



**APPROVED 4/10/2018**  
**GOVERNING BOARD MINUTES**  
**MEETING OF THE GOVERNING BOARD**  
**TUESDAY, MARCH 13, 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. in SSC-1.

**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 in room A-1 at 4:00 p.m.**

**E. RECONVENE TO OPEN SESSION The Board reconvened to open session in SSC-1 at 5:26 p.m. All trustees present. Board President McNamara reported out on two items as follows:**

1. Pursuant to the terms of the contract and Education Code 72411, in Closed Session, the Governing Board took action to Non-Renew the employment contract of the Management Employee #009477934 for the 2019-20 academic year by a unanimously vote of 5 to 0 and to send the manager the appropriate notice.
2. The Board unanimously by a vote of 5 to 0 and took action to approve the termination of classified employee #001457723 effective March 13, 2018.

Following the Pledge of Allegiance the meeting continued.

At this time Board President McNamara took a moment to congratulate and present Trustee Nina Deerfield with a Certificate of Accomplishment for completion of her California Community College League Excellence in Trusteeship program.

**F. CALL FOR REMOVAL OF ITEMS FROM – OR CHANGES TO – THE AGENDA The Board called for a change to item #10 of the Consent Calendar. Kathleen Grove's (Social and Behavioral Science Department) sabbatical is for Fall 2018 not Spring 2019.**

**G. PUBLIC COMMENTS There were none.**

**H. APPROVAL OF MINUTES**

MSC Halcón/Evilsizer

The Governing Board approved the January 9, 2018 as written.

The vote was unanimous. Student Trustee aye.

## I. REPORTS

**Guided Pathways Report** – Vice President Jack Kahn reviewed the State Chancellor's Office elements and purpose of the Guided Pathways framework as a highly structured approach to student success that provides all students with a set of clear course-taking patterns that promotes better enrollment decisions and prepares students for future success. He described the Guided Pathways self-assessment that the college underwent and next steps in the process including committee formation, assessment of educational pathways from middle school through university level education, and the integration of various programs - linking them together for improved student success. He reported that Guided Pathways is a five-year program to improve student outcomes. The Board had no questions.

Board President McNamara had no report.

Trustee Halcón reported on his attendance to the paramedic graduation, Board retreat, diversity events, food pantry groundbreaking, SDICCCA meeting, and the CCLC and ACCT Legislative conferences.

Trustee Evilsizer reported that he too attended the legislative conferences noting that DACA (Deferred Action for Childhood Arrivals) was a hot topic. He reported that he also attended the CSUSM State of the University event and the San Marcos State of the City Address. He shared that EV West, an electric vehicle company located in San Marcos, that was highlighted at the State of the City Address might be a company to approach and partner with for the District's Automotive Technology Program. Trustee Evilsizer talked about the Brian Stevenson event he attended and reported on his attendance at the food pantry groundbreaking. In closing, he commented on the San Diego Regional Economic Development Corporation and Campaign for College Opportunity reports and noted that racial disparity, low wages, high cost-of-living, and the changing demographic make-up of the student population are affecting the regional and state level ability to keep up with skilled worker demands.

Trustee Deerfield reported thanked staff for putting on the Brian Stevenson event. She talked about the food pantry event and expressed hope that the district would continue to increase its support to students with food and housing insecurity. Trustee Deerfield shared that she attended a MEChA meeting and advocated that the group be allocated a "home room."

Trustee Hensch reported that she too attended many of the events mentioned by the other trustees.

Student Trustee Chris Hopp reported on his attendance at the Escondido State of the City event. He commented on the new parking structure and the food pantry groundbreaking.

Superintendent/President Blake reported that she looking forward to finishing out the semester on a positive note and preparing for the upcoming year. She mentioned that she too attended the events mentioned earlier.

Vice President Jack Kahn noted that he attended many of the same events already mentioned.

Vice President Adrian Gonzales congratulated the STEM conference organizers and commented briefly on the equity film series.

Vice President Ron Perez reminded the Board that the Veterans Center grand opening was on March 16<sup>th</sup>. He also shared that the CCLC (Community College League of California) developed a webinar related to the proposed new funding model. He shared that the model has changed since his last report and will likely continue to change. In closing, he shared that the Tentative Budget will be presented to the Board in June.

Vice President Lisa Norman reported that the new diversity training had sixty participants and talked about a recent conference that Human Recourses had participated in. In closing, she shared that she would be attending the Asian Pacific Americans in Higher Education (APAHE) conference in April.



**J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** Board President McNamara pulled items 11.c. and 12.i. Trustee Evilsizer pulled the Media Studies Department from item 9. On a motion by Trustee Halcón, seconded by Trustee Evilsizer, the Board approved items 1-10, 11 a & b, 12 a – h & j – x, and 13 through 28.  
**Ayes:** McNamara, Halcón, Evilsizer, Deerfield, and Hensch  
**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: Acosta, Maria  
Discipline: ESL: Noncredit
- b. Name: Borgstede, Valentyna  
Discipline: ESL: Noncredit
- c. Name: Cameron, Lindsay  
Discipline: Chemistry
- d. Name: Cerda, Angela  
Discipline: Learning Disabilities: Specialist
- e. Name: Gebrekristos, Selam  
Discipline: Counseling: Extended Opportunity Programs and Services (EOP&S)
- f. Name: Maines, Michael  
Discipline: Administration of Justice
- g. Name: Mead, Kayla  
Discipline: Fashion and Related Technologies
- h. Name: Sterling, Bobby  
Discipline: Administration of Justice

**2. RATIFY REVISIONS TO ACADEMIC CONTRACTS**

The Governing Board ratified the recommendation of the Superintendent/President regarding the revisions to the following academic contracts:

- a. Name: Ashley Wolters  
Position: Assistant Professor, Welding  
Department: Trade & Industry  
Degrees: M.A., Education - Career & Technology Education  
B.S., Business Administration  
A.A., Business - General  
2+ Years Experience  
Position #: 6664  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience. Corrected account code.  
Sal Grade/Stp: C/8  
Salary: \$7,972.03/month

% of Position: 100%  
# of Mos: 10  
Effective: January 25, 2018  
Account #(s): A-111000-338800-09565-0000000/100%

b. Name: Jessica Hernandez  
Position: Assistant Professor, Nursing (Medical-Surgical Nursing)  
Department: Nursing Education  
Degrees: M.S.N., Nursing  
B.S.N., Nursing  
Position #: 5294  
New?: Yes  
Remarks: Increased salary step placement due to verification of additional related experience.  
Sal Grade/Stp: C/8  
Salary: \$7,972.03/month  
% of Position: 100%  
# of Mos: 10  
Effective: January 25, 2018  
Account #(s): A-111000-348200-12300-0000000/100%

### **3. RATIFY ONE-TIME TEMPORARY ACADEMIC EMPLOYMENT**

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

a. Name: Lucas Cota  
Position: Assistant Professor, Physics  
Department: Physics and Engineering  
Degrees: M.S., Physics  
B.S., Physics  
Position #: 6598  
New?: No, temporary contract  
Remarks: One-time temporary contract; non-tenure-track faculty appointment for January 25, 2018 through May 26, 2018 only.  
Sal Grade/Stp: C/8  
Salary: \$7,972.03/month  
% of Position: 100%  
# of Mos: 5  
Effective: January 25, 2018  
Account #(s): A-111000-349400-19020-0000000/100%

### **4. RATIFY REHIRING OF PROBATIONARY FACULTY**

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as second year probationary faculty for the 2018-2019 academic year:

Shannon Andrews	Chemistry
Matthew Doherty	Biology
Michael Dudley	Behavioral Sciences
Jason Jarvinen	Cooperative Education
Cory Lindsay	Biology
Monique Lineback	Nursing Education
Vickie Mellos	English as a Second Language
David Miller	Public Safety Programs

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as third- and fourth-year probationary faculty for the 2018-2019 and 2019-2020 academic years:

Mejghan S. Ahmadi	Counseling
Jennifer J. Anderson	Trade and Industry
Christine E. Barolong	Counseling
Luz D. Carrillo	Chemistry
Catherine Christensen Gwin	Economics, History and Political Science
Alexandra E. Doyle Bauer	Library
Hector Garcia Villa	Physics and Engineering
Luis A. Guerrero	Mathematics
Heather Hosaka	English as a Second Language
Natalie Lopez	Library
Michael Lundell	English
Mary E. Mendoza	Speech/Forensics/American Sign Language
Benjamin Mudgett	Counseling
Scott E. Nelson	World Languages
Matthew E. O'Brien	Behavioral Sciences
Stephen Robertson	Speech/Forensics/American Sign Language
Mark E. Rock	Emergency Medical Education
John K. Russell	Performing Arts
Ed Sprague	Public Safety Programs
Stacey Trujillo	English
Elena Villa Fernandez de Castro	World Languages
Marlo A. Willows	Behavioral Sciences

#### **5. RATIFY GRANTING OF TENURE**

The Governing Board ratified the recommendation of the Superintendent/President regarding the granting of tenure to the following faculty members effective the 2018-2019 academic year:

Kimberly T. Christensen	Mathematics
Wendy S. Gideon	Biology
Katherine L. Kelp-Stebbins	English
Kristen M. Marjanovic	Economics, History and Political Science
Dana M. O'Callaghan	Counseling
Candace Rose	Media Studies
Benhui Zou	Library

#### **6. RATIFY REHIRING OF NON-TENURE TRACK FACULTY**

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as second year non-tenure track faculty for the 2017-2018 academic year:

Leticia Aguirre	Counseling
Christina M. McKinney	Extended Opportunity Programs and Services/CARE/CalWORKs
Larry Moyano	Counseling (AEBG)



**7. RATIFY REHIRING OF PROBATIONARY CERTIFICATED EMPLOYEES**

The Governing Board ratified the recommendation of the Superintendent/President regarding the rehiring for the 2018-2019 academic year of the following second year probationary certificated employees:

Lisa Casas	Early Childhood Education Lab School
Tamara Holthaus	Early Childhood Education Lab School
Yi-Cheng Hu	Early Childhood Education Lab School
Rene Robelin	Early Childhood Education Lab School
Jennifer Streagle	Early Childhood Education Lab School

**8. RATIFY GRANTING OF PERMANENT STATUS FOR CERTIFICATED EMPLOYEE**

The Governing Board ratified the recommendation of the granting of permanent status for the following certificated employee for the 2018-2019 academic year.

Sari S. Morris	Early Childhood Education Lab School
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**9. 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 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:	Behavioral Sciences
a. Name:	Cunningham, Amy
Discipline:	Psychology
Degrees:	M.S., Industrial Organizational Psychology B.A., Sociology; Minor in Psychology A.A., General Education
Sal Grade/Stp:	B/1
Salary:	\$58.87
b. Name:	Harrell, Sheera
Discipline:	Psychology
Degrees:	Ph.D., Clinical Psychology (APA) M.A., Psychology
Sal Grade/Stp:	D/1
Salary:	\$62.51
Department:	Chemistry
a. Name:	Aberle, Alfred
Discipline:	Chemistry
Degrees:	Ph.D., Chemistry Bachelor of Arts & Sciences, Biochemistry/Chemistry
Sal Grade/Stp:	D/1
Salary:	\$62.51
b. Name:	Cameron, Lindsay
Discipline:	Chemistry
Degrees:	Minimum qualifications satisfied via equivalency.
Sal Grade/Stp:	A/1
Salary:	\$57.47

- Department: English as a Second Language
- a. Name: Farouq, Zakia  
Discipline: ESL: Noncredit  
Degrees: Master of Science in Education, Tesol  
Bachelor of Science Education, Elem Ed Pre K-6 & Spec Ed K-12  
Sal Grade/Stp: B/2  
Salary: \$62.51
- b. Name: Lieber, Caron  
Discipline: ESL: Noncredit  
Degrees: M.A.Ed., Educational Administration  
B.A., Speech Communication  
Designated Subjects Adult Education Teaching Credential: Full-Time  
Sal Grade/Stp: B/1  
Salary: \$58.87
- Department: EOP&S/CARE/CalWORKs
- a. Name: Fernandez Marquez, Luz Elena  
Discipline: Counseling: Extended Opportunity Programs and Services (EOPS)  
Degrees: Master of Social Work  
B.S., Human Services  
A.A., Liberal Arts  
6+ semester units of a college-level counseling practicum.  
2+ years of occupational experience.  
Sal Grade/Stp: B/1  
Salary: \$57.95
- b. Name: Gebrekristos, Selam  
Discipline: Counseling: Extended Opportunity Programs and Services (EOPS)  
Degrees: M.S., Counseling (Marriage and Family Therapy)  
B.A., Sociology  
9+ semester units of college course work relating to ethnic minorities or persons handicapped by language, social or economic disadvantages.  
6+ semester units of a college-level counseling practicum.  
2+ years of occupational experience.  
Minimum qualifications for degrees satisfied via equivalency.  
Sal Grade/Stp: B/1  
Salary: \$57.95
- c. Name: Vanguyen, Marc  
Discipline: Counseling: Extended Opportunity Programs and Services (EOPS)  
Degrees: Master of Social Work  
B.A., Social Work  
9+ semester units of college course work relating to ethnic minorities or persons handicapped by language, social or economic disadvantages.  
6+ semester units of a college-level counseling practicum.  
2+ years of occupational experience.  
Sal Grade/Stp: B/1  
Salary: \$57.95
- Department: Health Services
- a. Name: Daynes, Margaret  
Discipline: Counseling  
Degrees: M.S., Counseling (Marriage, Family, and Child Counseling)  
Sal Grade/Stp: B/1  
Salary: \$57.95

- Department: Media Studies
- a. This item pulled from the consent calendar.
- b. This item pulled from the consent calendar.

Department: Nursing Education

a. Name: Mattson, Rebecca

Disciplines: Nursing  
Nursing Science/Clinical Practice

Degrees: M.S., Nursing: Nursing Educator  
B.S., Nursing  
2+ years of experience.

Sal Grade/Stp: B/1

Salary: \$58.87

Department: Occupational and Noncredit Programs

a. Name: Cole, Jeffrey

Discipline: Vocational (short-term): Noncredit (to teach Community Emergency Response Team courses)

Degrees: A.S., Fire Technology  
6+ years of experience.

Sal Grade/Stp: A/1

Salary: \$57.47

Department: Physics and Engineering Department

a. Name: Gilbert, Elaine

Discipline: Engineering

Degrees: M.S., Civil Engineering  
B.S., Civil Engineering

Sal Grade/Stp: B/1

Salary: \$58.87

b. Name: Nguyen, Quan

Discipline: Engineering

Degrees: M.S., Aerospace Engineering  
B.S., Aerospace Engineering

Sal Grade/Stp: B/1

Salary: \$58.87

c. Name: Nourollahi, Hamid

Discipline: Engineering

Degrees: M.S.,  
B.S., Aerospace Engineering

Sal Grade/Stp: B/3

Salary: \$65.90

d. Name: Snyder, Jennifer

Discipline: Physics

Degrees: Ph.D., Science Education  
M.S., Physics  
B.A., Physics

Sal Grade/Stp: D/1

Salary: \$62.51



- Department: Public Safety Programs
- a. Name: Maines, Michael  
Discipline: Administration of Justice  
Degrees: Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: A/1  
Salary: \$57.47
- b. Name: Moore, Christopher  
Discipline: Administration of Justice  
Degrees: Master of Administration  
B.A., Police Science  
2+ years experience  
Sal Grade/Stp: B/1  
Salary: \$58.87
- c. Name: Sterling, Bobby  
Discipline: Administration of Justice  
Degrees: Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: A/1  
Salary: \$57.47

**Unassigned Hiring Pool**

- Department: Design and Consumer Education Department
- a. Name: Chirkova-Sikora, Elena  
Discipline: Fashion and Related Technologies  
Degrees: M.S., Geography  
B.S., Geography  
A.A., Career Education (Apparel Design)  
A.A., Biology and Biology Education  
2+ years of experience.  
Sal Grade/Stp: B/1  
Salary: \$58.87
- b. Name: Lopez, Aimee  
Discipline: Fashion and Related Technologies  
Degrees: B.A., Communication  
A.A., Fashion Merchandising  
2+ years of experience.  
Sal Grade/Stp: A/1  
Salary: \$57.47
- c. Name: Mead, Kayla  
Discipline: Fashion and Related Technologies  
Degrees: B.A., Family and Consumer Sciences: Fashion Merchandising  
A.A., Liberal Arts and Science  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: A/1  
Salary: \$57.47
- Department: Disability Resource Center
- a. Name: Cerda, Angela  
Discipline: Learning Disabilities: Specialist  
Degrees: M.S., Counseling (School Psychology)  
B.A., Art History  
B.A., Psychology  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: B/1  
Salary: \$57.95

- Department: English as a Second Language
- a. Name: Borgstede, Valentyna  
Discipline: ESL: Noncredit  
Degrees: Bachelor's and Master's in Foreign Language (English/German)  
Minimum qualifications satisfied via equivalency.  
Sal Grade/Stp: B/1  
Salary: \$58.87
- b. Name: Turner, Evelyn  
Discipline: Nursing Science/Clinical Practice  
Degrees: B.S., Nursing  
2+ years of experience.  
Sal Grade/Stp: A/1  
Salary: \$57.47
- Department: Trade and Industry
- a. Name: Span, Dave  
Discipline: Cabinet Making  
Degree: Master of Education  
2+ years of experience.  
Sal Grade/Stp: B/1  
Salary: \$58.87

#### **10. APPROVE SABBATICAL LEAVE APPLICATIONS 2018-19**

The Governing Board ratified the recommendation of the Superintendent/President regarding the Sabbatical Leave Applications for 2018-2019; previously approved by the Sabbatical Leave Committee on February 8, 2018.

##### **FALL 2018**

1. Cynthia Anfinson, Mathematics Department
2. Craig Chamberlin, Mathematics Department
3. Nicholas Rand Green, Computer Science and Information Technology Department
4. Kathleen Grove, Social and Behavioral Sciences Department
5. Masako Ikenushi, World Languages Department
6. Karen Mifflin, Mathematics Department
7. Susan Miller, Social and Behavioral Sciences Department
8. Kathleen Sheahan, World Languages Department
9. Rocco Versaci, English Department

##### **SPRING 2019**

1. Andrea Bell, English Department
2. Geetha Natarajan, Chemistry Department
3. Martin Japtok, English Department
4. Lee Kerckhove, Social and Behavioral Science Department
5. Shannon Lienhart, Mathematics Department
6. Travis Ritt, Economics, History, and Political Science Department
7. Ellen Weller, Performing Arts Department

##### **FULL YEAR 2018-2019**

1. Gary Sosa, English as a Second Language Department

#### **EXHIBIT J-10**

**11. APPROVE EMPLOYMENT CONTRACTS FOR EDUCATIONAL SENIOR ADMINISTRATORS**

The Governing Board accepted the recommendation of the Superintendent/President and ratified the employment contracts for the following Educational Senior Administrators effective July 1, 2018 through June 30, 2020:

- a. Fritch, Margie                      Dean, Instructional, Career, Technical and Extended Education  
At salary grade 75 on the Administrative Salary Schedule.
- b. Sivert, Shayla                      Dean, Instructional, Languages and Literature  
At salary grade 75 on the Administrative Salary Schedule.
- c. This item pulled from the consent calendar.

**12. APPROVE EMPLOYMENT CONTRACTS FOR EDUCATIONAL AND CLASSIFIED ADMINISTRATORS**

The Governing Board accepted the recommendation of the Superintendent/President and ratified the employment contracts for the following Educational and Classified Administrators effective July 1, 2018 through June 30, 2020:

- a. Astl, Dennis D.                      Manager, Construction and Facilities Planning  
At salary grade 66 on the Administrative Salary Schedule.
- b. Avila, Debra L.                      Manager, Teaching and Learning Center  
At salary grade 52 on the Administrative Salary Schedule.
- c. Barnaba, Ruth V.                      Coordinator, Tutoring Services  
At salary grade 52 on the Administrative Salary Schedule.
- d. Barton, Michelle A.                      Senior Director, Research, Planning, Institutional Effectiveness, and Grants  
At salary grade 75 on the Administrative Salary Schedule.
- e. Cathcart, Scott T.                      Director, Athletics  
At salary grade 71 on the Administrative Salary Schedule.
- f. Cerda, Phillip J.                      Manager, Broadcast Operations  
At salary grade 56 on the Administrative Salary Schedule.
- g. Cohen, Shawna                      Manager, Equal Employment Opportunity and Compliance  
At salary grade 60 on the Administrative Salary Schedule.
- h. Dimmick, Michael J.                      Information Services Manager, Network and Technical Services  
At salary grade 69 on the Administrative Salary Schedule.
- i. This item pulled from the consent calendar.
- j. Harris, Judy                      Director, Health Services  
At salary grade 66 on the Administrative Salary Schedule.
- k. Large, Michael D.                      Institutional Research Analyst  
At salary grade 53 on the Administrative Salary Schedule.
- l. Magnuson, Kendyl L.                      Senior Director, Enrollment Services  
At salary grade 75 on the Administrative Salary Schedule.
- m. Manea, Najib M.                      Manager, Academic Technology  
At salary grade 60 on the Administrative Salary Schedule.
- n. Medel, Thomas R.                      Manager, Education Center  
At salary grade 57 on the Administrative Salary Schedule.
- o. Miller, Chris F.                      Director, Facilities  
At salary grade 70 on the Administrative Salary Schedule.



- p. Moss, Benjamin E.      Manager, Enrollment and Financial Aid Services  
At salary grade 56 on the Administrative Salary Schedule.
- q. Odom, James      Manager, Educational Television and KKSM Radio Operations  
At salary grade 56 on the Administrative Salary Schedule.
- r. O'Neill, Yasue      Coordinator, International Education  
At salary grade 50 on the Administrative Salary Schedule.
- s. Robertson, Grace      Senior Institutional Research Analyst  
At salary grade 57 on the Administrative Salary Schedule.
- t. Sterling, Connie M.      Manager, Library  
At salary grade 52 on the Administrative Salary Schedule.
- u. Taveuveu, Brandi Y.      Manager, Budget and Payroll  
At salary grade 64 on the Administrative Salary Schedule.
- v. Threatt, Robert      Internal Auditor/Analyst  
At salary grade 55 on the Administrative Salary Schedule
- w. Titus, Sherry M.      Director, Student Affairs  
At salary grade 67 on the Administrative Salary Schedule.
- x. Vargas, Jose I.      Information Services Manager, Network and Technical Services  
At salary grade 69 on the Administrative Salary Schedule.

### **13. 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:      Ping Lee  
Position:      Interim Manager, Accounting  
Department:      Fiscal Services  
Position #:      6532  
New?:      No  
Remarks:      Replacement for Sheri Wenzel.  
Sal Grade/Stp:      64/1  
Salary:      \$8,019.35/month  
% of Position:      100%  
# of Mos:      12  
Effective:      March 19, 2018  
Account #(s):      A-212600-551100-67200-0000000/100%
  
- b.      Name:      Christine Winterle  
Position:      Interim Director, Human Resources  
Department:      Human Resource Services  
Position #:      6730  
New?:      Yes  
Remarks:      Position approved 2/27/18.  
Sal Grade/Stp:      67/1  
Salary:      \$8,635.40/month  
% of Position:      100%  
# of Mos:      12  
Effective:      March 14, 2018  
Account #(s):      A-212600-611100-66600-0000000/100%

### **EXHIBIT J-13**

**14. RATIFY CORRECTION TO ADMINISTRATIVE EMPLOYMENT AND CONTRACT**

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

- a.     Name:                 Pearl Ly  
          Position:         Dean, Instructional  
          Department:     Social and Behavioral Sciences  
          Position #:      5694  
          New?:            No  
          Remarks:        Correction to start date; state date was formerly listed as 1/10/18.  
                              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 22, 2018  
          Account #(s):    A-123100-361000-60110-0000000/100%

**EXHIBIT J-14**

**15. RATIFY RESCISSION OF RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY TEAM POSITION AND CONTRACT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the rescission of 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:        Reclassification originally approved by Governing Board 1/9/2018.  
          Salary Grade/Step: 56/5  
          Salary:          \$7,896.17/month  
          % of Position:   100%  
          Effective:       January 10, 2018  
          Account #(s):    A-212600-545100-67740-0000000/100%

**16. RATIFY CLASSIFIED EMPLOYMENT**

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

- a.     Name:               Jose Perez  
          Position:        Custodian I  
          Department:     Custodial Services  
          Position #:      5664  
          New?:            No  
          Remarks:        Replacement for Tyrone Davis; transfer for Mr. Perez.  
          Sal Grade/Stp:   9/6  
          Salary:          \$3,626.16/month  
          % of Position:   100%  
          # of Mos:        12  
          Effective:       March 14, 2018  
          Account #(s):    A-212200-542200-65300-0000000/100%  
          Normal Work Schedule: Monday - Thursday, 5:00 p.m. - 1:30 a.m. and Friday, 11:00 a.m. - 7:30 p.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.

**17. 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-17**

**18. RATIFY CORRECTION TO RESIGNATION**

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

- a. Sheri Wenzel, Manager, Accounting, Fiscal Services, effective March 17, 2018 (last day of employment will be March 16, 2018). Effective date was formerly March 3, 2018.

**19. 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:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Percent</u>
006545585	04/02/2018	04/30/2018	100%
009481886	04/09/2018	07/01/2018	100%
004201027	02/28/2018	06/01/2018	100%

- b. The Governing Board ratified the recommendation of the Superintendent/President granting a Personal Leave of Absence without pay and with no effect on benefits, effective February 14, 2018 through May 25, 2018 to Michael Maines, Police Sergeant, Palomar College Police Department, to teach. Both assignments combined will not exceed 40 hours per week.

**20. RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETERS**

The Governing Board ratified the recommendation of the Superintendent/President granting the bilingual stipend to the following employees to serve as designated bilingual interpreters:

- a. Judith Gervasio, Admissions/Financial Aid Specialist II, International Education, effective February 1, 2018.
- b. Gabriela Hernandez Lopez, Outreach Specialist, Grant Funded Student Programs, effective February 1, 2018.
- c. Edwin Torres, Outreach Specialist, Grant Funded Student Programs, effective February 1, 2018.

**21. REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY DAYS**

The Governing Board ratified and approved all contracts and agreements for the period January 1, 2018 through February 28, 2017 and entered into on behalf of the Palomar Community College District, as detailed in the exhibit.

**EXHIBIT J-21**

**22. APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT**

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for the quarter ending December 31, 2017.

**EXHIBIT J-22**



**23. APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR**

The Governing Board approved the Quarterly Report of the Fiscal Services Director Regarding Disclosure of District Investments as of December 31, 2017.

**EXHIBIT J-23**

**24. APPROVE EXTENDED AND SINGLE-DAY FIELD TRIPS**

The Governing Board approved the following extended optional field trips:

- a. National Cheerleaders Association Collegiate Championship, Daytona Beach, Florida, April 4 through April 8, 2018 for students enrolled in Athletics and Competitive Sports class 30588.
- b. Yosemite National Park, Yosemite, California, March 26 through March 30, 2018, for students enrolled in Landscape Photography Class 33698.
- c. San Francisco Bay Area Colleges (Stanford, SF State, UC Berkley), San Francisco, California, March 25 through March 27, 2018 for Palomar students part of the TRIO program in Student Support Services.
- d. The Richard Nixon Presidential Library and Museum, Yorba Linda, California, on April 6, 2018 for students enrolled in Library Technology classes 32927, 31467, 32928 and 32929.
- e. Phi Rho Pi National Tournament, Daytona Beach, Florida, April 8 through April 15, 2018 for 12 students enrolled in Speech, Class #30991 to participate in debate tournament. (In lieu of attending: The National Forensics Association Tournament on April 11 through April 17, 2018; previously Board approved 10/10/17.)

**EXHIBIT J-24**

**25. RATIFY MEMORANDUM OF UNDERSTANDING WITH LA JOLLA SYMPHONY AND CHORUS**

The Governing Board ratified a memorandum of understanding (MOU) with La Jolla Symphony & Chorus, for the purpose of continuing to share music scores. The MOU commenced on February 8, 2018 and will end December 31, 2022 and is renewable at the option of both parties.

**EXHIBIT J-25**

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

The Governing Board approved the Curriculum Action Items dated February 7, 2018 and February 21, 2018 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-26**

**27. APPROVE CURRICULUM PROGRAM DETAILS FOR INCLUSION IN THE PALOMAR COLLEGE PROGRAM INVENTORY**

The Governing Board approved the curriculum program changes. Due to a change in systems at the state Chancellor's Office, colleges have been asked to reconcile program details to assist with accurate reporting. The list in the attached exhibit is representative of programs under review. Specific details such as formal program names and units may change as the scope of the review progresses.

**EXHIBIT J-27**

**28. EXCUSE ABSENCE OF TRUSTEE**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledged and approved the absences' of Chris Hopp and Paul McNamara from the February 27, 2018 Special meeting to personal necessity.

**RESOLUTION 17-21539**

**Resumption of  
REGULAR AGENDA**

**K. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR**

Board President McNamara motioned to modify the contract end dates on items 11.c. and 12.i. (shown below) from June 30, 2020 to June 30, 2019; motion seconded by Trustee Evilsizer.

**11. EMPLOYMENT CONTRACT FOR EDUCATIONAL SENIOR ADMINISTRATOR**

The Governing Board modified the recommendation of the Superintendent/President, amending and approving the amended employment contract for the following Educational Senior Administrator effective July 1, 2018 through June 30, 2019:

- c. Stockert, Brian H.      Dean, Counseling Services  
At salary grade 75 on the Administrative Salary Schedule.

**12. EMPLOYMENT CONTRACT FOR EDUCATIONAL AND CLASSIFIED ADMINISTRATOR**

The Governing Board modified the recommendation of the Superintendent/President, amending and approving the amended employment contract for the following Administrator effective July 1, 2018 through June 30, 2019:

- i. Gropen, Laura A.      Director, Communications, Marketing, and Public Affairs  
At salary grade 67 on the Administrative Salary Schedule.

The vote was unanimous. Student Trustee aye.

**9. RATIFY PART-TIME FACULTY EMPLOYMENT**

Trustee Evilsizer questioned how these individuals qualified to teach in Media Studies; Board President McNamara questioned the ramifications if these items were postponed to a later date. Superintendent/President Blake and Vice President Norman responded. Board President McNamara motioned to approve the items, Trustee Halcón seconded the motion. 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:

- Department:      Media Studies
- a      Name:      Pico, Peggy  
Discipline:      Broadcasting Technology  
Degrees:      B.S., Nursing  
                    2+ years of experience.  
Sal Grade/Stp:      A/1  
Salary:      \$57.47
- b.      Name:      Sturdevan, Garth  
Discipline:      Broadcasting Technology  
Degrees:      A.A., General Studies  
                    6+ years of experience.  
Sal Grade/Stp:      A/1  
Salary:      \$57.47

The vote was unanimous. Student Trustee aye.



**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 hire of the new academic employees and congratulated those faculty who were granted tenure. He commented that with so many part-time hires perhaps the district needs to re-examine the hiring formula to see if students would be better served with full-time faculty. He talked about the Brian Stevenson event extended kudos to the Palomar ASL students that served as interpreters at the event. In closing, he talked about the upcoming National School Walkout and encouraged everyone to make accommodations and thoughtfully consider what the students are experiencing at this challenging time.

**2. INFORMATION: Report of the Palomar Faculty Federation**

Teresa Laughlin, Co-President of the PFF, talked about the Brian Stevenson event and the Supreme Court case on union fees ("agency fees") Janus v. AFSCME. She reported that Political Economy Days will be held April 11-12 and encouraged everyone to attend.

**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, had no report.

**5. INFORMATION: Report of the CCE/AFT**

Anel Gonzalez, President of the CCE, spoke briefly on the CCE's efforts to strengthen the union and educate classified staff on the value of their union. She reported that this year the district is not holding a single-day staff development event but is instead doing a joint evening event with CAST and AA. She shared that some classified members were concerned about the change to an evening event; she also talked about an after-semester classified appreciation event that is being discussed. In closing, she shared that CCE elections are coming up.

**6. INFORMATION: Report of the Associated Student Government**

Chris Hopp, ASG President, reported that his term is ending and the ASG is actively planning and involved in numerous events both on campus and away including a constitutional convention. He shared that the ASG has a newly approved constitution and that the organization will be restructuring to better serve students. Chris talked briefly about the upcoming ASG elections and shared that there are numerous contested elections. In closing he shared that ASG members are traveling to Washington, D.C. to attend the National Student Advocacy Conference – March 17-20.

**M. UNFINISHED BUSINESS There was no unfinished business.**

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES**

MSC Evilsizer/Halcón

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: 12/21/17–03/01/18	\$17,089,399.49
Procurement Card Time Period: 11/23/17-12/22/17	\$88,067.18
Procurement Card Time Period: 12/23/17-01/22/18	\$98,594.45
Procurement Card Time Period: 01/23/17-02/22/17	\$136,379.47
	<u>\$17,412,440.59</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee aye.



**2. APPROVE ACCEPTANCE OF FUNDS TOTALING \$134,010.00 FROM PROP 39 COMMUNITY COLLEGES CLEAN ENERGY WORKFORCE PROJECT AND THE FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES, STUDENT MENTAL HEALTH PROGRAM**

MSC Evilsizer/Halcón

The Governing Board approved the acceptance of funds as detailed:

- a. Program improvement funding from Prop 39 Community Colleges Clean Energy Workforce Project, fiscal agent Grossmont-Cuyamaca Community College District Auxiliary Organization, in the amount of \$99,010.00 for the period of February 9, 2018 through December 31, 2018 to provide courses for certificates of proficiency and an associates of science degree.
- b. Grant award from Foundation for California Community Colleges, Student Mental Health Sponsorship Program Grant to plan and host a mental health and wellness related activity or event on campus by June 15, 2018. Total award is \$3,500.00.

**EXHIBIT N-2**

The vote was unanimous. Student Trustee aye.

**3. APPROVE ADOPTION OF PALOMAR COLLEGE GUIDED PATHWAYS PLAN**

MSC Hensch/Deerfield

The Governing Board approved the Palomar College Guided Pathways Plan funded through the California Community College Chancellors Office for a total amount of \$1,516,425.00. Guided Pathways framework sets clear course-taking patterns toward transfer, degree, and certificate completion for students to achieve their educational goals. There will be four total phases over the course of the allocation of funding. Phase 1 is effective Spring 2018 through Summer 2019.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee aye.

**4. APPROVE CHANGE ORDERS**

MSC Halcón/Evilsizer

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

1. CO #6 for \$98,569.00 for repairs to the parking structure elevators and relocation of one irrigation controller at the South Education Center.
2. CO #6 for \$173,156.00 for unforeseen conditions including rock and damage due to heavy rains and ADA parking for the Parking Structure and Police Substation project.
3. CO #4 for \$185,000.00 for final negotiated settlement of all outstanding additional scope of work for the A building & Veterans Center Renovation project.

**EXHIBIT N-4**

The vote was unanimous. Student Trustee aye.

**5. INFORMATION: 2018 CCCT BOARD ELECTION – THE BOARD WILL CAST ITS OFFICIAL BALLOT IN APRIL**

An action item will appear on the April 2018 Governing Board meeting agenda, requesting the Governing Board to vote for no more than five candidates for the CCCT Board.

**EXHIBIT N-5**

**6. INFORMATION: DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION**

In compliance with Palomar Community College District AP 2610-Presentation of Initial Collective Bargaining Proposals, the District's Governing Board will hold a public hearing on April 10, 2018 so that the public may comment to the Board regarding the District's proposal. The District's proposal is available for review in the Human Resource Services office.

**EXHIBIT N-6**

**7. INFORMATION: PALOMAR FACULTY FEDERATION (PFF) INITIAL COLLECTIVE BARGAINING PROPOSAL**

In accordance with AP 2610 – Presentation of Initial Collective Bargaining Proposals, the PFF initial collective bargaining proposal for a successor collective bargaining Agreement is presented to the Governing Board and public. The proposal shall be available for public review in the Human Resource Services Office. The public shall have an opportunity to respond to this proposal at the Governing Board meeting on April 10, 2018.

**EXHIBIT N-7**

**8. APPROVE INTERNATIONAL TRAVEL FOR ONE EDUCATIONAL ADMINISTRATOR TO OSAKA, JAPAN, APRIL 2018**

MSC Evilsizer/Deerfield

The Governing Board approved travel for Dean Shayla Sivert to Osaka, Japan from April 7-11, 2018 to represent the District at the opening ceremonies of HIUC's new school year and to provide informational workshops about Palomar College.

**EXHIBIT N-8**

The vote was unanimous. Student Trustee aye.

**9. APPROVE EMPLOYMENT CONTRACTS FOR EXECUTIVE ADMINISTRATORS**

Board President McNamara requested to consider items a. and b. individually.

MSC Hensch/Halcón

The Governing Board accepted the recommendation of the Superintendent/President and ratified the employment contract for the following Executive Administrator effective July 1, 2018 through June 30, 2020:

- a. Ballesteros-Perez, Ronnie E. Assistant Superintendent/Vice President, Finance and Administrative Services

At salary grade 79 on the Executive Administrative Salary Schedule.

The vote was unanimous. Student Trustee aye.

Board President McNamara requested to modify the contract end date on item 9.b. (shown below) from June 30, 2020 to June 30, 2019; motion by Trustee Halcón, seconded by Trustee Hensch. The Governing Board modified the recommendation of the Superintendent/President, amending and approving the amended employment contract for the following Executive Administrator effective July 1, 2018 through June 30, 2019:

- b. Gonzales, Adrian D.                      Assistant Superintendent/Vice President, Student Services  
At salary grade 79 on the Executive Administrative Salary Schedule.

The vote was unanimous. Student Trustee aye.

**EXHIBIT N-9**

**10. DESIGNATE GOVERNING BOARD TRUSTEES TO SERVE ON VARIOUS COMMITTEES**

MSC Evilsizer/Halcón

Governing Board President McNamara made the following committee appointments:

Policies and Procedures Committee: 1. John Halcón Alternate. Mark Evilsizer

Ad Hoc Finance Committee: 1. Paul McNamara 2. Nina Deerfield Alternate. Nancy Ann Hensch

Ad Hoc Real Estate Committee: 1. Mark Evilsizer 2. John Halcon Alternate. Nancy Ann Hensch

The vote was unanimous. Student Trustee aye.

**O. BOARD REQUESTS FOR REPORTS**

Trustee Evilsizer requested a follow-up report on Early Childhood Education Lab School staff salaries. Superintendent/President Blake stated she would have Vice Presidents Ballesteros-Perez and Norman prepare a report on the implications to the district on changing the salary of teachers and impacts on other employee groups.

**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 6:17 p.m.

  
Paul McNamara, Board President

  
Mark Evilsizer, Secretary