



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

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

B. **ROLL CALL**

PRESENT

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

ABSENT

MALIK SPENCE, STUDENT TRUSTEE

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

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

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

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

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

G. **PUBLIC COMMENTS** There were none

H. **APPROVAL OF CONSENT CALENDAR ITEMS**

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

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

Noes: None

Absent: None

Student Trustee: Absent

1. **RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

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

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

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

EXHIBIT H-1

I. BOARD WORKSHOP

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

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

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

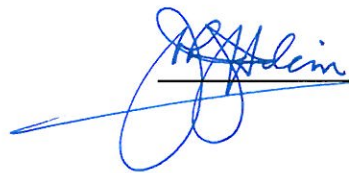
Student Success Scorecard:

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

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

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


Nancy Ann Hensch, Board President


John Halcón, Secretary