



**GOVERNING BOARD AGENDA  
MEETING OF THE GOVERNING BOARD  
TUESDAY, JUNE 12, 2018**

**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.
- Give speaker cards 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 <https://www2.palomar.edu/pages/governingboard/>. 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](mailto: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 based on 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 TO CONSIDER THE FOLLOWING MATTER(S):**

1. Public Employee Discipline/Dismissal/Release Pursuant to Government Code Section 54957, et seq. (3 cases)
2. Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to Government Code 54956.9(b) (2 cases)
3. Pursuant to Education Code Section 72122 – Deliberation regarding recommendation for the expulsion of students: 011152359, 003833603, and 000235871. (*Action will be taken and reported in Open Session in accordance with California Education Code Section 72122.*)
4. Public Employee Performance Evaluation, pursuant to Government Code §54957. Position Title: Superintendent/President

**E. RECONVENE TO OPEN SESSION**

1. Reporting of actions(s) taken in Closed Session (*The Governing Board President shall report the overall action and if unanimous; otherwise, the individual votes of each trustee.*)
2. Presentation: 2018 NAACP Salute To Women of Color Distinguished Woman Award
3. Pledge of Allegiance
4. Administer Oath of Office to incoming Student Trustee, Amber Bancroft, and to newly hired Police Officers: Daniel Lopez, Gerald Rabidou and Mark Lynch.
5. Call for Removal of Items from – or Changes to – the Agenda

**F. RECOMMENDATION ACTION: EXPULSION OF THREE STUDENTS**

Pursuant to California Education Code section 72122, and following the review and consideration of each matter, the Governing Board hereby approves the expulsion of the following students:

1. 011152359
2. 003833603
3. 000235871

**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.*

**H. RECOMMENDATION ACTION: APPROVAL OF MINUTES FOR THE REGULAR AND SPECIAL MEETINGS IN THE PREVIOUS MONTH**

- May 8, 2018
- May 22, 2018

**I. REPORTS**

**Presentation on Parking Fees/License Plate Readers – Police Chief Christopher Moore**

***NOTICE TO PUBLIC:*** Section 54954.2(a) of the Ralph M. Brown Act states “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**
- Report of Vice President for Instruction
  - Report of Vice President for Student Services
  - Report of Vice President for Finance and Administrative Services
  - Report of Vice President for 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 – RATIFY ACADEMIC EMPLOYMENT**

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

- a.     Name:                   Rebecca Mattson  
       Position:             Assistant Professor, Nursing (Maternal Health/Obstetrics)  
       Department:         Nursing Education  
       Degrees:             M.S., Nursing: Nurse Educator  
                               B.S.N., Nursing  
       Position #:         6367  
       New?:                 Yes  
       Remarks:            Position approved 9/12/17.  
       Sal Grade/Stp:      C/8  
       Salary:               \$8,096.39/month  
       % of Position:      100%  
       # of Mos:             10  
       Effective:            August 16, 2018  
       Account #(s):        A-111000-348200-12300-0000000/100%

- b. Name: Gina Wilson  
Position: Assistant Professor, Child Development/Early Childhood Education  
Department: Child Development  
Degrees: M.A., Human Development  
B.S., Child Development  
Position #: 6729  
New?: Yes  
Remarks: Position approved 12/12/17.  
Sal Grade/Stp: C/8  
Salary: \$8,096.39/month  
% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-364200-13050-0000000/100%
- c. Name: Elise Lindgren  
Position: Assistant Professor, Biological Sciences  
Department: Biology  
Degrees: M.S., Biology  
B.S., Biochemistry and Cell Biology  
Position #: 6727  
New?: Yes  
Remarks: Position approved 12/12/17.  
Sal Grade/Stp: C/1  
Salary: \$6,200.53/month  
% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-346200-04010-0000000/100%
- d. Name: Joseph Lucido  
Position: Assistant Professor, Architecture  
Department: Design and Manufacturing Technologies  
Degrees: Master of Architecture, Real Estate Development  
Bachelor of Architecture  
2+ Years of Experience  
Position #: 6301  
New?: Yes  
Remarks: Position approved 12/12/17.  
Sal Grade/Stp: C/8  
Salary: \$8,096.39/month  
% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-335600--02010-0000000/100%

- e. Name: Efrem Alexander  
Position: Counselor/Assistant Professor  
Department: Counseling Services  
Degrees: M.A., Education  
B.B.A., Business  
Minimum qualifications approved by the Faculty Senate Equivalency Committee on 6/12/15.  
Position #: 6724  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: C/2  
Salary: \$6,471.38/month  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2018  
Account #(s): N-122100-462100-63100-0000000/100%
- f. Name: Ladylyn Dominguez  
Position: Counselor/Assistant Professor  
Department: Counseling Services  
Degrees: M.S., Educational Counseling  
B.S., Bus. Admin. (High Tech. Mgmt.)  
Position #: 6723  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: D/1  
Salary: \$6,471.38/month  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2018  
Account #(s): W-122100-462100-63100-0000000/100%

## **2. 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; said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

- a. Name: Buquet, Lori  
Discipline: Emergency Medical Technologies  
Department: Emergency Medical Education  
Degrees: B.S., Nursing  
2+ Years of Experience  
Sal Grade/Stp: A/1  
Salary: \$58.37  
Effective: Spring 2018
- b. Name: Bergmanis, Eric  
Discipline: Oceanography  
Department: Earth, Space and Environmental Sciences  
Degrees: M.S., Geology & Geophysics  
B.A., Geology  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018

- c. Name: Haisten, David  
Discipline: Biological Sciences  
Department: Biology  
Degrees: M.S., Evoltn, Ecol & Organismal Bio  
B.S., Ecology and Evolution  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018
  
- d. Name: Harris, Bryan  
Discipline: Sociology  
Department: Behavioral Sciences  
Degrees: M.A., Sociological Practice  
B.A., Sociology  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018
  
- e. Name: Hill Cummings, Kristie  
Discipline: Biological Sciences  
Department: Biology  
Degrees: Ph.D., Microbiology  
B.S., Biology  
Sal Grade/Stp: D/1  
Salary: \$63.49  
Effective: Summer 2018
  
- f. Name: Khalulyan, Alina  
Discipline: Psychology  
Department: Behavioral Sciences  
Degrees: M.A., Psychology  
Sal Grade/Stp: C/1  
Salary: \$60.85  
Effective: Summer 2018
  
- g. Name: MacMillan, Brian  
Discipline: Emergency Medical Technologies  
Department: Emergency Medical Education  
Degrees: A.A., Paramedic Training  
6+ Years of Experience  
Sal Grade/Stp: A/1  
Salary: \$58.37  
Effective: Summer 2018
  
- h. Name: Padilla, Laura  
Discipline: Chicano Studies  
Department: Multicultural Studies  
Degrees: M.A., Chicana and Chicano Studies  
B.A., History  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer/Fall 2018
  
- i. Name: Seigel, Charles  
Discipline: Political Science  
Department: Economics, History and Political Science  
Degrees: Master in Public Administration  
B.A., History

Minimum qualifications approved by the Faculty Senate Equivalency Committee on 4/26/2018.

Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018

- j. Name: Titus, Weston  
Disciplines: Health  
Kinesiology  
Department: Health, Kinesiology, and Recreation Management  
Degrees: M.A., Kinesiology  
B.S., Kinesiology  
A.A., General Studies: Science & Mathematics and Liberal Arts & Sciences  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Fall 2018

**3. RECOMMENDATION: ACTION – RATIFY 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 Teachers:

- a. Name: Baza, Jestina  
Title: Teacher  
Degrees: A.S., Infant/Toddler Teacher  
24+ units in Child Development or Early Childhood Education from an accredited college or university including child growth and development, child, family and community and at least one program/curriculum class.  
16+ units General education as required by the current California Child Development Permit Matrix  
Sal Grade/Stp: C1/1  
Salary: \$14.00  
Effective: Spring 2018
- b. Name: Martinez, Elizabet  
Title: Assistant Teacher  
Degrees: B.S., Child Development  
6+ units in Child Development  
Valid Child Development Permit  
Sal Grade/Stp: A/3  
Salary: \$11.00  
Effective: Spring 2018

**4. RECOMMENDATION: ACTION – APPROVE A SALARY INCREASE EQUIVALENT TO THE 2018-19 STATE FUNDED COST OF LIVING ADJUSTMENT (COLA) FOR UNREPRESENTED EMPLOYEES IN THE EXECUTIVE BRANCH FOR FISCAL YEAR 2018-2019**

It is recommended by the Governing Board of the Palomar Community College District to approve a salary increase equivalent to 2.71% or final COLA as approved in the state budget for all executive administrators effective fiscal year 2018-19. 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

**5. RECOMMENDATION: ACTION – RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE ADMINISTRATIVE ASSOCIATION**

The Governing Board hereby ratifies the Memorandum of Understanding (MOU) between the District and the Administrative Association with respect to the 2018-19 state funded Cost Of Living Adjustment (COLA).

**EXHIBIT J-5**

**6. RECOMMENDATION: ACTION – RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE CONFIDENTIAL AND SUPERVISORY TEAM**

The Governing Board hereby ratifies the Memorandum of Understanding (MOU) between the District and the Confidential and Supervisory Team with respect to the 2018-19 state funded Cost Of Living Adjustment (COLA).

**EXHIBIT J-6**

**7. RECOMMENDATION: ACTION – RATIFY A MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE COUNCIL OF CLASSIFIED EMPLOYEES/AFT LOCAL 4522**

The Governing Board hereby ratifies a Memorandum of Understanding (MOU) between the District and the Council of Classified Employees/AFT Local 4522:

- MOU: Janus Ruling

**EXHIBIT J-7**

**8. RECOMMENDATION: ACTION – RATIFY THREE (3) MEMORANDA OF UNDERSTANDING AND FIVE (5) TENTATIVE AGREEMENTS BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION/AFT LOCAL 6161**

The Governing Board hereby ratifies three (3) Memoranda of Understanding (MOUs) and five (5) Tentative Agreements (TAs) between the District and the Palomar Faculty Federation/AFT Local 6161 with respect to the following sections of the PFF/District Agreement:

- MOU: Part-Time and Full-Time Coaching Contract Language
- MOU: Janus Ruling
- MOU: Article 9
- TA: Request to Use Banked Leave Form
- TA: Article 17 – Evaluation Procedure
- TA: Appendix L – Early Childhood Education Lab School Teachers
- TA: ECELS Part-Time Employee Review Report
- TA: ECELS Part-Time Employee Performance Improvement Plan

**EXHIBIT J-8**



**9. RECOMMENDATION: ACTION – RATIFY ADMINISTRATIVE EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following administrative employee:

- a. Name: Steven Salter  
Position: Director, Extended Opportunity Programs and Services  
Department: EOP&S/CARE/CalWORKs  
District Location: Main campus  
Position #: 5546  
New?: No  
Remarks: Replacement for Anne Stadler.  
Sal Grade/Step: 66/1  
Salary: \$8,426.53/month  
% of Position: 100%  
# of Mos: 12  
Effective: August 6, 2018  
Account #(s): A-123600-473100-64300-0000000/100%

**10. RECOMMENDATION: ACTION – RATIFY CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following Confidential and Supervisory Team employees:

- a. Name: Maria Zapien Rangel  
Position: Executive Assistant (to Vice President)  
Department: Human Resource Services  
District Location: Main campus  
Position #: 5735  
New?: No  
Remarks: Replacement for Jennie Vastola; promotion for Ms. Zapien Rangel.  
Sal Grade/Step: 48/1  
Salary: \$5,404.17/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 13, 2018  
Account #(s): A-211000-611100-66600-0000000/100%
  
- b. Name: David Negrete  
Position: Supervisor II, Custodial Services  
Department: Custodial Services  
District Location: Main campus  
Position #: 6660  
New?: No  
Remarks: Replacement for Carlos Huerta.  
Sal Grade/Step: 41/1  
Salary: \$4,545.87/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
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% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m. A 6% differential pay will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

- c. Name: Timothy Cross  
Position: Supervisor II, Custodial Services  
Department: Custodial Services  
District Location: North Education Center  
Position #: 6717  
New?: Yes  
Remarks: Position approved 11/14/17.  
Sal Grade/Stp: 41/1  
Salary: \$4,545.87/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): N-212100-542200-65300-0000000/100%  
Normal Work Schedule: Monday – Friday, 2:30 p.m. – 11:30 p.m. A 3% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m. A 6% differential pay will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- d. Name: Izabel M. Solis  
Position: Supervisor, TRIO/Student Support Services  
Department: Grant Funded Student Programs  
Position #: 6615  
New?: No  
Remarks: Replacement for Juan Reyna; transfer for Ms. Solis.  
Sal Grade/Stp: 45/1  
Salary: \$5,018.00/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 25, 2018, pending final approval by the US Department of Education  
Account #(s): K-212100-471300-64300-1112300/100%

**11. RECOMMENDATION: ACTION – RATIFY CLASSIFIED EMPLOYMENT**

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

- a. Name: Amy Hinchman  
Position: Academic Department Assistant  
Department: Nursing Education  
District Location: Main campus  
Position #: 5299  
New?: No  
Remarks: Replacement for Kelly Donaghy; promotion for Ms. Hinchman.  
Sal Grade/Stp: 23/3  
Salary: \$4,520.90/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): A-212200-348100-60910-0000000/100%
- b. Name: Aaron Sifferman  
Position: Assessment Specialist  
Department: Counseling Services  
District Location: North Education Center  
Position #: 6683  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: 21/1

Salary: \$3,904.59/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): W-212200-462100-63100-0000000/100%

c. Name: Arnulfo Arellano  
Position: Assessment Specialist  
Department: Counseling Services  
District Location: South Education Center  
Position #: 6682  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: 21/1  
Salary: \$3,904.59/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): N-212200-462100-63100-0000000/100%

d. Name: Terhea Williams  
Position: Instructional Support Assistant IV  
Department: Biology  
District Location: South Education Center  
Position #: 6699  
New?: Yes  
Remarks: Position was approved 11/14/17.  
Sal Grade/Stp: 27/1  
Salary: \$4,520.90/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): W-222000-346200-04070-0000000/100%

e. Name: Andrea Salvatierra  
Position: Administrative Specialist I  
Department: Languages and Literature  
District Location: South Education Center  
Position #: 6676  
New?: Yes  
Remarks: Position was approved 11/14/17.  
Sal Grade/Stp: 18/1  
Salary: \$3,629.69/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 13, 2018  
Account #(s): W-212200-321110-61100-0000000/100%

f. Name: Skyler Pray  
Position: Custodian I  
Department: Custodial Services  
District Location: South Education Center  
Position #: 6687  
New?: Yes  
Remarks: Position was approved 11/14/17.  
Sal Grade/Stp: 9/1  
Salary: \$2,913.57/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): W-212200-542200-65300-0000000/100%

**12. RECOMMENDATION: ACTION – RATIFY DISTRICT-INITIATED DEMOTION OF CLASSIFIED POSITION**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the change to the following classified position:

a. Position: Administrative Specialist I  
Department: Instruction Office  
District location: Main campus  
Name: Barbara Llamas  
Position #: 6571  
New?: No  
Remarks: District-initiated involuntary transfer and demotion. Position was formerly Education Center Specialist grade 19 at the Mt. Carmel Education Center.  
Sal Grade/Stp: 18/24  
Salary: \$2,141.97/month  
% of Position: 45%  
# of Mos: 12  
Effective: June 4, 2018  
Account #(s): A-212200-311100-60910-0000000/100%  
Normal Work Schedule: Monday – Thursday, 12:30 p.m. – 5:00 p.m.

**13. RECOMMENDATION: ACTION – RATIFY NEW CLASSIFIED POSITION**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the approval of the following new classified position

a. Position: Environmental Health and Safety Specialist  
Department: Environmental Health and Safety  
District Location: Main campus  
Position #: 6470  
New?: Yes  
Sal Grade/Step: 32/1  
Salary: \$3,640.20/month  
% of Position: 100%  
# Months: 12  
Effective: June 13, 2018  
Account #(s): A-212200-545100-67740-0000000/100%

**14. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY FOR MAY AND JUNE**

The Governing Board hereby approves the Personnel Actions/History report, including student employee hires for the months of May 2018 and short-term employee hires for the month of June 2018.

**EXHIBIT J-14**

**15. RECOMMENDATION: ACTION – RATIFY LEAVE(S) OF ABSENCE FOR ONE EMPLOYEE**

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a 26.67% Personal Leave of Absence without pay and with no effect on benefits, effective August 20, 2018 through December 20, 2018 to Daniel Clegg, Professor, Mathematics Department.

**16. RECOMMENDATION: ACTION – RATIFY REVISION TO RETIREMENT FOR ONE EMPLOYEE**

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

- Takashi Nakajima, Professor, Physics and Engineering, effective June 1, 2018. He has served Palomar College for 28 years from February 6, 1986 to May 31, 2018.

**17. RECOMMENDATION: ACTION – RATIFY RESIGNATIONS**

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

- Mitch Howard, Senior Programmer Analyst, Programming, effective May 16, 2018.
- Katherine Kelp-Stebbins, Assistant Professor, English Department, effective August 1, 2018.

**18. INFORMATION – ACKNOWLEDGEMENT OF RETIREMENT(S) OF THREE EMPLOYEES**

The Governing Board hereby acknowledges the following retirement(s) accepted on its behalf by the Superintendent/President in accordance with Administrative Procedure 7380 – Retiree Health Benefits:

Group I

- Rebecca Barr, Professor, Counseling Department, effective August 14, 2018. She has served Palomar College for 32 years from August 19, 1986 to August 13, 2018.
- Marilyn Lunde, Administrative Specialist II, Student Affairs Department, effective June 30, 2018. She has served Palomar College for 32 years from August 1, 1986 to June 29, 2018.

Group II

- Henry P. Ordille, Director, Emergency Medical Education Department, effective August 1, 2018. He has served Palomar College for 13 years from August 19, 2005 to July 31, 2018.

**19. INFORMATION: FACULTY INITIATED WITHDRAW OF SABBATICAL LEAVE APPLICATIONS FOR THREE FACULTY**

- Travis Ritt, Economics, History, Political Science Department, has withdrawn his application for sabbatical leave for the Spring 2019 term, previously approved March 13, 2018.
- Cynthia Anfinson, Mathematics Department, has withdrawn her application for sabbatical leave for the Fall 2018 term, previously approved March 13, 2018.

- Daniel Finkenthal, Physics/Engineering Department has withdrawn his application for sabbatical leave for the Spring 2018 term, previously approved March 14, 2017.

**20. INFORMATION: REVIEW OF SABBATICAL LEAVE ABSTRACTS HIGHLIGHTING WORK AND PROJECTS UNDERTAKEN AS WELL AS BENEFITS DERIVED**

**EXHIBIT J-20**

**21. RECOMMENDATION: ACTION – APPROVE MAY 2 AND 16, 2018 CURRICULUM ACTION ITEMS FOR INCLUSION IN THE COLLEGE CURRICULUM INVENTORY EFFECTIVE FALL 2018**

The Governing Board hereby approves Curriculum Action Items dated May 2, 2018 and May 16, 2018 previously approved by the Curriculum Committee and the Faculty Senate.

**EXHIBIT J-21**

**22. RECOMMENDATION: ACTION – APPROVE NEW COMMUNITY EDUCATION OFFERINGS AND AUTHORIZE WORKFORCE DEVELOPMENT & EXTENDED STUDIES TO CONTRACT WITH PERSONNEL AS LISTED IN THE EXHIBIT**

**EXHIBIT J-22**

**23. RECOMMENDATION: ACTION – APPROVE REAPPOINTMENT OF SARAH ROSENFELD TO THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (ICOC)**

**EXHIBIT J-23**

**RESOLUTION 17-21541**

**24. RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES**

The Governing Board hereby approves reimbursement of travel expenses for interview for the following candidate:

- a. Name: Daisy Pitel  
For: Airfare and parking  
To Attend: Second-level interview for Director, Education Center  
Location: Tucson, AZ to San Marcos, CA  
Date: April 25, 2018  
Amount: \$560.46  
Budget Account #: 575400-11-611200-67600-10-0611950/100%

**25. RECOMMENDATION: ACTION – APPROVE BANK SIGNATURE AUTHORIZATIONS EFFECTIVE JULY 1, 2018 THROUGH JUNE 30, 2019**

The Governing Board authorizes the following individuals:

- Joi Blake, Ed.D., Superintendent/President, or
- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance & Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services

To deposit and/or 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

The Governing Board authorizes the following individuals to deposit and/or withdraw funds currently deposited to the Palomar Community College District Associated Students of Palomar College.

- Joi Blake, Ed.D., Superintendent/President, or
- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance & Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services, and
- Amber Bancroft, President, Associated Student Government

The Governing Board authorizes (and requires) any two of the following individuals to sign for deposits and/or withdrawals of funds currently deposited to the Palomar College Payroll Account (automatic payroll deposit and electronic funds transfer for state and federal taxes).

- 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 Y. Taveuveu, Manager, Budget and Payroll

**26. RECOMMENDATION: ACTION – APPROVE SIGNATURES FOR COUNTY BUSINESS EFFECTIVE JULY 1, 2018 THROUGH JUNE 30, 2019**

The Governing Board of Palomar Community College District hereby authorizes the following business procedures effective July 1, 2018 through June 30, 2019. 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, or
- 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, or
- 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, or
- Carmen Coniglio, Director, Fiscal Services

**27. RECOMMENDATION: ACTION – AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACTS**

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

**28. RECOMMENDATION: ACTION – APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

The Governing Board hereby approves the Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments as of March 31, 2018.

**EXHIBIT J-28**

**29. RECOMMENDATION: ACTION – APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

The Governing Board hereby approves the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending March 31, 2018.

**EXHIBIT J-29**

**30. RECOMMENDATION: ACTION – CONFIRM CLASSIFICATION OF THE OFFICE OF CONTRACT SERVICES RECORDS TO CLASS-3 DISPOSABLE AND AUTHORIZE DESTRUCTION OF RECORDS**

The Governing Board hereby authorizes the classification of expired agreements/contracts prior to May 2012 to Class 3: Disposable Records and authorizes destruction pursuant to Title 5, Sections 16023 through 16028, California Administrative Code.

**EXHIBIT J-30**

**31. RECOMMENDATION: ACTION (SECOND READING) – APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES**

The Governing Board hereby approves the following Board Policies, previously 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 May 8, 2018.

BP 7260 – Classified Administrators  
and Supervisors

BP 7270 – Student Workers

**EXHIBIT J-31**

**32. RECOMMENDATION: ACTION – ACCEPT DONATIONS WITH A TOTAL ESTIMATED VALUE OF \$1,000.00.**

The Governing Board hereby accepts the following gifts and directs that appropriate letters of appreciation be sent to Josie Silva, 1119 Ariana Rd., San Marcos, CA 92069 for the donation of luxury fabrics, lace and trims, value estimated by donor totals \$1,000.00.

**33. RECOMMENDATION: ACTION – EXCUSE ABSENCE OF TRUSTEES**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board hereby acknowledges and excuses the absences' of Chris Hopp and Nancy Ann Hensch from the May 22, 2018 special meeting due to personal necessity.

**RESOLUTION 17-21542**

**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 MADE MARCH 23 – MAY 31, 2018 TOTALING \$4,153,961.59**

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 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 04/26/18–05/31/18	\$3,852,294.14
Procurement Card Time Period: 03/23/18-04/22/18	\$138,373.30
Procurement Card Time Period: 04/23/18-05/22/18	\$163,294.15
	<u>\$4,153,961.59</u>

**EXHIBIT N-1**

2. **RECOMMENDATION: ACTION – APPROVE NOTICE OF PUBLIC HEARING FOR THE FISCAL YEAR 2018-2019 ADOPTED BUDGET**

The Governing Board hereby approves that the proposed Fiscal Year 2018-2019 Adopted Budget for the Palomar Community College District will be on display and available for public inspection on Tuesday, September 4, 2018 through Monday, September 10, 2018 8:00 a.m. to 4:30 p.m. in Fiscal Services, Room A-4C 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 11, 2018 at 5:00 p.m., Board Conference Room, Palomar College. Said Notice of Public Hearing is to be published by the San Diego Union Tribune on July 30, July 31, August 6, and August 7, 2018.

3. **RECOMMENDATION: ACTION – APPROVE FISCAL YEAR 2017-2018 BUDGET ADJUSTMENTS AND YEAR-END TRANSFERS**

The Governing Board of Palomar Community College District hereby approves the budget transfers and adjustments of Fiscal Year 2017-2018 from August 31, 2017 through May 30, 2018. 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. This report shows the revised budgets as of May 30, 2018.

**EXHIBIT N-3**

4. **RECOMMENDATION: ACTION – APPROVE THE FISCAL YEAR 2018-2019 TENTATIVE BUDGET FOR THE PALOMAR COMMUNITY COLLEGE DISTRICT** *Ron Ballesteros-Perez Vice President for Finance & Administrative Services will present.*

The Governing Board hereby approves the Fiscal Year 2018-2019 Tentative Budget for the Palomar Community College District.

**EXHIBIT N-4**

5. **RECOMMENDATION: ACTION – APPROVE EDUCATION PROTECTION ACT RESOLUTION AND 2017-2018 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 2017-2018 Prop 30 Education Protection Account (EPA) Expenditure Report.

**EXHIBIT N-5**

**RESOLUTION 17-21543**

6. **RECOMMENDATION: ACTION – APPROVE 2018-2019 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 2018-2019 Gann Appropriation Limit as required by Article 13B of the California State Constitution and State Law.

**EXHIBIT N-6**

**RESOLUTION 17-21544**

7. **RECOMMENDATION: ACTION – APPROVE CHANGE ORDERS**

The Governing Board hereby approves the following Change Orders as detailed in the exhibit:

1. CO #1 for \$9,675.00 for changes required by unforeseen conditions and modifications to the construction details for the Anita & Stan Maag Food and Nutrition Center Project.
2. CO #8 for \$302,139.00 for Owner Additions and Unforeseen Conditions for the Rancho Bernardo Education Center project.
3. CO #3 for \$390,113 for Owner Additions and Unforeseen Conditions for the M&O project.

**EXHIBIT N-7**

8. **RECOMMENDATION: ACTION – APPROVE SUBSCRIPTION AGREEMENT WITH AD ASTRA INFORMATION SYSTEMS FOR PLATINUM ANALYTICS, A SAAS ENTERPRISE-CLASS SCHEDULING SOFTWARE AND ASTRA SCHEDULING**

The Governing Board hereby approves an agreement with Ad Astra Information Systems for a scheduling system that provides analysis and optimization of academic resources and supports management of resources. Platinum Analytics is a solution that provides predictive analytics for the creation of aligned course schedule that incorporates historical records, degree audit, student progress, student plan data and business intelligence. The agreement is for five (5) year term with five (5) additional one-year renewals. Total amount of agreement is \$460,000.00.

**EXHIBIT N-8**

**9. RECOMMENDATION: ACTION – ACCEPT MEMORANDUM OF UNDERSTANDING FROM THE SAN DIEGO MIRAMAR COLLEGE SUB-AWARD OF THE ADVANCED TRANSPORTATION AND RENEWABLE ENERGY INITIATIVE TO FOSTER A PARTNERSHIP WITH PALOMAR COLLEGE'S DRONE CONFERENCE**

The Governing Board approves memorandum of understanding with San Diego Miramar College's sub-award master of Advanced Transportation and Renewable Energy (ATRE) initiative to foster a partnership between San Diego Miramar College and the drone program at Palomar College in conjunction with the Drone Conference for Educators and Industry Professionals. Paid to District: \$6,000.00.

**EXHIBIT N-9**

**10. RECOMMENDATION: ACTION – APPROVE LICENSE AGREEMENT FOR INTERNSHIP PROGRAM WITH MOSTRA COFFEE, INC. TO INSTALL AND OPERATE ONE COFFEE CART AT THE RANCHO BERNARDO EDUCATION CENTER AND TO SELL MOSTRA COFFEE PRODUCTS AND PASTRIES**

The Governing Board hereby approves a license agreement with Mostra Coffee, Inc. to install one coffee cart at the Rancho Bernardo Education Center campus for the purpose of facilitating internships and job training in food services, coffee roasting and business management for District students to obtain academic credit for internship/work experience. Paid to District: License base fee \$1,000.00/month plus if goal of \$24,000.00 / month is achieved District to receive 15% monthly revenue.

**EXHIBIT N-10**

**11. RECOMMENDATION: ACTION – APPROVE REQUEST TO REDUCE CONTRACTOR'S RETENTION**

The Governing Board hereby approves the request to reduce retention being held from 5% to 2.5% for Elite Earthworks & Engineering, Bid #CM-17-18-01-NEC-01-A: North Education Center.

The Governing Board hereby approves the request to reduce retention being held from 5% to 2.5% for Rossin Steel, Bid #CM-17-18-01-NEC-01-A: South Education Center.

**EXHIBIT N-11**

**12. RECOMMENDATION: ACTION – REVIEW AND APPROVE THE SIX FACILITY NAMING ITEMS AS RECOMMENDED BY THE SUPERINTENDENT/PRESIDENT**

**EXHIBIT N-12**

**13. REVIEW AND APPROVE INCREASING THE STUDENT PARKING PERMIT FEE FROM \$40.00 TO \$46.00 AND THE BOG WAIVER PERMIT FROM \$20.00 TO \$26.00.**

The Governing Board hereby approves the adoption of \$46.00 student parking permit fee effective Fall 2018 for the San Marcos and Escondido campus locations and effective June 2019 for the Rancho Bernardo and Fallbrook locations.

**EXHIBIT N-13**

**14. RECOMMENDATION: ACTION – CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD ON JUNE 26, 2018.**

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board hereby requests that the District provide for it a report, agenda item, or general information at a later date as follows: \_\_\_\_\_.

**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: (The Governing Board President shall report the overall action and if unanimous; otherwise, the individual votes of each trustee.)*

**R. ADJOURNMENT**