



APPROVED 11/14/17
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, OCTOBER 10, 2017
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

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

B. ROLL CALL

PRESENT

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

ABSENT

NONE

C. PUBLIC COMMENTS There were none.

D. RECESS TO CLOSED SESSION The Board recessed to closed session at 4:00 p.m.

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

Following the Pledge of Allegiance the meeting continued.

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

G. PUBLIC COMMENTS There were none.

H. APPROVAL OF MINUTES

MSC Halcón/Evilsizer

The Governing Board approved the July 28, 2017 minutes as written. The vote was unanimous. Student Trustee aye.

MSC Halcón/Evilsizer

The Governing Board approved the August 8, 2017 minutes as written. The vote was unanimous, with Board President Hensch abstaining. 4/0/1. Student Trustee aye.

I. REPORTS

Board President Hensch commented on “Pepper” the Artificial Intelligence (AI) robot.

Trustee McNamara reported on the SDICCCA meeting and commented on the upcoming educational excursion to Homeboy Industries – encouraging people to attend.

Trustee Halcón had no report.

Trustee Evilsizer reported on his attendance at the DACA overview workshop and thanked Student Services for holding the event. He reported on the NALEO (National Association of Latino Elected and Appointed Officials) conference he attended noting that it was attended by the State Chancellor. Trustee Evilsizer talked about some progressive projects that were discussed at the conference including 1) the Elon Musk transportation tube project taking place in the City of Hawthorn and 2) the City of Santa Monica's city-wide WIFI network. He talked about the ACCT conference including the student mariachi performers, Lonnie Johnson (one of the speakers) and some of Johnson's inventions.

Trustee Deerfield talked about the ACCT conference and shared that she enjoyed networking with other trustees across the country. She talked about one of the sessions focused on getting seniors in the classroom.

Student Trustee Chris Hopp reported on his attendance to the Superintendent/President's breakfast event and talked about meeting "Pepper."

Superintendent/President Blake reported that she attended the ACCT conference with the trustees, Laura Gropen and Michelle Barton who were both presenters at the conference. She talked about the Strategic Enrollment Management (SEM) workshops that were held and thanked Michelle Barton, Travis Ritt, and Jack Kahn. She talked about the Superintendent/President's breakfast and the importance of building partnerships with K-12. In closing she noted that tonight's agenda includes a recommendation for the hire of a new Vice President for Human Resources and thanked the hiring committee for their work.

Vice President Jack Kahn reported that the Fast Track 2 courses are starting next week, talked about planning underway for summer 2018 courses, and shared that there is a lot of work going on surrounding partnerships to address demand. He acknowledged retiree Peggy Richardson. In closing VP Kahn shared that work is underway regarding Guided Pathways.

Vice President Adrian Gonzales talked briefly about the High School Counselors Conference and the Superintendent/President's breakfast events and thanked staff for putting them together. He talked about the official launch of the Pepper and the other AI products. VP Gonzales talked about a restorative justice workshop and the efforts to transition formerly incarcerated individuals into college. In closing he acknowledged retirees Jose Fernandez and Karen Boguta-Reeve.

Vice President Ron Ballesteros-Perez reflected on his time serving as the Acting VP of HRS, shared that he has more appreciation for the work done in that department and, acknowledged several of the HR team in attendance at the meeting.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee Halcón, seconded by Trustee Evilsizer, the Board approved items 1-25.
Ayes:	Hensch, McNamara, Halcón, Evilsizer, and Deerfield
Noes:	None
Absent:	None
Student Trustee:	Aye

1. GRANT EQUIVALENCY FOR DISCIPLINES

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

- a. Name: Audelo, Jesus
 Discipline: Music
- b. Name: Dalton, Trinie
 Discipline: English
- c. Name: DeVillez, Darron
 Discipline: Speech Communication

2. RATIFY ACADEMIC EMPLOYMENT

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

- a. Name: Monique Lineback
 Position: Assistant Professor, Nursing (Simulation Lab Coordinator)
 Department: Nursing Education
 Degrees: Ph.D., Nursing
 M.S., Adult Clinical Nurse Spec
 B.A., Critical Gender Studies
 A.A., Nursing
 Position #: 6006
 New?: Yes
 Remarks: Position approved 6/13/17.
 Sal Grade/Stp: H/1
 Salary: \$7,243.19/month
 % of Position: 100%
 # of Mos: 10
 Effective: October 2, 2017
 Account #(s): A-122100-348200-12300-0000000/100%

3. RATIFY PART-TIME FACULTY EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Fall 2017 and Spring 2018 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

Fall 2017

- Department: Business Administration
- a. Name: Solhdoost, Sam
 Discipline: Business
 Degrees: M.B.A.
 B.S., Fire & Safety Engineering Technology
 Sal Grade/Stp: B/1
 Salary: \$58.87

Department: Computer Science/Information Systems
a. Name: Brown, Courtney
Discipline: Computer Information Systems (IT)
Degrees: Master of Educ in Teaching
B.A., Social Science
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Cooperative Education
a. Name: Canter, Allison
Discipline: Work Experience Instructor
Degrees: B.S., Organizational Leadership
A.A., Merch Mark
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

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

Department: English
a. Name: Dalton, Trinie
Discipline: English
Degrees: M.F.A., Creative Writing and Literature
B.A., English
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: English as a Second Language
a. Name: Weldele, Brian
Discipline: ESL: Credit
Degrees: Master of Arts in Educ T.E.S.O.L.
B.A., Philosophy
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Music
a. Name: Audelo, Jesus
Discipline: Music
Degrees: M.F.A., Jazz Reeds
B.M., Music
Sal Grade/Stp: B/1
Salary: \$58.87

- Department: Nursing Education
- a. Name: Coching, Ann
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- b. Name: Knowlton, Samantha
Discipline: Nursing Science/Clinical Practice
Degrees: B.A., Psychology
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- c. Name: Singh, Marie
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
A.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- d. Name: Tang, Charity
Discipline: Nursing Science/Clinical Practice
Degrees: B.S.N.
B.A., Economics
A.A., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- e. Name: Tamayo, Chelsey
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
A.S., Allied Health
A.A., Liberal Arts
A.A., IS - Letters & Science
A.A. IS - Social/Nat Sciences
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47
- Department: Speech Communication/Forensics/ASL
- a. Name: Armenta, John
Discipline: Speech
Degrees: M.A., Communication
Sal Grade/Stp: C/1
Salary: \$60.83
- b. Name: DeVillez, Darron
Discipline: Speech
Degrees: B.A., Communication
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

- c. Name: Long, Robert
 Discipline: Speech
 Degrees: M.A., Coms Studies
 B.S., Religion
 A.A., Communication Studies
 Sal Grade/Stp: B/1
 Salary: \$58.87
- d. Name: Norval, Sara
 Discipline: Speech
 Degrees: M.A., Communication Studies
 B.A., Speech Communications
 B.A., Theatre Arts
 Sal Grade/Stp: B/1
 Salary: \$58.87

Spring 2018

- Department: Behavioral Sciences
- a. Name: French, Chelsea
 Discipline: Psychology
 Degrees: M.A., Psychology
 B.S., Criminology and Criminal Justice and Psychology
 Sal Grade/Stp: B/1
 Salary: \$58.87

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

The Governing Board ratified two (2) Memoranda of Understanding (MOUs) between the District and the Palomar Faculty Federation (PFF)/AFT Local 6161. The MOUs are with respect to Article 6 – Union Rights and Article 12 – Department Chairs/Directors.

EXHIBIT J-4

5. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACT

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

- a. Name: Lisa Norman
 Position: Assistant Superintendent/Vice President, Human Resource Services
 Department: Human Resource Services
 Position #: 5020
 New?: No
 Remarks: Replacement for John Tortarolo.
 Sal Grade/Stp: 79/33
 Salary: \$18,405.38/month plus an annual doctoral stipend of \$1,411.88.
 % of Position: 100%
 # of Mos: 12
 Effective: October 16, 2017
 Account #(s): A-121000-611100-67300-0000000/100%

EXHIBIT J-5

6. RATIFY CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT

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

- a. Name: Jessica Horn
 Position: Supervisor, Veterans' Services
 Department: Financial Aid, Veterans', and Scholarship Services
 Position #: 6640
 New?: Yes
 Remarks: Position approved 6/14/16. Promotion for Ms. Horn.
 Sal Grade/Stp: 48/2
 Salary: \$5,590.74/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): A-212100-423100-64800-0000000/100%

- b. Name: Carlos Huerta
 Position: Supervisor II, Custodial Services
 Department: Custodial Services
 Position #: 6660
 New?: Yes
 Remarks: Position approved 2/16/17.
 Sal Grade/Stp: 41/1
 Salary: \$4,476.04/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 16, 2017
 Account #(s): A-212100-542200-65300-0000000/100%
 Normal Work Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. -
 Schedule: 1:30 a.m. A 3% shift differential will be paid for hours worked
 between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will
 be paid for hours worked between 10:00 p.m. and 6:00 a.m.

7. RATIFY NEW CLASSIFIED POSITIONS

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

- a. Position: Admissions/Financial Aid Specialist II
 Department: Enrollment Services
 Position #: 6669
 New?: Yes
 Sal Grade/Stp: 22/1
 Salary: \$3,941.14/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): A-212200-421100-62100-0000000/100%

- b. Position: Administrative Specialist I
 Department: Information Services
 Position #: 6670
 New?: Yes
 Sal Grade/Stp: 18/1
 Salary: \$3,573.93/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%
- c. Position: Technical Support Specialist
 Department: Information Services
 Position #: 6671
 New?: Yes
 Remarks: Title change to be approved 10/10/17; current title is IT Technical
 Support Specialist.
 Sal Grade/Stp: 28/1
 Salary: \$3,573.93/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%
- d. Position: Administrative Specialist II
 Department: Mathematics and the Natural and Health Sciences
 Position #: 6672
 New?: Yes
 Remarks: Position funded by categorical funds. Continuation of position is
 dependent upon continuation of funds.
 Sal Grade/Stp: 23/1
 Salary: \$4,035.97/month
 % of Position: 100%
 # Months: 12
 Effective: October 11, 2017
 Account #(s): K-212200-341100-60910-1112986/80%
 K-212200-345500-60910-1112990/20%

8. RATIFY CHANGE TO CLASSIFIED POSITION

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

- a. Position: Technical Support Specialist
 Department: Information Services
 Name: Kathleen Davis
 Position #: 5816
 New?: No
 Remarks: Title change; previous title was IT Technical Support Specialist. New
 title to be applied to future IT Technical Support Specialist positions.
 Sal Grade/Stp: 28/25
 Salary: \$6,813.39/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): A-212200-561100-67800-0000000/100%

9. RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Tera Lisicky
 Position: Instructional Design Coordinator
 Department: Academic Technology Resources Center
 Position #: 6661
 New?: Yes
 Remarks: Position approved 3/14/17. Categorically funded; continuation of position is dependent upon continuation of funds.
 Sal Grade/Stp: 40/1
 Salary: \$6,113.44/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): K-212200-331400-61900-1612145/100%

- b. Name: Chie Tuller
 Position: Business System Analyst
 Department: Payroll
 Position #: 6293
 New?: No
 Remarks: Replacement for Janien Lau-Thompson.
 Sal Grade/Stp: 38/1
 Salary: \$5,823.80/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 23, 2017
 Account #(s): A-212200-551100-67200-0000000/100%

- c. Name: Omar Sanchez
 Position: Outreach Specialist
 Department: Grant Funded Student Programs
 Position #: 6419
 New?: Yes
 Remarks: Position approved 10/10/07. Categorically funded; continuation of position is dependent upon continuation of funds.
 Sal Grade/Stp: 21/1
 Salary: \$3,844.61/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): K-212200-471300-64300-1112300/100%

- d. Name: Christy Carter
 Position: Buyer
 Department: Purchasing
 Position #: 5580
 New?: No
 Remarks: Replacement for Kimberly Simonds. Position title and grade reflect the new title and grade approved for this classification in classified unit classification study. Former title and grade were Buyer, grade 22. Categorically funded; continuation of position is dependent upon continuation of funds.
 Sal Grade/Stp: 21/1
 Salary: \$3,844.61/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 11, 2017
 Account #(s): Y-212200-711910-67900-2153000/100%
- e. Name: Cynthia Martin
 Position: Custodian I
 Department: Custodial Services
 Position #: 6574
 New?: No
 Remarks: Replacement for Alfredo Pereyra.
 Sal Grade/Stp: 9/1
 Salary: \$2,868.81/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 18, 2017
 Account #(s): A-212200-542200-65300-0000000/100%
 Normal Work Monday - Thursday, 10:00 p.m. - 6:30 a.m.; Friday, 5:00 p.m. -
 Schedule: 1:30 a.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- f. Name: Tracie Sayre
 Position: Business Systems Analyst
 Department: Human Resource Services
 Position #: 6114
 New?: No
 Remarks: Replacement for Lucinda Fisher; transfer for Ms. Sayre
 Sal Grade/Stp: 38/12
 Salary: \$7,620.24/month
 % of Position: 100%
 # of Mos: 12
 Effective: October 23, 2017
 Account #(s): A-212200-611100-66600-0000000/100%

- g. Name: Divina E. Hernandez
Position: Outreach Specialist
Department: Grant Funded Student Programs
Position #: 6649
New?: Yes
Remarks: Position approved 10/10/07. Categorically funded; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 21/1
Salary: \$3,844.61/month
% of Position: 100%
of Mos: 12
Effective: October 16, 2017
Account #(s): L-212210-471300-64300-1112301/100%
- h. Name: Gabriela Hernandez-Lopez
Position: Outreach Specialist
Department: Grant Funded Student Programs
Position #: 6652
New?: Yes
Remarks: Position approved 10/10/07. Categorically funded; continuation of position is dependent upon continuation of funds.
Sal Grade/Stp: 21/1
Salary: \$3,844.61/month
% of Position: 100%
of Mos: 12
Effective: October 11, 2017
Account #(s): K-212200-331500-63900-1112304/100%

10. RATIFY RECLASSIFICATION OF CLASSIFIED POSITIONS

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

EXHIBIT J-10

11. APPROVE PERSONNEL ACTIONS/HISTORY

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

EXHIBIT J-11

12. RATIFY LEAVES OF ABSENCE

- a. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees a Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2017-18 fiscal year:

Employee ID	Start Date	End Date	Percent
003820811	09/01/2017	12/31/2017	100%
009474476	09/01/2017	09/15/2017	100%
009383567	10/16/2017	12/15/2017	100%
002470176	09/29/2017	10/29/2017	100%
002470176	10/30/2017	12/15/2017	32%
009483420	09/04/2017	10/24/2017	100%

- c. The Governing Board ratified the recommendation of the Superintendent/President granting the following employees an Intermittent Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2017-18 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
004084594	09/01/2017	06/30/2018
007170523	09/15/2017	06/30/2018

13. INFORMATION: RETIREMENT

On behalf of the Governing Board of the Palomar Community College District, the following retirements have been accepted by the Superintendent/President, as authorized by the Governing Board, under Group II:

- a. Karen Boguta-Reeve, Police Compliance Coordinator, Palomar College Police Department, effective November 1, 2017. She has served Palomar College for over 13 years from May 12, 2004 to October 31, 2017.
- b. Jose Fernandez, Counselor/Professor, Counseling Department, effective December 16, 2017. He has served Palomar College for over 20 years from July 15, 1997 to December 15, 2017.

14. RATIFY RESIGNATION

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

- a. Elizabeth Light, Assistant Professor, Nursing, Nursing Education Department, effective October 6, 2017 (last day of employment was October 5, 2017).

15. RECOMMENDATION: ACTION – APPROVE THE CCFS-311 ANNUAL FINANCIAL AND BUDGET REPORT (FINANCIAL REPORT FOR THE FISCAL YEAR 2016-2017 AND BUDGET REPORT FOR THE FISCAL YEAR 2017-2018)

The Governing Board approved the CCFS-311 Annual Financial and Budget Report (Financial Report for the Fiscal Year 2016-2017 and Budget Report for the Fiscal Year 2017-2018) for the Palomar Community College District.

EXHIBIT J-15

16. APPROVE CANDIDATE REIMBURSEMENT FOR INTERVIEW EXPENSES

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

- a. Name: Tracie Green
For: Airfare
To Attend: Second-level interview for Assistant Superintendent/Vice President, Human Resource Services
Location: Fresno, CA to San Marcos, CA
Date: September 6, 2017
Amount: \$113.20
Account #: 575400-11-611200-67600-10-0611950/100%

17. APPROVE AGREEMENT WITH YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD DEVELOPMENT TRAINING CONSORTIUM AND ACCEPT FUNDS

The Governing Board approved agreement #17-18-4489 between the Palomar Community College District and the Yosemite Community College District, Child Development Training Consortium effective September 1, 2017 through June 30, 2018 and accept funds in the amount of \$27,200.

EXHIBIT J-17

18. APPROVE DESIGNATED REPRESENTATIVE AND ALTERNATE TO SERVE ON EDUCATION TO CAREER NETWORK OF NORTH SAN DIEGO COUNTY

The Governing Board authorized the following individuals to represent Palomar Community College District on the Education to Career Network (ETCN) of North San Diego County:

Representative: Suzanne Sebring
Alternate: Nichol Roe

19. APPROVE EXTENDED FIELD TRIPS

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

- a. Mount Calvary Monastery, Santa Barbara, California on October 25 through October 27, 2017 for students enrolled in World Religions classes #70238, 70281 and 70285; Religion in American History class #70283; and Religion in America class #70284.
- b. University of Wisconsin, Oshkosh, Wisconsin, to compete in the National Forensics Association Tournament on April 11 through April 17, 2018 for students enrolled in Speech 290 class #30991.
- c. Lewis & Clark College, Portland, Oregon, to compete in the National Parliamentary Debate Tournament on March 22 through March 26, 2018 for students enrolled in Speech 290 class #30991.
- d. Hilton Concord, Concord, California, to compete in the California Community College Forensics Association State Tournament, on March 7 through March 11, 2018 for 16-18 students enrolled in Speech 290 class #30991.
- e. Furnace Creek Campground, Death Valley National Park, on March 26 through March 29, 2018 for students enrolled in Geology 195F class #33498.

EXHIBIT J-19

20. FIRST READING: PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES

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

BP 5035 – Withholding of Student Records
BP 5052 – Open Enrollment
BP 5055 – Enrollment Priorities
BP 5075 – Course Adds and Drops
BP 5110 – Counseling
BP 5120 – Transfer Center

BP 5130 – Financial Aid Veterans and Scholarship Services
BP 5140 – DRC/DSPS
BP 5300 – Student Equity
BP 5510 – Off-Campus Student Organizations
BP 5700 – Intercollegiate Athletics
BP 5900 – Prevention of Identity Theft in Student Financial Transactions

EXHIBIT J-20

21. INFORMATION: PALOMAR COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURES

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

AP 5010 – Admission and Concurrent Enrollment	AP 5140 – DRC/DSPS
AP 5012 – International Students	AP 5150 – EOPS
AP 5013 – Students in the Military	AP 5160 – GEAR UP Program
AP 5015 – Residence Determination	AP 5170 – TRIO Programs
AP 5020 – Nonresident Tuition	AP 5200 – Student Health Svcs
AP 5030 – Fees	AP 5210 – Communicable Disease
AP 5035 – Withholding of Student Records	AP 5220 – Shower Facilities for students with housing insecurities
AP 5040 – Student records, directory	AP 5300 – Student Equity
AP 5045 – Student records - challenging content and access	AP 5400 – Associated Student Government
AP 5050 – Student Success Support Program	AP 5410 – ASG Elections
AP 5052 – Open Enrollment	AP 5420 – ASG Financial Management
AP 5055 – Enrollment Priorities	AP 5510 – Off-Campus Student Organizations
AP 5070 – Attendance	AP 5520 – Student Discipline Procedures
AP 5075 – Course Adds and Drops	AP 5570 – Student Credit Card Solicitation
AP 5110 – Counseling	AP 5610 – Voter Registration
AP 5120 – Transfer Center	AP 5700 – Intercollegiate Athletics
AP 5130 – Financial Aid Veterans and Scholarship Services	AP 5757 – Parking
	AP 5900 – Prevention of Identity Theft in Student Financial Transactions

EXHIBIT J-21

22. INFORMATION: SUMMARY OF COMPLETED SABBATICAL LEAVES - FALL 2016

A sabbatical completion abstract was presented to the Board as an information item for those faculty whose final reports were approved by the Sabbatical Leave Committee on April 20, 2017.

EXHIBIT J-22

23. ACCEPT GIFTS

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

- a. Furniture for the Palomar Veterans Center including, but not limited to, storage cabinets, files, white boards, bookcases, tables and chairs donated by bkm Office Works, Bill Kuhnert, 4780 Eastgate Mall, Suite 100, San Diego, CA 92121 with a cash value identified by the donor of \$79,485.74.

EXHIBIT J-23

- b. Twenty assorted plants donated by Ron Chism, 11132 Arco Dr., Escondido, CA 92027 with a cash value identified by the donor of \$1,200.00.

24. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following Governing Board trustee:

a.	Board Member	Mark Evilsizer
	Advanced Funds?	Yes
	For:	Transportation, registration, other approved expenses
	To attend:	HACU 31 st Annual Conference – Trustee Forum
	Location/Date:	San Diego, CA / October 31, 2017
	Estimated Amount:	\$228.23
	Budget No.:	575200-11-111100-66100-10-2018-0000000

25. INFORMATION – DETAILS OF GRANT SUB-AWARD FOR THE STRONG WORKFORCE PROGRAM

The Governing Board accepted the grant sub-award master agreement from Grossmont-Cuyamaca Community College District ("GCCCD") and the GCCCD Auxiliary Organization to participate in the Strong Workforce Program's at the May 9, 2017 Board meeting where the amount was to be determined. Final approval of awarded amounts are (a) Strong Workforce Marketing: \$50,000.00 and (b) CTE Employment Readiness and Job Placement Services: \$200,000.00 for the period of January 2017 through September 2018.

EXHIBIT J-25

Resumption of REGULAR AGENDA

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR There were none.

L. REPORTS FROM COLLEGE GROUPS

1. INFORMATION: Report of the Faculty Senate

Travis Ritt, President of the Faculty Senate, thanked the Board for ratifying the hiring of new full and part-time faculty members. He reported on a workshop he attended on hiring diverse faculty; commented on the work being done with Jack Kahn on the Strategic Enrollment Management Plan; and read out a resolution passed by the Faculty Senate related to faculty hiring.

2. INFORMATION: Report of the Palomar Faculty Federation

Colleen Bixler, Co-President of the PFF, reported on her attendance at the Community College Council in Sacramento and a possible town hall style meeting PFF is planning for Tony Thurmond, candidate for the California State Superintendent of Public Instruction. She shared that PFF is holding focus groups and developing a survey to gather information from faculty. In closing she talked about Campus Equity week, and a new Instagram account for faculty use.

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association, acknowledged the service of library retiree, Peggy Richardson and talked about some of the technological changes in library services that have occurred over the last 20+ years – during Peggy's tenure at Palomar. Connie shared that the e-council is updating their handbook. In closing she shared that all AA members are welcome to attend the e-council meetings and shared that AA members are eager for the start of the reclassification study.

4. INFORMATION: Report of the Confidential and Supervisory Team

Jenny Akins, President of the Confidential and Supervisory Team, reported that the e-council met recently and are planning a group CAST meeting.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, reported that the e-council voted to approve \$10,000 towards a scholarship fund for CCE members and their families. She shared that there will be an appreciation breakfast for all those that participate on shared governance committees; reported out on a meeting with Dr. Blake; and noted that CCE held an appreciation event for custodial staff at the Escondido and San Marcos campuses. She voiced concerns from the custodial staff regarding supplies especially as those staff may be more likely to be exposed to Hepatitis A. She expressed concerns voiced by members regarding the salary grade/step the VP for HRS was hired at and thanked Dr. Blake for meeting to discuss the matter.

6. INFORMATION: Report of the Associated Student Government

Chris Hopp, ASG President, announced that the ASG has a full board with all Senator and Delegate positions filled. He reported that some ASG members would be attending the CCCSAA California Community College Student Affairs Association ("CCCSAA") leadership conference. Student Trustee Hopp shared that the Food and Nutrition Center is operational and that they are in partnership with Starbucks to distribute food on Thursdays. In closing he mentioned the DACA Advocacy Week taking place October 16-20.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

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

MSC Evilsizer/Halcón

The Governing Board approved Curriculum Action Items dated September 6 and September 20, 2017 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum Inventory, effective fall 2017.

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE 2018

MSC McNamara/Halcón

The Governing Board approved Curriculum Action Items dated September 20, 2017 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum Inventory, effective 2018 as detailed in the exhibit.

EXHIBIT N-2

The vote was unanimous. Student Trustee aye.

3. REJECT BIDS RECEIVED FOR BID #101-18 RE-BID TIMBER FRAME AND CONEX BOX RELOCATION PROJECT.

MSC McNamara/Halcón

The Governing Board authorized the District to reject all bids received on September 29, 2017, on Re-Bid Timber Frame & Conex Box Relocation Project, Bid # 101-18 and authorizes the District to rebid at a later date.

The vote was unanimous. Student Trustee aye.

4. APPROVE AMENDMENT NO.5 TO MASTER AGREEMENT FOR CONSTRUCTION MANAGEMENT SERVICES PROP M/SERIES B

MSC McNamara/Evilsizer

The Governing Board approved amendment #5 between Balfour Beatty Construction and Palomar Community College District. This amendment is required to extend the master agreement with Balfour Beatty Construction to provide any or all aspects of construction management services as needed by the District on various projects assigned with funds from Prom M/Series C & D.

EXHIBIT N-4

The vote was unanimous. Student Trustee aye.

5. APPROVE CHANGE ORDER #02 RELATED TO THE ESCONDIDO HEALTH CENTER PROJECT

MSC McNamara/Halcón

The Governing Board approved Change Order #02 in the amount of \$9,350.11 for the Escondido Health Center project to modify construction details due to unforeseen conditions.

EXHIBIT N-5

The vote was unanimous. Student Trustee aye.

6. APPROVE EASEMENT FOR RAINBOW MUNICIPAL WATER DISTRICT SEWER MAIN INSTALLATION AT THE NORTH EDUCATION CENTER

MSC McNamara/Evilsizer

The Governing Board approved an easement/right-of-way to the Rainbow Municipal Water District, as shown in the exhibit on affected portions of District property located at the North Education Center, in order for the District to construct and maintain a new 16" Rainbow Municipal Water District sewer main.

EXHIBIT N-6

The vote was unanimous. Student Trustee aye.

7. APPROVE EASEMENT FOR VALLECITOS WATER DISTRICT WATER AND STORM DRAIN INFRASTRUCTURE FOR THE MAINTENANCE AND OPERATIONS BUILDING

MSC McNamara/Evilsizer

The Governing Board approved an easement/right-of-way to the Vallecitos Water District, as shown in Exhibit N-9 on affected portions of District property located at the Maintenance and Operations Building, in order for the District to construct and maintain the water and storm drain infrastructure that services the building.

EXHIBIT N-7

The vote was unanimous. Student Trustee aye.

8. **APPROVE A RESOLUTION SUPPORTING THE DEFERRED ACTION FOR CHILDHOOD ARRIVALS PROGRAM ("DACA") THAT PROVIDES A TEMPORARY REPRIEVE FROM DEPORTATION FOR STUDENTS**

MSC McNamara/Evilsizer

The Governing Board reviewed and approved the resolution supporting the Deferred Action for Childhood Arrivals program ("DACA") that provides a temporary reprieve from deportation for students and urges members of Congress to restore the DACA program and support and pass the Dream Act.

EXHIBIT N-8

RESOLUTION NO. 17-21534

The vote was unanimous. Student Trustee aye.

9. **APPROVE INTERNATIONAL TRAVEL FOR CLASSIFIED ADMINISTRATOR**

MSC McNamara/Halcón

The Governing Board approved travel for Yasue O'Neill, Coordinator, International Education, to Osaka and Tokyo, Japan from November 8-20, 2017 for the purpose of meeting prospective students and visiting study abroad agencies and schools.

EXHIBIT N-9

The vote was unanimous. Student Trustee aye.

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

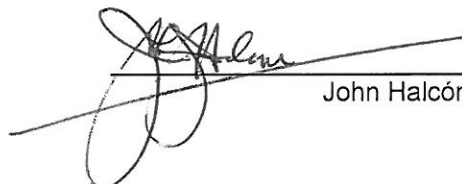
P. **RECESS TO CLOSED SESSION:** *No additional session needed.*

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

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



Nancy Ann Hensch, Board President



John Halcón, Secretary 11/14/2017