

SUPERINTENDENT/PRESIDENT'S GOVERNING BOARD MONTHLY UPDATE



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April 5, 2019

PRESIDENT'S OFFICE

First Things First

The month of March has been full of activity, even with Spring break! We have completed the community forums on trustee area elections and the business process analysis in our communications department. We began the IEPI Partnership Resource Team (PRT) process and the implementation planning for guided pathways. We submitted the substantive change report for the Fallbrook Education Center and the ACCJC Mid-Term Report. We are also making progress towards completion of the integrated plan required by the Chancellor's Office. Whew!!! The campus has voted on a theme for 2019-2020, **Explore the Possibilities**. All of our initiatives and activities will align with the theme in the upcoming year. The possibilities are endless with a theme like that!

San Diego Taxpayers Association Coffee

Members of the campus community hosted Haney Hong, President and CEO of the San Diego County Taxpayers Association. This was a meet and greet coffee session to provide an overview of the college and provide him with our interest to pursue a future bond in 2020. We provided him with a recent audit report and will provide Mr. Hunsacker with the information requested. Mr. Hong invited our team to meet with the members of the Taxpayers Association as we prepare for the bond. A lunch meeting is being arranged for May.

TBWB Strategies

In preparation for the bond polling process, a meeting was held with Jared Boigon and his team to review the survey that will be distributed to the community. We will be meeting with the consultants weekly. A kickoff meeting will be held with campus leaders on April 16 at 11:00 am. Jared and his team will arrange to meet with Trustees to provide an overview of the survey.

ALMA Strategies

The District team is working with Bobby Khushal, Director of ALMA Strategies, to prepare the Letter of Intent to receive formal center status for the Rancho Bernardo Education Center. Mr. Khushal and his team have communicated with the Chancellor's Office and they have indicated that we will need to submit the P2 report to have the North Education Center removed from conditional status before the Rancho Bernardo site will be considered. Director Barton is preparing the disaggregated data needed to respond to this request. The District will be taking the following next steps: providing enrollment data, letters of support and a copy of the P2 report with an executive summary disaggregating the data.

March SCFF Taskforce Meeting

The CEO Taskforce on the Student-Centered Funding Formula (SCFF) met March 22 to debrief on the meeting with Chancellor Oakley and discuss possible recommendations to be submitted for consideration in the May revision for the budget. The taskforce discussed the Academic Senate (ASCCC) Executive Committee memo to the Assembly and the three recommendations. It was agreed to support number 2 and 3. Further discussion will ensue on number 1 around the issue of ADTS. Below are the ASCCC recommendations: level the point system for associate degree awards, award colleges only once per year per student for the highest award achieved, and keep the performance metric portion set at 10% of the total allocation to ensure funding stability.

SDGE Rule 21 Program

Director Miller and I met with representatives from SDGE to discuss the feasibility of participating in the Rule 21 program to increase the amount of energy credits in order to reduce our commodity and other potential energy expenses. We were informed there has been a suspension of the limit to solar power that can be used in the region. This provides us with the ability to expand our solar usage.



Downtown San Diego Partnership Annual Installation Dinner

I attended the annual installation dinner of the Downtown San Diego Partnership. DSDP



serves as the leading advocate for the economic vitality and growth of Downtown San Diego. It is a member-based, nonprofit organization with nearly 400 members, representing a variety of business sectors including real estate, technology, banking, law, defense, insurance, communications, energy, and tourism. The KEV 5 Talk is a political roast done by Mayor Kevin Faulkner. The event was attended by who's who in San Diego. I will be exploring membership options for Palomar.

2019 ACCCA Admin 201

This year I am a co-chair for the ADMIN 201 professional development training for the Association of California Community College Administrators Association (ACCCA), scheduled for the week of July 15. It is a week-long training for aspiring administrators. Topics will include: crisis leadership, change management, leadership pathways and collaborative discussions on case studies.



UCSD- Vice Chancellor-Student Affairs

The Vice Presidents of Instruction and Student Services and I met with Dr. Alysson Satterlund, Vice Chancellor-Student Affairs at UCSD to provide an overview of Palomar and opportunities for partnerships. We will schedule follow-up meetings to discuss a collaboration on the UCSD Downtown project as a potential University Center partner, a pilot bridging program to create a UC transfer/transition culture, and graduate internship program as a recruitment tool for adjunct and full-time faculty.



OFFICE OF INSTRUCTION

Annual STEM Conference

On Saturday, March 16, Palomar held its annual STEM Conference. This year, we decided to focus on 6th-9th grade students, and had 249 students and 88 parents attend. The participants attended interactive workshops presented by faculty and staff, heard from keynote speakers, and enjoyed a wizarding-themed chemistry demonstration put on by the Chemistry department. The event's main organizers were Mireya Gutierrez-Aguero and Judea Werner (from the STEM Center) and Cindy Anfinson (Mathematics faculty and the Title V/STEM Activity Director).

Path to Palomar event

On February 26, from 5:30-8:00 pm, the Education to Career Network of North San Diego County (ETCN) consortium hosted their third annual Path to Palomar event, on the Palomar San Marcos Campus. Path to Palomar is an event coordinated with five different adult school districts to bring a population to Palomar that may not typically see themselves here. Around 200 students attended the event and



were able to explore some of the nine departments showcasing their programs: Nursing, Dental, EME, Trade and Industry, Business, Mathematics, Child Development, ESL, and World Languages. Having presentations from a range of departments and programs gave students the opportunity to learn more about a program they are interested in that they might not find by browsing the website. It also allowed students the ability to see the classrooms they could be working in and gave them a chance to ask questions. The event started in the Student Union with a welcome by President Joi Lin Blake and the ETCN committee as the students ate a complimentary dinner. The Pacific Coast Concert Band provided entertainment as the students arrived on campus. They then moved into the tour section of the event and returned to the Student Union for the Student Services Fair where they had the opportunity to win some prizes and get more information about the college. The Student Services represented were ESL, EOP&S, NCEOC, DRC, Counseling, Outreach Services, Financial Aid, and Cooperative Education. The students departed back to the buses at 8:00 p.m. The event was made possible with the help of around 50 volunteers and committee members, each school district staff, Palomar College staff and Facilities, and Aramark.

STEM Core Curriculum

The MSE division is continuing to develop a new STEM Core curriculum in engineering, in collaboration with Growth Sector, local industry and employers, and several of the national labs. This curriculum will be designed to welcome a cohort of students and provide them the math, technology, and engineering skills needed for either employment as a technologist in high-tech industry or research labs, or to proceed with further studies in engineering. It will include internships and project-based learning. The



curriculum will be designed to be accessible to military personnel, in active duty status, transitioning, or to veterans. All of these military personnel are in high demand with industries in which security clearances are desirable.

STUDENT SERVICES

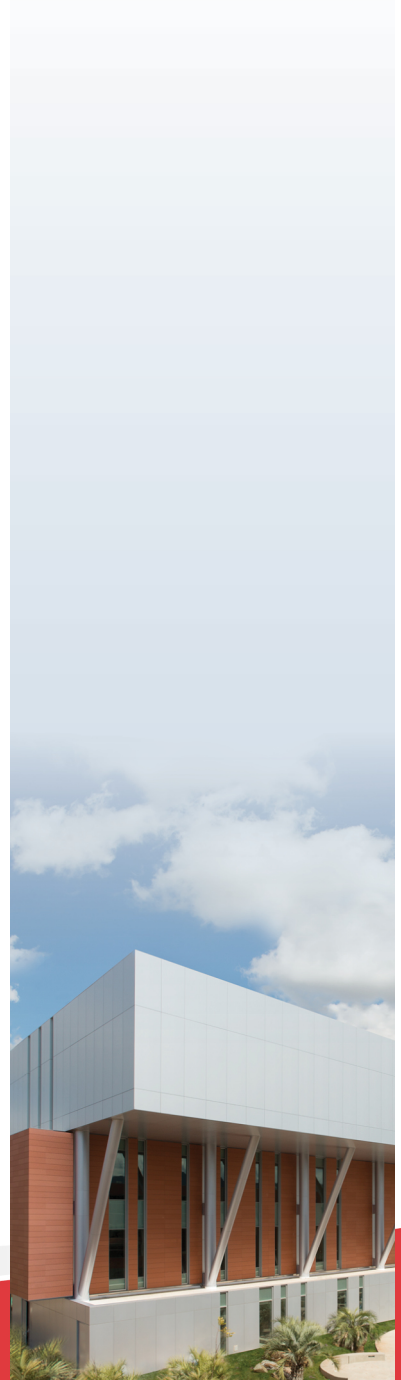
On Wednesday, March 13, the Associated Student Government hosted Diversity Day at the San Marcos campus. The Office of Student Affairs helped assist coordinating with partners on campus such as the Career Center, Pride Center, Wellness Center, and Veterans Department. We had over 14 clubs participate with our partnered centers. We fed over 300 students and many expressed interest of having more activities/events like this.

The Office of Student Affairs is happy to announce our collaboration of working with Service Learning and Cooperative Education. We have had many students who are interested in gaining hands-on experience working in our office as well as serving the community. With the Food & Nutrition Center and The Hub growing rapidly, we feel it would be a great opportunity for students to receive credit for interning or volunteering. Our office is always looking for ways to involve our students whether it's serving them with basic need resources or assisting them with providing real-life work experience. We also believe our most vulnerable students who have had first hands experience of insecurities would be a great asset to serve in our department. We are launching these intern opportunities starting this summer and will continue to work with Service Learning to incorporate our community opportunities for faculty to possibly implement into their curriculum.

The Associated Student Government (ASG) along with Sherry attended the National Student Advocacy Conference in Washington, D.C. and successfully met with Congress and Representatives on the Hill while there.

News from our Nutrition Center

- We had the PB&J event April 1 (almost 60 sandwiches were given out)
- We drove the food cart around on March 20 to reach other areas and called it "Snacks on Tracks"
- We started giving out diapers at the end of March and gave out 203 diapers in 2 days – we gave out 330 diapers so far in April as well, totaling 533 diapers.
- We gave away 901 pounds of food to all the campuses and departments and 23 cases of water
- Our Free Food Giveaways #PalomarEatsNow gave away 935.5 pounds of food
- We had a total of 434 visits to the Nutrition Center



Director Sherry Titus, along with 10 students went to the Capital building in Sacramento on April 2 to speak at the Legislative Hearing regarding AB 302.
<https://a24.asmdc.org/press-releases/20190402-berman-and-students-promote-safe-lot-legislation-homeless-students>



“The biggest challenge I faced when I was a student living in my car was having no safe place to park overnight where I could rest or have time to catch up on my homework,” said Anthony White, a student at Palomar College. “AB 302 requires community colleges to make a small change, but it can give students the chance at success that can be life changing.”

http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201920200AB302

Palomar College students attended and all participated at the AB302 hearing on Capitol Hill in Sacramento on April 2.



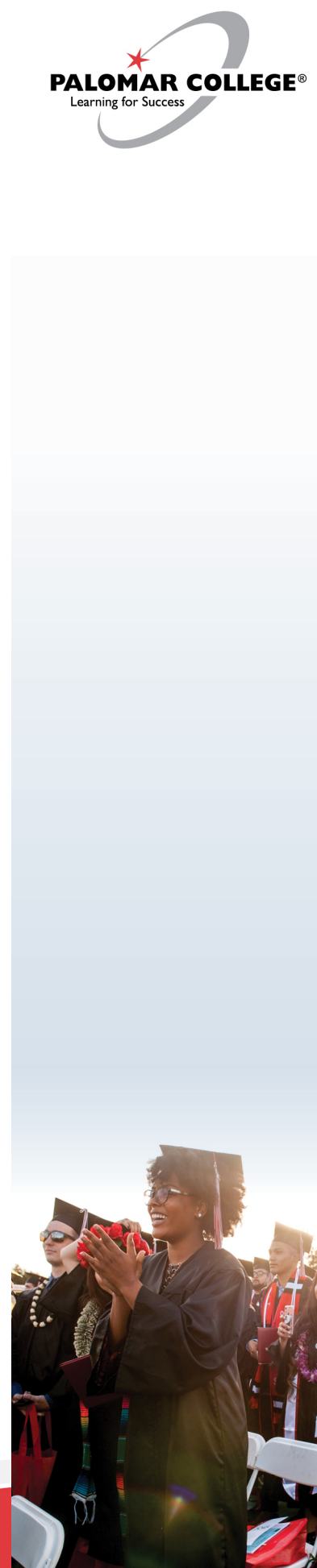
FINANCE AND ADMINISTRATION

Facilities Update

The Solar Photo Voltaic System at Rancho Bernardo Center went online on April 2. Operational reports will be forthcoming as data is collected.

The grand opening of the Maintenance & Operations building will be held on Friday, April 12 at 2:00 p.m.

Planning continues for the Fallbrook Education Center (Permanent Phase I) and the Athletics Complex. Progress continues on the following smaller projects: T Building Storage (in construction), President’s Office (in construction), HVAC Lab @ Escondido Center (in construction) and Arboretum Trails (contract award). All projects are on schedule and within budget.



Fiscal Services

Fiscal Services is finalizing/submitting the District's Annual Fiscal reports to ACCJC and IPEDS, due this month.

Information Services

During Spring Break, the Network and Data Center team decommissioned old data center network equipment that is "end of life/end of service" and moved all services and connections/uplinks to new data center network equipment, including configuration of new core switch, router, and internal firewall at San Marcos.

The upgrade to the District's Student Information System, PeopleSoft Campus Solutions, (including smaller compatibility upgrades of the PeopleSoft Financials and Human Capital Management systems, and the underlying Oracle database), is progressing on schedule and on budget, with an anticipated "go-live" date scheduled for late October 2019. This upgrade improves usability and technical currency of the District's mission critical systems used by our students.

Business and Contract Services

The Bookstore completed installation of new carpeting in late March, along with some telecommunications infrastructure improvements. A special collaboration is in discussion to enable students in the Fashion program to create products that will be available for sale through the Bookstore.

A phased strategy is in progress to refresh the Cafeteria including a new Taco Bar (now operational), Painting and Modular Counters.

HUMAN RESOURCES

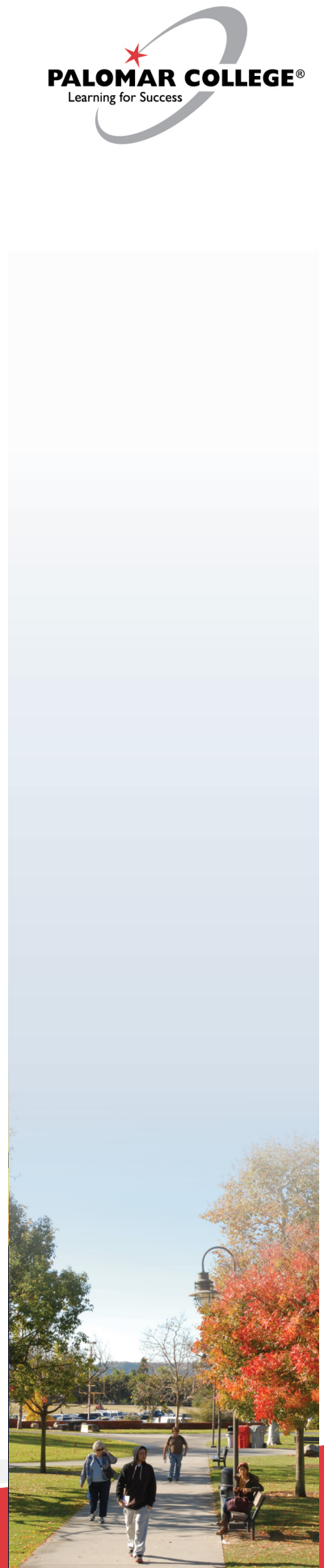
Outreach Efforts

Human Resource Services (HRS) continues its outreach efforts by providing two (2) community workshops in April that are focused on the interview and resume writing process. "Interviewing Tips, Tricks, and Mastering Faculty Interviews" on Friday, April 12 from 8:30 a.m. – 12:30 p.m. and "Resume Writing and What Community Colleges are Looking For" on Saturday, April 27 from 8:30 a.m. – 12:30 PM.

In conjunction with the Equal Employment Opportunity Advisory Committee, HRS is working towards developing outreach materials that highlight the diversity of our campus community to encourage those who value diversity to apply.

Health and Welfare Benefits

The HRS Business Systems Analyst is working with eBenefits to upload all full-time employee medical benefit elections to accurately reflect our upcoming Open Enrollment. The 2019 Open Enrollment period for all insurance products is tentatively scheduled from May 1 - 31. However, due to ongoing bargaining group negotiations, these dates may be changed to the month of August 2019. The Open Enrollment period for part time faculty medical, dental, and vision benefits concluded in early March. The benefits for these employees took effect on April 1.



The Benefits Office is working with our insurance broker to prepare the updated Open Enrollment handbook, which summarizes the insurance policies that are available for our employees. Expired TB notifications were recently distributed; the Benefits Office is analyzing this communication to insure it is effective. We are also looking to begin distributing these notifications via email instead of a paper notification.

On March 20, the Kaiser Mobile Health Event provided a number of different services, and successfully served 20 employees. For a rainy day, this was considered a huge success. This effort is designed to provide on the spot health supports and services to employees on campus. On May 1, we will host a second round of biometric screenings, which are incentivized by SISC.

Coordinated Community Response Team (CCRT)

On April 2, Palomar College's newly formed Coordinated Community Response Team (CCRT) held its inaugural meeting. The CCRT is the committee charged with planning, implementing, and assessing the District's sexual violence prevention efforts as required by the U.S. Department of Justice's Office for Violence Against Women (OVW) grant that was awarded to the District and its co-participants in 2018. CCRT is intended to ensure cohesive, collaborative dialogue and action to prevent sexual violence through diverse membership and engagement with the college community, local areas that the District serves, and community partners.

Year 1 of the three-year grant is devoted to planning programs to implement in Year 2 of the grant. The CCRT is developing its Strategic Plan, which is due to OVW on April 12. The CCRT will identify methods and activities to prevent and reduce the occurrence of sexual violence with the District through the five required areas of the grant as follows:

- Coordinated Community Response Team
- Comprehensive Prevention
- Student Conduct
- Law Enforcement
- Victim Services

RESEARCH AND PLANNING

Accreditation

Palomar's Accreditation Liaison Officer (ALO) submitted the College's mid-term report in March. ACCJC provided email confirmation that the report was received and indicated that the Commission would review the report at its June meeting.

Palomar's ALO submitted the Fallbrook Center Substantive Change proposal to ACCJC in March. The Commission confirmed receipt and notified the College that the proposal looked good. The Commission's Substantive Change Committee will review the proposal during its May meeting.

Palomar's Annual Report and Annual Fiscal Report is due on April 5. The Annual Report is completed and Finance and Administrative Services is completing the Annual Fiscal report. Both reports will be submitted by the due date.



Integrated Planning

The Strategic Planning Council (SPC) and Student Success and Equity Council (SSEC) are working to finalize the College's local Vision for Success (VfS), Student Access, and Equity (SEA) goals. The Chancellor's office continues to repopulate its dashboard and required metrics for these goals. At the end of April, IR&P will share the recommended VfS and SEA goals with the Board and engage in a discussion regarding the process utilized to establish the goals. IR&P will make any necessary refinements based on the Board's guidance and the VfS goals will be provided to the Board for adoption at its May meeting. The Board will receive the SEA plan in June. The SEA plan will include the College's SEA institutional and equity goals.

SPC and SSEC held a joint workshop on March 15. Participants reviewed the various college plans and identified priorities to include in Strategic Plan 2022. As a result of the workshop, IR&P is developing draft goal and objectives for the new Plan.

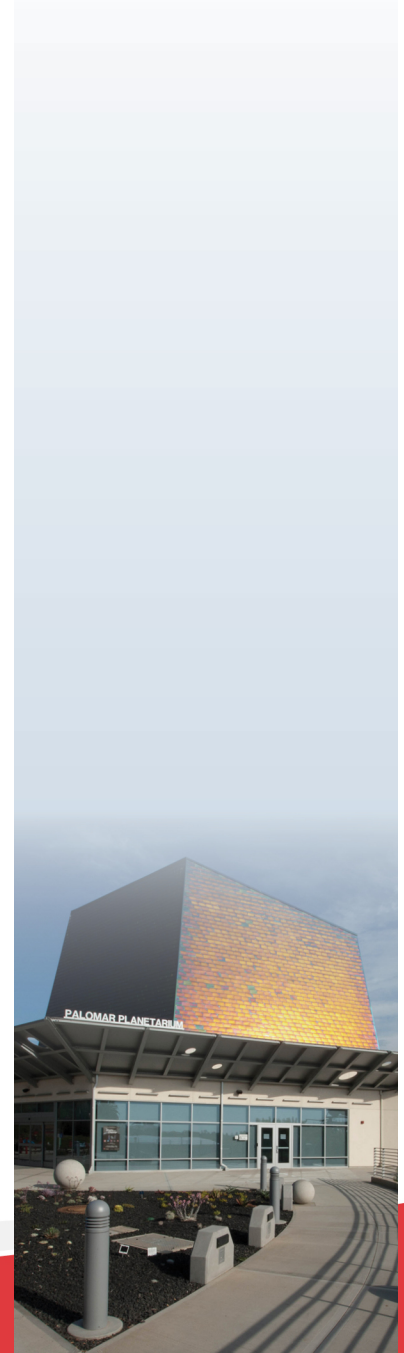
In March, the IEPI Partnership Resource Team (PRT) sent a summary of its February site visit with the College. In mid-April, the PRT will send a Menu of Options (MOO) for the College to consider for inclusion in its IEPI Effectiveness and Innovation plan. The PRT will conduct a second visit in April to review and discuss the MOO as the College considers the strategies it will include in its plan. Once the plan is approved by IEPI, the College will receive up to \$250,000 from the Chancellor's office to support its implementation. The topics to be included in Palomar's Institutional Effectiveness and Innovation plan include integrated planning, student onboarding, participatory governance, and institutional processes in Finance and Administrative Services.

Institutional Research and Planning

IR&P is working with the University of Southern California to administer the National Assessment of Collegiate Campus Climate survey. To date, 683 students have completed the survey. The survey window was extended to April 5.

All members in the office continue to work on assessing, correcting, and analyzing the VfS and SEA data provided by the Chancellor's office. Throughout the state, researchers continue to report challenges with the data and methodology utilized to create the metrics.

IR&P is reviewing the programming logic for updated placement rules per AB705 legislation. Other projects IR&P is working on include preparing data needed for the Letter of Intent and Needs Study, which are required to establish the Rancho Bernardo Education Center as a state approved education center. In addition, IR&P is working with Enrollment Services to provide data to support the College request to move the center status of the Fallbrook Education Center from "Conditionally Approved" to "Approved." Once the status has changed and the Fallbrook Education Center generates 1,000 FTES, the College will be eligible to collect additional funds as part of its base allocation.



PUBLIC AFFAIRS OFFICE

Community and Media Relations

The Public Affairs Office worked on a number of media stories in March, including articles covering the arboretum groundbreaking event (Union Tribune advance story and Coast News feature). The PAO team coordinated the Edwin & Frances Hunter Arboretum Trails Improvement Project groundbreaking event on March 15. Additionally, the Facilities team and the PAO director are working with the US Postal Service (USPS) on the upcoming USPS Cactus Stamp Series San Diego unveiling scheduled for April 15 at 11:30 a.m. in the Cactus and Succulent Garden. The PAO team is coordinating the event on behalf of the college; the PAO directive is in the process of creating a commemorative cancellation stamp.

Palomar in the News

Below are examples of some of the stories that appeared in the media and in social media this month:

Opening Ceremony for the New Palomar College Maintenance & Operations Buildings on April 12:

<https://ncdailystar.com/opening-ceremony-for-the-new-palomar-college-maintenance-operations-buildings-april-12th/>

Premiere screening of Shattered Dreams: Sex Trafficking in America:

<https://www.kusi.com/premiere-screening-of-shattered-dreams-sex-trafficking-in-america/>

Palomar College officials break down costs on \$1M presidential suite:

<https://www.sandiegouniontribune.com/communities/north-county/sd-no-palomar-president-office-new-201903-story.html>

Grand Opening Ceremony for Palomar College Maintenance & Operations Buildings:

<http://thevistapress.com/grand-opening-ceremony-for-palomar-college-maintenance-operations-buildings/>

Palomar College breaks ground on arboretum upgrades:

<https://www.thecoastnews.com/palomar-college-breaks-ground-on-arboretum-upgrades/>

Josh Lomeli: a Palomar-Powered Career in Water Technology:

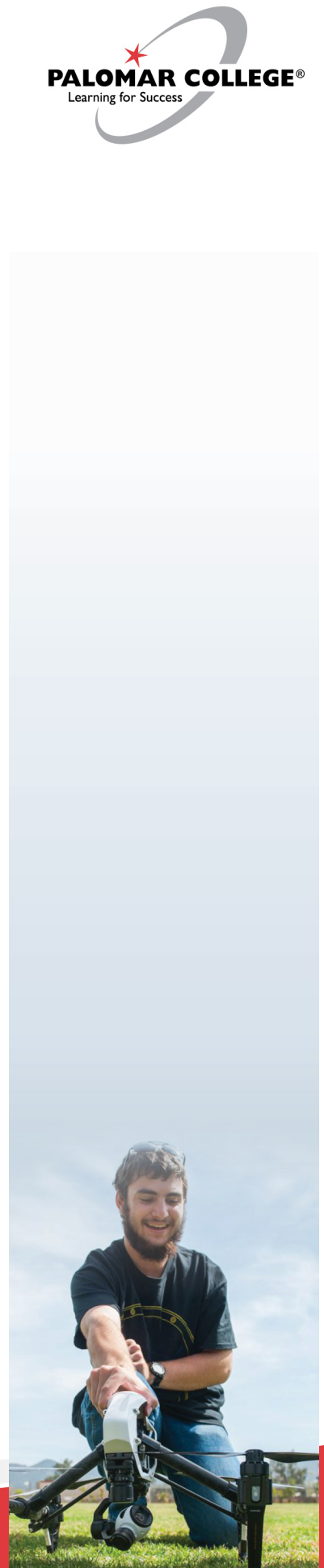
<https://ncdailystar.com/josh-lomeli-a-palomar-powered-career-in-water-technology/>

Palomar Breaks Ground on Arboretum Trails and Renovation Project:

<https://ncdailystar.com/palomar-breaks-ground-on-arboretum-trails-and-renovation-project/>

Groundbreaking Ceremony Edwin & Frances Hunter Arboretum Trails Improvement Project:

<http://thevistapress.com/groundbreaking-ceremony-edwin-frances-hunter-arboretum-trails-improvement-project/>



Palomar College to update campus arboretum:

<https://www.sandiegouniontribune.com/communities/north-county/sd-no-palomar-college-arboretum-20190311-story.html>

STEM Conference for Local Students Set For March 16 at Palomar:

<http://thevistapress.com/stem-conference-for-local-students-set-for-march-16-at-palomar/>

Best Green Project: Palomar College Maintenance and Operations Building:

<https://www.enr.com/articles/46463-best-green-project-palomar-college-maintenance-and-operations-building?v=preview>

Internal/External Communications and Public Affairs

Three Minutes of News was distributed twice in March and will go out on April 12. The *Palomar News* newsletter will be distributed on April 5. We continue to have a strong open-rate on the newsletter; last month, nearly one-third of subscribers opened and/or shared the newsletter (this open rate is greater than the national average for email newsletters).

The PAO director continued work on the California Voting Rights Act (CVRA) project. The District held four public hearings on the proposed maps:

- Tuesday, March 12 at the Governing Board meeting.
- Wednesday, March 13, 2019 at 5:00 p.m. at the Rancho Bernardo Education Center
- Saturday, March 16, 2019 at 1:00 p.m. at the Fallbrook Education Center
- Saturday, March 16, 2019 at 4:00 p.m. at the Escondido Education Center

A public notice was published in the Union Tribune's "Metro" and North County legal sections the week of March 18 regarding the upcoming public hearing on Tuesday, April 9 at the Governing Board meeting regarding the proposed maps.

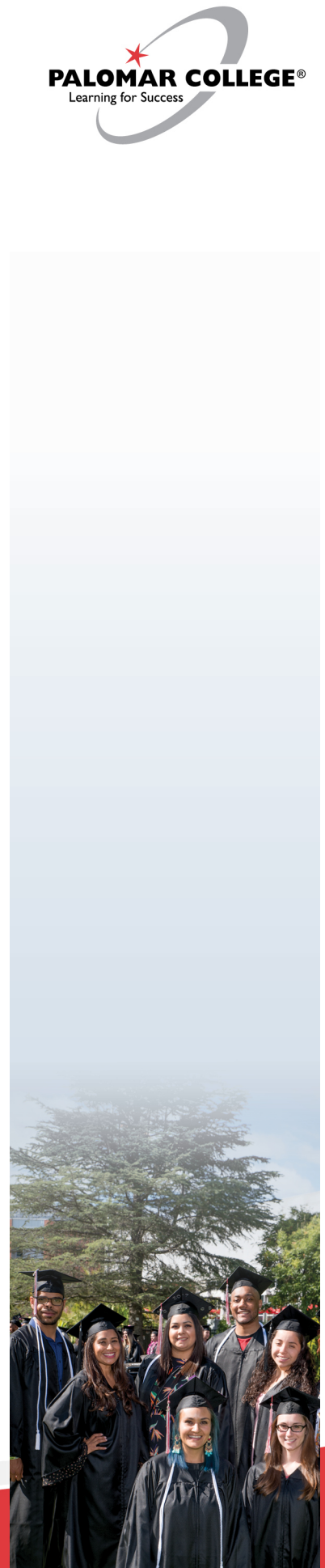
Marketing/Advertising/Promotion

The PAO team is finishing work on the 2019 Summer Class Schedule production, which is scheduled to be in mailboxes the week of April 15. The new billboard and bus ads (featuring one of students on the class schedule cover) are scheduled to run the week of April 15. A digital media campaign will start the first week in May (with a geofenced focus around the 78 and around the North County Fair billboard). An integrated social media campaign will also start the first week of May. The website banner ads will go "live" on April 15.

FOUNDATION

Fundraising Activities

The Foundation is well underway for the 12th annual President's Invitational Golf Classic planned for Monday, May 13. The volunteer golf committee has been working hard and is both excited and determined to make another successful event this year on behalf of students at Palomar College. To date, the committee and staff has procured four new sponsorships with funds for the event totaling nearly \$80,000.



The Palomar College Foundation applied and received \$10,000 from HMC Architects to establish a new scholarship for students at Palomar College. The HMC Foundation's Bridge to College pilot program initiative is to support community college students who aspire to careers in architecture and design.

A new scholarship was established this month in partnership with the Poway Veterans Organization. This annual scholarship in the amount of \$1,000 will be awarded to two veteran students at Palomar College.

The Foundation submitted several significant grant applications in March 2019:

- Angel Society of Fallbrook – \$5,000 for Library Reserves (Textbooks) at the Fallbrook Center
- Rancho Santa Fe Garden Club – \$8,140 for Dew Demonstration Project/Water Feature at the Rancho Bernardo Center
- Parker Foundation – \$10,000 for the CALM Program (Comet Affordable Learning Materials)
- Cushman Foundation – \$50,000 for the CALM Program (Comet Affordable Learning Materials)

Palomar Faculty Federation presented the Foundation with a check for \$1,000 in support of the Anita and Stan Maag Food & Nutrition Center. Funds from this donation support the purchase of shelf staple food from the San Diego Food Bank. This photo is with PFF Co-chairs Teresa Laughlin and Barbara Baer and Stacy Rungaitis, Executive Director of the Foundation.



Marketing & Community Engagement

Executive Director Stacy Rungaitis attended several key community events allowing for significant community and donor engagement. These events included North County Health Services Report to the Community on March 20 at St. Marks Golf Club in San Marcos; North San Diego Business Chamber Event, Women of Influence Luncheon, on March 20 at Hilton San Diego Mission Valley; and the Kia Classic – Women's Leadership Day on March 28 at Park Hyatt Resort Aviara. The platform at the Women's Leadership Day aimed to create business and professional relationships in an exclusive and engaging forum for like-minded professional women.



Pete Rogers, Foundation Board of Directors and Stacy Rungaitis had the opportunity to meet with Actor Jack Scalia regarding his interest in supporting veterans and specifically homeless veterans. Jack and Jeff Senour (band member of Called To Serve) toured the Palomar campus and met with Supervisor Jessica Horn of the Veterans Resource Center.



Donor Relations & Stewardship

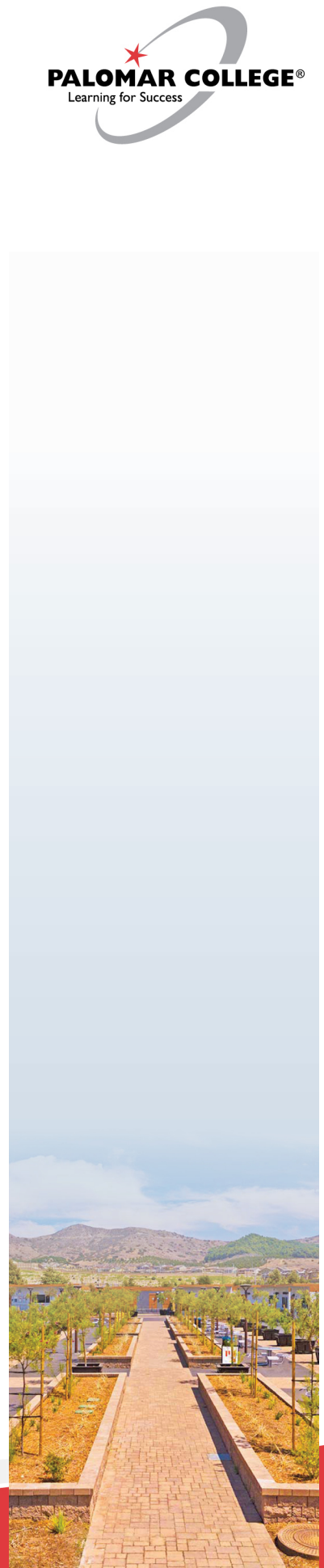
The Palomar College Foundation's scholarship program is in full-gear with annual donors renewing their scholarships commitments. The scholarship deadline for applications was this month and over 470 completed applications were received. The Foundation proudly awarded over \$40,000 in Nursing scholarships during the month of March.

The Foundation participated in the groundbreaking ceremony for the Edwin & Frances Hunter Arboretum trails held March 15. Executive Director Stacy Rungaitis spoke at the event and thanked donors Ann Hunter-Welborn (and the Hunter Family) along with Hunter Industries for their generosity in establishing an endowment to name the Arboretum. Hunter Industries Leadership with President Joi Lin Blake, Stacy Rungaitis, and Foundation Board of Directors were all in attendance.



Board and Staff Development / Infrastructure

The Foundation Board of Directors was engaged in many activities in March. The Grant Review Committee met and approved two grant applications for funding to enhance faculty innovation. The Finance and Investment Committee met to review financial statements for November 2018, December 2018 and January 2019, as well as received an update from our representative regarding the Foundation's Bernstein investment portfolio. The Board of Directors meeting was held on March 18 and included regular items along with the approval of new Board member Malena Bennett of Malena and Associates.



UPCOMING EVENTS

April 10th 7:30 a.m.
NCEDC Economic Summit
CSUSM Ballroom

April 10th 4:00 p.m.
Public Safety Community Outreach
Main campus, lot 12

April 12th 2:00 p.m.
Grand Opening M&O Building
Main Campus

April 15th 2:00 p.m.
Collegiality in Action workshop with the
Faculty Senate.
San Marcos campus
Governing Board Room

April 17th 5:30 p.m.
President's Associates Gathering
Stone Brewery Patio, Escondido

April 27th 5:00 p.m.
Boys & Girls Club of San Marcos Dinner
1 Positive Place
San Marcos

May 3rd - 5th CCLC Annual
Trustees Conference
Squaw Creek

May 13th 5:00 p.m.
President's Invitational Golf Classic
Maderas Golf Club, Poway

May 22nd 5:30 p.m.
Scholarship Honors Night
Main campus – Student Union

May 27th 6:00 p.m.
Fire Academy
CA Center for the Arts

