

# SUPERINTENDENT/PRESIDENT'S GOVERNING BOARD MONTHLY UPDATE



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July 10, 2020

## PRESIDENT'S OFFICE

### Protecting Health and Safety During a Pandemic

The College has been very involved with keeping our community safe. Our Emergency Operations Center and Policy Teams meet three times a week (and more as needed) to share data, health updates, and ensure we are improving practices. Our current project is developing a case management process for tracking ongoing concerns. The health and safety of our community is our number one priority and the College has been data-driven, responsive, proactive and communicative in our responses.

### Building an Anti-Racist Framework

A collaborative group of campus leaders are diligently working with the president's office to develop an anti-racist framework for Palomar College. We are beginning with 10 concerns brought forward from our Umoja group. In the last month, we have started to make progress with a myriad of changes that were long overdue. These include amendments to our hiring practices in Administration, CAST and CCE that will have a lasting impact on the College and added professional development opportunities. Also significant is the elimination of the carotid restraint from the curriculum within our Police Academy. We have hosted Black Lives Matter forums and healing circles, an Asian/Pacific Islander forum and began the formation of a staff and faculty Black Alliance. Most recently, we identified an opportunity to have a person of color lead our Governance Review Task Force. All of our recent efforts are just the beginning of a transformation of Palomar College.

To further our knowledge and gain expert guidance, the College joined the California Community College Equity Leadership Alliance. The Alliance is described as a "sustainable, multidimensional effort that addresses longstanding racial equity issues and campus racial climate problems". The Alliance is a year-long professional development program coordinated by Dr. Shaun Harper, Provost Professor of Education and Business at the University of Southern California, and Founder and Executive Director, of the USC Race and Equity Center.

### Addressing our Fiscal Crisis

Much of our attention continues to be placed on making progress on the eight FCMAT recommendations. In doing so, we have been able to reduce the 2019-20 fiscal year projected deficit by 50%, signed a Memorandum of Understanding regarding benefits with the CCE, maintained a freeze on several expenditures, all of which enabled us to develop a 2020-21 proposed budget that is more fiscally sound

than originally projected. We are continuing to move forward with our newly

established audit process inclusive of our position control project. The work being

done to generate an updated enrollment management plan is well underway and we continue to offer meaningful and important professional development opportunities. Our profound dedication to secure a better fiscal future for the College and the work we have completed provides us with a strong comprehensive approach to our pending discussion with the Chancellor's Office in November.

### Strategic Partnerships

Despite a pandemic and a fiscal crisis, we continue to work on building partnerships. We are in preliminary discussions with SDSU, CSUSM and ASU for possible 2+2 programs located on our campus. We have also engaged in conversations with Fallbrook & Bonsall High School districts who are potentially interested in utilizing space in the Fallbrook Education Center.

We are really proud of the recent approval from the California Community College Chancellor's Office for our Military Leadership (MIL) Apprenticeship program. The program will enroll its first students in the fall.

## OFFICE OF INSTRUCTION

### First Responder Education

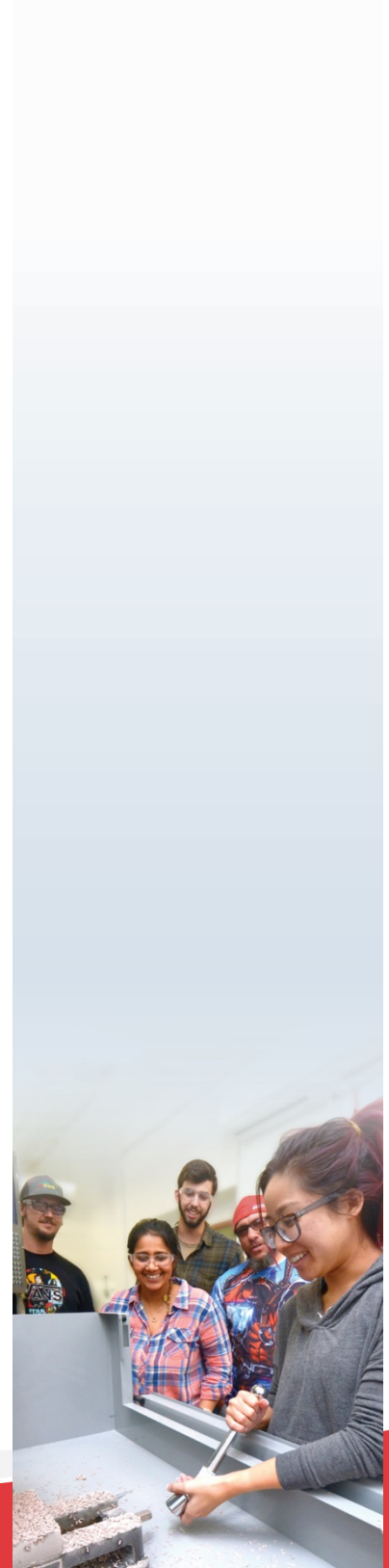
Due to the COVID-19 pandemic and the clinical affiliates closing sites to student interns, the paramedic program began modified clinical rotations at the College in June. In accordance with the Governor's directive and the Chancellor's guidance to ensure the continuation of first responder and essential worker training, accredited paramedic programs that have access to and utilize high fidelity simulators to create simulations and environments that mimic the ER environment gained approval to continue. Palomar College is one of the first colleges in the county to implement this curriculum via high fidelity simulators.



*Palomar College EME Student*

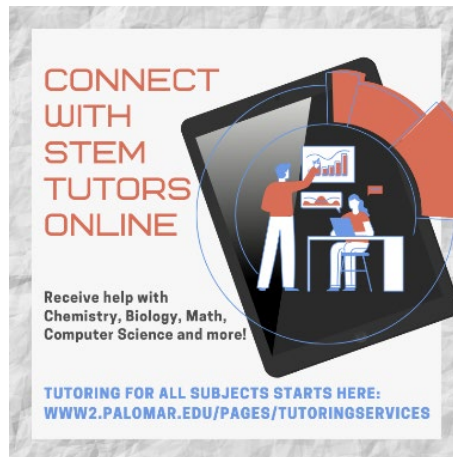
### The STEM Center "At-Home"

The Math, Science and Engineering Outreach Specialist, Kate Crocker, is developing a "remote" K-12 STEM outreach plan to aid educators and families to build excitement for STEM among their students. The outreach plan will be multi-faceted and will involve partnerships (and guidance from) our local K-12 schools, to include San Marcos Middle School. Additionally, there will be an online guide of K-12 "STEM-at-home" demos and resources from recognizable southern California education institutes like the Fleet Science Center, NASA Jet Propulsion Laboratory, Birch Aquarium at Scripps, and more! The goal for the STEM-at-home guide is to create a single-location where a variety of current STEM activities can be easily explored by families and educators.



## STEM Center Virtual Services in Summer 2020

The Palomar College STEM Center is excited to announce that we are offering virtual services to students this summer! On Tuesdays, from 10 a.m. – 2 p.m., an academic counselor will be available to assist with academic planning, transfer, career and personal counseling as it relates to STEM student academic journeys. Additionally, online tutoring services will be available to students in Biology, Chemistry, Computer Science, math and more!



## Transitions Program Update

Palomar remains connected to the statewide efforts to support incarcerated and formerly incarcerated students. These connections began in FY 2019-20 during our participation with the Leadership Institute for Community Colleges serving formerly incarcerated students. This was hosted by the Opportunity Institute last year and has now shifted to the Chancellor's Office and Chancellor's Office Foundation. Due to COVID-19 and a cancelled event, the Opportunity Institute had an availability of funds to support California Community Colleges serving the needs of this student population. Nora Kenney-Whitley, our Transitions Coordinator, applied for funding to support our students at the Vista Detention Facility (VDF), and our Transitions Program which supports formerly incarcerated students. The funds were used for a variety of materials including, a BluRay player, headphones, thumb drives, pencils, erasers, and composition books.



The need is great for currently and formerly incarcerated students, and Palomar College continues to prioritize these students' needs. We currently have two summer classes at the VDF and three scheduled for fall. Our summer Transitions Program began on June 22<sup>nd</sup>. We continue to transition students from our courses at the VDF to the Transitions Program and on to regular fall classes.





*The delivery of new materials to the VDF*

## STUDENT SERVICES

### Student Life and Leadership Office

To remain engaged with our students virtually, the Office of Student Life & Leadership is working with Associated Student Government (ASG) to develop “SL&L Talks”. These “talks” will be available via a live feed on Instagram. The “SL&L Talks” will include a wide-range of topics such as trending Netflix shows, social justice conversations, trivia games, interviews, Q&A's as well as hot topics. The team is also working with a new vendor, Discount Apps, to provide students with hundreds of discounts at local retailers and restaurants.

Both Student Life and Leadership and ASG participated in the recent Black Lives Matter forums and healing circle to engage in critical dialogue on how we can better address systemic racism.

### Wrap Up on 2020 Commencement

In collaboration with PCTV, Marketing and Communications, Creative Services, and the ATRC, we hosted our first ever Virtual Commencement. The virtual ceremony was viewed by over 500 people on Facebook Live and Vimeo. The overall response from students was positive with 309 students participating. We realized some confusion among our graduates, who had thought they had RSVP'd but were mistaken. In result, all of these students along with those who participated will be receiving a free diploma cover and commemorative commencement pen. Finally, pending the status of the pandemic, all 2020 graduates are eligible to “walk” in the 2021 onsite ceremony.

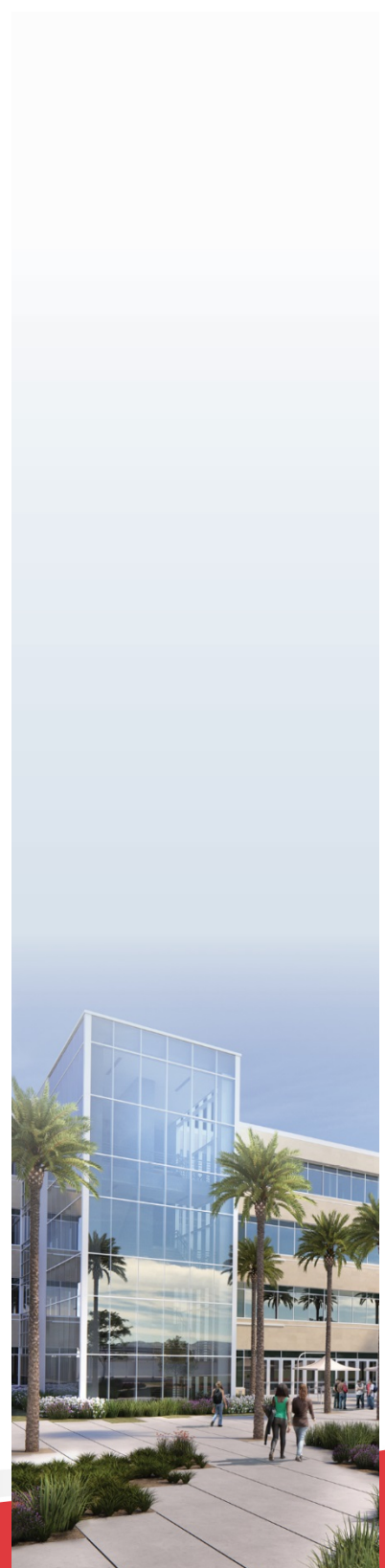
## FINANCE AND ADMINISTRATION

### Credit Rating

In May 2020, Moody's Investors Services downgraded the credit rating of Palomar Community College District's General Obligation Bonds to Aa2 from Aa1. Aa2 is the third highest credit rating that Moody's assigns to fixed income securities like bonds. The downgrade reflects the District's weakened financial profile, moderate pension burden, very high OPEB burden compared to peer districts, and the FCMAT assessment that characterized the District as high risk. The rating also incorporates the above average strength of the District's large tax base. The coronavirus impact is not a key driver for this rating action.

### Enacted 2020-21 Budget

On June 29, 2020, Governor Newsom signed into law a \$202.1 billion spending plan for the 2020-21 fiscal year. The 2020-21 Enacted Budget reflects the agreement reached between the Governor's administration and the legislature. The budget agreement rejects the May Revision proposal to reduce apportionment funding in the Student-Centered Funding Formula (SCFF), but does not provide the 2.31% Cost-of-Living Adjustment. Additionally, the language in the SBI 16/AB 94 stipulates that the SCFF maintains the 70/20/10 split between base, supplemental, and success allocations; provides a hold harmless for FTES count, allows for data from 2018-19 fiscal year to be



used for supplemental and student success allocations in lieu of the 2019-20 fiscal year results, and extends the hold harmless by two years, through the 2023-24 fiscal year. The trailer bill language also excludes COVID-19 related expenditures from the 50% law calculations. Instead of imposing cuts to SCFF, lawmakers are relying on apportionment deferrals totaling \$1.45 billion. The budget agreement requires the following deferred payments:

- \$300 million from June 2021 to July 2021
- \$300 million from May 2021 to August 2021
- \$300 million from April 2021 to September 2021
- \$300 million from March 2021 to October 2021
- \$253 million from February 2021 to November 2021

If the federal government enacts legislation to provide additional funding by October 15, 2020, up to \$791.1 million of the deferrals can be reduced. Fiscal Services has prepared the critical cash flow projections, analyzing future monthly activities to determine if cash borrowing would be necessary for the District and to ensure that adequate cash is available to maintain payroll and programs during all of the deferral months.

In addition, SB98 which forecloses the authority of community college districts to lay off classified staff who hold positions in nutrition, transportation, or custodial services from July 1, 2020 to June 30, 2021, was passed.

### **Technology**

Finance and Administrative Services has enabled the Single-Sign On functionality for PeopleSoft Financials to provide for seamless authentication of identity and to improve the District's access management infrastructure. This will eliminate multiple system credentials and reduce help desk calls arising from incidents of lost or forgotten passwords.

### **Facilities**

The LRC Building received LEED Gold certification from the U.S. Green Building Council which is the industry standard measure of sustainability. LEED (Leadership in Energy and Environmental Design) is the most widely used green building rating system in the world, which provides a framework for healthy, highly efficient, and cost-saving green buildings. LEED certification is a globally recognized symbol of sustainability achievement and leadership. This is the District's second LEED Gold certified building – the other is the Humanities Building. Gold is the second highest level of achievement within LEED, the top being Platinum.

## **HUMAN RESOURCE SERVICES**

### **General Operations**

Human Resources has been working on system processes to better serve the District. This includes implementing more forms formatted for the use of Adobe Sign, finalizing the online employee evaluation process through Cornerstone, and working with our colleagues in finance on position control and commitment accounting.

The team is working to update the Human Resource Services webpages, with the goal in mind to make them more effective for employees, retirees, and community members who may use assistive devices to read the website. The second phase of the



project will focus on making the content of the webpages more user friendly and consistent.

### **Benefits, Workers Compensation, Leaves, and Accommodations**

The second reminder mailing for the dependent eligibility verification project was sent on July 8 via the U.S. Postal Service. Unify HR has verified 806 dependents out of a total of 1,647, or 49%. The deadline for verification is July 31, 2020.

In preparation for proposed benefit changes, we have been working with our broker to create a virtual meeting to provide employees with information about the choices available and decisions required during the upcoming open enrollment. The draft presentation can be viewed at this [link](#).

The Benefits Office has been working with the Emergency Operations Center and Environmental Health and Safety to monitor COVID-19 case management information.

### **Recruitment/Vacancies**

All AA and CAST job postings will now include supplemental questions regarding anti-racism. Applicants will need to answer the supplemental questions as part of the application process. The District is working with CCE to include these questions in Classified job postings.

Below are the recruitment figures to date:

10 permanent recruitments in progress

5 – Admin/CAST

4 – Classified

1 – Certificated/ECE

56 part-time faculty recruitments in progress

21 additional part-time faculty postings have closed and departments are still hiring from those application pools

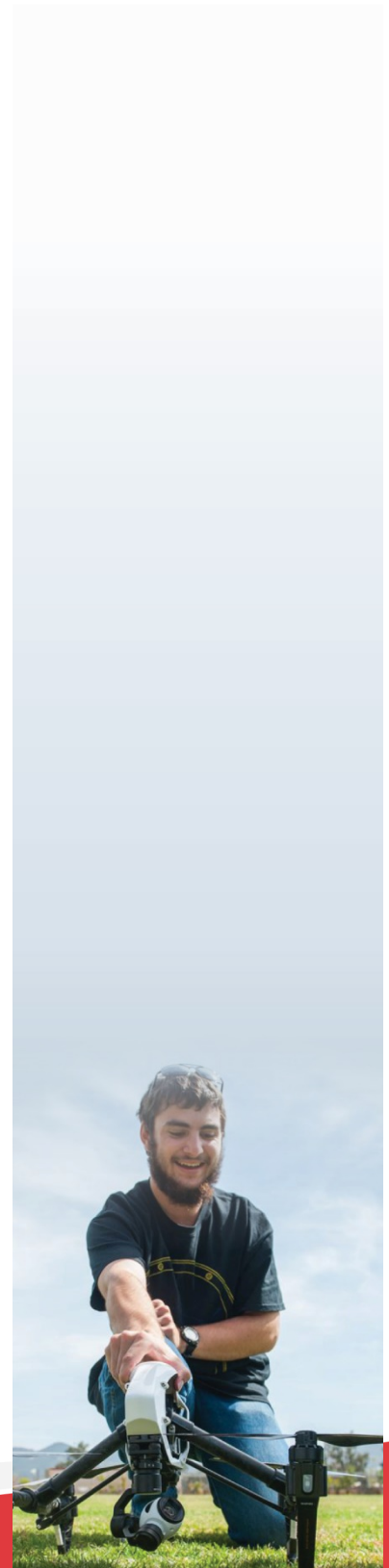
## **INSTITUTIONAL RESEARCH AND PLANNING**

### **Accreditation**

The Accreditation Writing Leadership Team (AWLT) is developing the first draft of the ISER. In the Fall, writing teams will work with AWLT to continue to build out the ISER and prepare a second draft. With the resignation of Aaron Holmes, the Council of Classified Employees has appointed Jeanette Garceau to serve as the tri-chair for Accreditation. Aaron's work was exemplary, and he will be missed. However, Jeanette has actively participated on the Governance Review Task Force and served on the Standard IV.A. writing team. She brings an exceptional skill set to this work and is an excellent addition to the team. AWLT is excited to bring her onboard.

### **Integrated Planning**

Interim Superintendent/President Kahn, Assistant Superintendent/Vice President Sivert and Senior Director Barton, are working to develop a framework for clearly connecting resource allocation processes to unit program review and planning (PRP). This work involves establishing appropriate timelines and identifying steps in the PRP and resource allocation process that consider one-time above base funding for PRP requests. It also



includes building out the steps for ensuring that PRP results are considered in the operational budget development process.

### **Institutional Research and Planning**

Researchers in the IRP virtual offices are working on many integral projects. These include: updating data within the College's SEM plan, updating PRP data, preparing the COMET (an entry tool for schedule development), finishing capital outlay projections, meeting with campus colleagues to discuss how to allocate FTES to district owned locations, developing scenarios for the Student-Centered Funding Formula calculator, continuing to work on the Assembly Bill 705 evaluation, and helping to design the SEM Data Warehouse.

## **PUBLIC AFFAIRS OFFICE**

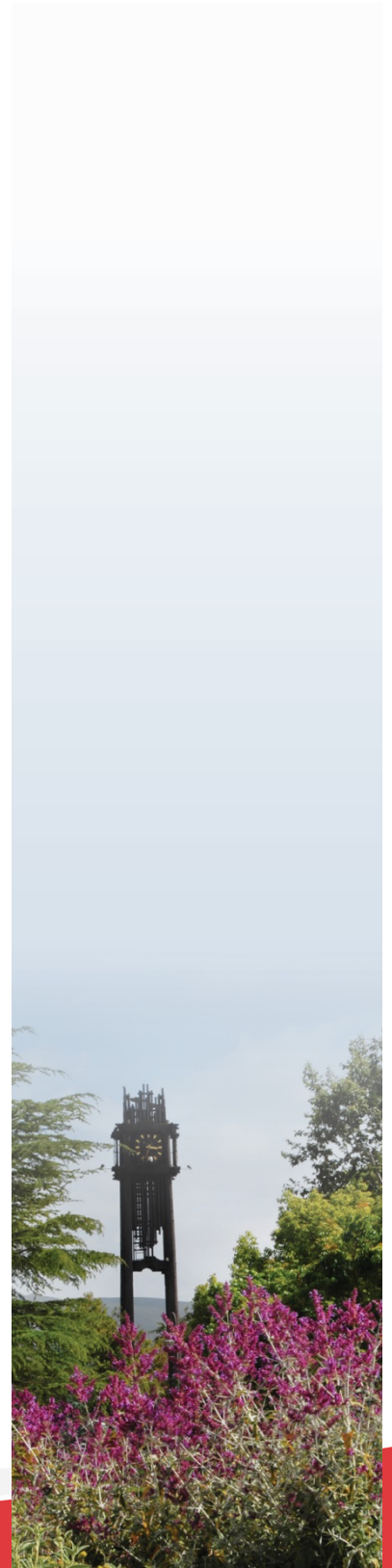
### **Marketing/Advertising/Promotion**

The *Palomar Makes It Possible* campaign will continue into the new fiscal year. Per the marketing and communication strategy for FY2020-21, the billboard on Bent Avenue in San Marcos will no longer be included in the media plan after June 28. However, the digital billboards will continue at the Westfield Mall in Escondido. The current ads launched at the end of June and feature a call to action to "Enroll Now For Fall".



The digital advertising campaign continued throughout June and continues into the new fiscal year to support fall enrollment goals and to increase awareness of the programs available at the College. Campaign activity indicates interactions on the campaign landing pages, calls to the enrollment services team and actions on our website. In mid-July, the web-streaming advertising campaign designed to support fall enrollment goals will launch.

Our year-to-year performance comparison of our social media platforms continues to show positive results. Our growth in Facebook "Likes" remains at a steady 10% increase and our followers on Twitter continue to grow as well at an impressive 43%. Instagram is showing the most growth at a 55% increase in followers, which is 2% over the previous reported annual comparison. Also interesting is the increasing number of followers on LinkedIn. In the month of June we had an increase of 276 followers compared to the previous month and a net year over year increase of 4%.





The Facebook paid ad strategy will continue in July and will feature a call to action to enroll for fall.

### Community and Media Relations

In the month of June we issued a press release on the virtual commencement and the appointment of Dr. Kahn as Interim Superintendent/President. The San Diego Union Tribune North County edition covered the story on Dr. Kahn's interim appointment, as did the Village News. On July 1, we issued a release on the hiring of Dr. Lakhani as our new Assistant Superintendent/Vice President of Student Services. The Village News also covered this story.

### Internal/External Communications and Public Affairs

In June, the team issued one edition of "3 Minutes of News" to the campus and developed two feature stories, including one on our 2020 valedictorian and a story on two of our alumni who authored a children's book, *"My Daddy Slays Dragons"*. We conducted a "social distanced" photo shoot of our first responder programs. The first 2020-21 issue of Palomar News will be distributed on July 10.

## FOUNDATION

### Fundraising Activities

The Palomar College Foundation continues to prioritize the Darlene Shiley Challenge Emergency Fund Campaign. As a result, of our generous donors, students enrolled in the summer session have received computers and/or emergency funds.

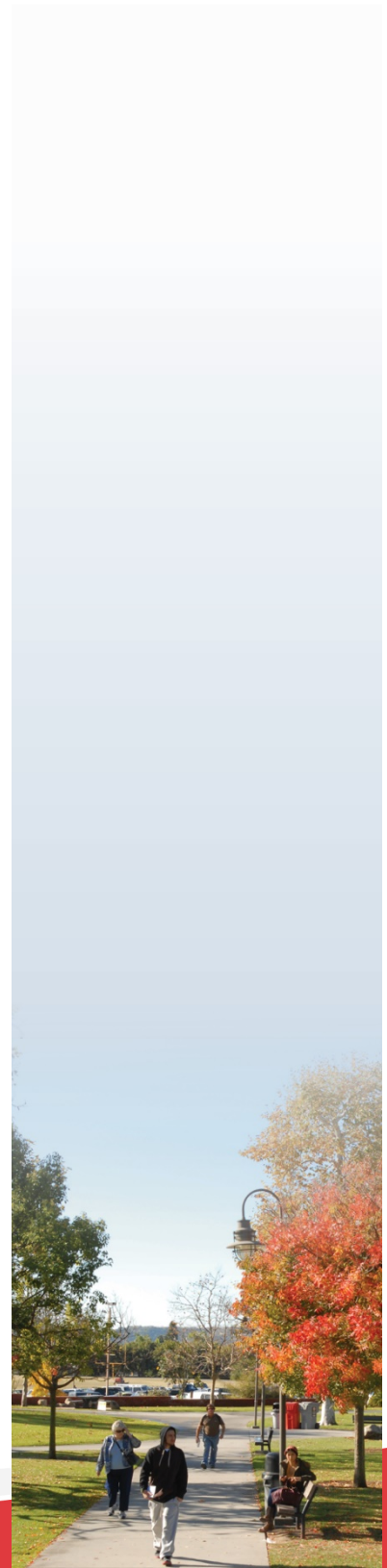


### Grants Submitted

The Palomar College Foundation submitted a grant to the County Board of Supervisors, Neighborhood Reinvestment Program (District 3, Gaspar) for \$26,250. The grant requests support for the Transitions Program as well as the Palomar Promise Program. In addition, a request of \$2,400 submitted to the San Marcos Community Foundation to provide computers/technology support for Transitions students during the summer 2020 program. To support the Summer 2021 Robotics Summer Institute Program, the Foundation submitted a grant to the San Diego Foundation, Science & Technology Program requesting \$50,000.

### Scholarship Program

The Foundation received \$23,000 from Tri-City Hospital Auxiliary to support nursing student scholarships. In addition, \$2,000 was awarded from the Jewish Community Foundation to support students studying Psychology.





### **Support of Transitions Program / Vista Detention Center**

The Foundation is thrilled to support our current and formerly incarcerated students. With a greater need due to remote learning at both the Vista Detention Center and in the Transitions Program, 40 laptop computers were provided to these students. In addition, the Foundation supports the weekly student stipend payments to each of the Transitions students.



### **President's Invitation Golf Classic – No-Show Golf Tournament**

On June 14th the President's Invitational Golf Classic Committee met with the support and attendance of Dr. Jack Kahn, to discuss this year's event. Due to the COVID-19 pandemic, the event will not be held in person, although a Virtual 19th Hole Happy Hour will conclude a four-week fundraising campaign. The committee is very committed to helping our students. They intend, with a "no-show tournament" to raise funds to support the Emergency Fund Campaign and fulfill the needs of our students during the fall semester. Already several of the major sponsors have shared their commitment to continue with \$49,000 raised to date. The committee consists of committed individuals who believe that education can change lives.

### **Foundation Audit**

The Palomar College Foundation 2019 audit is nearing completion. The draft report is expected in mid-July. The Foundation Audit Committee will meet to review the report in late July and the Foundation Board of Directors will vote to approve the audit at their regular meeting on August 24. The audit is being conducted by Wilkerson Hadley King and Co., LLC with documentation submitted electronically due to COVID-19 mitigation measures.

## **UPCOMING EVENTS**

### **San Marcos Chamber of Commerce, 6th Annual, Meet Your Elected Officials Business Networking Event**

Thursday, June 23, at 5:30 p.m.  
This is a virtual event.

