



**GOVERNING BOARD AGENDA
MEETING OF THE GOVERNING BOARD
TUESDAY, JUNE 13, 2017
4:00 P.M. (CLOSED SESSION) 5:00 P.M. (OPEN SESSION)
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

TO SPEAK TO THE BOARD AT TONIGHT'S MEETING:

- For items listed on the agenda: Please fill out a BLUE "Speaker" card.
- For items NOT listed on the agenda: Please fill out a YELLOW "Public Comment" card.
- Cards should be given to Debra Doerfler, Senior Executive Assistant.

In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.

ORDER OF BUSINESS: *The Board reserves the right to modify the order of business in the manner it deems appropriate. Please note all meetings are recorded electronically.*

THE REGULAR MEETING of the Board convenes the second Tuesday of every month starting at 5:00 p.m. in the Governing Board Room (SSC-1) of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action.

In compliance with Government Code §54957.5, non-exempt writings that are distributed to the Governing Board Members in advance of their meetings, may be viewed at the Governing Board Office, LL-204, or on the Governing Board web site at www.palomar.edu/gb. In addition, if you would like a copy of any record related to an agenda item, please contact Debra Doerfler, Senior Executive Assistant, at (760) 744-1150, extension 2104, or ddoerfler@palomar.edu. Written agenda related items provided to the Board after distribution of the packet will be available for inspection during normal business hours. All Agenda related items will also be available at each meeting of the Board.

PUBLIC NOTICE—NONDISCRIMINATION:

Palomar College does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation, color, or disability in any of its programs or activities.

AMERICANS WITH DISABILITIES: *Palomar College is committed to providing reasonable accommodations for persons with disabilities. Upon request, this publication will be made available in alternate formats. Please contact Debra Doerfler, Senior Executive Assistant to the Superintendent/Governing Board, 1140 West Mission Road, San Marcos, CA 92069, (760) 744-1150 extension 2104, 8:00 a.m. to 5:00 p.m., Monday – Friday.*

A. CALL MEETING TO ORDER: 4:00 p.m.

B. ROLL CALL: Establishment of a Quorum

C. PUBLIC COMMENTS *In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.*

D. RECESS TO CLOSED SESSION in AA-140

1. Public Employee Discipline/Dismissal/Release Pursuant to Government Code Section 54957 et seq.
2. Conference with District negotiator, Ron Perez and/or Bill Shaeffer, regarding negotiations with CCE/AFT, pursuant to Government Code Section 54957.6
3. Conference with District negotiator, Ron Perez and/or Bill Shaeffer, regarding negotiations with PFF/AFT, pursuant to Government Code Section 54957.6
4. Conference with District lead negotiator, Ron Perez and/or Bill Shaeffer, regarding meet and confer discussions with Other Unrepresented Employees, pursuant to Government Code Section 54957.6
5. Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation (two cases) pursuant to Government Code 54956.9(d)(2).
6. Public Employee Performance Evaluation, pursuant to Government Code §54957. Position Title: Superintendent/President

E. RECONVENE TO OPEN SESSION 5:00 p.m.

Actions Taken In Closed Session: Governing Board President must report the individual votes of each trustee, in addition to the overall action.

EE. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE

Governing Board President Hensch will administer the oath of office to incoming Student Trustee, Chris Hopp.

Pledge of Allegiance

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

G. PUBLIC COMMENTS *In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.*

GG. PUBLIC HEARINGS

1. OPEN PUBLIC HEARING

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 provides representatives of the public in this District with an opportunity to express themselves to the Governing Board regarding the District's proposal for

negotiations. The District's proposal has been available for review in the Human Resource Services office from May 24, 2017 through June 12, 2017.

EXHIBIT GG-2

3. CLOSE PUBLIC HEARING

4. OPEN PUBLIC HEARING

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 provides representatives of the public in this District with an opportunity to express themselves to the Governing Board regarding the Palomar Faculty Federation's proposal for negotiations. The Palomar Faculty Federation's proposal has been available for review in the Human Resource Services office from May 24, 2017 through June 12, 2017.

EXHIBIT GG-5

6. CLOSE PUBLIC HEARING

H. APPROVAL OF MINUTES None this month.

I. REPORTS

- **2017-2018 Tentative Budget** - Ron Ballesteros-Perez, Vice President for Finance and Administrative Services
- **Immigration** - Attorney Gabriel Sandoval of the firm Atkinson Andelson Loya Ruud & Romo will present a brief report.
- **District Website** - Kelly Helming, Web Coordinator, Academic Tech Resources Center will give a brief presentation on the District's website.

NOTICE TO PUBLIC: *Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda."*

- **GOVERNING BOARD PRESIDENT**
- **GOVERNING BOARD TRUSTEES**
- **STUDENT TRUSTEE**

• **SUPERINTENDENT/PRESIDENT**

1. Report of Acting Vice President for Instruction
2. Report of Vice President for Student Services
3. Report of Vice President for Finance and Administrative Services and Human Resource Services

J. APPROVAL OF CONSENT CALENDAR ITEMS

NOTICE TO PUBLIC: *There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be routine and will be approved by one motion.*

1. RECOMMENDATION: ACTION – 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: Stephens, Elizabeth
Discipline: Counseling

2. RECOMMENDATION: ACTION – RATIFY ACADEMIC EMPLOYMENT

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY CERTIFICATED EMPLOYMENT

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY MEMORANDA OF UNDERSTANDING WITH THE PALOMAR FACULTY FEDERATION (PFF)/AFT LOCAL 6161

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY PART-TIME FACULTY EMPLOYMENT

The Governing Board hereby ratifies 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: Steicher, 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. RECOMMENDATION: ACTION – APPROVE EARLY CHILDHOOD EDUCATION LAB SCHOOL
TEACHER EMPLOYMENT**

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY RESCINDMENT OF NON-RENEWAL OF CONTRACT

The Governing Board hereby accepts and ratifies 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. RECOMMENDATION: ACTION – RATIFY REHIRING OF PROBATIONARY FACULTY

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY TEMPORARY EMPLOYMENT

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY FACULTY SERVICE AREAS

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY NEW ACADEMIC POSITIONS

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – REAPPROVE EMPLOYMENT CONTRACTS FOR ADMINISTRATORS

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – 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. RECOMMENDATION: ACTION – RATIFY ASSISTANT SUPERINTENDENT/VICE PRESIDENT CONTRACTS

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – 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 hereby ratifies 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 hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY NEW CLASSIFIED POSITIONS

The Governing Board hereby ratifies 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 Monday - Thursday, 10:00 a.m. - 7:00 p.m. and Friday, 7:30 a.m. to
Schedule: 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. RECOMMENDATION: ACTION – RATIFY PERSONNEL ACTIONS/HISTORY

The Governing Board hereby approves 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. RECOMMENDATION: ACTION – RATIFY LEAVES OF ABSENCE

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the following employees a Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2016-2017 fiscal year:

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 hereby ratifies the recommendation of the Superintendent/President granting the following employees an Intermittent Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2016-2017 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
006142360	05/17/2017	05/31/2017

- c. The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY REDUCED WORKLOAD

- a. The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – RATIFY RESIGNATION

The Governing Board hereby ratifies 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. RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF CANDIDATES FOR INTERVIEW EXPENSES

The Governing Board hereby approves 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. RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF TRUSTEE FOR MILEAGE EXPENSES

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

EXHIBIT J-25

26. RECOMMENDATION: ACTION – 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. RECOMMENDATION: ACTION – APPROVE SIGNATURES FOR COUNTY BUSINESS
EFFECTIVE JULY 1, 2017 THROUGH JUNE 30, 2018**

The Governing Board of Palomar Community College District hereby 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. RECOMMENDATION: ACTION – APPROVE CONSULTANT AGREEMENT WITH ASSESSMENT
TECHNOLOGIES INSTITUTE, LLC (ATI)**

The Governing Board hereby approves 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. RECOMMENDATION: ACTION – APPROVE CONSULTANT AGREEMENT WITH LPA, INC.

The Governing Board hereby approves 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 hereby reviews 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 hereby reviews 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. RECOMMENDATION: ACTION – ACCEPT GIFTS

The Governing Board hereby accepts the following gifts and directs 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. RECOMMENDATION: ACTION – EXCUSE ABSENCE OF TRUSTEE

In accordance with Section 72425(d) of the CA Education Code, the Governing Board hereby acknowledges 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

L. REPORTS FROM COLLEGE GROUPS

- 1. **INFORMATION: Report of the Faculty Senate**
- 2. **INFORMATION: Report of the Palomar Faculty Federation**
- 3. **INFORMATION: Report of the Administrative Association**
- 4. **INFORMATION: Report of the Confidential and Supervisory Team**
- 5. **INFORMATION: Report of the CCE/AFT**
- 6. **INFORMATION: Report of the Associated Student Government**

M. UNFINISHED BUSINESS

N. NEW BUSINESS

1. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 hereby reviews and approves purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed on the attached exhibit. Purchases listed are made against the 2016-2017 fiscal year budgets:

Purchase Orders Time Period: 04/27/17–06/01/17	\$1,381,640.22
Procurement Card Time Period: 04/23/17-05/22/17	<u>\$185,000.02</u>
	<u>\$1,566,640.24</u>

EXHIBIT N-1

**2. RECOMMENDATION: ACTION – APPROVE EQUAL EMPLOYMENT OPPORTUNITY FUND
MULTIPLE METHOD ALLOCATION MODEL CERTIFICATION FORM, FISCAL YEAR 2016-17**

The Governing Board hereby approves 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

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

The Governing Board hereby accepts 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

4. RECOMMENDATION: ACTION – AWARD CONTRACT TO COOK COATINGS, INC.

The Governing Board hereby awards 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

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

The Governing Board hereby authorizes 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 authorizes the District to rebid at a later date.

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

The Governing Board hereby approves 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.

7. RECOMMENDATION: ACTION – APPROVE FISCAL YEAR 2016-2017 BUDGET ADJUSTMENTS AND YEAR-END TRANSFERS

The Governing Board of Palomar Community College District hereby approves 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 hereby 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

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

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

EXHIBIT N-8

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

The Governing Board hereby adopts 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

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

The Governing Board hereby adopts 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

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

The Governing Board hereby accepts 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

12. RECOMMENDATION: ACTION – APPROVE FIVE YEAR CONSTRUCTION PLAN

The Governing Board hereby approves 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

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

The Governing Board hereby approves 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

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

The Governing Board hereby awards a contract for low voltage and security infrastructure to Morrow Meadows as the lowest responsive and responsible bidder, awards a contract for site concrete to Rocky Coast as the lowest responsive and responsible bidder and authorizes 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

15. RECOMMENDATION: ACTION – APPROVE CHANGE ORDERS

The Governing Board hereby approves the following charge orders as detailed:

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

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

The Governing Board hereby finds 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.

O. BOARD REQUESTS FOR REPORTS

The Governing Board hereby approves the following agenda items for consideration at the next meeting:

P. RECESS TO CLOSED SESSION: *If needed, for further discussion of items as listed in section D. The Board will recess to Room A-1.*

Q. RECONVENE TO OPEN SESSION: *If needed. The Board will reconvene to Open Session outside Room A-1 in accordance with GC 54957.7(c).*

Actions Taken In Closed Session: Governing Board President must report the individual votes of each trustee, in addition to the overall action.

R. ADJOURNMENT