

**PALO VERDE COMMUNITY COLLEGE DISTRICT**

**REGULAR MEETING**

**BOARD OF TRUSTEES**

**Tuesday, June 25, 2013**

**5:00 p.m.**

**One College Drive in Blythe – CL 101**

**Meeting 13-11**

**MINUTES**

**I. OPENING OF MEETING**

1. Call to Order

The Regular Meeting of the Board of Trustees was called to order by the President of the Board, Ms. Rodriguez, at 5:03 p.m.

2. Flag Salute

The Salute to the American Flag was led by Mr. Lewis, Trustee.

Ms. Rodriguez, President of the Board, presented Ms. Whittaker with a gift from the Board of Trustees as a token of appreciation for her dedication and service. Ms. Whittaker expressed her sincere thanks to the Board of Trustees.

3. Action Item

**Resolution 13-11 D-21 – APPOINTMENT OF STUDENT TRUSTEE (MUNOZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the recommendation from the Associated Student Government and appoints Alex Munoz as Student Trustee for Academic year 2013-2014.

It was moved by Mr. Arneson, and seconded by Dr. Thomas, that Resolution 13-11 D-21 be approved.

Student Advisory	<u>N/A</u>	Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>
Arneson	<u>Yes</u>	Hyduke	<u>Yes</u>	Thomas	<u>Yes</u>
Edmond	<u>Yes</u>	Lewis	<u>Yes</u>		

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**OATH OF OFFICE**

Student Trustee Alex Munoz was then formally sworn in by Ms. Rodriguez, President of the Board, and joined the Governing Board at the Board table for the remainder of the meeting.

4. Roll Call

Trustees Present:

- Millie Rodriguez, President
- George Thomas, Vice President
- Ted Arneson, Clerk of the Board
- Lincoln Edmond, Trustee
- Ed Gonzales, Trustee
- Ned Hyduke, Trustee
- Jerry Lewis, Trustee
- Alex Munoz, Student Trustee

**I. OPENING OF MEETING (continued)**

Administrators Present: Denise Whittaker, Interim Superintendent/President  
Russ Egan, Chief Business Officer

Absent: Sharon Jones, Interim Vice President of Instructional  
and Student Services

Recorder: Denise Hunt, Administrative Assistant to  
Superintendent/President

Visitors: On file in the Superintendent/President's Office.

5. Approval of the Minutes of the Regular Meeting of May 14, 2013.

It was moved by Dr. Thomas, seconded by Mr. Arneson, and unanimously carried, that the Minutes of the Regular Meeting of May 14, 2013 be approved.

6. Approval of the Minutes of the Special Meeting/Study Session of May 28, 2014 2013.

It was moved by Mr. Lewis, seconded by Mr. Gonzales, and unanimously carried, that the Minutes of the Special Meeting/Study Session of May 28, 2013 be approved.

7. Approval of the Agenda for this meeting.

It was moved by Mr. Arneson, seconded by Mr. Edmond, and unanimously carried, that the Agenda for this meeting 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."*

Maria Kehl, Don Kuykendall Child Development Center Site Supervisor/Teacher, spoke in regard to Resolution 13-11 C-55 and Resolution 13-11 C-56. Ms. Kehl stated that Elizabeth Maciel's name will be inserted into Resolution 13-11 C-55, and that Resolution 13-11C-56 is no longer necessary, so therefore does not need approval. Ms. Whittaker confirmed inserting Elizabeth Maciel's name to Resolution 13-11 C-55, and removing Resolution 13-11 C-56 from the agenda, and the Governing Board approved.

**III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS**

*The Interim 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 the end of this meeting.

**V. RECONVENE TO OPEN SESSION**

Not applicable.

## VI. PUBLIC NOTICE/HEARINGS

None.

## VII. PRESENTATION

Russi Egan, Chief Business Officer provided a handout titled "Palo Verde Community College District Tentative Budget Fiscal Year 2013-2014". Ms. Egan reviewed, clarified and answered questions. The current tentative budget is built on FTES of 1801 because that is what the P2 report states. It is not known at this time what the final FTES for the year will be. The adoptive budget in September will be built on the final FTES count. One of the things that will go into the adoptive budget is the analysis of FTES coming in for the new year. Ms. Egan stated the numbers in this budget is partly based on assumptions, and some of the projected dollar amounts will change.

Mr. Arneson and Dr. Thomas expressed concern regarding the possible shortfall in the budget due to less FTES than anticipated, and the reclassifications that are being proposed on this agenda. Ms. Whittaker explained that there are a reduced number of Classified employees and Managers. A rigorous process took place to assess whether employees were working more of the same job duties versus higher level jobs. The objective was to have a fair process where the job duties are either taken away or there is compensation for higher level of duties. The college has the ability to withdraw the higher level duties from the employee, or add them to the employee's job duties and reclassify the position. Ms. Whittaker stated that the total cost for all the reclassifications is approximately \$10,000-\$15,000, and even if the reclassifications are approved, the college still has to operate within the budget and maintain operational integrity. CSEA went through a rigorous process and verified that the work that was being done is at a higher level and needed. Ms. Whittaker provided an explanation for Resolution 13-11 C-72, Resolution 13-11 C-73, Resolution 13-11 C-74, Resolution 13-11 C-75, and Resolution 13-11 C-76. Ms. Whittaker stated that the employees being reclassified have to meet the minimum qualifications of the position they are being reclassified to.

Ms. Egan explained the budget for the Child Development Center (fund 33), and stated that the Child Development Center is one hundred percent self-supportive. Ms. Egan answered questions and provided clarification pertaining to Capital Projects (fund 41). The Bookstore Fund (fund 51) was discussed, and Ms. Whittaker explained that the money in this fund, \$286,388, is being saved for a bailout (if needed), or in the case the bookstore is reopened there will be money there to do so. Ms. Egan provided clarification regarding the Insurance Fund (fund 61), and Student Financial Aid Fund (fund 74). A discussion occurred regarding ISA's. Ms. Egan stated there are contingency plans in place for the next three years in case of a shortfall in FTES.

## VIII. DISCUSSION

1. *First Reading* revision of Board Policy 2745 – Board Self-Evaluation (*shown as Reference VIII.1*).

Ms. Whittaker stated there is no timeline in Board Policy as to when the Board Self-Evaluation would take place. Ms. Whittaker is recommending a timeline be incorporated into the Board Policy.

2. *First Reading* revision of Board Policy 6700 - Civic Center and Other Facilities Use (*shown as Reference VIII.2*).

Ms. Whittaker explained that the old Board Policy did not accommodate the new facilities on campus, which is why there are changes. The Administrative Procedure for Civic Center Rental, which is regulated by Ed. Code, was also discussed.

## VIII. DISCUSSION (continued)

3. Board of Trustees Evaluation and Goals 2013-2014 *(shown loose in Board folders)*.  
Ms. Whittaker explained how to fill out the Self-Evaluation form. Ms. Whittaker asked the Trustees if they would like a survey to go out to the college community for input, and the Trustees agreed that since this is a new process, the survey portion should be delayed for this year in order for everyone to have a better understanding of how the process works. Ms. Whittaker then explained that after the Self-Evaluation is complete, the Goals for 2013-2014 will be reviewed and set, and sometimes the Board Goals domino into the Superintendent/President's goals. The order is that the Self-Evaluation take place, and then it transitions into Board Goals.

## IX. REPORTS

1. Associated Student Government – Alex Munoz, Student Trustee or designee
  - Mr. Munoz stated he is very happy to be a part of the Board, and had no further report.
2. Academic Senate - Biju Raman, President
  - Congratulated and welcomed Mr. Munoz to the Board.
  - Attended the Facility Leadership Institute in Sacramento, CA. The topics discussed were FTES, accreditation, program discontinuation policies and revitalization, and students enrolled in MOOCS (massive on-line open classes). Discussion occurred regarding MOOCS and how it relates to Palo Verde College. The main focus of accreditation teams will be on Student Learning Outcomes (SLO's); implemented, evaluated, and acting on the evaluation, which is a continuous cycle. Discussion occurred regarding SLO's and the implementation of them at Palo Verde College. Another focus will be in the area of Instruction.
3. CSEA, Chapter 180 - Richard Soto, President  
Not present for this meeting.
4. CCA/CTA - Derek Copple, President or Robert Robertson, designee  
Not present for this meeting.
5. Denise Whittaker - Interim Superintendent/President
  - Ms. Whittaker commented on the list of acronyms shown loose in Board folders. The list is always a work in progress.
  - Ironwood State Prison has received a \$140,000 grant from California Department of Corrections to pilot a program for on-line class opportunities for inmates. Palo Verde College was asked to partner with Ironwood after they had already received the Grant. Although Ed Code states that classes have to be open to everyone, if an on-line class is offered at the prison it cannot be open to everyone. The grant was intended for Ironwood to improve their security system so that the pieces that are associated with education access through the internet or computers would not cross over into areas that are prohibited. Ms. Whittaker has written to Brice Harris at the Chancellor's Office, asking for a waiver to allow the college to offer classes only to inmate students, and the response was that the Chancellor's Office does not have authority to grant such waiver. Ms. Jones is working with Ironwood to pilot one class with 8-10 inmates which will primarily focus on the security piece of this program. Palo Verde College IT Department will be working with Ironwood State Prison's security department. The key to the pilot program is that the college will not be able to obtain apportionment from this class. The college will participate in the program with the understanding that California Department of Corrections will influence legislature to change

## IX. REPORTS (continued)

Ed. Code and allow the waiver in order for colleges to collect apportionment for classes within the California Department of Corrections.

- The Accrediting Commission will be sending a letter in July in response to our Special Financial Report that was submitted on March 28, 2103. The Commission has asked the college to provide more information regarding COP's. That information has been sent to ACCJC and will change the response from ACCJC. Ms. Whittaker explained that the college is on two different tracks with ACCJC; the financial track, and the normal general accrediting track. There is a report due October 2013 for general accreditation (which is a follow-up from the visit November 2012).
- Thanked the Governing Board for the overwhelming sensitivity and generosity they have shown to her, and expressed the professional and personal pleasure it has been in working with them.

### 6. Sharon Jones - Interim Vice President of Instructional and Student Services

*(Ms. Whittaker provided the following report in Ms. Jones absence)*

Truck Driver Study Report by Paul Shibalovich *(shown loose in Board folders)*.

- Ms. Whittaker referred to and explained the handout titled "Truck Driver Study Spring 2013" by Paul Shibalovich. The goal of the study was to identify the demand for online, correspondence, and hybrid courses and programs among truck drivers, which could be offered by Palo Verde College. Mr. Shibalovich compiled the data for this report by going to truck stops and interviewing truck drivers. This type of program is being study in order to find a niche and generate FTES.

### 7. Russi Egan - Chief Business Officer

- An explanation of General Fund Cash Analysis for May 2013 and General Fund Comparative Statement of Revenue and Expenses May 2013 *(shown loose in Board folders)* was provided. EPA funds were received yesterday in the amount of \$2.16 million. \$2.7 million was borrowed from Fund 41, and \$1.5 million has been paid back. The college will receive there deferral the second week of July, at with time the remaining \$1.2 million will be paid back to Fund 41. Ms. Egan answered questions from the Governing Board.
- Ms. Egan is co-chair of Admin 101, which is an organization that trains future administrators, and she been asked to present at the next Admin 101 meeting with Jim Austin and the Admin 101 Finance Team. Mr. Austin was very impressed with Palo Verde College on the way our cash flow system has been setup. Ms. Whittaker commended Ms. Egan and stated that Ms. Egan has become a statewide expert on FTES, Fifty Percent Law calculations, and trending. The Chancellor's Office has been referring people to Ms. Egan for questions.
- Invited the Board of Trustees to the Meet and Greet with Dr. Wallace on July 8, 2013.

### 8. Board of Trustees Comments and Discussion

- Mr. Lewis thanked Ms. Whittaker for her service.
- Mr. Gonzales stated that Ms. Whittaker will be missed.
- Ms. Rodriguez expressed what a wonderful experience it was having Ms. Whittaker as President, and that she will be missed. Ms. Rodriguez also spoke regarding Accreditation Committee Standards for Spring 2013 from CCLC.

**IX. REPORTS (continued)**

- Dr. Thomas thanked Ms. Whittaker for all the work she has done for the college and also for her friendship.
- Mr. Hyduke thanked Ms. Whittaker for all she has done for the college and Palo Verde Valley. Mr. Hyduke also commented on how nice and the professionalism of the Palo Verde College Commencement Ceremony. The Dance Recital that took place in the Fine and Performing Arts Complex also received good reviews in the community.

**X. INFORMATION ITEMS**

1. Report of Purchases and Warrants for May 2013 *(shown loose in Board folders)*.
2. Palo Verde College Spring 2013 Enrollment Fee Waiver Pilot Program Summary of Participants *(shown as Reference X.2)*.
3. Director of Needles Center Job Description *(shown as Reference X.3)*.
4. New Administrative Procedures 6700 Civic Center Rentals, as approved by College Council on May 21, 2013 after constituent dissemination *(shown as Reference X.4)*.
5. Letter of Confirmation from The Young Americans *(shown as Reference X.5)*.
6. Ratification of out-of-state travel for Suzy Woods, Rorie Nelson, Julene Marquez, and Leslie Rayner to travel to Phoenix, AZ, May 19-21, 2013, for Western Association of Student Financial Aid Administrators Conference.
7. Out-of-state travel for Biju Raman to take airline flight from Phoenix, AZ, to Sacramento, CA, June 11-13, 2013 for the Faculty Leadership 2013 – Academic Senate Conference.
8. College Office Closure July 1-3, 2013. Classes will continue to be in session.
9. Meet and Greet with Dr. Wallace, Superintendent/President, July 8, 2013 at 9:00 a.m. in CS 123/124.

**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 13-11 A-20 – INSTRUCTORS RECOMMENDED TO BE GRANTED EQUIVALENCY**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the following instructors 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 promise of future employment.

<u>Name</u>	<u>Discipline</u>	<u>Authorization for Service</u>	<u>Valid</u>	<u>Committee Action</u>
Robertson, Robert	Philosophy	Full-Time	Life	Approved 5/14/13
Martinez, Peter	Accounting	Full-Time	Life	Approved 4/16/13

**Resolution 13-11 A-21 – K-12 ENROLLMENTS, SUMMER 2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves that K-12 students, completing approved college enrollment process, as shown in Reference A-21, be approved to attend classes at Palo Verde College for Summer 2013. Administration is recommending approval subject to space availability in classes.

**XI. CONSENT RESOLUTIONS (continued)**

**Resolution 13-11 A-22 – CURRICULUM APPROVED AT MAY MEETING**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves new and revised courses in various curriculum areas, as shown in Reference A-22.

**B. BUSINESS**

**Resolution 13-11 B-25 – AUTHORIZED AGENTS FOR LAIF ACCOUNT WITH STATE TREASURY DEPARTMENT**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the resolution for Palo Verde College Fiscal Services to add and change authorized agents to the LAIF (Local Agency Investment Fund) account with the State Treasury Department (*in connection with transfer of COPs monies*). The following college employees are to be appointed as authorized agents to sign for deposits, transfers and withdrawals to this account, effective July 1, 2013.

Donald G. Wallace  
Sharon Jones

Russi Egan  
Carrie Mullion

**Resolution 13-11 B-26 - AUTHORIZED AGENTS FOR PVCCD**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the following college employees be appointed as authorized agents to sign financial reports, warrant orders, check orders for salary placement, payroll and notices of employment for the Palo Verde Community College District of Riverside County (all other previous names will be deleted from the accounts), effective July 1, 2013 in compliance with Board Policy 2430 and Certification of Signatures form from Riverside County Office of Education.

**Account**

**Authorized Agents**

*(checks issued for these accounts are from Riverside County Office of Education)*

Schools of Riverside County (regular college warrant orders, orders for salary payment and notices of employment)	Donald G. Wallace Sharon Jones Denise Hunt	Russi Egan Debra Mitchell
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*(checks issued for the rest of these accounts are from Provident Bank in Blythe)*

Schools of Riverside County (college clearing and revolving checking accounts)	Donald G. Wallace Sharon Jones Denise Hunt	Russi Egan Debra Mitchell
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Schools of Riverside County Auxiliary Business Services (Bookstore)	Donald G. Wallace Denise Taylor	Debra Mitchell Russi Egan
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Schools of Riverside County Associated Student Government (savings)	Donald G. Wallace Sharon Jones Staci Lee	Russi Egan Debra Mitchell
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Schools of Riverside County Associated Student Government (checking)	Donald G. Wallace Sharon Jones Staci Lee	Russi Egan Debra Mitchell
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Schools of Riverside County Clubs and Scholarship Account	Donald G. Wallace Sharon Jones	Russi Egan Debra Mitchell
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*(Checks issued for this account are from Federal Funding)*

Federal Funds - Financial Aid Accounts	Donald G. Wallace Sharon Jones	Russi Egan Debra Mitchell
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**XI. CONSENT RESOLUTIONS (continued)**

**Resolution 13-11 C-47 - EXTRA DUTY ASSIGNMENT, CTE/VTEA (PETERSON)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Extra Duty Assignment for Scott Peterson from August 12, 2013 to June 30, 2016, at the per diem salary paid appropriately through CTE/VTEA funds, to be paid per monthly time sheet.

**Resolution 13-11 C-48 - INSTRUCTIONAL SERVICE AGREEMENT (ISA) EXTRA DUTY ASSIGNMENT (JONES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves extra duty assignment for Sharon Jones to oversee the District Instructional Service Agreement (ISA) program per CTA contract provisions, at her per diem rate per hour, as needed, not to exceed 10 hours per week, effective August 12, 2013 to June 30, 2016, to be paid per monthly time sheet.

**Resolution 13-11 C-49 – EXTENSION OF EMPLOYMENT OF INTERIM FACULTY (GAMEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Maria E. Gamez as interim Faculty Member, a full-time, certificated, temporary position with a 177 work day contract (prorated), with salary placement on the Academic Salary Schedule as Row 2, Column 1, as determined by education and experience, (all salary will be prorated for partial year service), extend through December 20, 2013. At that time she will revert back to a classified position at the same classified salary level as before her temporary teaching assignment plus step increase, per the approved CSEA MOU as shown in Reference C-49.

**Resolution 13-11 C-50 – EXTRA DUTY ASSIGNMENT, ENCORE PLUS 50 GRANT (GAMEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the extra duty assignment for Maria E. Gamez, to provide up to 5 hours/week coordination, leadership and reporting requirements for the Encore Plus 50 Grant, at the per diem hourly rate not to exceed \$3,000, through June 30, 2014.

**Resolution 13-11 C-51 – CLASSIFIED LATERAL TRANSFER WITH OUT-OF-CLASS PAY (ANDRADE)**

BE IT RESOLVED, that Palo Verde Community College Board of Trustees ratifies a lateral transfer with out-of-class pay for Maria (Lupita) Andrade from Instructional Services Secretary (Title III/Distance Education), to the Admissions & Records Technician II position. Ms. Andrade had been reassigned to the classroom for the 2012/2013 academic year. That assignment is now over and she needs a position to return to. The Admissions & Records Technician II position is the only vacancy at this time. Her salary will be her last classified placement plus 5%, or step 1 of the position working out-of-class in, whichever is greater, effective June 3, 2013.

**Resolution 13-11 C-52 – OUT-OF-CLASS PAY (MARQUEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Julene Marquez, Financial Aid Secretary, is to be paid out-of-class pay on the lowest step of the salary schedule range assigned to the higher position, or 5%, whichever is greater, per CSEA Agreement, for performing the duties of Financial Aid Technician I, effective June 26, 2013 until a full department review can be completed.

**XI. CONSENT RESOLUTIONS (continued)**

**Resolution 13-11 C-53 - EMPLOYMENT OF TEMPORARY HOURLY INSTRUCTIONAL AIDE (M. WILLIAMS)**

BE IT RESOLVED, that Palo Verde College District Board of Trustees ratifies the employment of Michael Williams, for a temporary, hourly Instructional Aide for Title III Project. Classified salary schedule Row 3, Step1 effective as soon as can be arraigned until the end of the grant on September 28, 2013. Human Resources has verified that the applicant meets State required minimum qualifications.

**Resolution 13-11 C-54 - EMPLOYMENT OF TEMPORARY HOURLY INSTRUCTIONAL AIDE (GUERRA)**

BE IT RESOLVED, that Palo Verde College District Board of Trustees ratifies the employment of Emmanuel Guerra, for a temporary, hourly Instructional Aide for Title III Project. Classified salary schedule Row 3, Step1 effective as soon as can be arraigned until the end of the grant on September 28, 2013. Human Resources has verified that the applicant meets State required minimum qualifications.

*(THE FOLLOWING RESOLUTION WAS AMENDED)*

**Resolution 13-11 C-55 - EXTRA DUTY PAY, CHILD DEVELOPMENT CENTER**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the out-of-class pay for Elizabeth Maciel, Part-Time Instructional Aide for the Child Development Center, is to be paid out-of-class pay on the lowest step of the salary schedule range assigned to the higher position or 5%,, whichever is greater, per CSEA Agreement, for performing the duties of CDC Teacher, effective as soon as can be arraigned, in the absence of Edna Garcia (medical leave), and until Ms. Garcia is released to return to work.

*(THE FOLLOWING RESOLUTION WAS REMOVED FROM THE AGENDA)*

**~~Resolution 13-11 C-56 - EMPLOYMENT OF SUBSTITUTE HOURLY CHILD DEVELOPMENT CENTER TEACHER~~**

~~BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the employment of \_\_\_\_\_, as substitute, hourly Child Development Center Teacher, to substitute for Edna Garcia who will be out on medical leave. Placement will be on the Classified CDC Teacher salary schedule, determined by education and experience, Row \_\_\_\_, Step \_\_\_\_, effective as soon as can be arraigned and until Ms. Garcia is released to return to work.~~

**Resolution 13-11 C-57 - PART-TIME TEMPORARY STUDENT EMPLOYEES FOR SUMMER SEMESTER 2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the following part-time temporary student employees (student aides, interpreters/student services clerks, tutors, peer counselor/coordinators, and peer counselor/recruiters) for Summer Semester 2013:

<b><u>Name</u></b>	<b><u>Position/Department</u></b>	<b><u>Rate of Pay (per hour)</u></b>
Bates, Raith	Financial Aid Peer Counselor	\$8.75
Brown, Ashlee	DSPS Student Aide	\$8.00
Joneson, Zane	Financial Aid Peer Counselor	\$8.75
Lowe, Amanda	Financial Aid Peer Counselor	\$8.75
Riddle, Kelsey	In-Class Tutor, BSI	\$8.75
Weiss, Shane	Financial Aid Peer Counselor	\$8.75
Williams, Ashley	Student Aide, Library	\$8.00

**XI. CONSENT RESOLUTIONS (continued)**

**Resolution 13-11 C-58 – VOLUNTEER, PALO VERDE COLLEGE FOUNDATION (WALNOHA)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Melinda Walnoha as a volunteer for Palo Verde College Foundation, beginning June 26, 2013.

***(Blanket Motion)***

Ms. Whittaker requested that the phrase “to be determined by negotiations at a later date” be removed from Resolution 13-11 C-45 - ADVANCEMENT IN SALARY PLACEMENT (DAGNINO).

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

Discussion occurred regarding Resolutions 13-11 C-47 and 13-11 C-48 and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS**

**A. INSTRUCTION**

**Resolution 13-11 A-23 – ACCEPTANCE OF INSTITUTIONAL LEARNING OUTCOMES**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Palo Verde College Institutional Learning Outcomes as follows;

***Palo Verde College Institutional Learning Outcomes***

- Critical and Creative Thinking**  
*Students will identify problems and collect data in order to analyze, interpret, explain and evaluate texts, ideas, works of art and scientific, technological, and mathematical problems.*
- Communication**  
*Students will communicate effectively and interactively in written, electronic, spoken or signed, and artistic forms.*
- Community and Global Awareness**  
*Students will understand and empathize with diverse cultural, social, religious and linguistic differences within and across societies.*

**XII. ACTION ITEMS (continued)**

**4. Personal and Professional Growth and Development**

*Students will develop personal, educational and career goals that promote self-reliance; lifelong learning; and physical, mental, and social well-being.*

**5. Information Competency**

*Students will identify and collect information effectively from a variety of sources and analyze, evaluate and apply information appropriately.*

**6. Technological Competency**

*Students will effectively use contemporary technology relevant to their personal and career choices.*

Mr. Lewis expressed concern that although the Institutional Learning Outcomes were very good, they are also generalized, and a way to evaluate the Institutional Learning Outcomes needs to be in place. Ms. Whittaker provided clarified.

It was moved by Mr. Arneson, and seconded by Mr. Lewis, that Resolution 13-11 A-23 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**B. BUSINESS**

**Resolution 13-11 B-31 – AGREEMENT BETWEEN PVCCD AND XAP CORPORATION (CCCAPPLY RENEWAL AGREEMENT FOR 2013-2014)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the agreement between PVCCD and XAP Corporation, to provide support for online electronic admission application, for the California Community College System (“CCC”), known as CCCApply, operated by XAP Corporation, for a fee of \$7,500, beginning July 1, 2013 through June 30, 2014, as shown in Reference B-31.

It was moved by Dr. Thomas, and seconded by Mr. Edmond, that Resolution 13-11 B-31 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-32 – CIVIC CENTER RENTAL FEE WAIVER (CALVARY CHAPEL, BLYTHE)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees, per Civic Center Rental Education Code §82537 and §82542, approves waiving only the rental fee for the use of the gymnasium by Calvary Chapel of Blythe youth group to host up to six athletic events/activities at Palo Verde College from July 1, 2013 through June 30, 2014. Calvary Chapel understands they will be required to provide the required insurance coverage, along with any costs associated with custodial or college staffing requirements. This agreement may be extended on a year-to-year basis with approval by the Chief Business Officer.

**XII. ACTION ITEMS (continued)**

It was moved by Mr. Lewis, and seconded by Dr. Thomas , that Resolution 13-11 B-32 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-33 – EDUCATIONAL PROTECTION ACT FUNDS SPENDING DETERMINATION (EPA)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the authorization to use the estimated \$1,857,137 of Educational Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instruction, as shown in Reference B-33.

Ms. Egan provided clarification and discussion occurred.

It was moved by Mr. Edmond, and seconded by Mr. Gonzales , that Resolution 13-11 B-33 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-34 – CONSULTANT AGREEMENT CAMBRIDGE WEST PARTNERSHIP, LLC AMENDMENT #3**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Amendment #3 of Agreement between PVCCD and Cambridge West Partnership, LLC for Consultant Services in support of the Office of the Superintendent/President, and the Office of Business Services, for a fee of not to exceed \$3,000 per month on a retainer basis. Additional to this monthly compensation will be travel time billed at \$80. per hour and related, reimbursable expenses incurred on behalf of the District, effective July 1, 2013 and ending June 30, 2014, at which time the Agreement shall expire, unless extended or modified by mutual written consent and approval of PVCCD governing board, as shown in Reference B-34.

It was moved by Dr. Thomas, and seconded by Mr. Arneson , that Resolution 13-11 B-34 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-35 – SERVICE AGREEMENT WITH GUARDSMARK**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Service Agreement with Guardsmark, to provide security officers and services to Palo Verde College campus at 48 hours per week, Sunday through Saturday, at a rate of \$17.80 per hour, effective July 14, 2013, per the terms and agreement, as shown in Reference B-35.

**XII. ACTION ITEMS (continued)**

Ms. Egan provided clarification and stated that the owner of Guardsmark wrote a book about security and donated a hard copy to the Palo Verde College Library, as well as two paperback copies that are being circulated among the staff.

It was moved by Mr. Hyduke, and seconded by Mr. Gonzales , that Resolution 13-11 B-35 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-36 – ANNUAL CONTRACT BETWEEN CALIFORNIA DEPARTMENT OF EDUCATION AND CHILD DEVELOPMENT CENTER, FY 2013-2014**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees enters into an annual contract (#CSPP-3362), and adopts appropriate resolution with the California Department of Education, for the purpose of providing general child care and development services in fiscal year 2013-2014, in the amount of \$292,869, as shown in reference B-36.

It was moved by Mr. Lewis, and seconded by Mr. Edmond , that Resolution 13-11 B-36 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-37 – CONTRACT TO OVERSEE MAINTENANCE AND OPERATIONS**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the contract for Shad Lee to oversee and serve in a leadership capacity for Maintenance and Operations, 10 hours per week or as needed on an emergency basis, for a fee of \$38.79 per hour, effective June 26, 2013, through August 9, 2013.

It was moved by Mr. Edmond, and seconded by Mr. Hyduke , that Resolution 13-11 B-37 be approved.

Discussion occurred and Ms. Egan and Ms. Whittaker provided clarification.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-38 – CONTRACT BETWEEN PVCCD AND DENISE WHITTAKER**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the contract between PVCCD and Denise Whittaker effective July 1, 2013 through December 31, 2013, to provide transitional information and updates, and extra extensive projects as defined by the Superintendent/President and Board of Trustees, at a rate of \$17,050.00, to be distributed in six (6) equal payments commencing August 1, 2013, with the final payment made on January 1, 2014, as shown in Reference B-38.

Discussion occurred and Ms. Whittaker clarified.

**XII. ACTION ITEMS (continued)**

It was moved by Mr. Gonzales, and seconded by Mr. Hyduke , that Resolution 13-11 B-38 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 B-39 – ANNUAL RENEWAL OF STUDENT-RIGHT-TO-KNOW SUBSCRIPTION AGREEMENT (IPEDS)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Student-Right-To-Know agreement with the Chancellor’s Office of the California Community College in the amount not to exceed \$5,000 per year from July 1, 2013 through June 30, 2014. These are standard IPEDS (Integrated Postsecondary Education Data System) reports required by federal law for students and processed by the Director of Admissions and Records of Palo Verde College.

It was moved by Mr. Arneson, and seconded by Mr. Edmond, that Resolution 13-11 B-39 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**C. PERSONNEL**

**Resolution 13-11 C-59 – AMEND INTERIM SUPERINTENDENT/PRESIDENT CONTRACT FOR MOVING ALLOWANCE (WHITTAKER)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves amending the Interim Superintendent/President’s contract to reinstate previously included moving allowance as noted in the original Interim Superintendent/President’s contract dated June 26, 2012, shown in Reference C-59, and inadvertently omitted from the extension contract as follows: District will pay Whittaker One Thousand Dollars (\$1,000) as moving expenses from South Carolina to California, and One Thousand Dollars (\$1,000) reimbursement for moving expenses from Southern California to another region, upon completion of each move.

It was moved by Mr. Lewis, and seconded by Mr. Gonzales, that Resolution 13-11 C-59 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS (continued)**

**Resolution 13-11 C-60 – REVISED SALARY FOR VICE PRESIDENT OF INSTRUCTIONAL AND STUDENT SERVICES (JONES)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the revised placement on the Administrative Salary Schedule for Sharon Jones from Row 7, Step 9 to Row 7 Step 10, to address a misplacement on the Administrative Salary Schedule, and to adjust for miscalculation of her faculty annual salary at 177 days converted to administrative annual salary at 241 days, prorated and retro to June 30, 2013.

It was moved by Mr. Arneson, and seconded by Mr. Hyduke, that Resolution 13-11 C-60 be approved.

Discussion occurred and Ms. Whittaker and Ms. Egan clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-61 – EXTENSION OF CONTRACT FOR INTERIM VICE PRESIDENT OF INSTRUCTIONAL AND STUDENT SERVICES (JONES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the extension of contract for Sharon Jones as Interim Vice President of Instructional and Student Services, through August 31, 2013, to be extended as needed, in order to maintain senior leadership continuity and provide time for the new Superintendent/President to hire permanent Chief Instructional Officer, and Chief Student Services Officer, shown as Reference C-61.

It was moved by Dr. Thomas, and seconded by Mr. Hyduke, that Resolution 13-11 C-61 be approved.

Discussion occurred and Ms. Whittaker clarified. Concern was expressed by the Trustees regarding funding two positions.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-62 – CONTINUATION OF CHIEF BUSINESS OFFICER CONTRACT (R. EGAN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the continuation of Russi Egan as Chief Business Officer, with a two year contract, commencing on July 1, 2013, per the terms as shown in Reference C-62.

It was moved by Mr. Lewis, and seconded by Mr. Edmond, that Resolution 13-11 C-62 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_



**XII. ACTION ITEMS (continued)**

*(RESOLUTION 13-11 C-63 AND 13-11 C-64 WERE COMBINED AND VOTED ON IN ONE MOTION)*

**Resolution 13-11 C-63 – APPROVAL OF NEW JOB DESCRIPTION, CHIEF STUDENT SERVICES OFFICER (CSSO)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the new job description for Chief Student Services Officer (CSSO), as shown in Reference C-63, a management position on Row 6 of the Administrative Salary Schedule,

It was moved by Dr. Thomas, and seconded by Mr. Gonzales, that Resolution 13-11 C-63 and Resolution 13-11 C-64 be combined into one motion and approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-64 – APPROVAL OF NEW JOB DESCRIPTION, CHIEF INSTRUCTION OFFICER (CIO)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the new job description for Chief Instruction Officer (CIO), as shown in Reference C-64, a management position on Row 6 of the Administrative Salary Schedule,

It was moved by Dr. Thomas, and seconded by Mr. Gonzales, that Resolution 13-11 C-63 and Resolution 13-11 C-64 be combined into one motion and approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-65 – APPROVAL OF ADMINISTRATORS SALARY SCHEDULE (AMEND TO ADD NEW POSITIONS)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the amendment of Administrators Salary Schedule to add the following three positions; Director, Needles Center, Chief Instructional Officer, Chief Student Services Officer, as shown in Reference C-65.

It was moved by Mr. Gonzales, and seconded by Mr. Arneson, that Resolution 13-11 C-65 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS (continued)**

**Resolution 13-11 C-66 – TERMINATION OF UNPAID LEAVE OF ABSENCE (BETTINO)**  
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees confirms that ML Bettino’s assignment as Temporary Acting Title III Project Coordinator/Educational Technologist ended on March 26, 2013, and terminates the current unpaid leave of absence, effective June 11, 2013.

It was moved by Mr. Lewis, and seconded by Mr. Edmond, that Resolution 13-11 C-66 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-67 - EXTEND ACTING PROJECT DIRECTOR, TITLE III (ATTAWAY)**  
BE IT RESOLVED, that to address unmet Title III needs, that Palo Verde Community College District Board of Trustees extends Vicki Attaway as the Temporary Acting Title III Project Director effective July 1, 2013, full-time, 40 hours per week, up to September 30, 2013, and then on a month-to-month basis as needed to December 31, 2013, to finalize and close out the Title III Federal Grant.

It was moved by Mr. Arneson, and seconded by Mr. Edmond, that Resolution 13-11 C-67 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-68 - ACTING DIRECTOR M&O - EXTRA DUTY ASSIGNMENT (RHOADES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the extra duty assignment for Michael Rhoades as Acting Director of Maintenance and Operations, August 14, 2013 through May 31, 2014, to serve in a leadership capacity for Maintenance and Operations as agreed upon per the terms and conditions with CTA, at the employees per diem rate for no more than 10 hours per week paid per time sheet.

It was moved by Mr. Lewis, and seconded by Mr. Edmond, that Resolution 13-11 C-68 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS (continued)**

**Resolution 13-11 C-69 – REVISION OF TITLE AND JOB DESCRIPTION FOR CORRESPONDENCE EDUCATION COUNSELOR /COORDINATOR (L. LUJANO)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the revisions to the title and job description for Lorenzo Lujano from Academic Guidance Coordinator at 186 days/10 months, to Correspondence Education Counselor/Coordinator, as shown in Reference C-69 at 212 days/12 months, effective July 1, 2013, there will be no change in placement only to the amount of workdays. Mr. Lujano has recently been serving as the Interim Coordinator-Distance Learning.

It was moved by Mr. Edmond, and seconded by Mr. Hyduke, that Resolution 13-11 C-69 be approved.

Discussion occurred and Ms. Whittaker and Ms. Egan clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-70 - EXTENSION OF EMPLOYMENT OF INTERIM PSYCHOLOGY INSTRUCTOR (REDWINE)**

BE IT RESOLVED, that Palo Verde Community College Board of Trustees approves the extension of employment of Karen Redwine to serve as a substitute in a vacant positions as Interim Psychology Instructor, a full-time temporary academic faculty position, 177 day contract, at a classification of Row 6, Step VI, on the Academic Salary Schedule, plus doctoral stipend of \$2,000 per year (all salary will be prorated for partial year service), extend through December 20, 2013, effective Summer and Fall 2013 semester, and at this time does not include the annual step increase (to be determined by negotiations at a later date).

It was moved by Mr. Lewis, and seconded by Mr. Edmond, that Resolution 13-11 C-70 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-71 – EMPLOYMENT OF MUSIC INSTRUCTOR (TRIBLEHORN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the employment of John Triplehorn as Music Instructor, a full-time academic faculty position, 177 day contract, at a classification of Row 2, Step II, on the Academic Salary Schedule, effective August 12, 2013.

It was moved by Mr. Lewis, and seconded by Mr. Edmond, that Resolution 13-11 C-71 be approved.

Discussion occurred and Ms. Whittaker clarified.

**XII. ACTION ITEMS (continued)**

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-72 - CORRECTED SALARY FOR DIRECTOR OF ADMISSIONS & RECORDS (HAMILTON)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the corrected placement on the Classified Management/Confidential Salary Schedule for Shelley Hamilton, Director of Admissions and Records, from Row 6, Step 9 to Row 6, Step 10 to amend and adjust the initial misplacement on the Classified Management/Confidential Salary Schedule due to her original position of Assistant to the Registrar being combined with the Director of Admissions & Record position, retro to August 26, 2012.

It was moved by Mr. Gonzales, and seconded by Mr. Edmond, that Resolution 13-11 C-72 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-73 – RECLASSIFICATION AND REVISED JOB DESCRIPTION, CLASSIFIED MANAGEMENT/CONFIDENTIAL ( C. GARCIA)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the reclassification of Cecilia Garcia, Payroll/Benefits Coordinator, be reclassified to Payroll/Benefits Manager, a full-time Classified Management/Confidential position, with duties as shown in revised job description in Reference C-73, at a salary level of Row 3, Step 8, on the Classified Management/Confidential Salary Schedule, effective June 26, 2013.

It was moved by Dr. Thomas, and seconded by Mr. Hyduke, that Resolution 13-11 C-73 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

*(RESOLUTION 13-11 C-74 AND 13-11 C-75 WERE COMBINED AND VOTED ON IN ONE MOTION)*

**Resolution 13-11 C-74 – REVISION TO CLASSIFIED MANAGEMENT/CONFIDENTIAL JOB DESCRIPTION**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the revision the Outreach and Events Coordinator job description to Student Success Manager, a full-time Classified Management/Confidential position, with duties as shown in revised job description in Reference C-74, effective June 26, 2013.

**XII. ACTION ITEMS (continued)**

It was moved by Mr. Lewis, and seconded by Mr. Edmond, that Resolution 13-11 C-74 and 13-11 C-75 be combined into one motion and approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-75 – RESTRUCTURING OF NEW CLASSIFIED MANAGEMENT /CONFIDENTIAL POSITION, STUDENT DEVELOPMENT AND CIVIC CENTER/EVENTS MANAGER**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the restructuring of the new full-time, 12 month, Classified Management/Confidential position entitled Student Development and Civic Center/Events Manager, on Row 3, of the Classified Management/Confidential Salary Schedule, job description shown in Reference C-75.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-76 - CLASSIFIED MANAGEMENT/CONFIDENTIAL OUT-OF-CLASS PAY ASSIGNMENT (LEE)**

BE IT RESOLVED, that due to the complexities, liabilities, and level of current and newly assigned job duties of the Student Activities/CalWorks Coordinator (classified staff position) to include the coordination and management of Civic Center Rentals, Palo Verde Community College District Board of Trustees approves the Classified Management/Confidential out-of-class pay of Staci Lee in the position of Student Development and Civic Center/Events Manager, on Row 3, Step 6 of the Classified Management/Confidential Salary Schedule, with duties as shown in the revised job description included in Reference C-76, effective June 26, 2013.

It was moved by Mr. Edmond, and seconded by Mr. Gonzales, that Resolution 13-11 C-76 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS (continued)**

*(RESOLUTION 13-11 C-77, RESOLUTION 13-11 C-78, AND RESOLUTION 13-11 C-79 WERE COMBINED AND VOTED ON IN ONE MOTION)*

**Resolution 13-11 C-77 – RECLASSIFICATION AND REVISED JOB DESCRIPTION, CLASSIFIED (NARANJO-HAMBLÉN)**

BE IT RESOLVED, that Palo Verde Community College Board of Trustees approves the reclassification of Ida Naranjo-Hamblen, DSPS/DSSS Secretary, be reclassified to DSPS Program Assistant, a full-time Classified position, with duties as shown in revised job description in Reference C-77, at a salary level of Row 6, Step 7, on the Classified Salary Schedule, effective June 26, 2013.

It was moved by Mr. Lewis, and seconded by Mr. Hyduke, that Resolution 13-11 C-77, Resolution 13-11 C-78, and Resolution 13-11 C-79 be combined into one motion and approved.

Discussion occurred and Ms. Whittaker and Ms. Egan clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-78 - RECLASSIFICATION AND REVISED JOB DESCRIPTION, CLASSIFIED (SPECHTENHAUSER)**

BE IT RESOLVED, that the Board of Trustees approves the reclassification of Gerald (Dan) Spechtenhauser, Network Technician be reclassified to Network and Systems Security Specialist, a full-time Classified position, with duties as shown in revised job description in Reference C-78, at a salary level of Row 13, Step 4, on the Classified Salary Schedule, effective June 26, 2013.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-79 - RECLASSIFICATION AND REVISED JOB DESCRIPTION, CLASSIFIED (TAYLOR)**

BE IT RESOLVED, that the Board of Trustees approves the reclassification of Denise Taylor, Business Services Assistant, be reclassified to Business Services Technician II, a full-time Classified position, with duties as shown in revised job description in Reference C-79, at a salary level of Row 8, Step 5, on the Classified Salary Schedule, effective June 26, 2013.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS (continued)**

**Resolution 13-11 C-80 – MOU BETWEEN PVCCD AND CTA, ROLL OVER OF CURRENT 2007-2010 AGREEMENT WITH CONTRACT PROVISIONS AND EXCEPTIONS 2013-2014**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the mutually agreed upon Memorandum of Understanding, between PVCCD and Palo Verde College California Teachers Association (CTA), roll over of current 2007-2010 agreement with contract provisions and exceptions effective July 1, 2013 through June 30, 2016, as shown in Reference C-80.

It was moved by Mr. Gonzales, and seconded by Mr. Edmond, that Resolution 13-11 C-80 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 C-81 – CAMPUS OFFICE CLOSURE JULY 1-3, 2013 FOR CLASSIFIED STAFF, CLASSIFIED MANAGEMENT /CONFIDENTIAL, AND ADMINISTRATORS (PER MOU BETWEEN PVCCD AND CSEA CHAPTER 180)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves to close college offices July 1-3, 2013, per the mutually agreed upon Memorandum of Understanding between PVCCD and CSEA Chapter 180, and Management/Confidential employees, as shown in Reference C-81.

It was moved by Mr. Lewis, and seconded by Mr. Gonzales, that Resolution 13-11 C-81 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

*(THE FOLLOWING RESOLUTION WAS AMENDED)*

**Resolution 13-11 C-82 – ENROLLMENT FEE WAIVER PROGRAM MOU BETWEEN PVCCD AND CTA, AND CLASSIFIED MANAGEMENT/CONFIDENTIAL, AND ADMINISTRATORS**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the mutually agreed upon Memorandum of Understanding between PVCCD and Palo Verde College California Teachers Association (CTA,) and Classified Management/Confidential, and Administrators, *and the Board of Trustees* to provide an Enrollment Fee Waiver Program (adapted from the Spring 2013 Enrollment fee Waiver Pilot Program) for Summer School 2013, Fall and Spring 2013-2014, and Summer School 2014, for employee participation, as shown in Reference C-82.

It was moved by Mr. Arneson, and seconded by Mr. Edmond, that Resolution 13-11 C-82 be amended to include the Board of Trustees, and approved.

Discussion occurred and Ms. Whittaker and Ms. Egan clarified.

**XII. ACTION ITEMS (continued)**

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**D. MISCELLANEOUS**

**Resolution 13-11 D-22 – TENTATIVE BUDGET FY 2013-2014**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the tentative budget for fiscal year 2013-2014 (*shown loose in Board folders*).

It was moved by Mr. Lewis, and seconded by Mr. Hyduke, that Resolution 13-11 D-22 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 13-11 D-23 – ACCEPTANCE OF INTEGRATED STRATEGIC PLAN 2013-2016**

BE IT RESOLVED, that Palo Verde Community College Board of Trustees approves the Integrated Strategic Plan 2013-2016, as follows;

**INTEGRATED STRATEGIC PLAN 2013-2016 as Approved by College Council  
May 20, 2013**

**MISSION:** *Palo Verde College is a California community college that supports an exemplary learning environment with high quality educational programs and services. The College promotes student success and lifelong learning for a diverse community of learners.*

**NOTE:** *For purposes of this document, the inclusion of the Board’s Institutional Goals have been provided as a reference only. The final printed version will only include the PVC Initiatives, Goals, and Objectives.*

**INITIATIVE 1: INSTRUCTIONAL PROGRAMS and STUDENT SUCCESS**

**Goal:** **Deliver and continuously improve upon quality educational programs, emphasizing student learning leading to certification, conferral of associate degrees, transfer to four-year institutions, and personal growth and career enhancement.**

**BOARD GOAL 3:** Ensure the acquisition of sufficient FTES to meet targeted goals.

**BOARD GOAL 4:** Explore options for the optimization of facilities at the main campus in Blythe, and at the Needles Center, including but not limited to, classroom and college facilities, college properties, land development, and advancements in utilizing the Fine and Performing Arts Center.



## **XII. ACTION ITEMS (continued)**

**BOARD GOAL 5:** Taking into consideration continued fiscal challenges, develop a plan to identify the PVCCD focused educational Mission for the Blythe and Needles' sites which meet the needs of the citizenry served while maintaining enrollment stability.

Objective 1.1 Identify, measure and assess student learning outcomes at the course, program and degree levels, and institutional SLOs and provide adequate support services to ensure the effectiveness of learning programs.

Objective 1.2 Develop two-year course planning and scheduling procedures to minimize conflicts that delay students' progress toward program completion.

Objective 1.3 Continuously assess the quality and availability of courses and programs offered in the various modes of delivery—face-to-face, online, correspondence, ITV and hybrid forms, through program review and other processes, to maintain their academic rigor and currency and to ensure they provide the means to achieve identified student learning outcomes.

Objective 1.4 Support student learning by expanding tutorial resources and other supportive educational services for all students needing these services.

Objective 1.5 Continuously assess student learning and support needs, as well as community needs, and make improvements to College educational and support services as necessary.

Objective 1.6 To meet student needs and FTES targets, assess the need for course offerings taking into consideration multiple modalities of instruction including face-face, online and correspondence.

Objective 1.7 Identify program opportunities for Blythe and Needles and continuously assess to ensure financial and programmatic stability.

Objective 1.8 Continuously monitor enrollment patterns and trends in order offer optimally scheduled combinations of courses as to semester rotation, days of the week, number and type of sections, day vs. evening and mode of delivery.

### **INITIATIVE 2: STUDENT SUPPORT SERVICES**

**Goal:** Provide quality student support services to a diverse student population, providing opportunities for student success.

## XII. ACTION ITEMS (continued)

- BOARD GOAL 9:** To support instructional, student support, and operational effectiveness, ensure a state-of-the-art teaching, learning, and work environment, including but not limited to technological advancements.
- BOARD GOAL 10:** Ensure the effective and efficient provision of instructional, student support, and operational programs and services by qualified faculty, staff, and managers, through a deliberate model of human resource management.
- Objective 2.1 Consistent with the Student Success Task Force recommendations, increase student participation in orientation, assessment, counseling and advising, and development of education plans.
- Objective 2.2 Increase college visibility and community involvement by publicizing the College's educational programs and services, ASG activities, and cultural events in the Fine and Performing Arts Center.
- Objective 2.3 Increase college readiness by identifying and minimizing barriers to educational programs and opportunities.
- Objective 2.4 Provide counseling and guidance to ensure students declare a program of study and are informed of career and continuing education opportunities.
- Objective 2.5 Assess and evaluate enrollment, retention, and completion data to determine strategies for promoting student success.
- Objective 2.6 Develop and disseminate an institutional Enrollment Management Plan which includes the components of data review, recruitment and outreach, retention, and student success.

### **INITIATIVE 3: ORGANIZATIONAL EFFECTIVENESS**

**Goal:** Create and sustain an institutional environment of transparent collegiality in which College personnel have an understanding of the functions, roles and responsibilities of their colleagues and College organizations and committees which support the Mission of the institution.

**BOARD GOAL 10:** Ensure the effective and efficient provision of instructional, student support, and operational programs and services by qualified faculty, staff, and managers, through a deliberate model of human resource management.

Objective 3.1 Review and update the collegial governance chart annually.

Objective 3.2 Provide all new employees with a College orientation program and information specific to their role.

## **XII. ACTION ITEMS (continued)**

- Objective 3.3 Invite participatory governance in planning and decision-making by encouraging constituent representation on committees, and promoting effective dialog among constituencies and the Board of Trustees.
- Objective 3.4 Publicize all College reports, by having them available for examination in the College library or College website.
- Objective 3.5 Develop and disseminate an institutional faculty, management, and classified staffing plan that takes into consideration planning for areas of demonstrated need or deficiencies, 50% Law compliance, and administrative leadership capacities.
- Objective 3.6 Employ qualified faculty and staff and provide opportunities for continued professional and staff development, consistent with the mission and based on identified teaching, learning, and operational needs.

### **INITIATIVE 4: TECHNOLOGY AND SUPPORT**

**Goal:** Ensure that state-of-the-art information technology and media are available and used by a highly-skilled college community.

**BOARD GOAL 9:** To support instructional, student support, and operational effectiveness, ensure a state-of-the-art teaching, learning, and work environment, including but not limited to technological advancements.

- Objective 4.1 Ensure that there is training for faculty and staff that is cost-effective and directly applicable to immediate needs and long range needs.
- Objective 4.2 Update and disseminate the 2004-07 Technology Master Plan which includes ensuring a state-of-the-art learning, teaching, and operational environment, and incorporate the goals into the College's Integrated Strategic Plan.
- Objective 4.3 Continue maintenance and needed expansion of Student, ERP and other reporting systems, as well as associated staff training.
- Objective 4.4 Provide technical support for the on-going acquisition of data required for effective data-driven decision-making.
- Objective 4.5 Develop a cycle for the annual replacement of obsolete software and equipment.

### **INITIATIVE 5: FINANCIAL AND OPERATIONAL STABILITY**

**GOAL:** Enhance district fiscal and physical resources with strategic and transparent stewardship.

## **XII. ACTION ITEMS (continued)**

**BOARD GOAL 1:** Through conscientious collegiality and transparency, ensure that the College District's budget effectively addresses the current fiscal crisis, provides fiscal stability to maintain instructional, student support, and operational integrity, and provides planning for long-term financial stability.

**BOARD GOAL 6:** Optimize resources through continued and conscientious energy and product conservation efforts.

**BOARD GOAL 7:** Consider options for the generation of new sources of revenue for and through programs, partnerships, and grants.

Objective 5.1 Consistent with Accreditation Standards and Chancellor's Office financial directives, address budget issues in a manner that preserves instructional, student support, and operational integrity.

Objective 5.2 Develop a plan for the identification and generation of new sources of revenue.

Objective 5.3: Develop and review an integrated budgeting and planning process that increases employee participation, and preserves institutional integrity and compliance with the ACCJC Standard III.

Objective 5.4 Enhance the transparency of the budgeting and planning process by providing training to the board, budget committee, and institutional constituencies.

Objective 5.5 Develop a plan for the identification and generation of non-traditional sources of revenue.

Objective 5.6 Update the Educational and Facility Master Plan through a collegial consultation process.

Objective 5.7: Develop and implement comprehensive facility maintenance, sustainability and replacement plans.

Objective 5.8: Develop and implement plans to increase the involvement of the Palo Verde College Foundation.

### **INITIATIVE 6: INSTITUTIONAL EFFECTIVENESS and ACCOUNTABILITY**

**Goal:** Use the analysis of quantitative and qualitative data in an on-going and systematic cycle of evaluation, integrated planning, and re-evaluation for accountability and continuous quality improvement of the College Mission, programs and services.

## XII. ACTION ITEMS (continued)

**BOARD GOAL 2:** Ensure full restoration of Accreditation status and continue to use Accreditation Standards to guide integrated strategic planning, program review, SLO assessment, and college operations.

**BOARD GOAL 8:** Continue development of integrated data systems that provide information for measurable and data-driven decision-making.

Objective 6.1 Consistent with Accreditation Standards, develop and implement a process for the overall delivery, monitoring, and oversight of the Integrated Strategic Planning process.

Objective 6.2 Establish a process for the coordination and oversight of Accreditation, including but not limited to, report submittals as required, data collection, compliance, and general integration of Accreditation Standards in college operations.

Objective 6.3 Demonstrates a conscious effort to produce and support student learning, measures that learning, assesses how well learning is occurring, and makes changes to improve student learning.

Objective 6.4 Demonstrate institutional effectiveness by providing evidence of the achievement of student learning outcomes.

Objective 6.5 Demonstrate institutional effectiveness by providing evidence of institution and program performance.

Objective 6.6 Use ongoing and systematic evaluation and planning to refine college processes and improve student learning.

Objective 6.7 Maintains ongoing, collegial, self-reflective dialog about the continuous improvement of student learning and institutional processes.

Objective 6.8 Documents ongoing process for evaluating itself in all areas of operation, analyzing and publishing the results and planning and implementing improvements.

Objective 6.9 Provides for an integrated comprehensive planning process to achieve broad educational goals and improve institutional effectiveness.

Objective 6.10 Consistent with Accreditation Standards, identify a mechanism for the on-going collection, analysis, and reporting of information to support informed decision-making.

Objective 6.11 Consistent with Accreditation Standards, develop and implement a process for the overall delivery, monitoring, and oversight of Student Learning Outcome assessment and evaluation.

**XII. ACTION ITEMS (continued)**

Objective 6.12 Consistent with Accreditation Standards, develop and implement a process for the overall delivery, monitoring, and oversight of the Program Review process.

It was moved by Mr. Lewis, and seconded by Mr. Gonzales, that Resolution 13-11 D-23 be approved.

Discussion occurred and Ms. Whittaker clarified.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**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. RECESS TO CLOSED SESSION**

The Board of Trustees, Ms. Whittaker, Interim Superintendent/President, and Ms. Egan, Chief Business Officer, recessed to Closed Session at 8:30 p.m. to discuss the following:

1. Conference with Labor Negotiator  
Negotiator: Denise Whittaker  
Employee Organizations: CCA/CTA, CSEA Chapter 180, Non-Represented Employees.

**XV. RECONVENE TO OPEN SESSION**

The Board of Trustees, Ms. Whittaker, Interim Superintendent/President, and Ms. Egan, Chief Business Officer, reconvened to Open Session at 9:04 p.m. and announced the following action had been taken:

**ACTION ITEM**

**Resolution 13-11 C-83 – MEET-AND-CONFER AGREEMENT 2013-2014**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts/denies the Classified Management/Confidential employee Meet-and-Confer Agreement for 2013-2014.

It was moved by Mr. Lewis, and seconded by Mr. Gonzales, that Resolution 13-11 C-83 be approved.

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

Motion carried; Aye 7 No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XVI. ADJOURNMENT**

The meeting was adjourned at 9:05 p.m.

**Minutes approved at the August 13, 2013  
Regular Board Meeting.**

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**Donald G. Wallace, Ph.D. Secretary of the Board**