



**GOVERNING BOARD AGENDA  
MEETING OF THE GOVERNING BOARD  
TUESDAY, JANUARY 9, 2018**

**4:00 P.M. (CLOSED SESSION) 5:00 P.M. (OPEN SESSION)  
PALOMAR COMMUNITY COLLEGE DISTRICT  
ROOM SSC-1, SAN MARCOS CAMPUS  
1140 W. MISSION RD., SAN MARCOS, CALIFORNIA**

**TO SPEAK TO THE BOARD AT TONIGHT'S MEETING:**

- For items listed on the agenda: Please fill out a BLUE "Speaker" card.
- For items NOT listed on the agenda: Please fill out a YELLOW "Public Comment" card.
- Give speaker cards to Debra Doerfler, Senior Executive Assistant.

*In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.*

**ORDER OF BUSINESS:** *The Board reserves the right to modify the order of business in the manner it deems appropriate. Please note all meetings are recorded electronically.*

**THE REGULAR MEETING** of the Board convenes the second Tuesday of every month starting at 5:00 p.m. in the Governing Board Room (SSC-1) of the Student Services Building on the Palomar College Campus in San Marcos, California, unless changed in advance by Board action.

*In compliance with Government Code §54957.5, non-exempt writings that are distributed to the Governing Board Members in advance of their meetings, may be viewed at the Governing Board Office, LL-204, or on the Governing Board web site at [www.palomar.edu/gb](http://www.palomar.edu/gb). In addition, if you would like a copy of any record related to an agenda item, please contact Debra Doerfler, Senior Executive Assistant, at (760) 744-1150, extension 2104, or [ddoerfler@palomar.edu](mailto:ddoerfler@palomar.edu). Written agenda related items provided to the Board after distribution of the packet will be available for inspection during normal business hours. All Agenda related items will also be available at each meeting of the Board.*

**PUBLIC NOTICE—NONDISCRIMINATION:**

*Palomar College does not discriminate based on ethnicity, religion, age, gender, sexual orientation, color, or disability in any of its programs or activities.*

**AMERICANS WITH DISABILITIES:** *Palomar College is committed to providing reasonable accommodations for persons with disabilities. Upon request, this publication will be made available in alternate formats. Please contact Debra Doerfler, Senior Executive Assistant to the Superintendent/Governing Board, 1140 West Mission Road, San Marcos, CA 92069, (760) 744-1150 extension 2104, 8:00 a.m. to 5:00 p.m., Monday – Friday.*

A. **CALL MEETING TO ORDER:** 4:00 p.m.

B. **ROLL CALL:** Establishment of a Quorum

C. **PUBLIC COMMENTS** *In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.*

D. **RECESS TO CLOSED SESSION**

1. Public Employee Discipline/Dismissal/Release Pursuant to Government Code Section 54957, et seq. (2 cases)
2. Conference with District negotiator, Dr. Lisa Norman, regarding negotiations with PFF/AFT, pursuant to Government Code Section 54957.6

E. **RECONVENE TO OPEN SESSION:** 5:00 p.m.

Actions Taken In Closed Session: *Governing Board President must report the individual votes of each trustee, in addition to the overall action.*

Pledge of Allegiance

F. **CALL FOR REMOVAL OF ITEMS FROM OR CHANGES TO AGENDA**

G. **PUBLIC COMMENTS** *In accordance with Board Policy 2350, members of the public who wish to address the Board on matters within its jurisdiction have a five-minute time limit per person. The Board may ask a group to select a spokesperson and may limit the number of speakers on a particular topic unless the proposed speakers are addressing different concerns.*

H. **APPROVAL OF MINUTES**

- December 12, 2017

I. **REPORTS**

**Audit Report** – Carmen Coniglio, Director of Fiscal Services; Vivrinek, Trine, Day & Co., LLP

**NOTICE TO PUBLIC:** *Section 54954.2(a) of the Ralph M. Brown Act states “No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.”*

- **GOVERNING BOARD PRESIDENT**
- **GOVERNING BOARD TRUSTEES**
- **STUDENT TRUSTEE**
  
- **SUPERINTENDENT/PRESIDENT**
  - Report of Vice President for Instruction
  - Report of Vice President for Student Services

- Report of Vice President for Finance and Administrative Services
- Report of Vice President for Human Resource Services

**J. APPROVAL OF CONSENT CALENDAR ITEMS**

***NOTICE TO PUBLIC:*** *There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be routine and will be approved by one motion.*

**1. RECOMMENDATION: ACTION – GRANT EQUIVALENCY FOR DISCIPLINES**

Upon the recommendation of the Faculty Senate Equivalency Committee, the Governing Board hereby grants the following individuals equivalency to minimum qualifications for the disciplines listed:

- a. Name: Smallwood, Syndi  
Discipline: American Indian Studies
- b. Name: De Anda, Carly  
Discipline: Coaching
- c. Name: Asem, Judith  
Discipline: Psychology

**2. RECOMMENDATION: ACTION – RATIFY ACADEMIC EMPLOYMENT**

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

- a. Name: Lakshmi Paranthaman  
Position: Assistant Professor, Real Estate/Law  
Department: Business Administration  
Degrees: B.B.A., Marketing  
J.D., Law  
M.B.A., Management  
Position #: 5330  
New?: Yes  
Remarks: Position approved 9/22/15.  
Sal Grade/Stp: H/8  
Salary: \$9,276.46/month  
% of Position: 100%  
# of Mos: 10  
Effective: January 25, 2018  
Account #(s): A-111000-357100-05110-0000000/60%  
A-111000-357100-14010-0000000/40%

b. Name: Ashley Wolters  
Position: Assistant Professor, Welding  
Department: Trade & Industry  
Degrees: A.A., Business - General  
B.S., Business Administration  
M.A., Education - Career & Technology Education  
2+ Years Experience  
Position #: 6664  
New?: Yes  
Remarks: Position approved 6/13/17.  
Sal Grade/Stp: C/3  
Salary: \$6,638.66/month  
% of Position: 100%  
# of Mos: 10  
Effective: January 25, 2018  
Account #(s): A-122100-348200-12300-0000000/100%

**3. RECOMMENDATION: ACTION – RATIFY PART-TIME FACULTY EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following part-time faculty, at the hourly rates indicated for Spring 2018 (day and/or evening); said part-time faculty are not scheduled to teach more than a 67 percent load in a single semester:

**Spring 2018**

Department: Athletics  
a. Name: De Anda, Carly  
Discipline: Coaching  
Degrees: M.A., Communication  
B.A., Strategic Communications  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: B/1  
Salary: \$58.87

Department: Behavioral Sciences  
a. Name: Asem, Judith  
Discipline: Psychology  
Degrees: Psychological & Brain Sciences  
B.A., Behavioral Neurosci Psych  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: D/1  
Salary: \$62.51

b. Name: Shepler, Tracy  
Discipline: Psychology  
Degrees: Ph.D., Clinical Psychology (APA)  
B.A., Psychology, General  
Sal Grade/Stp: D/1  
Salary: \$62.51

Department: Counseling  
a. Name: Watt, Deborah  
Discipline: Counseling  
Degrees: M.A., Counseling Psychology/Marriage & Family Therapy  
Sal Grade/Stp: B/1  
Salary: \$58.87

Department: Behavioral Sciences  
a. Name: Shepler, Tracy  
Discipline: Psychology  
Degrees: Ph.D., Clinical Psychology (APA)  
B.A., Psychology, General  
Sal Grade/Stp: D/1  
Salary: \$62.51

Department: Chemistry  
a. Name: Buyanin, Alexander  
Discipline: Chemistry  
Degrees: Ph.D., Chemistry  
B.S., Chemistry  
Sal Grade/Stp: D/1  
Salary: \$62.51

Department: Occupational and Noncredit Programs  
a. Name: Bandick, Bret  
Discipline: Vocational: Noncredit (to teach Community Emergency Response Team courses)  
Degrees: B.A., Social and Criminal Justice  
2+ years of experience  
Sal Grade/Stp: A/1  
Salary: \$57.47

**Unassigned Hiring Pool**

Department: American Indian Studies  
a. Name: Smallwood, Syndi  
Discipline: American Indian Studies  
Degrees: M.S., Environmental Policy & Mgmt  
B.A., Anthropology  
A.A., Liberal Arts and Sciences  
Minimum qualifications satisfied via equivalency  
Sal Grade/Stp: B/1  
Salary: \$58.87

Department: Behavioral Sciences  
a. Name: Hawkins, Whitney  
Discipline: Psychology  
Degrees: B.A., Psychological Sciences (formerly titled Psychology)  
Sal Grade/Stp: B/1  
Salary: \$58.87

**4. RECOMMENDATION: ACTION – RATIFY MEMORANDA OF UNDERSTANDING BETWEEN THE DISTRICT AND THE PALOMAR FACULTY FEDERATION/AFT LOCAL 6161**

The Governing Board hereby ratifies two (2) Memoranda of Understanding (MOUs) between the District and the Palomar Faculty Federation/AFT Local 6161. The MOUs are with respect to Article 9 – Leaves and a classification and compensation study for athletic coaches' stipends.

**[EXHIBIT J-4](#)**

**5. RECOMMENDATION: ACTION – RATIFY ADMINISTRATIVE EMPLOYMENT AND CONTRACTS**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment and contracts of the following administrative employees:

- a. Name: Pearl Ly  
Position: Dean, Instructional  
Department: Social and Behavioral Sciences  
Position #: 5694  
New?: No  
Remarks: Replacement for Jack Kahn.  
Sal Grade/Step: 75/5  
Salary: \$12,617.61/month plus an annual doctoral stipend of \$1,411.88.  
% of Position: 100%  
# of Mos: 12  
Effective: January 10, 2018  
Account #(s): A-123100-361000-60110-0000000/100%
  
- b. Name: Justin D. Smiley  
Position: Dean, Instructional  
Department: Arts, Media and Business Administration  
Position #: 5308  
New?: No  
Remarks: Replacement for Syed Hussain; promotion for Mr. Smiley.  
Sal Grade/Step: 75/1  
Salary: \$10,357.13/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 10, 2018  
Account #(s): A-123100-351100-60110-0000000/100%

**EXHIBIT J-5**

**6. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATION OF ADMINISTRATIVE POSITIONS AND CONTRACTS**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the reclassification of the following administrative positions and employment contracts.

- a. Position: Manager, Instruction Office  
Department: Instruction Office  
Name: Vacant  
Position #: 5779  
New?: No  
Remarks: Classification was formerly Manager, Instruction Office, grade 50. Classification will remain a classified administrator.  
Sal Grade/Step: 53/1  
Salary: \$6,019.34/month  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): A-212600-311100-60100-0000000/100%

- b. Position: Manager, Accounting  
Department: Fiscal Services  
Name: Sheri Wenzel  
Position #: 6532  
New?: No  
Remarks: Classification was formerly Manager, Fiscal Services, grade 64.  
Classification will remain a classified administrator.  
Sal Grade/Step: 64/2  
Salary: \$8,297.10/month  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): A-212600-551100-67200-0000000/100%
- c. Position: Principal Institutional Research Analyst  
Department: Research and Planning  
Name: Michael Large  
Position #: 5979  
New?: No  
Remarks: Classification was formerly Institutional Research Analyst, grade 53.  
Classification will remain a classified administrator.  
Sal Grade/Step:: 60/5  
Salary: \$8,715.34/month, plus an annual doctoral stipend of \$1,411.88  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): A-212600-313100-66310-0000000/100%
- d. Position: Director, Education Center  
Department: Instruction Office  
Name: Thomas Medel  
Position #: 5322  
New?: No  
Remarks: Classification was formerly Manager, Education Center, grade 57. New  
classification is an educational administrator.  
Sal Grade/Step: 70/3  
Salary: \$10,104.81/month  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): W-212600-311100-60900-0000000/100%
- e. Position: Director, Facilities  
Department: Facilities  
Name: Chris Miller  
Position #: 5639  
New?: No  
Remarks: Classification was formerly Director, Facilities, grade 70. Classification  
remains a classified administrator.  
Sal Grade/Step: 75/4  
Salary: \$12,009.31/month  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): A-212600-541100-65110-0000000/100%

f. Position: Director, Fiscal Services  
Department: Fiscal Services  
Name: Carmencita Coniglio  
Position #: 5584  
New?: No  
Remarks: Classification was formerly Director, Fiscal Services, grade 70.  
Classification remains a classified administrator.  
Sal Grade/Step: 75/4  
Salary: \$12,009.31/month  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): A-212600-551100-67200-0000000/100%

**EXHIBIT J-6**

**7. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY TEAM POSITION AND CONTRACT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the reclassification of the following Confidential and Supervisory Team position and employment contract:

a. Position: Manager, Environmental Health and Safety  
Department: Environmental Health and Safety  
Name: Derrick Johnson  
Position #: 6543  
New?: No  
Remarks: Classification was formerly Supervisor, Environmental Health and Safety, grade 52. New classification is a classified administrator.  
Sal Grade/Step:: 56/5  
Salary: \$7,896.17/month  
% of Position: 100%  
Effective: July 1, 2017  
Account #(s): A-212600-545100-67740-0000000/100%

**EXHIBIT J-7**

**8. RECOMMENDATION: ACTION – RATIFY CONFIDENTIAL AND SUPERVISORY TEAM EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following Confidential and Supervisory Team employees:

a. Name: Jill D'Errico  
Position: Executive Assistant  
Department: Student Services  
Position #: 5456  
New?: No  
Remarks: Replacement for Michelle LaVigueur.  
Sal Grade/Stp: 48/1  
Salary: \$5,321.16/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 22, 2018  
Account #(s): A-211000-411100-66400-0000000/100%



b. Name: Jennie P. Vastola  
Position: Executive Assistant  
Department: Finance and Administrative Services  
Position #: 5575  
New?: No  
Remarks: Replacement for Suzanne Sebring; transfer for Ms. Vastola  
Sal Grade/Step: 48/9  
Salary: \$6,745.19/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 16, 2018  
Account #(s): A-211000-511100-66500-0000000/100%

**9. RECOMMENDATION: ACTION – RATIFY RESCINDMENT OF CLASSIFIED EMPLOYMENT OFFER**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding rescinding an offer of employment in a classified position to the following individual:

a. Name: Nelly Gomez Vasquez  
Position: Teaching and Learning Center Specialist  
Department: Languages and Literature  
Position #: 6663  
New?: Yes  
Remarks: Board approved employment 12/12/2017; employment start date was scheduled for 1/4/2018; never worked.  
Sal Grade/Step: 23/1  
Salary: \$4,098.93/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 4, 2018  
Account #(s): A-212200-321110-61100-0000000/100%  
Normal Work Schedule: Monday - Thursday, 10:00 a.m. - 7:00 p.m. and Friday, 7:30 a.m. - 4:00 p.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m.

**10. RECOMMENDATION: ACTION – RATIFY RECLASSIFICATION OF CLASSIFIED POSITION**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the reclassification of the following classified position:

a. Position: Budget Technician  
Department: Budgeting  
Name: Mary Vorhis  
Position #: 5591  
New?: No  
Remarks: Classification was formerly Budget Technician, grade 24.  
Sal Grade/Step: 26/16  
Salary: \$6,031.98/month  
% of Position: 100%  
Effective: September 1, 2016  
Account #(s): A-212200-551100-67200-0000000/100%

**11. RECOMMENDATION: ACTION – RATIFY CHANGE TO CLASSIFIED POSITION**

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

- a. Position: Senior HVAC/BAS Controls Technician  
Department: Building Services  
Name: Eugenio Tactay  
Position #: 6183  
New?: No  
Remarks: Title change; previous title was Senior HVAC Technician.  
Sal Grade/Stp: 29/17  
Salary: \$6,555.49/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 10, 2018  
Account #(s): A-212200-542100-65100-0000000/100%

**12. RECOMMENDATION: ACTION – RATIFY CLASSIFIED EMPLOYMENT**

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the employment of the following classified employee(s):

- a. Name: Nick S. Brizeno  
Position: Contracts Administrator  
Department: Business and Contract Services  
Position #: 5774  
New?: No  
Remarks: Replacement for Debra Claypool.  
Sal Grade/Stp: 32/1  
Salary: \$5,109.22/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 16, 2018  
Account #(s): A-212200-53110-67760-0000000/100%
- b. Name: Jason Alvarado  
Position: Assistant Electrician  
Department: Building Services  
Position #: 5755  
New?: No  
Remarks: Replacement for Richard Gallagher.  
Sal Grade/Stp: 24/1  
Salary: \$4,200.48/month  
% of Position: 100%  
# of Mos: 12  
Effective: January 16, 2018  
Account #(s): A-212200-54210-65100-0000000/100%

**13. RECOMMENDATION: ACTION – APPROVE PERSONNEL ACTIONS/HISTORY**

The Governing Board hereby approves the Personnel Actions/History report, which includes student employee hires for the month of December 2017 and short-term employee hires for the month of January 2018.

[EXHIBIT J-13](#)

**14. INFORMATION – RETIREMENT**

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

- a. Mea M. Daum, Marketing Communications Coordinator, Communications and Marketing Department, effective January 16, 2018. She has served Palomar College for over 23 years from August 11, 1994 to January 15, 2018.

**15. RECOMMENDATION: ACTION – RATIFY RESIGNATION**

The Governing Board hereby ratifies the resignation, accepted by the Superintendent/President in accordance with Board Policy 7350, of the following employee:

- a. Carlos Huerta, Supervisor II, Custodial Services, effective January 13, 2018 (last day of employment will be January 12, 2018).

**16. RECOMMENDATION: ACTION – RATIFY LEAVES OF ABSENCE**

- a. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the following employees a Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2017-18 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Percent</u>
007516987	12/01/2017	01/05/2018	100%
000062766	11/20/2017	01/12/2018	100%
001297745	11/29/2017	12/11/2017	100%
009479312	12/12/2017	04/29/2018	100%
009480859	12/29/2017	01/08/2018	100%
006981086	01/12/2018	02/26/2018	100%

- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the following employees an Intermittent Family Medical Leave of Absence with no effect on benefits for a maximum of 480 hours for the 2017-18 fiscal year:

<u>Employee ID</u>	<u>Start Date</u>	<u>End Date</u>
007516987	01/08/2018	06/30/2018
005510519	12/01/2017	06/30/2018

**17. RECOMMENDATION: ACTION – REVIEW AND APPROVE NON-RESIDENT TUITION AND CAPITAL OUTLAY FEES**

The Governing Board hereby reviews and approves the adoption of \$258/unit for non-resident tuition and a capital outlay fee of \$5/unit for the fiscal year 2018-19.

[EXHIBIT J-17](#)

**18. RECOMMENDATION: ACTION – APPROVE REIMBURSEMENT OF TRUSTEE FOR MILEAGE EXPENSES**

The Governing Board hereby approves reimbursement of travel expenses to Trustee Nina Deerfield for mileage expenses incurred while on authorized school district business.

[EXHIBIT J-18](#)

**19. RECOMMENDATION: ACTION – APPROVE TRAVEL EXPENSES**

The Governing Board hereby approves travel expenses for the following:

- a. Board Member **Nancy Ann Hensch**  
Advanced Funds? Yes  
For: Transportation, lodging, registration, other approved expenses  
To attend: CCLC Legislative Conference  
Location/Date: Sacramento, CA / January 27-29, 2018  
Estimated Amount: \$1,342.87  
Budget No.: 575200-11-111100-66100-10-2018-0000000
  
- b. Board Member **Mark Evilsizer**  
Advanced Funds? Yes  
For: Transportation, lodging, registration, other approved expenses  
To attend: CCLC Legislative Conference  
Location/Date: Sacramento, CA / January 27-29, 2018  
Estimated Amount: \$1,337.94  
Budget No.: 575200-11-111100-66100-10-2018-0000000
  
- c. Board Member **John Halcón**  
Advanced Funds? Yes  
For: Transportation, lodging, registration, other approved expenses  
To attend: CCLC Legislative Conference  
Location/Date: Sacramento, CA / January 27-29, 2018  
Estimated Amount: \$1,334.73  
Budget No.: 575200-11-111100-66100-10-2018-0000000
  
- d. Board Member **John Halcón**  
Advanced Funds? Yes  
For: Transportation, lodging, registration, other approved expenses  
To attend: ACCT Legislative Summit  
Location/Date: Washington, D.C. / February 10-12, 2018  
Estimated Amount: \$2,881.73  
Budget No.: 575200-11-111100-66100-10-2018-0000000
  
- e. Board Member **Nancy Ann Hensch**  
Advanced Funds? Yes  
For: Transportation, lodging, registration, other approved expenses  
To attend: ACCT Legislative Summit  
Location/Date: Washington, D.C. / February 10-12, 2018  
Estimated Amount: \$2,889.87  
Budget No.: 575200-11-111100-66100-10-2018-0000000
  
- f. Board Member **Nina Deerfield**  
Advanced Funds? Yes  
For: Transportation, lodging, registration, other approved expenses  
To attend: ACCT Legislative Summit  
Location/Date: Washington, D.C. / February 10-12, 2018  
Estimated Amount: \$2,886.66  
Budget No.: 575200-11-111100-66100-10-2018-0000000

g.	Board Member	<b>Mark Evilsizer</b>
	Advanced Funds?	Yes
	For:	Transportation, lodging, registration, other approved expenses
	To attend:	ACCT Legislative Summit
	Location/Date:	Washington, D.C. / February 10-12, 2018
	Estimated Amount:	\$2,884.94
	Budget No.:	575200-11-111100-66100-10-2018-0000000

**20. RECOMMENDATION: ACTION – REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY (60) DAYS**

The Governing Board hereby ratifies and approves all contracts and agreements for the period November 1, 2017 through December 31, 2017 and entered into on behalf of the Palomar Community College District, as detailed in the exhibit.

**[EXHIBIT J-20](#)**

**21. RECOMMENDATION: ACTION – APPROVE AGREEMENTS WITH OCEAN INSTITUTE, DANA POINT FOR SINGLE DAY FIELD TRIPS FOR OCEANOGRAPHY LAB**

The Governing Board hereby approves program agreements with the Ocean Institute, 24200 Dana Point Harbor, Dana Point CA 92629 in the amount of \$1,700.00 for Fall 2018 per program agreement. These agreements reserve the Human Impacts Lab /Cruise on the following dates: November 7, 8, and 9, 2018.

**[EXHIBIT J-21](#)**

**22. RECOMMENDATION: ACTION – APPROVE EXTENDED FIELD TRIPS**

The Governing Board hereby approves the following extended optional field trip as detailed:

- a. Malibu Bluffs Park to Channel Islands National Park, California, on May 5 – 6, 2018 for students enrolled in GEOL 110.

**[EXHIBIT J-22](#)**

**23. RECOMMENDATION: ACTION – APPROVE CURRICULUM ACTION ITEMS FOR INCLUSION IN THE PALOMAR COLLEGE COURSE INVENTORY – EFFECTIVE 2018**

The Governing Board hereby approves Curriculum Action Items dated December 6, 2017 which have been examined by the Curriculum Committee and the Faculty Senate and are being recommended for inclusion in the Palomar College Curriculum Inventory, effective 2018 as detailed in the exhibit.

**[EXHIBIT J-23](#)**

**24. RECOMMENDATION: ACTION – APPROVE PALOMAR COMMUNITY COLLEGE DISTRICT BOARD POLICIES**

The Governing Board of the Palomar Community College District hereby reviews and approves the following Board Policies. The Board, at the December 12, 2017 meeting held a first reading of these items.

- |   |   |
|---|---|
| BP 1100 - The District                            | BP 2360 - Minutes   |
| BP 1200 - District Mission                        | BP 2365 - Recording   |
| BP 1300 - Educational Philosophy                  | BP 2410 - Policy Making Authority and Administrative Procedures   |
| BP 2010 - Governing Board Membership              | BP 2430 - Delegation of Authority to the Superintendent/President |
| BP 2015 - Student Trustee                         | BP 2431 - Superintendent/President Selection                      |
| BP 2100 - Governing Board Elections               | BP 2432 - Superintendent/President Succession                     |
| BP 2105 - Election of Student Trustee             | BP 2435 - Evaluation of the Superintendent/President              |
| BP 2110 - Vacancies on the Governing Board        | BP 2510 - Participation in Local Decision Making                  |
| BP 2200 - Board Duties and Responsibilities       | BP 2610 - Presentation of Initial Collective Bargaining Proposals |
| BP 2210 - Officers                                | BP 2710 - Conflict of Interest                                    |
| BP 2220 - Committees of the Governing Board       | BP 2715 - Code of Ethics/Standards of Practice                    |
| BP 2305 - Annual Organizational Meeting           | BP 2716 - Political Activity                                      |
| BP 2310 - Regular Meetings of the Governing Board | BP 2717 - Personal Use of Public Resources                        |
| BP 2315 - Closed Sessions                         | BP 2720 - Communications among Governing Board Members            |
| BP 2320 - Special and Emergency Meetings          | BP 2725 - Governing Board Member Compensation                     |
| BP 2330 - Quorum and Voting                       | BP 2730 - Health Benefits   |
| BP 2340 - Agendas                                 | BP 2735 - Governing Board Member Travel                           |
| BP 2340 - Agendas                                 | BP 2740 - Governing Board Education and New Trustee Orientation   |
| BP 2345 - Right to Public Participation           | BP 2745 - Governing Board Self-Evaluation                         |
| BP 2350 - Speakers                                | BP 2750 - Board Member Absence from the State                     |
| BP 2355 - Decorum/Conduct                         | BP 3225 - Institutional Effectiveness                             |

**EXHIBIT J-24**

**Resumption of  
REGULAR AGENDA**

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

**L. REPORTS FROM COLLEGE GROUPS**

- 1. INFORMATION: Report of the Faculty Senate**
- 2. INFORMATION: Report of the Palomar Faculty Federation**
- 3. INFORMATION: Report of the Administrative Association**
- 4. INFORMATION: Report of the Confidential and Supervisory Team**
- 5. INFORMATION: Report of the CCE/AFT**
- 6. INFORMATION: Report of the Associated Student Government**

**M. UNFINISHED BUSINESS**

**N. NEW BUSINESS**

**1. RECOMMENDATION: ACTION – REVIEW AND APPROVE PURCHASES**

The Governing Board pursuant to Resolutions 14-21157 and 14-21158 adopted November 12, 2013 hereby reviews and approves purchase transactions and contracts entered into on behalf of the Palomar Community College District as listed in the exhibit. Purchases listed are made against the 2017-2018 fiscal year budgets:

Purchase Orders Time Period: 12/01/17–12/21/17	\$2,379,424.12
	<u>\$2,379,424.12</u>

**EXHIBIT N-1**

**2. RECOMMENDATION: ACTION – ACCEPT ANNUAL FINANCIAL REPORT OF THE PALOMAR COMMUNITY COLLEGE DISTRICT AND FINANCIAL AND PERFORMANCE AUDITS FOR THE MEASURE M GENERAL OBLIGATION BONDS (ELECTION 2006)**

The Governing Board hereby accepts the Annual Financial Report of the Palomar Community College District as well as both the Financial and Performance Audits for the Measure M General Obligation Bonds (Election 2006) Program, for the year ended June 30, 2017. Audit was conducted by Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants, 9810 Scripps Lake Drive, Suite H, San Diego, CA 92131-1001.

**EXHIBIT N-2**

**3. RECOMMENDATION: ACTION – AWARD CONTRACT TO FORDYCE CONSTRUCTION, INC.**

The Governing Board hereby awards a contract to Fordyce Construction, Inc., as the lowest, responsive and responsible bidder in the amount of \$277,798.00 for Bid 104-18 Food Pantry SU Building Remodel Project, subject to receipt of all required bonds, for the construction of project.

**4. RECOMMENDATION: ACTION – AWARD CONSTRUCTION CONTRACTS FOR THE NORTH EDUCATION CENTER**

The Governing Board hereby awards the following contracts:

1. Rocky Coast Builders as the lowest, responsive and responsible bidder in the amount of \$4,367,574 for CM-17-18-01-NEC-01-D Palomar College North Education Center Paving, Site Concrete and Improvement Project, subject to receipt of all required bonds, for the construction of project.
2. GEM Industrial Electric, as the lowest, responsive and responsible bidder in the amount of \$1,898,000.00 for CM-17-18-01-NEC-01-E Palomar College North Education Center Laboratory Modularity Project, subject to receipt of all required bonds, for the construction of project.

**5. RECOMMENDATION: ACTION – APPROVE CHANGE ORDERS**

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

1. CO #4 for \$503,882.00 for unforeseen conditions including repair to structural steel, replacement of elevator shafts, additional fire/smoke dampers, and fire wrap on for laboratory exhaust ductwork at the South Education Center.
2. CO #2 for \$128,598.00 for changes to include costs for metering and panels to ensure the building attains “zero net energy” status; as well as, Vallecitos Water District required

imported back fill material for new sewer connection not shown on plans and safety flaggers for students using the temporary CVS overflow lot

3. CO #5 for \$699,458.00 for changes related to underground water encountered during grading, schedule and related impacts due to heavy rain impacts of 2017, network fiber upgrades, and soil compaction issues.

**EXHIBIT N-5**

**6. RECOMMENDATION: ACTION – APPROVE 2017-19 INTEGRATED PLAN: BASIC SKILLS INITIATIVE, STUDENT EQUITY, AND STUDENT SUCCESS AND SUPPORT PROGRAM**

The Governing Board hereby approves 2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program as specified in Education Code and title 5 regulations.

**EXHIBIT N-6**

**7. RECOMMENDATION: ACTION – ACCEPT REQUEST OF PAL GENERAL ENGINEERING, INC. TO WITHDRAW THEIR BID FOR BID #CM-17-18-01-NEC-01-D PALOMAR COLLEGE NORTH EDUCATION CENTER PAVING, SITE CONCRETE, AND IMPROVEMENTS PROJECT**

The Governing Board hereby consents to the request of PAL General Engineering, Inc. to withdraw their bid for Bid # CM-17-18-01-NEC-01-D (Paving, Site Concrete, and Improvements), as detailed in the exhibit.

**EXHIBIT N-7**

**8. CALL FOR SPECIAL MEETING OF THE GOVERNING BOARD**

The Governing Board of the Palomar Community College District hereby calls two Special Meetings of the Board, 1) January 19, 2018 at 8:00 a.m. and, 2) January 23, 2018 at 4:00 p.m.

**O. BOARD REQUESTS FOR REPORTS**

The Governing Board hereby requests that the District provide for it a report, agenda item, or general information at a later date as follows: \_\_\_\_\_.

**P. RECESS TO CLOSED SESSION: *If needed, for further discussion of items as listed in section D. The Board will recess to Room A-1.***

**Q. RECONVENE TO OPEN SESSION: *If needed. The Board will reconvene to Open Session outside Room A-1 in accordance with GC 54957.7(c).***

Actions Taken In Closed Session: *Governing Board President must report the individual votes of each trustee, in addition to the overall action.*

**R. ADJOURNMENT**