



**GOVERNING BOARD AGENDA
MEETING OF THE GOVERNING BOARD
TUESDAY, MARCH 13, 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. 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. 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. (6 cases)
2. Conference with District negotiator, Dr. Lisa Norman, regarding negotiations with PFF/AFT, pursuant to Government Code Section 54957.6
3. Public Employee Performance Evaluation, pursuant to Government Code §54957. Position Title: Superintendent/President

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**

- January 9, 2018

I. **REPORTS**

Guided Pathways Report – Vice President Jack Kahn

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:

- Name: Acosta, Maria
Discipline: ESL: Noncredit
- Name: Borgstede, Valentyna
Discipline: ESL: Noncredit
- Name: Cameron, Lindsay
Discipline: Chemistry
- Name: Cerda, Angela
Discipline: Learning Disabilities: Specialist
- Name: Gebrekristos, Selam
Discipline: Counseling: Extended Opportunity Programs and Services (EOP&S)
- Name: Maines, Michael
Discipline: Administration of Justice
- Name: Mead, Kayla
Discipline: Fashion and Related Technologies
- Name: Sterling, Bobby
Discipline: Administration of Justice

2. RECOMMENDATION: ACTION – RATIFY REVISIONS TO ACADEMIC CONTRACTS

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the revisions to the following academic contracts:

- a. Name: Ashley Wolters
 Position: Assistant Professor, Welding
 Department: Trade & Industry
 Degrees: M.A., Education - Career & Technology Education
 B.S., Business Administration
 A.A., Business - General
 2+ Years Experience

 Position #: 6664
 New?: Yes

 Remarks: Increased salary step placement due to verification of additional
 related experience. Corrected account code.
 Sal Grade/Stp: C/8
 Salary: \$7,972.03/month
 % of Position: 100%
 # of Mos: 10
 Effective: January 25, 2018
 Account #(s): A-111000-338800-09565-0000000/100%
- b. Name: Jessica Hernandez
 Position: Assistant Professor, Nursing (Medical-Surgical Nursing)
 Department: Nursing Education
 Degrees: M.S.N., Nursing
 B.S.N., Nursing

 Position #: 5294
 New?: Yes

 Remarks: Increased salary step placement due to verification of additional
 related experience.
 Sal Grade/Stp: C/8
 Salary: \$7,972.03/month
 % of Position: 100%
 # of Mos: 10
 Effective: January 25, 2018
 Account #(s): A-111000-348200-12300-0000000/100%

3. RECOMMENDATION: ACTION – RATIFY ONE-TIME TEMPORARY ACADEMIC EMPLOYMENT

The Governing Board ratifies the recommendation of the Superintendent/President regarding the employment of the following one-time temporary academic employee:

- a. Name: Lucas Cota
 Position: Assistant Professor, Physics
 Department: Physics and Engineering
 Degrees: M.S., Physics
 B.S., Physics

 Position #: 6598
 New?: No, temporary contract

 Remarks: One-time temporary contract; non-tenure-track faculty appointment
 for January 25, 2018 through May 26, 2018 only.
 Sal Grade/Stp: C/8
 Salary: \$7,972.03/month
 % of Position: 100%
 # of Mos: 5
 Effective: January 25, 2018
 Account #(s): A-111000-349400-19020-0000000/100%

4. RECOMMENDATION: ACTION – RATIFY REHIRING OF PROBATIONARY FACULTY

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as second year probationary faculty for the 2018-2019 academic year:

Shannon Andrews	Chemistry
Matthew Doherty	Biology
Michael Dudley	Behavioral Sciences
Jason Jarvinen	Cooperative Education
Cory Lindsay	Biology
Monique Lineback	Nursing Education
Vickie Mellos	English as a Second Language
David Miller	Public Safety Programs

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as third- and fourth-year probationary faculty for the 2018-2019 and 2019-2020 academic years:

Mejghan S. Ahmadi	Counseling
Jennifer J. Anderson	Trade and Industry
Christine E. Barlolong	Counseling
Luz D. Carrillo	Chemistry
Catherine Christensen Gwin	Economics, History and Political Science
Alexandra E. Doyle Bauer	Library
Hector Garcia Villa	Physics and Engineering
Luis A. Guerrero	Mathematics
Heather Hosaka	English as a Second Language
Natalie Lopez	Library
Michael Lundell	English
Mary E. Mendoza	Speech/Forensics/American Sign Language
Benjamin Mudgett	Counseling
Scott E. Nelson	World Languages
Matthew E. O'Brien	Behavioral Sciences
Stephen Robertson	Speech/Forensics/American Sign Language
Mark E. Rock	Emergency Medical Education
John K. Russell	Performing Arts
Ed Sprague	Public Safety Programs
Stacey Trujillo	English
Elena Villa Fernandez de Castro	World Languages
Marlo A. Willows	Behavioral Sciences

5. RECOMMENDATION: ACTION – RATIFY GRANTING OF TENURE

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the granting of tenure to the following faculty members effective the 2018-2019 academic year:

Kimberly T. Christensen	Mathematics
Wendy S. Gideon	Biology
Katherine L. Kelp-Stebbins	English
Kristen M. Marjanovic	Economics, History and Political Science
Dana M. O'Callaghan	Counseling
Candace Rose	Media Studies
Benhui Zou	Library

6. RECOMMENDATION: ACTION – RATIFY REHIRING OF NON-TENURE TRACK FACULTY

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the rehiring of the following faculty members as second year non-tenure track faculty for the 2017-2018 academic year:

Leticia Aguirre	Counseling
Christina M. McKinney	Extended Opportunity Programs and Services/CARE/CalWORKs
Larry Moyano	Counseling (AEBG)

7. RECOMMENDATION: ACTION – RATIFY REHIRING OF PROBATIONARY CERTIFICATED EMPLOYEES

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the rehiring for the 2018-2019 academic year of the following second year probationary certificated employees:

Lisa Casas	Early Childhood Education Lab School
Tamara Holthaus	Early Childhood Education Lab School
Yi-Cheng Hu	Early Childhood Education Lab School
Rene Robelin	Early Childhood Education Lab School
Jennifer Streagle	Early Childhood Education Lab School

8. RECOMMENDATION: ACTION – RATIFY GRANTING OF PERMANENT STATUS FOR CERTIFICATED EMPLOYEE

The Governing Board hereby ratifies the recommendation of the granting of permanent status for the following certificated employee for the 2018-2019 academic year.

Sari S. Morris	Early Childhood Education Lab School
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9. 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:	Behavioral Sciences
a. Name:	Cunningham, Amy
Discipline:	Psychology
Degrees:	M.S., Industrial Organizational Psychology B.A., Sociology; Minor in Psychology A.A., General Education
Sal Grade/Step:	B/1
Salary:	\$58.87
b. Name:	Harrell, Sheera
Discipline:	Psychology
Degrees:	Ph.D., Clinical Psychology (APA) M.A., Psychology
Sal Grade/Step:	D/1
Salary:	\$62.51

Department: Chemistry
a. Name: Aberle, Alfred
Discipline: Chemistry
Degrees: Ph.D., Chemistry
Bachelor of Arts & Sciences, Biochemistry/Chemistry
Sal Grade/Stp: D/1
Salary: \$62.51

b. Name: Cameron, Lindsay
Discipline: Chemistry
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: English as a Second Language
a. Name: Farouq, Zakia
Discipline: ESL: Noncredit
Degrees: Master of Science in Education, Tesol
Bachelor of Science Education, Elem Ed Pre K-6 & Spec Ed K-12
Sal Grade/Stp: B/2
Salary: \$62.51

b. Name: Lieber, Caron
Discipline: ESL: Noncredit
Degrees: M.A.Ed., Educational Administration
B.A., Speech Communication
Designated Subjects Adult Education Teaching Credential: Full-Time
Sal Grade/Stp: B/1
Salary: \$58.87

Department: EOP&S/CARE/CalWORKs
a. Name: Fernandez Marquez, Luz Elena
Discipline: Counseling: Extended Opportunity Programs and Services (EOPS)
Degrees: Master of Social Work
B.S., Human Services
A.A., Liberal Arts
6+ semester units of a college-level counseling practicum.
2+ years of occupational experience.
Sal Grade/Stp: B/1
Salary: \$57.95

b. Name: Gebrekristos, Selam
Discipline: Counseling: Extended Opportunity Programs and Services (EOPS)
Degrees: M.S., Counseling (Marriage and Family Therapy)
B.A., Sociology
9+ semester units of college course work relating to ethnic minorities or persons handicapped by language, social or economic disadvantages.
6+ semester units of a college-level counseling practicum.
2+ years of occupational experience.
Minimum qualifications for degrees satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$57.95

c. Name: Vanguyen, Marc
Discipline: Counseling: Extended Opportunity Programs and Services (EOPS)
Degrees: Master of Social Work
B.A., Social Work
9+ semester units of college course work relating to ethnic minorities or persons handicapped by language, social or economic disadvantages.
6+ semester units of a college-level counseling practicum.
2+ years of occupational experience.
Sal Grade/Stp: B/1
Salary: \$57.95

Department: Health Services

a. Name: Daynes, Margaret
Discipline: Counseling
Degrees: M.S., Counseling (Marriage, Family, and Child Counseling)
Sal Grade/Stp: B/1
Salary: \$57.95

Department: Media Studies

a. Name: Pico, Peggy
Discipline: Broadcasting Technology
Degrees: B.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

b. Name: Sturdevan, Garth
Discipline: Broadcasting Technology
Degrees: A.A., General Studies
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Nursing Education

a. Name: Mattson, Rebecca
Disciplines: Nursing
Nursing Science/Clinical Practice
Degrees: M.S., Nursing: Nursing Educator
B.S., Nursing
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

Department: Occupational and Noncredit Programs

a. Name: Cole, Jeffrey
Discipline: Vocational (short-term): Noncredit (to teach Community Emergency Response Team courses)
Degrees: A.S., Fire Technology
6+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Physics and Engineering Department

a. Name: Gilbert, Elaine
Discipline: Engineering
Degrees: M.S., Civil Engineering
B.S., Civil Engineering
Sal Grade/Stp: B/1
Salary: \$58.87

- b. Name: Nguyen, Quan
Discipline: Engineering
Degrees: M.S., Aerospace Engineering
B.S., Aerospace Engineering
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: Nourollahi, Hamid
Discipline: Engineering
Degrees: M.S.,
B.S., Aerospace Engineering
Sal Grade/Stp: B/3
Salary: \$65.90
- d. Name: Snyder, Jennifer
Discipline: Physics
Degrees: Ph.D., Science Education
M.S., Physics
B.A., Physics
Sal Grade/Stp: D/1
Salary: \$62.51
- Department: Public Safety Programs
- a. Name: Maines, Michael
Discipline: Administration of Justice
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47
- b. Name: Moore, Christopher
Discipline: Administration of Justice
Degrees: Master of Administration
B.A., Police Science
2+ years experience
Sal Grade/Stp: B/1
Salary: \$58.87
- c. Name: Sterling, Bobby
Discipline: Administration of Justice
Degrees: Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Unassigned Hiring Pool

- Department: Design and Consumer Education Department
- a. Name: Chirkova-Sikora, Elena
Discipline: Fashion and Related Technologies
Degrees: M.S., Geography
B.S., Geography
A.A., Career Education (Apparel Design)
A.A., Biology and Biology Education
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Lopez, Aimee
Discipline: Fashion and Related Technologies
Degrees: B.A., Communication
A.A., Fashion Merchandising
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

c. Name: Mead, Kayla
Discipline: Fashion and Related Technologies
Degrees: B.A., Family and Consumer Sciences: Fashion Merchandising
A.A., Liberal Arts and Science
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Disability Resource Center

a. Name: Cerda, Angela
Discipline: Learning Disabilities: Specialist
Degrees: M.S., Counseling (School Psychology)
B.A., Art History
B.A., Psychology
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$57.95

Department: English as a Second Language

a. Name: Borgstede, Valentyna
Discipline: ESL: Noncredit
Degrees: Bachelor's and Master's in Foreign Language (English/German)
Minimum qualifications satisfied via equivalency.
Sal Grade/Stp: B/1
Salary: \$58.87

b. Name: Turner, Evelyn
Discipline: Nursing Science/Clinical Practice
Degrees: B.S., Nursing
2+ years of experience.
Sal Grade/Stp: A/1
Salary: \$57.47

Department: Trade and Industry

a. Name: Span, Dave
Discipline: Cabinet Making
Degree: Master of Education
2+ years of experience.
Sal Grade/Stp: B/1
Salary: \$58.87

10. RECOMMENDATION: ACTION – APPROVE SABBATICAL LEAVE APPLICATIONS 2018-19

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the Sabbatical Leave Applications for 2018-2019; previously approved by the Sabbatical Leave Committee on February 8, 2018.

FALL 2018

1. Cynthia Anfinson, Mathematics Department
2. Craig Chamberlin, Mathematics Department
3. Nicholas Rand Green, Computer Science and Information Technology Department
4. Masako Ikenushi, World Languages Department
5. Karen Mifflin, Mathematics Department
6. Susan Miller, Social and Behavioral Sciences Department
7. Kathleen Sheahan, World Languages Department
8. Rocco Versaci, English Department

SPRING 2019

1. Andrea Bell, English Department
2. Geetha Natarajan, Chemistry Department
3. Kathleen Grove, Social and Behavioral Sciences Department
4. Martin Japtok, English Department
5. Lee Kerckhove, Social and Behavioral Science Department
6. Shannon Lienhart, Mathematics Department
7. Travis Ritt, Economics, History, and Political Science Department
8. Ellen Weller, Performing Arts Department

FULL YEAR 2018-2019

1. Gary Sosa, English as a Second Language Department

EXHIBIT J-10

11. RECOMMENDATION: ACTION – APPROVE EMPLOYMENT CONTRACTS FOR EDUCATIONAL SENIOR ADMINISTRATORS

The Governing Board hereby accepts the recommendation of the Superintendent/President and ratifies the employment contracts for the following Educational Senior Administrators effective July 1, 2018 through June 30, 2020:

- a. Fritch, Margie Dean, Instructional, Career, Technical and Extended Education
At salary grade 75 on the Administrative Salary Schedule.
- b. Sivert, Shayla Dean, Instructional, Languages and Literature
At salary grade 75 on the Administrative Salary Schedule.
- c. Stockert, Brian H. Dean, Counseling Services
At salary grade 75 on the Administrative Salary Schedule.

12. RECOMMENDATION: ACTION – APPROVE EMPLOYMENT CONTRACTS FOR EDUCATIONAL AND CLASSIFIED ADMINISTRATORS

The Governing Board hereby accepts the recommendation of the Superintendent/President and ratifies the employment contracts for the following Educational and Classified Administrators effective July 1, 2018 through June 30, 2020:

- a. Astl, Dennis D. Manager, Construction and Facilities Planning
At salary grade 66 on the Administrative Salary Schedule.

- b. Avila, Debra L. Manager, Teaching and Learning Center
At salary grade 52 on the Administrative Salary Schedule.
- c. Barnaba, Ruth V. Coordinator, Tutoring Services
At salary grade 52 on the Administrative Salary Schedule.
- d. Barton, Michelle A. Senior Director, Research, Planning, Institutional Effectiveness, and Grants
At salary grade 75 on the Administrative Salary Schedule.
- e. Cathcart, Scott T. Director, Athletics
At salary grade 71 on the Administrative Salary Schedule.
- f. Cerda, Phillip J. Manager, Broadcast Operations
At salary grade 56 on the Administrative Salary Schedule.
- g. Cohen, Shawna Manager, Equal Employment Opportunity and Compliance
At salary grade 60 on the Administrative Salary Schedule.
- h. Dimmick, Michael J. Information Services Manager, Network and Technical Services
At salary grade 69 on the Administrative Salary Schedule.
- i. Gropen, Laura A. Director, Communications, Marketing, and Public Affairs
At salary grade 67 on the Administrative Salary Schedule.
- j. Harris, Judy Director, Health Services
At salary grade 66 on the Administrative Salary Schedule.
- k. Large, Michael D. Institutional Research Analyst
At salary grade 53 on the Administrative Salary Schedule.
- l. Magnuson, Kendyl L. Senior Director, Enrollment Services
At salary grade 75 on the Administrative Salary Schedule.
- m. Manea, Najib M. Manager, Academic Technology
At salary grade 60 on the Administrative Salary Schedule.
- n. Medel, Thomas R. Manager, Education Center
At salary grade 57 on the Administrative Salary Schedule.
- o. Miller, Chris F. Director, Facilities
At salary grade 70 on the Administrative Salary Schedule.
- p. Moss, Benjamin E. Manager, Enrollment and Financial Aid Services
At salary grade 56 on the Administrative Salary Schedule.
- q. Odom, James Manager, Educational Television and KKSM Radio Operations
At salary grade 56 on the Administrative Salary Schedule.
- r. O'Neill, Yasue Coordinator, International Education
At salary grade 50 on the Administrative Salary Schedule.
- s. Robertson, Grace Senior Institutional Research Analyst
At salary grade 57 on the Administrative Salary Schedule.
- t. Sterling, Connie M. Manager, Library
At salary grade 52 on the Administrative Salary Schedule.
- u. Taveuveu, Brandi Y. Manager, Budget and Payroll
At salary grade 64 on the Administrative Salary Schedule.
- v. Threatt, Robert Internal Auditor/Analyst
At salary grade 55 on the Administrative Salary Schedule
- w. Titus, Sherry M. Director, Student Affairs
At salary grade 67 on the Administrative Salary Schedule.
- x. Vargas, Jose I. Information Services Manager, Network and Technical Services
At salary grade 69 on the Administrative Salary Schedule.

13. 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: Ping Lee
Position: Interim Manager, Accounting
Department: Fiscal Services
Position #: 6532
New?: No
Remarks: Replacement for Sheri Wenzel.
Sal Grade/Stp: 64/1
Salary: \$8,019.35/month
% of Position: 100%
of Mos: 12
Effective: March 19, 2018
Account #(s): A-212600-551100-67200-0000000/100%

- b. Name: Christine Winterle
Position: Interim Director, Human Resources
Department: Human Resource Services
Position #: 6730
New?: Yes
Remarks: Position approved 2/27/18.
Sal Grade/Stp: 67/1
Salary: \$8,635.40/month
% of Position: 100%
of Mos: 12
Effective: March 14, 2018
Account #(s): A-212600-611100-66600-0000000/100%

EXHIBIT J-13

14. RECOMMENDATION: ACTION – RATIFY CORRECTION TO ADMINISTRATIVE EMPLOYMENT AND CONTRACT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the corrections to the employment and contract of the following administrative employee:

- a. Name: Pearl Ly
Position: Dean, Instructional
Department: Social and Behavioral Sciences
Position #: 5694
New?: No
Remarks: Correction to start date; state date was formerly listed as 1/10/18.
Replacement for Jack Kahn.
Sal Grade/Stp: 75/5
Salary: \$12,617.61/month plus an annual doctoral stipend of \$1,411.88.
% of Position: 100%
of Mos: 12
Effective: January 22, 2018
Account #(s): A-123100-361000-60110-0000000/100%

EXHIBIT J-14

15. RECOMMENDATION: ACTION – RATIFY RESCISSION OF RECLASSIFICATION OF CONFIDENTIAL AND SUPERVISORY TEAM POSITION AND CONTRACT

The Governing Board hereby ratifies the recommendation of the Superintendent/President regarding the rescission of 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: Reclassification originally approved by Governing Board 1/9/2018.
Salary Grade/Step: 56/5
Salary: \$7,896.17/month
% of Position: 100%
Effective: January 10, 2018
Account #(s): A-212600-545100-67740-0000000/100%

16. RECOMMENDATION: ACTION – RATIFY CLASSIFIED EMPLOYMENT

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

- a. Name: Jose Perez
Position: Custodian I
Department: Custodial Services
Position #: 5664
New?: No
Remarks: Replacement for Tyrone Davis; transfer for Mr. Perez.
Sal Grade/Stp: 9/6
Salary: \$3,626.16/month
% of Position: 100%
of Mos: 12
Effective: March 14, 2018
Account #(s): A-212200-542200-65300-0000000/100%
Normal Work Schedule: Monday - Thursday, 5:00 p.m. - 1:30 a.m. and Friday, 11:00 a.m. - 7:30 p.m. A 3% shift differential will be paid for hours worked between 6:00 p.m. and 10:00 p.m., and a 6% shift differential will be paid for hours worked between 10:00 p.m. and 6:00 a.m.

17. 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-17](#)

18. RECOMMENDATION: ACTION – RATIFY CORRECTION TO RESIGNATION

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

- a. Sheri Wenzel, Manager, Accounting, Fiscal Services, effective March 17, 2018 (last day of employment will be March 16, 2018). Effective date was formerly March 3, 2018.

19. 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>
006545585	04/02/2018	04/30/2018	100%
009481886	04/09/2018	07/01/2018	100%
004201027	02/28/2018	06/01/2018	100%

- b. The Governing Board hereby ratifies the recommendation of the Superintendent/President granting a Personal Leave of Absence without pay and with no effect on benefits, effective February 14, 2018 through May 25, 2018 to Michael Maines, Police Sergeant, Palomar College Police Department, to teach. Both assignments combined will not exceed 40 hours per week.

20. RECOMMENDATION: ACTION – RATIFY STIPEND FOR DESIGNATED BILINGUAL INTERPRETERS

The Governing Board hereby ratifies the recommendation of the Superintendent/President granting the bilingual stipend to the following employees to serve as designated bilingual interpreters:

- a. Judith Gervasio, Admissions/Financial Aid Specialist II, International Education, effective February 1, 2018.
- b. Gabriela Hernandez Lopez, Outreach Specialist, Grant Funded Student Programs, effective February 1, 2018.
- c. Edwin Torres, Outreach Specialist, Grant Funded Student Programs, effective February 1, 2018.

21. RECOMMENDATION: ACTION – REVIEW AND APPROVE CONTRACTS AND AGREEMENTS MADE FOR PRIOR SIXTY DAYS

The Governing Board hereby ratifies and approves all contracts and agreements for the period January 1, 2018 through February 28, 2017 and entered into on behalf of the Palomar Community College District, as detailed in the exhibit.

[EXHIBIT J-21](#)

22. RECOMMENDATION: ACTION – APPROVE CALIFORNIA COMMUNITY COLLEGES QUARTERLY FINANCIAL STATUS REPORT

The Governing Board hereby approves the California Community Colleges Quarterly Financial Status Report (CCFS-311Q) for the quarter ending December 31, 2017.

[EXHIBIT J-22](#)

23. RECOMMENDATION: ACTION – APPROVE QUARTERLY REPORT OF THE FISCAL SERVICES DIRECTOR

The Governing Board hereby approves the Quarterly Report of the Fiscal Services Director Regarding Disclosure of District Investments as of December 31, 2017.

[EXHIBIT J-23](#)

24. RECOMMENDATION: ACTION – APPROVE EXTENDED AND SINGLE-DAY FIELD TRIPS

The Governing Board hereby approves the following extended optional field trips:

- a. National Cheerleaders Association Collegiate Championship, Daytona Beach, Florida, April 4 through April 8, 2018 for students enrolled in Athletics and Competitive Sports class 30588.

- b. Yosemite National Park, Yosemite, California, March 26 through March 30, 2018, for students enrolled in Landscape Photography Class 33698.
- c. San Francisco Bay Area Colleges (Stanford, SF State, UC Berkley), San Francisco, California, March 25 through March 27, 2018 for Palomar students part of the TRIO program in Student Support Services.
- d. The Richard Nixon Presidential Library and Museum, Yorba Linda, California, on April 6, 2018 for students enrolled in Library Technology classes 32927, 31467, 32928 and 32929.
- e. Phi Rho Pi National Tournament, Daytona Beach, Florida, April 8 through April 15, 2018 for 12 students enrolled in Speech, Class #30991 to participate in debate tournament. (In lieu of attending: The National Forensics Association Tournament on April 11 through April 17, 2018; previously Board approved 10/10/17.)

EXHIBIT J-24

25. RECOMMENDATION: ACTION – RATIFY MEMORANDUM OF UNDERSTANDING WITH LA JOLLA SYMPHONY AND CHORUS

The Governing Board hereby ratifies a memorandum of understanding (MOU) with La Jolla Symphony & Chorus, for the purpose of continuing to share music scores. The MOU commenced on February 8, 2018 and will end December 31, 2022 and is renewable at the option of both parties.

EXHIBIT J-25

26. 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 February 7, 2018 and February 21, 2018 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-26

27. RECOMMENDATION: ACTION – APPROVE CURRICULUM PROGRAM DETAILS FOR INCLUSION IN THE PALOMAR COLLEGE PROGRAM INVENTORY

The Governing Board hereby approves curriculum program changes. Due to a change in systems at the state Chancellor's Office, colleges have been asked to reconcile program details to assist with accurate reporting. The list in the attached exhibit is representative of programs under review. Specific details such as formal program names and units may change as the scope of the review progresses.

EXHIBIT J-27

28. RECOMMENDATION: ACTION – EXCUSE ABSENCE OF TRUSTEE

In accordance with Section 72425(d) of the CA Education Code, the Governing Board hereby acknowledges that the absences of Chris Hopp and Paul McNamara from the February 27, 2018 Special meeting are excused due to personal necessity.

RESOLUTION 17-21539

**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: 12/21/17–03/01/18	\$17,089,399.49
Procurement Card Time Period: 11/23/17-12/22/17	\$88,067.18
Procurement Card Time Period: 12/23/17-01/22/18	\$98,594.45
Procurement Card Time Period: 01/23/17-02/22/17	\$136,379.47
	<u>\$17,412,440.59</u>

EXHIBIT N-1

2. **RECOMMENDATION: ACTION – APPROVE ACCEPTANCE OF FUNDS TOTALING \$134,010.00 FROM PROP 39 COMMUNITY COLLEGES CLEAN ENERGY WORKFORCE PROJECT AND THE FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES, STUDENT MENTAL HEALTH PROGRAM**

The Governing Board hereby approves the acceptance of funds as detailed:

- a. Program improvement funding from Prop 39 Community Colleges Clean Energy Workforce Project, fiscal agent Grossmont-Cuyamaca Community College District Auxiliary Organization, in the amount of \$99,010.00 for the period of February 9, 2018 through December 31, 2018 to provide courses for certificates of proficiency and an associates of science degree.
- b. Grant award from Foundation for California Community Colleges, Student Mental Health Sponsorship Program Grant to plan and host a mental health and wellness related activity or event on campus by June 15, 2018. Total award is \$3,500.00.

EXHIBIT N-2

3. **RECOMMENDATION: ACTION – APPROVE ADOPTION OF PALOMAR COLLEGE GUIDED PATHWAYS PLAN**

The Governing Board hereby approves the Palomar College Guided Pathways Plan funded through the California Community College Chancellors Office for a total amount of \$1,516,425.00. Guided Pathways framework sets clear course-taking patterns toward transfer, degree, and certificate completion for students to achieve their educational goals. There will be four total phases over the course of the allocation of funding. Phase 1 is effective Spring 2018 through Summer 2019.

EXHIBIT N-3

4. RECOMMENDATION: ACTION – APPROVE CHANGE ORDERS

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

1. CO #6 for \$98,569.00 for repairs to the parking structure elevators and relocation of one irrigation controller at the South Education Center.
2. CO #6 for \$173,156.00 for unforeseen conditions including rock and damage due to heavy rains and ADA parking for the Parking Structure and Police Substation project.
3. CO #4 for \$185,000.00 for final negotiated settlement of all outstanding additional scope of work for the A building & Veterans Center Renovation project.

EXHIBIT N-4

5. INFORMATION: 2018 CCCT BOARD ELECTION – THE BOARD WILL CAST ITS OFFICIAL BALLOT IN APRIL

An action item will appear on the April 2018 Governing Board meeting agenda, requesting the Governing Board to vote for no more than five candidates for the CCCT Board.

EXHIBIT N-5

6. INFORMATION: DISTRICT PROPOSAL FOR NEGOTIATIONS WITH THE PALOMAR FACULTY FEDERATION

In compliance with Palomar Community College District AP 2610-Presentation of Initial Collective Bargaining Proposals, the District's Governing Board will hold a public hearing on April 10, 2018 so that the public may comment to the Board regarding the District's proposal. The District's proposal is available for review in the Human Resource Services office.

EXHIBIT N-6

7. INFORMATION: PALOMAR FACULTY FEDERATION (PFF) INITIAL COLLECTIVE BARGAINING PROPOSAL

In accordance with AP 2610 – Presentation of Initial Collective Bargaining Proposals, the PFF initial collective bargaining proposal for a successor collective bargaining Agreement is presented to the Governing Board and public. The proposal shall be available for public review in the Human Resource Services Office. The public shall have an opportunity to respond to this proposal at the Governing Board meeting on April 10, 2018.

EXHIBIT N-7

8. RECOMMENDATION: ACTION – APPROVE INTERNATIONAL TRAVEL FOR ONE EDUCATIONAL ADMINISTRATOR TO OSAKA, JAPAN, APRIL 2018

The Governing Board hereby approves travel for Dean Shayla Sivert to Osaka, Japan from April 7-11, 2018 to represent the District at the opening ceremonies of HIUC's new school year and to provide informational workshops about Palomar College.

EXHIBIT N-8

9. RECOMMENDATION: ACTION – APPROVE EMPLOYMENT CONTRACTS FOR EXECUTIVE ADMINISTRATORS

The Governing Board hereby accepts the recommendation of the Superintendent/President and ratifies the employment contracts for the following Executive Administrators effective July 1, 2018 through June 30, 2020:

- a. Ballesteros-Perez, Ronnie E. Assistant Superintendent/Vice President, Finance and Administrative Services
At salary grade 79 on the Executive Administrative Salary Schedule.

- b. Gonzales, Adrian D. Assistant Superintendent/Vice President, Student Services
At salary grade 79 on the Executive Administrative Salary Schedule.

EXHIBIT N-9

10. RECOMMENDATION: ACTION – DESIGNATE GOVERNING BOARD TRUSTEES TO SERVE ON VARIOUS COMMITTEES

The Governing Board will discuss filling seats for the following committees and the Governing Board President will make the following committee appointments:

- Policies and Procedures Committee: 1. _____ Alternate. _____
- Ad Hoc Finance Committee: 1. _____ 2. _____ Alternate. _____
- Ad Hoc Real Estate Committee: 1. _____ 2. _____ Alternate. _____

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: _____.

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

P. 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.*

Q. ADJOURNMENT