staffing. Trustees asked for more data on the District's feed high school students.

Director Barton continued the workshop and talked with the Board about the accreditor's requirements and Department of Education's requirements that the District report institution set standards. Board members asked clarifying questions and Director Barton explained what institution set standards are and how peer evaluators review them. She reported that the Faculty Senate had considered and voted on the standards and that the standards will continue to be evaluated and changed as deemed appropriate.


Student Success Scorecard:

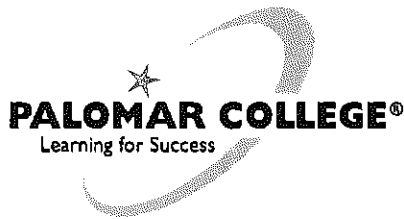
Director Barton discussed the importance of the Board's interaction with the Student Success Scorecard and how that information is used to make improvements at the District. The Board then moved to the Scorecard and reviewed and discussed different Basic Skills Metrics, Completion Metrics, CTE Metrics and the CDCP data. Director Barton reviewed, and the Board discussed, the new transfer course achievement rates item. Dr. Blake talked about the success rates and the future ability of the college to offer bachelor's degrees. Trustees discussed the challenges of accepting students of all skill levels including those in need of Basic Skills as well as those well prepared for college level course work. The Board reviewed each of the data sets and spent extra time discussing the Skills Builder data. Director Barton explained that this section is a measure of those who enroll in a CTE course but do not transfer or graduate, a common outcome for many of the District's students.

Following the review of the 2017 Scorecard Director Barton reviewed student progress and achievement rates from 2006 - 2011 and cohort data on student outcomes from 2005 - 2011. The Board reviewed and discussed the current momentum points compared with those from last year. Director Barton reviewed the "next steps" and briefly discussed the implementation of Strategic Plan 2019, the IEPI recommendations and finally the continued implementation of Master Plan 2022.

J. **ADJOURNMENT** The meeting adjourned at 7:12 p.m.


Nancy Ann Hensch, Board President


John Halcón, Secretary



APPROVED 7/11/2017
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, MAY 9, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER**

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

B. **ROLL CALL**

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
MALIK SPENCE (*arrived at 5:00 p.m.*)

ABSENT

NONE

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

D. **RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:30 p.m.

E. **RECONVENE TO OPEN SESSION**: The Board reconvened to open session at 5:00 p.m. All trustees present. Board President Hensch reported that no reportable actions were taken in closed **session**.

Following the Pledge of Allegiance the meeting continued.

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

G. **PUBLIC COMMENTS**

- Jack Stone, faculty member, invited the Board to attend the CFT Banquet.
- Lily Glass, faculty member, talked about the public response to the investigative report.

H. **APPROVAL OF MINUTES**

MSC Evilsizer/McNamara, the Governing Board approved the following minutes as written. (The vote was unanimous.)

- April 11, 2017
- April 25, 2017

I. **REPORTS**

Business Community Survey:

Dr. Blake introduced Michelle Barton, Sr. Director Institutional Research, Planning and Grants who gave a presentation on the results of the Business Community Survey. She provided an overview of the work done on the report and reviewed the highlights including hiring needs, skills, and educational training needs of employees. Emerging trends in the District service area were also discussed and an overview of the different service industries that participated in the survey was provided. Trustees asked questions and discussed the report; staff responded to the trustee's questions.

Board President Hensch spoke briefly about the Scorecard workshop and her attendance at the CCLC conference. She shared that the STRS/PERS and performance funding sessions were very informative. She talked about the importance of personal growth and expressed the Board's appreciation to Student Trustee, Malik Spence, for his two-years of service to the students of the district. The Board presented Malik with a plaque of appreciation to Mr. Malik Spence who served as the Student Trustee to the Governing Board from June 2015 to May 2017.

Trustee McNamara talked about the many ceremonies coming up this month and encouraged people to attend the Board workshops.

Trustee Halcón reported on his attendance at the Parking Garage/Police Department Building ground breaking event. He congratulated everyone for the excellent work on the District's bond refunding. He reported on the SDICCCA meeting noting that many people are opposed to community colleges offering bachelor's degrees. He spoke briefly about AB 99 related to free community college. Trustee Halcón discussed the CCLC conference and sessions held on access, equity and protection for undocumented DACA students.

Trustee Evilsizer commented on the South Center construction as well as the April STEM conference which was held on campus. He reported that staff did an excellent job on the conference.

Trustee Deerfield commented on all the celebratory events, the groundbreaking event and reported that she attended the FYE graduation event and the MODA fashion show.

Student Trustee Malik Spence reported on several assembly bills that are of concern to students including AB 1468, AB 647 and AB 1018. He shared that the new student trustee is Chris Hopp.

Superintendent/President Dr. Joi Blake thanked Malik for his service to the district, discussed the CCLC conference and talked about an adult education program that is in development. She shared that at the June meeting the immigration attorney would be presenting. In closing, she reported that the IEPI process had resulted in three key focus areas including 1) Enrollment, 2) Shared Governance and 3) HR processes.

Acting Vice President, Jack Kahn, reported that faculty are developing innovative ideas to support the students. He reported on the MODA fashion show and then introduced the 2016/17 Speech Team coaches Dewi Hokett and Steve Robertson who talked about the award winning speech team's season. Several of the competitors attended the meeting and introduced themselves.

Vice President Adrian Gonzales reported that Phi Theta Kappa Honor Society members, Juan Flores and Forrest Ponset, had been awarded scholarships - winning from a distinguished nationwide competition. He reported on the status of the Palomar Promise and the applicant pool. In closing, he talked about the Director of DRC and her qualifications and asked the Board to ratify the appointment.

Vice President Ron Ballesteros-Perez thanked Malik Spence for his service, talked about the May Revise, and outlined the budget timeline. He introduced Laura Gropen who offered congratulations and presented a certificate of recognition to retiree Alonna Farrar.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee McNamara, seconded by Trustee Evilsizer, the Board approved items 1 to 22.
Ayes:	Hensch, Halcón, McNamara, Evilsizer, and Deerfield
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: Alvarado, Jessica
Discipline: Child Development
- b. Name: Dykstra, Jade
Discipline: Fashion and Related Technologies
- c. Name: Jarvinen, Jason
Discipline: Business (for Work Experience Coordinator)
- d. Name: Kristell, Bonnie
Discipline: Film Studies
- e. Name: Mellor, Jessie
Discipline: Child Development
- f. Name: Morales, Shelbi
Discipline: Master Teacher
- g. Name: Shaw, Sheilina
Discipline: Film Studies
- h. Name: Van Schoik, Jolie
Discipline: Child Development

2. RATIFY ACADEMIC EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following academic employee:

- a. Name: Jason Jarvinen
Position: Assistant Professor/Work Experience Coordinator
Department: Cooperative Education
Degrees: M.A., Nonprofit Leadership & Mgmt
B.A., Sociology
Minimum qualifications satisfied via equivalency
Position #: 5191
New?: Yes
Remarks: Position approved 10/11/16; funded – Strong Workforce Program.
This position is tenure-track; should funds be reduced or eliminated,
the position will thereafter be funded by Unrestricted funds.
Sal Grade/Stp: C/1
Salary: \$6,105.29/month
% of Position: 100%
of Mos: 10
Effective: August 18, 2017
Account #(s): K-111000-333200-49991-1612145/100%

3. RATIFY ONE-TIME TEMPORARY ACADEMIC EMPLOYMENT

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

- a. Name: David Mitchell
 Position: Assistant Professor, Welding
 Department: Trade and Industry
 Degrees: A.A., Welding Technology
 6+ years experience

 Position #: 5216
 New?: No, temporary contract
 Remarks: One-time temporary contract; non-tenure-track faculty appointment for
 April 3, 2017 - May 27, 2017 only.

 Sal Grade/Stp: B/1
 Salary: \$5,838.28/month
 % of Position: 100%
 # of Mos: 2
 Effective: April 3, 2017
 Account #(s): A-111000-338800-09565-0000000/100%
- b. Name: Matthew J. Gomez
 Position: Assistant Professor, Welding
 Department: Trade and Industry
 Degrees: Minimum qualifications satisfied via equivalency on August 11, 2015.
 Position #: 5218
 New?: No, temporary contract
 Remarks: One-time temporary contract; non-tenure-track faculty appointment for
 April 3, 2017 - May 27, 2017 only.

 Sal Grade/Stp: B/1
 Salary: \$5,181.47/month
 % of Position: 88.75%
 # of Mos: 2
 Effective: April 3, 2017
 Account #(s): A-111000-338800-09565-0000000/100%

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 Spring 2017 and Summer 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: Business Administration
- a. Name: Thomas, Erin
 Discipline: Business
 Degrees: M.B.A.
 B.S., Info & Computer Sci

 Sal Grade/Stp: B/1
 Salary: \$58.87

- Department: Child Development
- a. Name: Alvarado, Jessica
Discipline: Child Development
Degrees: M.S., Educational Administration
B.A., Early Childhood Development
B.A., Interdisciplinary Studies
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Eittreim, Elizabeth
Discipline: Child Development
Degrees: M.S., Child Development
B.S., Child Development
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: Mellor, Jessie
Discipline: Child Development
Degrees: Ph.D., Educational Psychology
M.A., Educational Psychology
B.A., Psychology
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: D/1
Salary: \$62.51
- d. Name: Van Schoik, Jolie
Discipline: Child Development
Degrees: Master's Degree
B.A., Child Development
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Counseling
- a. Name: Cordova, Cynthia
Discipline: M.S., Counseling
Degrees: B.A., Psychology
A.A., Psychology
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Design and Consumer Education
- a. Name: Dykstra, Jade
Discipline: Fashion and Related Technologies
Degrees: A.A., Fashion Merchandising
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47
- b. Name: Pantalon, Sherrie
Discipline: Interior Design
Degrees: B.S., Interior Design
A.S., Management & Supervision
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Economics, History and Political Science
a. Name: Young, Shahla
Discipline: History
Degrees: Ph.D.
M.A., History
B.A., History
Sal Grade/Stp: D/1
Salary: \$62.51

Summer 2017

Department: Athletics
a. Name: Linenberger, David
Discipline: Coaching
Degrees: M.A., Physical Education
B.A., Physical Education (Athletic Training)
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

5. APPROVE EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School Teacher, at the hourly rate indicated for Spring 2017:

- a. Name: Dong, Yanan
Title: Assistant Teacher
Qualifications: 6 units in Child Development or Early Childhood Education from an accredited college or university.
Sal Grade/Stp: A/3
Salary: \$11.00
- b. Name: Juarez, Daniela
Title: Assistant Teacher
Qualifications: 6 units in Child Development or Early Childhood Education from an accredited college or university.
Sal Grade/Stp: A/3
Salary: \$11.00
- c. Name: Malone, Hannah
Title: Assistant Teacher
Qualifications: 6 units in Child Development or Early Childhood Education from an accredited college or university.
Sal Grade/Stp: A/3
Salary: \$11.00
- d. Name: Morales, Shelbi
Title: Master Teacher
Qualifications: 2 years of experience teaching in a childcare setting.
B.A., Human Development
A.A., Child Development Teacher
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: D/10
Salary: \$24.50

6. 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: Counselor/Assistant Professor
Department: Counseling
Position #: 5525
New?: Yes
% of Position: 100%
of Mos: 11
Effective: May 10, 2017
Account #(s): A-122100-462000-63100-0000000/100%

7. RATIFY CANCELLATION OF SABBATICAL LEAVE

The Governing Board ratified the sabbatical leave cancellation for Lillian Payn, Graphic Communications Department for the Spring 2018 term. The Sabbatical Leave Committee supports cancellation of sabbatical leave.

8. 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: Shauna Moriarty
Position: Director, Disability Resources
Department: Disability Resource Center
Position #: 5538
New?: No
Remarks: Replacement for Jeffrey Higginbotham. Funded - Disabled Student Programs & Services; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 64/1
Salary: \$7,896.17/month plus \$1,411.88 annual doctoral stipend
% of Position: 100%
of Mos: 12
Effective: May 15, 2017
Account #(s): K-123600-472100-64200-1612030/100%

EXHIBIT J-8

9. 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 employee:

- a. Name: Kathleen Morrison
Position: Supervisor, TRIO/Educational Opportunity Center and TRIO/Educational Talent Search
Department: Grant Funded Student Programs
Position #: 6614
New?: Yes
Remarks: Position approved 9/9/15. Funded – 50% Higher Education Act Educational Opportunity Centers and 50% TRIO Talent Search Grant; continuation of position is dependent on continuation of funds.
Sal Grade/Stp: 45/1

Salary: \$4,940.93/month
% of Position: 100%
of Mos: 12
Effective: May 30, 2017
Account #(s): K-212100-331500-63900-1112304/50%
K-212100-471300-64990-1112315/50%

10. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Daniel Gunawan
Position: Senior Infrastructure Systems Administrator
Department: Network and Technical Services
Position #: 5846
New?: No
Remarks: Replacement for David Brown; promotion for Mr. Gunawan.
Sal Grade/Stp: 43/6
Salary: \$8,180.56/month
% of Position: 100%
of Mos: 12
Effective: May 10, 2017
Account #(s): A-212200-561100-67800-0000000/100%

- b. Name: Maria Elena Ibarra
Position: Senior Infrastructure Systems Administrator
Department: Network and Technical Services
Position #: 5609
New?: No
Remarks: Replacement for Richard Sanchez; promotion for Ms. Ibarra.
Sal Grade/Stp: 43/16
Salary: \$8,987.40/month
% of Position: 100%
of Mos: 12
Effective: May 10, 2017
Account #(s): A-212200-561100-67800-0000000/100%

- c. Name: Patricia Reyes
Position: Events Scheduling Specialist
Department: Facilities
Position #: 6314
New?: No
Remarks: Replacement for Ana Maria Wright; transfer for Ms. Reyes.
Sal Grade/Stp: 23/14
Salary: \$5,389.34/month
% of Position: 100%
of Mos: 12
Effective: May 10, 2017
Account #(s): A-212200-541100-65110-0000000/100%

- d. Name: Shanon Beach
 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/Stp: 38/1
 Salary: \$5,823.80/month
 % of Position: 100%
 # of Mos: 12
 Effective: May 10, 2017
 Account #(s): K-212200-441100-63200-1612120/100%
- e. Name: Robert Sedillo
 Position: Network/Systems Technician
 Department: Network and Technical Services
 Position #: 5143
 New?: No
 Remarks: Replacement for John Diaz; promotion for Mr. Sedillo.
 Sal Grade/Stp: 31/8
 Salary: \$6,206.53/month
 % of Position: 100%
 # of Mos: 12
 Effective: May 10, 2017
 Account #(s): A-212200-561100-67800-0000000/100%

11. RATIFY CORRECTION TO CLASSIFIED POSITION

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

- a. Name: Cesar Aguilar
 Position: Facilities Maintenance Technician
 Department: Building Services
 Position #: 6350
 New?: No
 Remarks: Replacement for Victor Rodriguez. Funded – Parking Fees Main Campus;
 continuation of position is dependent on continuation of funds. Funding
 source was not included in previous agenda item. Correction to position title;
 formerly indicated as Facilities Maintenance Technician (Parking Lots).
 Sal Grade/Stp: 18/1
 Salary: \$3,573.93/month
 % of Position: 100%
 # of Mos: 12
 Effective: April 12, 2017
 Account #(s): K-212200-542100-65100-1812070/100%

12. RATIFY MEMORANDUM OF UNDERSTANDING (MOU) DATED APRIL 25, 2017 BETWEEN THE DISTRICT AND THE COUNCIL OF CLASSIFIED EMPLOYEES, CCE/AFT LOCAL 4522, AMENDING THE MOU DATED AUGUST 24, 2016 REGARDING IMPLEMENTATION OF THE CLASSIFIED UNIT CLASSIFICATION STUDY.

The Governing Board ratified the Memorandum of Understanding (MOU) dated April 25, 2017 between the District and the Council of Classified Employees, CCE/AFT Local 4522, with respect to the Final Resolution of the re-evaluated positions in the Classified Unit Classification Study.

EXHIBIT J-12

13. RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of April 2017, and short-term employee hires for the month of May 2017.

EXHIBIT J-13

14. 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
004211232	03/01/2017	03/21/2017	100%
001341386	03/17/2017	06/30/2017	100%
008230558	04/01/2017	06/30/2017	20%
001551622	04/03/2017	04/24/2017	100%
009476907	04/10/2017	04/21/2017	100%
009218168	04/10/2017	06/25/2017	100%
009480846	04/10/2017	06/30/2017	100%
006082222	04/17/2017	06/01/2017	40%
001297745	04/18/2017	04/28/2017	100%
005879538	04/20/2017	05/18/2017	100%
010020865	05/01/2017	06/30/2017	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:

Employee ID	Start Date	End Date
007804483	04/18/2017	06/30/2017
005661462	05/01/2017	06/30/2017

- c. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees Medical Leave of Absence with no effect on benefits.

Employee ID	Start Date	End Date	Percent
006611404	02/22/2017	04/28/2017	100%

- d. The Governing Board ratified the recommendation of the Superintendent/President granting a 11.67% Personal Leave of Absence without pay and with no effect on benefits, effective August 21, 2017 through December 15, 2017, to Yuan-Lin Lee, Tutoring Center Coordinator, Mathematics Department, to teach.

15. 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:

Alonna L. Farrar, Graphics Specialist, Business Support Services, effective July 1, 2017. She has served Palomar College for over 15 years from December 17, 2001 to June 30, 2017.

16. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2017

The Governing Board approved Curriculum Action Items dated April 5 and April 19, 2017 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 Fall 2017.

EXHIBIT J-16

17. 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, 2017 through April 30, 2017 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

EXHIBIT J-17

18. 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, 2017.

EXHIBIT J-18

19. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending March 31, 2017.

EXHIBIT J-19

20. CONFIRM CLASSIFICATION OF RECORDS TO CLASS 3-DISPOSABLE; AND AUTHORIZE DESTRUCTION PURSUANT TO TITLE 5, §59020, CALIFORNIA ADMINISTRATIVE CODE

The Governing Board of Palomar College District approved the records identified below, which have been certified by the Director of Fiscal Services, as designee of the Superintendent of the District, as accurate in detail; and approves that the identified records are hereby confirmed to be Class 3- Disposable, and may be destroyed in accordance with Article 5, Division 6, Chapter 10, §59020 et seq. of the California Code of Regulations.

EXHIBIT J-20

21. ACCEPT GIFTS

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

- a. One thousand yards of Italian and domestic active wear fabrics and assorted zippers, drawcords, threads and elastic, donated by Datroos, LLC – Sylvie Hannuscheck, 1714 Ord Way, Oceanside, CA 92056 with a cash value as identified by the donor of \$11,800.00.

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 April 25, 2017 special meeting was excused due to personal necessity.

RESOLUTION 16-21526

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, talked about the Senate elections and shared that Kelly Falcone and Candace Rose would be assuming leadership roles. He thanked the Board for the approval of the consent calendar and talked about the upcoming Faculty Appreciation (now Faculty Achievement Celebration of Excellence) event being held in the Black Box Theater and organized by faculty this year.

2. INFORMATION: Report of the Palomar Faculty Federation

Colleen Bixler, Co-President of the Palomar Faculty Federation, provided an update on negotiations and the complexity of creating part-time faculty seniority lists. She also shared that she and Teresa Laughlin attended a CFT meeting in Los Angeles. In closing, she shared that Shannon Lienhart was stepping down from the executive and Teresa Laughlin will now serve as Co-President with Jenny Ferrero serving as the Lead Negotiator for PFF.

3. INFORMATION: Report of the Administrative Association

Justin Smiley, Administration Association President, shared that the AA/CAST retreat is scheduled for June 15 and noted that AA executive elections would be held over the summer.

4. INFORMATION: Report of the Confidential and Supervisory Team

Zeb Navarro, President of the Confidential and Supervisory Team, talked about the upcoming AA/CAST retreat and welcomed new CAST member, Kathleen Morrison to Palomar.

5. INFORMATION: Report of the CCE/AFT

Dan Dryden, President of the CCE, thanked the Board for the approval of the new hire of the DRC Director. He shared that CCE negotiations are ongoing and talked about CCE election results noting Anel Gonzales was elected as the new CCE President.

6. INFORMATION: Report of the Associated Student Government

Malik Spence, President of the Associated Student Government, provided an introduction to the incoming ASG Vice President, Amber Bancroft. Malik expressed appreciation and reflected on the growth of the ASG over the last two years.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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: 03/30/17–04/27/17	\$2,298,674.87
Procurement Card Time Period: 03/23/17-04/22/17	<u>\$205,162.81</u>
	<u>\$2,503,837.68</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. AWARD CONTRACT TO PREMIERE GLOBAL SERVICES (PGI), BID # B17-03, FOR E-CONFERENCEING AUDIO SERVICES.

MSC McNamara/Evilsizer

The Governing Board approved awarding the contract between the District and Premiere Global Services (PGI) for Bid # B17-03, E-Conferencing Audio Services, in an estimated amount of \$190,000 based on annual minute usage.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. ACCEPT GRANT SUB-AWARD ISSUED BY CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE FOR THE STRONG WORKFORCE PROGRAM

MSC McNamara/Halcón

The Governing Board accepted the grant sub-award master agreement from Grossmont-Cuyamaca Community College District and Grossmont-Cuyamaca Community College District Auxiliary Organization to participate in the Strong Workforce Program's, funding provided by California Community Colleges Chancellor's Office, effective January 1, 2017 through December 31, 2020. Amount to be determined upon approval of scope of work.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye.

4. AWARD CONTRACT TO T L VETERANS CONSTRUCTION, INC.

MSC McNamara/Evilsizer

The Governing Board awarded a contract to T L Veterans Construction, Inc., as the lowest, responsive and responsible bidder in the amount of \$162,800.00 for Bid #102-17: San Marcos Campus – Painting project, subject to receipt of all required bonds, for the construction of project.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye.

5. INFORMATION: INFORMATION/DISCUSSION: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES

The following Board Policies were presented for the Board's review and consideration. Trustee Halcón introduced the topic and the Board discussed the policies, no decisions were made. Additional study was recommended. Dr. Blake shared that districts throughout the state are developing policies on civility.

BP 3430 – Prohibition of Harassment
BP 7000 – Civility and Mutual Respect

EXHIBIT N-5

6. SET TERMS OF OFFICE FOR STUDENT TRUSTEE

MSC McNamara/Halcón

The Governing Board, in accordance with Board Policies 2015 and 2725, set the term for the non-voting Student Trustee for 2017-2018, for a one-year term commencing June 1, 2017; set the compensation at \$420.00 per month; and affords the Student Trustee the privilege to 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 aye.

7. ACKNOWLEDGEMENT OF SERVICE - APPRECIATION TO STUDENT TRUSTEE

The Members of the Governing Board of the Palomar Community College District expressed their sincere appreciation to Mr. Malik Spence during Board President, Nancy Ann Hensch's Board report.

O. BOARD REQUESTS FOR REPORTS

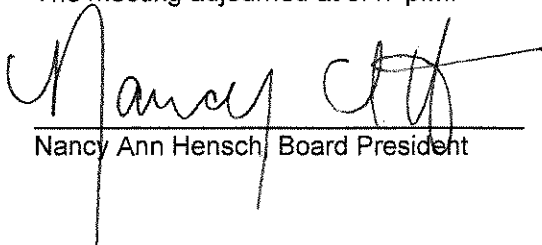
The Board asked for information on immerging areas of education such as cyber security, agri-business, clean energy; mini-certifications; and an update on the food bank. Dr. Blake agreed to provide the information.

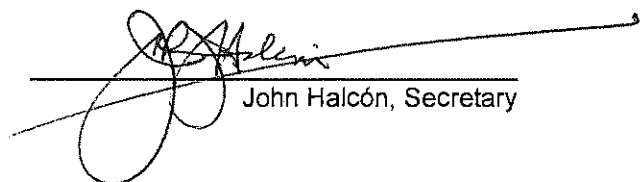
P. RECESS TO CLOSED SESSION No additional session was needed.

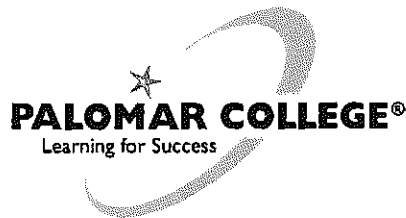
Q. RECONVENE TO OPEN SESSION No additional session was needed.

R. ADJOURNMENT

The meeting adjourned at 6:47 p.m.


Nancy Ann Hensch, Board President


John Halcón, Secretary



APPROVED 7/11/2017
GOVERNING BOARD MINUTES
SPECIAL MEETING OF THE GOVERNING BOARD
TUESDAY, MAY 23, 2017, 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 Nancy Ann Hensch called the meeting to order at 4:00 p.m.
- B. **ROLL CALL:**
- PRESENT**
NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCON, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
- ABSENT**
MALIK SPENCE, STUDENT TRUSTEE
- C. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA** Trustee Halcón requested that a discussion item be added to the agenda. By a unanimous vote the Board agreed to add an item to the Agenda for purposes of discussing the Board policies and procedures regarding civility and harassment. No action was taken on the item, and the matter will be considered at a subsequent Board meeting where the item is properly agendized.
- D. **PUBLIC COMMENTS** There were none.
- E. **CONSENT CALENDAR ITEMS**
1. **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 June 13, 2017 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 E-1**
2. **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 June 13, 2017.

EXHIBIT E-2

At this time Board President Hensch called on Trustee Halcón, the Board's representative on the Policies and Procedures Committee, to provide a brief report from the committee meeting related to the Board Policies on civility and harassment. Trustee Halcón reported to the Board. Dr. Blake recommended the Board to take the topic up at the proposed Board Retreat. Trustees discussed the matter and Dr. Blake agreed to provide the Board with information on other colleges' Board Policies relating to civility, mutual respect, harassment, professionalism, decorum and safety/security.

F. BOARD WORKSHOP

1. Review Self-evaluation Results

Michelle Barton, Sr. Director Institutional Research, Planning and Grants facilitated the Board self-evaluation workshop. She reminded the Board that the District's accreditor requires that Boards complete a regular self-evaluation as part of the process for assessing Board performance. The Board reviewed and discussed the results of the self-evaluation paying special attention to the comments that were submitted. Board members discussed possible topics for a Board Retreat including advocating for the District/talking points, Districting/election areas, and an overview of District Programs. Director Barton reviewed the section on board goals and related tasks and trustees asked for more information on the topics of enrollment management, faculty recruitment/hiring, district programs, and North and South Center staffing. Dr. Blake and Director Barton responded. This portion of the workshop concluded with a review of the Board's accomplishment, strengths, areas of opportunity and items to address in the upcoming year.

2. Progress Report Goal 2 Faculty/Staff

Michelle Barton, Sr. Director Institutional Research, Planning and Grants reviewed the executive summary titled Overview of Progress Governing Board Goal #2 (on file in the Governing Board Office in accordance with AP 3310.) Trustees discussed faculty hiring and some of the processes used in other districts as well as discussions taking place at SDICCCA around a regional hiring event. The importance of being competitive in the hiring market was also discussed.

At 5:14 p.m. the Board, by unanimous consent, briefly recessed. The Board meeting resumed at 5:20 p.m. with all trustees present. (Student trustee absent.)

3. Definition and History of Project Labor Agreements


- a. SD County Building and Construction Trades Council, Tom Lemmon, Business Manager provided three handouts to the Board (on file in the Governing Board Office in accordance with AP 3310) and talked about project labor agreements being a tool that can be utilized for construction projects. Carol Kim, Political Director for the SD County Building and Construction Trades Council reviewed a Power Point presentation. Ricardo Ochoa, Attorney for the SD County Building and Construction Trades Council and the Palomar Faculty Federation, talked about PLA's that have been applied to existing bond funds in various school districts.
- b. Associated General Contractors of America ("AGC"), Brad Barnum, Executive Vice President, spoke in opposition to project labor agreements and stated that the voters in Grossmont-Cuyamaca Community College District rejected the District's recent bond measure. Eric Christian, Executive Director, Coalition for Fair Employment in Construction reviewed a Power Point presentation. Mary Smith, Owner, Interpipe Contracting spoke in opposition to PLA's and commented on her experience working on a PLA-run project at Southwestern College. Jeff Hines, Owner, Ace Electric, spoke in opposition to PLA-run projects citing increased costs and other influencing factors. Pete Saucedo, Associated General Contractors, Apprenticeship and Training Trust, invited the Board to tour the apprenticeship program.

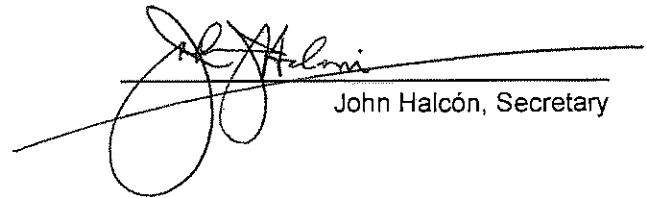
- c. Q&A session for the Board to ask for clarification on matters discussed. Trustee McNamara asked that Mr. Barnum, AGC, provide backup information to support his statements. Mr. Barnum agreed to provide additional information. Trustees asked for clarification on use and renewal of PLA's. Both sides responded and provided examples to support their positions. Trustee McNamara asked about the non-union apprenticeships, individuals that responded included: Pete Saucedo, Tom Lemmon, Ricardo Ochoa, Eric Christian, and Jeff Hines. Trustee Hensch requested that copies of both presentations be provided to the Board along with the Change Order report that was previously provided to the Board. She asked for comments on costs associated with PLA's. Brad Barnum, Ricardo Ochoa responded.

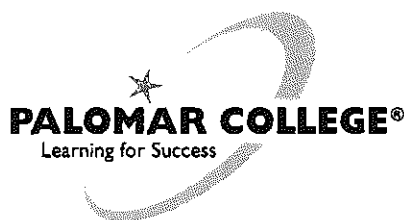
At 6:30 Trustee Hensch proposed a ten-minute extension of the Q&A session. Trustee Evilsizer motioned to approve a ten-minute extension, Trustee Halcón seconded; and the Board voted. The vote was unanimous and the meeting continued with the Board asking for clarification on the matter of PLA's and apprentices, several individuals from both sides of the matter responded.

G. ADJOURNMENT

The meeting adjourned at 6:39 p.m.


Nancy Ann Hensch Board President


John Halcón, Secretary



APPROVED 7/11/2017
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, JUNE 13, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. **CALL MEETING TO ORDER**

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

B. **ROLL CALL**

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE

ABSENT

NONE

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 5:52 p.m. All trustees present. Board President Hensch reported that pursuant to Government Code 54956.95, in closed session, the Governing Board reviewed a claim brought forth by Jose Cruz Castro and voted to reject his claim and refer it to the District's Claim Administrator for handling. The vote was aye: Hensch, McNamara, Halcón and Evilsizer. Trustee Nina Deerfield recused herself from the vote.

EE. **ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE**

Governing Board President Hensch administered the oath of office to incoming Student Trustee, Chris Hopp, who then took his seat at the dais.

Following the Pledge of Allegiance the meeting continued.

F. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA**

Governing Board President Hensch called for a correction in the spelling of the name Steicher to Streicher under item 5.d. on the Consent Calendar: Ratify Part-Time Faculty Employment. The Board approved the change by unanimous consent. There being no other changes the meeting continued.

G. **PUBLIC COMMENTS**

- Anne Delgado expressed her support for faculty member Lily Glass.
- Susan Snow talked about invisible incivility and called on the Board to acknowledge public comment speakers in a thoughtful manner.

GG. PUBLIC HEARINGS

1. **OPEN PUBLIC HEARING** Board President Hensch opened the Public Hearing at 6:03 p.m.

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

In compliance with Palomar Community College District A.P. 2610 Presentation of Initial Collective Bargaining Proposals, this public hearing provided 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 May 24, 2017 through June 12, 2017. There being no speakers the public hearing was closed.

EXHIBIT GG-2

3. **CLOSE PUBLIC HEARING** Board President Hensch closed the Public Hearing at 6:03 p.m.

4. **OPEN PUBLIC HEARING** Board President Hensch opened the Public Hearing at 6:03 p.m.

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

In compliance with Palomar Community College District A.P. 2610 Presentation of Initial Collective Bargaining Proposals, this public hearing provided 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 May 24, 2017 through June 12, 2017. There being no speakers the public hearing was closed.

EXHIBIT GG-5

6. **CLOSE PUBLIC HEARING** Board President Hensch opened the Public Hearing at 6:04 p.m.

H. APPROVAL OF MINUTES None this month.

I. REPORTS

2017-2018 Tentative Budget - Ron Ballesteros-Perez, Vice President for Finance and Administrative Services presented on the fiscal year 2017-18 tentative budget including a review of the 2016-17 adopted budget vs. projected actual expenditures, impacts of the May Revise, planning assumptions and overview of Fund 11. He discussed the coming increases in financial obligations and reviewed the Fund 11 balance history from 2013-14 to 2017-18. Trustees commented and thanked the District for the handout titled, "responses to Questions on Tentative Budget" dated 6/13/17 (on file in the Governing Board Office in accordance with AP 3310.) Trustees asked for clarification on the ASG funds and requested that the new Student Trustee look into ways that those funds can be utilized to benefit the students.

Immigration – Vice President Adrian Gonzales introduced Attorney Gabriel Sandoval of the firm Atkinson Andelson Loya Ruud & Romo who presented a brief overview of the services they provide. He talked about the current status of the Executive Order regarding Federal defunding of "sanctuary jurisdictions," the current status of FERPA and, responded to questions from the Board regarding DACA student deportation. He reviewed the Homeland Security Priority Categories and described some of the inconsistencies that have taken place with regard to how situations are being handled. Vice President Adrian Gonzales commented on how services can be utilized.

District Website – Superintendent/President Dr. Blake introduced Kelly Helming, Web Coordinator, Academic Technology Resources Center who gave a brief presentation on the District's website and plans to "refresh" the look and feel. Kelly reviewed the current framework and discussed work done to

date and plans for the next phases of the project. She reviewed some of the proposed new features including a translation tool. Trustees commented on the design and expressed concerns about using the Google translate website translator tool citing potential errors and potential misinformation being provided. Dr. Blake responded that they were only exploring various options and would take the Board's concerns into consideration.

Board President Hensch reported attending the Scholarship Honors Night event, TRiO/SSS event, EOPS and CalWorks events, La Raza celebration, Bravura gala, Firefighters graduation, faculty dance event and commencement and talked about some of the highlights of the events. She thanked everyone for their efforts in holding all of these celebratory events.

Trustee McNamara welcomed new student Trustee Chris Hopp. He talked about commencement and the Veteran's Center Remembrance Day event.

Trustee Halcón reported on the numerous events he attended including: Foster Youth graduation ceremony, Honor's Night, Nurses Pinning, Woodworking event, CalWorks celebration, the Encuentros classroom teachers academy and, Veteran's Stand Down Fundraiser held off campus.

Trustee Evilsizer welcomed Chris Hopp as the new student trustee and talked about the many testimonials that our students shared during the different graduation events. He asked the District to avoid scheduling conflicts on all of the year-end events.

Trustee Deerfield talked about her experience attending the various year end events; visiting the AGC apprenticeship program; and commented on the excellent job done by the staff member at the Escondido street fair booth.

Student Trustee Chris Hopp thanked everyone for the warm welcome and talked about his participation at the commencement event. He reported that he is looking forward to serving the students in the upcoming year.

Superintendent/President Dr. Joi Blake asked retiring interim Vice President of Instruction, Dan Sourbeer to the front of the room and presented him with a plaque of appreciation for his 25 years of service to the District.

Vice President Jack Kahn reported on the summer intersession; reported on the meeting with faculty, staff and local brewery representatives and discussions surrounding agri-business opportunities within the district and talked briefly about the \$800K grant secured for unmanned aircraft technician training education. In closing he shared that he would be preparing a report on Child Development salaries.

Vice President Adrian Gonzales talked about recent Outreach efforts including the Discover Palomar event which he reported drew in over 900 students. In closing he welcomed Student Trustee Chris Hopp and congratulated Dan Sourbeer on his retirement.

Vice President Ron Ballesteros-Perez talked about the Independent Citizens' Oversight Committee ("ICOC") Report (on file in the Governing Board Office in accordance with AP 3310.) He offered to assist Student Trustee Hopp in reviewing the financial reports and talked briefly about the new Palomar mobile app. VP Ballesteros-Perez reported that the District is actively recruiting for new ICOC members to replace those whose terms are expiring.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee McNamara, seconded by Trustee Evilsizer, the Board approved items 1-33
Ayes:	Hensch, McNamara, Halcón, Evilsizer, and Deerfield
Noes:	None
Absent:	None
Student Trustee:	Aye

1. GRANT EQUIVALENCY FOR DISCIPLINE

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

- a. Name: Stephens, Elizabeth
Discipline: Counseling

2. RATIFY ACADEMIC EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following academic employee:

- a. Name: David N. Miller
Position: Assistant Professor, Fire Technology/Fire Academy Program Director
Department: Public Safety Programs
Degrees: B.S., Occupational Studies: Vocational Arts
A.S., Fire Protection
2+ Years Experience
Position #: 6639
New?: Yes
Remarks: Position approved 11/7/16.
Sal Grade/Stp: B/1
Salary: \$5,351.76/month
% of Position: 100%
of Mos: 11
Effective: July 1, 2017
Account #(s): A-111000-334200-21330-0000000/100%

3. RATIFY CERTIFICATED EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following certificated employee:

- a. Name: Tamara Holthaus
Position: Coordinator
Department: Early Childhood Education Lab School
Position #: 5409
New?: No
Remarks: Replacement for Pamela Keinath.
Sal Grade/Stp: F/1
Salary: \$5,548.95/month
% of Position: 100%
of Mos: 12
Effective: June 19, 2017
Account #(s): U-111010-364300-69200-0000000/75%
V-111010-364300-69200-0000000/25%

4. RATIFY MEMORANDA OF UNDERSTANDING WITH THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board ratified the five (5) Memoranda of Understanding between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161 related to extra duty stipends, workload and calendar, department chairs/directors, and working conditions.

EXHIBIT J-4

5. 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, Summer 2017 and Fall 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: Earth, Space and Aviation Sciences
a. Name: Kelley, Steven
Discipline: Oceanography
Degrees: Doctor of Philosophy
M.S., Oceanography
B.A., Biology
Sal Grade/Stp: D/1
Salary: \$62.51

Department: Economics, History and Political Science
a. Name: Aljarba, Ahmed
Discipline: Economics
Degrees: M.A., Economics
M.P.A., Public Administration
Bachelor's Degree
Sal Grade/Stp: D/1
Salary: \$62.51

b. Name: Nesbit, Valri
Discipline: Political Science
Degrees: M.A., Political Science
Master of Laws in International Law
B.S., Political Science
Sal Grade/Stp: D/1
Salary: \$62.51

Department: Emergency Medical Education
a. Name: Enloe, Robin
Discipline: Emergency Medical Technologies
Degrees: B.S., Nursing
A.A., Nursing
2+ years of experience
Sal Grade/Stp: A/1
Salary: \$57.47

b. Name: Keener, Kimberly
Discipline: Emergency Medical Technologies
Degrees: B.S., Animal Physiology & Neurosci
A.S., Nursing
2+ years of experience
Sal Grade/Stp: A/1
Salary: \$57.47

Summer 2017

Department: Art

- a. Name: French, Wesley
Discipline: Art
Degrees: M.F.A., Art
B.F.A., Ceramics
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Behavioral Sciences

- a. Name: McGlaston, Rachael
Discipline: Sociology
Degrees: M.A., Sociological Practices
B.A., Liberal Studies
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Business Administration

- a. Name: Hansen, Julie
Discipline: Accounting
Degrees: M.B.A., Professional Accounting
B.A., Professional Accounting
Sal Grade/Stp: B/1
Salary: \$58.87

- b. Name: Matkaluk, Lauren
Discipline: Accounting
Degrees: M.S., Accountancy
Bachelor of Accountancy
Sal Grade/Stp: B/1
Salary: \$58.87

- c. Name: Seda, Jose
Discipline: Accounting
Degrees: M.B.A., Business Administration
B.A., Accountancy
A.A., General Studies
A.A., Liberal Arts and Sciences
Sal Grade/Stp: B/1
Salary: \$58.87

- d. Name: Streicher, Jean
Discipline: Accounting
Degrees: Bachelor of Business Admin, Accountancy
CPA License
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Computer Science/Information Systems

- a. Name: Becze, Karoly
Discipline: Computer Information Systems
Degrees: M.S., Electrical Engineering
M.S., Electrical Engineering
2+ years of experience
Sal Grade/Stp: D/2
Salary: \$65.89

b. Name: Nguyen, Duy
Discipline: Computer Information Systems
Degrees: Ph.D., Electrical Engineering
M.S., Electrical Engineering
B.S., Mathematics
B.S., Engineering
2+ years of experience
Sal Grade/Stp: D/2
Salary: \$65.89

Department: English
a. Name: Sandoval, Angel
Discipline: English
Degrees: M.F.A., Creative Writing
B.A., English
A.A., Social Science
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Health, Kinesiology, and Recreation Management
a. Name: Linenberger, David
Disciplines: Health
Kinesiology
Degrees: M.A., Physical Education
B.A., Physical Education (Athletic Training)
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Public Safety Programs
a. Name: Settle, Dan
Discipline: Administration of Justice
Degrees: M.S., Organizational Leadership
B.S., Animal Physiology & Neurosci
2+ years of experience
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Nursing Education
a. Name: Blakesley, Tricia
Discipline: Nursing Science/Clinical Practice
Degrees: M.S., Nurse Practitioner - Family
B.S., Nursing
A.A., General Studies
2+ years of experience
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Burns, Doris
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
A.A., Secretarial
2+ years of experience
Sal Grade/Stp: A/1
Salary: \$57.47

c. Name: Frye, Tracy
Discipline: Nursing Education
Degrees: M.S., Nursing
B.S., Nursing
A.S., Nursing
Sal Grade/Stp: B/1
Salary: \$58.87

d. Name: Sierra, Trina
Discipline: Nursing Science/Clinical Practice
Degrees: M.S., Nursing
B.S., Nursing
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Public Safety
a. Name: Sakamoto, Chad
Discipline: Administration of Justice
Degrees: M.A., Leadership Studies for nonprofit leaders
& manager
B.A., Humanities (Theatre)
2+ years of experience
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Trade and Industry
a. Name: Kandt, Mark
Discipline: Diesel Mechanics Technology
Degrees: A.S., Computer Information Science
6+ years of experience
Sal Grade/Stp: A/1
Salary: \$57.47

Fall 2017

Department: Art
a. Name: Menon, Arathi
Discipline: Art
Degrees: Master of Arts, Art History and Archaeology
Master of Philosophy, Art History and Archaeology
B.A., Communications
Sal Grade/Stp: D/1
Salary: \$62.51

Department: Behavioral Sciences
b. Name: Ratliff, John
Discipline: Sociology
Degrees: Ph.D., Sociology
M.A., Sociology
M.A., Political Science
Sal Grade/Stp: D/1
Salary: \$62.51

6. APPROVE EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School Teacher, at the hourly rate indicated for Spring 2017:

- a. Name: Murillo-Ortiz, Imelda
Title: Assistant Teacher
Qualifications: 6 units in Child Development or Early Childhood Education from an accredited college or university.
Sal Grade/Stp: A/3
Salary: \$11.00
- b. Name: Sevastian, Lidia
Title: Assistant Teacher
Qualifications: 6 units in Child Development or Early Childhood Education from an accredited college or university.
Sal Grade/Stp: A/3
Salary: \$11.00

7. RATIFY RESCINDMENT OF NON-RENEWAL OF CONTRACT

The Governing Board accepted and ratified the recommendation of the Superintendent/ President to reverse the Governing Board's action of February 16, 2017 to not reemploy James A. Fent as a probationary faculty member.

8. RATIFY REHIRING OF PROBATIONARY FACULTY

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty member as a third- and fourth-year probationary faculty member for the 2017-2018 and 2018-2019 academic years.

James A. Fent Behavioral Sciences

9. RATIFY TEMPORARY EMPLOYMENT

The Governing Board ratified the temporary employment of Hubert Mast, D.O., to be employed as a physician in the Health Services Department from July 1, 2017 to June 30, 2018 at the pay rate of \$70.00 per hour.

10. RATIFY FACULTY SERVICE AREAS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of faculty service areas in accordance with Education Code § 87743 et seq.

EXHIBIT J-10

11. RATIFY NEW ACADEMIC POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new academic positions:

- a. Position: Assistant Professor, Welding
 Department: Trade and Industry
 Position #: 6664
 New?: Yes
 % of Position: 100%
 # of Mos: 10
 Effective: June 14, 2017
 Account #(s): A-111000-338800-09565-0000000/100%

- b. Position: Assistant Professor – Nursing (Simulation Lab Coordinator)
 Department: Nursing Education
 Position #: 6006
 New?: Yes
 % of Position: 100%
 # of Mos: 10
 Effective: June 14, 2017
 Account #(s): A-122100-348200-12300-0000000/100%

12. REAPPROVE EMPLOYMENT CONTRACTS FOR ADMINISTRATORS

The Governing Board ratified the recommendation of the Superintendent/President regarding the re-approval of employment contracts for the following administrators in accordance with Government Code § 54956:

Name	Title	Effective Date
Blake, Joi L., Ed.D.	Superintendent/President	6/17/2016
Diaz, Olga A.	Director, Student Success and Student Equity	8/25/2015
Gonzales, Adrian D.	Interim Superintendent/ President	6/23/2015
Harris, Judy	Interim Director, Health Services	6/23/2015
Moreno, Nancy	Manager, Orientation and Follow-Up Services	8/25/2015

EXHIBIT J-12

13. RESCIND CONTRACT AND RATIFY REVISED ADMINISTRATIVE EMPLOYMENT AND CONTRACT

The Governing Board hereby rescinds the Administrative Employment Contract approved at the April 25, 2017 Governing Board meeting and ratifies the recommendation of the Superintendent/President regarding the revised employment contract of the following administrative employee:

- a. Name: Jack S. Kahn
 Position: Assistant Superintendent/Vice President, Instruction
 Department: Instruction Office
 Position #: 5000
 New?: No
 Remarks: Replacement for Berta Cuaron; promotion for Dr. Kahn.
 Sal Grade/Stp: 79/8
 Salary: \$14,351.02/month plus \$1,411.88 annual doctoral stipend
 % of Position: 100%
 # of Mos: 12
 Effective: July 1, 2017
 Account #(s): A-121000-311100-60100-0000000/100%

EXHIBIT J-13

14. RATIFY ASSISTANT SUPERINTENDENT/VICE PRESIDENT CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of an amendment to the Assistant Superintendent/Vice President contracts between the District and the following employees:

- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance and Administrative Services
- Adrian D. Gonzales, Assistant Superintendent/Vice President, Student Services

EXHIBIT J-14

15. 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: Nichol D. Roe
 Position: Associate Dean, Workforce Development and Extended Studies
 Department: Career, Technical, and Extended Education
 Position #: 6642
 New?: Yes
 Remarks: Position approved 10/11/16. Funded - Strong Workforce; continuation of position is dependent upon continuation of funds.

 Sal Grade/Stp: 72/1
 Salary: \$9,619.19/month
 % of Position: 100%
 # of Mos: 12
 Effective: June 20, 2017
 Account #(s): K-123600-331100-60110-1612145/100%

EXHIBIT J-15

16. RATIFY MEMORANDUM OF UNDERSTANDING (MOU) DATED MAY 30, 2017 BETWEEN THE DISTRICT AND THE COUNCIL OF CLASSIFIED EMPLOYEES, CCE/AFT LOCAL 4522, WITH RESPECT TO ARTICLE 6 - UNION RIGHTS

The Governing Board ratified the Memorandum of Understanding (MOU) dated May 30, 2017 between the District and the Council of Classified Employees, CCE/AFT Local 4522, whereby CCE agrees to reimburse the District for the total cost of compensation paid for additional hours of release time.

EXHIBIT J-16

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

- a. Name: Jeannette Garceau
Position: Instructional Support Assistant III
Department: English
Position #: 5726
New?: No
Remarks: Replacement for John Goldsworthy.
Sal Grade/Stp: 24/1
Salary: \$4,135.96/month
% of Position: 100%
of Mos: 12
Effective: June 21, 2017
Account #(s): A-221000-324200-15010-0000000/100%
- b. Name: Linda Moynan
Position: Development Officer
Department: Advancement
Position #: 5686
New?: No
Remarks: Replacement for Pamela Grasso.
Sal Grade/Stp: 35/1
Salary: \$5,410.03/month
% of Position: 100%
of Mos: 12
Effective: June 14, 2017
Account #(s): A-212200-212100-67110-0000000/100%
- c. Name: Matthew Coleman
Position: Custodian I
Department: Custodial Services
Position #: 5668
New?: No
Remarks: Replacement for Cesar Grijalva.
Sal Grade/Stp: 9/1
Salary: \$2,868.81/month
% of Position: 100%
of Mos: 12
Effective: June 14, 2017
Account #(s): A-212200-542200-65300-0000000/100%
Normal Work Schedule: Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. - 1:30 a.m.
A 3% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% differential pay will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

18. 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: Senior Application Developer
Department: Programming
Position #: 6662
New?: Yes
Remarks: Funded - 50% Student Equity Funds and 50% Student Success and Support Programs. Continuation of position is dependent upon continuation of funds.
Salary Grade/Step: 47/1
Salary: \$6,113.44/month
% of Position: 100%
Months: 12
Effective: June 14, 2017
Account #(s): K-212200-411100-66400-1612135/50%
K-212200-411100-63200-1612120/50%
- b. Position: Teaching and Learning Center Specialist
Department: Languages and Literature
Position #: 6663
New?: Yes
Salary Grade/Step: 23/1
Salary: \$4,035.97/month
% of Position: 100%
of Mos: 12
Effective: June 14, 2017
Account #(s): A-212200-321110-61100-0000000/100%
Normal Work Schedule: Monday - Thursday, 10:00 a.m. - 7:00 p.m. and Friday, 7:30 a.m. to 4:00 p.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.

19. RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of May 2017, and short-term employee hires for the month of June 2017.

EXHIBIT J-19

20. 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
009079198	04/03/2017	04/24/2017	100%
005879538	04/20/2017	05/21/2017	100%
000628986	05/01/2017	06/06/2017	100%
005391806	05/08/2017	06/30/2017	100%
002125416	05/12/2017	05/21/2017	100%
001297745	05/16/2017	05/28/2017	100%
009474476	05/22/2017	05/26/2017	100%
004093356	05/22/2017	05/26/2017	100%
000832930	05/30/2017	06/29/2017	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>
006142360	05/17/2017	05/31/2017

- c. The Governing Board ratified the recommendation of the Superintendent/President granting a 32.5% Personal Leave of Absence without pay and with no effect on benefits, effective June 26, 2017 through August 18, 2017, to Wesley French, Instructional Support Assistant III, Art Department, to teach.

21. RATIFY REDUCED WORKLOAD

- a. The Governing Board ratified the recommendation of the Superintendent/President granting a 40% reduced workload for the 2017-18 academic year 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/Professor, Counseling Department.

22. 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. Deborah Dozier, Professor, American Indian Studies Department, effective August 11, 2017. She has served Palomar College for 10 years of full-time equivalent service from August 1, 2001 to May 18, 2007 and from January 1, 2013 to August 10, 2017.
- b. Magauli So'oto, Police Officer, Palomar College Police Department, effective November 1, 2016. He has served Palomar College for 12 years from May 12, 2004 to October 31, 2016.

23. RATIFY RESIGNATION

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

- a. Kelli Florman, Police Academy Coordinator, Public Safety Programs Department, effective June 4, 2017 (last day of employment was June 3, 2017).

24. APPROVE REIMBURSEMENT OF CANDIDATES FOR INTERVIEW EXPENSES

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

- a. Name: Susan J. Klaseus
 For: Airfare
 To Attend: Second-level interview for Director of Development/Executive
 Director of the Foundation
 Location: Minneapolis, MN to San Marcos, CA
 Date: May 24, 2017
 Amount: \$585.40
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

- b. Name: Susan Wyche
 For: Airfare, Car Rental
 To Attend: Second-level interview for Associate Dean, Workforce
 Development and Extended Studies
 Location: Kahului, HI to San Marcos, CA
 Date: April 13, 2017
 Amount: \$883.95
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

25. APPROVE REIMBURSEMENT OF TRUSTEE FOR MILEAGE EXPENSES

The Governing Board approved reimbursement of travel expenses to Trustee Nina Deerfield for mileage expenses incurred while on authorized school district business.

EXHIBIT J-25

26. APPROVE BANK SIGNATURE AUTHORIZATIONS EFFECTIVE JULY 1, 2017 THROUGH JUNE 30, 2018

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
- Chris Hopp, 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

27. APPROVE SIGNATURES FOR COUNTY BUSINESS EFFECTIVE JULY 1, 2017 THROUGH JUNE 30, 2018

The Governing Board of Palomar Community College District authorizes the following business procedures effective July 1, 2017 through June 30, 2018. 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

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

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

28. APPROVE CONSULTANT AGREEMENT WITH ASSESSMENT TECHNOLOGIES INSTITUTE, LLC (ATI)

The Governing Board approved an agreement with Assessment Technologies Institute to provide consultant services to facilitate Palomar College faculty in the development of a concept-based curriculum and development of a repertoire of concept-based, learner centered, active learning strategies for use by Palomar's faculty. The agreement shall be effective June 15, 2017 and be compensated in the amount of \$40,000.00.

EXHIBIT J-28

29. APPROVE CONSULTANT AGREEMENT WITH LPA, INC.

The Governing Board approved an agreement with LPA, Inc. to provide information, documents and assist with the transition of the South Education Center project to HMC. The agreement shall be effective November 1, 2016 and be compensated in the amount not to exceed of \$25,000.00.

EXHIBIT J-29

30. FIRST READING: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES

The Governing Board of the Palomar Community College District reviewed the following Board Policies. They have previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. These items will return for a second reading and adoption in July.

BP 5000 Student Responsibility
BP 5010 Admission and Concurrent
Enrollment
BP 5020 Nonresident Tuition
BP 5030 Fees
BP 5040 Student records, directory
BP 5045 Student records - challenging
content and access
BP 5050 Student Success Support
Program
BP 5150 EOPS
BP 5200 Student Health Svcs
BP 5210 Communicable Disease

BP 5220 Shower Facilities for students
with housing insecurities
BP 5400 Associated Student
Government
BP 5410 ASG Elections
BP 5420 ASG Financial Management
BP 5530 Student Complaints and
Grievances
BP 5570 Student Credit Card
Solicitation
BP 5757 Parking

EXHIBIT J-30

31. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES

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

AP 5010 Admission and Concurrent
Enrollment
AP 5012 International Students
AP 5013 Students in the Military
AP 5020 Nonresident Tuition**
AP 5030 Fees
AP 5040 Student records, directory
AP 5045 Student records - challenging
content and access
AP 5050 Student Success Support
Program
AP 5150 EOPS
AP 5160 GEAR UP Program
AP 5170 TRIO Programs

AP 5200 Student Health Svcs
AP 5210 Communicable Disease
AP 5220 Shower Facilities for students
with housing insecurities
AP 5400 Associated Student
Government
AP 5410 ASG Elections
AP 5420 ASG Financial Management
AP 5570 Student Credit Card
Solicitation
AP 5610 Voter Registration
AP 5757 Parking

EXHIBIT J-31

32. ACCEPT GIFTS

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

- a. Seven (7) bromeliad plants, donated by Joe Dombroski, 915 Discovery St., San Marcos, CA 92078 with a cash value as identified by the donor of \$70.00.
- b. Drones: Multiplex "Twin Star" (2), Ritewing "RF-70" (2), and "Skyhero "Spyder" (3), donated by Cabezon Group, 878 Hollyhock Court, Carlsbad, CA 92011 with a cash value as identified by the donor of \$800.00.

- c. Ten (10) Agave plants "*furcraea macdougalii*" donated by Brandon Bullard Desert Theater Nursery, 9655 Kiwi Meadow Lane with a cash value as identified by the donor of \$8,000.00.

33. 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 May 23, 2017 special meeting is excused due to personal necessity.

RESOLUTION 16-21527

**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** Absent
2. **INFORMATION: Report of the Palomar Faculty Federation**
Teresa Laughlin, Co-President PFF, talked dual enrollment, the Palomar Promise, and expressed support for project labor agreements.
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, welcome Chris Hopp and reminded everyone that the CAST/AA Retreat would be taking place on June 15th. He shared that CAST Executive leadership would be recruiting for new members since Shannon Dreyer and Suzanne Sebring would both be stepping down from their roles.
5. **INFORMATION: Report of the CCE/AFT**
Dan Dryden, President of the CCE, shared that CCE and the District had tentatively agreed to a new multi-year contract. Dan reported that the new CCE President, Anel Gonzalez, would be taking over as CCE President beginning in July.
6. **INFORMATION: Report of the Associated Student Government**
Chris Hopp, ASG President, reported that the ASG does not meet over the summer therefore there was no report.

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

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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: 04/27/17–06/01/17
Procurement Card Time Period: 04/23/17-05/22/17

\$1,381,640.22
\$185,000.02
\$1,566,640.24

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. APPROVE EQUAL EMPLOYMENT OPPORTUNITY FUND MULTIPLE METHOD ALLOCATION MODEL CERTIFICATION FORM, FISCAL YEAR 2016-17

MSC McNamara/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 nine Multiple Methods.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye

3. ACCEPT AWARDED GRANT FROM SAN DIEGO COUNTY COLLEGE AND CAREER READINESS CONSORTIUM AND THE SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS

MSC McNamara/Halcón

The Governing Board accepted the awarded grant from the San Diego County College and Career Readiness Consortium and the San Diego County Superintendent of Schools for California Career Pathways Trust for the purpose of identifying best or promising practices and support the expansion of existing activities that help high school pathway students successfully transition into community college certificate and degree programs. Total award is \$30,000.00, effective July 1, 2017 through June 30, 2018.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye

4. AWARD CONTRACT TO COOK COATINGS, INC.

MSC McNamara/Evilsizer

The Governing Board awarded a contract to Cook Coatings, Inc., as the lowest, responsive and responsible bidder in the amount of \$819,800.00 for Bid #103-17: Buildings C & D Roofing project, subject to receipt of all required bonds, for the construction of project.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye

5. REJECT BIDS RECEIVED FOR BID #CM-15-16-01-SEC-XX, BID PACKAGE DD, LANDSCAPE & IRRIGATION

MSC McNamara/Evilsizer

The Governing Board authorized the District to reject all bids received on South Education Center Project, Bid # CM-15-16-01-SEC-XX, Bid Package DD: Landscape & Irrigation and authorized the District to rebid at a later date.

The vote was unanimous. Student Trustee aye

6. APPROVE NOTICE OF PUBLIC HEARING FOR THE FISCAL YEAR 2017-2018 ADOPTED BUDGET

MSC McNamara/Evilsizer

The Governing Board approved that the proposed Fiscal Year 2017-2018 Adopted Budget for the Palomar Community College District will be on display and available for public inspection on Tuesday, September 5, 2017 through Monday, September 11, 2017 8:00 a.m. to 4:30 p.m. in Fiscal Services, Room A-2 Administrative Services Building at 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 12, 2017 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 July 31, August 1, August 7, or August 8, 2017.

The vote was unanimous. Student Trustee aye

7. APPROVE FISCAL YEAR 2016-2017 BUDGET ADJUSTMENTS AND YEAR-END TRANSFERS

MSC McNamara/Halcón

The Governing Board of Palomar Community College District approved the budget transfers and adjustments of Fiscal Year 2016-2017 from September 2, 2016 through May 24, 2017. The Governing Board of Palomar Community College District also authorizes the Vice President, Finance and Administrative Services to make any year end transfers as necessary to assist with the close of the books for the fiscal year.

EXHIBIT N-7

The vote was unanimous. Student Trustee aye

8. APPROVE THE FISCAL YEAR 2017-2018 TENTATIVE BUDGET FOR THE PALOMAR COMMUNITY COLLEGE DISTRICT

MSC McNamara/Evilsizer

The Governing Board approved the Fiscal Year 2017-2018 Tentative Budget for the Palomar Community College District.

EXHIBIT N-8

The vote was unanimous. Student Trustee aye

9. APPROVE EDUCATION PROTECTION ACT RESOLUTION AND 2016-2017 PROP 30 EPA EXPENDITURE REPORT

MSC McNamara/Halcón

The Governing Board adopted a resolution in accordance with the provisions of Article XIII, Section 36 of the California Constitution and accepts the 2016-2017 Prop 30 Education Protection Account (EPA) Expenditure Report.

EXHIBIT N-9

RESOLUTION 16-21528

The vote was unanimous. Student Trustee aye

10. APPROVE 2017-2018 GANN APPROPRIATION LIMIT PER ARTICLE XIII-B, CALIFORNIA CONSTIT (GANN LIMIT) FOR PALOMAR COMMUNITY COLLEGE DISTRICT

MSC McNamara/Evilsizer

The Governing Board adopted a resolution establishing the 2017-2018 Gann Appropriation Limit as required by Article 13B of the California State Constitution and State Law.

EXHIBIT N-10

RESOLUTION 16-21529

The vote was unanimous. Student Trustee aye

11. AWARD CONTRACT FOR RFP 300-17 BEVERAGE VENDING AND FOUNTAIN-REQUIREMENTS CONTRACT-AND RELATED SERVICES TO COCA-COLA

MSC McNamara/Evilsizer

Trustee Deerfield commented on this item. Vice President Ron-Ballesteros-Perez responded.

The Governing Board accepted the proposal of Coca-Cola Bottling Company, as the most capable and qualified vendor responding to the RFP #300-17: Beverage Vending and Fountain and Related Services to Support District Operations.

EXHIBIT N-11

The vote was 4/1/0. Ayes: Hensch, McNamara, Halcón, and Evilsizer. Noes: Deerfield. Student Trustee: aye.

12. APPROVE FIVE YEAR CONSTRUCTION PLAN

MSC McNamara/Evilsizer

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 and updated in 2009.

EXHIBIT N-12

The vote was unanimous. Student Trustee aye

13. APPROVED CONTRACT WITH LEVEL 10 CONSTRUCTION, SETTING FORTH THE GUARANTEED MAXIMUM PRICE FOR DESIGN BUILD, MAINTENANCE & OPERATIONS COMPLEX

MSC McNamara/Evilsizer

The Governing Board approved an agreement with Level 10 Construction using the design-build delivery method in the guaranteed maximum price of \$14,435,964.00 for the Maintenance & Operations Complex, ("M&O").

EXHIBIT N-13

The vote was unanimous. Student Trustee aye

14. AWARD BIDS FOR SOUTH EDUCATION CENTER PROJECT AND AUTHORIZATION TO ASSIGN AWARDED CONTRACTS TO SWINERTON BUILDERS

MSC McNamara/Halcón

The Governing Board awarded a contract for low voltage and security infrastructure to Morrow Meadows as the lowest responsive and responsible bidder; awarded a contract for site concrete to Rocky Coast as the lowest responsive and authorized the District to legally assign the awarded contracts to Swinerton Builders to administer through completion of the project in accordance with the construction management-at-risk delivery method process.

EXHIBIT N-14

The vote was unanimous. Student Trustee aye

15. APPROVE CHANGE ORDERS

MSC McNamara/Halcón

The Governing Board approved the following charge order as detailed in the exhibit.

a. SOUTH EDUCATION CENTER (CO#1)

This is a Change Order to include additional scope of work requested by the District for Unforeseen Conditions in the amount of \$102,248.

EXHIBIT N-15

The vote was unanimous. Student Trustee aye

16. LEGAL FINDING THAT IT WOULD NOT BE ADVANTAGEOUS OR PRACTICAL TO RE-BID PHASE III OF THE A BUILDING REMODEL PROJECT

MSC McNamara/Evilsizer

The Governing Board found that due to the relatively small scope of structural, accessibility, groundwater, etc. corrective work and short duration remaining for completion of Phase III of the A Building Remodel project and the potential delay and expense of advertising and rebidding the work, plus the additional cost and risk associated with involving another contractor at this stage of the project, it would not be advantageous or practical to the District to advertise and re-bid Phase III of the project under the current circumstances.

The vote was unanimous. Student Trustee aye

O. BOARD REQUESTS FOR REPORTS

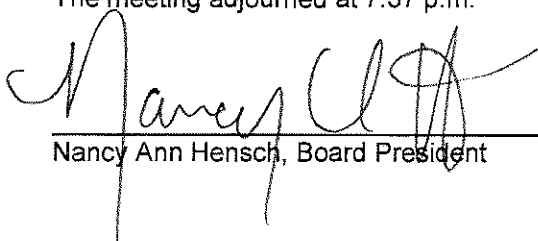
Trustee Evilsizer inquired into the status of the "P" on the mountain and asked for an update at a future date.

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

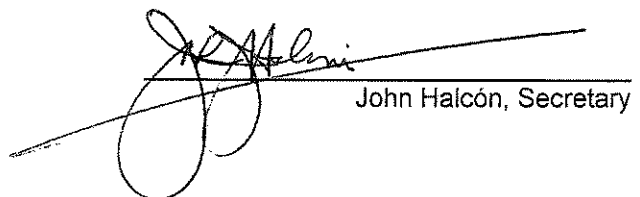
Q. RECONVENE TO OPEN SESSION: No additional session was needed.

R. ADJOURNMENT

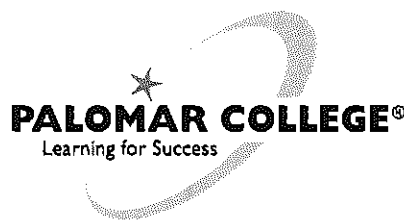
The meeting adjourned at 7:37 p.m.



Nancy Ann Hensch, Board President



John Halcón, Secretary



APPROVED 8/8/2017
GOVERNING BOARD MINUTES
SPECIAL MEETING OF THE GOVERNING BOARD
TUESDAY, JUNE 27, 2017, 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 Nancy Ann Hensch called the meeting to order at 4:00 p.m.

B. **ROLL CALL:**

PRESENT

NANCY ANN HENSCH, PRESIDENT

PAUL P. MCNAMARA, VICE PRESIDENT (*left the meeting at 5:00 p.m.*)

JOHN HALCON, SECRETARY

NINA DEERFIELD, TRUSTEE

CHRIS HOPP, STUDENT TRUSTEE

ABSENT

MARK R. EVILSIZER, TRUSTEE

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

D. **PUBLIC COMMENTS** – There were none.

E. **BOARD WORKSHOP**

Dr. Blake introduced Director Barton who facilitated the review of the Year-End Report and the Board's 2017-18 goal setting session.

1. Review Year-End Report

Director Barton provided an overview of the Trustee Effectiveness Review Cycle and discussed the purpose of goal setting. She briefly reviewed the alignment of the Board's goals with the District's Strategic Planning Council's goals as well as accreditation standards. She discussed the format of the Year-End Report and then began a review of each of the Board's goals and the progress on the related activities associated with each goal. Board members reviewed each of sections of the report. No comments or changes were made to the section on Goal 1. During the review of Goal 2 Trustees asked for clarification on the comprehensive professional development program. Vice President Jack Kahn and Dr. Blake responded. Director Barton talked briefly about the new Cornerstone software that will be used to track and monitor employee development. Trustee Halcón requested an update in January 2018. Trustee McNamara talked about staffing, Director Barton talked about the importance of the Staffing Plan, noting that it is a work in progress.

Trustee Halcón asked for updated enrollment numbers. President Joi Blake, Vice President Adrian Gonzales and Director Barton responded. Trustees reviewed the section related to Goal 4 and requested some clerical changes be made; in the final section Trustees asked that three additional items be added to the events section: Harvey Milk Breakfast, Encuentros event, and the Tribal meeting. The meeting then moved on to the formulation of the Board's 2017-18 goals.

2. Formulate Board Goals 2017-18

Trustees discussed each of the 2016-17 goals and how they may keep, amend, or removed them from the 2017-18 goal set depending on their focus. Director Barton facilitated the

discussion of goal setting and the Board provided direction to her to write up a draft set of goals for the Board's review. At 4:55 p.m. the Board, by unanimous consent, agreed to take a brief recess. At 5:15 p.m. the Board reconvened (Trustee McNamara absent) and the meeting continued. Board President Hensch reminded the audience that Board policies regarding public comment, decorum, and civility were to be followed.

Board President Hensch called upon the following individuals who had handed in speaker cards:

- **John Loudon**, CA Construction Compliance Group, talked about the shortage of construction workers and spoke in opposition of project labor agreements ("PLA's").
- **Gary Hiebing** talked about the Grossmont-Cuyamaca bid opening and spoke in opposition of PLA's.
- **Eric Christen**, Coalition for Fair Employment in Construction, spoke in opposition to PLA's.
- **Colleen Bixler**, PFF Co-President expressed her support for PLA's and discussed a handout she provided to the Board dated October 22, 2015 (on file in the Governing Board Office in accordance with AP 3310.)

3. Project Labor Agreements ("PLA's") – Community College Practice

- a. Associated General Contractors of America ("AGC"), Brad Barnum, Executive Vice President, spoke in in opposition to PLA's. He thanked Trustee Deerfield for touring the apprenticeship program. He talked about potential cost increases in addition to the need to hire an administrator if PLA's are put into place. He then turned the podium over to Jeff Hinds, President, ACE Electric, who provided a copy of a San Diego Union Tribune article (on file in the Governing Board Office in accordance with AP 3310.) He talked about the importance of apprenticeship programs, local workers, and the strong business relationship ACE has with Palomar. Ricky Jordan, an apprentice, spoke in support of the Associated Builders and Contractors Apprenticeship program and the importance of having the option to work without being forced to join a union. Another ACE worker talked about costs associated with joining unions. Ron Smith, Interpipe talked about projects he has worked on and specifically the difficulties Interpipe has experienced working on a Southwestern Community College District PLA project including increased costs and limits on availability of qualified subcontractors. He asked Palomar to avoid PLA's. Rolf Rector talked about his experience working side by side with union employees at the Southwest PLA project. He asked the Board to keep a fair and open practice by not using PLA's. In closing, Brad Barnum offered the Trustees to tour the apprenticeship program. The apprenticeship director talked about the quality of the ABC non-union apprenticeship program.
- b. SD County Building and Construction Trades Council, Carol Kim, Political Director for the SD County Building and Construction Trades Council introduced Sheree Cabral who reviewed a Power Point presentation. She talked about the integration of community, the importance of dignified careers and talked about her personal history. She reported that union programs have 70,000 apprentices and non-union only have 2,000. She reported that prior to the bond failure of Grossmont-Cuyamaca there had been no other bond failures in education following the entry into a PLA. She reported that PLA renewals are common. Doug Hicks a journeyman and Palomar graduate spoke in support of PLA's. Hector Delgado, a union apprentice, and Lynn Myers, a union apprentice and Palomar student, talked in support of PLA's. Jeremy Abrams read a prepared statement in support of PLA's. Carol Kim extended an invitation to the Board to tour apprenticeship programs.

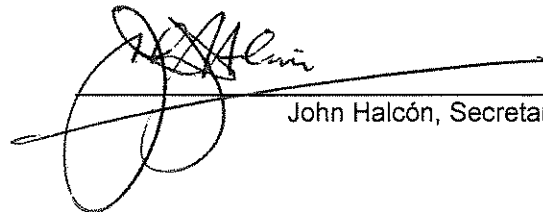
- c. Q&A session for the Board to ask for clarification on matters discussed. Trustee Hensch asked for clarification on PLA administrators and delays with PLA projects. Brad Barnum and an Interpipe representative responded that costs are increased due to the need to have a PLA administrator and Interpipe has experienced delays caused by the PLA in place at Southwestern. Sheree Cabral reported that hiring an administrator is not a requirement of the PLA and that costs will vary depending on the scope of the job. Trustee Halcón asked for clarification on the topic of PLA administrator costs and the use of union vs. non-union employees on PLA projects. Members of the audience responded. Sheree Cabral reported there are fewer non-union apprenticeship programs and talked about the availability of apprentices. Student Trustee Chris Hopp asked how Palomar is currently getting its projects completed. Sheree responded. At this point in the meeting the audience members began speaking at random and Board President Hensch adjourned the meeting.

F. BOARD REQUESTS FOR REPORTS

- G. ADJOURNMENT** The meeting adjourned at 6:30 p.m.



Nancy Ann Hensch, Board President



John Halcón, Secretary

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
CHRIS HOPP, STUDENT TRUSTEE (arrived 5:00 pm)

ABSENT

NONE

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 6:36 p.m. All trustees present. Board President Hensch reported:

Pursuant to Government Code 54957 Public Employment, in closed session the Governing Board assigned Employee No. 000549413 to the position of Executive Assistant to the Vice President on Special Assignment with duties to be assigned by the Superintendent or her designee. The vote was aye: Hensch, McNamara, Halcón, Evilsizer, and Deerfield.

Pursuant to Government Code 54956.95, in closed session the Governing Board reviewed a claim brought forth by Susan Miller and voted to reject her claim and refer it to the District's claim administrator for handling. The vote was aye: Hensch, McNamara, Halcón, Evilsizer, and Deerfield.

Pursuant to Governing Code 54957 Public Employee Discipline/Dismissal/Release, in closed session the Governing Board terminated the contract of Employee No. 009483589 without cause. The Governing Board authorized the District's legal counsel to negotiate with the employee's legal counsel within the parameters of Section 13 of the employee's employment contract. The vote was aye: Hensch, Evilsizer, and Deerfield; nay: McNamara; abstain: Halcón

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

G. PUBLIC COMMENTS There were none

H. APPROVAL OF MINUTES

MSC Halcón/Evilsizer, the Governing Board approved the following minutes as written:

- May 9, 2017
- May 23, 2017
- June 13, 2017

The vote was unanimous; Student Trustee abstained

I. REPORTS

Board President Hensch expressed condolences and support to Cheryl Ashour for the loss of her parents.

Trustee McNamara expressed condolences to Cheryl.

Trustee Halcón expressed condolences to Cheryl.

Trustee Evilsizer expressed condolences to Cheryl. He reported that he attended the recent Paramedic Graduation, Class 49. It was a reminder that it is one of the highest-rated paramedic programs in the State. He stated he is pleased that Chief DiMaggio is going to assist with the Police Academy for a few months and with a grant the District received from the NSF for \$800,000 for an unmanned aeronautical vehicle program. He is looking forward to two upcoming July events: the Meet the Elected Officials Mixer and the Governing Board retreat.

Trustee Deerfield expressed condolences to Cheryl.

Student Trustee Chris Hopp expressed condolences to Cheryl.

SEAL
Deerfield
Superintendent/President Dr. Joi Blake expressed condolences to Cheryl. She thanked the campus community for coming together and supporting her and her family. She mentioned a brochure on a film series by the Field Center on diversity, which helps increase culture fluency in diverse communities; as well as a handout from an event she attended with Dr. Kahn, a Hispanic networking organization.

Vice President Jack Kahn expressed condolences to Cheryl. He reported that he attended his first Paramedic graduation. It was very impressive: there was a lot of energy with the parents, students, and faculty. It reminded him of the important work of the faculty and their programs. He reported that the recent sold-out drone conference was very successful and Instruction is very busy with summer classes.

Kendyl Magnuson on behalf of Vice President Adrian Gonzales expressed condolences to Cheryl.

Vice President Ron Ballesteros-Perez expressed condolences to Cheryl. He thanked the CCE leadership for their work with the District to get a three-year contract for the Board's approval. He reported that the Vice President of Human Resource Services recruitment has closed and that there are numerous applicants. The goal is to bring to the Board a candidate for approval in October/November.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee Halcón, seconded by Trustee Evilsizer, the Board approved items 1-30
Ayes:	Hensch, McNamara, Halcón, Evilsizer, and Deerfield
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: Gurczynski, Jeanette
 Discipline: Journalism

- b. Name: Mellos, Vickie
 Discipline: English as a Second Language

2. RATIFY ACADEMIC EMPLOYMENT

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

- a. Name: Matthew Doherty
 Position: Assistant Professor, Biological Sciences
 Department: Life Sciences
 Degrees: M.S., Biology (Molecular Biology)
 B.S., Phys Ed: Exercise Sci and Science
 Position #: 6657
 New?: Yes
 Remarks: Position approved 2/16/17.
 Sal Grade/Stp: D/8
 Salary: \$8,262.48/month
 % of Position: 100%
 # of Mos: 10
 Effective: August 18, 2017
 Account #(s): A-111000-346200-04010-0000000/100%

- b. Name: Cory Lindsay
 Position: Assistant Professor, Biological Sciences
 Department: Life Sciences
 Degrees: Ph.D., Medical Sciences - Molecular Cell
 B.S., Life Sciences/Biology
 Position #: 5263
 New?: Yes
 Remarks: Position approved 2/16/17.
 Sal Grade/Stp: H/8
 Salary: \$9,276.46/month
 % of Position: 100%
 # of Mos: 10
 Effective: August 18, 2017
 Account #(s): A-111000-346200-04010-0000000/100%

- c. Name: Vickie Mellos
 Position: Assistant Professor, English as a Second Language
 Department: English as a Second Language
 Degrees: M.A., Linguistics
 B.A., Literature of the World
 Minimum qualifications satisfied via equivalency.
 Position #: 5124
 New?: Yes
 Remarks: Position approved 1/24/17

Sal Grade/Stp: D/8
Salary: \$8,262.48/month
% of Position: 100%
of Mos: 10
Effective: August 18, 2017
Account #(s): A-111000-325200-493AA-0000000/100%

3. 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: David N. Miller
Position: Assistant Professor, Fire Technology/Fire Academy Program Director
Department: Public Safety Programs
Degrees: B.S., Occupational Studies: Vocational Arts
A.S., Fire Protection
2+ Years Experience
Position #: 6639
New?: Yes
Remarks: Increased salary step placement due to verification of additional related experience.
Sal Grade/Stp: B/8
Salary: \$7,063.39/month
% of Position: 100%
of Mos: 11
Effective: July 1, 2017
Account #(s): A-111000-334200-21330-0000000/100%

4. RATIFY MEMORANDUM OF UNDERSTANDING WITH THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board ratified the Memorandum of Understanding between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161 regarding the interpretation and application of the stipend paid to adjunct faculty who are assigned as a Head Coach or Assistant Coach of those athletic teams identified in Appendix F.

EXHIBIT J-4

5. 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 2017 and Fall 2017 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

Summer 2017

Department: Art
a. Name: Salinas, Aya
Discipline: Art
Degrees: M.F.A.
M.S., Teaching Fine Arts
B.S., Teaching Fine Arts
Sal Grade/Stp: D/1
Salary: \$62.51

- Department: Business Administration
a. Name: Byrne, Stacey
Discipline: Accounting
Degrees: M.S., Education
B.S., Business Administration
A.A., Superv. & Mgmt.
C.P.A. License
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Earth, Space, and Aviation Sciences
a. Name: Miller-Hicks, Bryan
Discipline: Oceanography
Degrees: M.S., Geology
B.S., Geology
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Health, Kinesiology, and Recreation Management
a. Name: Belford, Augrista-Marie
Disciplines: Health
Kinesiology
Degrees: M.S., Physical Education
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Media Studies
a. Name: Gurczynski, Jeanette
Discipline: Journalism
Degrees: M.A., English
B.A., English
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/2
Salary: \$62.51
- Department: Public Safety Programs
a. Name: Bandick, Bret
Discipline: Administration of Justice
Degrees: B.A., Social and Criminal Justice
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Reading Services
a. Name: Pesanovic, Madeline
Discipline: Reading
Degrees: M.S., Education (Literacy and Reading)
B.A., English
Sal Grade/Stp: B/1
Salary: \$58.87
- Fall 2017**
Department: Computer Science/Information Systems
a. Name: Plotner, Jonathan
Discipline: Computer Science
Degrees: M.S., Computer Science

- B.S., Physics
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Riley, William
Discipline: Computer Science
Degrees: M.S., Electrical Engineering
B.S., Electrical Engineering
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: Tippur, Chandrashekar
Discipline: Computer Information Systems
Degrees: M.S., Information Systems
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Design and Consumer Education
- a. Name: Ferguson, Riccardo
Discipline: Architecture
Degrees: Master of Architecture
B.S., Industrial Design
2+ years of experience
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Krebs, Krystin
Discipline: Interior Design
Degrees: B.F.A., Interior Architecture and Design
A.A., Art History
A.A., Art Studio
A.A., Liberal Studies
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Earth, Space and Aviation Sciences
- a. Name: Issa, Elias
Discipline: Geography
Degrees: M.S., Geography (Geographic Information Science)
B.S., Geography (Geographic Information Science)
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Lazootin, Taya
Discipline: Geography
Degrees: M.S., Geography (Watershed Science)
B.A., Psychology
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: Scott, Jason
Discipline: Geography
Degrees: M.A., Geography
B.A., Geography
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: English
- a. Name: Ho, Jen Yong
Discipline: English
Degrees: M.A., English
B.A., English
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: O'Donnell, Megan
Discipline: English
Degrees: M.A., English
B.A., English
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Mathematics
- a. Name: Lee, Yuan-Lin
Discipline: Mathematics
Degrees: M.S., Mathematics
B.A., Political Science
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Media Studies
- a. Name: Record, Diane
Discipline: Broadcasting Technology
Degrees: M.A., Digital Journalism
B.A., Journalism (Radio-TV News)
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Reading Services
- a. Name: Quijada, Esmeralda
Discipline: Reading
Degrees: M.S., Education (Literacy and Reading)
B.A., Human Development - Counseling Services
Concentration
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: World Languages
- a. Name: Lemari, Karla
Discipline: Spanish
Degrees: M.A., Spanish
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Woodard, Claudia
Discipline: Spanish
Degrees: M.A., Spanish
B.A., Spanish
Sal Grade/Stp: B/1
Salary: \$58.87

6. RATIFY ASSIGNED TIME TO ACADEMIC CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding faculty assigned time for the 2017-18 academic year.

EXHIBIT J-6

7. RATIFY ADMENDMENT TO PROFESSIONAL SERVICES CONTRACT

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the amendment to the professional services contract between the District and Barbara Blanchard, to provide professional services as Interim Director, Occupational and Noncredit Programs.

EXHIBIT J-7

8. RATIFY CHANGE TO ADMINISTRATIVE POSITION AND CONTRACT

The Governing Board ratified the recommendation of the Superintendent/President regarding a change to the following administrative position and new contract:

- a. Position: Manager, Enrollment and Financial Aid Services
 Department: Enrollment Services
 Name: Benjamin Moss
 Position #: 5482
 New?: No
 Remarks: Classification title change; title was formerly Manager, Admissions, Records, and Evaluations.

 Sal Grade/Stp: 56/18
 Salary: \$8,986.67
 % of Position: 100%
 Effective: July 12, 2017
 Account #(s): A-212600-422100-62100-0000000/67%
 A-212600-475100-64600-0000000/33%

EXHIBIT J-8

9. RATIFY CORRECTION TO ADMINISTRATIVE POSITION

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

- a. Name: Nichol D. Roe
 Position: Associate Dean, Workforce Development and Extended Studies
 Department: Career, Technical, and Extended Education
 Position #: 6642
 New?: Yes
 Remarks: Correction to start date; start date was formerly June 20, 2017. Position approved 10/11/16. Funded - Strong Workforce; continuation of position is dependent upon continuation of funds.

 Sal Grade/Stp: 72/1
 Salary: \$9,619.19/month
 % of Position: 100%
 # of Mos: 12
 Effective: June 26, 2017
 Account #(s): K-123600-331100-60110-1612145/100%

EXHIBIT J-9

10. 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: Suzanne Sebring
 Position: Director, Occupational and Noncredit Programs
 Department: Occupational and Noncredit Programs
 Position #: 5227
 New?: No
 Remarks: Replacement for Mollie Smith; promotion for Ms. Sebring.
 Sal Grade/Stp: 68/1
 Salary: \$8,715.34/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 1, 2017
 Account #(s): A-123600-339100-60100-0000000/100%

- b. Name: Stacy A. Rungaitis
 Position: Director of Development/Executive Director of the Foundation
 Department: Advancement
 Position #: 5685
 New?: No
 Remarks: Replacement for Richard Talmo.
 Sal Grade/Stp: 72/3
 Salary: \$10,616.36/month
 % of Position: 100%
 # of Mos: 12
 Effective: July 12, 2017
 Account #(s): A-212600-212100-67110-0000000/100%

- c. Name: Judy Harris
 Position: Director, Health Services
 Department: Health Services
 Position #: 5565
 New?: No
 Remarks: Replacement for Jayne Conway. Funded - Student Health Services;
 continuation of position is dependent on continuation of funding.
 Sal Grade/Stp: 66/4
 Salary: \$9,619.19/month
 % of Position: 100%
 # of Mos: 12
 Effective: June 30, 2017
 Account #(s): K-123600-474100-64400-1812090/100%

EXHIBIT J-10

11. 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 employee:

- a. Name: Chelsea Kott
 Position: Supervisor, Student Affairs
 Department: Office of Student Affairs

Position #: 6643
New?: Yes
Remarks: Position approved on October 11, 2016.
Sal Grade/Stp: 45/2
Salary: \$5,189.79/month
% of Position: 100%
of Mos: 12
Effective: July 24, 2017
Account #(s): A-212100-451100-64910-0000000/100%

12. RATIFY COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND THE COUNCIL OF CLASSIFIED EMPLOYEES CCE/AFT LOCAL #4522.

The Governing Board ratified Tentative Agreements and Appendices that comprise a three-year collective bargaining agreement between the District and CCE for fiscal years 2017-2018, 2018-2019, and 2019-2020.

EXHIBIT J-12

13. RATIFY CORRECTION TO CLASSIFIED POSITION

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

a. Name: Matthew Coleman
Position: Custodian I
Department: Custodial Services
Position #: 5668
New?: No
Remarks: Correction to start date; start date was formerly June 14, 2017.
Replacement for Cesar Grijalva.
Sal Grade/Stp: 9/1
Salary: \$2,868.81/month
% of Position: 100%
of Mos: 12
Effective: June 16, 2017
Account #(s): A-212200-542200-65300-0000000/100%
Normal Work Schedule: Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. - 1:30 a.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

14. RATIFY CLASSIFIED EMPLOYMENT

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

a. Name: Christine Sifferman
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. Voluntary demotion for Ms. Sifferman.
Sal Grade/Stp: 23/4
Salary: \$4,675.58/month

- % of Position: 100%
of Mos: 12
Effective: July 17, 2017
Account #(s): K-212200-339800-60900-1812313/100%
- b. Name: Richard Rowland
Position: Senior Application Developer
Department: Programming
Position #: 5603
New?: No
Remarks: Replacement for Michael Schmidling.
Sal Grade/Stp: 47/5
Salary: \$8,811.54/month
% of Position: 100%
of Mos: 12
Effective: August 28, 2017
Account #(s): A-212200-561100-67800-0000000/100%
- c. Name: Rafael Price
Position: Facilities Maintenance Technician
Department: Facilities
Position #: 5837
New?: No
Remarks: Replacement for Shawn McCann.
Sal Grade/Stp: 18/1
Salary: \$3,573.93/month
% of Position: 100%
of Mos: 12
Effective: July 12, 2017
Account #(s): A-212200-541100-65110-0000000/100%
Normal Work Schedule: Monday - Friday, 1:00 p.m. - 10:00 p.m. A 3% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m.
- d. Name: Sasha Craig
Position: Custodian I
Department: Custodial Services
Position #: 5861
New?: No
Remarks: Replacement for Raymond Arellano II.
Sal Grade/Stp: 9/1
Salary: \$2,868.81/month
% of Position: 100%
of Mos: 12
Effective: July 14, 2017
Account #(s): B-212200-541100-65110-0000000/100%
Normal Work Schedule: Monday - Thursday, 9:30 p.m. - 6:00 a.m.; Friday, 5:00 p.m. - 1:30 a.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- e. Name: Stephanie Roman
Position: Custodian I
Department: Custodial Services
Position #: 6402
New?: No
Remarks: Replacement for Neal Castellan.
Sal Grade/Stp: 9/1
Salary: \$2,868.81/month

% of Position: 100%
of Mos: 12
Effective: July 14, 2017
Account #(s): A-212200-542200-65300-0000000/100%
Normal Work Schedule: Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. - 1:30 a.m.
A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

15. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of classified positions, effective July 1, 2017, pursuant to Article 10 - Classification and Reclassification of the Agreement between the Council of Classified Employees CCE/AFT Local #4522 and Palomar Community College District.

EXHIBIT J-15

16. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of June 2017, and short-term employee hires for the month of July 2017.

EXHIBIT J-16

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 2016-17 fiscal year:

Employee ID	Start Date	End Date	Percent
008911472	05/01/2017	05/07/2017	100%
001384767	05/30/2017	06/30/2017	100%
006258557	06/06/2017	06/19/2017	100%
008500022	06/21/2017	07/04/2017	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 2017-18 fiscal year:

Employee ID	Start Date	End Date	Percent
009218168	07/01/2017	07/24/2017	100%
001384767	07/01/2017	08/20/2017	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 2017-18 fiscal year:

Employee ID	Start Date	End Date
000271766	07/01/2017	07/31/2017
005661462	07/01/2017	01/01/2018
005179087	07/01/2017	06/30/2018
005348893	07/01/2017	06/30/2018
003179274	07/01/2017	06/30/2018
003673404	07/01/2017	06/30/2018

- d. The Governing Board ratified the recommendation of the Superintendent/ President granting an 8.45% Personal Leave of Absence without pay and with no effect on benefits, effective August 21, 2017 through December 16, 2017, to Melinda Finn, Communications Specialist/Photographer, Communications/Marketing, to teach.

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. Christine Amely, Academic Department Assistant, Reading Services Department, effective June 13, 2017 (last day of employment was June 12, 2017).

19. RATIFY CORRECTION TO RETIREMENT

The Governing Board ratified the correction to the following retirement that was 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 September 16, 2017 (effective date was formerly June 30, 2017). He has served Palomar College for 3 years from May 27, 2014 to September 15, 2017.

20. CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees, the following employee was granted a \$500 annual stipend, prorated on a monthly basis, effective July 1, 2017:

Employee Name: Russell Thomas
Position: Senior Network/Systems Technician
Department: Network and Technical Services
Course of Study: Job Related

In accordance with the Professional Growth Program for Classified Employees, the following employees were granted a one-time lump sum stipend of \$2,000 effective July 1, 2017, with the understanding that employees who elect the one-time \$2,000 lump sum stipend must wait three (3) years before beginning another Professional Growth Program.

Employee Name: Susan Benz
Position: Senior Accounting Technician
Department: Fiscal Accounting
Course of Study: Job Related

Employee Name: Judith Gervasio
Position: Admissions/Financial Aid Specialist II
Department: International Education
Course of Study: Job Related

Employee Name: Michael Hill
Position: Supervisor I, Building Services
Department: Building Services
Course of Study: Associate Degree

21. APPROVE REIMBURSEMENT OF CANDIDATES FOR INTERVIEW EXPENSES

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

- a. Name: Jessica A. Thomas
 For: Airfare, hotel and rental car
 To Attend: Second-level interview for Assistant Professor, Chemistry
 Location: Valparaiso, IN to San Marcos, CA
 Date: June 2, 2017
 Amount: \$506.11
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

- b. Name: Morgan Roth
 For: Airfare
 To Attend: Second-level interview for Assistant Professor, Biological Sciences
 Location: Marina, CA to San Marcos, CA
 Date: May 30, 2017
 Amount: \$338.40
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

- c. Name: Shannon Andrews
 For: Airfare, hotel and rental car
 To Attend: Second-level interview for Assistant Professor, Chemistry
 Location: Rockford, IL to San Marcos, CA
 Date: June 2, 2017
 Amount: \$690.86
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

- d. Name: Michael G. Dudley
 For: Airfare, hotel, rental car, gas, airport parking and meals
 To Attend: Second-level interview for Assistant Professor, Psychology
 Location: St. Louis, MO to San Marcos, CA
 Date: May 31, 2017
 Amount: \$863.90
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

- e. Name: Paul Romanowich
 For: Airfare; hotel
 To Attend: Second-level interview for Assistant Professor, Psychology
 Location: San Antonio, TX to San Marcos, CA
 Date: May 31, 2017
 Amount: \$1,000.00
 Budget Account #: 575400-11-611200-67600-10-0611950/100%

22. 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. These items were reviewed at a first reading on June 13, 2017.

BP 5000 Student Responsibility
BP 5010 Admission and Concurrent
 Enrollment
BP 5020 Nonresident Tuition
BP 5030 Fees
BP 5040 Student records, directory

BP 5045 Student records - challenging
 content and access
BP 5050 Student Success Support
 Program
BP 5150 EOPS
BP 5200 Student Health Svcs

BP 5210 Communicable Disease
BP 5220 Shower Facilities for students
with housing insecurities
BP 5400 Associated Student
Government
BP 5410 ASG Elections

BP 5420 ASG Financial Management
BP 5530 Student Complaints and
Grievances
BP 5570 Student Credit Card
Solicitation
BP 5757 Parking

EXHIBIT J-22

23. AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACTS FOR FISCAL YEAR 2017-2018

The Governing Board of the Palomar Community College District authorizes Ron E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance & Administrative Services or Carmen Coniglio, Director, Fiscal Services to sign contracts on behalf of the District, pursuant to California Education Code Section 81655.

24. 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 May 1, 2017 through June 30, 2017 and entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

EXHIBIT J-24

25. APPROVE 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 \$1,700.00 for Spring 2018 per program agreement. These agreements reserve the Human Impacts Lab /Cruise on the following dates: April 24, 26 and 27, 2018.

EXHIBIT J-25

26. APPROVE CHILD DEVELOPMENT SERVICES CONTRACT CSPP-7462 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-7462 California State Preschool Program, between California Department of Education and Palomar Community College District, effective July 1, 2017 through June 30, 2018. The Governing Board accepted funding in the amount of \$475,132.00 and authorized Ron E. Ballesteros-Perez, Vice President, Finance & Administrative Services or Carmen Coniglio, Director, Fiscal Services to sign the referenced contract documents/amendments for fiscal year 2017-2018.

EXHIBIT J-26

RESOLUTION 16-21530

27. CONFIRM CLASSIFICATION OF RECORDS TO CLASS 3 – DISPOSABLE AND AUTHORIZE DESTRUCTION PURSUANT TO THE CALIFORNIA CODE OF REGULATIONS

The Governing Board of the Palomar Community College District approved the following records, which have been certified by the Assistant Superintendent/Vice President, Finance and Administrative Services, as designee of the Superintendent/President of the District, as accurate in detail and approved that the identified records are hereby confirmed to be Class 3 – Disposable and may be destroyed in accordance with Title 5, Division 6, Chapter 10, § 59020 et seq. of the California Code of Regulations.

- Vendor payments, 2009
- Employment recruitment records, 1/2012 – 6/2014

28. AMEND THE FY2016-2017 ACADEMIC CALENDAR

The Governing Board amended the FY2016-2017 Academic Calendar (previously approved March 8, 2016) to correct the ending date for Summer 2017 as shown in the attached exhibit.

EXHIBIT J-28

29. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT CCAP PARTNERSHIP AGREEMENT

This is the first reading of the CCAP Partnership Agreements with Bonsall Unified School District, Fallbrook Union High School District, Valley Center-Pauma Unified School District, and Vista Unified School District, 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-29

30. ACCEPT GIFTS

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

- a. Fifteen (15) flower bowls, donated by Color Spot Nurseries, 2575 Olive Hill Rd., Fallbrook, CA 92028 with a cash value as identified by the donor of \$180.00.
- b. Plumerias, donated by Dawn Sullivan, 2420 Starlight Glen, Escondido, CA 92026 with a cash value as identified by the donor of \$100.00.
- c. Assorted plumeria plants, donated by Southern California Plumeria Society, 1345 Encinitas Blvd #807, Encinitas, CA 92024 with a cash value as identified by the donor of \$300.00.
- d. Drive wheelchair model Cruiser III and hydrophilic reclineable wheelchair, supports and cushions, donated by M. Jayne Conway, 728 Avenida Abeja, San Marcos, CA 92069 with a cash value as identified by the donor of \$550.00.
- e. Thirty (30) dozen pro-nine baseballs, donated by West Coast Clippers, 2129 Anda Lucia Way, Oceanside, CA 92056 with a cash value as identified by the donor of \$1,258.50.

<p style="text-align: center;">Resumption of REGULAR AGENDA</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

Travis Ritt, President of the Faculty Senate expressed condolences to Cheryl on behalf of the Faculty Senate. He thanked the Board for their approval of the consent calendar. He reported that he is looking forward to Plenary.

2. INFORMATION: Report of the Palomar Faculty Federation

Teresa Laughlin, Co-President PFF, expressed condolences to Cheryl on behalf of the PFF. She reported that negotiations began yesterday. Members attended the San Diego Labor Council Gala and there is a lot of energy in the San Diego Labor Council; it has been re-formed. PFF recently had an annual retreat; they are looking forward to the future and working cooperatively with the District.

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, expressed condolences to Cheryl on behalf of CAST. He reported that CAST and AA had a combined retreat in June. He stated that the following were nominated for Employee of the Year: Suzanne Sebring, David Williams, Mireya Gutierrez Aguero, Tony Rangel, Ryan Williams, Lorraine Lopez, Derrick Johnson, and Jeff Bennett. Mireya Gutierrez Aguero, our STEM Center Supervisor was chosen as the 2016-2017 CAST Employee of the Year. He reported that effective August 1, he will be the only person on the Executive Council and that CAST is currently holding elections. He welcomed Chelsea Kott to CAST, she is the new Supervisor of Student Affairs.

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

Anel Gonzalez, President of the CCE, expressed condolences to Cheryl on behalf of CCE. She reported that the CCE membership ratified the contract and thanked the Board for approving it. She reported they are pleased with how Article 10 commenced, and thanked Shawna Cohen for her work. She reported that CCE members are excited to participate in Plenary for the first time although she was unsure how many would be able to attend due to work conflicts. She reported that members of CCE attended the San Diego Labor Council Gala and recently returned from the CFT summer school at UCLA where they learned best practices in communicating.

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

Chris Hopp, ASG President, reported that the Student Government is not in session so he has no report.

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

N. **NEW BUSINESS**

1. **REVIEW AND APPROVE PURCHASES**

MSC McNamara/Halcón

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 and 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 06/01/17–06/29/17	\$3,235,997.93
	<u>\$3,235,997.93</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. **ACCEPT GRANT AWARD FROM THE NATIONAL SCIENCE FOUNDATION SUBJECT TO THE PROVISIONS OF NSF 14-55, ADVANCED TECHNOLOGICAL EDUCATION AND ACCEPT FUNDING**

MSC McNamara/Evilsizer

The Governing Board accepted the awarded grant from the National Science Foundation to support the "Unmanned Aircraft System Operations Technician Education Program (UASTEP). Total award is \$798,858.00, effective July 1, 2017 through June 30, 2020.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. APPROVE MEMORANDUM OF UNDERSTANDING FOR THE ONLINE EDUCATION INITIATIVE FOR THE TTIP CCC TECHCONNECT PROJECT & ACCEPT FUNDING

MSC McNamara/Halcón

The Governing Board approved the memorandum of understanding with Foothill-De Anza Community College District, fiscal agent, for the TTIP CCC TechConnect project, funded by the Chancellor's Office of the California Community Colleges for co-sponsoring of the 2017 Online Teaching Conference at the Hilton Anaheim Convention Center in Anaheim, California on June 19-21, 2017 and accepted funds in the amount of \$75,000.00.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye.

4. APPROVE MEMORANDUM OF AGREEMENT FOR PARTICIPATION IN EDUCATION TO CAREER NETWORK FOR USE OF THE ADULT EDUCATION BLOCK GRANT & ACCEPT FUNDING

MSC McNamara/Evilsizer

The Governing Board approved the memorandum of agreement with Education to Career Network (ETCN), represented by its fiscal agent, Vista Unified School District for Palomar Community College District to provide annual activities, support, tutoring, coordinator and software in accordance with the ETCN Governance Charter and serve on the Leadership Council. Term is from July 1, 2017 through June 30, 2019.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye.

5. APPROVE CHANGE ORDER

MSC McNamara/Halcón

The Governing Board approved the following change order as detailed:

A BUILDING REMODEL & VETERAN'S CENTER PROJECT (CO#3)


This is a Change Order to include additional scope of work requested by the District for Unforeseen Conditions in the amount of \$86,021.42.

EXHIBIT N-5

The vote was unanimous. Student Trustee aye.

- O. **BOARD REQUESTS FOR REPORTS** There were none. Board President Hensch announced that she will be absent at the August 8 Governing Board meeting.
- 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 6:56 p.m.


Nancy Ann Hensch, Board President


John Halcón, Secretary



APPROVED 10/10/2017
GOVERNING BOARD MINUTES
SPECIAL MEETING OF THE GOVERNING BOARD
PALOMAR COMMUNITY COLLEGE DISTRICT
FRIDAY, JULY 28, 2017, 1:00 P.M.
SHADOWRIDGE COUNTRY CLUB
B-GLENEAGLES ROOM
1980 GATEWAY DR.
VISTA, CA 92081

A. LUNCH: 1:00 p.m.

B. CALL MEETING TO ORDER:

Board President Nancy Ann Hensch called the meeting to order at 2:00 p.m.

C. ROLL CALL:

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCON, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
CHRIS HOPP, STUDENT TRUSTEE

ABSENT

NONE

D. CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO THE AGENDA

There were none.

E. PUBLIC COMMENTS

There were none.

F. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee McNamara, seconded by Trustee Evilsizer, the Board approved items 1 and 2.
Ayes:	Hensch, McNamara, Halcón, Evilsizer, and Deerfield
Noes:	None
Absent:	None
Student Trustee:	Aye

1. RATIFY EQUIVALENCY FOR EDUCATIONAL ADMINISTRATOR CLASSIFICATIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of equivalency to minimum qualifications for educational administrator classifications pursuant to the California Code of Regulations, Title 5, §§ 53420 and 53430.

Exhibit F-1

2. RATIFY NEW ADMINISTRATIVE POSITIONS

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the following new administrative positions:

- a. Position: Police Academy Director
Department: Public Safety Programs
Position #: 6665
New?: Yes
Remarks: Classified as an educational administrator.
Salary Grade/Step: 68/1
Salary: \$8,715.34/month
% of Position: 100%
Months: 12
Effective: July 29, 2017
Account #(s): A-123600-336100-60100-0000000

- b. Position: Police Academy Coordinator
Department: Public Safety Programs
Position #: 6666
New?: Yes
Remarks: Classified as an educational administrator; replaces former Confidential and Supervisory Team classification of Police Academy Coordinator.

Salary Grade/Step: 60/1
Salary: \$7,153.03/month
% of Position: 100%
Months: 12
Effective: July 29, 2017
Account #(s): A-123600-336100-60100-0000000

G. BOARD WORKSHOP

1. Trustee Team Building / "Roles/Responsibilities" / Advocating for the District

Superintendent/President Dr. Joi Blake talked about the value of Board retreats and introduced Dr. Helen Benjamin. Dr. Benjamin briefly discussed her background working as a board member and as a CEO. She reviewed the agenda for this portion of the workshop which included: Preparing for 2017/18 – the work to be done; enhancing board effectiveness; improving communications between and among Board members and the Superintendent/President; and a discussion of future Board Retreats.

Trustees participated in activities to help focus their attention on what it means, 1) to be a student and 2) what it means to be a board member.

The Board recessed from 3:10 p.m. to 3:25 p.m. at which time the meeting resumed with all trustees present. The Board discussed what they felt were Board successes and areas where improvement may be needed. Trustees stated some of the biggest successes being the Promise Program, Food Pantry, and construction programs. They talked about the cultural shifts that have begun to take place including the sense of urgency in getting things accomplished. Dr. Benjamin asked for discussion on potential areas of improvement. Trustees talked about board policies that seem to hinder, not help, the District; hiring processes; faculty diversity; faculty's role in enrollment management, low enrolled classes and issues with repeatability; contract and

workforce education, and; trust and communication. Discussion focused on how the Board can enhance its effectiveness and improve the lines of communication in the upcoming 2017/18 year. Dr. Benjamin thanked the trustees for their honest and open participation.

2. Communications, Marketing and Public Affairs

Laura Gropen, Director, Communications, Marketing and Public Relations presented on the California Voting Rights Act (CVRA). She described various election systems including Palomar's "at large" system; discussed the differences between federal and state election laws; and, reviewed the numbers of school districts, community colleges, cities, counties and, water and other special districts that have been impacted by changes in the CVRA. She shared information on key legal decisions and settlements that have been imposed. She discussed testing for polarized voting - what it means and how it's tested. Director Gropen and trustees reviewed and discussed different majority-protected-class district test maps. Director Gropen talked about options for future elections and requirements moving forward. She responded to questions from trustees and trustees discussed the matter. Dr. Blake reported that additional research would be done and reported to the Board.

3. Board Policies and Procedures

Dr. Blake opened the discussion on policies and procedures explaining the goal of updating all of the District's policy and procedure documents and setting a new review timeline to adhere to accreditation requirements. She talked about the hiring policy (BP 7120) and some of the components of the current hiring process. Trustees discussed the importance of improving the hiring process. Dr. Blake reviewed a portion of the language in the Prohibition of Harassment procedure (AP 3430) and discussed a proposed revision to the language surrounding consensual relationships. Trustees discussed researching the matter further and obtaining a legal opinion on any proposed changes.

4. Finance and Administrative Services/Human Resource Services

Vice President Ron Ballesteros-Perez opened this portion of the retreat with a discussion of some of the key projects taking place in the divisions including: Fiscal, Information Services, Facilities, Business & Contract Services and Human Resource Services. He shared usage data on the student payment plan and responded to questions from the trustees. VP Perez then provided an overview of OPEB (Other Post-Employment Benefits) and talked about the actuarial accrued liability and unfunded liability as well as funding strategies. VP Perez provided an update on the Palomar College Mobil app and discussed system security. Following discussions of security measures he provided a brief update on Human Resource topics including the VP HRS recruitment and staffing matters for the North Education Center and South Center site.

VP Perez provided an update on Proposition M including the status of the Independent Citizen's Oversight Committee, contractor outreach efforts, status of construction projects, project costs under the series D bond, and a contractor recap which illustrated the jobs created in the labor market by Prop M bond projects. Trustees asked for clarification on the area based contractors, VP Perez responded. He then reviewed the change order rates noting the majority of projects have a change order percentage of less than five percent. Trustees suggested that a summary of all the construction awards be prepared.

5. Enrollment (Instruction and Student Services)

Vice President Jack Kahn began this portion of the retreat with a review of the Instruction Office's planning milestones and a discussion of a new FTEF "calculator." He summarized how courses were offered in the past and talked about how offerings may be determined in the future; discussed the importance of having classrooms properly outfitted to maximize availability to students; and provided an update on dual enrollment, distance education and late add classes. VP Kahn concluded his report with a discussion of how Instruction is working more collaboratively with the establishment of some additional groups including a SEM Advisory group and changes to make-up of the Scheduling team.

Vice President Adrian Gonzales talked about Outreach Services and the work that has been completed since the hiring of the new manager of outreach services. He reviewed some of the many outreach efforts underway and then provided an overview of the 2016-17 Student Equity program including components of direct student support, professional development, equipment upgrades, staffing increases, and different "student programming." VP Gonzales updated the Board on the Student Success and Support Program (3SP) and reported on the new requirement that an Integrated Planning Document be developed which integrates 3SP, Student Equity and Basic Skills. He noted report the will need to be reviewed and approved by the Board in the fall semester. The report continued with a status update of the Starfish implementation plans and the Palomar Promise Program. VP Gonzales provided an overview of the 2017-18 cohort and discussed the demographics of the students being served by the Promise.

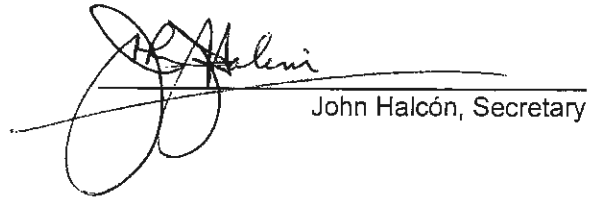
H. BOARD REQUESTS FOR REPORTS

Board President Hensch asked the Board if they wanted any additional information on the hiring and the bidding processes; no additional reports were requested. Trustee Deerfield asked for an update on the pronoun/name issue in the District's software. VP Gonzales responded.

Dr. Blake thanked the trustees for attending.

I. ADJOURNMENT The meeting adjourned at 8:26 p.m.


Nancy Ann Hensch, Board President


John Halcón, Secretary



APPROVED 10/10/2017
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, AUGUST 8, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

Board President, Nancy Ann Hensch, called the meeting to order at 4:00 p.m.

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT (attended closed session only)

PAUL P. MCNAMARA, VICE PRESIDENT

JOHN HALCÓN, SECRETARY

MARK R. EVILSIZER, TRUSTEE

NINA DEERFIELD, TRUSTEE

CHRIS HOPP, STUDENT TRUSTEE (arrived 5:00 pm)

ABSENT

NONE

C. PUBLIC COMMENTS The following individuals spoke in support of Kevin Powers:

1. Kevin Powers talked about his educational journey and his passion for Palomar's welding program.
2. Dennis Lutz talked about Palomar's welding program and the technology currently in use in the department.
3. Jenny Ferrero talked about Kevin's contributions to the curriculum committee and other shared governance groups.
4. Susan Snow talked about relationships between faculty and students, talked about the Powers matter and asked to Board to carefully consider the matter.
5. Teresa Laughlin talked about Kevin's contributions to the college and asked the Board to appeal to reason.

D. RECESS TO CLOSED SESSION The Board recessed to closed session at 4:22 p.m.

E. RECONVENE TO OPEN SESSION: The Board reconvened to open session at 5:51 p.m. Trustees McNamara, Halcón, Evilsizer, Deerfield and Hopp present. Board President Hensch absent. Vice President McNamara reported out from closed session that, pursuant to Government Code 54957, public employee discipline/dismissal/release, the Governing Board in closed session approved suspension without pay for sixty calendar days of employee ID# 005853265. In the event of an appeal, employee shall remain on administrative leave with pay and benefits, and suspension will be delayed pending completion of the appeal process governed by Education Code section 87667-87681. The vote was Ayes: Hensch, McNamara, and Deerfield. Noes: Halcón and Evilsizer.

Following the Pledge of Allegiance the meeting continued.

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

G. PUBLIC COMMENTS Patti Serafin spoke as a representative of CCE and talked about her role in CCE and the hope that the college community will work better together in the future.

H. APPROVAL OF MINUTES

MSC Halcón/Evilsizer, the Governing Board approved the following minutes as written:

- June 27, 2017
- July 11, 2017

The vote was unanimous (Hensch absent); Student Trustee: Aye.

I. REPORTS

Board Vice President McNamara talked briefly about the Board Retreat held on July 28th.

Trustee Halcón had no report.

Trustee Evilsizer commented on the Board Retreat and the at-large vs. by-district election systems. He talked about the CSUSM announcement that they would be discontinuing math and English placement.

Trustee Deerfield reported that she felt the retreat was useful and thanked everyone involved.

Student Trustee Chris Hopp commented on the retreat and reported that he would be attending the CCLC Student Trustee workshop.

Superintendent/President Dr. Joi Blake had no report.

Vice President Jack Kahn talked about upcoming semester.

Vice President Adrian Gonzales talked about the new artificial intelligence project coming to campus including two robots that should be active in the fall semester.

Vice President Ron Ballesteros-Perez shared that the San Diego Tax Payer's Association reported Palomar's perfect rating on the 2017 School Bond Transparency Scorecard. He talked about the different criteria used in the rating and thanked everyone involved in the bond program for their exceptional work.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee Evilsizer, seconded by Trustee Deerfield, the Board approved items 1-27.
Ayes:	McNamara, Halcón, Evilsizer, and Deerfield
Noes:	None
Absent:	Hensch
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: | El Bekraoui, Naima |
| | Discipline: | French |
| b. | Name: | Stahl-Kovell, Daniel |
| | Discipline: | American Indian Studies |

2. RATIFY ACADEMIC EMPLOYMENT

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

- a. Name: Larry Moyano
 Position: Counselor/Assistant Professor
 Department: Counseling
 Degrees: M.A., Education (Counseling)
 Position #: 6658
 New?: Yes
 Remarks: Position approved 1/24/17. Funded - 100% Adult Education Block Grant.
 This is a non-tenure track faculty position and continuation of the
 position is dependent upon the continuation of funding.
 Sal Grade/Stp: C/8
 Salary: \$7,972.03/month
 % of Position: 100%
 # of Mos: 11
 Effective: August 18, 2017
 Account #(s): K-122100-339800-63100-1812313/100%
- b. Name: Michael G. Dudley
 Position: Assistant Professor, Psychology
 Department: Behavioral Sciences
 Degrees: Ph.D., Psy-Experimental Psychology
 M.S., Psy-Experimental Psychology
 B.A., Psychology/French
 Position #: 5391
 New?: Yes
 Remarks: Position approved 1/24/17.
 Sal Grade/Stp: H/8
 Salary: \$9,276.46/month
 % of Position: 100%
 # of Mos: 10
 Effective: August 18, 2017
 Account #(s): A-111000-363500-20010-0000000/100%
- c. Name: Shannon Andrews
 Position: Assistant Professor, Chemistry
 Department: Chemistry
 Degrees: M.S., Chemistry
 M.A., Teaching
 B.S., Biochemistry/Chemistry
 Position #: 5237
 New?: Yes
 Remarks: Position approved 1/24/17.
 Sal Grade/Stp: D/7
 Salary: \$7,972.03/month
 % of Position: 100%
 # of Mos: 10
 Effective: August 18, 2017
 Account #(s): A-111000-342200-19050-0000000/100%

3. 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: Jason Jarvinen
 Position: Assistant Professor/Work Experience Coordinator
 Department: Cooperative Education
 Degrees: M.A., Nonprofit Leadership & Mgmt
 B.A., Sociology
 Minimum qualifications satisfied via equivalency (5/9/17)
 Position #: 5191
 New?: Yes
 Remarks: Increased salary step placement due to verification of additional related
 experience.
 Sal Grade/Stp: C/8
 Salary: \$7,972.03/month
 % of Position: 100%
 # of Mos: 10
 Effective: August 18, 2017
 Account #(s): K-111000-333200-49991-1612145/100%

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 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 2017

Department: American Indian Studies
a. Name: Stahl-Kovell, Daniel
 Discipline: American Indian Studies
 Degrees: M.A., History
 B.A., History
 A.A., Liberal Arts
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: C/1
 Salary: \$60.83

Department: Art
a. Name: Delk, Laurie
 Discipline: Art History
 Degrees: M.A., Art History
 B.S., Anthropology
 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Athletics
a. Name: Moffatt, Kody
 Discipline: Men's Water Polo Head Coach
 Degrees: B.A., Kinesiology/Fitness
 A.A., General Studies & Behavioral Sci
 2+ years of experience.
 Sal Grade/Stp: A/1
 Salary: \$57.47

Department: Athletics
a. Name: Rodriquez, Sonia
Discipline: Women's Cross Country & Track Head Coach
Degrees: B.A., History and Spanish
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Behavioral Sciences
a. Name: Graves, Sandra
Discipline: Psychology
Degrees: Ph.D., Psychology
M.A., Counseling Psychology
B.A., Home Economics
Sal Grade/Stp: D/1
Salary: \$62.51

b. Name: Grasso, Jordan
Discipline: Sociology
Degrees: M.A., Sociological Practice
B.A., Criminology and Justice Studies
A.A., General Studies
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Computer Science/Information Systems
a. Name: Merrill, Christopher
Discipline: Computer Science
Degrees: M.S., Computer, Information & Control Engineering
B.A., Mathematics
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Dental Assisting
a. Name: Allen-Hydo, Hedi
Discipline: Dental Technology
Degrees: D.D.S.
B.A., Psychology
2+ years of experience.
Sal Grade/Stp: D/2
Salary: \$65.89

Department: Design & Manufacturing Technologies
a. Name: Johnsen, Carrie
Discipline: Nutritional Science/Dietetics
Degrees: Master of Public Health
B.S., Dietetics and Food Administration
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: Media Studies
- a. Name: McMurria, John
Discipline: Film Studies
Degrees: Ph.D., Cinema Studies
M.A., Liberal Studies
B.S., Bus
Sal Grade/Stp: D/1
Salary: \$62.51
- b. Name: Stoll, Peter
Discipline: Broadcasting Technology
Degrees: A.A., Radio and Television
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Nursing Education
- a. Name: Plumlee, Rebecca
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- b. Name: Rennick, Sharon
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Performing Arts Department
- a. Name: Kalivas, Peter
Discipline: Dance
Degrees: M.F.A., Dance
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Smiley, Jordyn
Discipline: Drama/Theater Arts
Degrees: M.F.A., Theatre Arts
B.S.
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: Welty IV, Charles
Discipline: Music
Degrees: Master of Music (Strings)
B.A., Music (Performance)
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: World Languages
- a. Name: Azab, Soumaeil
Discipline: Arabic
Degrees: M.A., Education
Minimum qualifications satisfied via equivalency (8/13/14).
Sal Grade/Stp: B/1
Salary: \$58.87
- b. Name: Cser, Agnes
Discipline: German
Degrees: M.A., German
B.A., German
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: El Bekraoui, Naima
Discipline: French
Degrees: Ph.D., Linguistics
Ph.D., French Linguistics and Didactics
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: D/1
Salary: \$62.51

5. RATIFY ASSIGNED TIME TO ACADEMIC CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding faculty assigned time for the 2017-18 academic year.

EXHIBIT J-5

6. 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: Counselor/Assistant Professor/Extended Opportunity Programs and Services Coordinator
Department: Extended Opportunity Programs and Services
Position #: 6667
New?: Yes
Remarks: Position is categorically funded; continuation of funding is dependent upon continuation of funds.
% of Position: 100%
of Mos: 11
Effective: August 9, 2017
Account #(s): A-123400-473100-64300-0000000/100%

7. 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: Christopher Moore
 Position: Chief of Police
 Department: Palomar College Police Department
 Position #: 5200
 New?: No
 Remarks: Replacement for Mark DiMaggio. Funded - Position is categorically funded; continuation of position is dependent on continuation of funds.
 Sal Grade/Stp: 67/2
 Salary: \$8,934.82/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): K-212600-543100-69500-1812070/100%

EXHIBIT J-7

8. RATIFY PROFESSIONAL SERVICES CONTRACT

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of a professional services contract between the District and Mark DiMaggio to provide professional services as Interim Police Academy Director. He will be compensated at a monthly rate of \$11,216.04 for each month worked, which is based on placement at step 13 of salary grade 68 on the Administrative Salary Schedule, plus a \$100.00 monthly cell phone stipend.

EXHIBIT J-8

9. APPROVE EMPLOYMENT CONTRACTS FOR CLASSIFIED ADMINISTRATORS

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment contracts for the following classified administrators:

- Diaz, Olga A. Director, Student Success and Student Equity
Moïse, Connie S. Director, Information Services
Moreno, Nancy Manager, Orientation and Follow-Up Services

EXHIBIT J-9

10. RATIFY FIRST AMENDMENT TO SUPERINTENDENT/ PRESIDENT CONTRACT

The Governing Board ratified the first amendment to the Superintendent/President contract between the District and Joi Blake, Ed.D.

EXHIBIT J-10

11. RATIFY LETTER OF AGREEMENT REGARDING REASSIGNMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the letter of agreement between the District and Lisa A. Hornsby pertaining to Ms. Hornsby's reassignment to the position of Executive Assistant (to Vice President) on special assignment, which was ratified by the Governing Board on July 11, 2017.

EXHIBIT J-11

12. 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 employee:

- a. Name: Michelle LaVigueur
 Position: Executive Assistant (to Vice President)
 Department: Instruction Office
 Position #: 5765
 New?: No
 Remarks: Replacement for Glynda Knighten; transfer for Ms. LaVigueur.
 Sal Grade/Stp: 48/6
 Salary: \$6,546.44/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): A-211000-311100-60100-0000000/100%

13. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Tyrone Davis
 Position: Custodian III
 Department: Custodial Services
 Position #: 5659
 New?: No
 Remarks: Replacement for David Williams; promotion for Mr. Davis.
 Sal Grade/Stp: 15/5
 Salary: \$4,035.97/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): A-212100-542200-65300-0000000/100%
 Normal Work Monday - Thursday, 1:30 p.m. - 10:00 p.m.; Friday, 9:00 a.m. - 5:30 p.m. A
 Schedule: 3% shift differential will be paid for hours worked between 6:00 p.m. and
 10:00 p.m.

- b. Name: Lidia Zapata
 Position: Student Support Specialist I
 Department: English as a Second Language
 Position #: 5887
 New?: No
 Remarks: Replacement for Laura Ruelas; position title and grade reflect the new title
 and grade approved for this classification in classified unit classification
 study. Former title and grade were ESL Program Assistant, grade 18.

 Sal Grade/Stp: 18/1
 Salary: \$1,608.27/month
 % of Position: 45%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): A-212200-325100-60910-0000000/100%
 Normal Work Monday - Thursday, 4:00 p.m. - 8:30 p.m. A 3% shift differential will be
 Schedule: paid for hours worked between 6:00 p.m. and 10:00 p.m.

- c. Name: TszTin Chen
 Position: Application Developer
 Department: Programming
 Position #: 5605
 New?: No
 Remarks: Replacement for David West.
 Sal Grade/Stp: 40/1
 Salary: \$6,113.44/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 14, 2017
 Account #(s): A-212200-561100-67800-0000000/100%
- d. Name: Larry Taylor, Jr.
 Position: Custodian I
 Department: Custodial Services
 Position #: 6575
 New?: No
 Remarks: Replacement for Jay Lopez; position grade reflects the new grade approved for this classification in classified unit classification study. Former grade was grade 8.

 Sal Grade/Stp: 9/1
 Salary: \$2,868.81/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): A-212200-542200-65300-0000000/100%
 Normal Work Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. - 1:30 a.m. A 3%
 Schedule: shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- e. Name: Debra Claypool
 Position: Senior Contracts Administrator
 Department: Business and Contract Services
 Position #: 5688
 New?: No
 Remarks: Replacement for Eileen Poole; promotion for Ms. Claypool.
 Sal Grade/Stp: 34/19
 Salary: \$7,437.50/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): A-212200-531000-66570-0000000/100%
- f. Name: Ashley Richardson
 Position: Administrative Specialist I
 Department: Public Safety Programs Department
 Position #: 6656
 New?: Yes
 Remarks: Position approved 12/13/16.
 Sal Grade/Stp: 18/1
 Salary: \$1,608.27/month
 % of Position: 45%
 # of Mos: 12
 Effective: August 22, 2017
 Account #(s): A-212200-336100-60910-0000000/100%
 Normal Work Tuesday - Thursday, 12:30 p.m. - 7:00 p.m. A 3% shift
 Schedule: differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.

- g. Name: Monique Meza
Position: Academic Department Assistant
Department: World Languages
Position #: 5141
New?: No
Remarks: Replacement for Abigail Corona; transfer for Ms. Meza.
Sal Grade/Stp: 23/4
Salary: \$4,675.58/month
% of Position: 100%
of Mos: 12
Effective: August 17, 2017
Account #(s): A-212200-326100-60910-0000000/100%
- h. Name: Kelly Donaghy
Position: Academic Department Assistant
Department: Child Development/Multicultural Studies
Position #: 5418/5406
New?: No
Remarks: Replacement for Christine Brady; transfer for Ms. Donaghy.
Sal Grade/Stp: 23/3
Salary: \$4,451.46/month
% of Position: 100%
of Mos: 12
Effective: August 9, 2017
Account #(s): A-212200-364100-60910-0000000/60%
A-212200-366100-60910-0000000/40%

14. RATIFY CHANGES TO CLASSIFIED POSITIONS

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

- a. Position: Benefits Specialist
Department: Human Resource Services
Name: Vacant
Position #: 6596
New?: No
Remarks: Increase percentage of assignment from 45% to 100%.
Sal Grade/Stp: 23/1
Salary: \$4,035.97/month
% of Position: 100%
of Mos: 12
Effective: August 9, 2017
Account #(s): A-212200-611100-66600-0000000/100%
- b. Position: Administrative Support Specialist II
Department: Palomar College Police Department
Name: Brian Engleman
Position #: 5683
New?: No
Remarks: Change in funding source from 50% categorical funds and 50% designated funds to 100% categorical funds. Continuation of position is contingent on the continuation of funding.
Sal Grade/Stp: 23/18
Salary: \$5,630.70/month
% of Position: 100%
of Mos: 12
Effective: August 9, 2017
Account #(s): K-212200-543100-69500-1812070/100%

- c. Position: Police Compliance Coordinator
 Department: Palomar College Police Department
 Name: Karen Boguta-Reeve
 Position #: 5716
 New?: No
 Remarks: Change in funding source from 75% categorical funds and 25% designated funds to 100% categorical funds. Continuation of position is contingent on the continuation of funding.

 Sal Grade/Stp: 29/16
 Salary: \$6,387.56/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): K-212200-543100-69500-1812070/100%
- d. Position: Police Parking Support Specialist
 Department: Palomar College Police Department
 Name: Vacant
 Position #: 5778
 New?: No
 Remarks: Change in funding source from 75% categorical funds and 25% designated funds to 100% categorical funds. Continuation of position is contingent on the continuation of funding.

 Sal Grade/Stp: 23/1
 Salary: \$4,035.97/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): K-212200-543100-69500-1812070/100%
- e. Position: Community Service Officer
 Department: Palomar College Police Department
 Name: Carlos Carrizosa
 Position #: 6193
 New?: No
 Remarks: Change in funding source from 75% categorical funds and 25% designated funds to 100% categorical funds. Continuation of position is contingent on the continuation of funding.

 Sal Grade/Stp: 17/12
 Salary: \$4,561.79/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): K-212200-543100-69500-1812070/100%
- f. Position: Community Service Officer
 Department: Palomar College Police Department
 Name: David Reza
 Position #: 6194
 New?: No
 Remarks: Change in funding source from 75% categorical funds and 25% designated funds to 100% categorical funds. Continuation of position is contingent on the continuation of funding.

 Sal Grade/Stp: 17/3
 Salary: \$3,844.61/month
 % of Position: 100%
 # of Mos: 12
 Effective: August 9, 2017
 Account #(s): K-212200-543100-69500-1812070/100%

15. 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: Senior Grants Administrative Specialist
 Department: Fiscal Services
 Position #: 6664
 New?: Yes
 Remarks: Position funded by categorical funds. Continuation of position is dependent upon continuation of funds.

 Salary Grade/Step: 30/1
 Salary: \$4,792.84/month
 % of Position: 100%
 # Months: 12
 Effective: August 9, 2017
 Account #(s): K-212200-318100-61320-1612199/100%

16. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of July 2017, and short-term employee hires for the month of August 2017.

EXHIBIT J-16

17. 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 2016-17 fiscal year:

Employee ID	Start Date	End Date	Percent
005348893	06/27/2017	06/30/2017	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 2017-18 fiscal year:

Employee ID	Start Date	End Date	Percent
005348893	07/01/2017	07/07/2017	100%
010020865	07/01/2017	07/31/2017	100%
000832930	07/01/2017	08/17/2017	100%
005928782	07/10/2017	08/01/2017	100%
009481275	07/05/2017	07/14/2017	100%
008441964	08/21/2017	12/18/2017	60%
008230558	07/01/2017	03/20/2018	20%

- 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 2017-18 fiscal year:

Employee ID	Start Date	End Date
007804483	07/01/2017	06/30/2018
003081904	07/01/2017	06/30/2018

- d. The Governing Board ratified the recommendation of the Superintendent/President granting the following employee a Medical Leave of Absence with no effect on benefits for the 2017-18 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Percent</u>
006611404	06/26/2017	07/16/2017	100%

- e. The Governing Board ratified the recommendation of the Superintendent/President granting a 15% Personal Leave of Absence without pay and with no effect on benefits, effective August 21, 2017 through December 15, 2017, to Luke Bisagna, Educational Television Broadcast Specialist, Educational Television, to teach.
- f. The Governing Board ratified the recommendation of the Superintendent/President granting a 15% Personal Leave of Absence without pay and with no effect on benefits, effective August 21, 2017 through December 15, 2017, to Gregory Baker, Broadcast Production Coordinator, Media Studies, to teach.

18. RATIFY PLACEMENT ON 39-MONTH REEMPLOYMENT LIST

The Governing Board ratified the recommendation of the Superintendent/President placing Nelida Herrera-Martinez on a 39-month reemployment list, effective September 1, 2017 through December 1, 2020, in accordance with Education Code § 88117. Ms. Herrera-Martinez shall be considered for reemployment for an additional period of 24 months through December 1, 2022 in accordance with Education Code § 88117.

19. RATIFY CORRECTION TO RETIREMENT

The Governing Board ratified the correction to the following retirement that was 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 August 9, 2017 (effective date was formerly September 16, 2017). He has served Palomar College for 3 years from May 27, 2014 to August 8, 2017.

20. INFORMATION: RETIREMENT

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

- a. Shanon Dreyer, Supervisor, Public Safety Programs – Police Academy, Public Safety Programs, effective July 17, 2017. She has served Palomar College for over 12 years from December 1, 2004 to July 16, 2017.

21. RATIFY RESIGNATIONS

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

- a. Maria Victoria de la Torre, Benefits Specialist, Human Resource Services, effective July 22, 2017 (last day of employment was July 21, 2017).
- b. Jennifer L. Patel, Career Pathways Project Supervisor, Mathematics and the Natural and Health Sciences, effective August 5, 2017 (last day of employment was August 4, 2017).
- c. Alfredo Pereyra, Custodian I, Custodial Services, effective August 1, 2017 (last day of employment was July 31, 2017).

22. 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, 2017:

Employee Name: Aaron Hudson
Position: CSIT Systems Administrator
Department: Computer Science & Information Technology
Course of Study: Job Related

23. APPROVE REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES

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

- a. Name: Peter Guzman
For: Airfare, rental car and airport parking
To Attend: Second-level interview for Director, Occupational and Non-Credit Programs
Location: Lacey, WA to San Marcos, CA
Date: June 5, 2017
Amount: \$399.45
Budget Account #: 575400-11-611200-67600-10-0611950/100%

24. RATIFY SETTLEMENT AGREEMENT AND RELEASE

The Governing Board ratified the recommendation of the Superintendent/President regarding a settlement agreement and release between the District and Syed K. Hussain, Dean, Instructional, Arts, Media, Business, and Computer Science, effective July 31, 2017.

EXHIBIT J-24

25. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT CCAP PARTNERSHIP AGREEMENT

This is the first reading of the CCAP Partnership Agreements with Julian Union High School District, 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 agreement.

EXHIBIT J-25

26. ACCEPT GIFTS

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

- a. Nine (9) assorted plants, donated by Los Angeles County Botanic Garden and Arboretum, 301 N. Baldwin Ave., Arcadia, CA 91007 with no cash value identified by the donor.
- b. Forty-six (46) pieces of artwork from the Estate of Russell Baldwin, donated by Russell Baldwin's Estate, Sara Tijerina, 36625 W. Costa Blanca Dr., Maricopa, AZ 85138 with a cash value as established using standard appraisal metrics of \$47,500.00.

27. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following:

a.	Board Member	Chris Hopp
	Advanced Funds?	Yes
	For:	Transportation, mileage, meals, registration, etc.
	To attend:	CCLC Student Trustee Workshop
	Location/Date:	August 11, 2017, Long Beach
	Estimated Amount:	\$1,032.98
	Budget No.:	575200-11-111100-66100-10-2018-0000000

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** Absent.
- 2. INFORMATION: Report of the Palomar Faculty Federation**
Teresa Laughlin, Co-President PFF, reported there was a lot going on over the summer and PFF is looking forward to working with their CCE counterparts.
- 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, reported that CAST has a new Executive Council: Jenny Akins – President; Zeb Navarro – Past President, Eileen Poole – Vice President; Cheryl Ashour – Secretary/Treasurer; and, Derrick Johnson – Ombudsperson. He also reported that the Palomar College “Better Together” music video would be playing at the upcoming all-college plenary.
- 5. INFORMATION: Report of the CCE/AFT**
Anel Gonzalez, President of the CCE, introduced the new CCE Executive Council and expressed hope that the Council would be surveying staff to gain insights into what is most important to them. She reported that the Council would be participating in a retreat on Friday.
- 6. INFORMATION: Report of the Associated Student Government**
Chris Hopp, ASG President, reported that he and ASG Vice President Amber Bancroft have been getting prepared for the start of the semester. He noted that ASG meetings will now be held on Fridays, 11:30 a.m. – 1:30 p.m.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Evilsizer

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 and 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 06/01/17–06/29/17	\$13,410,837.59
Procurement Card Time Period: 05/23/17-06/22/17	\$186,732.02
Procurement Card Time Period: 06/23/17-07/22/17	\$132,186.30
	<u>\$13,729,755.91</u>

EXHIBIT N-1

The vote was unanimous (Hensch absent); Student Trustee: Aye.

2. APPROVE CCAP PARTNERSHIP AGREEMENTS BETWEEN THE BONSAI, FALLBROOK UNION, VALLEY CENTER-PAUMA AND VISTA UNIFIED SCHOOL DISTRICTS AND PALOMAR COMMUNITY COLLEGE DISTRICT

MSC Evilsizer/Halcón

The Governing Board approved the College and Career Access Pathways (CCAP) Agreements between Bonsai, Fallbrook Union, Valley Center-Pauma and Vista Unified School Districts 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, 2017 through June 30, 2020 as detailed in the exhibit.

EXHIBIT N-2

The vote was unanimous (Hensch absent); Student Trustee: Aye.

3. AWARD BID FOR SOUTH EDUCATION CENTER PROJECT AND AUTHORIZATION TO ASSIGN AWARDED CONTRACT TO SWINERTON BUILDERS FOR LANDSCAPING

MSC Halcón/Evilsizer

The Governing Board hereby awarded a contract to the trade contractor listed on Exhibit N-3 as the lowest responsive and responsible bidder, and authorized the District to legally assign the award contract 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 (Hensch absent); Student Trustee: Aye.

4. AUTHORIZE APPROVAL OF GROUND LEASE AGREEMENT WITH WORLD PREMIER INVESTMENTS, INC. TO PROVIDE TEMPORARY STUDENT PARKING

MSC Halcón/Evilsizer

The Governing Board authorized Ron Ballesteros-Perez, Vice President for Finance and Administrative Services, to enter into a Ground Lease agreement to provide temporary student parking for up to 250 cars, including finish grading and gravel placement for the period of August 1, 2017 through May 31, 2018 at a not-to-exceed cost of \$2,000.00 per month.

The vote was unanimous (Hensch absent); Student Trustee: Aye.

5. AUTHORIZE APPROVAL OF PARKING LOT LEASE AGREEMENT WITH SAN MARCOS UNITED METHODIST CHURCH TO PROVIDE TEMPORARY STUDENT PARKING

MSC Halcón/Evilsizer

The Governing Board authorized Ron Ballesteros-Perez, Vice President for Finance and Administrative Services, to enter into a Parking Lot Lease agreement to provide temporary student parking for up to 80 cars, including restriping of existing parking lot for the period of August 1, 2017 through May 31, 2018 at a not-to-exceed cost of \$640.00 per month.

The vote was unanimous (Hensch absent); Student Trustee: Aye.

6. APPROVE RESOLUTION ADOPTING CEQA NOTICE OF EXEMPTION FOR BUILDING T STORAGE STRUCTURES

MSC Halcón/Evilsizer

The Governing Board of the Palomar Community College District approved Resolution No. 17-21531 approving construction of three new storage buildings to provide storage of materials, along with associated site work improvements ("Project") on its campus in the City of San Marcos, California, immediately north of existing Building T, and adopted a Notice of Exemption for the Project pursuant to the California Environmental Quality Act ("CEQA"), pursuant to CEQA Guidelines Sections 15303.

EXHIBIT N-6

The vote was unanimous (Hensch absent); Student Trustee: Aye.

7. APPROVE CHANGE ORDER #1; ACCEPT AS COMPLETE & FINAL THE ESCONDIDO HEALTH CENTER & BEHAVIORAL HEALTH NB-2 TENANT IMPROVEMENTS - REMODEL PROJECT; AUTHORIZE RELEASE OF RETENTION TO EVERGREEN CONSTRUCTION & CONSULTING, DBA: EVERGREENCALI IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION

MSC Halcón/Evilsizer

Trustee Evilsizer asked for clarification on the NB-2 building. Construction Manager, Dennis Astl responded.

The Governing Board approved the Change Order #1 in the amount of \$28,057.24 for the Escondido Health Center & Behavioral Health NB-2 Tenant Improvements-Remodel Project. This final change order is comprised of Owner Directed Changes (Additional work including added structural framing and bracing at walls and ceilings and other minor structural corrections) as detailed on the accompanying exhibit.

Furthermore, the Governing Board accepted the Escondido Health Center & Behavioral Health NB-2 Tenant Improvements-Remodel Project as complete and final; authorized the Superintendent/ President to execute and file the Notice of Completion for Evergreen Construction & Consulting, dba: EvergreenCali; and authorized all money due and owing to Evergreen Construction & Consulting, dba: EvergreenCali 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-7

The vote was unanimous (Hensch absent); Student Trustee: Aye.

8. APPROVE CHANGE ORDERS

MSC Halcón/Evilsizer

The Governing Board approved the following change orders in the amounts and for the purposes indicated in the exhibit.

- a. #1 BUILDING C & D ROOFING PROJECT
- b. #1 SAN MARCOS CAMPUS - PAINTING PROJECT
- c. #2 SOUTH EDUCATION CENTER PROJECT
- d. #2 PARKING STRUCTURE AND POLICE SUBSTATION DESIGN-BUILD PROJECT

EXHIBIT N-8

The vote was unanimous (Hensch absent); Student Trustee: Aye.

9. ACCEPT GRANT AWARD FROM THE BOARD OF GOVERNOR'S, CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE, WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION FOR CALIFORNIA APPRENTICESHIP INITIATIVE PRE-APPRENTICESHIP GRANT PROGRAM & ACCEPT FUNDING

MSC Deerfield/Evilsizer

The Governing Board accepted the awarded grant from the Board of Governors, California Community Colleges Chancellor's Office to support the California Apprenticeship Initiative (CAI) Pre Apprenticeship Grant program. Total award is \$394,170.00, effective May 16, 2017 through January 31, 2019.

EXHIBIT N-9

The vote was unanimous (Hensch absent); Student Trustee: Aye.

10. ACCEPT MEMORANDUM OF AGREEMENT FOR GRANT SUBAWARD

MSC Halcón/Evilsizer

The Governing Board accepted memorandum of agreement for grant sub-award agreement from Jefferson Community College and Technical College, National Science Foundation "Geospatial Technology Center of Excellence: Growing the Workforce" Project, to expand partnerships with industry/government, and professional organizations in order to help develop up-to-date, workforce-relevant educational materials. Total sub-agreement award is \$47,830.00, effective July 1, 2017 through June 30, 2022.

EXHIBIT N-10

The vote was unanimous (Hensch absent); Student Trustee: Aye.

11. APPROVE APPOINTMENTS TO THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (ICOC)

MSC Halcón/Evilsizer

The Board hereby appoints the following individuals, Glen Winn, Emily Williamson, Beverly Ann Tolbert and Athenia Luciano, to fill four of the vacancies on the Independent Citizens' Oversight Committee ("ICOC") which became vacant as of June 30, 2016.

EXHIBIT N-11

RESOLUTION 17-21532

The vote was unanimous (Hensch absent); Student Trustee: Aye.

O. ADMINISTRATION OF OATH OF OFFICE TO CHIEF OF POLICE

This item was tabled.

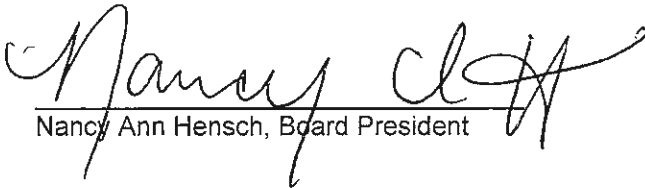
P. BOARD REQUESTS FOR REPORTS

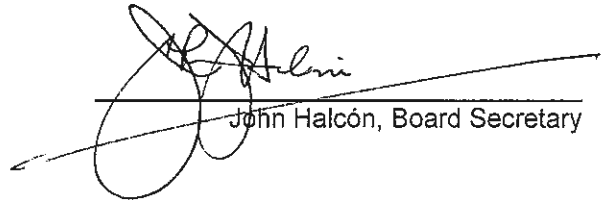
There were no requests for reports.

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

R. RECONVENE TO OPEN SESSION: No additional session was needed.

S. ADJOURNMENT The meeting adjourned at 6:09 p.m.


Nancy Ann Hensch, Board President


John Halcón, Board Secretary



APPROVED 11/14/17
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, SEPTEMBER 12, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
CHRIS HOPP, STUDENT TRUSTEE (arrived 5:00 pm)

ABSENT

NONE

- C. PUBLIC COMMENTS** Nancy Moreno, Manager - Orientation and Follow-Up Services, spoke briefly about the new artificial intelligence ("AI") robot, "Pepper." Nancy then introduced Ken Gonzales, President of A.I. Campus Solutions, who talked about his background and briefly discussed the District's use of AI tablets and the two robots. He shared that this is the initial launch and provided an overview of Pepper's current capabilities and plans for building on its knowledge base. Board President Hensch interacted with Pepper and some of the robot's capabilities were demonstrated.

- D. RECESS TO CLOSED SESSION** The Board recessed to closed session at 4:12 p.m.

- E. RECONVENE TO OPEN SESSION:** The Board reconvened to open session at 5:27 p.m. - all Trustees present. Board President Hensch stated that there were no reportable actions taken in closed session.

Following the Pledge of Allegiance the meeting continued.

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

- G. PUBLIC COMMENTS** There were none.

GG. ADMINISTRATION OF OATH OF OFFICE TO CHIEF OF POLICE

Governing Board President, Nancy Ann Hensch, ceremonially administered the oath of office to Chief of Police, Christopher Moore.

- H. APPROVAL OF MINUTES** None this month.

HH. PUBLIC HEARING – PROPOSED FISCAL YEAR 2017-18 BUDGET

- 1. PRESENTATION OF PROPOSED FISCAL YEAR 2017-18 BUDGET** Ron Ballesteros Perez, Vice President Finance and Administrative Services, presented a review of the 2016-17 closing budget noting the one-time funding received, he reviewed the 2017 impacts to the budget based on the state's enacted budget, discussed the planning assumptions used for 2017-18, and responded to questions from the Board. VP Perez reviewed the 2017-18 tentative vs. adopted budget revenue streams and discussed the importance of the District moving to a balanced budget with revenues matching expenditures. He reviewed a five-year history of Fund 11 and discussed the ending fund balance. In closing, he talked about the importance of linking enrollment management with resource

allocation. Trustees asked for clarification on the WSCH/FTEF numbers for 2016-17 and the District's target. VP Perez responded.

2. **OPEN PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017-18 BUDGET** Board President Hensch opened the public hearing at 5:44 p.m. There were no comments.
3. **CLOSE PUBLIC HEARING** Board President Hensch closed the public hearing at 5:44 p.m.
4. **APPROVE ADOPTION OF THE FISCAL YEAR 2017-18 BUDGET**

MSC McNamara/Evilsizer, the Governing Board approved the 2017-18 Budget. The vote was unanimous. Student Trustee: Aye

EXHIBIT HH

I. REPORTS

Vice President for Instruction, Jack Kahn introduced Margie Fritch, Dean for Career Technical and Extended Education. She and Nichol Roe, Associate Dean Workforce Development & Extended Studies presented on Career Technical Education. Dean Fritch provided an overview of the CTE programs and encouraged trustees to review the handouts (on file in the Governing Board Office in accordance with AP 3310.) She talked about the newest CTE programs being offered. Trustee Evilsizer asked for clarification of the "Intelligent Transportation Systems," Ms. Roe responded. The presentation concluded with a discussion of grant allocations, strategic partnerships and funding distributions.

Board President Hensch reported on her attendance at the Gala and talked briefly about Plenary.

Trustee McNamara comment on the SDICCCA meeting and talked about his experience during a ride-along with one of the local police departments.

Trustee Halcón reported on his attendance at Plenary and the Gala and congratulated the organizers on putting on excellent events.

Trustee Evilsizer talked about attending the part-time Plenary event and the Puente mentorship program. He reported that he will be a mentor this year with Puente. Trustee Evilsizer commented on the White House's decision to end the DACA program. He encouraged students to stay enrolled in school and offered encouragement to those impacted by the situation.

Trustee Deerfield thanked everyone involved in getting the "preferred name" issue resolved, reported on the DACA rally held on campus, and commented on the Association of Community College Trustees (ACCT) and Community College League of California (CCLC) announcements supporting DACA students.

Student Trustee Chris Hopp talked about the CCLC Student Trustee workshop that he attended, the San Marcos Forum on Education, and the Gala. He talked about the impact that the Gala's fundraising has on students and how crucial it is to help with student success.

Superintendent/President Dr. Joi Blake talked about serving on the San Marcos Forum on Education panel and congratulated Stacy Rungaitis and her team for the success with the Gala. She shared that SDICCCA would be preparing a region-wide resolution in support of DACA.

Vice President Jack Kahn commented on the Plenary and thanked Kelly Falcone for putting on a great event. He shared that enrollments are down and discussed efforts being undertaken to improve them. He mentioned a meeting with CSUSM regarding the "engi-beering" program and discussed transition programs for the formerly incarcerated.

Vice President Adrian Gonzales recognized the Associate Student Government (ASG) for the successful 9/11 Remembrance event and talked about the upcoming ACLU event taking place on the 19th. He talked

about the DACA decision and noted that the District has contracted with a law firm to present workshops related to the topic.

Vice President Ron Ballesteros-Perez thanked Facilities for getting the temporary parking lots completed in time for the opening day of the semester. He provided a brief update on current facilities projects and thanked the employees who served on the VP of HR hiring committee.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action: On a motion by Trustee McNamara, seconded by Trustee Deerfield, the Board approved items 1-25.
Ayes: Hensch, McNamara, Halcón, Evilsizer, and Deerfield
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: Brooks, Mary Ellen
Discipline: American Studies
- b. Name: Contreras, Julian
Discipline: Art
- c. Name: Enriquez, Daniel
Discipline: Drafting Technology
- d. Name: Fore, Jeremiah
Discipline: Welding
- e. Name: Gooding, Douglas
Discipline: Welding
- f. Name: Jacobo Jr., J. Rodrigo
Discipline: Chicano Studies
- g. Name: Poon, Yat-Long
Discipline: Biological Sciences
- h. Name: Leavitt, Dean
Discipline: Biological Sciences
- i. Name: Roehl, Gary
Discipline: Broadcasting Technology

2. RATIFY CORRECTION TO NEW ACADEMIC POSITION

The Governing Board ratified the recommendation of the Superintendent/President regarding a correction to the approval of the following new academic position:

- a. Position: Counselor/Assistant Professor/Extended Opportunity Programs and Services Coordinator
Department: Extended Opportunity Programs and Services
Position #: 6667
New?: Yes

Remarks: Position funding is Unrestricted; previously, remarks indicated that position is categorically funded and its continuation of funding is dependent upon continuation of funds.

% of Position: 100%

of Mos: 11

Effective: August 9, 2017

Account #(s): A-123400-473100-64300-0000000/100%

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 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 2017

Department: American Indian Studies

a. Name: Brooks, Mary Ellen

Discipline: American Studies

Degrees: Ph.D., Sociology & Anthropology
M.A., Humanities
Minimum qualifications satisfied via equivalency.

Sal Grade/Stp: D/4

Salary: \$72.65

Department: Art

a. Name: Contreras, Julian

Discipline: Art (Studio)

Degrees: M.A., Philosophy
B.B.A., Marketing
Minimum qualifications satisfied via equivalency.

Sal Grade/Stp: B/2

Salary: \$62.51

Department: Behavioral Sciences

a. Name: Blumenthal, Emily

Discipline: Psychology

Degrees: Ph.D., Psychology
B.A., Cognitive Science

Sal Grade/Stp: D/1

Salary: \$62.51

Department: Business Administration

a. Name: Manavi, Mahbod

Discipline: Business

Degrees: M.B.A., Technology Management
B.S., Physics

Sal Grade/Stp: B/1

Salary: \$58.87

Department: Computer Science/Information Systems

a. Name: Castillo III, Lanier

Discipline: Computer Science

Degrees: M.S., Computer Science
B.S., Computer Science

Sal Grade/Stp: B/1

Salary: \$58.87

Department: Earth, Space and Aviation Sciences
a. Name: Pouladdej, Alix
Discipline: Astronomy
Degrees: Ph.D., Physics
M.S., Physics
B.S., Physics
Sal Grade/Stp: D/2
Salary: \$62.51

Department: Economics, History and Political Science
a. Name: Herrera, Jennifer
Discipline: History
Degrees: M.A., History
B.A., History
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Emergency Medical Education
a. Name: Russell, Samuel
Discipline: Emergency Medical Technologies
Degrees: A.A., Fire Technology: General
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: English
a. Name: Lopp, Mari
Discipline: English
Degrees: M.A., Literature and Writing
B.A., Literature and Writing
Sal Grade/Stp: B/1
Salary: \$58.87

Department: English as a Second Language
a. Name: Lane, Misty
Discipline: ESL: Noncredit
Degrees: Master of Arts in Educ, T.E.S.O.L.
B.S., Geography
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Lenke, Jaime
Disciplines: ESL: Credit
ESL: Noncredit
Degrees: Master of Education, TESOL, Literacy, and Culture
Graduate Certificate, TESOL
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Life Sciences
a. Name: Caffrey, Carolee
Discipline: Biological Sciences
Degrees: Ph.D., Biology
Sal Grade/Stp: D/1
Salary: \$62.51

- b. Name: Ferguson, Elizabeth
 Discipline: Biological Sciences
 Degrees: M.S., Biology
 B.A., Biology
 Sal Grade/Stp: B/1
 Salary: \$58.87
- c. Name: Ferrill, Emily
 Discipline: Biological Sciences
 Degrees: M.S., Biology
 B.S., Biology: Zoology
 Sal Grade/Stp: B/1
 Salary: \$58.87
- d. Name: Hall, Marnie
 Discipline: Biological Sciences
 Degrees: Ph.D., Developmental Biology
 B.S., Biology
 Sal Grade/Stp: D/1
 Salary: \$62.51
- e. Name: Khan, Azim
 Discipline: Biological Sciences
 Degrees: M.S., Biology
 M.A., Psychology
 B.S., Psychology Molecular and Cellular Biology
 Sal Grade/Stp: D/1
 Salary: \$62.51
- f. Name: Leavitt, Dean
 Discipline: Biological Sciences
 Degrees: Ph.D., Ecology
 B.S., Honors Zoology
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: D/1
 Salary: \$62.51
- g. Name: Pillsworth, Thomas
 Discipline: Biological Sciences
 Degrees: Ph.D., Pharmacology
 M.A., Biology
 Sal Grade/Stp: D/1
 Salary: \$62.51
- h. Name: Poon, Yat-Long
 Discipline: Biological Sciences
 Degrees: Master of Advanced Studies, Marine Biodiversity
 & Conserv
 B.S., Ecology, Behavior & Evolution
 Minimum qualifications satisfied via equivalency.
 Sal Grade/Stp: B/1
 Salary: \$58.87

- Department: Media Studies
- a. Name: Hu, Brian
Discipline: Film Studies
Degrees: Ph.D., Film and Television
M.A., Film and Television
B.A., Economics
Sal Grade/Stp: D/1
Salary: \$62.51
- b. Name: McKenna, Denise
Discipline: Film Studies
Degrees: Ph.D., Cinema Studies
M.A., Cinema Studies
Sal Grade/Stp: D/1
Salary: \$62.51
- c. Name: Roehl, Gary
Discipline: Broadcasting Technology
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- Department: Multicultural Studies
- a. Name: Castaneda, Gary
Discipline: Chicano Studies
Degrees: M.A., Political Science
M.A., Latin American Studies
Sal Grade/Stp: D/2
Salary: \$65.89
- b. Name: Jacobo Jr., J. Rodrigo
Discipline: Chicano Studies
Degrees: B.A., History
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- Department: Performing Arts
- a. Name: Leighton, Mackenzie
Discipline: Music
Degrees: M.M., Music
B.A., Geography
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: Public Safety
- a. Name: Grant, Aaron
Discipline: Police Academy
Degrees: B.S., Criminal Justice Administration
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Nursing Education

- a. Name: Natipagon, Bulaporn
Discipline: Nursing
Degrees: Ph.D., Nursing
Sal Grade/Stp: D/1
Salary: \$62.51

Department: Speech Communication/Forensics/ASL

- a. Name: Patterson, Carrie
Discipline: Speech
Degrees: M.A., Communication Studies
B.A., Communication Studies: Communication,
Culture, and Public Affairs
Sal Grade/Stp: B/1
Salary: \$58.87

- b. Name: Perkins, Justin
Discipline: Speech
Degrees: M.A., Communication
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Trade and Industry

- a. Name: Enriquez, Daniel
Discipline: Drafting Technology
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- b. Name: Fore, Jeremiah
Discipline: Welding
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- c. Name: Gooding, Douglas
Discipline: Welding
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- d. Name: Gronlund, Garrett
Discipline: Welding
Degrees: A.S., Welding Technology
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

4. APPROVE EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School Teacher, at the hourly rate indicated for Fall 2017:

- a. Name: Lopez, Eulalia
 Title: Assistant Teacher
 Qualifications: 6 units in Child Development or Early Childhood Education from an accredited college or university.
 Sal Grade/Stp: A/3
 Salary: \$11.00

5. RATIFY MEMORANDA OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION

The Governing Board ratified four (4) Memoranda of Understanding (MOUs) and one (1) Side Letter Agreement between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161. The MOUs are with respect to Article 10 - Professional Development and Appendix F – Extra Duty Stipend/Reassignment Salary Schedule. The Side Letter Agreement relates to Article 8 – Course Maximums.

EXHIBIT J-5

6. RATIFY ONE-TIME TEMPORARY ACADEMIC EMPLOYMENT

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

- a. Name: Kevin Smith
 Position: Assistant Professor, Welding
 Department: Trade and Industry
 Degrees: Minimum qualifications satisfied via equivalency on November 14, 2006.
 Position #: 5218
 New?: No, temporary contract
 Remarks: One-time temporary contract; non-tenure-track faculty appointment for August 18, 2017 through December 16, 2017 only.
 Sal Grade/Stp: B/1
 Salary: \$5,838.28/month
 % of Position: 100%
 # of Mos: 5
 Effective: August 18, 2017
 Account #(s): A-111000-338800-09565-0000000/100%
- b. Name: Trina Sierra
 Position: Assistant Professor, Nursing
 Department: Nursing Education
 Degrees: M.S., Nursing
 B.S., Nursing
 Position #: 5293
 New?: No, temporary contract
 Remarks: One-time temporary contract; non-tenure-track faculty appointment for August 18, 2017 through December 16, 2017 only.
 Sal Grade/Stp: C/7
 Salary: \$7,705.52/month
 % of Position: 100%
 # of Mos: 5
 Effective: August 18, 2017
 Account #(s): A-111000-348200-12300-0000000/100%

7. RATIFY NEW ACADEMIC POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new academic positions:

- a. Position: Assistant Professor – Nursing (Medical-Surgical Nursing)
Department: Nursing Education
Position #: 5294
New?: Yes
% of Position: 100%
of Mos: 10
Effective: September 13, 2017
Account #(s): A-111000-348200-12300-0000000/100%
- b. Position: Assistant Professor – Nursing (Maternal Health/Obstetrics Nursing)
Department: Nursing Education
Position #: 6367
New?: Yes
% of Position: 100%
of Mos: 10
Effective: September 13, 2017
Account #(s): A-111000-348200-12300-0000000/100%

8. 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: Juliette Barnes
Position: Police Academy Coordinator
Department: Public Safety Programs
Position #: 6666
New?: Yes
Remarks: Position approved 7/28/17.
Sal Grade/Stp: 60/2
Salary: \$7,515.97/month
% of Position: 100%
of Mos: 12
Effective: September 13, 2017
Account #(s): A-123600-336100-60100-0000000/100%

EXHIBIT J-8

9. APPROVE EMPLOYMENT CONTRACT FOR CLASSIFIED ADMINISTRATOR

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment contract for the following classified administrator: Coniglio, Carmencita M., Director, Fiscal Services

EXHIBIT J-9

10. RATIFY CORRECTION TO ADMINISTRATOR CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of a correction to add a cell phone stipend to the administrator contracts between the District and the following employees: a) Judy Harris, Director, Health Services, Health Services Department. B) Christopher Moore, Chief of Police, Palomar College Police Department.

EXHIBIT J-10

11. RATIFY TEMPORARY EMPLOYMENT

The Governing Board ratified Temporary Employment for Norma Miyamoto to provide support in the Instruction Office from July 1, 2017 to June 30, 2018 at the rate of \$73.56 per hour.

12. RATIFY CORRECTION TO PROFESSIONAL SERVICES COMPENSATION

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the correction to the monthly compensation for professional services between the District and Mark DiMaggio, Interim Police Academy Director. His monthly compensation has been corrected from \$11,216.04 to \$11,496.03, which is based on placement at step 13 of salary grade 68 on the Administrative Salary Schedule, plus a \$100.00 monthly cell phone stipend.

13. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Medybill Hope Rull
 Position: College Health Nurse - RN
 Department: Health Services
 Position #: 5568
 New?: No
 Remarks: Replacement for Susan Mayfield. Categorically funded; continuation of position is dependent upon continuation of funds. Position title and grade reflect the new title and grade approved for this classification in the classified unit classification study. Former title and grade were College Health Nurse, grade 35.
- Sal Grade/Stp: 37/2
 Salary: \$5,965.18/month
 % of Position: 100%
 # of Mos: 11
 Effective: September 13, 2017
 Account #(s): K-212300-474100-64400-1812090/100%
- b. Name: Heidi Leppert
 Position: Academic Records Analyst
 Department: Enrollment Services
 Position #: 6482
 New?: No
 Remarks: Replacement for Alexander Peters. Categorically funded; continuation of position is dependent upon continuation of funds.
- Sal Grade/Stp: 24/2
 Salary: \$4,346.29/month
 % of Position: 100%
 # of Mos: 12
 Effective: September 13, 2017
 Account #(s): A-212200-422200-62100-0811650/100%
- c. Name: Edwin Torres
 Position: Outreach Specialist
 Department: Grant Funded Student Programs
 Position #: 6648
 New?: Yes
 Remarks: Position approved 11/7/16. Categorically funded; continuation of position is dependent upon continuation of funds.
- Sal Grade/Stp: 21/1
 Salary: \$3,844.61
 % of Position: 100%

of Mos: 12
Effective: September 13, 2017
Account #(s): K-212200-471300-64990-1112316/100%

- d. Name: Juan Gonzalez
Position: Student Activities Coordinator
Department: Office of Student Affairs
Position #: 5704
New?: No
Remarks: Replacement for Lindsay Kretchman; promotion for Mr. Gonzalez. Categorically funded; continuation of position is dependent upon continuation of funds. Position grade reflects the new grade approved for this classification in classified unit classification study. Formerly placed at grade 25.
Sal Grade/Stp: 26/7
Salary: \$5,451.41/month
% of Position: 100%
of Mos: 12
Effective: September 19, 2017
Account #(s): K-212200-451100-64910-1812600/100%

14. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of August 2017 and short-term employee hires for the month of September 2017.

EXHIBIT J-14

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 2017-18 fiscal year:

Employee ID	Start Date	End Date	Percent
009481366	08/21/2017	09/18/2017	100%
010616369	08/14/2017	08/25/2017	100%
002394256	08/22/2017	09/26/2017	100%
009474476	08/17/2017	09/01/2017	100%
003726821	07/24/2017	06/30/2018	100%
002470176	08/17/2017	09/28/2017	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 2017-18 fiscal year:

Employee ID	Start Date	End Date
000549413	07/31/2017	06/30/2018
004093356	07/05/2017	06/30/2018
006618827	07/19/2017	06/30/2018
000079003	07/01/2017	06/30/2018
003158084	08/25/2017	06/30/2018

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. Philip L. de Barros, Professor, Behavioral Sciences Department, effective December 31, 2017. He has served Palomar College for over 23 years from August 19, 1994 to December 30, 2017.
- b. Peggy Richardson, Supervisor, Library, effective November 1, 2017. She has served Palomar College for over 19 years from December 1, 1997 to October 31, 2017.

17. RATIFY RESIGNATIONS

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

- a. Abby Algarin, GEAR UP Site Coordinator, Grant Funded Student Programs, effective August 16, 2017 (last day of employment was August 15, 2017).
- b. Doris Asombrado, Nurse Practitioner - Certified, Health Services, effective August 12, 2017 (last day of employment was August 11, 2017).
- c. Kristyn Lewko, Lead Academic Records Analyst, Evaluations and Records, effective September 9, 2017 (last day of employment was September 8, 2017).
- d. Hope Farquharson, Associate Professor, Nursing, Nursing Education Department, effective August 12, 2017 (last day of employment was August 11, 2017).
- e. Samantha Sangsanoi, Assistant Professor, Nursing, Nursing Education Department, effective September 1, 2017 (last day of employment was August 31, 2017).

18. INFORMATION: CLASSIFIED PROFESSIONAL GROWTH AWARDS

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, 2017:

Employee Name: Andrew McCoy
Position: Supervisor, Pool Operations
Department: Health-Kinesiology-Recreation Management
Course of Study: Associate Degree

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 July 1, 2017, with the understanding that employees who elect the one-time \$2,000 lump sum stipend must wait three (3) years before beginning another Professional Growth Program.

Employee Name: Brittany Wong
Position: Administrative Specialist II
Department: Transfer Center
Course of Study: Master's Degree

19. 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, 2017.

EXHIBIT J-19

20. 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, 2017.

EXHIBIT J-20

21. 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, 2017 through August 31, 2017 entered into on behalf of the Palomar Community College District, as detailed in the exhibit.

EXHIBIT J-21

22. ACCEPT GRANT SUB-AWARD FROM SOLANO COMMUNITY COLLEGE DISTRICT AND ISSUED BY COMMUNITY COLLEGES CHANCELLOR'S OFFICE, DIVISION OF WORKFORCE AND ECONOMIC DEVELOPMENT FOR STRONG WORKFORCE PROGRAM

The Governing Board accepted the grant sub-award master agreement from Solano Community College District to participate in the Self-employment Pathways in the Gig Economy Project, funding provided by California Community Colleges Chancellor's Office for the purpose of implementing Strong Workforce Programs, effective July 20, 2017 through December 31, 2018. Amount \$15,000.00.

EXHIBIT J-22

23. ACCEPT AS COMPLETE & FINAL BID #102-17 SAN MARCOS CAMPUS-PAINTING PROJECT AND AUTHORIZE RELEASE OF RETENTION TO TL VETERANS CONSTRUCTION, INC. IN THIRTY-FIVE DAYS AND RECORD NOTICE OF COMPLETION

The Governing Board accepted the Bid #102-17 San Marcos Campus – Painting Project as complete and final; and authorizes the 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 \$162,800.00, 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 TL Veterans Construction, Inc., 18345 Sierra Hwy #47, Santa Clarita, CA 91361.

24. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following:

- | | | |
|----|-------------------|--|
| a. | Board Member | John Halcón |
| | Advanced Funds? | Yes |
| | For: | No cost to the District, funded by NALEO |
| | To attend: | NALEO Institute |
| | Location/Date: | Carlsbad, CA / September 22-23, 2017 |
| | Estimated Amount: | \$0 |
| | Budget No.: | 575200-11-111100-66100-10-2018-0000000 |
| b. | Board Member | Mark Evilsizer |
| | Advanced Funds? | Yes |
| | For: | No cost to the District, funded by NALEO |
| | To attend: | NALEO Institute |
| | Location/Date: | Carlsbad, CA / September 22-23, 2017 |
| | Estimated Amount: | \$0 |
| | Budget No.: | 575200-11-111100-66100-10-2018-0000000 |

- c. Board Member **John Halcón**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: ACCT Leadership Congress
Location/Date: Las Vegas, NV / September 25-28, 2017
Estimated Amount: \$2,123.73
Budget No.: 575200-11-111100-66100-10-2018-0000000
- d. Board Member **Mark Evilsizer**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: ACCT Leadership Congress
Location/Date: Las Vegas, NV / September 25-28, 2017
Estimated Amount: \$2,026.94
Budget No.: 575200-11-111100-66100-10-2018-0000000
- e. Board Member **Nina Deerfield**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: ACCT Leadership Congress
Location/Date: Las Vegas, NV / September 25-28, 2017
Estimated Amount: \$2,128.66
Budget No.: 575200-11-111100-66100-10-2018-0000000
- f. Board Member **John Halcón**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: HACU 31st Annual Conference
Location/Date: San Diego, CA / October 28-30, 2017
Estimated Amount: \$758.89
Budget No.: 575200-11-111100-66100-10-2018-0000000
- g. Board Member **John Halcón**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: CCLC Annual Convention
Location/Date: San Jose, CA / November 15-18 2017
Estimated Amount: \$1803.73
Budget No.: 575200-11-111100-66100-10-2018-0000000
- h. Board Member **Mark Evilsizer**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: CCLC Annual Convention
Location/Date: San Jose, CA / November 15-18 2017
Estimated Amount: \$1461.94
Budget No.: 575200-11-111100-66100-10-2018-0000000
- i. Board Member **Nina Deerfield**
Advanced Funds? Yes
For: Transportation, lodging, registration, other approved expenses
To attend: CCLC Annual Convention
Location/Date: San Jose, CA / November 15-18 2017
Estimated Amount: \$1813.66
Budget No.: 575200-11-111100-66100-10-2018-0000000

25. EXCUSE ABSENCE OF TRUSTEE

In accordance with Section 72425(d) of the CA Education Code, the Governing Board hereby acknowledges that the absence of Mark Evilsizer from the June 27, 2017 special meeting and the absence of Nancy Ann Hensch from the Open Session of the Regular meeting on August 8, 2017 are excused due to personal necessity.

RESOLUTION 17-21533

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, thanked the Board for ratifying the new part-time faculty hires and thanked the Equivalency Committee for their work. He acknowledged the retirement of Phil de Barros and reported that the Faculty Senate continues to support DACA and other disadvantaged students. He shared that the Faculty Senate is working on development of their 2017-18 goals. In closing he thanked April Cunningham and Kelly Falcone for their work on the zero-cost/low cost class sections being developed, they will be identified as "CALM" (Comets Affordable Learning Materials) courses.

2. INFORMATION: Report of the Palomar Faculty Federation

Teresa Laughlin, Co-President of the PFF, talked about the Campus Equity Week being held the last week in October; she shared that she and Co-President, Colleen Bixler, would be attending an event in Sacramento on labor unions.

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association, had no report.

4. INFORMATION: Report of the Confidential and Supervisory Team

Zeb Navarro, Past President of the Confidential and Supervisory Team, reported that he met with the new CAST e-council and introduced Jenny Akins, the new CAST President.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, commented on a grievance filed by CCE related to the classification study and expressed frustration with missed deadlines and slow responses to a request for documents.

6. INFORMATION: Report of the Associated Student Government

Chris Hopp, ASG President, reported that the ASG is close to having a full board; he talked about the ASG retreat and shared that the ASG participated in the Week of Welcome events. He reported that ASG also represented at the 9/11 Memorial event, club rush and DACA rally.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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 in the exhibit. Purchases listed are made against the 2017-2018 fiscal year budget:

Purchase Orders Time Period: 07/28/17–08/31/17	\$4,888,339.09
Procurement Card Time Period: 07/23/17-08/22/17	<u>\$102,846.87</u>
	<u>\$4,991,185.96</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. APPROVE CCAP PARTNERSHIP AGREEMENTS BETWEEN JULIAN UNION HIGH SCHOOL DISTRICT AND PALOMAR COMMUNITY COLLEGE DISTRICT

MSC McNamara/Evilsizer

The Governing Board approved the College and Career Pathways (CCAP) Agreements between Julian Union High 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 June 30, 2017 through June 30, 2020 as detailed in the exhibit.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. APPROVE REVISED PARENT HANDBOOK FOR CHILD DEVELOPMENT CENTERS

MSC McNamara/Evilsizer

The Governing Board approved the revised Parent Handbook to include updated information on all aspects of the program compiled from Community Care Licensing, the California Department of Education, and the Childcare Food Program.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye.

4. APPROVE CHANGE ORDER #4 BUILDING "A" & VETERANS CENTER RENOVATION PROJECT

MSC McNamara/Evilsizer

The Governing Board approved Change Order #4 in the amount of \$38,192.29 for Bid 104-16 Building "A" & Veterans Center Renovation Project for all additional work as detailed in the exhibit.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye.

5. APPROVE BID AWARD AND AUTHORIZATION TO CONTRACT WITH ELITE EARTHWORKS & ENGINEERING DBA GK BACKLUND FOR PHASE 1 NORTH EDUCATION CENTER MASS GRADING AND SITE UTILITIES

MSC McNamara/Evilsizer

Trustee Evilsizer asked about the extent of the grading on this job, Dennis Astl, Manager, Construction and Facilities Planning responded.

The Governing Board approved bid award and authorized the District to contract with Elite Earthworks & Engineering dba: GK Backlund in the amount of \$4,070,255.00 for mass grading of the entire parcel for the future North Education Center campus. Only the most highly rated contracting firms who submitted a response, and interviewed, for the Request for Qualifications #201-17 Mass Grading – North Education Center Project were permitted to bid on CM-17-18-01-NEC-01-A: Grading. Elite Earthworks & Engineering dba: GK Backlund was found to be the lowest responsive & responsible bidder.

The vote was unanimous. Student Trustee aye.

6. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2017

MSC McNamara/Halcón

The Governing Board approved Curriculum Action Items dated May 3 and May 17, 2017 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 fall 2017.

The vote was unanimous. Student Trustee aye.

EXHIBIT N-6

7. ADOPT 2017-2018 PALOMAR COMMUNITY COLLEGE DISTRICT GOVERNING BOARD ANNUAL GOALS

MSC McNamara/Evilsizer

The Governing Board of the Palomar Community College District adopted its 2017 - 2018 Governing Board Annual Goals. The Board met previously on June 27, 2017 to develop their goals.

The vote was unanimous. Student Trustee aye.

EXHIBIT N-7

8. APPOINT TRUSTEE(S) TO SERVE AS VOTING DELEGATES AT THE ACCT NATIONAL CONGRESS

MSC McNamara/Evilsizer

Board President Hensch proposed that the congress attendees with the most longevity on the Board serve as the voting delegates. The Board voted and approved Trustees Evilsizer and Halcón as voting delegate(s) at the Association of Community College Trustees Leadership Congress.

The vote was unanimous. Student Trustee aye.

EXHIBIT N-8

O. BOARD REQUESTS FOR REPORTS

Trustee Evilsizer asked about the status of solar projects. Chris Miller provided a brief summary, no additional report was requested.

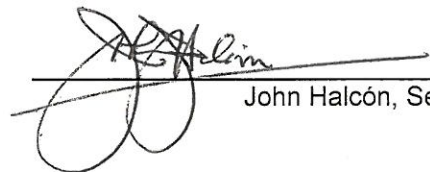
Trustee Deerfield requested that the District provide a follow-up on the matter of the Comprehensive Adult Student Assessment Systems ("CASA's") testing. Dr. Blake offered to follow-up on the topic.

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

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

R. ADJOURNMENT The meeting adjourned at 6:50 p.m.


Nancy Ann Hensch, Board President

 11/14/2017
John Halcón, Secretary



APPROVED 11/14/17
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, OCTOBER 10, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
CHRIS HOPP, STUDENT TRUSTEE (arrived 5:00 pm)

ABSENT

NONE

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 p.m. All trustees present. Board President Hensch reported that there were no reportable actions taken in closed session.

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 There were none.

H. APPROVAL OF MINUTES

MSC Halcón/Evilsizer

The Governing Board approved the July 28, 2017 minutes as written. The vote was unanimous. Student Trustee aye.

MSC Halcón/Evilsizer

The Governing Board approved the August 8, 2017 minutes as written. The vote was unanimous, with Board President Hensch abstaining. 4/0/1. Student Trustee aye.

I. REPORTS

Board President Hensch commented on “Pepper” the Artificial Intelligence (AI) robot.

Trustee McNamara reported on the SDICCCA meeting and commented on the upcoming educational excursion to Homeboy Industries – encouraging people to attend.

Trustee Halcón had no report.

Trustee Evilsizer reported on his attendance at the DACA overview workshop and thanked Student Services for holding the event. He reported on the NALEO (National Association of Latino Elected and Appointed Officials) conference he attended noting that it was attended by the State Chancellor. Trustee Evilsizer talked about some progressive projects that were discussed at the conference including 1) the Elon Musk transportation tube project taking place in the City of Hawthorn and 2) the City of Santa Monica's city-wide WIFI network. He talked about the ACCT conference including the student mariachi performers, Lonnie Johnson (one of the speakers) and some of Johnson's inventions.

Trustee Deerfield talked about the ACCT conference and shared that she enjoyed networking with other trustees across the country. She talked about one of the sessions focused on getting seniors in the classroom.

Student Trustee Chris Hopp reported on his attendance to the Superintendent/President's breakfast event and talked about meeting "Pepper."

Superintendent/President Blake reported that she attended the ACCT conference with the trustees, Laura Gropen and Michelle Barton who were both presenters at the conference. She talked about the Strategic Enrollment Management (SEM) workshops that were held and thanked Michelle Barton, Travis Ritt, and Jack Kahn. She talked about the Superintendent/President's breakfast and the importance of building partnerships with K-12. In closing she noted that tonight's agenda includes a recommendation for the hire of a new Vice President for Human Resources and thanked the hiring committee for their work.

Vice President Jack Kahn reported that the Fast Track 2 courses are starting next week, talked about planning underway for summer 2018 courses, and shared that there is a lot of work going on surrounding partnerships to address demand. He acknowledged retiree Peggy Richardson. In closing VP Kahn shared that work is underway regarding Guided Pathways.

Vice President Adrian Gonzales talked briefly about the High School Counselors Conference and the Superintendent/President's breakfast events and thanked staff for putting them together. He talked about the official launch of the Pepper and the other AI products. VP Gonzales talked about a restorative justice workshop and the efforts to transition formerly incarcerated individuals into college. In closing he acknowledged retirees Jose Fernandez and Karen Boguta-Reeve.

Vice President Ron Ballesteros-Perez reflected on his time serving as the Acting VP of HRS, shared that he has more appreciation for the work done in that department and, acknowledged several of the HR team in attendance at the meeting.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee Halcón, seconded by Trustee Evilsizer, the Board approved items 1-25.
Ayes:	Hensch, McNamara, Halcón, Evilsizer, and Deerfield
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: Audelo, Jesus
 Discipline: Music
- b. Name: Dalton, Trinie
 Discipline: English
- c. Name: DeVillez, Darron
 Discipline: Speech Communication

2. RATIFY ACADEMIC EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following academic employee:

- a. Name: Monique Lineback
 Position: Assistant Professor, Nursing (Simulation Lab Coordinator)
 Department: Nursing Education
 Degrees: Ph.D., Nursing
 M.S., Adult Clinical Nurse Spec
 B.A., Critical Gender Studies
 A.A., Nursing
 Position #: 6006
 New?: Yes
 Remarks: Position approved 6/13/17.
 Sal Grade/Stp: H/1
 Salary: \$7,243.19/month
 % of Position: 100%
 # of Mos: 10
 Effective: October 2, 2017
 Account #(s): A-122100-348200-12300-0000000/100%

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 2017 and Spring 2018 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

Fall 2017

- Department: Business Administration
- a. Name: Solhdoost, Sam
 Discipline: Business
 Degrees: M.B.A.
 B.S., Fire & Safety Engineering Technology
 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Computer Science/Information Systems
a. Name: Brown, Courtney
Discipline: Computer Information Systems (IT)
Degrees: Master of Educ in Teaching
B.A., Social Science
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Cooperative Education
a. Name: Canter, Allison
Discipline: Work Experience Instructor
Degrees: B.S., Organizational Leadership
A.A., Merch Mark
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Emergency Medical Education
a. Name: Politzer, Dan
Discipline: Emergency Medical Technologies
Degrees: B.S., Criminal Justice
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: English
a. Name: Dalton, Trinie
Discipline: English
Degrees: M.F.A., Creative Writing and Literature
B.A., English
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: English as a Second Language
a. Name: Weldele, Brian
Discipline: ESL: Credit
Degrees: Master of Arts in Educ T.E.S.O.L.
B.A., Philosophy
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Music
a. Name: Audelo, Jesus
Discipline: Music
Degrees: M.F.A., Jazz Reeds
B.M., Music
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: Nursing Education
- a. Name: Coching, Ann
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- b. Name: Knowlton, Samantha
Discipline: Nursing Science/Clinical Practice
Degrees: B.A., Psychology
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- c. Name: Singh, Marie
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
A.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- d. Name: Tang, Charity
Discipline: Nursing Science/Clinical Practice
Degrees: B.S.N.
B.A., Economics
A.A., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- e. Name: Tamayo, Chelsey
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
A.S., Allied Health
A.A., Liberal Arts
A.A., IS - Letters & Science
A.A. IS - Social/Nat Sciences
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Speech Communication/Forensics/ASL
- a. Name: Armenta, John
Discipline: Speech
Degrees: M.A., Communication
Sal Grade/Stp: C/1
Salary: \$60.83
- b. Name: DeVillez, Darron
Discipline: Speech
Degrees: B.A., Communication
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- c. Name: Long, Robert
 Discipline: Speech
 Degrees: M.A., Coms Studies
 B.S., Religion
 A.A., Communication Studies
 Sal Grade/Stp: B/1
 Salary: \$58.87
- d. Name: Norval, Sara
 Discipline: Speech
 Degrees: M.A., Communication Studies
 B.A., Speech Communications
 B.A., Theatre Arts
 Sal Grade/Stp: B/1
 Salary: \$58.87

Spring 2018

- Department: Behavioral Sciences
- a. Name: French, Chelsea
 Discipline: Psychology
 Degrees: M.A., Psychology
 B.S., Criminology and Criminal Justice and Psychology
 Sal Grade/Stp: B/1
 Salary: \$58.87

4. RATIFY MEMORANDA OF UNDERSTANDING BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board ratified two (2) Memoranda of Understanding (MOUs) between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161. The MOUs are with respect to Article 6 – Union Rights and Article 12 – Department Chairs/Directors.

EXHIBIT J-4

5. 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: Lisa Norman
 Position: Assistant Superintendent/Vice President, Human Resource Services
 Department: Human Resource Services
 Position #: 5020
 New?: No
 Remarks: Replacement for John Tortarolo.
 Sal Grade/Stp: 79/33
 Salary: \$18,405.38/month plus an annual doctoral stipend of \$1,411.88.
 % of Position: 100%
 # of Mos: 12
 Effective: October 16, 2017
 Account #(s): A-121000-611100-67300-0000000/100%

EXHIBIT J-5

6. 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: Jessica Horn
 Position: Supervisor, Veterans' Services
 Department: Financial Aid, Veterans', and Scholarship Services
 Position #: 6640
 New?: Yes
 Remarks: Position approved 6/14/16. Promotion for Ms. Horn.
 Sal Grade/Stp: 48/2
 Salary: \$5,590.74/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): A-212100-423100-64800-0000000/100%

- b. Name: Carlos Huerta
 Position: Supervisor II, Custodial Services
 Department: Custodial Services
 Position #: 6660
 New?: Yes
 Remarks: Position approved 2/16/17.
 Sal Grade/Stp: 41/1
 Salary: \$4,476.04/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 16, 2017
 Account #(s): A-212100-542200-65300-0000000/100%
 Normal Work Schedule: Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. - 1:30 a.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

7. 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: Admissions/Financial Aid Specialist II
 Department: Enrollment Services
 Position #: 6669
 New?: Yes
 Sal Grade/Stp: 22/1
 Salary: \$3,941.14/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): A-212200-421100-62100-0000000/100%

- b. Position: Administrative Specialist I
 Department: Information Services
 Position #: 6670
 New?: Yes
 Sal Grade/Stp: 18/1
 Salary: \$3,573.93/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%
- c. Position: Technical Support Specialist
 Department: Information Services
 Position #: 6671
 New?: Yes
 Remarks: Title change to be approved 10/10/17; current title is IT Technical Support Specialist.
 Sal Grade/Stp: 28/1
 Salary: \$3,573.93/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%
- d. Position: Administrative Specialist II
 Department: Mathematics and the Natural and Health Sciences
 Position #: 6672
 New?: Yes
 Remarks: Position funded by categorical funds. Continuation of position is dependent upon continuation of funds.
 Sal Grade/Stp: 23/1
 Salary: \$4,035.97/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): K-212200-341100-60910-1112986/80%
 K-212200-345500-60910-1112990/20%

8. RATIFY CHANGE TO CLASSIFIED POSITION

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

- a. Position: Technical Support Specialist
 Department: Information Services
 Name: Kathleen Davis
 Position #: 5816
 New?: No
 Remarks: Title change; previous title was IT Technical Support Specialist. New title to be applied to future IT Technical Support Specialist positions.
 Sal Grade/Stp: 28/25
 Salary: \$6,813.39/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%

9. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Tera Lisicky
 Position: Instructional Design Coordinator
 Department: Academic Technology Resources Center
 Position #: 6661
 New?: Yes
 Remarks: Position approved 3/14/17. Categorically funded; continuation of position is dependent upon continuation of funds.
 Sal Grade/Stp: 40/1
 Salary: \$6,113.44/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): K-212200-331400-61900-1612145/100%

- b. Name: Chie Tuller
 Position: Business System Analyst
 Department: Payroll
 Position #: 6293
 New?: No
 Remarks: Replacement for Janien Lau-Thompson.
 Sal Grade/Stp: 38/1
 Salary: \$5,823.80/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 23, 2017
 Account #(s): A-212200-551100-67200-0000000/100%

- c. Name: Omar Sanchez
 Position: Outreach Specialist
 Department: Grant Funded Student Programs
 Position #: 6419
 New?: Yes
 Remarks: Position approved 10/10/07. Categorically funded; continuation of position is dependent upon continuation of funds.
 Sal Grade/Stp: 21/1
 Salary: \$3,844.61/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): K-212200-471300-64300-1112300/100%

- d. Name: Christy Carter
 Position: Buyer
 Department: Purchasing
 Position #: 5580
 New?: No
 Remarks: Replacement for Kimberly Simonds. Position title and grade reflect the new title and grade approved for this classification in classified unit classification study. Former title and grade were Buyer, grade 22. Categorically funded; continuation of position is dependent upon continuation of funds.

 Sal Grade/Stp: 21/1
 Salary: \$3,844.61/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): Y-212200-711910-67900-2153000/100%
- e. Name: Cynthia Martin
 Position: Custodian I
 Department: Custodial Services
 Position #: 6574
 New?: No
 Remarks: Replacement for Alfredo Pereyra.
 Sal Grade/Stp: 9/1
 Salary: \$2,868.81/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 18, 2017
 Account #(s): A-212200-542200-65300-0000000/100%
 Normal Work Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. -
 Schedule: 1:30 a.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- f. Name: Tracie Sayre
 Position: Business Systems Analyst
 Department: Human Resource Services
 Position #: 6114
 New?: No
 Remarks: Replacement for Lucinda Fisher; transfer for Ms. Sayre
 Sal Grade/Stp: 38/12
 Salary: \$7,620.24/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 23, 2017
 Account #(s): A-212200-611100-66600-0000000/100%

- g. Name: Divina E. Hernandez
Position: Outreach Specialist
Department: Grant Funded Student Programs
Position #: 6649
New?: Yes
Remarks: Position approved 10/10/07. Categorically funded; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 21/1
Salary: \$3,844.61/month
% of Position: 100%
of Mos: 12
Effective: October 16, 2017
Account #(s): L-212210-471300-64300-1112301/100%
- h. Name: Gabriela Hernandez-Lopez
Position: Outreach Specialist
Department: Grant Funded Student Programs
Position #: 6652
New?: Yes
Remarks: Position approved 10/10/07. Categorically funded; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 21/1
Salary: \$3,844.61/month
% of Position: 100%
of Mos: 12
Effective: October 11, 2017
Account #(s): K-212200-331500-63900-1112304/100%

10. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of classified positions, effective July 1, 2017, pursuant to Article 10 - Classification and Reclassification of the Agreement between the Council of Classified Employees CCE/AFT Local #4522 and Palomar Community College District.

EXHIBIT J-10

11. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of September 2017 and short-term employee hires for the month of October 2017.

EXHIBIT J-11

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 2017-18 fiscal year:

Employee ID	Start Date	End Date	Percent
003820811	09/01/2017	12/31/2017	100%
009474476	09/01/2017	09/15/2017	100%
009383567	10/16/2017	12/15/2017	100%
002470176	09/29/2017	10/29/2017	100%
002470176	10/30/2017	12/15/2017	32%
009483420	09/04/2017	10/24/2017	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 2017-18 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
004084594	09/01/2017	06/30/2018
007170523	09/15/2017	06/30/2018

13. 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. Karen Boguta-Reeve, Police Compliance Coordinator, Palomar College Police Department, effective November 1, 2017. She has served Palomar College for over 13 years from May 12, 2004 to October 31, 2017.
- b. Jose Fernandez, Counselor/Professor, Counseling Department, effective December 16, 2017. He has served Palomar College for over 20 years from July 15, 1997 to December 15, 2017.

14. RATIFY RESIGNATION

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

- a. Elizabeth Light, Assistant Professor, Nursing, Nursing Education Department, effective October 6, 2017 (last day of employment was October 5, 2017).

15. RECOMMENDATION: ACTION – APPROVE THE CCFS-311 ANNUAL FINANCIAL AND BUDGET REPORT (FINANCIAL REPORT FOR THE FISCAL YEAR 2016-2017 AND BUDGET REPORT FOR THE FISCAL YEAR 2017-2018)

The Governing Board approved the CCFS-311 Annual Financial and Budget Report (Financial Report for the Fiscal Year 2016-2017 and Budget Report for the Fiscal Year 2017-2018) for the Palomar Community College District.

EXHIBIT J-15

16. APPROVE CANDIDATE REIMBURSEMENT FOR INTERVIEW EXPENSES

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

- a. Name: Tracie Green
For: Airfare
To Attend: Second-level interview for Assistant Superintendent/Vice President, Human Resource Services
Location: Fresno, CA to San Marcos, CA
Date: September 6, 2017
Amount: \$113.20
Account #: 575400-11-611200-67600-10-0611950/100%

17. APPROVE AGREEMENT WITH YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD DEVELOPMENT TRAINING CONSORTIUM AND ACCEPT FUNDS

The Governing Board approved agreement #17-18-4489 between the Palomar Community College District and the Yosemite Community College District, Child Development Training Consortium effective September 1, 2017 through June 30, 2018 and accept funds in the amount of \$27,200.

EXHIBIT J-17

18. APPROVE DESIGNATED REPRESENTATIVE AND ALTERNATE TO SERVE ON EDUCATION TO CAREER NETWORK OF NORTH SAN DIEGO COUNTY

The Governing Board authorized the following individuals to represent Palomar Community College District on the Education to Career Network (ETCN) of North San Diego County:

Representative: Suzanne Sebring
Alternate: Nichol Roe

19. APPROVE EXTENDED FIELD TRIPS

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

- a. Mount Calvary Monastery, Santa Barbara, California on October 25 through October 27, 2017 for students enrolled in World Religions classes #70238, 70281 and 70285; Religion in American History class #70283; and Religion in America class #70284.
- b. University of Wisconsin, Oshkosh, Wisconsin, to compete in the National Forensics Association Tournament on April 11 through April 17, 2018 for students enrolled in Speech 290 class #30991.
- c. Lewis & Clark College, Portland, Oregon, to compete in the National Parliamentary Debate Tournament on March 22 through March 26, 2018 for students enrolled in Speech 290 class #30991.
- d. Hilton Concord, Concord, California, to compete in the California Community College Forensics Association State Tournament, on March 7 through March 11, 2018 for 16-18 students enrolled in Speech 290 class #30991.
- e. Furnace Creek Campground, Death Valley National Park, on March 26 through March 29, 2018 for students enrolled in Geology 195F class #33498.

EXHIBIT J-19

20. FIRST READING: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES

The Governing Board of the Palomar Community College District reviewed the following Board Policies. They have previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. These items will return for a second reading and adoption in November.

BP 5035 – Withholding of Student Records
BP 5052 – Open Enrollment
BP 5055 – Enrollment Priorities
BP 5075 – Course Adds and Drops
BP 5110 – Counseling
BP 5120 – Transfer Center

BP 5130 – Financial Aid Veterans and Scholarship Services
BP 5140 – DRC/DSPS
BP 5300 – Student Equity
BP 5510 – Off-Campus Student Organizations
BP 5700 – Intercollegiate Athletics
BP 5900 – Prevention of Identity Theft in Student Financial Transactions

EXHIBIT J-20

21. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES

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

AP 5010 – Admission and Concurrent Enrollment	AP 5140 – DRC/DSPS
AP 5012 – International Students	AP 5150 – EOPS
AP 5013 – Students in the Military	AP 5160 – GEAR UP Program
AP 5015 – Residence Determination	AP 5170 – TRIO Programs
AP 5020 – Nonresident Tuition	AP 5200 – Student Health Svcs
AP 5030 – Fees	AP 5210 – Communicable Disease
AP 5035 – Withholding of Student Records	AP 5220 – Shower Facilities for students with housing insecurities
AP 5040 – Student records, directory	AP 5300 – Student Equity
AP 5045 – Student records - challenging content and access	AP 5400 – Associated Student Government
AP 5050 – Student Success Support Program	AP 5410 – ASG Elections
AP 5052 – Open Enrollment	AP 5420 – ASG Financial Management
AP 5055 – Enrollment Priorities	AP 5510 – Off-Campus Student Organizations
AP 5070 – Attendance	AP 5520 – Student Discipline Procedures
AP 5075 – Course Adds and Drops	AP 5570 – Student Credit Card Solicitation
AP 5110 – Counseling	AP 5610 – Voter Registration
AP 5120 – Transfer Center	AP 5700 – Intercollegiate Athletics
AP 5130 – Financial Aid Veterans and Scholarship Services	AP 5757 – Parking
	AP 5900 – Prevention of Identity Theft in Student Financial Transactions

EXHIBIT J-21

22. INFORMATION: SUMMARY OF COMPLETED SABBATICAL LEAVES - FALL 2016

A sabbatical completion abstract was presented to the Board as an information item for those faculty whose final reports were approved by the Sabbatical Leave Committee on April 20, 2017.

EXHIBIT J-22

23. ACCEPT GIFTS

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

- a. Furniture for the Palomar Veterans Center including, but not limited to, storage cabinets, files, white boards, bookcases, tables and chairs donated by bkm Office Works, Bill Kuhnert, 4780 Eastgate Mall, Suite 100, San Diego, CA 92121 with a cash value identified by the donor of \$79,485.74.

EXHIBIT J-23

- b. Twenty assorted plants donated by Ron Chism, 11132 Arco Dr., Escondido, CA 92027 with a cash value identified by the donor of \$1,200.00.

24. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following Governing Board trustee:

a.	Board Member	Mark Evilsizer
	Advanced Funds?	Yes
	For:	Transportation, registration, other approved expenses
	To attend:	HACU 31 st Annual Conference – Trustee Forum
	Location/Date:	San Diego, CA / October 31, 2017
	Estimated Amount:	\$228.23
	Budget No.:	575200-11-111100-66100-10-2018-0000000

25. INFORMATION – DETAILS OF GRANT SUB-AWARD FOR THE STRONG WORKFORCE PROGRAM

The Governing Board accepted the grant sub-award master agreement from Grossmont-Cuyamaca Community College District ("GCCCD") and the GCCCD Auxiliary Organization to participate in the Strong Workforce Program's at the May 9, 2017 Board meeting where the amount was to be determined. Final approval of awarded amounts are (a) Strong Workforce Marketing: \$50,000.00 and (b) CTE Employment Readiness and Job Placement Services: \$200,000.00 for the period of January 2017 through September 2018.

EXHIBIT J-25

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, thanked the Board for ratifying the hiring of new full and part-time faculty members. He reported on a workshop he attended on hiring diverse faculty; commented on the work being done with Jack Kahn on the Strategic Enrollment Management Plan; and read out a resolution passed by the Faculty Senate related to faculty hiring.

2. INFORMATION: Report of the Palomar Faculty Federation

Colleen Bixler, Co-President of the PFF, reported on her attendance at the Community College Council in Sacramento and a possible town hall style meeting PFF is planning for Tony Thurmond, candidate for the California State Superintendent of Public Instruction. She shared that PFF is holding focus groups and developing a survey to gather information from faculty. In closing she talked about Campus Equity week, and a new Instagram account for faculty use.

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association, acknowledged the service of library retiree, Peggy Richardson and talked about some of the technological changes in library services that have occurred over the last 20+ years – during Peggy's tenure at Palomar. Connie shared that the e-council is updating their handbook. In closing she shared that all AA members are welcome to attend the e-council meetings and shared that AA members are eager for the start of the reclassification study.

4. INFORMATION: Report of the Confidential and Supervisory Team

Jenny Akins, President of the Confidential and Supervisory Team, reported that the e-council met recently and are planning a group CAST meeting.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, reported that the e-council voted to approve \$10,000 towards a scholarship fund for CCE members and their families. She shared that there will be an appreciation breakfast for all those that participate on shared governance committees; reported out on a meeting with Dr. Blake; and noted that CCE held an appreciation event for custodial staff at the Escondido and San Marcos campuses. She voiced concerns from the custodial staff regarding supplies especially as those staff may be more likely to be exposed to Hepatitis A. She expressed concerns voiced by members regarding the salary grade/step the VP for HRS was hired at and thanked Dr. Blake for meeting to discuss the matter.

6. INFORMATION: Report of the Associated Student Government

Chris Hopp, ASG President, announced that the ASG has a full board with all Senator and Delegate positions filled. He reported that some ASG members would be attending the CCCSAA California Community College Student Affairs Association ("CCCSAA") leadership conference. Student Trustee Hopp shared that the Food and Nutrition Center is operational and that they are in partnership with Starbucks to distribute food on Thursdays. In closing he mentioned the DACA Advocacy Week taking place October 16-20.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE FALL 2017

MSC Evilsizer/Halcón

The Governing Board approved Curriculum Action Items dated September 6 and September 20, 2017 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 fall 2017.

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE 2018

MSC McNamara/Halcón

The Governing Board approved Curriculum Action Items dated September 20, 2017 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 2018 as detailed in the exhibit.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. REJECT BIDS RECEIVED FOR BID #101-18 RE-BID TIMBER FRAME AND CONEX BOX RELOCATION PROJECT.

MSC McNamara/Halcón

The Governing Board authorized the District to reject all bids received on September 29, 2017, on Re-Bid Timber Frame & Conex Box Relocation Project, Bid # 101-18 and authorizes the District to rebid at a later date.

The vote was unanimous. Student Trustee aye.

4. APPROVE AMENDMENT NO.5 TO MASTER AGREEMENT FOR CONSTRUCTION MANAGEMENT SERVICES PROP M/SERIES B

MSC McNamara/Evilsizer

The Governing Board approved amendment #5 between Balfour Beatty Construction and Palomar Community College District. This amendment is required to extend the master agreement with Balfour Beatty Construction to provide any or all aspects of construction management services as needed by the District on various projects assigned with funds from Prom M/Series C & D.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye.

5. APPROVE CHANGE ORDER #02 RELATED TO THE ESCONDIDO HEALTH CENTER PROJECT

MSC McNamara/Halcón

The Governing Board approved Change Order #02 in the amount of \$9,350.11 for the Escondido Health Center project to modify construction details due to unforeseen conditions.

EXHIBIT N-5

The vote was unanimous. Student Trustee aye.

6. APPROVE EASEMENT FOR RAINBOW MUNICIPAL WATER DISTRICT SEWER MAIN INSTALLATION AT THE NORTH EDUCATION CENTER

MSC McNamara/Evilsizer

The Governing Board approved an easement/right-of-way to the Rainbow Municipal Water District, as shown in the exhibit on affected portions of District property located at the North Education Center, in order for the District to construct and maintain a new 16" Rainbow Municipal Water District sewer main.

EXHIBIT N-6

The vote was unanimous. Student Trustee aye.

7. APPROVE EASEMENT FOR VALLECITOS WATER DISTRICT WATER AND STORM DRAIN INFRASTRUCTURE FOR THE MAINTENANCE AND OPERATIONS BUILDING

MSC McNamara/Evilsizer

The Governing Board approved an easement/right-of-way to the Vallecitos Water District, as shown in Exhibit N-9 on affected portions of District property located at the Maintenance and Operations Building, in order for the District to construct and maintain the water and storm drain infrastructure that services the building.

EXHIBIT N-7

The vote was unanimous. Student Trustee aye.

8. **APPROVE A RESOLUTION SUPPORTING THE DEFERRED ACTION FOR CHILDHOOD ARRIVALS PROGRAM ("DACA") THAT PROVIDES A TEMPORARY REPRIEVE FROM DEPORTATION FOR STUDENTS**

MSC McNamara/Evilsizer

The Governing Board reviewed and approved the resolution supporting the Deferred Action for Childhood Arrivals program ("DACA") that provides a temporary reprieve from deportation for students and urges members of Congress to restore the DACA program and support and pass the Dream Act.

EXHIBIT N-8

RESOLUTION NO. 17-21534

The vote was unanimous. Student Trustee aye.

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

MSC McNamara/Halcón

The Governing Board approved travel for Yasue O'Neill, Coordinator, International Education, to Osaka and Tokyo, Japan from November 8-20, 2017 for the purpose of meeting prospective students and visiting study abroad agencies and schools.

EXHIBIT N-9

The vote was unanimous. Student Trustee aye.

O. **BOARD REQUESTS FOR REPORTS** There were none.

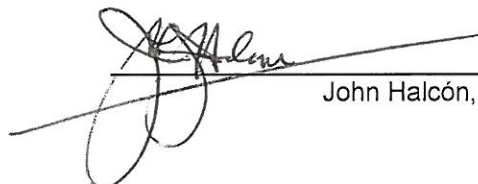
P. **RECESS TO CLOSED SESSION:** *No additional session needed.*

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

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



Nancy Ann Hensch, Board President



John Halcón, Secretary 11/14/2017



APPROVED 12/12/17
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, NOVEMBER 14, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
CHRIS HOPP, STUDENT TRUSTEE (arrived 5:00 pm)

ABSENT

NONE

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. All trustees present. Board President Hensch reported that there were no reportable actions taken in closed session.

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 There were none.

H. APPROVAL OF MINUTES

MSC McNamara/Halcón

The Governing Board approved the September 12, 2017 and the October 10, 2017 minutes as written.

The vote was unanimous. Student Trustee aye.

I. REPORTS

Board President Hensch commented on the Foundation's Giving Tuesday campaign.

Trustee McNamara thanked the Veteran's Day event organizers for putting on an excellent event honoring Veterans. He commented on the SDICCCA meeting and the value the organization's voice brings to the member colleges, especially in Sacramento.

Trustee Halcón had no report.

Trustee Evilsizer reported on his attendance to the North Education site groundbreaking and commented on the Native American ceremonial events that took place at the event. He talked about a San Diego County Office of Education Latino Advisory Board meeting he attended and shared that he met with his Puente mentee. Trustee Evilsizer talked about his attendance at the Hispanic Association of Colleges and Universities (HACU) Trustee Forum and a program in Texas he heard about where students who take a certain number of units earn free summer course registrations thus accelerating their graduation and realizing a cost savings to the institution. He talked about Rio Hondo's "demonstrated cultural competency" hiring requirement and its practice of reviewing hiring pool data in closed session. Trustee Evilsizer talked about the kick-off event at CSUSM for the Center for Culturally Proficient Educational Practices and the keynote speaker, Dr. Terry Roberts (an original member of the Little Rock Nine.) In closing, he congratulated those involved in winning the Best Overall District – Medium in the annual Excellence in Energy and Sustainability award competition.

Trustee Deerfield talked about the North Education Center groundbreaking event, an environmental summit event she attended, and the North County African American Women's Association event that she attended with Dr. Blake. Trustee Deerfield mentioned that she also attended the Day of the Dead event held at the San Marcos campus.

Student Trustee Chris Hopp reported that students are being asked to volunteer to work at the phone banks for the Giving Tuesday fundraising event.

Superintendent/President Blake acknowledged the Facilities team on their Excellence in Energy and Sustainability award; reported she attended the Business Builders Network breakfast event, commented on the SDSU Alumni event which Dr. Jack Kahn and VP Adrian Gonzales were awarded for their work in Instruction and Student Services. President Blake reported that a team went to a Fallbrook Chamber event to promote the North Education site. She talked about efforts underway to engage Poway leaders and promote the South Education Center; reported that a Palomar leadership team had attended a faculty diversity in hiring event at the Center for Urban Education and in closing, introduced the new Vice President of Human Resources, Dr. Lisa Norman.

Vice President Jack Kahn reported on the Political Economy Days and Darwin Days events; acknowledged the retirements of Glenda Gardner and Dolores Silva; and talked about a new business connection with Mostra Coffee whose facility is near the South Education site.

Vice President Adrian Gonzales announced that Palomar's football team was invited to participate in the "Beach Bowl," reported that the men's water polo team were conference champions; and congratulated staff on the Veteran's Day event. He shared that the Integrated Plan will be brought to the Board in January and the Guided Pathway's Initiative self-assessment would be presented in December.

Director Connie Moise, filling in for Vice President Ron Ballesteros-Perez, shared that the Excellence in Energy and Sustainability award was awarded for a lighting project that will save the District \$74,000.00 annually.

Vice President Lisa Norman thanked everyone for the warm welcome. She talked about upcoming trainings to improve hiring practices, work being done on the Staffing Plan, and the review of all Chapter 7 – Human Resources policies and procedures.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee McNamara, seconded by Trustee Halcón, the Board approved items 1-3 and 5-23; Trustee Evilsizer asked that item #4 be pulled from the consent calendar for discussion.
Ayes:	Hensch, McNamara, Halcón, Evilsizer, and Deerfield
Noes:	None
Absent:	None
Student Trustee:	Aye

1. RATIFY ACADEMIC EMPLOYMENT

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

- a. Name: Hossna Sadat
 Position: Counselor/Assistant Professor
 Department: Counseling
 Degrees: M.A., Education (Counseling)
 B.A., History and Political Science

 Position #: 5513
 New?: Yes
 Remarks: Position approved 4/11/17.
 Sal Grade/Stp: D/8
 Salary: \$8,262.48/month
 % of Position: 100%
 # of Mos: 11
 Effective: January 2, 2018
 Account #(s): A-122100-462100-63100-0000000/100%
- b. Name: Karmi Minor-Flores
 Position: Counselor/Assistant Professor
 Department: Counseling
 Degrees: M.A., Education (Counseling)
 B.S., Criminal Justice

 Position #: 5516
 New?: No
 Remarks: Replacement for Jose Fernandez.
 Sal Grade/Stp: E/8
 Salary: \$8,552.96/month
 % of Position: 100%
 # of Mos: 11
 Effective: January 2, 2018
 Account #(s): A-122100-462100-63100-0000000/100%
- c. Name: Cynthia Cordova
 Position: Counselor/Assistant Professor
 Department: Counseling
 Degrees: M.S., Counseling
 B.A., Psychology
 A.A., University Studies: Psychology

 Position #: 5525
 New?: Yes
 Remarks: Position approved 5/9/17.
 Sal Grade/Stp: E/1
 Salary: \$6,638.66/month
 % of Position: 100%
 # of Mos: 11
 Effective: January 2, 2018
 Account #(s): A-122100-462100-63100-0000000/100%
- d. Name: Trong Nguyen
 Position: Counselor/Assistant Professor/Extended Opportunity Programs and
 Services Coordinator
 Department: Extended Opportunity Programs and Services
 Degrees: M.Ed., Counseling
 B.A., Psychology

 Position #: 6667

New?: Yes
Remarks: Position approved 8/8/17; transfer for Mr. Nguyen.
Sal Grade/Stp: F/19
Salary: \$9,837.57/month
% of Position: 100%
of Mos: 11
Effective: November 27, 2017
Account #(s): A-123400-473100-64300-0000000/100%

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: Monique Lineback
Position: Assistant Professor, Nursing (Simulation Lab Coordinator)
Department: Nursing Education
Degrees: Ph.D., Nursing
M.S., Adult Clinical Nurse Spec
B.A., Critical Gender Studies
A.A., Nursing
Position #: 6006
New?: Yes
Remarks: Increased salary step placement due to verification of additional related experience.
Sal Grade/Stp: H/8
Salary: \$9,276.46/month
% of Position: 100%
of Mos: 10
Effective: October 2, 2017
Account #(s): A-122100-348200-12300-0000000/100%

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 2017 and Spring 2018 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

Fall 2017

Department: Computer Science/Information Systems
a. Name: Ward, George
Discipline: Computer Information Systems (Networking)
Degrees: B.S., Electronic Technology
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Economics, History and Political Science
a. Name: Jacobo Jr., J. Rodrigo
Discipline: History
Degrees: M.A., History
B.A., History
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: Emergency Medical Education
- a. Name: Newlin, Matthew
Discipline: Emergency Medical Technologies
Degrees: B.A., Homeland Security
A.A., Paramedic Training
A.A., Fire Technology
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: English as a Second Language
- a. Name: Weldele, Brian
Discipline: ESL: Noncredit
Degrees: Master of Arts in Educ T.E.S.O.L.
B.A., Philosophy
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87
- Department: Occupational and Noncredit Programs
- a. Name: Salgado, Ruben
Discipline: Community Emergency Response Team (CERT) (Vocational Noncredit)
Degrees: A.S., Fire Technology
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Public Safety
- a. Name: Calhoun, Jeff
Discipline: Fire Technology
Degrees: B.S., Fire Science
A.S., Fire Science
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- b. Name: Malneritch, Jason
Discipline: Fire Technology
Degrees: A.S., Fire Protection Technology
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- c. Name: Morel, Sidney
Discipline: Fire Technology
Degrees: B.S., Fire Science
A.S., Fire Science
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- d. Name: Peck, Sean
Discipline: Fire Technology
Degrees: Master of Education
B.S., Adult Education
A.A., No Focus
A.A.S., EMS Paramedic
A.A.S., Fire Science
2+ years of experience.
Sal Grade/Stp: B/1

Salary: \$58.87

e. Name: Van Lingen, Arnold
Discipline: Fire Technology
Degrees: B.S., Criminal Justice: Law Enforcement
A.A., Arts
2+ years of experience
Sal Grade/Stp: A/1
Salary: \$57.47

Spring 2018

Department: Behavioral Sciences
a. Name: French, Chelsea
Discipline: Psychology
Degrees: M.A., Psychology
B.S., Criminology and Criminal Justice and Psychology
Sal Grade/Stp: B/1
Salary: \$58.87

Unassigned

Department: Economics, History and Political Science
a. Name: Aljarba, Ahmed Faisal
Discipline: Economics
Degrees: M.A., Economics
M.P.A., Public Administration
B.S., Business Administration
Sal Grade/Stp: D/1
Salary: \$62.51

Department: English
a. Name: Folayan, Elaine
Discipline: English
Degrees: Ph.D., Comparative Literature
M.A., Comparative Literature
B.A., Com
Sal Grade/Stp: D/1
Salary: \$62.51

Department: Nursing Education
a. Name: Solso, Stephanie
Discipline: Nursing
Degrees: M.S.N., Clinical Nurse Leader
B.S., Cognitive Science
Sal Grade/Stp: B/1
Salary: \$58.87

4. This item was removed from the consent calendar.

5. RATIFY MEMORANDA OF UNDERSTANDING BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board ratified five (5) Memoranda of Understanding (MOUs) between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161. The MOUs are with respect to Article 4 – Workload & Calendar, Article 8 – Course Maximums, Article 15 – Compensation, Appendix H: Part-Time Faculty Office Hours, and Article 17 – Evaluations.

EXHIBIT J-5

6. RATIFY NEW POSITIONS FOR NORTH EDUCATION CENTER AND SOUTH EDUCATION SITE

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of new administrative, faculty, Confidential and Supervisory Team, and classified positions for the North Education Center and the South Education site.

EXHIBIT J-6

7. 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: Americo Bianchi
 Position: Director, Telecommunications
 Department: Telecommunications/Grants
 Position #: 6282
 New?: No
 Remarks: Replacement for Blaine Morrow. Categorically funded; continuation of position is dependent on continuation of funds.
 Sal Grade/Stp: 71/5
 Salary: \$11,432.08/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): K-212200-318100-61320-1612199/100%

EXHIBIT J-7

8. RATIFY TEMPORARY EMPLOYMENT

The Governing Board ratified the temporary employment of Vu Phan, M.D., Physician, in the Health Services Department from October 20, 2017 to June 30, 2018 at the rate of \$100.00 per hour.

9. 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: Administrative Coordinator, Workforce Development and Extended Studies
 Department: Career, Technical, and Extended Education
 Position #: 6673
 New?: Yes
 Sal Grade/Step: 44/1
 Salary: \$4,819.96/month
 % of Position: 100%
 # Months: 12
 Effective: November 15, 2017
 Account #(s): A-212100-339150-60910-0000000/100%

10. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the reclassification of classified positions pursuant to Article 10 - Classification and Reclassification of the Agreement between the Council of Classified Employees CCE/AFT Local #4522 and Palomar Community College District.

EXHIBIT J-10

11. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Perry Escamilla
 Position: Network/Systems Technician
 Department: Network and Technical Services
 Position #: 5878
 New?: No
 Remarks: Replacement for Jerrold Plak.
 Sal Grade/Stp: 31/1
 Salary: \$4,906.61/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): A-212200-561100-67800-0000000/100%
 Normal Work Monday - Thursday, 12:00 p.m. - 9:00 p.m.; Friday, 8:00 a.m. - 5:00 p.m.
 Schedule: A 3% shift differential will be paid for hours worked between 6:00 p.m.
 and 10:00 p.m.

- b. Name: Brenda Hicks
 Position: Grants Administrative Specialist
 Department: Counseling
 Position #: 6659
 New?: Yes
 Remarks: Position approved 2/14/17. Categorically funded; continuation of position
 is dependent on continuation of funds.
 Sal Grade/Stp: 24/2
 Salary: \$4,346.29/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): K-212200-411100-66400-1612135/50%
 K-212200-441100-63200-1612120/50%

- c. Name: Dominic LaPorta
 Position: Community Service Officer
 Department: Palomar College Police Department
 Position #: 6487
 New?: No
 Remarks: Replacement for Harvey Ratanpal. Categorically funded; continuation of
 position is dependent on continuation of funds.
 Sal Grade/Stp: 17/1
 Salary: \$3,487.74/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): A-212200-543100-69500-0811020/25%
 K-212200-543100-69500-1812070/75%

- d. Name: George Frederick
 Position: Technical Support Specialist
 Department: Information Services
 Position #: 5612
 New?: No
 Remarks: Replacement for Robert Sedillo.
 Sal Grade/Stp: 28/1
 Salary: \$4,563.53/month

% of Position: 100%
of Mos: 12
Effective: November 15, 2017
Account #(s): A-212200-561100-67800-0000000/100%
Normal Work Schedule: Monday - Thursday, 11:00 a.m. - 8:00 p.m.; Friday, 8:00 a.m. - 5:00 p.m.
A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.

e. Name: Heather Palenscar
Position: Graphics Specialist
Department: Business Support Services
Position #: 5368
New?: No
Remarks: Replacement for Alonna Farrar.
Sal Grade/Stp: 24/1
Salary: \$4,135.96/month
% of Position: 100%
of Mos: 12
Effective: November 20, 2017
Account #(s): A-212200-212200-67780-0000000/100%

12. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of October 2017 and short-term employee hires for the month of November 2017.

EXHIBIT J-12

13. INFORMATION – RETIREMENTS

On behalf of the Governing Board of the Palomar Community College District, the following retirement was 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. Dolores Silva, Division Administrative Assistant, Social and Behavioral Sciences, effective December 31, 2017. She has served Palomar College for over 28 years from September 11, 1989 to December 30, 2017.

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

- a. Glenda Gardner, Academic Department Assistant, Public Safety Programs Department, effective June 1, 2018. She has served Palomar College for over 10 years from May 19, 2008 to May 31, 2018.

14. RATIFY RESIGNATIONS

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

- a. Carlos Carrizosa, Community Service Officer, Palomar College Police Department, effective November 16, 2017 (last day of employment was November 15, 2017).
- b. Juan C. Reyna, Supervisor, TRIO/Student Support Services, Grant Funded Student Programs, effective October 14, 2017 (last day of employment was October 13, 2017).

- c. Maria-Isabel Rocha Duarte, GEAR UP Site Coordinator, Grant Funded Student Programs, effective November 4, 2017 (last day of employment was November 3, 2017).
- d. David A. Snider, Custodian I, Custodial Services, effective November 4, 2017 (last day of employment was November 3, 2017).

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 September 1, 2017 through October 31, 2017 entered into on behalf of the Palomar Community College District, as detailed on accompanying exhibit.

EXHIBIT J-15

16. APPROVE EXTENDED FIELD TRIPS

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

- a. Washington, D.C. to attend the American Student Association of Community Colleges Conference on March 17 through March 20, 2018 for students participating in ASG membership.
- b. Two Harbors, Catalina Island, Los Angeles County, CA on March 25 through March 28, 2017 for students enrolled in either course Biology 195A or Geography 195.

EXHIBIT J-16

17. APPROVE REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES

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

- a. Name: Dorene Novotny
For: Airfare, hotel, rental car and gas
To Attend: Second-level interview for Assistant Superintendent/Vice President, Human Resource Services
Location: Saratoga, CA to San Marcos, CA
Date: September 6, 2017
Amount: \$539.79
Account #: 575400-11-611200-67600-10-0611950/100%

18. 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 first quarter ending September 30, 2017.

EXHIBIT J-18

19. 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 September 30, 2017.

EXHIBIT J-19

20. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE 2018

The Governing Board approved Curriculum Action Items dated October 4 and October 18, 2017 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 2018 as detailed in the exhibit.

EXHIBIT J-20

21. 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. These items were presented to the Board for first reading on October 20, 2017.

BP 5035 – Withholding of Student
Records
BP 5052 – Open Enrollment
BP 5055 – Enrollment Priorities
BP 5075 – Course Adds and Drops
BP 5110 – Counseling
BP 5120 – Transfer Center
BP 5130 – Financial Aid Veterans and
Scholarship Services

BP 5140 – DRC/DSPS
BP 5300 – Student Equity
BP 5510 – Off-Campus Student
Organizations
BP 5700 – Intercollegiate Athletics
BP 5900 – Prevention of Identity Theft
in Student Financial Transactions

EXHIBIT J-21

22. ACCEPT GIFTS

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

- a. Four (4) preschool space jackets and helmets, one (1) box each mixed sets stainless and new glassware donated by Pam Keinath, Escondido, CA 92025. Total cash value as identified by the donor \$175.00.
- b. Small bronze sculpture by Russell Baldwin donated by staff member Karen Warner, Oceanside, CA, 92056. Total cash value as identified by the donor \$5,000.00.
- c. 316L Surgical stainless steel rod donated by Industrial Strength Corporation, 6115 Corte Del Cedro, Carlsbad, CA 92011. Total cash value as identified by the donor \$2,250.00.

**Resumption of
REGULAR AGENDA**

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

4. APPROVE EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT

MSC McNamara/Halcón

Trustee Evilsizer expressed concern about the salary for these positions and asked the District to provide a report analyzing the viability of moving to a higher hourly rate. Vice President Kahn shared that these are entry-level positions in the class and that the salaries are at market rate. He shared that increasing these positions impacts rates on other higher-level positions and would increase operational costs of the Lab School over \$140,000. Diane Studinka shared that the Lab School is self-supporting and that increasing rates would be cost prohibitive to parents. Trustee

Halcón requested clarification on qualifications; Ms. Studinka responded. Following discussions, the Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School teachers, at the hourly rates indicated for Fall 2017:

- a. Name: Morales, Misael
 Title: Assistant Teacher
 Qualifications: 6 units in Child Development or Early Childhood Education from an
 accredited college or university.
 Sal Grade/Stp: A/3
 Salary: \$11.00

- b. Name: Dolores Gomez, Gladis
 Title: Assistant Teacher
 Qualifications: 6 units in Child Development or Early Childhood Education from an
 accredited college or university.
 Sal Grade/Stp: A/3
 Salary: \$11.00

- b. Name: Gutierrez-Ortiz, Karina
 Title: Assistant Teacher
 Qualifications: 6 units in Child Development or Early Childhood Education from an
 accredited college or university.
 Sal Grade/Stp: A/3
 Salary: \$11.00

The vote was as follows: Aye: Hensch, McNamara, Halcón. No: Evilsizer and Deerfield. 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 ratification of the new tenure track counselors and part-time faculty. He shared that Faculty Senate is working on the Online Educational Initiative (OEI) and Guided Pathways.

2. INFORMATION: Report of the Palomar Faculty Federation

Teresa Laughlin Co-President of the PFF, reported that PFF participated in campus Equity Week; talked about the importance of employees earning a living wage; discussed the PFF focus groups and plans to gather more information from faculty. She talked about the San Diego Labor Council meeting and the North County Labor Alliance.

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association, had no report.

4. INFORMATION: Report of the Confidential and Supervisory Team

Jenny Akins, President of the Confidential and Supervisory Team, had no report.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, reported that CCE held its first membership meeting, discussed the upcoming December Classified Speaks event, and talked briefly about the classification study. She shared that discussions are underway for staffing at the North Education Center and South Education site; talked about COLA distribution, and shared that the E-Council voted to purchase reusable bags for use at the Nutrition Center. She shared that she attended the QCUE diversity in faculty hiring conference.

6. INFORMATION: Report of the Associated Student Government

Chris Hopp, ASG President, talked about the Comet Celebration Halloween Escape and the on-campus Diversity Event and support for DACA students. He also shared that ASG members will be attending the state level General Assembly.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC McNamara/Halcón

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 in the exhibit. Purchases listed are made against the 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 08/31/17–11/02/17	\$9,250,432.03
Procurement Card Time Period: 08/23/17-09/22/17	\$134,067.86
Procurement Card Time Period: 09/23/17-10/22/17	\$137,538.81n-7
	<u>\$9,522,038.70</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. AWARD CONTRACT TO PACIFIC COMMERICAL CONSTRUCTION, INC.

MSC McNamara/Halcón

The Governing Board awarded a contract to Pacific Commercial Construction, Inc., as the lowest, responsive and responsible bidder in the amount of \$298,327.19 for Bid #103-18: Re-Bid Palomar College Timber Frame and Conex Box Relocation Project, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee aye.

3. APPROVE CHANGE ORDER #3 PARKING STRUCTURE AND COLLEGE POLICE SUBSTATION DESIGN-BUILD PROJECT

MSC McNamara/Halcón

The Governing Board approved Change Order #3 in the amount of \$145,552 for the Parking Structure and College Police project to modify construction details to account for owner added electric circuiting and data outlets in the Police Building, the addition of a rock wall to protect a rare oak tree and the addition of conduit for irrigation control wiring around the parking structure and campus police building.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye.

4. APPROVE CHANGE ORDER #3 SOUTH EDUCATION CENTER PROJECT

MSC McNamara/Halcón

Trustee Evilsizer asked for clarification on this item, Director Chris Miller responded. The Governing Board approved Change Order #3 in the amount of \$461,175 for the South Education Center project to modify construction details to account for unforeseen conditions including additional rock encountered while trenching for site utilities and cracks in the parking structure walls which required repair and owner added scopes of work such as adding emergency power and the TI build out of the food service.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye.

5. APPROVE EASEMENT FOR SAN DIEGO GAS & ELECTRIC COMPANY FOR (NORTH EDUCATION CENTER)

MSC McNamara/Evilsizer

The Governing Board approved an easement/right-of-way to the San Diego Gas & Electric Company, as detailed in the exhibit on affected portions of District property located at the North Education Center, in order for the District to construct and maintain the North Education Center Interim Village Project and the future permanent buildings.

EXHIBIT N-5

The vote was unanimous. Student Trustee aye.

6. APPROVE A RESOLUTION OF THE GOVERNING BOARD OF THE PALOMAR COMMUNITY COLLEGE DISTRICT IN SUPPORT OF THE LGBT CAMPUS COMMUNITY

MSC McNamara/Deerfield

The Governing Board approved Resolution No. 17-21535 regarding travel restrictions to states that have implemented laws that authorize or allow discrimination of certain protected classes.

EXHIBIT N-6

RESOLUTION 17-21535

The vote was unanimous. Student Trustee aye.

7. APPROVE APPOINTMENT TO THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (ICOC)

MSC McNamara/Evilsizer

The Board appointed Michael Hunsaker to fill the bona-fide taxpayer's association member vacancy on the Independent Citizens' Oversight Committee ("ICOC") which became vacant as of June 2013; and Jeffrey Wohler to fill the member of a PCCD support organization vacancy that became vacant as of June 2017.

EXHIBIT N-7

RESOLUTION 17-21536

The vote was unanimous. Student Trustee aye.

8. DESIGNATE DECEMBER 12, 2017, MEETING AS "ANNUAL ORGANIZATIONAL MEETING"

The Governing Board of the Palomar Community College District designated the Regular Meeting scheduled for December 12, 2017, 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.

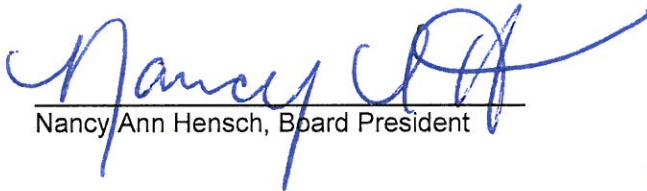
O. BOARD REQUESTS FOR REPORTS

The Governing Board requested that the District provide for it a report, agenda item, or general information at a later date as follows: Early Childhood Education Lab School teacher wages; Guided Pathways. Vice President Adrian Gonzales talked about Guided Pathways. Trustee Deerfield asked that a new location be found for the Fire Fighters graduation events.


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

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

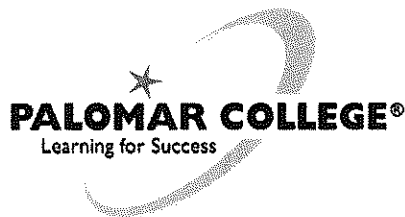
R. ADJOURNMENT The meeting adjourned at 6:15 p.m.



Nancy Ann Hensch, Board President



John Halcón, Secretary



APPROVED 1/9/18
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, DECEMBER 12, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

NANCY ANN HENSCH, PRESIDENT
PAUL P. MCNAMARA, VICE PRESIDENT
JOHN HALCÓN, SECRETARY
MARK R. EVILSIZER, TRUSTEE
NINA DEERFIELD, TRUSTEE
CHRIS HOPP, STUDENT TRUSTEE (arrived 5:00 pm)

ABSENT

NONE

C. 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 at 6:02 p.m. All trustees present. Board President Hensch reported that there were two reportable actions taken in closed session as follows:

1. Pursuant to Government Code Section 54957 in Closed Session, the Governing Board addressed the settlement agreement for employee #004132707 and voted 5/0 to approve the agreement.
2. Pursuant to Government Code Section 54957 in Closed Session, the Governing Board addressed the settlement agreement for employee #000761573 and voted unanimously (5/0) to approve the agreement.

Following the Pledge of Allegiance the meeting continued.

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

FF. ANNUAL ORGANIZATIONAL MEETING

ELECTION OF OFFICERS AND ADOPTION OF BOARD CALENDAR

Board President Hensch called for nominations for the position of Board President. Trustee Nina Deerfield nominated Paul McNamara, Trustee Halcón seconded the motion. The vote was unanimous, Student Trustee vote: Aye

a. ELECTION OF GOVERNING BOARD PRESIDENT

BE IT RESOLVED, That Paul McNamara was elected President of the Governing Board of the Palomar Community College District, effective December 13, 2017.

Newly Elected Board President Paul McNamara commended Trustee Nancy Ann Hensch for her service to the District and presented a commemorative plaque to her for her service, he then continued the call for nomination of officers. Trustee Hensch nominated Trustee John

Halcón for the position of Vice President, Trustee Evilsizer seconded the motion. The vote was unanimous, Student Trustee vote: Aye

b. ELECTION OF GOVERNING BOARD VICE PRESIDENT

BE IT RESOLVED, That John Halcón was elected Vice President of the Governing Board of the Palomar Community College District, effective December 13, 2017.

Trustee Halcón nominated Trustee Mark Evilsizer for the position of Secretary of the Governing Board, Trustee Hensch seconded the motion. The vote was unanimous, Student Trustee vote: Aye

c. ELECTION OF GOVERNING BOARD SECRETARY

BE IT RESOLVED, That Mark Evilsizer was elected Secretary of the Governing Board of the Palomar Community College District, effective December 13, 2017.

d. APPOINTMENT OF SECRETARY TO THE BOARD

MSC Hensch/Evilsizer

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, 2017.

The vote was unanimous, Student Trustee vote: Aye

e. ESTABLISH DATE, TIME, AND PLACE OF MEETINGS

MSC Hensch/Halcon

The Governing Board declared that the Regular Meetings of the Governing Board of the Palomar Community College District 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 vote: Aye

- G. PUBLIC COMMENTS** John Unwin, student's parent and Palomar alumni, presented public comment related to a physics course and professor Nakajima.

H. APPROVAL OF MINUTES

MSC Hensch/Evilsizer

Trustee Evilsizer requested that the word "meet" be changed to "met" in the portion of his report in the 11/14/17 minutes. The Governing Board approved the November 14, 2017 minutes as written with the one correction noted.

The vote was unanimous. Student Trustee aye.

I. REPORTS

Board President McNamara expressed pride in Palomar's response to the wildland fires and commended staff for helping evacuees.

Trustee Halcón thanked Vice President Gonzales and the folks involved in assisting during the fires.

Trustee Evilsizer reported on his attendance at the CCLC conference. He discussed two of the education sessions he attended including faculty diversity and impediments to Latino males in higher

education. He shared that he and his Puente mentee participated in a Palomar Police Department ride-along and commended the Police Department for their professionalism. Trustee Evilsizer reported on his attendance to the following events: INEA graduation, Nurses Pinning Ceremony, and the Foundation Annual Meeting. He commented on the District's response to the fire and noted he had seen TV coverage highlighting Palomar's involvement in assisting the community.

Trustee Deerfield reported her attendance to the INEA graduation event, Foundation Annual Meeting, Fashion merchandising and design open house and student art fair.

Trustee Hensch reported she attended INEA, Mostra Coffee partnership, and Foundation event. She thanked everyone for their support during her tenure as Board President. In closing, she thanked the fire fighters and everyone involved in supporting the community during the wildland fires.

Student Trustee Chris Hopp thanked everyone for the excellent communication during the fires especially with finals approaching. He also expressed appreciation to the Foundation for their Giving Tuesday event.

Superintendent/President Blake acknowledged the many people involved in supporting the community during the fires. She reported that the evacuation center was a success due to everyone's involvement.

Vice President Jack Kahn reported that spring intersession enrollments are up 45%. He talked briefly about the Mostra event and future partnership opportunities. In closing, he talked about the incarcerated student transitions program in development.

Vice President Adrian Gonzales expressed appreciation to everyone involved in assisting the evacuees, especially those that came in on the weekend to help.

Vice President Ron Perez thanked staff for supporting the evacuees. He shared that the district received an award for the budget book and showed attendees the newest video of the South Education site.

Vice President Lisa Norman congratulated everyone for their efforts during the fires and acknowledged those that had suffered losses. She talked about the CCC Registry recruitment fair and targeted recruitment efforts. In closing, she shared that the EEO Plan is being reviewed.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee Hensch, seconded by Trustee Evilsizer, the Board approved items 1-29.
Ayes:	McNamara, Halcón, Evilsizer, Deerfield, and Hensch
Noes:	None
Absent:	None
Student Trustee:	Aye

1. RATIFY FACULTY SERVICE AREAS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of faculty service areas in accordance with Education Code § 87743 et seq.

EXHIBIT J-1

2. GRANT EQUIVALENCY FOR DISCIPLINE

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board hereby grants the following individual equivalency to minimum qualifications for the discipline listed:

- | | | |
|----|-------------|-----------------|
| a. | Name: | Daigle, Michael |
| | Discipline: | Fire Technology |

3. RATIFY NEW ACADEMIC POSITIONS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of the following new academic positions:

- a. Position: Assistant Professor, Biological Sciences
Department: Biology
Position #: 6727
New?: Yes
% of Position: 100%
of Mos: 10
Effective: December 13, 2017
Account #(s): A-111000-346200-04010-0000000/100%
- b. Position: Assistant Professor, Chemistry
Department: Chemistry
Position #: 6728
New?: Yes
% of Position: 100%
of Mos: 10
Effective: December 13, 2017
Account #(s): A-111000-342200-19050-0000000/100%
- c. Position: Assistant Professor, Child Development/Early Childhood Education
Department: Child Development
Position #: 6729
New?: Yes
% of Position: 100%
of Mos: 10
Effective: December 13, 2017
Account #(s): A-111000-364200-13050-0000000/100%
- d. Position: Assistant Professor, Architecture
Department: Design and Manufacturing Technologies
Position #: 6301
New?: Yes
% of Position: 100%
of Mos: 10
Effective: December 13, 2017
Account #(s): A-111000-335600--02010-0000000/100%
- e. Position: Assistant Professor, Emergency Medical Technologies
Department: Emergency Medical Education
Position #: 5184
New?: Yes
% of Position: 100%
of Mos: 10
Effective: December 13, 2017
Account #(s): A-111000-334200-12500-0000000/100%
- f. Position: Assistant Professor, Geography
Department: Earth, Space and Environmental Sciences
Position #: 5249
New?: Yes
% of Position: 100%
of Mos: 10
Effective: December 13, 2017
Account #(s): A-111000-345500-22060-0000000/100%

4. RATIFY ACADEMIC EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following academic employee:

a. Name: David Meske
 Position: Assistant Professor, Computer Information Systems (Networking)
 Department: Computer Science and Information Technology
 Degrees: Ph.D., Public Administration
 M.P.A., Public Administration
 B.A., Criminal Justice
 2+ Years Experience

 Position #: 5361
 New?: Yes
 Remarks: Position approved 1/24/17.
 Sal Grade/Stp: H/8
 Salary: \$9,276.46/month
 % of Position: 100%
 # of Mos: 10
 Effective: January 25, 2018
 Account #(s): A-111000-358100-07010-0000000/100%

5. 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 2017 and Spring 2018 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

Fall 2017

Department: Earth, Space, and Aviation Sciences
a. Name: White, Elizabeth
 Discipline: Geology
 Degrees: M.S., Geological Sciences
 Sal Grade/Stp: B/1
 Salary: \$58.87

Spring 2018

Department: Art Department
a. Name: Wilson, Elaine
 Discipline: Art History
 Degrees: M.A., Art History
 B.A., Art History

 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Chemistry Department
a. Name: Ray, Amelia
 Discipline: Chemistry
 Degrees: Ph.D., Chemistry
 Sal Grade/Stp: D/1
 Salary: \$62.51

Department: Computer Science/Information Systems
a. Name: Sayble, Debra Gail
Discipline: Computer Information Systems (Information Technology)
Degrees: M.A., Marriage Fam Child Thp
B.A., Arts
Education Certificate/Credential
2+ years experience
Sal Grade/Stp: B/1
Salary: \$58.87

Unassigned Hiring Pool

Department: Public Safety
a. Name: Brandt, Jeremy
Discipline: Fire Technology
Degrees: M.S., Emergency Services Administration
B.S., Business Administration (Real Estate)
2+ years of experience
Sal Grade/Stp: B/1
Salary: \$58.87
b. Name: Daigle, Michael
Discipline: Fire Technology
Degrees: Minimum qualifications satisfied via equivalency
Sal Grade/Stp: A/1
Salary: \$57.47
c. Name: De Anda, Carly
Discipline: Speech
Degrees: M.A., Communication
B.A., Strategic Communications
Sal Grade/Stp: B/1
Salary: \$58.87

6. RATIFY REVISIONS TO ACADEMIC CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding the revisions to the following academic contracts

a. Name: Hossna Sadat
Position: Counselor/Assistant Professor
Department: Counseling
Degrees: M.A., Education (Counseling)
B.A., History and Political Science
Position #: 5513
New?: Yes
Remarks: Correction to start date; start date was formerly January 2, 2018.
Sal Grade/Stp: D/8
Salary: \$8,262.48/month
% of Position: 100%
of Mos: 11
Effective: January 1, 2018
Account #(s): A-122100-462100-63100-0000000/100%

- b. Name: Karmi Minor-Flores
 Position: Counselor/Assistant Professor
 Department: Counseling
 Degrees: M.A., Education (Counseling)
 B.S., Criminal Justice
 Position #: 5516
 New?: No
 Remarks: Correction to start date; start date was formerly January 2, 2018.
 Sal Grade/Stp: E/8
 Salary: \$8,552.96/month
 % of Position: 100%
 # of Mos: 11
 Effective: January 1, 2018
 Account #(s): A-122100-462100-63100-0000000/100%
- c. Name: Cynthia Cordova
 Position: Counselor/Assistant Professor
 Department: Counseling
 Degrees: M.S., Counseling
 B.A., Psychology
 A.A., University Studies: Psychology
 Position #: 5525
 New?: Yes
 Remarks: Correction to start date; start date was formerly January 2, 2018. Increased salary step placement due to verification of additional related experience.
 Sal Grade/Stp: E/4
 Salary: \$7,438.50/month
 % of Position: 100%
 # of Mos: 11
 Effective: January 1, 2018
 Account #(s): A-122100-462100-63100-0000000/100%

7. RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board ratified the Memorandum of Understanding (MOU) between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161 with respect to Article 12 – Department Chairs/Directors.

EXHIBIT J-7

8. RATIFY AMENDMENTS TO ADMINISTRATIVE EMPLOYMENT CONTRACTS

The Governing Board ratified the recommendation of the Superintendent/President regarding the approval of amendments to administrative employment contracts between the District and the following employees:

- a. Americo Bianchi, Director, Telecommunications, Telecommunications - Grants
- b. Stacy Rungaitis, Director of Development/Executive Director of the Foundation, Advancement

EXHIBIT J-8

9. 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: Joe L. LeDesma
Position: Manager, GEAR UP
Department: Grant Funded Student Programs
Position #: 6391
New?: No
Remarks: Replacment for Cecilia Rocha. Categorically funded; continuation of position is dependent on continuation of funds.
Sal Grade/Stp: 52/1
Salary: \$5,872.44/month
% of Position: 100%
of Mos: 12
Effective: January 2, 2018
Account #(s): K-123600-471200-64990-1112321/100%

EXHIBIT J-9

10. APPROVE A SALARY INCREASE EQUIVALENT TO 1.56% FOR UNREPRESENTED EMPLOYEES IN THE EXECUTIVE BRANCH FOR FISCAL YEAR 2017-2018

Governing Board of the Palomar Community College District, approved a salary increase equivalent to 1.56% for all executive administrators effective fiscal year 2017-18. The following executive administrators are included:

- Adrian Gonzales, Assistant Superintendent/Vice President, Student Services
- Jack Kahn, Ph.D., Assistant Superintendent/Vice President, Instruction
- Lisa Norman, Ed.D., J.D., Assistant Superintendent/Vice President, Human Resource Services
- Ronnie Ballesteros-Perez, Assistant Superintendent/Vice President, Finance & Administrative Services

11. RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE ADMINISTRATIVE ASSOCIATION

The Governing Board ratified the Memorandum of Understanding (MOU) between the District and the Administrative Association with respect to the 2017-18 state funded Cost Of Living Adjustment (COLA).

EXHIBIT J-11

12. RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE CONFIDENTIAL AND SUPERVISORY TEAM

The Governing Board ratified the Memorandum of Understanding (MOU) between the District and the Confidential and Supervisory Team with respect to the 2017-18 state funded Cost Of Living Adjustment (COLA).

EXHIBIT J-12

13. 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: Dayna M. Schwab
Position: Administrative Coordinator
Department: Facilities
Position #: 5749
New?: No
Remarks: Replacement for Donna Renner. Promotion for Ms. Schwab.
Sal Grade/Stp: 44/7
Salary: \$5,989.95/month
% of Position: 100%
of Mos: 12
Effective: December 13, 2017
Account #(s): A-212100-541100-65110-0000000/100%

- b. Name: Jennifer N. Finn
Position: Supervisor, Enrollment Services
Department: Enrollment Services (Escondido)
Position #: 5470
New?: No
Remarks: Replacement for Ralph Baker.
Sal Grade/Stp: 48/1
Salary: \$5,321.16/month
% of Position: 100%
of Mos: 12
Effective: January 2, 2018
Account #(s): A-212100-422100-62100-0000000/100%

14. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Lejearl Young
Position: Veterans Services Specialist
Department: Veterans' Services
Position #: 6534
New?: No
Remarks: Replacement for Ryan Williams.
Sal Grade/Stp: 23/1
Salary: \$4,098.93/month
% of Position: 100%
of Mos: 12
Effective: December 13, 2017
Account #(s): A-212200-423100-64800-0000000/100%

- b. Name: Nelly Gomez Vasquez
Position: Teaching and Learning Center Specialist
Department: Languages and Literature
Position #: 6663
New?: Yes
Remarks: Position approved 6/13/17.
Sal Grade/Stp: 23/1
Salary: \$4,098.93/month
% of Position: 100%

- # of Mos: 12
Effective: January 4, 2018
Account #(s): A-212200-321110-61100-0000000/100%
Normal Work Schedule: Monday - Thursday, 10:00 a.m. - 7:00 p.m. and Friday, 7:30 a.m. - 4:00 p.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.
- c. Name: James Pinckney
Position: Veterans Services Specialist
Department: Veterans' Services
Position #: 6535
New?: No
Remarks: Replacement for Jessica Horn; promotion for Mr. Pinckney.
Sal Grade/Stp: 23/4
Salary: \$4,748.52/month
% of Position: 100%
of Mos: 12
Effective: January 8, 2018
Account #(s): A-212200-423100-64800-0000000/100%
- d. Name: Robert Akers
Position: Infrastructure Systems Engineer
Department: Network and Technical Services
Position #: 6567
New?: Yes
Remarks: Position title and grade reflect the new title and grade approved for this classification in the classified unit classification study.
Sal Grade/Stp: 55/2
Salary: \$9,395.51/month
% of Position: 100%
of Mos: 12
Effective: January 8, 2018
Account #(s): A-212200-561100-67800-0000000/100%

15. RATIFY REVISION TO CLASSIFIED EMPLOYMENT

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

- a. Name: Brenda Hicks
Position: Grants Administrative Specialist
Department: Counseling
Position #: 6659
New?: Yes
Remarks: Revision to start date; start date was formerly November 15, 2017. Salary adjusted for COLA. Position approved 2/14/17. Categorically funded; continuation of position is dependent on continuation of funds.
Sal Grade/Stp: 24/2
Salary: \$4,414.09/month
% of Position: 100%
of Mos: 12
Effective: December 18, 2017
Account #(s): K-212200-411100-66400-1612135/50%
K-212200-441100-63200-1612120/50%

16. RATIFY CORRECTIONS TO CLASSIFIED POSITIONS

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

- a. Name: Vacant
 Position: Instructional Support Assistant IV
 Department: Biology
 Position #: 6699
 New?: Yes
 Remarks: Correction to department; department was formerly listed as
 Mathematics and the Natural and Health Sciences. Position
 approved 11/14/17.

 Sal Grade/Stp: 27/1
 Salary: \$4,520.90/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): W-222000-346200-04070-0000000/100%
- b. Name: Vacant
 Position: Instructional Support Assistant IV
 Department: Biology
 Position #: 6700
 New?: Yes
 Remarks: Correction to department; department was formerly listed as
 Mathematics and the Natural and Health Sciences. Position
 approved 11/14/17.

 Sal Grade/Stp: 27/1
 Salary: \$4,520.90/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): N-222000-346200-04070-0000000/100%
- c. Name: Vacant
 Position: Instructional Support Assistant IV
 Department: Chemistry
 Position #: 6698
 New?: Yes
 Remarks: Correction to title, grade and department. Former title and grade
 were Instructional Support Assistant III, grade 24. Department was
 formerly listed as Computer Science and Information Technology.
 Position approved 11/14/17.

 Sal Grade/Stp: 27/1
 Salary: \$4,520.90/month
 % of Position: 100%
 # of Mos: 12
 Effective: November 15, 2017
 Account #(s): W-221000-342200-19050-0000000/100%
- d. Name: Vacant
 Position: Instructional Support Assistant IV
 Department: Chemistry
 Position #: 6697
 New?: Yes
 Remarks: Correction to title, grade and department. Former title and grade
 were Instructional Support Assistant III, grade 24. Department was

formerly listed as Computer Science and Information Technology.
Position approved 11/14/17.
Sal Grade/Stp: 27/1
Salary: \$4,520.90/month
% of Position: 100%
of Mos: 12
Effective: November 15, 2017
Account #(s): N-221000-342200-19050-0000000/100%

17. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of November 2017 and short-term employee hires for the month of December 2017.

EXHIBIT J-17

18. 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 II:

- a. Melinda Finn, Communications Specialist/Photographer, Communications and Marketing Department, effective February 20, 2018. She has served Palomar College for over 19 years from December 9, 1998 to February 19, 2018.
- b. Frederick Levine, Professor, Art Department, effective January 3, 2018. He has served Palomar College for over 23 years from August 19, 1994 to January 2, 2018.
- c. Michelle Musacchia, Manager, Client Services and Marketing, Telecommunications-Grants, effective December 30, 2017. She has served Palomar College for over 18 years from December 15, 1999 to December 29, 2017.

19. RATIFY REVISION TO 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. Jose Fernandez, Counselor/Professor, Counseling Department, effective January 26, 2018 (effective date was formerly December 16, 2017). He has served Palomar College for over 20 years from July 15, 1997 to January 25, 2018.

20. 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 2017-18 fiscal year:

Employee ID	Start Date	End Date	Percent
006762061	10/10/2017	12/15/2017	100%
002911084	10/20/2017	12/15/2017	100%
002520317	11/07/2017	11/28/2017	100%
008752534	11/13/2017	02/23/2018	80%
000846060	12/06/2017	02/06/2018	100%
001864298	10/17/2017	06/30/2018	35%
001155499	12/11/2017	03/11/2018	100%

009474515 11/27/2017 05/01/2018 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 2017-18 fiscal year:

Employee ID	Start Date	End Date
008778222	09/05/2017	06/30/2018
005541498	10/23/2017	06/30/2018

- c. The Governing Board ratified the recommendation of the Superintendent/President granting a 10.42% Personal Leave of Absence without pay and with no effect on benefits, effective January 29, 2018 through May 25, 2018 to Yuan-Lin Lee, Tutoring Center Coordinator, Mathematics Department, to teach.

21. INFORMATION – CLASSIFIED PROFESSIONAL GROWTH AWARDS

In accordance with the Professional Growth Program for Classified Employees, the following employees are hereby granted a \$500 annual stipend, prorated on a monthly basis, effective December 1, 2017:

- a. Employee Name: Amber Slivick
Position: Academic Department Assistant
Department: Athletics
Course of Study: Master's Degree
- b. Employee Name: Kelly Donaghy
Position: Academic Department Assistant
Department: Child Development and Multicultural Studies
Course of Study: Bachelor's Degree

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. Divina Hernandez-Gomez, Outreach Specialist, Grant Funded Student Programs, effective December 1, 2017 (last day of employment was November 30, 2017).
- b. Joshua Koeplin-Day, Athletic Trainer – Certified, Athletics Department, effective November 11, 2017 (last day of employment was November 10, 2017).
- c. Cynthia Martin, Custodian I, Custodial Services, effective November 15, 2017 (last day of employment was November 14, 2017).
- d. Sylvia Mendoza, Assistant Professor, Chicano Studies, Multicultural Studies Department, effective January 1, 2018 (last day of employment is December 31, 2017).

23. APPROVE EXTENDED FIELD TRIP

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

- a. 34th Annual Associated Collegiate Press National College Journalism Convention, Hyatt Regency, Long Beach, California on March 1 through March 3, 2018 for students enrolled in Journalism 105, 205, 210.

24. NEW COMMUNITY EDUCATION CLASSES, AGREEMENTS, AND PERSONNEL

The Governing Board approved the following new community education offerings and authorizes Workforce Development & Extended Studies to contract with the personnel as indicated in the exhibit.

EXHIBIT J-24

25. APPROVE AMENDED CONTRACT WITH VOLENTE CORPORATION, dba, CALIFORNIA ENGLISH SCHOOL

The Governing Board approved the amended contract between Palomar Community College District and Volente Corporation, dba, California English School, for the purpose of providing instruction in the English language to students enrolled by the California English School.

EXHIBIT J-25

26. FIRST READING – PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES

The Governing Board of the Palomar Community College District reviewed the following Board Policies. They have previously been reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. These items will be presented to the Board for second reading in January 2018.

BP 1100 - The District	BP 2430 - Delegation of Authority to the Superintendent/President
BP 1200 - District Mission	BP 2431 - Superintendent/President Selection
BP 1300 - Educational Philosophy	BP 2432 - Superintendent/President Succession
BP 2010 - Governing Board Membership	BP 2435 - Evaluation of the Superintendent/President
BP 2015 - Student Trustee	BP 2510 - Participation in Local Decision Making
BP 2100 - Governing Board Elections	BP 2610 - Presentation of Initial Collective Bargaining Proposals
BP 2105 - Election of Student Trustee	BP 2710 - Conflict of Interest
BP 2110 - Vacancies on the Governing Board	BP 2715 - Code of Ethics/Standards of Practice
BP 2200 - Board Duties and Responsibilities	BP 2716 - Political Activity
BP 2210 - Officers	BP 2717 - Personal Use of Public Resources
BP 2220 - Committees of the Governing Board	BP 2720 - Communications among Governing Board Members
BP 2305 - Annual Organizational Meeting	BP 2725 - Governing Board Member Compensation
BP 2310 - Regular Meetings of the Governing Board	BP 2730 - Health Benefits
BP 2315 - Closed Sessions	BP 2735 - Governing Board Member Travel
BP 2320 - Special and Emergency Meetings	BP 2740 - Governing Board Education and New Trustee Orientation
BP 2330 - Quorum and Voting	BP 2745 - Governing Board Self-Evaluation
BP 2340 - Agendas	BP 2750 - Board Member Absence from the State
BP 2340 - Agendas	BP 3225 - Institutional Effectiveness
BP 2345 - Right to Public Participation	
BP 2350 - Speakers	
BP 2355 - Decorum/Conduct	
BP 2360 - Minutes	
BP 2365 - Recording	
BP 2410 - Policy Making Authority and Administrative Procedures	

EXHIBIT J-26

27. INFORMATION – PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES

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

AP 2110 - Vacancies on the Governing Board	AP 2365 - Recording
AP 2310 - Regular Meetings of the Governing Board (for deletion)	AP 2410 - Policy Making Authority and Administrative Procedures
AP 2320 - Special and Emergency Meetings	AP 2435 - Evaluation of the Superintendent/President
AP 2350 - Speakers (for deletion)	AP 2510 - Participation in Local Decision Making
AP 2610 - Presentation of Initial Collective Bargaining Proposals	AP 2710 - Conflict of Interest
AP 2712 - Conflict of Interest Code	AP 2735 - Governing Board Member Travel
AP 2714 - Distribution of Tickets or Passes	AP 3225 - Institutional Effectiveness
AP 2105 - Election of Student Trustee	AP 3900 - Time Place Manner
AP 2340 - Agendas	AP 5031 - Instructional Materials Fee
	AP 5530 - Student Complaints and Grievances
	AP 7380 - Retiree Health Benefits

EXHIBIT J-27

28. ACCEPT GIFTS

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

- a. Herman Miller Ethospace 6x6 workstations with mobile ped by Novasyste, 5999 Avenida Encinas, Ste. 100, Carlsbad, CA 92008. Total cash value of services as identified by donor: \$1,800.00.
- b. Labor: teardown, removal, transportation and delivery of (above listed) workstations by National Relocation Services, 2671 Pomona Blvd., Pomona, CA 91768. Total cash value of services as identified by donor: \$2000.00.
- c. Bundy (by Selmer) Eb clarinet, serial #257, model Resonite by Annette Squires, 1406 Tiffany Lane, Vista, CA 92084. Total cash value as identified by donor: \$900.00.
- d. 2006 Chrysler PT Cruiser, serial#3A4FY58B76T332349 by Donna Cowan, 650 Woodward St., Apt 310, San Marcos, CA 92069. Total cash value as identified by donor: \$2500.00.

29. ADOPT RESOLUTION DELEGATING AUTHORITY PURSUANT TO CALIFORNIA PUBLIC CONTRACT CODE SECTIONS 22000 ET. SEQ., CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (CUPCCAA)

The Governing Board adopted Resolution No. 17-21537 delegating authority to listed individuals to award informal public project work by negotiated contract and/or informal bidding procedures set forth in the Act.

EXHIBIT J-29

RESOLUTION 17-21537

**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, thanked people for supporting the students and evacuees in the wake of the fires. He thanked the Board for approving the new academic positions and new faculty. He shared that faculty are working on fast tracking a response to AB 705 and are addressing the guided pathways initiative. He reported that a new Faculty Senate group was confirmed specifically for Guided Pathways. In closing, he commented on the retirements of Fredrick Levine and Melinda Finn.

2. INFORMATION: Report of the Palomar Faculty Federation

Teresa Laughlin Co-President of the PFF, expressed pride in Palomar's response to the fires. She shared that the PFF is gathering additional data from faculty and is holding a membership drive.

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association, had no report.

4. INFORMATION: Report of the Confidential and Supervisory Team

Jenny Akins, President of the Confidential and Supervisory Team, reported that CAST held its first membership meeting that was well attended. She reported that topics included budget reductions, COLA, supervisor training offerings and the North Education Center and South Education Site openings.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, offered condolences to all those affected by the fires and expressed appreciation to everyone for their efforts to support the community. She shared that the Classified Speaks event was rescheduled and that CCE held two union social events, one in Escondido and one in San Marcos. In closing, she shared that discussion are underway to examine the feasibility of offering free courses for classified staff in non-credit classes.

6. INFORMATION: Report of the Associated Student Government

Chris Hopp, ASG President, reported that twelve members of ASG travelled to Sacramento to attend the Statewide Student General Assembly.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC Evilsizer/Halcón

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 in the exhibit. Purchases listed are made against the 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 11/02/17–12/01/17	\$5,566,735.38
Procurement Card Time Period: 10/23/17-11/22/17	<u>\$99,653.59</u>
	<u>\$5,666,388.97</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. APPROVE REVISED EASEMENT FOR RAINBOW MUNICIPAL WATER DISTRICT FOR SEWER MAIN AND WATERLINE INSTALLATION AT THE NORTH EDUCATION CENTER

MSC Evilsizer/Halcón

The Governing Board approved the revised easement/right-of-way to the Rainbow Municipal Water District, as detailed in the exhibit on affected portions of District property located at the North Education Center, in order for the District to construct and maintain a new 16" Rainbow Municipal Water District sewer main.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. APPROVE SEWER/WATER CONSTRUCTION AGREEMENT WITH RAINBOW MUNICIPAL WATER DISTRICT

MSC Evilsizer/Halcón

The Governing Board approved an agreement between Rainbow Municipal Water District of San Diego County and Palomar Community College District. The agreement is required by the Rainbow Water District to allow the construction of a 16" sewer mainline that will provide sewer service for the North Education Center's needs as well as the surrounding community.

EXHIBIT N-3

The vote was unanimous. Student Trustee aye.

4. REJECT ELITE EARTHWORKS & ENGINEERING'S BID SUBMITTAL FOR THE SITE UTILITIES AND SCIENCE MODULAR PLUMBING PROJECT AT THE NORTH EDUCATION CENTER SITE

MSC Evilsizer/Halcón

The Governing Board authorized the District to reject Elite Earthworks & Engineering (dba GK Backlund's) bid received on November 21, 2017, in response to Bid CM-17-18-01-NEC-01-B Palomar College North Education Center Site Utilities and Science Modular Plumbing Project, as non-responsive.

The vote was unanimous. Student Trustee aye.

5. AWARD CONSTRUCTION CONTRACTS FOR THE NORTH EDUCATION CENTER

MSC Evilsizer/Halcón

The Governing Board awarded the following contracts:

1. JPI Development Group, Inc., as the lowest, responsive and responsible bidder in the amount of \$1,142,000.00 for CM-17-18-01-NEC-01-B Palomar College North Education Center Site Utilities and Science Modular Plumbing Project, subject to receipt of all required bonds, for the construction of project.
2. Ace Electric, Inc., as the lowest, responsive and responsible bidder in the amount of \$2,478,000.00 for CM-17-18-01-NEC-01-C Palomar College North Education Center Site and Science Modular Building Electrical Project, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee aye.

6. APPROVE CHANGE ORDERS

MSC Evilsizer/Halcón

The Governing Board approved the following Change Orders as detailed in the exhibit:

1. CO #1 for \$43,418.00 for the additional work performed on the CVS temporary parking lot and concrete/rebar modifications to the Maintenance & Operations Building.
2. CO #4 for \$81,049.00 for change to landscaping material changes and fiber optic line relocation.

EXHIBIT N-6

The vote was unanimous. Student Trustee aye.

7. APPROVE AMENDMENT TO ELITE EARTHWORKS & ENGINEERING BOND - ADDING RAINBOW MUNICIPAL WATER DISTRICT AS ADDITIONAL OBLIGEE AS REQUIRED

MSC Evilsizer/Halcón

The Governing Board approved adding Rainbow Municipal Water District of San Diego County as additional obligee to Elite Earthworks & Engineering (dba GK Backlund's) bonds as required by the Rainbow Water District to allow the construction of a 16" sewer mainline that will provide sewer service for the North Education Center's needs as well as the surrounding community. The contract for this Phase 1 (mass grading) project was awarded by the Board on September 12, 2017.

EXHIBIT N-7

The vote was unanimous. Student Trustee aye.

8. APPROVE A DRAFT CIVIC ENGAGEMENT MEMORANDUM OF UNDERSTANDING WITH THE SECRETARY OF STATE AND LIEUTENANT GOVERNOR

MSC Evilsizer/Halcón

The Governing Board approved a draft memorandum of understanding (MOU) that sets forth commitments made by Secretary of State Alex Padilla, Lieutenant Governor Gavin Newsom, and Palomar Community College District to increase voter engagement, democratic participation, and civic literacy among the student body, and directs the Superintendent/President to amend and implement the MOU as directed by the Board.

EXHIBIT N-8

The vote was unanimous. Student Trustee aye.

9. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE 2018

MSC Evilsizer/Halcón

Trustee Evilsizer commented about the new drone technology courses and course reactivations. The Governing Board approved Curriculum Action Items dated November 1 and November 15, 2017 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 2018 as detailed in the exhibit.

EXHIBIT N-9

The vote was unanimous. Student Trustee aye.

10. APPROVE GUIDED PATHWAYS ASSESSMENT REPORT

MSC Evilsizer/Halcón

The Governing Board approved the Guided Pathway's assessment that was assembled with input from a diverse team of faculty, staff and administrators.

EXHIBIT N-10

The vote was unanimous. Student Trustee aye.

11. APPROVE NAMING OF THE PALOMAR COLLEGE FOOD PANTRY AND ACCEPT FUNDS

MSC Deerfield/Halcón

Trustee Evilsizer expressed appreciation to the donor for their support. The Governing Board approved the pledge for \$400,000.00 for naming rights to Palomar College's current food pantry and any future food pantry locations on the San Marcos campus to be called the "Anita and Stan Maag Food & Nutrition Center".

EXHIBIT N-11

The vote was unanimous. Student Trustee aye.

12. APPROVE INTERNATIONAL TRAVEL FOR TWO ADMINISTRATORS AND A FACULTY MEMBER

MSC Halcón/Evilsizer

The Governing Board approved travel for Yasue O'Neill, International Education; Jack Kahn, Vice President for Instruction; and Jenny Fererro, Associate Professor, Child Development for travel to Hefei, China, Hefei Meicheng Innovation Training School, January 6-12, 2018 for the purpose of exploring partnerships with international educational partners.

EXHIBIT N-12

The vote was unanimous. Student Trustee aye.

O. BOARD REQUESTS FOR REPORTS There were none.

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

P. RECONVENE TO OPEN SESSION: *No additional session needed.*

Q. ADJOURNMENT The meeting adjourned at 6:15 p.m.


Paul McNamara, Board President


Mark Evilsizer, Secretary