



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

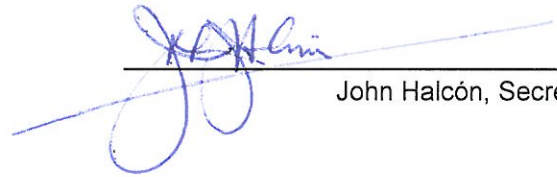
goals. Dr. Blake explained the spreadsheet which illustrates the linkages between the Board's goals, SPC goals and accreditation standards. Director Barton talked about several options that might be implemented to address the Board's needs for information. The Board discussed that some of the workshops 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