



**APPROVED 10/09/2018**  
**GOVERNING BOARD MINUTES**  
**MEETING OF THE GOVERNING BOARD**  
**TUESDAY, SEPTEMBER 11, 2018**  
**PALOMAR COMMUNITY COLLEGE DISTRICT**  
**ROOM SSC-1, SAN MARCOS CAMPUS**  
**1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**A. Opening Items**

**1. Call meeting to Order**

Board President McNamara called the meeting to order at 4:00 p.m. in SSC-1.

**2. 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

**3. Public Comment in accordance with Board Policy 2350**

There were none.

**B. Recess to Closed Session** The Board recessed to closed session in room A-1 at 4:00 p.m.

**C. Reconvene to Open Session** The Board reconvened to open session in SSC-1 at 5:49 p.m. All trustees present.

1. Actions Taken in Closed Session. Board President McNamara reported that pursuant to Education Code Section 87734, in Closed Session, the Governing Board took action on a Notice of Unprofessional Conduct for employee #004132707 to send such notice to the employee. The vote was as follows: Aye: Evilsizer. Nay: Hensch, McNamara, Deerfield. Abstention: Halcon.
2. Pledge of Allegiance. Following the Pledge of Allegiance the meeting continued.
3. Public Comment in accordance with Board Policy 2350:
  - a. Ellen Weller talked about the District's mission and how the Arts improve skills needed for success in the real world. She provided additional information related to Palomar's Performing Arts.
  - b. Peter Rogers, President of the Palomar Associates, talked about role and growth of the President's Associates in supporting Palomar College.
  - c. Ray Clendening, President, North County African American Women's Association, said a few words of tribute for the college and presented Dr. Blake with a Salute to Community Service award.
  - d. Stacy Rungitus reported receiving a \$100,000 grant from the Board of Supervisors.

- e. Susan Snow expressed concerns regarding the LRC remodel and questioned why the proposal was not vetted on campus; she asked for collaboration and communication.
  - f. Chris Miller reported that the Maintenance and Operations building was awarded the Best Green Project in Southern California by ENRCalifornia.
  - g. Teresa Laughlin expressed concerns that trustees are not being responsive to faculty concerns including the lack of transparency and asked that the Board follow BP/AP 7120.
  - h. Lesley Blankenship-Williams commented on Mostra Coffee; asked for improved Board oversight; and expressed concerns regarding the annuity as written in the recently approved amendment to the Superintendent/President's contract.
  - i. Olga Diaz reported that the Upward Bound program is being reinstated following advocacy by Congressmen Hunter and Issa. She also reported on other components of Palomar's grant-funded student programs, the funding of which totals \$6.7M.
4. Presentation of Retirement Certificates: There were no retirees in attendance.
5. Adoption of Agenda: Call for Removal of items - or changes to - the agenda: The agenda was adopted by unanimous consent.

**D. Approval of Minutes for the meeting(s) of the previous month**

**Motion** by Evilsizer, second by Hensch.

Trustee Hensch requested the August 14 2018 minutes be amended by adding "Nina" before "Deerfield" to the roll call and striking the word "Information" from section C.

The Board approved the Governing Board meeting minutes of July 10, 2018 as written and the August 14, 2018 minutes as amended.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield, and Hensch. Student Trustee vote: aye.  
**Final Resolution:** Approved

**E. Hold Public Hearing(s) as required by law:** Presentation and public hearing on, and approval of, the proposed Fiscal Year 2018-2019 Budget

**1. PRESENTATION OF PROPOSED FISCAL YEAR 2018-19 BUDGET**

Vice President Ron Ballesteros-Perez presented on the proposed fiscal year 2018-19 budget. VP Perez compared and discussed the 2017-18 adopted budget with the unaudited actuals; provided an overview of the 2018-19 budget; talked about the new funding formula and how Palomar's stability status, the new formula and the hold harmless component will work for Palomar. He reviewed planning assumptions and projected revenues and expenditures. VP Perez talked about fund balances, fund history, and compared Palomar's operating budget with local city budgets noting Palomar's economic impact in North County – he compared Palomar to a small city. In closing, VP Perez reported that he plans to have the Draft Fiscal Recovery Plan to the Board for approval by the end of the year.

**2. OPEN PUBLIC HEARING ON PROPOSED FISCAL YEAR 2018-19 BUDGET** The public hearing was opened at 6:40 p.m.

VP Perez responded to questions from the trustees related to the centers. There were no other speakers.

**3. CLOSE PUBLIC HEARING** The public hearing was closed at 6:42 p.m.



#### 4. APPROVE ADOPTION OF THE FISCAL YEAR 2018-19 BUDGET

**Motion** by Halcon, second by Evilsizer.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield, and Hensch. Student Trustee vote: aye.

**Final Resolution:** Approved

#### F. Reports

President, Paul McNamara thanked the speakers for their inputs and shared that he appreciates the discourse.

Trustee Halcón reported on his attendance to Vista Community Clinic's Report to the Community and shared that he attended Plenary and met with the speaker, Dr. Pedro Noguera. Trustee Halcón reported attending the Policies and Procedures Review Committee meeting and Faculty Senate meeting.

Trustee Evilsizer reported that he attended the SDICCCA Alliance meeting where diversity hiring practices were discussed. He reported sharing the following information with SCICCCA meeting attendees about Palomar: Fall enrollment numbers, the status of the Palomar Promise program, the \$100,000 grant awarded to the Foundation, the upcoming grand opening of the food and nutrition center, new faculty hires, the Monster Dash & Bash 5K event on October 20 and plans under consideration for student/staff housing.

Trustee Deerfield commented briefly on the amendment to the Superintendent/President's contract. She asked that when invitations to attend meetings/events are extended that invitations be sent in well in advance of the date. She requested that the Acting v. Interim topic be agendaized for a future meeting.

Trustee Hensch reported that she was able to view the Plenary event on-line. She reported attending the Forte for Children event.

Student Trustee Bancroft had no report.

Superintendent/President Blake thanked Fiscal Services, the Vice Presidents and the Deans for their work on the budget and thanked the executive team for their work around enrollments, hiring, class scheduling and improving efficiencies. She reported that the Board be offered a study session on the new funding formula.

Vice President for Instructional Services, Jack Kahn shared the new on-line Data Dashboard and reviewed three separate reports noting overall enrollment increases and specific increases in the areas of Math, Science and Engineering and, Social and Behavior Sciences.

Acting Vice President for Student Service, Aiden Ely announced that CCCApply is live.

Vice President for Fiscal and Administrative Services, Ron Perez reported that the Educational Master Plan and Facilities Master Plan updates are being sunshined and invited people to review and submit questions on the draft documents. In closing, he acknowledged the retirement of James McCann.

Vice President for Human Resource Services, Lisa Norman reported that the research for the Staffing Plan update revealed that nearly 30% of district employees are eligible for retirement and in five years 47% will be eligible. She reported that certain aspects of the Acting vs. Interim matter fall under negotiations and that the Policies and Procedures Committee needs to address the Board Policy/Administrative Procedure issue.

**G. Approval of Consent Calendar items**

**Action:** On a **Motion** by Trustee Evilsizer seconded by Trustee Halcón, the Board  
Approved items H.1. through L.2.  
**Ayes:** McNamara, Halcón, Evilsizer, Deerfield, and Hensch  
**Noes:** None  
**Absent:** None  
**Student Trustee:** Aye

**H. Instruction (Consent)**

1. Approve extended Field Trip for students and staff to participate in a trip to Mt. Calvary Monastery in Santa Barbara, see exhibit for details.
1. Accept \$20,000 Grant with Grossmont-Cuyamaca CCD to participate in the Work-Based Learning Assessment Regional Strong Workforce Program see exhibit for details.
2. Approve Agreement with California Community College Technology Center for participation in Single Cloud-Based Library Services Platform (LSP) from January 2019 through December 2020 at no cost to the District, see exhibit for details.

**I. Student Services (Consent) None this month.**

**J. Human Resource Services (Consent)**

1. Ratify Personnel Action Report which may include hiring/rehiring (all employee groups except Executive Administrators) leaves, retirements/separations, etc. as detailed in the exhibit(s).
2. Ratify four (4) Memoranda of Understanding between the District and the Palomar Faculty Federation/AFT Local 6161, see exhibit for details.

**K. Fiscal & Administrative Services (Consent)**

1. Approve the California Community Colleges Quarterly Financial Status Report, see exhibit for details.
2. Approve the Quarterly Report of the Fiscal Services Director, see exhibit for details.
3. Ratify all contracts and agreements made July 1, 2018 through August 31, 2018 on behalf of the District as detailed in the exhibit.

**L. Superintendent/President (Consent)**

1. Approve travel expenses for three trustees to attend two conferences: The ACCT Leadership Congress in October and the CCLC Annual Convention in November, see exhibit for details.
2. Approve the acceptance of various donations with a total estimated value of \$48,872.97 as shown in the exhibit.

**M. Action on Items Removed from Consent None this month.**



**N. Reports from College Groups**

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

Travis Ritt, President of the Faculty Senate, thanked the Board for ratifying the part-time hires. He shared that the Senate is developing its 2018-19 goals; is hosting the Academic Senate for Community Colleges Area D pre-plenary meeting; and is working on Guided Pathways. He shared that work continues on the implementation of AB 705 mandates.

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

Barbara Baer, Co-President of the PFF, talked about the growth of the membership, funding for faculty development and family-member scholarship opportunities. She shared that PFF is holding a number of workshops for faculty. Barbara stated that nearly 2/3 of faculty are part-time and teach about 50% of Palomar's classes.

**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 CAST, had no report.

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

Anel Gonzalez, President of the CCE, reported that CCE is in negotiations; expressed concerns regarding the lack of response to the inquiry regarding evaluations not being completed; and talked about classified hiring prioritization.

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

Amber Bancroft, ASG President, reported that the ASG partnered with the Veteran's Center in honor of 9/11. In closing, she thanked Chelsea Kott for her service to the students.

**O. Informational Items - No Action Required None this month.**

**P. New Business**

**Q. Instruction (New Business) None this month.**

**R. Student Services (New Business) None this month.**

**S. Human Resource Services (New Business) None this month.**

**T. Fiscal and Administrative Services (New Business)**

- 1. Review and approve purchases made by purchase order 6/28/18 - 8/30/18 and purchases made by CALCard 6/23/18 - 8/22/18 totaling \$9,725,907.81 as listed on the exhibit.**

**Motion** by Evilsizer, second by Halcón. There was no discussion.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

- 2. Authorize contract with awarded bidder, Singh Group Inc., for bid #B19-02: Landscape Maintenance.**

**Motion** by Evilsizer, second by Halcón. There was no discussion.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

3. **Award RFP 300-19 Snacks & Coffee Vending Services to two companies; InstaHealthy USA and VendiBean, LLC for Snack Vending and Coffee Vending Machine Services.**

**Motion** by Halcón, second by Evilsizer. There was no discussion.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

4. **Approve request to reduce the retention held on Bid CM-14-15-01-LRC-XX for Gilbane Building Company from 5% to 2.5% as detailed in the exhibit.**

**Motion** by Evilsizer, second by Hensch. There was no discussion.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

5. **Accept as complete and final Bid Packages for Bid CM-15-16-01-SEC-XX South Education Center project, authorize release of retention in 35 days and record the Notice of Completion.**

**Motion** by Evilsizer, second by Hensch. There was no discussion.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

6. **Approve two (2) Change Orders for Bid CM-15-16-01-SEC-XX, Rancho Bernardo Education Center for a total of \$556,784.00, as detailed in the exhibit.**

**Motion** by Halcón, second by Evilsizer. Trustee Evilsizer asked for clarification regarding the accessibility ramp, Director Miller responded.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

**U. Superintendent/President (New Business)**

1. **Adopt the 2018-2019 Palomar Community College District Governing Board Annual Goals as detailed in the exhibit.**

**Motion** by Hensch, second by Evilsizer. Trustee Hensch thanked Director Barton for her assistance in the development of the Boards Goals. Trustee Evilsizer asked that Goal #1, Task #5 the word “a” be corrected to “and” after the word “state,” with those two changes the Board voted on the adoption of their 2018-19 goals.

**Vote** – Aye: McNamara, Halcón, Evilsizer, Deerfield and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Approved

2. **Call for a Special Meeting of the Governing Board on September 25, 2018 to hold a first reading of the Ed Master Plan Update and the Facilities Plan Framework update.**

**Motion** by Hensch, second by Deerfield. Trustees McNamara, Deerfield and Halcón reported they could not make a September 25<sup>th</sup> meeting and asked that the President’s Office find an alternate date.

**Final Resolution:** Tabled by unanimous consent.

**3. Rescind the approval of the July 10, 2018 naming opportunity: Wells Fargo, Veterans Resource Center – Study Room – Named for life of current facility.**

**Motion** by Deerfield, second by Halcón. Trustee McNamara commented that if this item is approved the District will be passing up on money that would benefit students.

**Vote** – Aye: Deerfield Ney: McNamara, Halcón, Evilsizer, and Hensch.

Student Trustee advisory vote: Aye.

**Final Resolution:** Failed


- V. Board Requests for Reports** Trustee McNamara asked trustee Deerfield if the Acting v. Interim topic still needed to be agendized for a future meeting; Deerfield was uncertain. McNamara asked that the District provide clarity on the matter.

- W. Continuation of Closed Session:** Not needed.

- X. Adjournment** The meeting adjourned at 7:25 p.m.



Paul McNamara, Board President



Mark Evilsizer, Secretary