

PALO VERDE COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
BOARD OF TRUSTEES
Tuesday, February 9, 2016
5:00 p.m.
One College Drive, Blythe, CA – CL 101
(ITV held at Palo Verde College Needles Center – 725 W. Broadway, Needles, CA)

Meeting 16-02

MINUTES

I. OPENING OF MEETING

1. Call to Order

The Regular Meeting of the Board of Trustees was called to order by Dr. Thomas, President of the Board, at 5:00 p.m.

2. Flag Salute

The Salute to the American Flag was led by Dr. Thomas, President of the Board.

A moment of silence was observed in honor of Trustee Ted Arneson who has been hospitalized.

3. Roll Call

Trustees Present:

George Thomas, President
Ned Hyduke II, Vice President
Ermila Rodriguez, Clerk
Ed Gonzales, Trustee
Jerry Lewis, Trustee
Grace Quist, Student Trustee

Administrators Present:

Donald G. Wallace, Superintendent/President
Russi Egan, Vice President of Administrative Services
Sean Hancock, Vice President of Instruction and Student Services

Absent:

Ted Arneson, Trustee
Suzanne Woods, Trustee
Grace Quist, Student Trustee

Recorder:

Carrie Mullion, Executive Assistant to Superintendent/President and Board of Trustees

4. Approval of the Minutes of the Regular Meeting of January 19, 2016.

It was moved by Mr. Gonzales, seconded by Mr. Hyduke and unanimously carried that the Minutes of the Regular Meeting of January 19, 2016 be approved.

(These minutes are a concise summary of reports, discussion and actions taken at this meeting. For detailed comments and discussion, a tape is available to the public for 30 days after the date of this meeting.)

I. OPENING OF MEETING (continued)

5. Approval of the Agenda for the meeting.

It was moved by Mr. Gonzales, seconded by Mr. Lewis, and unanimously carried that the Agenda be approved.

II. 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. Pursuant to the Brown Act Government Code Section 54954.2(a): "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."

None.

III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS

The Superintendent/President respectfully asks if any of the Governing Board members need to recuse themselves from any item where there might be a potential conflict of interest.

None.

IV. RECESS TO CLOSED SESSION (refer to XIV at the end of this meeting)

V. RECONVENE TO OPEN SESSION (not applicable)

VI. REPORTS

1. Associated Student Government – Grace Quist, Student Trustee or designee
Not present for this meeting.

2. Academic Senate – Biju Raman, President

- Mr. Raman expressed his sadness over the news of Mr. Arneson, and stated thoughts are prayers are with him and his family.
- Academic Senate voted down the Dean of Instruction and Student Services position due to concerns of high cost to the college, and due to not having a clear delineation between the Vice President and the Dean. The reporting structure was confusing to faculty. Academic Senate requests administration to rethink a possible alternative. Those that work closely to Dr. Hancock realize that he is severely impacted by more responsibility and the level of duties he must conduct on a day-to-day basis, but Academic Senate is not sure whether taking on a Dean of Instruction and Student Services is the right solution at this stage. Academic Senate is aware that administration deserves to continue forward with this structure, but there is not faculty support behind this position at this time.
- The faculty approved assistance for Dr. Hancock in terms of the Associate Dean of Correspondence and Distance education position, but it is recommended that it be a lower level coordinator position.
- Academic Senate is happy to see administration moving forward with the faculty recommendations of hiring ADS, Astronomy and Math, and Biology instructors. However, the Senate voted down a full-time additional Criminal Justice instructor at this time. It was felt that this position did not come through Program Review, did not follow the timeline of the Strategic Plan, and there was no substantial change in enrollment. The Senate offered an option of adding an adjunct instructor with the requisite qualifications, or

pursue the ISA route with the Ben Clark Training Center.

VI. REPORTS (continued)

- There are three other resolutions which are currently under consideration for the next Academic Senate meeting. These are:
 - 1) Faculty are happy to see the expansion of programs into the prison system, but there is concern about the quality of institutions the college engages with. In terms of enhancement of the program, faculty would like a checklist which would hold the prisons to certain standards; that is, how many proctors do you have per the number of students, is the college serving the students family, are we maintaining academic standards, are we maintaining sufficient supervision during tests and other materials that are being assigned to the student. A resolution will be forthcoming regarding this matter.
 - 2) Academic Senate is the faculty Senate of all and would like to be well informed about the committees that fall under its purview such as BSI, Curriculum. Representatives on these committees must be well informed and let everyone have their voice heard before a certain position is taken at these meetings. Academic Senate would like representatives on these committees to represent the Senate in certain matters and anything which follows the mandates from the Chancellor's Office.
 - 3) There is currently seven divisions at the college; Allied Health, Business, History, Social and Behavioral Sciences, Professional Technology, English Language Arts and Communications, Math and Science, and Student Services Division. The Senate is going to look into the allocation of disciplines within these divisions, because sometimes it might be a good fit. For example Allied Health is currently carrying the administration of the Criminal Justice Program, Fire Science and Technology, Hazmat, and Nursing. Academic Senate found that it may not be a good fit for all of these disciplines to be under the same division at one time, so the offices of the Senate will be working with each of the Division Chairs to find out where these divisions and departments can be best assigned. These may necessitate the creation of a new division or department to take on the disciplines outside the purview.
- 3. CSEA, Chapter 180 – Richard Soto, President or designee
Not present for this meeting.
- 4. CCA/CTA – Derek Copple, President
 - Things are going well with CCA/CTA. Mr. Copple continues to meet with Dr. Wallace to keep an open dialog.
 - It is hoped that contract negotiations will start next week, and that it will be a rapid process.
- 5. Don Wallace – Superintendent/President
 - It is projected that FTES will exceed 2000 this year. This will put us approximately 2% over projected growth funding.
 - The college has been notified that the CDCR Transitions Program contract, which expires on June 30, 2016, will not be renewed. The contracts for the temporary college employees who work in this program will also expire on June 30, 2016. An official letter from the prison system will be sent about 30 days prior to June 30. Dr. Hancock is beginning conversations with the employees this will impact.

VI. REPORTS (continued)

6. Sean Hancock – Vice President of Instruction and Student Services

- Admissions and Records:
 - Fall 2015 MIS file was submitted and accepted on January 20, 2016.
 - National Student Clearinghouse [NSC] First of Term Enrollment was submitted January 29, 2016.
 - Progress and Probation/Dismissal process was ran and students were notified on January 19-22, 2016.
 - IPEDS [Integrated Postsecondary Education Data System] Graduation Rates reports are in process and due on February 10, 2016.
- Counseling:
 - Registration for spring semester ended last week.
 - Counselors have been working on petitions to graduate. The deadline to petition is March 4, 2016.
 - David Silva, Irma Dagnino, and Lorenzo Lujano will be taking students to a UC Riverside and CSU San Bernardino Transfer Day on February 26-27, 2016.
- EOPS:
 - EOPS has scheduled first mandatory contacts on the following dates:
On-campus, February 8-11; Ironwood State Prison, February 8-9; Chuckawalla Valley State Prison, February 10, 2016.
- Financial Aid:
 - Cal Grant checks are in process of being ordered.
 - IPEDS report for Financial Aid has been completed.
 - Financial Aid will be hosting a FAFSA night on March 10, 2016 from 3:00-6:00pm in the ASG room.
 - Financial Aid information has been given to Palo Verde High School students to complete the 2016-2017 FAFSA. This is now a requirement for all Palo Verde High School students.
 - Students have been notified of the upcoming new regulations for the Board of Governor's Waiver which will take effect during the fall 2016 semester.
 - The PVC Foundation Scholarship application is being finalized and will be posted on the web, which is different than application process that was used last year.
- Library:
 - Mango Language, a new language learning database, is now accessible online.
- Outreach:
 - Career and Technical Education Advisory Meetings are scheduled for February 23 from 6:00-7:00 pm for Autos, Agriculture, Building, Welding, and Computer Programs.
 - Local high school students in grades 10-12 will participate in PVC Career and Transfer Day on March 11, 2016.
- Office of Instruction and Student Services:
 - Weekly meetings with the *Canvas* Implementation Team are taking place. This is the new online learning management system that will be the platform for the *Bridge*. *Canvas* has been adopted by many of the community colleges with more to follow. The state has selected *Canvas* as their online education platform. Full implementation will

be July 1, 2016.

- Dr. Hancock will begin working with Human Resources and the Divisions on faculty recruitment for the three identified needs: ADS, Astronomy/Math, and Biology.

VI. REPORTS (continued)

- Dr. Hancock is in the process of drafting the Palo Verde College Follow-Up Report, due to ACCJC on March 1, 2016.
- The Program Review Guide has been completed and is on this agenda for approval.
- Adjunct evaluations that started last spring are continuing this semester.
- Meetings with ISP and CVSP regarding face-to-face instruction will take place in early March. This has become a priority at the Chancellor's Office in partnership with California Department of Corrections and Rehabilitation.
- In partnership with the Blythe Chamber of Commerce and EDD, Palo Verde College will host a Job Fair, Wednesday, February 24, 2016 from 1:00–5:00 p.m. in the Clancy Osborne Physical Education Center. The goal is to bring in employers that have open positions. Thirty-one federal and local agencies will take part in this event.
- The Institutional Effectiveness Partnership Initiative has approved a Partnership Resource Team for Palo Verde College to develop a plan to improve the use of available data and reporting systems. A team of people from other community colleges who will come to our campus to show us different dashboards and reports that they have built and how to use them. This data can then be used to inform and drive future decision making on our campus. Palo Verde College will be eligible for \$150,000 to implement the plan.

7. Russi Egan – Vice President of Administrative Services

- General Fund Comparative Statement of Revenue and Expenses, December 2015 and January 2016 are right on track.
- The Insurance Committee has been shopping insurance prices, and they met with their consultant, Burnham Benefits Insurance Services, last week. REEP, our current provider, is tentatively scheduled for a presentation next Tuesday.
- Payroll:
 - W2's have been mailed.
- Maintenance and Operations:
 - LED lighting has been completely installed in the College Services building. There are three companies that have responded to the RFP to install lighting in the Classroom/Lab building, one of which is a local company.
 - Estimates are being sought to resurface the parking lots at the Blythe and Needles campuses. A tentative estimate that was below the bid threshold was received for the Needles campus, so one more bid will be needed in order to move forward. A formal bidding process will take place for the Blythe campus because the cost will be over the \$15,000 limit.
- Information Technology:
 - The possibility of implementing "thin clients" in classrooms and offices is being tested and researched. Thin clients are thin, small computers that "talk" to the colleges' main server. A thin client can be compared to railcar that connects the user to the college locomotive.

This will provide more processing power for the classrooms, more control and efficiency for IT, and a significant savings to the college. Currently, computers cost about \$1,500 per machine. The thin client will cost about \$450. By moving to thin clients, the college could save approximately \$262,500.

VI. REPORTS (continued)

- Business Services:
 - The 1099's and 1098T's have been mailed.
 - Work on the final reports for the credit and non-credit 3SP and Equity is being done.
 - Next Thursday and Friday Ms. Egan will be in San Francisco to meet with the rating agencies to present information in hopes of getting a good bond rating.

- 8. Executive Cabinet
No report.

- 9. Board of Trustees Comments and Discussion
 - Mr. Gonzales commented that he is very saddened to hear of Mr. Arneson's hospitalization. Mr. Gonzales also complemented Dr. Hancock and his committees on the Accreditation Follow-Up Report and stated it is very well written.

VII. PUBLIC NOTICE/HEARING

None.

VIII. PRESENTATION

1. Demonstration of Everbridge Emergency Alert System
Presenter: Dana Maxfield, Temporary Fiscal Services Manager

Mr. Maxfield provided a handout and presented a PowerPoint regarding the new emergency alert system for students and staff. The alerts will go out through text messages, emails, and SMS [short message service]. Everbridge Emergency Alert System has an app that can be downloaded to Smartphones and tablets. Mr. Maxfield sent a test notification to the Trustees cell phones to demonstrate how the alert systems works. All employees will be enrolled in the system over the next two weeks. Launch date for students will be in March. Students will have the ability to download the app and register with the alert system. The system also has the ability to collect data regarding who receives the notifications, which notifications were rejected, and which notifications were kicked back.

2. Overview of Measure P Bond Sale
Presenter: Joanna Bowes, Managing Director, KNN Public Finance

Ms. Bowes and Mr. Erwin Tam, Vice President of KNN Public Finance, provided a PowerPoint presentation titled "Bond Finance Overview". Ms. Bowes brings special greetings from Mr. Tim Shafer, PVC's former financial advisor.

Ms. Bowes gave an overview of the services a municipal advisor provides; municipal financial products or the issuance of municipal securities, including expert advice about the structure, timing, terms, and the pricing of the bonds and interest rates.

Highlights of the presentation included:

- The Dodd-Frank Wall Street Reform and Consumer Protection Act.

- Municipal Advisors Rule.
- Federal and State Regulations for bond issuance.
- The constitutional limits on “debt”.
- The definition of a Municipal Bond: a debt instrument that allows issuers to finance capital needs or refinance prior debt.
- Source of repayment for debt service.

VI. REPORTS (continued)

- Reasons why community colleges issue bonds.
- Bond financing mechanisms and tools.
- A review of the General Obligation Bond passed by Palo Verde College.
- Proposition 39.
- Certificates of Participation.
- Role of the consultant and financing participants.
- How bonds are issued.
- Cost of issuance.
- Schedule of the bond issuance.
- AB 182 placing strict limitations on the issuance of capital appreciation bonds.
- Attorney General opinion – No. 13-304.

Ms. Bowes and Mr. Tam answered questions from the Governing Board; and the Governing Board thanked them for their excellent presentation.

IX. DISCUSSION

None.

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for January 2016 *(shown loose in Board folders)*.
2. The Annual CCLC Trustees Conference will be held April 29-May 1, 2016 in Palm Desert, CA. Please notify Carrie Mullion, Executive Assistant, if you plan on attending.

XI. 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 16-02 A-03 – ENROLLMENT OF SPECIAL PART-TIME STUDENTS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the enrollment of special part-time students pursuant to AP 5011. These students have met the requirements for enrollment at Palo Verde College; shown as Reference A-03.

Resolution 16-02 A-04 – PART-TIME INSTRUCTORS/COUNSELORS FOR SPRING SEMESTER 2016

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves instructors/counselors for spring semester 2016; shown as Reference A-04.

Resolution 16-02 A-05 – INSTRUCTORS RECOMMENDED TO BE GRANTED EQUIVALENCY

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves

the recommendation of Academic Senate and Equivalency Committee that the following instructor be granted equivalency. A certification of equivalency means only that an applicant has met the minimum qualifications for a discipline, and has been put into a hiring pool. Equivalency is not a promise of future employment.

XI. CONSENT RESOLUTIONS (continued)

Name	Discipline	Senate & Committee Approval Date	Valid
Macias, Claudia Saldana	Sociology	01/26/2016	Life

C. PERSONNEL

Resolution 16-02 C-07 – RESIGNATION OF ASSOCIATE DEAN OF NURSING AND ALLIED HEALTH

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees ratifies, the resignation of Dr. Virginia Armstrong, Associate Dean of Nursing and Allied Health, effective June 30, 2016.

Resolution 16-02 C-08 – RESIGNATION OF PART-TIME LIBRARY/LEARNING CENTER TECHNICIAN

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees ratifies, the resignation of Christopher Tennefos, Part-time Library/Learning Center Technician, effective February 9, 2016.

Resolution 16-02 C-09 – PART-TIME TEMPORARY STUDENT EMPLOYEE FOR SPRING SEMESTER 2016

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following part-time temporary student employee for Spring Semester 2016:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Alvarez, Angelis	Peer Counselor – BFA	\$10.75
Barcnas, Martinique	Student Clerk – CAW/LIB	\$10.25
Birmingham, Jacob	Tutor – BSI	\$10.75
Brooks, Brianna	In Class Tutor – Welding	\$10.75
Carrillo, Alessandra	Student Clerk – CAW	\$10.25
Castillo, Audrey	In Class Tutor – Autos	\$10.75
Cebreros, Maria	Tutor – BSI/ESL	\$10.75
Garcia, Misty	Peer Counselor – EOPS	\$10.75
Gomez, Miguel	Tutor – FWS	\$10.75
Gonzalez, Vianette	Peer Counselor – SSSP	\$10.75
Hamblen, Phillip	Tutor – FWS	\$10.75
Maciel, Joaquin	Peer Counselor – EOPS	\$10.75

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Lutz, Matthew	Tutor – FWS	\$10.75
Quist, Grace	Student Clerk – CAW	\$10.25
Rizzotto, Lauren	Peer Counselor – BFA	\$10.75

(Blanket Motion)

It was moved by Mr. Lewis, and seconded by Mr. Gonzales, that Consent Resolutions be approved.

Discussion occurred regarding Resolution 16-02 C-07, and Dr. Wallace provided clarification.

XI. CONSENT RESOLUTIONS (continued)

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

XII. ACTION ITEMS

B. BUSINESS

Resolution 16-02 B-11 – CONTRACT WITH KNN PUBLIC FINANCE

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Agreement for Financial Advisory Services with KNN Public Finance to provide consulting services in connection with the District's typical financing needs, General Obligation Bonds, COP's, and refinancing services. Term of Agreement: January 1, 2016 through January 1, 2019. Fiscal Implications: Not to exceed \$20,000 annually for typical services, and not to exceed \$55,000 for Bond, COP, and refinancing services: Fiscal implications: paid through Bond proceeds; shown as Reference B-11.

It was moved by Mr. Lewis, and seconded by Mr. Hyduke, that Resolution 16-02 B-11 be approved.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 B-12 – AGREEMENT WITH TOTAL COMPENSATION SYSTEMS, INC.

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the agreement with Total Compensation Systems to provide actuarial valuation consulting services for OPED (Other Post-Employment Benefits) contributions, as required by the Governmental Accounting Standards Board (GASB). Fiscal implications: \$3,900, paid through general funds; shown as Reference B-12.

It was moved by Ed Gonzales, and seconded by Mr. Hyduke, that Resolution 16-02 B-12 be approved.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

**Resolution 16-02 B-13 – CONTRACT WITH CAMBRIDGE WEST PARTNERSHIP, LLC;
5 YEAR CONSTRUCTION PLAN**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Contract Agreement with Cambridge West Partnership, LLC, to provide services in the area of the 5 Year Construction Plan and Space Inventory Report. Term of Agreement: March 1, 2016 through December 31, 2016. Fiscal implications: \$28,000 paid through general funds; shown as Reference B-13.

XII. ACTION ITEMS (continued)

It was moved by Mr. Gonzales, and seconded by Ms. Rodriguez, that Resolution 16-02 B-13 be approved.

Discussion occurred and Ms. Egan provided clarification.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 B-14 – CONTRACT FOR LEGAL/CONSULTANT SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Contract for Legal/Consultant Services with Erickson Law Firm A.P.C. Term of agreement: Two years fixed price fee-for-service; shown as Reference B-14.

It was moved by Mr. Gonzales, and seconded by Mr. Hyduke, that Resolution 16-02 B-14 be approved.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 B-15 – CONSULTANT AGREEMENT WITH ADULT EDUCATION SOLUTIONS, INC.

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Consultant Agreement with Adult Education Solutions, Inc. to provide consultant services to the Consortium for the Adult Education Block Grant, AEBG as shown in contract. Term of Agreement: January 1, 2016 through June 30, 2016. Fiscal implications: \$80,000.00, paid through the Adult Education Block Grant; shown as Reference B-15

It was moved by Mr. Gonzales, and seconded by Mr. Hyduke, that Resolution 16-02 B-15 be approved.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 B-16 – CONTRACT WITH FIRST CAPITOL CONSULTING, INC.

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves

the contract with First Capitol Consulting, Inc., to provided mandated reporting and distribution of data to the IRS as required to maintain compliance with the Affordable Care Act. Fiscal implications: \$5,000 for the 2015 reporting year paid through general funds; shown as Reference B-16.

It was moved by Mr. Hyduke, and seconded by Mr. Gonzales, that Resolution 16-02 B-16 be approved.

XII. ACTION ITEMS (continued)

Discussion occurred and Ms. Egan provided clarification.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

C. PERSONNEL

Resolution 16-02 C-10 – MOU BETWEEN CSEA CHAPTER 180 AND PVCCD REVISING JOB DESCRIPTIONS AND RECLASSIFYING INCUMBENTS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the MOU between CSEA Chapter 180 and PVCCD revising certain job descriptions and reclassifying the incumbent employees per the attached MOU; shown as Reference C-10.

It was moved by Mr. Gonzales, and seconded by Mr. Hyduke, that Resolution 16-02 C-10 be approved.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 C-11 – MOU BETWEEN CSEA CHAPTER 180 AND PVCCD REORGANIZING FINANCIAL AID

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the MOU between CSEA Chapter 180 and PVCCD reorganizing the Financial Aid department as per the attached MOU; shown as Reference C-11.

It was moved by Mr. Hyduke, and seconded by Mr. Gonzales, that Resolution 16-02 C-11 be approved.

Discussion occurred and Dr. Wallace provided clarification.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 C-12- APPROVAL OF DIRECTOR OF FISCAL SERVICES JOB DESCRIPTION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the job description for Director of Fiscal Services, a full-time, 12 month Classified Management/Confidential position on Row 6 of the Classified Management/Confidential salary schedule; shown as Reference C-12.

It was moved by Mr. Gonzales, and seconded by Mr. Hyduke, that Resolution 16-02 C-12 be approved.

Discussion occurred and Ms. Egan provided clarification.

XII. ACTION ITEMS (continued)

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

D. MISCELLANEOUS

Resolution 16-02 D-04 – APPROVAL OF PROGRAM REVIEW GUIDE

BE IT RESOLVED that Palo Verde Community College District Board of Trustee approves the Program Review Guide *(shown loose in Board folders)*.

It was moved by Mr. Lewis, and seconded by Mr. Gonzales, that Resolution 16-02 D-04 be approved.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

Resolution 16-02 D-05 – CCCT BOARD ELECTION 2016

BE IT RESOLVED that Palo Verde Community College District Board of Trustees **declines** nominating a Trustee from Palo Verde Community College District as a candidate for the CCCT (California Community College Trustee) Board of Trustees. *(The nomination form and biographic sketch are shown loose in Board folders.)*

It was moved by Ms. Rodriguez, and seconded by Mr. Gonzales, that Resolution 16-02 D-05 be approved.

Discussion occurred.

Student Advisory	<u>Absent</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Arneson	<u>Absent</u>	Lewis	<u>Yes</u>	Woods	<u>Absent</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 0 Abstain 0 Absent 2

XIII. 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.

None.

XIV. ADJOURN TO CLOSED SESSION

The Board of Trustees and Dr. Wallace, Superintendent/President, adjourned to Closed Session at 6:44 p.m. to discuss the following:

1. Conference with Labor Negotiators pursuant to Gov. Code 54957.6
Agency Representative: Dr. Don Wallace, Superintendent/President
Employee Organization: CSEA Chapter 180

It was announced that there will be no report out of Closed Session. The meeting was adjourned at 6:44 p.m.

**Minutes approved at the February 9, 2016
Regular Board Meeting.**

Donald G. Wallace, Secretary of the Board