



APPROVED 3/13/2018
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, JANUARY 9, 2018
PALOMAR COMMUNITY COLLEGE DISTRICT
ROOM SSC-1, SAN MARCOS CAMPUS
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA

A. CALL MEETING TO ORDER

Board President Paul McNamara called the meeting to order at 4:00 p.m.

B. ROLL CALL

PRESENT

PAUL P. MCNAMARA, PRESIDENT
JOHN HALCÓN, VICE PRESIDENT
MARK R. EVILSIZER, SECRETARY
NINA DEERFIELD, TRUSTEE
NANCY ANN HENSCH, 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 McNamara 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 The Board removed item J-6: RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITIONS AND CONTRACTS, from the consent calendar.

G. PUBLIC COMMENTS Lydia Keaty, a Palomar student, introduced herself and spoke in support of physics and engineering professors, Nakajima and Gerwig. She presented several letters in support of Nakajima and Gerwig to the Board (on file in the Governing Board Office in accordance with AP 3310.)

H. APPROVAL OF MINUTES

MSC Deerfield/Halcón

The Governing Board approved the December 12, 2017 as written.

The vote was unanimous. Student Trustee aye.

I. REPORTS

Audit Report – Ron Ballesteros-Perez, Vice President for Fiscal and Administrative Services discussed the District audit and the Measure M General Obligation Bond audit. He reviewed the 2016-17 financial highlights including an upgrade of the District's credit rating and provided a broad overview of the audit reports noting the District's statements were unmodified and there were no material weaknesses or significant deficiencies noted. VP Ballesteros-Perez then introduced Mr. Brandon Harrison from the firm Vivrinek, Trine, Day & Co., LLP. Mr. Harrison reviewed some key points in the reports and described the opinions provided. Trustees asked for clarification regarding the context comment noted on page 112 of the audit. Vice President Gonzales responded that Student Services is working closely with Instruction to insure that census reports are turned in timely. Trustees asked for an explanation of the recommendation

on page 5 of the bond audit related to the Citizens' Oversight Committee (ICOC) membership. Vice President Ballesteros-Perez reported that when the audit was conducted the ICOC was short two members and that those positions have since been filled.

Board President McNamara reported on the SDICCCA meeting. He also encouraged anyone contacted by the Union Tribune newspaper to connect reporters to Laura Gropen in the Public Affairs Office. In closing, he reported that the Redevelopment Oversight Committees throughout the County will be consolidated into a single oversight agency.

Trustee Halcón had no report.

Trustee Evilsizer reported on his attendance at the Fire Academy graduation, commented on the audit findings, and encouraged everyone to attend the upcoming Emergency Medical Education graduation event.

Trustee Deerfield reported that Rancho Bernardo residents contacted her regarding signage for the South Education site. Superintendent/President Blake agreed to connect with Trustee Deerfield on that matter.

Trustee Hensch reported she attended the Fire Academy and was pleased to see a female graduate. She briefly discussed that she would be attending upcoming conference to complete her Excellence in Trusteeship program.

Student Trustee Chris Hopp reported he is looking forward to the opening of the new parking structure.

Superintendent/President Blake reported that she met with the new Superintendent of the San Diego County Office of Education. She then asked Director Laura Gropen to the podium. Director Gropen acknowledged the many accomplishments of retiree Mea Daum and thanked her for her many achievements over the past twenty-three years at Palomar.

Vice President Jack Kahn mentioned that winter intersession is well underway and that course offerings are full. He also commented on the two new deans listed on the consent calendar for approval.

Vice President Adrian Gonzales talked about the undefeated women's basketball team.

Vice President Ron Perez invited everyone to attend the grand opening of the new parking structure.

Vice President Lisa Norman discussed recruitment fairs Human Resource Services is attending and promotional items in development to help increase applicant pools.

J. APPROVAL OF CONSENT CALENDAR ITEMS

Action:	On a motion by Trustee Evilsizer, seconded by Trustee Deerfield, the Board approved items 1-5 and 7-24. Trustee Halcón commented on item 3. Item 6 was removed from the agenda.
Ayes:	McNamara, Halcón (items 1, 2, 4, 5 and 7-24), Evilsizer, Deerfield, and Hensch
Noes:	Halcón (item 3 only)
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: Smallwood, Syndi
Discipline: American Indian Studies
- b. Name: De Anda, Carly
Discipline: Coaching
- c. Name: Asem, Judith
Discipline: Psychology

2. **RATIFY ACADEMIC EMPLOYMENT**

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

- a. Name: Lakshmi Paranthaman
Position: Assistant Professor, Real Estate/Law
Department: Business Administration
Degrees: B.B.A., Marketing
J.D., Law
M.B.A., Management
Position #: 5330
New?: Yes
Remarks: Position approved 9/22/15.
Sal Grade/Stp: H/8
Salary: \$9,276.46/month
% of Position: 100%
of Mos: 10
Effective: January 25, 2018
Account #(s): A-111000-357100-05110-0000000/60%
A-111000-357100-14010-0000000/40%
- b. Name: Ashley Wolters
Position: Assistant Professor, Welding
Department: Trade & Industry
Degrees: A.A., Business - General
B.S., Business Administration
M.A., Education - Career & Technology Education
2+ Years Experience
Position #: 6664
New?: Yes
Remarks: Position approved 6/13/17.
Sal Grade/Stp: C/3
Salary: \$6,638.66/month
% of Position: 100%
of Mos: 10
Effective: January 25, 2018
Account #(s): A-122100-348200-12300-0000000/100%

3. RATIFY PART-TIME FACULTY EMPLOYMENT

Trustee Halcón expressed concern that not enough information is presented to the Board to make an informed decision on faculty hiring matters that involve qualifications that are satisfied via equivalency. 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 2018 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

Spring 2018

- | | |
|----------------|---|
| Department: | Athletics |
| a. Name: | De Anda, Carly |
| Discipline: | Coaching |
| Degrees: | M.A., Communication
B.A., Strategic Communications
Minimum qualifications satisfied via equivalency |
| Sal Grade/Stp: | B/1 |
| Salary: | \$58.87 |
| | |
| Department: | Behavioral Sciences |
| a. Name: | Asem, Judith |
| Discipline: | Psychology |
| Degrees: | Psychological & Brain Sciences
B.A., Behavioral Neurosci Psych
Minimum qualifications satisfied via equivalency |
| Sal Grade/Stp: | D/1 |
| Salary: | \$62.51 |
| | |
| b. Name: | Shepler, Tracy |
| Discipline: | Psychology |
| Degrees: | Ph.D., Clinical Psychology (APA)
B.A., Psychology, General |
| Sal Grade/Stp: | D/1 |
| Salary: | \$62.51 |
| | |
| Department: | Counseling |
| a. Name: | Watt, Deborah |
| Discipline: | Counseling |
| Degrees: | M.A., Counseling Psychology/Marriage & Family Therapy |
| Sal Grade/Stp: | B/1 |
| Salary: | \$58.87 |
| | |
| Department: | Behavioral Sciences |
| a. Name: | Shepler, Tracy |
| Discipline: | Psychology |
| Degrees: | Ph.D., Clinical Psychology (APA)
B.A., Psychology, General |
| Sal Grade/Stp: | D/1 |
| Salary: | \$62.51 |
| | |
| Department: | Chemistry |
| a. Name: | Buyanin, Alexander |
| Discipline: | Chemistry |
| Degrees: | Ph.D., Chemistry
B.S., Chemistry |
| Sal Grade/Stp: | D/1 |
| Salary: | \$62.51 |

Department: Occupational and Noncredit Programs
a. Name: Bandick, Bret
Discipline: Vocational: Noncredit (to teach Community Emergency Response Team courses)
Degrees: B.A., Social and Criminal Justice
2+ years of experience
Sal Grade/Stp: A/1
Salary: \$57.47

Unassigned Hiring Pool

Department: American Indian Studies
a. Name: Smallwood, Syndi
Discipline: American Indian Studies
Degrees: M.S., Environmental Policy & Mgmt
B.A., Anthropology
A.A., Liberal Arts and Sciences
Minimum qualifications satisfied via equivalency
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Behavioral Sciences
a. Name: Hawkins, Whitney
Discipline: Psychology
Degrees: B.A., Psychological Sciences (formerly titled Psychology)
Sal Grade/Stp: B/1
Salary: \$58.87

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

The Governing Board ratified two (2) Memoranda of Understanding (MOUs) between the District and the Palomar Faculty Federation/AFT Local 6161. The MOUs are with respect to Article 9 – Leaves and a classification and compensation study for athletic coaches' stipends.

EXHIBIT J-4

5. RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACTS

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

a. Name: Pearl Ly
Position: Dean, Instructional
Department: Social and Behavioral Sciences
Position #: 5694
New?: No
Remarks: Replacement for Jack Kahn.
Sal Grade/Stp: 75/5
Salary: \$12,617.61/month plus an annual doctoral stipend of \$1,411.88.
% of Position: 100%
of Mos: 12
Effective: January 10, 2018
Account #(s): A-123100-361000-60110-0000000/100%

b. Name: Justin D. Smiley
Position: Dean, Instructional
Department: Arts, Media and Business Administration
Position #: 5308
New?: No
Remarks: Replacement for Syed Hussain; promotion for Mr. Smiley.
Sal Grade/Stp: 75/1
Salary: \$10,357.13/month
% of Position: 100%
of Mos: 12
Effective: January 10, 2018
Account #(s): A-123100-351100-60110-0000000/100%

EXHIBIT J-5

6. This item pulled.

7. **RATIFY RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY TEAM POSITION AND CONTRACT**

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

a. Position: Manager, Environmental Health and Safety
Department: Environmental Health and Safety
Name: Derrick Johnson
Position #: 6543
New?: No
Remarks: Classification was formerly Supervisor, Environmental Health and Safety, grade 52. New classification is a classified administrator.
Sal Grade/Step:: 56/5
Salary: \$7,896.17/month
% of Position: 100%
Effective: July 1, 2017
Account #(s): A-212600-545100-67740-0000000/100%

EXHIBIT J-7

8. **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: Jill D'Errico
Position: Executive Assistant
Department: Student Services
Position #: 5456
New?: No
Remarks: Replacement for Michelle LaVigueur.
Sal Grade/Stp: 48/1
Salary: \$5,321.16/month
% of Position: 100%
of Mos: 12
Effective: January 22, 2018
Account #(s): A-211000-411100-66400-0000000/100%

- b. Name: Jennie P. Vastola
Position: Executive Assistant
Department: Finance and Administrative Services
Position #: 5575
New?: No
Remarks: Replacement for Suzanne Sebring; transfer for Ms. Vastola
Sal Grade/Stp: 48/9
Salary: \$6,745.19/month
% of Position: 100%
of Mos: 12
Effective: January 16, 2018
Account #(s): A-211000-511100-66500-0000000/100%

9. RATIFY RESCINDMENT OF CLASSIFIED EMPLOYMENT OFFER

The Governing Board ratified the recommendation of the Superintendent/President regarding rescinding an offer of employment in a classified position to the following individual:

- a. Name: Nelly Gomez Vasquez
Position: Teaching and Learning Center Specialist
Department: Languages and Literature
Position #: 6663
New?: Yes
Remarks: Board approved employment 12/12/2017; employment start date was scheduled for 1/4/2018; never worked.
Sal Grade/Stp: 23/1
Salary: \$4,098.93/month
% of Position: 100%
of Mos: 12
Effective: January 4, 2018
Account #(s): A-212200-321110-61100-0000000/100%
Normal Work Schedule: Monday - Thursday, 10:00 a.m. - 7:00 p.m. and Friday, 7:30 a.m. - 4:00 p.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.

10. RATIFY RECLASSIFICATION OF CLASSIFIED POSITION

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

- a. Position: Budget Technician
Department: Budgeting
Name: Mary Vorhis
Position #: 5591
New?: No
Remarks: Classification was formerly Budget Technician, grade 24.
Sal Grade/Step: 26/16
Salary: \$6,031.98/month
% of Position: 100%
Effective: September 1, 2016
Account #(s): A-212200-551100-67200-0000000/100%

11. RATIFY CHANGE TO CLASSIFIED POSITION

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

- a. Position: Senior HVAC/BAS Controls Technician
Department: Building Services
Name: Eugenio Tactay
Position #: 6183
New?: No
Remarks: Title change; previous title was Senior HVAC Technician.
Sal Grade/Stp: 29/17
Salary: \$6,555.49/month
% of Position: 100%
of Mos: 12
Effective: January 10, 2018
Account #(s): A-212200-542100-65100-0000000/100%

12. RATIFY CLASSIFIED EMPLOYMENT

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following classified employee(s):

- a. Name: Nick S. Brizeno
Position: Contracts Administrator
Department: Business and Contract Services
Position #: 5774
New?: No
Remarks: Replacement for Debra Claypool.
Sal Grade/Stp: 32/1
Salary: \$5,109.22/month
% of Position: 100%
of Mos: 12
Effective: January 16, 2018
Account #(s): A-212200-53110-67760-0000000/100%
- b. Name: Jason Alvarado
Position: Assistant Electrician
Department: Building Services
Position #: 5755
New?: No
Remarks: Replacement for Richard Gallagher.
Sal Grade/Stp: 24/1
Salary: \$4,200.48/month
% of Position: 100%
of Mos: 12
Effective: January 16, 2018
Account #(s): A-212200-54210-65100-0000000/100%

13. APPROVE PERSONNEL ACTIONS/HISTORY

The Governing Board approved the Personnel Actions/History report, which includes student employee hires for the month of December 2017 and short-term employee hires for the month of January 2018.

EXHIBIT J-13

14. INFORMATION – RETIREMENT

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

- a. Mea M. Daum, Marketing Communications Coordinator, Communications and Marketing Department, effective January 16, 2018. She has served Palomar College for over 23 years from August 11, 1994 to January 15, 2018.

15. RATIFY RESIGNATION

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

- a. Carlos Huerta, Supervisor II, Custodial Services, effective January 13, 2018 (last day of employment will be January 12, 2018).

16. 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
007516987	12/01/2017	01/05/2018	100%
000062766	11/20/2017	01/12/2018	100%
001297745	11/29/2017	12/11/2017	100%
009479312	12/12/2017	04/29/2018	100%
009480859	12/29/2017	01/08/2018	100%
006981086	01/12/2018	02/26/2018	100%

- b. 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:

Employee ID	Start Date	End Date
007516987	01/08/2018	06/30/2018
005510519	12/01/2017	06/30/2018

17. REVIEW AND APPROVE NON-RESIDENT TUITION AND CAPITAL OUTLAY FEES

The Governing Board reviewed and approved the adoption of \$258/unit for non-resident tuition and a capital outlay fee of \$5/unit for the fiscal year 2018-19.

EXHIBIT J-17

18. APPROVE REIMBURSEMENT OF TRUSTEE FOR MILEAGE EXPENSES

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

EXHIBIT J-18

19. APPROVE TRAVEL EXPENSES

The Governing Board approved travel expenses for the following:

- | | | |
|----|---|---|
| a. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Nancy Ann Hensch
Yes
Transportation, lodging, registration, other approved expenses
CCLC Legislative Conference
Sacramento, CA / January 27-29, 2018
\$1,342.87
575200-11-111100-66100-10-2018-0000000 |
| b. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Mark Evilsizer
Yes
Transportation, lodging, registration, other approved expenses
CCLC Legislative Conference
Sacramento, CA / January 27-29, 2018
\$1,337.94
575200-11-111100-66100-10-2018-0000000 |
| c. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | John Halcón
Yes
Transportation, lodging, registration, other approved expenses
CCLC Legislative Conference
Sacramento, CA / January 27-29, 2018
\$1,334.73
575200-11-111100-66100-10-2018-0000000 |
| d. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | John Halcón
Yes
Transportation, lodging, registration, other approved expenses
ACCT Legislative Summit
Washington, D.C. / February 10-12, 2018
\$2,881.73
575200-11-111100-66100-10-2018-0000000 |
| e. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Nancy Ann Hensch
Yes
Transportation, lodging, registration, other approved expenses
ACCT Legislative Summit
Washington, D.C. / February 10-12, 2018
\$2,889.87
575200-11-111100-66100-10-2018-0000000 |
| f. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Nina Deerfield
Yes
Transportation, lodging, registration, other approved expenses
ACCT Legislative Summit
Washington, D.C. / February 10-12, 2018
\$2,886.66
575200-11-111100-66100-10-2018-0000000 |
| g. | Board Member
Advanced Funds?
For:
To attend:
Location/Date:
Estimated Amount:
Budget No.: | Mark Evilsizer
Yes
Transportation, lodging, registration, other approved expenses
ACCT Legislative Summit
Washington, D.C. / February 10-12, 2018
\$2,884.94
575200-11-111100-66100-10-2018-0000000 |

20. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS

The Governing Board ratified and approved all contracts and agreements for the period November 1, 2017 through December 31, 2017 and entered into on behalf of the Palomar Community College District, as detailed in the exhibit.

EXHIBIT J-20

21. APPROVE AGREEMENTS WITH OCEAN INSTITUTE, DANA POINT FOR SINGLE DAY FIELD TRIPS FOR OCEANOGRAPHY LAB

The Governing Board approved program agreements with the Ocean Institute, 24200 Dana Point Harbor, Dana Point CA 92629 in the amount of \$1,700.00 for Fall 2018 per program agreement. These agreements reserve the Human Impacts Lab /Cruise on the following dates: November 7, 8, and 9, 2018.

EXHIBIT J-21

22. APPROVE EXTENDED FIELD TRIPS

The Governing Board approved the following extended optional field trip as detailed:

- a. Malibu Bluffs Park to Channel Islands National Park, California, on May 5 – 6, 2018 for students enrolled in GEOL 110.

EXHIBIT J-22

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

The Governing Board approved Curriculum Action Items dated December 6, 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 J-23

24. APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES

The Governing Board of the Palomar Community College District reviewed and approved the following Board Policies. The Board, at the December 12, 2017 meeting, held a first reading of these items.

BP 1100 - The District
BP 1200 - District Mission
BP 1300 - Educational Philosophy
BP 2010 - Governing Board
Membership
BP 2015 - Student Trustee
BP 2100 - Governing Board Elections
BP 2105 - Election of Student Trustee
BP 2110 - Vacancies on the Governing
Board
BP 2200 - Board Duties and
Responsibilities
BP 2210 - Officers
BP 2220 - Committees of the Governing
Board
BP 2305 - Annual Organizational
Meeting

BP 2310 - Regular Meetings of the
Governing Board
BP 2315 - Closed Sessions
BP 2320 - Special and Emergency
Meetings
BP 2330 - Quorum and Voting
BP 2340 - Agendas
BP 2340 - Agendas
BP 2345 - Right to Public Participation
BP 2350 - Speakers
BP 2355 - Decorum/Conduct
BP 2360 - Minutes
BP 2365 - Recording
BP 2410 - Policy Making Authority and
Administrative Procedures
BP 2430 - Delegation of Authority to the
Superintendent/President

BP 2431 - Superintendent/President Selection	BP 2717 - Personal Use of Public Resources
BP 2432 - Superintendent/President Succession	BP 2720 - Communications among Governing Board Members
BP 2435 - Evaluation of the Superintendent/President	BP 2725 - Governing Board Member Compensation
BP 2510 - Participation in Local Decision Making	BP 2730 - Health Benefits
BP 2610 - Presentation of Initial Collective Bargaining Proposals	BP 2735 - Governing Board Member Travel
BP 2710 - Conflict of Interest	BP 2740 - Governing Board Education and New Trustee Orientation
BP 2715 - Code of Ethics/Standards of Practice	BP 2745 - Governing Board Self-Evaluation
BP 2716 - Political Activity	BP 2750 - Board Member Absence from the State
	BP 3225 - Institutional Effectiveness

EXHIBIT J-24

**Resumption of
REGULAR AGENDA**

K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

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 new academic employees and spoke briefly about the equivalency committee process at Palomar noting that it is a model used at other colleges.

2. INFORMATION: Report of the Palomar Faculty Federation

Absent

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association, had no report.

4. INFORMATION: Report of the Confidential and Supervisory Team

Jenny Akins, President of the Confidential and Supervisory Team, reported that CAST held its first meeting on December 12, 2017.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, spoke briefly about the CCE Executive retreat, the Classified Staff Development Day and the Classified Speaks event.

6. INFORMATION: Report of the Associated Student Government

Chris Hopp, ASG President, reported that students approached him in support of the Physics Department and professors Nakajima and Gerwig. He asked that there be student involvement in any conversations around future changes to the Physics department.

M. UNFINISHED BUSINESS There was no unfinished business.

N. NEW BUSINESS

1. REVIEW AND APPROVE PURCHASES

MSC Halcón/Evilsizer

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 reviewed and approved purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed in the exhibit. Purchases listed are made against the 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 12/01/17–12/21/17	\$2,379,424.12
	<u>\$2,379,424.12</u>

EXHIBIT N-1

The vote was unanimous. Student Trustee aye.

2. ACCEPT ANNUAL FINANCIAL REPORT OF THE PALOMAR COMMUNITY COLLEGE DISTRICT AND FINANCIAL AND PERFORMANCE AUDITS FOR THE MEASURE M GENERAL OBLIGATION BONDS (ELECTION 2006)

MSC Evilsizer/Halcón

The Governing Board accepted the Annual Financial Report of the Palomar Community College District as well as both the Financial and Performance Audits for the Measure M General Obligation Bonds (Election 2006) Program, for the year ended June 30, 2017. Audit was conducted 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. AWARD CONTRACT TO FORDYCE CONSTRUCTION, INC.

MSC Evilsizer/Halcón

The Governing Board awarded a contract to Fordyce Construction, Inc., as the lowest, responsive and responsible bidder in the amount of \$277,798.00 for Bid 104-18 Food Pantry SU Building Remodel Project, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee aye.

4. AWARD CONSTRUCTION CONTRACTS FOR THE NORTH EDUCATION CENTER

MSC Evilsizer/Halcón

The Governing Board awarded the following contracts:

1. Rocky Coast Builders as the lowest, responsive and responsible bidder in the amount of \$4,367,574 for CM-17-18-01-NEC-01-D Palomar College North Education Center Paving, Site Concrete and Improvement Project, subject to receipt of all required bonds, for the construction of project.
2. GEM Industrial Electric, as the lowest, responsive and responsible bidder in the amount of \$1,898,000.00 for CM-17-18-01-NEC-01-E Palomar College North Education Center Laboratory Modularity Project, subject to receipt of all required bonds, for the construction of project.

The vote was unanimous. Student Trustee aye.

5. APPROVE CHANGE ORDERS

MSC Evilsizer/Hensch

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

1. CO #4 for \$503,882.00 for unforeseen conditions including repair to structural steel, replacement of elevator shafts, additional fire/smoke dampers, and fire wrap on for laboratory exhaust ductwork at the South Education Center.
2. CO #2 for \$128,598.00 for changes to include costs for metering and panels to ensure the building attains "zero net energy" status; as well as, Vallecitos Water District required imported back fill material for new sewer connection not shown on plans and safety flaggers for students using the temporary CVS overflow lot
3. CO #5 for \$699,458.00 for changes related to underground water encountered during grading, schedule and related impacts due to heavy rain impacts of 2017, network fiber upgrades, and soil compaction issues.

EXHIBIT N-5

The vote was unanimous. Student Trustee aye.

6. APPROVE 2017-19 INTEGRATED PLAN: BASIC SKILLS INITIATIVE, STUDENT EQUITY, AND STUDENT SUCCESS AND SUPPORT PROGRAM

MSC Halcón/Evilsizer

The Governing Board approved 2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program as specified in Education Code and title 5 regulations.

EXHIBIT N-6

The vote was unanimous. Student Trustee aye.

7. ACCEPT REQUEST OF PAL GENERAL ENGINEERING, INC. TO WITHDRAW THEIR BID FOR BID #CM-17-18-01-NEC-01-D PALOMAR COLLEGE NORTH EDUCATION CENTER PAVING, SITE CONCRETE, AND IMPROVEMENTS PROJECT

MSC Evilsizer/Halcón

The Governing Board consented to the request of PAL General Engineering, Inc. to withdraw their bid for Bid # CM-17-18-01-NEC-01-D (Paving, Site Concrete, and Improvements), as detailed in the exhibit.

EXHIBIT N-7

The vote was unanimous. Student Trustee aye.

8. CALL FOR SPECIAL MEETINGS OF THE GOVERNING BOARD

MSC Halcón/Evilsizer

The Governing Board of the Palomar Community College District called two Special Meetings of the Board, 1) January 19, 2018 at 8:00 a.m. and, 2) January 23, 2018 at 4:00 p.m.

The vote was unanimous. Student Trustee aye.

O. **BOARD REQUESTS FOR REPORTS**

The Governing Board requests that the District provide for it a report, agenda item, or general information at a later date as follows: 1) A monthly report on equivalency of part-time faculty be given that provides more information on those faculty that do not meet the minimum qualifications to teach. 2) A report that shows the number of students working for the district.

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 5:39 p.m.



Paul McNamara, Board President



Mark Evilsizer, Secretary