

**PALO VERDE COMMUNITY COLLEGE DISTRICT**

**REGULAR MEETING**

**BOARD OF TRUSTEES**

**Claypool Building – 725 West Broadway in Needles – Classroom #10**

*(and Teleconference held via CL 101 at one College Drive in Blythe)*

**Tuesday, January 25, 2011**

**4:30 p.m.**

**Meeting 11-01**

**AGENDA**

**I. OPENING OF MEETING**

1. Call to Order
2. Flag Salute
3. Roll Call

Ed Gonzales, President \_\_\_\_\_  
Millie Rodriguez, Vice President \_\_\_\_\_  
Jerry Lewis, Clerk of the Board \_\_\_\_\_  
Ted Arneson, Trustee \_\_\_\_\_  
Sam Burton, Trustee \_\_\_\_\_  
Lincoln Edmond, Trustee \_\_\_\_\_  
George Thomas, Trustee \_\_\_\_\_  
Leo Martinez, Student Trustee \_\_\_\_\_

James Hottois, Superintendent/President \_\_\_\_\_  
Geri Butler, Vice President of Administrative Services \_\_\_\_\_  
Diana Rodriguez, Vice President of Student Services \_\_\_\_\_  
William Smith, Vice President of Instructional Services \_\_\_\_\_

4. Approval of the Minutes of the Regular Meeting of December 14, 2010.
5. Approval of the Minutes of the Regular Meeting of the PVCCD Financing Corporation of December 14, 2010.
6. Approval of the Agenda for this meeting.

**II. ITEMS FOR DISCUSSION IN CLOSED SESSION (AT END OF MEETING)**

Public Employee Performance Evaluation - 3 Academic Administrators.  
Public Employee Performance – Evaluation of Superintendent/President.

**III. HEARING OF CITIZENS (AGENDA ITEMS)**

(Members of the public have this opportunity to directly address the Board on agenda items, subject to a five (5) minute time limitation per individual.)

**IV. REPORTS**

1. Associated Student Government
2. Academic Senate
3. CSEA, Chapter 180
4. CCA/CTA
5. Superintendent/President
  - Geri Butler, Vice President of Administrative Services
  - Diana Rodriguez, Vice President of Student Services
  - William Smith, Vice President of Instructional Services
6. Board of Trustees Comments and Discussion
7. Needles Report

**V. INFORMATION ITEMS**

1. Effective January 1, 2011, the IRS (Internal Revenue Service has approved an increase in the mileage rate from .50 cents/mile to .51 cents/mile.
2. Palo Verde Community College District Audit Report 7-1-1998 through 6-30-2006 for Enrollment Fee Collection and Waivers Program from the California state Controller John Chaing *(shown loose in Board folders)*.
3. Grant Award Notification (04) for Title III project for \$399,760 for budget period 10.1.2011 - 9.30.2012 and (05) 10.01.2012 – 9.30.2013 *(shown loose in Board folders)*.
4. Leo Martinez is no longer eligible to serve as Student Trustee based on Board Policy 2015 and similar sections of the ASG Constitution.
5. Revised Board of Trustees meetings for the year 2011 *(shown loose in Board folders)*.

**VI. CONSENT RESOLUTIONS**

***(All consent resolutions will be voted on in one motion with 15 minutes allocated for questions by Board members. After the question period, any Board member may request that any item(s) be moved to the Action Agenda.)***

**A. Instruction**

**Resolution 11-01 A-01 - CURRICULUM APPROVED AT DECEMBER MEETING**

BE IT RESOLVED that the actions of the Curriculum Committee at meeting held on December 9, 2010 (new and revised courses in various curriculum areas), as shown in Reference A-01, be adopted.

**B. Business**

**Resolution 11-01 B-01 – NONRESIDENT TUITION FEE FOR 2011-2012**

BE IT RESOLVED that the nonresident tuition fee for the 2011-2012 fiscal year be established at \$176 per semester unit (was \$183 last year) \$117 per quarter unit, as computed on a statewide basis and shown in Reference B-1.

**Resolution 11-01 B-02 – REGISTER OF WARRANTS AND FINANCIAL REPORT FOR NOVEMBER AND DECEMBER 2010**

BE IT RESOLVED that the Register of Warrants and Financial Report for November 30, 2010 and December 31, 2010, be approved *(shown loose in Board folders)*.

**Resolution 11-01 B-03 – CHANGE ORDERS FOR PHASE IV**

BE IT RESOLVED that the Palo Verde Community College District Board of Trustees ratifies the Superintendent/President’s authorization of the following change order for Phase IV (Fine & Performing Arts Complex) as listed below and shown in Reference B-03.

Change order #12	\$(40,965.79)	Change order #23	\$4,492.00
Change order #13	\$(-857.00)	Change order #24	\$(-8,547.00)
Change order #14	\$9,479.14	Change order #25	\$(-2,505.50)
Change order #16	\$32,531.00	Change order #28	\$43,692.21
Change order #17	\$3,247.15	Change order #29	\$6,089.00
Change order #18	\$18,627.00	Change order #30	\$81,800.00
Change order #20	\$18,950.08	Change order #31	\$1,208.00
Change order #21	\$75,114.00	Change order #32	\$6,239.88
Change order #22	\$(-10,023.00)	Change order #33	\$(-2,097.05)

VI. **CONSENT RESOLUTIONS (continued)**

**Resolution 11-01 B-04 – CDC ANNUAL AGREEMENT (AMENDMENT 2)**

BE IT RESOLVED that the Palo Verde Community College District Board of Trustees approves Amendment 02 to the annual contract (#CSPP-0391) for the Child Development Center and adopts appropriate resolution with the California State Department of Education for the purpose of amended 2010-2011 Funding Terms and Conditions, (shown loose in Board folders).

**C. Personnel**

**(Academic Personnel)**

**Resolution 11-01 C-01 - PART-TIME INSTRUCTORS/COUNSELORS FOR SPRING SEMESTER 2011**

BE IT RESOLVED that part-time instructors/counselors, as shown in Reference C-01, be approved for Spring Semester of 2011.

**(Classified)**

**Resolution 11-01 C-02 – TEMPORARY EOPS/CARE SECRETARY**

BE IT RESOLVED that Allison Schwindt, be employed as temporary EOPS Secretary, 40 hours per week with no benefits, at a placement of Row 4, Step 1, \$14.63 per hour, on the Classified Salary Schedule, effective January 26, 2011.

**Resolution 11-01 C-03 – PROMOTION OF CUSTODIAN TO MAINTENANCE/GROUNDSKEEPER**

BE IT RESOLVED the Leonardo Bernal be promoted from custodian to Maintenance/Groundskeeper I, a full-time, 12 month, 8 hours per day, 40 hours per week, CSEA classified position, with a salary placement of Row 3, step 4 (5% increase), on the Classified Salary Schedule, effective January 26, 2011.

**(Student Personnel)**

**Resolution 11-01 C-04 - PART-TIME TEMPORARY STUDENT EMPLOYEES FOR SPRING SEMESTER 2011**

BE IT RESOLVED that part-time temporary student employees (aides, interpreters, tutors peer coordinator/counselors, and peer counselor/recruiters), as shown in Reference C-04, be approved for the Spring Semester of 2011.

***(Blanket Motion)***

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Consent Resolutions be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**VII. ACTION ITEMS**

**Resolution 11-01 A-02 – PROGRAM REVIEW APPROVAL (AUTOMOTIVE)**

BE IT RESOLVED that the PVCCD Board of Trustees approves the Program Review as presented this evening for the Automotive Program (shown loose in Board folders).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 A-02 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**Resolution 11-01 A-03 – PROGRAM REVIEW APPROVAL (BUILDING TRADES)**

BE IT RESOLVED that the PVCCD Board of Trustees approves the Program Review as presented this evening for the Building Trades Program (shown loose in Board folders).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 A-03 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**Resolution 11-01 A-04 – PROGRAM REVIEW APPROVAL (CRIMINAL JUSTICE)**

BE IT RESOLVED that the PVCCD Board of Trustees approves the Program Review as presented this evening for the Criminal Justice Program (shown loose in Board folders).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 A-04 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**VIII. ACTION ITEMS (continued)**

**Resolution 11-01 A-05 – PROGRAM REVIEW APPROVAL (FIRE SCIENCE)**

BE IT RESOLVED that the PVCCD Board of Trustees approves the Program Review as presented this evening for the Fire Science Program (shown loose in Board folders).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 A-05 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**Resolution 11-01 A-06 – PROGRAM REVIEW APPROVAL (WELDING)**

BE IT RESOLVED that the PVCCD Board of Trustees approves the Program Review as presented this evening for the Welding Program (shown loose in Board folders).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 A-06 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**B. Business**

**Resolution 11-01 B-05 – CONTRACT WITH LUND & GUTTRY FOR AUDITS**

BE IT RESOLVED that the Palo Verde Community College District Board of Trustees approves the contract with Lund & Guttry LLP/Certified Public Accountants, as shown in Reference B-05, to audit the general purpose financial statements of the Palo Verde Community College District as of June 30, 2011, 2012, and 2013 at the following rates.

	<u>Audit</u>	<u>GASB 35</u>
2011	\$22,000	\$4,750
2012	\$22,500	\$4,750
2013	\$23,000	\$4,750

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 B-05 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**VIII. ACTION ITEMS (continued)**

**Resolution 11-01 B-06 – AGREEMENT WITH THE OFFICE OF ADMINISTRATIVE HEARINGS**

BE IT RESOLVED that PVCCD Board of Trustees authorize the Superintendent/President to ratify the agreement with the Office of Administrative Hearings, Department of General Services.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 B-06- be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**C. Personnel**

**(Certificated)**

**Resolution 11-01 C-05 – NEW JOB DESCRIPTION OF NURSING AND ALLIED HEALTH COORDINATOR**

BE IT RESOLVED that the Palo Verde Community College District approves the job description shown in Reference C-05.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 C-05 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Thomas	_____
Burton	_____	Lewis	_____		

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent

**Resolution 11-01 C-06 - EMPLOYMENT OF NURSING AND ALLIED HEALTH COORDINATOR**

BE IT RESOLVED that Sharron Burgeson be employed as the Nursing and Allied Health Coordinator, a full-time/tenure track certificated position, 11 month, 207 day, reporting to the V.P. Of Instructional Services. Salary range placement will be determined by education and experience.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 C-06 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
------------------	-------	--------	-------	-----------	-------

Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

Motion carried/lost; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**VIII. ACTION ITEMS (continued)**

**Resolution 11-01 C-07 - SUPPLEMENTAL EMPLOYEE RETIREMENT PLAN**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees hereby approves Board Resolution 11-01 C-07 to allow employees to participate in the Palo Verde Community College District Supplemental Employee Retirement Plan, with terms as shown in Reference C-07, effective July 1, 2011 *(present at the meeting)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 C-07 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

Motion carried/lost; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**D. Miscellaneous**

**Resolution 11-01 D-01 - STUDY SESSION FOR February 2011**

BE IT RESOLVED that the Study Session for February 8, 2011, is canceled.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 D-01 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

Motion carried/lost; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 11-01 D-02 - NOMINATIONS FOR CCCT BOARD ELECTION FOR 2011**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees wishes to nominate the following individual (must be from Palo Verde Community College District), as a candidate for the CCCT (California Community College Trustees) Board: \_\_\_\_\_ *(The nomination form and biographic sketch form are enclosed loose in trustee folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 11-01 D-02 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

Motion carried/lost; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**VIII. ACTION ITEMS (continued)**

**IX. HEARING OF CITIZENS (NON-AGENDA ITEMS)**

(Members of the public have this opportunity to directly address the Board on items of interest to the public, subject to a five (5) minute time limitation per individual.)

**X. ADJOURN TO CLOSED SESSION**

Public Employee Performance Evaluation 3 Administrator positions.  
Public Employee Performance – Evaluation of Superintendent/President.

**XI. OPEN SESSION**

**XII. ADJOURNMENT**

The next Regular Meeting will be held on February 15, 2011, in Blythe.