



APPROVED 11/13/2018
GOVERNING BOARD MINUTES
MEETING OF THE GOVERNING BOARD
TUESDAY, OCTOBER 9, 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 5:08 p.m. All trustees present.

1. Adoption of Agenda: Call for Removal of items - or changes to - the agenda: The agenda was adopted by unanimous consent.
2. Actions Taken in Closed Session. Board President McNamara reported that no reportable actions were taken in closed session.
3. Pledge of Allegiance. Following the Pledge of Allegiance the meeting continued.
4. Public Comment in accordance with Board Policy 2350:
 - a. Mary Ellen Brooks, faculty member, talked about her experiences teaching at the Vista Detention Center.
 - b. Shalamar Jackson, Supervising Correctional Counselor with the San Diego Sheriff's Department, talked about the Vista Detention Center's education program and the positive impacts it is having on the incarcerated inmates.
 - c. Rebecca Cardenas, Program Coordinator for re-entry purposes, San Diego Sheriff's Department, talked about the educational partnership with Palomar.
 - d. Dr. Hugo Pedroza, Superintendent, Fallbrook Unified School District, talked about the partnership between the Fallbrook high schools, dual enrollment, CTE pathways, and the Palomar Promise.

- e. Ellen Weller, faculty member, thanked Dr. Norman for attending a Palomar concert and reminded attendees that Performing Arts has numerous events coming up. She invited everyone to attend.
- f. Gabriel Sanchez, Palomar Counselor and FYE (First Year Experience) Coordinator, thanked everyone involved with the Palomar Promise and talked about the growth of the program and the numerous program success stories.
- g. Dave Miller, Fire Academy Coordinator, talked about the Fire 98 Program. He then introduced Rincon Fire Department Chief, Ed Hatfield (a graduate from the first Palomar Fire program) who talked about the Rincon Fire Department and the partnership between Palomar & Rincon.
- h. Patricia Dixon, a faculty member, (with two high school students) talked about the importance of native languages and a legislative decision that will make American Indian Studies an educational requirement in 2020. She also talked about dual enrollment opportunities.
- i. Anel Gonzales, CCE President, talked about an item on the agenda and expressed concern that it's incorrectly as an 12 month position. She also expressed concerns with outside contractors doing classified work on campus.
- j.
- k. Olga Diaz, Acting Dean of Counseling Services talked about the upcoming Robert Reich event on November 16, 21018.
- l. Isabel Solis talked about the upcoming Undocumented Student Week of Action and the different events that will be taking place.

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

Motion by Deerfield, second by Evilsizer.

The Board approved the Governing Board meeting minutes of September 11, 2018 and September 24, 2018 as written.

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

E. Hold Public Hearing(s) as required by law None this month.

F. Reports

President, Paul McNamara had no report however; he questioned some of Trustee Deerfield's remarks.

Trustee Halcón talked about student housing at CSUSM in response to Trustee Deerfield's comments.

Trustee Evilsizer reported on the CCLC conference planning meeting he attended at the Los Angeles offices of The Campaign for College Opportunity. He mentioned the Planned Parenthood booth he visited on campus and his candidate interview with the campus newspaper, The Telescope. Trustee Evilsizer reported on the Advisory Committee on Education Services ("ACES") meeting he attended which included discussions on AB 705 and planning for the 2019 CCLC Legislative Conference. He talked about the Encuentros Career Exploration and Education Conference held at Cuyamaca College; and acknowledged the two students selected to attend the national drone conference and the two faculty honored in the music program.

Trustee Deerfield commented on the size of the Pride Center and expressed concern over comments that the Board granted “green-light” approval to move forward with projects specifically: A proposed solar farm in Borrego, public-private retail partnerships, and student housing. She questioned why these projects are being rushed through the process without stakeholder input. Trustee Deerfield asked whether the District has considered facilitating students’ renting private rooms. In closing she expressed concern over empty library shelves at the Rancho Bernardo site.

Trustee Hensch had no report

Student Trustee Bancroft had no report however she responded to Dr. Blake’s comments regarding student concerns, including housing and food insecurity.

Superintendent/President Blake reported on the state funding formula and work being done with Fiscal Services on the budget, she shared that she is serving on the CEO Funding Formula Task Force. She shared that she was appointed to the UC President’s Council on Student Engagement for African-American students. She commented on the “green-light” term mentioned by trustee Deerfield and discussed the process used to gather information prior to bringing formal proposals to the Board. She asked Student Trustee Bancroft to comment on the topic of student housing. Dr. Blake clarified that the District is willing to partner with the Associated Student Government to address student issues.

Vice President for Instructional Services, Jack Kahn, announced that enrollment continues to be 2% above last year with Fast Track up 5% over last year. He discussed many of key operational components of the Escondido Center including a focus on General Education courses; the Fire and Paramedic programs and their respective FTES; the Del Lago Academy articulation; a middle college partnership with Escondido Unified and dual enrollment. He talked about a new HVAC program starting in fall 2019 and a possible culinary apprenticeship program and urban farming.

Acting Vice President for Student Service, Aiden Ely reported attending a multi-agency meeting to better support Veteran students. He talked about Guided Pathways and the importance of supporting our Veterans.

Vice President for Fiscal and Administrative Services, Ron Perez had no report.

Vice President for Human Resource Services, Lisa Norman, not present.

G. Approval of Consent Calendar items

Action: On a **Motion** by Trustee Evilsizer seconded by Trustee Halcón, the Board approved items H.1. through H.4. and J.2. through L.2. Item J.1. was removed from the Consent Calendar.

Ayes: McNamara, Halcón, Evilsizer, Deerfield, and Hensch

Noes: None

Absent: None

Student Trustee: Aye

H. Instruction (Consent)

1. Approve new Community Education offerings and authorize Workforce Development & Extended Studies to contract with personnel as listed in the exhibit.
2. Approve Field Trip for students and staff to participate in a three-night trip to Two Harbors, Catalina Islands for field studies in Biology and Geology.
3. Approve Field Trip for students to attend the Advanced Technology Education Principal Investigators' conference in Washington, DC to showcase their Drone projects and disseminate information about Palomar College's Drone Program.

4. Approve Agreement with Yosemite CCD Child Development Training Consortium for the 2018-2019 Instructional and Campus Coordinator and, accept funds in the amount of \$27,200.00.

I. Student Services

J. Human Resource Services

1. This item removed from the Consent Calendar.
2. Ratify the the reclassification of six (6) Administrator and Confidential and Supervisory Team positions, effective October 10, 2018.

K. Fiscal and Administrative Services

1. Review and approve purchases made by Purchase Order 08/30/18 - 09/26/18 and purchases made by CAL-Card 08/23/18 - 09/22/18 totaling \$2,313,237.60 as listed on the exhibit.
2. Approve periodic disposition of District surplus equipment and supplies via public auction, disposal, and recycling throughout the 2018-2019 fiscal year.
3. Approve amendment to sublease agreement with the City of San Marcos for the premises at 182, 184, and 186 Santar Place, San Marcos for an additional five year period.
4. Classification and Destruction of Purchasing Records Fiscal Year 2011-2012 as listed.

L. Superintendent/President

1. Ratify travel expenses for trustee Evilsizer's attendance to the CCLC Advisory Committee on Education Services (ACES) in Burlingame, CA.
2. First Reading: Review Board Policies that have been approved by the Policies and Procedures Committee and the Strategic Planning Council as shown in the exhibit.

M. Action on Items Removed from Consent

Following discussion the Board amend the details of the item as indicated below from a 12-month position to an 11-month position.

J. Human Resource Services

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.

RECOMMENDATION: ACTION - RATIFY EMPLOYMENT

a. Name: Kimberlee Ahinger
Position: Student Health Administrative Assistant
Department: Health Services
District Location: Main Campus
Classification: Classified
Position #: 6065
New?: No
Remarks: Replacement for Yvette Martinez.
Sal Grade/Step: 27/1
Salary: \$4,643.41/month
% of Position: 100%
of Mos: ~~12~~ **11**
Effective: October 12, 2018
Account #(s): K-212200-474100-64400-1812090/100%
Normal Work Schedule: Monday - Friday; hours to be scheduled between 6:00 a.m. and 6:00 p.m.

Motion by Halcón, second by Evilsizer.

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

Student Trustee advisory vote: Aye.

Final Resolution: Approved as amended.

N. Reports from College Groups

1. INFORMATION: Report of the Faculty Senate

Travis Ritt, President of the Faculty Senate, thanked the Board for confirming the hire of six new part-time faculty and nine new faculty positions. He shared that the Senate would be bringing a resolution forward, “reaffirming established processes” as they relate to hiring and Administrative Procedure AP 7120. He reported that Fall 2019 faculty hiring will be starting earlier and anticipated a more diverse pool of applicants. Travis responded to Trustee Deerfield’s questions regarding the change in the hiring timeline. Conversation ensued regarding the FON between the Board, and Drs. Blake and Ritt.

2. INFORMATION: Report of the Palomar Faculty Federation

Teresa Laughlin, Co-President of the PFF, talked about the PFF Ombudsperson program. She reported that the PFF has budgeted funds to assist part- and full-time faculty members to attend academic and professional development events. Teresa shared that the PFF is sponsoring 20 Monster Dash and Bash entrees and talked about Political Economy Days. She also commented on the FON and the Spring hiring rush. In closed, she also expressed concern regarding the topic of Acting and Interim positions and clarified that while the classified unit is in negotiations this matter is applicable to the Administrators and should be discussed. She asked the Board to address the issue and follow established policies and procedures.

3. INFORMATION: Report of the Administrative Association

Connie Sterling, President of the Administrative Association in response to trustee Deerfield's comments reported that there is a collection of library books at the Rancho Bernardo site with empty shelving for additional books.

4. INFORMATION: Report of the Confidential and Supervisory Team

Jenny Akins, President of CAST, was absent.

5. INFORMATION: Report of the CCE/AFT

Anel Gonzalez, President of the CCE, reported that Professional Development funds will be available for classified staff. She reported on "union-fest" activities.

6. INFORMATION: Report of the Associated Student Government

Amber Bancroft, ASG President, reported that the ASG is currently operating 33 active clubs. She talked about the Undocumented Week of Action.

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. Accept as complete and final Bid #CM-17-18-01-NEC-01-A North Education Center Mass Grading and Site Utilities project, authorize release of retention and record the Notice of Completion.

Motion by Hensch, second by Halcón.

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

Student Trustee advisory vote: Aye.

Final Resolution: Approved

2. Approve two (2) change orders related to the North Education Center totaling \$140,254.00.

Motion by Halcón, second by Hensch.

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

Student Trustee advisory vote: Aye.

Final Resolution: Approved

U. Superintendent/President (New Business)

1. Adopt Resolution No. 18-21547 - Support for Undocumented Students Week of Action: October 15-19, 2018.

Motion by Hensch, second by Deerfield.

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

Student Trustee advisory vote: Aye.

Final Resolution: Approved

V. **Board Requests for Reports** Trustees requested information on the following items:

- Incarcerated Students – how are they enrolled into the courses.
- AB 705 Implementation
- Acting and Interim positions
- Outsourcing of jobs/Comparison of employees vs. contractors

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

X. **Adjournment** The meeting adjourned at 6:41 p.m.



Paul McNamara, Board President



Mark Evilsizer, Secretary