

PALO VERDE COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
BOARD OF TRUSTEES
One College Drive in Blythe – CL 101
(and Teleconference held at 725 West Broadway in Needles – Classroom #10)
Tuesday, September 27, 2011
4:30 p.m.

Meeting 11-10

MINUTES

OPENING OF MEETING

The Regular Meeting of the Board of Trustees was called to order by the President of the Board, Mr. Gonzales at 4:35 p.m.

The Salute to the American Flag was led by Mr. Lewis, Clerk of the Board.

Present: Ed Gonzales, President
Millie Rodriguez, Vice President
Jerry Lewis, Clerk of the Board
Ted Arneson, Trustee
Sam Burton, Trustee
Lincoln Edmond, Trustee
George Thomas, Trustee
Jeneane Quist, Student Trustee

Administrators Present: James Hottois, Superintendent/President
Diana Rodriguez, Vice President of Student Services
William Smith, Vice President of Instructional Services
George Walters, Director of Fiscal and Human Resources

Recorder: Denise Hunt and Carrie Mullion

Absent: None

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

It was moved by Mr. Edmond, seconded by Mr. Lewis and unanimously carried, that the minutes of the Special Meeting of September 13, 2011 be approved.

It was moved by Mr. Lewis, seconded by Mr. Edmond and unanimously carried, that the agenda for this meeting be approved as amended with addition of Addendum to the Agenda; Resolution 11-09 10 C-63 – ADOPTION OF INITIAL BARGAINING PROPOSAL CTA/NEA.

(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.)

PRESENTATION – REDISTRICTING PARTNERS (Paul Mitchell) AND COMMUNITY COLLEGE LEAGUE STAFF

Dr. Hottois introduced Ms. Elaine Reodica from California Community College League, and Mr. Paul Mitchell from Redistricting Partners. Ms. Reodica and Mr. Mitchell provided handouts and a presentation was given; “CVRA and Redistricting Issues Palo Verde CCD” to the Board of Trustees. There was discussion as to how Palo Verde Community College District will interpret the California Voting Rights Act. The next step in the process is that Redistricting Partners conduct a racial polarized voting study, look at potential district lines, and provide information at a subsequent meeting. Input from Board members, staff and the community is welcome. Redistricting Partners will provide the analysis and give suggestions about redistricting at the next Board of Trustees meeting in October. Riverside County requires that Community Colleges have everything done by March 2012.

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

1. Public Employee Performance: Evaluation of Superintendent/President and presentation of Goals for 2011-2012 (shown loose).

HEARING OF CITIZENS (AGENDA ITEMS)

None.

PUBLIC NOTICE/HEARINGS

Notice/Hearing on CCA/CTA District Proposal to sunshine the Collective Bargaining Agreement with CCA/CTA, for the year beginning July 1, 2011.

The Public Notice/Hearing was opened at 5:14 p.m.

Mr. Copple, President of CTA, stated that CTA strongly objects to the CCA/CTA District Proposal. Mr. Copple also objects to the professional negotiator as it will be very costly for the District and CTA. Reimbursement for these costs will not happen because there is not any funding for this at the State level. Mr. Copple suggested that this be looked into. Mr. Copple stated that we should be going into these trying times arm in arm and not against each other.

Mr. Castillo, President of Academic Senate, stated that he received the District’s Initial Sunshine Proposal. Mr. Castillo reminded the Board that according to Education Code, CTA is required to consult with Academic Senate prior to going to the negotiation table regarding SLO’s and faculty evaluations. This will take some time to research. Academic Senate has a SLO Committee that researches and makes the best recommendations possible to the board, administration, and CTA. There are other issues in the proposal that are going to require Academic Senate involvement as well. Mr. Castillo promised that Academic Senate will make the best recommendations possible to both CTA and the District.

The Public Notice/Hearing was closed at 5:21 p.m.

REPORTS

Associated Student Government

Jeneane Quist, President, Associated Student Government and Student Trustee, provided the following report

1. There will be a basketball tournament October 22 and 23.
2. ASG will be helping at the Blythe Cancer Steps for the Cure Walk on October 22.

Academic Senate

Richard Castillo, President, Academic Senate, provided the following report.

1. Academic Senate, CTA, and Division Chairs met with Mr. Smith and Mr. Walters regarding Spring 2012 schedule.

REPORTS (continued)

2. Mr. Walters presented at the Academic Senate Meeting budget issues and the Fifty Percent Law.
3. Met with Dr. Hattois to clear up confusion regarding the article in the Palo Verde Times, specifically, comments about the Fifty Percent Law. Dr. Hattois assured Mr. Castillo that the information in the article is accurate and that the Fifty Percent Law is always priority in the budget configuration.
4. Academic Senate is anticipating the hearing on the Exemption Application for the Fifty Percent Law.

CSEA, Chapter 180

Mr. Soto had no report.

CCA/CTA

Mr. Copple had no report.

Superintendent/President

Dr. Hattois, Superintendent/President, provided the following report on behalf of the Administration.

1. Deans, Vice Presidents and Superintendent/President met September 22, 2011 for an off-campus retreat to identify issues and look for options for the 2012-2013 fiscal year.
2. There have been cost increases for Health and Welfare benefits between ten and fifteen percent annually for the past decade. We need to expect an increase in that area.
3. Budget planning is made complex by various State and Federal laws, regulations, rules and standards. Planning must take into account the Fifty Percent Law.
4. Priority is to find ways through existing and possibly additional participatory governance to include college's constituent groups in meaningful dialogue and problem-solving.
5. Continue discussions as a leadership team before the next regular board meeting in October.
6. Agreed on the following steps:
 - a. Move ahead to freeze salaries for next fiscal year. This year contractually agreed to salary increases were \$350,000.
 - b. Dr. Hattois requested the Board to consider decreasing his salary by 3%, and freeze.
 - c. Freeze Administrator's salaries. Eliminate longevity for the salary schedule for Administrators and complete a study of Administrative salaries by January 2012.
 - d. Freeze Confidential/Management salaries and immediately eliminate longevity from the salary schedule. Complete a study of salaries and longevity by January 2012. Reconsider the salary freeze before the end of 2012-13 fiscal year.
 - e. Negotiations between the District and CTA for the comprehensive contract proposal.
 - f. District's contract with CSEA expires at end of this year. Proposals for a new contract will include items dealing with salaries and fringe benefits.
7. Budget plan for this year involves fifty fewer class sections in the spring of 2012.
 - a. Assure that faculty are minimally affected by cut. No overload classes taught by Administrators or faculty.
 - b. Mr. Smith will work with Division Chairs and the Curriculum Committee on ways to offer an efficient class schedule for spring semester.
8. Begin process of developing 2012-2013 budget.
 - a. Combined Budget and Enrollment Management Committees.
 - b. Budget Committee needs to become more of a policy recommending committee and have an oversight role to assure budget principals are being followed in application.
 - c. The Budget and Enrollment Management Committees will develop budget principals to be reviewed by College Council to assure they are consistent with Strategic Plan.
9. Administration is working on request for exemption from the Fifty Percent Law for 2010-2011. Findings must be transmitted to the Chancellor's Office by December 1.
10. Continue hiring freeze that was put in place last spring.

REPORTS (continued)

11. Thanked classified employees and managers for innovative solutions.
12. Distance Education Program has been recognized nationally.
13. As the President of Palo Verde College, the "buck stops with me."

Board of Trustees Comments and Discussion

Mr. Lewis commended Dr. Hottois for trying to find solutions to the budget issues. Requested Dr. Hottois look into ways to save money as far as benefits for board members that have Medicare; possible supplemental gap insurance for those who are Medicare eligible. Those that are younger and still have dependents would be excluded.

Mr. Arneson and Dr. Thomas agreed with Mr. Lewis.

Mr. Burton disagreed with Mr. Lewis. Would like to re-evaluate and try to find other solutions to the issue.

Mr. Gonzales stated the Board is going to do everything they can to get through these difficult times. Hard decisions will have to be made, but we will succeed if we work together in the same direction. Thanked everyone for attending the Board Meeting and appreciates all the comments. It shows interest in the College.

Ms. Rodriguez hopes all the problems can be solved and everyone can come together to find a solution. Palo Verde College is a very important institution for the community. The young people in Blythe deserve an institution that will give them a quality education.

INFORMATION ITEMS

1. BP and AP 3720-1 Computer and Network Use change in verbiage of policy (*shown loose in Board folders*).
2. First Read of BP and AP 7145 Personnel Files-verbiage change (*shown loose in Board folders*).
3. Out-of-state travel request for Brian Thieboux and Philip Clinton to attend the Open Education Resource Conference in Park City, UT at no cost to the college on October 25-29, 2011.
4. Out-of-state travel request for Steve La Vigne to attend the TRiO Grant Conference in Washington DC on September 25-29, 2011.
5. Out-of-state travel request for Cheryl Bruno-Mofu to travel to Parker, AZ for clinicals.
6. Out-of-State travel request for James W. Hottois to travel to Phoenix, AZ for plane flight to Fresno, CA for Accrediting Pre-visit for Reedley College.
7. The Palo Verde Community College District Board of Trustees President may call a Special Board meeting for a Conference with Legal Counsel before the Board of Trustees Regular Meeting to be held on October 25, 2011 in Needles.

Dr. Hottois provided clarification on Information Item #7.

CONSENT RESOLUTIONS

A. Instruction

Resolution 11-10 A-26 – K-12 ENROLLMENTS – FALL 2011

BE IT RESOLVED, that K-12 students, completing approved college enrollment process, as shown in Reference A-26, be approved to attend classes at Palo Verde College for Fall 2011. Administration is recommending approval subject to space availability in classes.

CONSENT RESOLUTIONS (continued)

B. Business

Resolution 11-10 B-92 – CHANGE ORDERS FOR PHASE IV

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees ratifies the Superintendent/President's authorization of the following change orders for Phase IV (Fine and Performing Arts Complex) as listed below, as shown in Reference B-92.

<u>Change Order#53</u> \$7,548.00	<u>Change Order#62</u> \$175.00	<u>Change Order#67</u> \$6,507.36
<u>Change Order #70</u> (\$2,120.48)	<u>Change Order #71</u> (\$3,060.32)	<u>Change Order #72</u> \$3,215.58
<u>Change Order#73</u> (\$796.74)	<u>Change Order #75</u> \$9,843.00	<u>Change Order #79</u> \$2,691.00
<u>Change Order#85</u> (\$4,554.36)	<u>Change Order#89</u> \$12,856.00	<u>Change Order#92</u> (\$3,186.72)
<u>Change Order#95</u> \$4,833.96	<u>Change Order#96</u> (\$2,213.00)	<u>Change Order#97</u> (\$531.12)
<u>Change Order#99</u> (\$1,416.32)	<u>Change Order#102</u> (\$3,040.00)	<u>Change Order#103</u> \$111,738.76 \$11,738.36

Resolution 11-10 B-93 – COUNTY RESOLUTION FOR TEMPORARY LOANS

BE IT RESOLVED, that the Palo Verde Community College District adopts Resolution B-93, as shown in Reference B-93, for "Temporary Loans – Potential Cash Shortage Arising from the State Apportionment Deferrals" for the Palo Verde College Child Development Center, in an amount not to exceed \$100,000.

Resolution 11-10 B-94 – AGREEMENT WITH RIVERSIDE COUNTY DEPARTMENT OF MENTAL HEALTH

BE IT RESOLVED, the Palo Verde Community College District Board of Trustees approves the Agreement with Riverside County Department of Mental Health Prevention and Early Intervention – Active Minds College Chapter Agreement (MHARC-068). The "RCDMH" is awarding \$8,332.24 to Palo Verde College to expand the program, for year 2011-2012, renew effective July 1, 2011 to June 30, 2012.

C. Personnel

(Academic Personnel)

Resolution 11-10 C-58 – PART-TIME INSTRUCTORS/COUNSELORS FOR FALL SESSION 2011

BE IT RESOLVED, that part-time instructors/counselors, as shown in Reference C-58, be approved for Fall Semester of 2011.

Resolution 11-10 C-59 - RESIGNATION OF BIOLOGY INSTRUCTOR (BRAM)

BE IT RESOLVED, that the Superintendent/President has accepted a resignation notice dated August 24, 2011 for Jason Bram, Biology Instructor, effective August 24, 2011. Jason Bram requested unpaid leave for Fall semester 2010, and the Board of Trustees accepted on August 24, 2010.

CONSENT RESOLUTIONS (continued)

(Classified Personnel)

Resolution 11-10 C-60 – EMPLOYMENT OF PART-TIME TEMPORARY EDUCATIONAL TECHNOLOGIST, TITLE III

BE IT RESOLVED, that Patricia Pelletier be approved as a part-time temporary Educational Technologist, Title III for Needles Center, at a rate on the Part-Time Hourly Salary Schedule #207, Row 14, Step 1, \$23.83 per hour, retroactive to July 18, 2011.

(Student Personnel)

Resolution 11-10 C-61 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2011

BE IT RESOLVED, that part-time temporary student employees (aides, interpreters, tutors, peer coordinator/counselors, and peer counselor/recruiters), as shown in Reference C-61, be approved for the Fall Semester 2011.

(Volunteer Personnel)

Resolution 11-10 C-62 – VOLUNTEER FOR IN CLASS (THOMAS)

BE IT RESOLVED, that Mark Thomas be approved as a volunteer for tutoring classmates and managing equipment for instructor T. M. Brown, effective as soon as can be arranged and until a time to be determined in the future.

D. Miscellaneous

Resolution 11-10 D-16 19– OPERATING ASG CLUB FOR 2011-2012

BE IT RESOLVED, that the following Associated Student Government (ASG) Club have completed the proper filing process in accordance with Board Policy and they are conducting activities in the 2011-2012 academic year: Palo Verde Basketball Club, Palo Verde College Colorado River Astronomy Club and M.E.Ch.A. Club.

(Blanket Motion)

There was discussion on Resolution 11-10 B-92 – CHANGE ORDERS FOR PHASE IV and Dr. Hottois clarified that Change Order #103 be corrected to \$11,738.76. Mr. Butters, California Construction Management, also provided clarification.

There was discussion on Resolution 11-10 B-93 – COUNTY RESOLUTION FOR TEMPORARY LOANS, and Mr. Walters and Mr. Smith clarified.

There was discussion on Resolution 11-10 C-62 – VOLUNTEER FOR IN CLASS (THOMAS), and Dr. Hottois and Mr. Smith clarified.

There was discussion on Resolution 11-10 C-59 - RESIGNATION OF BIOLOGY INSTRUCTOR (BRAM), and Dr. Hottois clarified.

CONSENT RESOLUTIONS (continued)

It was moved by Mr. Burton, and seconded by Ms. Rodriguez, that Consent Resolutions be approved.

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

Motion carried/lost; Aye 7 No 0 Abstain 0 Absent 0

ACTION ITEMS

B. Business

Resolution 11-10 B-95 – WIA SUBGRANT AGREEMENT K183464

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves the WIA Subgrant Agreement with County of Riverside Economic Development Agency. For Program Year 2011-2013 for Green Jobs Project, as shown in Reference B-95 (*shown loose in Board folders*).

There was discussion and Mr. Walters clarified Resolution 11-10 B-95.

It was moved by Mr. Edmond, and seconded by Mr. Burton, that Resolution 11-10 B-95 be approved.

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

Motion carried/lost; Aye 7 No 0 Abstain 0 Absent 0

C. Personnel (Addendum)

(Academic Personnel)

Resolution 11-09 10 C-63 – ADOPTION OF INITIAL BARGAINING PROPOSAL CTA/NEA

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees hereby adopts the Initial Bargaining Proposal of the Palo Verde Community College District for a Successor Agreement with the Palo Verde Community College Association CTA/NEA (*shown loose in Board folders*).

There was discussion and Dr. Hottois clarified Resolution 11-~~09~~10 C-63.

It was moved by Mr. Burton to table Resolution 11-09 10 C-63. Motion failed due to lack of a second.

It was moved by Dr. Thomas, and seconded by Mr. Edmond, that Resolution 11-10 C-63 be approved.

Student Advisory	<u>Yes</u>	Edmond	<u>Yes</u>	Rodriguez	<u>Yes</u>
Arneson	<u>Yes</u>	Gonzales	<u>Yes</u>	Thomas	<u>Yes</u>
Burton	<u>No</u>	Lewis	<u>Yes</u>		

Motion carried/lost; Aye 6 No 1 Abstain 0 Absent 0

ACTION ITEMS (continued)

D. Miscellaneous

Resolution 11-10 D-47 20 – STUDY SESSION FOR OCTOBER 11, 2011

BE IT RESOLVED, that the Study Session for October 11, 2011, is canceled.

There was discussion and Dr. Hattois clarified Resolution 11-10 D-~~47~~ **20**.

It was moved by Mr. Edmond, and seconded by Mr. Arneson, that Resolution 11-10 D-~~47~~ **20** be approved.

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

Motion carried/lost; Aye 7 No 0 Abstain 0 Absent 0

Resolution 11-10 D-48 21 – BOARD OF TRUSTEES EVALUATION FOR 2010-2011

BE IT RESOLVED, that the Board Evaluation, as shown in Reference D-21, for 2010-2011, conducted at the August 23, 2011, Board Meeting, be approved as submitted and available to the public upon request.

There was discussion and Dr. Hattois clarified Resolution 11-10 D-~~48~~ **21**.

It was moved by Mr. Arneson, and seconded by Mr. Burton, that Resolution 11-10 D-~~48~~ **21** be approved.

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

Motion carried/lost; Aye 7 No 0 Abstain 0 Absent 0

HEARING OF CITIZENS (NON-AGENDA ITEMS)

Nancy King commended the Board for going in the right direction regarding Board of Trustees benefits. Ms. King also spoke regarding the lay-off of the evening librarian.

Dr. Hattois invited Board of Trustees to a potluck honoring employees who will be retiring on September 30, 2011. Recognized Debbie Mitchell for her 21 years of service to Palo Verde College.

ADJOURN TO CLOSED SESSION

Trustees and Superintendent/President adjourned to Closed Session at 6:08 p.m. to discuss the following:

Public Employee Performance: Evaluation of Superintendent/President and Presentation of Goals for 2011-2012.

RETURN TO OPEN SESSION

Trustees and Superintendent/President returned to Open Session at 7:45 p.m., and reported that the Public Employee Performance: Evaluation of Superintendent/President and Presentation of Goals for 2011-2012 is complete.

ADJOURNMENT

The meeting was adjourned at 7:47 p.m.

The next Regular Meeting will be held on Tuesday, October, 25, 2011 in Needles.

**Minutes approved at the October 25, 2011
Regular Meeting of the Board of Trustees**

Secretary of the Board