



APPROVED 7/10/2018  
GOVERNING BOARD MINUTES  
MEETING OF THE GOVERNING BOARD  
TUESDAY, JUNE 12, 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

AMBER BANCROFT, 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 5:42 p.m. All trustees present.

1. Reporting of actions(s) taken in Closed Session. Board President McNamara reported there were three reportable actions taken in closed session as follows:
  - By unanimous vote, the Board took action to approve the Final Settlement Agreement with Release of all Claims between the District and employee #007560785.
  - By unanimous vote, the Board took action to approve the Final Settlement Agreement with Release of all Claims between the District and employee #004201742.
  - The Board took final action by unanimous vote to terminate employee number # 009482406 effective June 12, 2018.
2. Presentation: 2018 NAACP Salute To Women of Color Distinguished Woman Award. Representatives from the North San Diego County NAACP: Satia Austin, Kelley Gillespie, Inez Williams and Stephen Davis attended the meeting and presented an award to Dr. Blake.
3. Following the Pledge of Allegiance the meeting continued.
4. Board President McNamara Administered Oath of Office to incoming Student Trustee, Amber Bancroft, and to newly hired Police Officers: Daniel Lopez, Gerald Rabidou and Mark Lynch.
5. Call for Removal of Items from – or Changes to – the Agenda. There were none.

**F. EXPULSION OF THREE STUDENTS**

Pursuant to Education Code Section 72122 and Administrative Procedure 5520 - Student Discipline Procedures, in closed session, the Governing Board considered the District's recommendation for the expulsion of student # 011152359. The Board, by a vote of 5/0 in open session, approved the recommended disciplinary action of expelling student 011152359 from all Palomar Community College District's campuses, programs, educational sites and activities pursuant to California Education Code section 72122 effective: June 12, 2018. MSC Evilsizer/Hensch

Pursuant to Education Code Section 72122 and Administrative Procedure 5520 - Student Discipline Procedures, in closed session, the Governing Board considered the District's recommendation for the expulsion of student # 003833603. The Board, by a vote of 5/0 in open session, approved the recommended disciplinary action of expelling student 003833603 from all Palomar Community College District's campuses, programs, educational sites and activities pursuant to California Education Code section 72122 effective: June 12, 2018. MSC Halcón/Hensch

Pursuant to Education Code Section 72122 and Administrative Procedure 5520 - Student Discipline Procedures, in closed session, the Governing Board considered the District's recommendation for the expulsion of student # 000235871. The Board, by a vote of 5/0 in open session, approved the recommended disciplinary action of expelling student 011152359 from all Palomar Community College District's campuses, programs, educational sites and activities pursuant to California Education Code section 72122 effective: June 12, 2018. MSC Deerfield/Hensch

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

**H. APPROVAL OF MINUTES FOR THE REGULAR AND SPECIAL MEETINGS IN THE PREVIOUS MONTH**

MSC Halcón/Evilsizer

The Board approved the May 8, 2018 minutes as written. The vote was unanimous. Student Trustee -abstain.

MSC Evilsizer/Halcón

The Board approved the May 22, 2018 minutes as written. The vote was 4/0/1 (Hensch abstaining). Student Trustee - abstain.

**I. REPORTS**

**Presentation on Parking Fees/License Plate Readers – Police Chief Christopher Moore**

Chief Moore shared that long wait lines at the cashier's office triggered nine months of research into the situation and possible solutions. The problem was determined to be related to student parking permits and associated issues with parking citations/fines. He introduced a proposed solution – electronic parking permits – and discussed costs involved with the proposal as well as costs associated with the district's current processes. The product proposed is ParkingPlus® by Credential Solutions. Chief Moore reported that his vendor is the same one that manages Palomar's transcript service. He discussed the rationale behind the use of the system as well as the proposed parking permit fee increase of \$6.00. Trustees asked for clarification on the license plate readers and expressed concerns with privacy. Student Trustee Bancroft shared the ASG's concerns and noted that the ASG voted to support the fee increase.

Board President McNamara talked about the commencement ceremony and commented on the Palomar "P" mountain icon.

Trustee Halcón reported on his attendance at the Honor's night event, the CALWorks luncheon, the fire fighters graduation and commencement.

Trustee Evilsizer welcomed student trustee Amber Bancroft. He reported attending the Puente graduation, the Harvey Milk breakfast, the Faculty Achievement Celebration of Excellence ("FACE")

event, Honor's Night, MEChA event, Cabinet and Furniture Awards celebration and Commencement. He talked about the Encuentro's leadership event, the Fallbrook Education center grand opening, and the Classified Appreciation luncheon.

Trustee Deerfield responded that she too attended many of the same events as trustee Evilszler. She talked about the fire fighter graduation, the MEChA event, and the Classified Appreciation luncheon.

Trustee Hensch expressed appreciation to her fellow trustees for their support during a difficult personal time. She welcomed student trustee Amber Bancroft to the Board.

Student Trustee Amber Bancroft thanked the Board for their support. She had no report.

Superintendent/President Blake thanked those involved with getting the North and South Centers up and running. She talked about attending a Rancho Bernardo Community Council meeting and noted it was very productive.

Vice President Jack Kahn reported that the first classes at the newly opened North and South centers started on Monday, June 11 and expressed appreciation to all the faculty and staff involved in making students feel welcomed at the new facilities.

Vice President Adrian Gonzales acknowledged the Student Services staff on the agenda as new hires. He welcomed Amber Bancroft. He acknowledged two retirements, Rebecca Barr and Marilyn Lunde, and commented on their many years of service to the District. VP Gonzales updated the Board on the Promise Program numbers including the gross applications, eligible applicants and full- and part-time enrolled students. He talked about the many benefits to students enrolled via the Promise Program. In closing, he noted that Palomar is the largest Promise Program in the County. He thanked everyone involved for the institutional effort in making it a success.

Vice President Ron Perez thanked the Fiscal and Administrative staff for their efforts in getting the new centers open. He expressed gratitude for VP Adrian Gonzales' years of service to Palomar and wished him the very best in his new position with San Diego CCD.

Vice President Lisa Norman thanked the HR staff for their efforts at getting the new centers staffed.

## **J. APPROVAL OF CONSENT CALENDAR ITEMS**

**Action:** On a motion by Trustee Deerfield, seconded by Trustee Hensch, the Board approved items 1-3a and 4-33 (item 3b was pulled for discussion.)  
**Ayes:** McNamara, Halcón, Evilszler, Deerfield, and Hensch  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

### **1. RATIFY ACADEMIC EMPLOYMENT**

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

a.     **Name:** Rebecca Mattson  
          **Position:** Assistant Professor, Nursing (Maternal Health/Obstetrics)  
          **Department:** Nursing Education  
          **Degrees:** M.S., Nursing: Nurse Educator  
                          B.S.N., Nursing  
          **Position #:** 6367  
          **New?:** Yes  
          **Remarks:** Position approved 9/12/17.  
          **Sal Grade/Stp:** C/8  
          **Salary:** \$8,096.39/month

% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-348200-12300-0000000/100%

b. Name: Gina Wilson  
Position: Assistant Professor, Child Development/Early Childhood Education  
Department: Child Development  
Degrees: M.A., Human Development  
B.S., Child Development  
Position #: 6729  
New?: Yes  
Remarks: Position approved 12/12/17.  
Sal Grade/Stp: C/8  
Salary: \$8,096.39/month  
% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-364200-13050-0000000/100%

c. Name: Elise Lindgren  
Position: Assistant Professor, Biological Sciences  
Department: Biology  
Degrees: M.S., Biology  
B.S., Biochemistry and Cell Biology  
Position #: 6727  
New?: Yes  
Remarks: Position approved 12/12/17.  
Sal Grade/Stp: C/1  
Salary: \$6,200.53/month  
% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-346200-04010-0000000/100%

d. Name: Joseph Lucido  
Position: Assistant Professor, Architecture  
Department: Design and Manufacturing Technologies  
Degrees: Master of Architecture, Real Estate Development  
Bachelor of Architecture  
2+ Years of Experience  
Position #: 6301  
New?: Yes  
Remarks: Position approved 12/12/17.  
Sal Grade/Stp: C/8  
Salary: \$8,096.39/month  
% of Position: 100%  
# of Mos: 10  
Effective: August 16, 2018  
Account #(s): A-111000-335600--02010-0000000/100%

- e. Name: Efrem Alexander  
Position: Counselor/Assistant Professor  
Department: Counseling Services  
Degrees: M.A., Education  
B.B.A., Business  
Minimum qualifications approved by the Faculty Senate Equivalency Committee on 6/12/15.  
Position #: 6724  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: C/2  
Salary: \$6,471.38/month  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2018  
Account #(s): N-122100-462100-63100-0000000/100%
- f. Name: Ladylyn Dominguez  
Position: Counselor/Assistant Professor  
Department: Counseling Services  
Degrees: M.S., Educational Counseling  
B.S., Bus. Admin. (High Tech. Mgmt.)  
Position #: 6723  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: D/1  
Salary: \$6,471.38/month  
% of Position: 100%  
# of Mos: 11  
Effective: July 1, 2018  
Account #(s): W-122100-462100-63100-0000000/100%

## **2. RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following part-time faculty; said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

- a. Name: Buquet, Lori  
Discipline: Emergency Medical Technologies  
Department: Emergency Medical Education  
Degrees: B.S., Nursing  
2+ Years of Experience  
Sal Grade/Stp: A/1  
Salary: \$58.37  
Effective: Spring 2018
- b. Name: Bergmanis, Eric  
Discipline: Oceanography  
Department: Earth, Space and Environmental Sciences  
Degrees: M.S., Geology & Geophysics  
B.A., Geology  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018

- c. Name: Haisten, David  
Discipline: Biological Sciences  
Department: Biology  
Degrees: M.S., Evoltn, Ecol & Organismal Bio  
B.S., Ecology and Evolution  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018
  
- d. Name: Harris, Bryan  
Discipline: Sociology  
Department: Behavioral Sciences  
Degrees: M.A., Sociological Practice  
B.A., Sociology  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer 2018
  
- e. Name: Hill Cummings, Kristie  
Discipline: Biological Sciences  
Department: Biology  
Degrees: Ph.D., Microbiology  
B.S., Biology  
Sal Grade/Stp: D/1  
Salary: \$63.49  
Effective: Summer 2018
  
- f. Name: Khalulyan, Alina  
Discipline: Psychology  
Department: Behavioral Sciences  
Degrees: M.A., Psychology  
Sal Grade/Stp: C/1  
Salary: \$60.85  
Effective: Summer 2018
  
- g. Name: MacMillan, Brian  
Discipline: Emergency Medical Technologies  
Department: Emergency Medical Education  
Degrees: A.A., Paramedic Training  
6+ Years of Experience  
Sal Grade/Stp: A/1  
Salary: \$58.37  
Effective: Summer 2018
  
- h. Name: Padilla, Laura  
Discipline: Chicano Studies  
Department: Multicultural Studies  
Degrees: M.A., Chicana and Chicano Studies  
B.A., History  
Sal Grade/Stp: B/1  
Salary: \$59.79  
Effective: Summer/Fall 2018
  
- i. Name: Seigel, Charles  
Discipline: Political Science  
Department: Economics, History and Political Science  
Degrees: Master in Public Administration  
B.A., History

Minimum qualifications approved by the Faculty Senate Equivalency Committee on 4/26/2018.

Sal Grade/Step: B/1  
Salary: \$59.79  
Effective: Summer 2018

- j. Name: Titus, Weston  
Disciplines: Health  
Kinesiology  
Department: Health, Kinesiology, and Recreation Management  
Degrees: M.A., Kinesiology  
B.S., Kinesiology  
A.A., General Studies: Science & Mathematics and Liberal Arts & Sciences  
Sal Grade/Step: B/1  
Salary: \$59.79  
Effective: Fall 2018

**3. RATIFY EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School Teachers:

- a. Name: Baza, Jestina  
Title: Teacher  
Degrees: A.S., Infant/Toddler Teacher  
24+ units in Child Development or Early Childhood Education from an accredited college or university including child growth and development, child, family and community and at least one program/curriculum class.  
16+ units General education as required by the current California Child Development Permit Matrix  
Sal Grade/Step: C1/1  
Salary: \$14.00  
Effective: Spring 2018
- b. This item removed from consent

**4. APPROVE A SALARY INCREASE EQUIVALENT TO THE 2018-19 STATE FUNDED COST OF LIVING ADJUSTMENT (COLA) FOR UNREPRESENTED EMPLOYEES IN THE EXECUTIVE BRANCH FOR FISCAL YEAR 2018-2019**

The Governing Board of the Palomar Community College District approved a salary increase equivalent to 2.71% or final COLA as approved in the state budget for all executive administrators effective fiscal year 2018-19. The following executive administrators are included:

Adrian Gonzales  
Assistant Superintendent/Vice President, Student Services

Jack Kahn, Ph.D.  
Assistant Superintendent/Vice President, Instruction

Lisa Norman, Ed.D., J.D.  
Assistant Superintendent/Vice President, Human Resource Services

Ronnie Ballesteros-Perez  
Assistant Superintendent/Vice President, Finance & Administrative Services

**5. RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE ADMINISTRATIVE ASSOCIATION**

The Governing Board ratified the Memorandum of Understanding (MOU) between the District and the Administrative Association with respect to the 2018-19 state funded Cost Of Living Adjustment (COLA).

**EXHIBIT J-5**

**6. RATIFY MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE CONFIDENTIAL AND SUPERVISORY TEAM**

The Governing Board ratified the Memorandum of Understanding (MOU) between the District and the Confidential and Supervisory Team with respect to the 2018-19 state funded Cost Of Living Adjustment (COLA).

**EXHIBIT J-6**

**7. RATIFY A MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE COUNCIL OF CLASSIFIED EMPLOYEES/AFT LOCAL 4522**

The Governing Board ratified a Memorandum of Understanding (MOU) between the District and the Council of Classified Employees/AFT Local 4522:

- MOU: Janus Ruling

**EXHIBIT J-7**

**8. RATIFY THREE (3) MEMORANDA OF UNDERSTANDING AND FIVE (5) TENTATIVE AGREEMENTS BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION/AFT LOCAL 6161**

The Governing Board ratified three (3) Memoranda of Understanding (MOUs) and five (5) Tentative Agreements (TAs) between the District and the Palomar Faculty Federation/AFT Local 6161 with respect to the following sections of the PFF/District Agreement:

- MOU: Part-Time and Full-Time Coaching Contract Language
- MOU: Janus Ruling
- MOU: Article 9
- TA: Request to Use Banked Leave Form
- TA: Article 17 – Evaluation Procedure
- TA: Appendix L – Early Childhood Education Lab School Teachers
- TA: ECELS Part-Time Employee Review Report
- TA: ECELS Part-Time Employee Performance Improvement Plan

**EXHIBIT J-8**

**9. RATIFY ADMINISTRATIVE EMPLOYMENT**

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

- a. Name: Steven Salter  
Position: Director, Extended Opportunity Programs and Services  
Department: EOP&S/CARE/CalWORKs  
District Location: Main campus  
Position #: 5546  
New?: No



Remarks: Replacement for Anne Stadler.  
Sal Grade/Stp: 66/1  
Salary: \$8,426.53/month  
% of Position: 100%  
# of Mos: 12  
Effective: August 6, 2018  
Account #(s): A-123600-473100-64300-0000000/100%

**10. 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: Maria Zapien Rangel  
Position: Executive Assistant (to Vice President)  
Department: Human Resource Services  
District Location: Main campus  
Position #: 5735  
New?: No  
Remarks: Replacement for Jennie Vastola; promotion for Ms. Zapien Rangel.  
Sal Grade/Stp: 48/1  
Salary: \$5,404.17/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 13, 2018  
Account #(s): A-211000-611100-66600-0000000/100%
- b. Name: David Negrete  
Position: Supervisor II, Custodial Services  
Department: Custodial Services  
District Location: Main campus  
Position #: 6660  
New?: No  
Remarks: Replacement for Carlos Huerta.  
Sal Grade/Stp: 41/1  
Salary: \$4,545.87/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): A-212100-542200-65300-0000000/100%  
Normal Work Schedule: Monday – Thursday, 10:00 p.m. – 6:30 a.m.; Friday, 5:00 p.m. – 1:30 a.m. A 3% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m. A 6% differential pay will be paid for hours worked between 10:00 p.m. and 6:00 a.m.
- c. Name: Timothy Cross  
Position: Supervisor II, Custodial Services  
Department: Custodial Services  
District Location: North Education Center  
Position #: 6717  
New?: Yes  
Remarks: Position approved 11/14/17.  
Sal Grade/Stp: 41/1  
Salary: \$4,545.87/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018

Account #(s): N-212100-542200-65300-0000000/100%  
Normal Work Schedule: Monday – Friday, 2:30 p.m. – 11:30 p.m. A 3% differential pay will be paid for hours worked between 6:00 p.m. and 10:00 p.m. A 6% differential pay will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

- d. Name: Izabel M. Solis  
Position: Supervisor, TRIO/Student Support Services  
Department: Grant Funded Student Programs  
Position #: 6615  
New?: No  
Remarks: Replacement for Juan Reyna; transfer for Ms. Solis.  
Sal Grade/Stp: 45/1  
Salary: \$5,018.00/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 25, 2018, pending final approval by the US Department of Education  
Account #(s): K-212100-471300-64300-1112300/100%

#### **11. RATIFY CLASSIFIED EMPLOYMENT**

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

- a. Name: Amy Hinchman  
Position: Academic Department Assistant  
Department: Nursing Education  
District Location: Main campus  
Position #: 5299  
New?: No  
Remarks: Replacement for Kelly Donaghy; promotion for Ms. Hinchman.  
Sal Grade/Stp: 23/3  
Salary: \$4,520.90/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): A-212200-348100-60910-0000000/100%
- b. Name: Aaron Sifferman  
Position: Assessment Specialist  
Department: Counseling Services  
District Location: North Education Center  
Position #: 6683  
New?: Yes  
Remarks: Position approved on 11/14/17.  
Sal Grade/Stp: 21/1  
Salary: \$3,904.59/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): W-212200-462100-63100-0000000/100%
- c. Name: Arnulfo Arellano  
Position: Assessment Specialist  
Department: Counseling Services  
District Location: South Education Center  
Position #: 6682  
New?: Yes  
Remarks: Position approved on 11/14/17.

Sal Grade/Stp: 21/1  
Salary: \$3,904.59/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): N-212200-462100-63100-0000000/100%

d. Name: Terhea Williams  
Position: Instructional Support Assistant IV  
Department: Biology  
District Location: South Education Center  
Position #: 6699  
New?: Yes  
Remarks: Position was approved 11/14/17.  
Sal Grade/Stp: 27/1  
Salary: \$4,520.90/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): W-222000-346200-04070-0000000/100%

e. Name: Andrea Salvatierra  
Position: Administrative Specialist I  
Department: Languages and Literature  
District Location: South Education Center  
Position #: 6676  
New?: Yes  
Remarks: Position was approved 11/14/17.  
Sal Grade/Stp: 18/1  
Salary: \$3,629.69/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 13, 2018  
Account #(s): W-212200-321110-61100-0000000/100%

f. Name: Skyler Pray  
Position: Custodian I  
Department: Custodial Services  
District Location: South Education Center  
Position #: 6687  
New?: Yes  
Remarks: Position was approved 11/14/17.  
Sal Grade/Stp: 9/1  
Salary: \$2,913.57/month  
% of Position: 100%  
# of Mos: 12  
Effective: June 15, 2018  
Account #(s): W-212200-542200-65300-0000000/100%

**12. RATIFY DISTRICT-INITIATED DEMOTION OF CLASSIFIED POSITION**

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

a. Position: Administrative Specialist I  
Department: Instruction Office  
District location: Main campus  
Name: Barbara Llamas  
Position #: 6571

New?: No  
Remarks: District-initiated involuntary transfer and demotion. Position was formerly Education Center Specialist grade 19 at the Mt. Carmel Education Center.  
Sal Grade/Step: 18/24  
Salary: \$2,141.97/month  
% of Position: 45%  
# of Mos: 12  
Effective: June 4, 2018  
Account #(s): A-212200-311100-60910-0000000/100%  
Normal Work Schedule: Monday – Thursday, 12:30 p.m. – 5:00 p.m.

**13. RATIFY NEW CLASSIFIED POSITION**

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

a. Position: Environmental Health and Safety Specialist  
Department: Environmental Health and Safety  
District Location: Main campus  
Position #: 6470  
New?: Yes  
Sal Grade/Step: 32/1  
Salary: \$3,640.20/month  
% of Position: 100%  
# Months: 12  
Effective: June 13, 2018  
Account #(s): A-212200-545100-67740-0000000/100%

**14. APPROVE PERSONNEL ACTIONS/HISTORY FOR MAY AND JUNE**

The Governing Board approved the Personnel Actions/History report, including student employee hires for the months of May 2018 and short-term employee hires for the month of June 2018.

**EXHIBIT J-14**

**15. RATIFY LEAVE(S) OF ABSENCE FOR ONE EMPLOYEE**

The Governing Board ratified the recommendation of the Superintendent/President granting a 26.67% Personal Leave of Absence without pay and with no effect on benefits, effective August 20, 2018 through December 20, 2018 to Daniel Clegg, Professor, Mathematics Department.

**16. RATIFY REVISION TO RETIREMENT FOR ONE EMPLOYEE**

On behalf of the Governing Board of the Palomar Community College District, the following retirement has been revised and accepted by the Superintendent/President, as authorized by the Governing Board, under Group I:

- Takashi Nakajima, Professor, Physics and Engineering, effective June 1, 2018. He has served Palomar College for 28 years from February 6, 1986 to May 31, 2018.

**17. RATIFY RESIGNATIONS**

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

- Mitch Howard, Senior Programmer Analyst, Programming, effective May 16, 2018.
- Katherine Kelp-Stebbins, Assistant Professor, English Department, effective August 1, 2018.

**18. INFORMATION – ACKNOWLEDGEMENT OF RETIREMENT(S) OF THREE EMPLOYEES**

The Governing Board acknowledged the following retirement(s) accepted on its behalf by the Superintendent/President in accordance with Administrative Procedure 7380 – Retiree Health Benefits:

Group I

- Rebecca Barr, Professor, Counseling Department, effective August 14, 2018. She has served Palomar College for 32 years from August 19, 1986 to August 13, 2018.
- Marilyn Lunde, Administrative Specialist II, Student Affairs Department, effective June 30, 2018. She has served Palomar College for 32 years from August 1, 1986 to June 29, 2018.

Group II

- Henry P. Ordille, Director, Emergency Medical Education Department, effective August 1, 2018. He has served Palomar College for 13 years from August 19, 2005 to July 31, 2018.

**19. INFORMATION: FACULTY INITIATED WITHDRAW OF SABBATICAL LEAVE APPLICATIONS FOR THREE FACULTY**

- Travis Ritt, Economics, History, Political Science Department, has withdrawn his application for sabbatical leave for the Spring 2019 term, previously approved March 13, 2018.
- Cynthia Anfinson, Mathematics Department, has withdrawn her application for sabbatical leave for the Fall 2018 term, previously approved March 13, 2018.
- Daniel Finkenthal, Physics/Engineering Department has withdrawn his application for sabbatical leave for the Spring 2018 term, previously approved March 14, 2017.

**20. INFORMATION: REVIEW OF SABBATICAL LEAVE ABSTRACTS HIGHLIGHTING WORK AND PROJECTS UNDERTAKEN AS WELL AS BENEFITS DERIVED**

**EXHIBIT J-20**

**21. APPROVE MAY 2 AND 16, 2018 CURRICULUM ACTION ITEMS FOR INCLUSION IN THE COLLEGE CURRICULUM INVENTORY EFFECTIVE FALL 2018**

The Governing Board approved Curriculum Action Items dated May 2, 2018 and May 16, 2018 previously approved by the Curriculum Committee and the Faculty Senate.

**EXHIBIT J-21**

**22. APPROVE NEW COMMUNITY EDUCATION OFFERINGS AND AUTHORIZE WORKFORCE DEVELOPMENT & EXTENDED STUDIES TO CONTRACT WITH PERSONNEL AS LISTED IN THE EXHIBIT**

**EXHIBIT J-22**

**23. APPROVE REAPPOINTMENT OF SARAH ROSENFELD TO THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (ICOC)**

**EXHIBIT J-23**

**RESOLUTION 17-21541**

**24. APPROVE REIMBURSEMENT OF CANDIDATE FOR INTERVIEW EXPENSES**

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

- a.     Name:                 Daisy Pitel  
       For:                 Airfare and parking  
       To Attend:         Second-level interview for Director, Education Center  
       Location:         Tucson, AZ to San Marcos, CA  
       Date:                April 25, 2018  
       Amount:            \$560.46  
       Budget Account #:  575400-11-611200-67600-10-0611950/100%

**25. APPROVE BANK SIGNATURE AUTHORIZATIONS EFFECTIVE JULY 1, 2018 THROUGH JUNE 30, 2019**

The Governing Board authorizes the following individuals:

- Joi Blake, Ed.D., Superintendent/President, or
- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance & Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services

To deposit and/or withdraw funds currently deposited to the following Palomar Community College District accounts:

- Financial Aid Federal Account
- State of California Cal Grant Account
- Transfer Account and the Revolving Cash Fund

The Governing Board authorizes the following individuals to deposit and/or withdraw funds currently deposited to the Palomar Community College District Associated Students of Palomar College.

- Joi Blake, Ed.D., Superintendent/President, or
- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance & Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services, and
- Amber Bancroft, President, Associated Student Government

The Governing Board authorizes (and requires) any two of the following individuals to sign for deposits and/or withdrawals of funds currently deposited to the Palomar College Payroll Account (automatic payroll deposit and electronic funds transfer for state and federal taxes).

- Joi Blake, Ed.D., Superintendent/President, or
- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance and Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services, or
- Brandi Y. Taveuveu, Manager, Budget and Payroll

**26. APPROVE SIGNATURES FOR COUNTY BUSINESS EFFECTIVE JULY 1, 2018 THROUGH JUNE 30, 2019**

The Governing Board of Palomar Community College District authorizes the following business procedures effective July 1, 2018 through June 30, 2019. Persons authorized, pursuant to the provisions of the Education Code Section 85232, to sign any and all school orders in the name of the District, drawn on the funds of the District:

- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance and Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services

Persons authorized to receive mail from the Accounting Section of the San Diego County Office of Education:

- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance and Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services

Persons authorized to designate employees that can initiate, authorize and process wire transfers with the County of San Diego:

- Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President,
- Finance and Administrative Services, or
- Carmen Coniglio, Director, Fiscal Services

**27. AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACTS**

The Governing Board of the Palomar Community College District authorizes Joi Blake, Ed.D., Superintendent/President or Ronnie E. Ballesteros-Perez, Assistant Superintendent/Vice President, Finance and Administrative Services or Carmen M. Coniglio, Director, Fiscal Services, to sign contracts on behalf of the District, pursuant to California Education Code Section 81655.

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

The Governing Board approved the Quarterly Report of Fiscal Services Director, Regarding Disclosure of District Investments as of March 31, 2018.

**EXHIBIT J-28**

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

The Governing Board approved the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for quarter ending March 31, 2018.

**EXHIBIT J-29**

**30. CONFIRM CLASSIFICATION OF THE OFFICE OF CONTRACT SERVICES RECORDS TO CLASS-3 DISPOSABLE AND AUTHORIZE DESTRUCTION OF RECORDS**

The Governing Board authorized the classification of expired agreements/contracts prior to May 2012 to Class 3: Disposable Records and authorizes destruction pursuant to Title 5, Sections 16023 through 16028, California Administrative Code.

**EXHIBIT J-30**

**31. RECOMMENDATION: ACTION (SECOND READING) – APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES**

The Governing Board approved the following Board Policies, previously reviewed and approved by the Policies and Procedures Committee and the Strategic Planning Council. These items were presented to the Board for first reading on May 8, 2018.

BP 7260 – Classified Administrators  
and Supervisors

BP 7270 – Student Workers

**EXHIBIT J-31**

**32. ACCEPT DONATIONS WITH A TOTAL ESTIMATED VALUE OF \$1,000.00.**

The Governing Board accepted the following gifts and directs that appropriate letters of appreciation be sent to Josie Silva, 1119 Ariana Rd., San Marcos, CA 92069 for the donation of luxury fabrics, lace and trims, value estimated by donor totals \$1,000.00.

**33. EXCUSE ABSENCE OF TRUSTEES**

In accordance with Section 72425(d) of the CA Education Code, the Governing Board acknowledged and excused the absences' of Chris Hopp and Nancy Ann Hensch from the May 22, 2018 special meeting due to personal necessity.

**RESOLUTION 17-21542**

**Resumption of  
REGULAR AGENDA**

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

MSC Hensch/Halcón

Trustee Evilsizer discussed his concerns with this item being the hourly rate of \$11.00, which he described as not a working wage. He and trustee McNamara discussed the matter and then the Board voted on the item.

**3. RATIFY EARLY CHILDHOOD EDUCATION LAB SCHOOL TEACHER EMPLOYMENT**

The Governing Board ratified the recommendation of the Superintendent/President regarding the employment of the following Early Childhood Education Lab School Teacher:

b. Name:	Martinez, Elizabet
Title:	Assistant Teacher
Degrees:	B.S., Child Development 6+ units in Child Development Valid Child Development Permit
Sal Grade/Stp:	A/3
Salary:	\$11.00
Effective:	Spring 2018

The vote was 4/1 (Evilsizer no.) Student Trustee aye.

**L. REPORTS FROM COLLEGE GROUPS**

**1. INFORMATION: Report of the Faculty Senate**

Travis Ritt, President of the Faculty Senate, reported that he will serve as the Faculty Senate President for two additional years. He thanked the Board for their approval of the new faculty and counselor hires. In closing, he reported that the FACE event raised nearly \$2,400.00 for the Anita



and Stan Maag Food and Nutrition Center. He congratulated Rebecca Barr and Pete Ordille on their retirements.

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

Teresa Laughlin, Co-President of the PFF, commented on commencement and welcomed Amber Bancroft to the Board. She extended her best wishes to VP Gonzales for continued success in his new endeavors.

**3. INFORMATION: Report of the Administrative Association**

Connie Sterling, President of the Administrative Association, commented on the new Fallbrook center. She reported that everyone is working together putting the final changes on the facility.

**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, talked about the Classified Appreciation lunch and acknowledged the work of the CCE Executive Council and Stewards for all their work over the past year.

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

Amber Bancroft, ASG President, reported on the new ASG Constitution and restructuring that are underway.

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

**N. NEW BUSINESS**

**1. REVIEW AND APPROVE PURCHASES MADE MARCH 23 – MAY 31, 2018 TOTALING \$4,153,961.59**

MSC Evilsizer/Hensch

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 on the attached exhibit. Purchases listed are made against the 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 04/26/18–05/31/18	\$3,852,294.14
Procurement Card Time Period: 03/23/18–04/22/18	\$138,373.30
Procurement Card Time Period: 04/23/18–05/22/18	\$163,294.15
	<u>\$4,153,961.59</u>

**EXHIBIT N-1**

The vote was unanimous. Student Trustee vote: aye.

**2. APPROVE NOTICE OF PUBLIC HEARING FOR THE FISCAL YEAR 2018-2019 ADOPTED BUDGET**

MSC Halcón/Evilsizer

The Governing Board approved that the proposed Fiscal Year 2018-2019 Adopted Budget for the Palomar Community College District will be on display and available for public inspection from Tuesday, September 4, 2018 through Monday, September 10, 2018 8:00 a.m. to 4:30 p.m. in Fiscal Services, Room A-4C Administrative Services Building at Palomar College.

FURTHER, The Governing Board of the Palomar Community College District will conduct a Public Hearing on the Adopted Budget at a meeting of the Governing Board on Tuesday, September 11,

2018 at 5:00 p.m., Board Conference Room, Palomar College. Said Notice of Public Hearing is to be published by the San Diego Union Tribune on July 30, July 31, August 6, and August 7, 2018.

The vote was unanimous. Student Trustee vote: aye.

**3. APPROVE FISCAL YEAR 2017-2018 BUDGET ADJUSTMENTS AND YEAR-END TRANSFERS**

MSC Halcón/Evilsizer

The Governing Board of Palomar Community College District approved the budget transfers and adjustments of Fiscal Year 2017-2018 from August 31, 2017 through May 30, 2018. The Governing Board of Palomar Community College District also authorizes the Vice President, Finance and Administrative Services to make any year-end transfers as necessary to assist with the close of the books for the fiscal year. This report shows the revised budgets as of May 30, 2018.

**EXHIBIT N-3**

The vote was unanimous. Student Trustee vote: aye.

**4. APPROVE THE FISCAL YEAR 2018-2019 TENTATIVE BUDGET FOR THE PALOMAR COMMUNITY COLLEGE DISTRICT**

MSC Evilsizer/Halcón

Ron Ballesteros-Perez, Vice President for Finance & Administrative Services, reviewed the Governor's 2018/19 proposed budget and possible effects to Palomar. He discussed the Governor's funding formula proposal and the changes that have taken place since the initial proposal was released. VP Ballesteros-Perez then reviewed the district's 2017/18 adopted vs. projected budget actuals, reviewed the 2018/19 revenue and expenditure assumptions, and explained the 3-year "hold-harmless" clause in the state's proposed funding formula. The Governing Board approved the Fiscal Year 2018-2019 Tentative Budget for the Palomar Community College District.

**EXHIBIT N-4**

The vote was unanimous. Student Trustee vote: aye.

**5. APPROVE EDUCATION PROTECTION ACT RESOLUTION AND 2017-2018 PROP 30 EPA EXPENDITURE REPORT**

MSC Halcón/Evilsizer

The Governing Board adopted resolution 17-21543 in accordance with the provisions of Article XIII, Section 36 of the California Constitution and accepts the 2017-2018 Prop 30 Education Protection Account (EPA) Expenditure Report.

**EXHIBIT N-5**

**RESOLUTION 17-21543**

The vote was unanimous. Student Trustee vote: aye.

**6. APPROVE 2018-2019 GANN APPROPRIATION LIMIT PER ARTICLE XIII-B, CALIFORNIA CONSTITUTION (GANN LIMIT) FOR PALOMAR COMMUNITY COLLEGE DISTRICT**

MSC Evilsizer/Halcón

The Governing Board hereby adopts a resolution establishing the 2018-2019 Gann Appropriation Limit as required by Article 13B of the California State Constitution and State Law.

**EXHIBIT N-6**

**RESOLUTION 17-21544**

The vote was unanimous. Student Trustee vote: aye.

**7. APPROVE CHANGE ORDERS**

MSC Hensch/Halcón

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

1. CO #1 for \$9,675.00 for changes required by unforeseen conditions and modifications to the construction details for the Anita & Stan Maag Food and Nutrition Center Project.
2. CO #8 for \$302,139.00 for Owner Additions and Unforeseen Conditions for the Rancho Bernardo Education Center project.
3. CO #3 for \$390,113 for Owner Additions and Unforeseen Conditions for the M&O project.

**EXHIBIT N-7**

The vote was unanimous. Student Trustee vote: aye.

**8. APPROVE SUBSCRIPTION AGREEMENT WITH AD ASTRA INFORMATION SYSTEMS FOR PLATINUM ANALYTICS, A SAAS ENTERPRISE-CLASS SCHEDULING SOFTWARE AND ASTRA SCHEDULING**

MSC Hensch/Halcón

Trustee Evilsizer asked whether an exit clause was included in this agreement. VP Ballesteros-Perez responded. The Governing Board approved an agreement with Ad Astra Information Systems for a scheduling system that provides analysis and optimization of academic resources and supports management of resources. Platinum Analytics is a solution that provides predictive analytics for the creation of aligned course schedule that incorporates historical records, degree audit, student progress, student plan data and business intelligence. The agreement is for five (5) year term with five (5) additional one-year renewals. Total amount of agreement is \$460,000.00.

**EXHIBIT N-8**

The vote was unanimous. Student Trustee vote: aye.

**9. ACCEPT MEMORANDUM OF UNDERSTANDING FROM THE SAN DIEGO MIRAMAR COLLEGE**

MSC Evilsizer/Hensch

The Governing Board approved memorandum of understanding with San Diego Miramar College's sub-award master of Advanced Transportation and Renewable Energy (ATRE) initiative to foster a partnership between San Diego Miramar College and the drone program at Palomar College in conjunction with the Drone Conference for Educators and Industry Professionals. Paid to District: \$6,000.00.

**EXHIBIT N-9**

The vote was unanimous. Student Trustee vote: aye.

**10. APPROVE LICENSE AGREEMENT FOR INTERNSHIP PROGRAM WITH MOSTRA COFFEE, INC. TO INSTALL AND OPERATE ONE COFFEE CART AT THE RANCHO BERNARDO EDUCATION CENTER AND TO SELL MOSTRA COFFEE PRODUCTS AND PASTRIES**

MSC Evilsizer/Hensch

The Governing Board approved a license agreement with Mostra Coffee, Inc. to install one coffee cart at the Rancho Bernardo Education Center campus for the purpose of facilitating internships and job training in food services, coffee roasting and business management for District students to obtain academic credit for internship/work experience. Paid to District: License base fee \$1,000.00/month plus, if goal of \$24,000.00/month is achieved, District to receive 15% monthly revenue.

**EXHIBIT N-10**

The vote was unanimous. Student Trustee vote: aye.

**11. APPROVE REQUEST TO REDUCE CONTRACTOR'S RETENTION**

MSC Evilsizer/Halcon

The Governing Board approved the request to reduce retention being held from 5% to 2.5% for Elite Earthworks & Engineering, Bid #CM-17-18-01-NEC-01-A: North Education Center.

The Governing Board approved the request to reduce retention being held from 5% to 2.5% for Rossin Steel, Bid #CM-17-18-01-NEC-01-A: South Education Center.

**EXHIBIT N-11**

The vote was unanimous. Student Trustee vote: aye.

**12. REVIEW AND APPROVE THE SIX FACILITY NAMING ITEMS AS RECOMMENDED BY THE SUPERINTENDENT/PRESIDENT**

MS Hensch/Halcón (item not approved)

Trustee Deerfield expressed concern that these namings had perhaps not be thoroughly vetted, she proposed the item be tabled for further consideration, trustees Halcón and Evilsizer supported tabling. Board President McNamara asked President Blake to comment. She reported that she would work with the Executive Director of the Foundation to return funds as appropriate until the Board has made its decision on the matter.

**EXHIBIT N-12**

The vote to approve was McNamara: no, Halcón: no, Evilsizer: no, Deerfield: no, Hensch: no.  
Student Trustee vote: no.

**13. REVIEW AND APPROVE INCREASING THE STUDENT PARKING PERMIT FEE FROM \$40.00 TO \$46.00 AND THE BOG WAIVER PERMIT FROM \$20.00 TO \$26.00.**

MSC Halcon/Hensch

The Governing Board approved the adoption of \$46.00 (\$26.00 for BOG waiver students) student parking permit fee effective Fall 2018 for the San Marcos and Escondido campus locations and effective June 2019 for the Rancho Bernardo and Fallbrook locations.

**EXHIBIT N-13**

The vote was unanimous. Student Trustee vote: aye.

**14. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD IN JUNE**

MSC Hensch/Deerfield

Trustees discussed the proposed date of June 26<sup>th</sup> and, following discussions, amended the motion to a date "to be determined."

The vote on the amended motion was unanimous. Student Trustee vote: aye.

**O. BOARD REQUESTS FOR REPORTS**

There were none.

**P. RECESS TO CLOSED SESSION:** The Board recessed to closed session at 7:09 p.m. to continue discussion of the following item(s) as listed on the posted agenda as follows:

1. Public Employee Discipline/Dismissal/Release Pursuant to Government Code Section 54957, et seq. (3 cases)
2. Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to Government Code 54956.9(b) (2 cases)
3. Pursuant to Education Code Section 72122 – Deliberation regarding recommendation for the expulsion of students: 011152359, 003833603, and 000235871. (*Action will be taken and reported in Open Session in accordance with California Education Code Section 72122.*)
4. Public Employee Performance Evaluation, pursuant to Government Code §54957. Position Title: Superintendent/President

**Q. RECONVENE TO OPEN SESSION:** The Board reconvened to Open Session outside Room A-1. Board President McNamara reported that there were no additional reportable actions taken.

**R. ADJOURNMENT** The meeting adjourned at 8:14 p.m.

  
\_\_\_\_\_  
Paul McNamara, Board President

  
\_\_\_\_\_  
Mark Evihsizer, Secretary