

**PALO VERDE COMMUNITY COLLEGE DISTRICT
ORGANIZATIONAL/REGULAR MEETING
BOARD OF TRUSTEES**

Tuesday, December 9, 2014

5:00 p.m.

One College Drive, Blythe, CA – CL 101

(ITV held at Palo Verde College Needles Center – 725 W. Broadway, Needles, CA)

Meeting 14-17

MINUTES

I. OPENING OF MEETING

1. Call to Order

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

2. Flag Salute

The Salute to the American Flag was led by Trustee Ed Gonzales.

3. Roll Call

Trustees Present:

Ermila Rodriguez, President
George Thomas, Vice President
Ned Hyduke II, Clerk
Ted Arneson, Trustee
Ed Gonzales, Trustee
Jerry Lewis, Trustee
Suzanne Woods, Trustee
Alex Munoz, Student Trustee

Administrators Present:

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

Recorder:

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

Visitors:

On file in the Superintendent/President's Office

SPECIAL PRESENTATION – OUTSTANDING SERVICE AWARD FOR LINCOLN EDMOND

Dr. Wallace presented Mr. Lincoln Edmond with an Outstanding Service Award and thanked Mr. Edmond for his 14 years of service as a Trustee for Palo Verde Community College District. Mr. Edmond expressed his appreciation and thanks to the college community and fellow Trustees.

4. Approval of the Minutes of the Regular Meeting of November 18, 2014.

It was moved by Mr. Gonzales, seconded by Mr. Hyduke, and unanimously carried, that the Minutes of the Regular Meeting of November 18, 2014, be approved.

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

I. OPENING OF MEETING (continued)

5. Approval of the Agenda for this meeting.

Dr. Wallace requested to amend the agenda as follows: Resolution 14-17 C-89 will be removed from the agenda; Resolution 14-17 C-92, Resolution 14-17 C-93, Resolution 14-17 C-94, and Resolution 14-17 C-95 will be changed to "Interim" positions (other amendments are shown in the Resolutions).

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

6. Organization Matters

Election of President of the Board

A motion was made by Mr. Gonzales that George Thomas be designated President of the Palo Verde Community College District Board for 2015. It was moved by Mr. Lewis, and seconded by Mr. Arneson that the nominations be closed.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Election of Vice President of the Board

A motion was made by Mr. Lewis that Ned Hyduke, II be designated Vice President of the Palo Verde Community College District Board for 2015. No other nominations were heard and a roll call vote was taken as follows:

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Election of Clerk of the Board

A motion was made by Mr. Gonzales that Ermila Rodriguez be designated Clerk of the Palo Verde Community College District Board for 2015. No other nominations were heard and a roll call vote was taken as follows:

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Election of School Board Representative

A motion was made by Mr. Gonzales that Jerry Lewis be designated Board Representative at the Annual Election of the County Committee on School District Organization for 2015. No other nominations were heard and a roll call vote was taken as follows:

I. OPENING OF MEETING (continued)

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Election of Secretary to the Board

Board Policy 2210 states that the Secretary to the Board shall be the Superintendent/President. **Donald G. Wallace** is designated as Secretary of the Palo Verde Community College District Board for 2015.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Board Meetings

It was moved by Mr. Lewis, and seconded by Mr. Hyduke that the Board of Trustees establish the 2015 Regular Meeting schedule as the second Tuesday of each month, and Study Sessions, if needed, as the fourth Tuesday of each month. Alternate dates to accommodate holidays have been determined as shown in the printed schedule of Board Meetings for 2015 included in Board folders. (This schedule is subject to amendment at any time during the calendar year as needed.)

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

TEMPORARILY RECESS TO HOLD ANNUAL MEETING OF THE PALO VERDE COMMUNITY COLLEGE DISTRICT COP FINANCING CORPORATION *(Refer to PVCCD Financing Corporation Agenda on blue paper shown loose in folders).*

The meeting was recessed at 5:19 p.m. in order to hold the annual meeting of the Palo Verde Community College District Financing Corporation.

RECONVENE TO PVCCD REGULAR MEETING

The Trustees returned to District Board Meeting at 5:22 p.m.

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."

Mr. David Kehl, local business owner, congratulated the Board of Trustees on their success in passing "Measure P" on the November 4, 2014 ballot. Mr. Kehl stated the campaign was a highly organized effort by the college President, Palo Verde College Foundation, and the Bond Committee. It was a risk, but this will be a success that protects long into the future. Dr. Wallace was able to organize the college community who worked very hard, particularly

June Turner, the college Librarian. Dr. Wallace also engaged the farmers and the business

II. HEARING OF CITIZENS AGENDA ITEMS (continued)

people in the community which was very important. The leadership skills of Dr. Wallace are outstanding and provided confidence. Mr. Kehl stated he salutes the President for his leadership skills in obtaining funding for the college, and urged the Governing Board that as they go into Closed Session to negotiate a new contract tonight, that the Trustees not let Dr. Wallace go.

III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS

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

None.

IV. RECESS TO CLOSED SESSION

The Governing Board, and Dr. Wallace, recessed to Closed Session at 5:27 p.m. to discuss the following:

1. Conference with Labor Negotiator; pursuant to Gov. Code Section 54957.6
Agency Designated Representative: Mark Thompson, Esq.
Unrepresented Employee: Superintendent/President

V. RECONVENE TO OPEN SESSION

The Governing Board, and Dr. Wallace reconvened to Open Session at 6:06 p.m. Dr. Thomas, President of the Board, announced that a report from Closed Session will be given during discussion of Resolution 14-17 C-103 *(see page 16 of these Minutes)*.

VI. PUBLIC NOTICE/HEARING

None.

VII. PRESENTATION

1. Review and Acceptance of Palo Verde College Student Equity Plan – Dr. Sean Hancock and Mr. Brian Thieboux *(shown loose in Board folders)*.

Mr. Thieboux provided an explanation of the Palo Verde College Student Equity Plan report. The Student Equity Plan and the Student Success Plan, which was presented to the Board in October of this year, work in tandem with each other. Mr. Thieboux, Dr. Hancock, and Mr. Biju Raman (Basic Skills Coordinator) answered questions from the Governing Board.

VIII. DISCUSSION

1. First Reading of BP/AP 2310 – Regular Meeting of the Board *(shown loose in Board folders)*.

Dr. Wallace explained the changes. No further discussion occurred.

2. Second Reading of BP 2015 – Student Member *(shown loose in Board folders)*.

No discussion occurred.

3. Second Reading of BP 2725 – Board Member Compensation *(shown loose in Board folders)*.

No discussion occurred.

4. Board Policy on Equivalencies to the Disciplines List Minimum Qualifications for Regular and Adjunct Faculty (BP 4130.1).

VIII. DISCUSSION (continued)

Ms. Rodriguez stated that she has reviewed the proposal from Academic Senate, and although it is a significant departure from the existing agreement, BP 4130.1, the Governing Board suggested at the last meeting that Academic Senate work with administration and College Council and bring back to the Board a proposal that is supported by all parties. There are things in BP 4130.1 which were not indicated in the new document presented by Academic Senate.

Mr. Raman, Academic Senate President, stated he would take this information back to Academic Senate and meet with Dr. Wallace to work out a suitable document.

IX. REPORTS

1. Associated Student Government – Alex Munoz, Student Trustee
 - Past events held were the canned food drive for Blythe Food Pantry, the Dress Drive, and College Night. A picture of ASG will be in the Palo Verde Times soon.
 - The ASG float in the Christmas Parade won first place. A thank you was extended to Autos, Welding, and Building and Construction classes for helping with the float.
 - ASG will be assisting with “The Grinch” Christmas event on Friday, December 12, 2014.
 - Next week is finals week.
 - A welcome back event for students will be held the first week of February.
2. Academic Senate - Biju Raman, President
 - As a part of Flex Week in January, there will Reading Apprenticeship Workshop. A statewide expert, Ms. Monika Hogan, will facilitate and train instructors on how to cultivate a culture of reading in students.
 - Dr. Wallace was a guest at the Academic Senate meeting, and he reiterated that to achieve 1800 FTES by 2015, every student needs to bring at least one more student to PVC, and every student needs to take one more class. So the slogan “bring one, take one” is the slogan.
 - Correspondence courses are structured very differently than online classes, so a committee of Dr. Bruce Wallace, Ms. June Turner, Mr. Paul Shibalovich, and Mr. Biju Raman has been put into place to make recommendations on how to implement the best online classes at PVC.
3. CSEA, Chapter 180 - Richard Soto, President
 - Mr. Soto congratulated Ms. Suzanne Woods on her election to the Board of Trustees.
4. CCA/CTA - Derek Copple, President
 - Mr. Copple congratulated Mr. Arneson, Dr. Thomas, and Mr. Lewis on their reelection to the Board; and congratulated and welcomed Ms. Suzanne Woods to the Board of Trustees. CCA/CTA is looking forward to working with everyone in the coming new year.
 - Negotiations with the District on the evaluation process were concluded today. The processes that are in place now are what is needed to cover Distance Education, ITV, and adjunct faculty evaluations. Mr. Copple thanked the District for a good negotiations session, it was very well done.
 - A grievance has also been sign off on by CTA and the District. Once again,

this was worked out very well and to both parties satisfaction.

- CTA will be working on a couple of other items with the District on Student Learning Outcomes (SLO's).

IX. REPORTS (continued)

- CTA is looking forward to working with the Board of Trustees and administration as we continue to make progress in the education of students.
- The CNA Pinning Ceremony will take place on December 18, 2014. Mr. Copple encouraged the Trustees to attend this important event.

5. Don Wallace - Superintendent/President

- Dr. Wallace stated that it has been an exciting year. Faculty, and staff have accomplished some amazing things. Ms. Staci Lee did a great job putting together the Solar Job Fair. The theater was filled to capacity for the event, and about 100 of those attending had gone through the solar classes at Palo Verde College. Our solar industry partners are committed to hiring local residents, which shows that Palo Verde College cares about serving the community. The college is now working on a proposal for a grant that will allow us to deliver the solar classes in Spanish. The students who complete this training will be able to go in to the community and install solar on homes through a non-profit company called Grid Alternatives.
- The college promised the community that with the passage of Measure the nursing program would be maintained and expanded, Career Technical Education at the Blythe and Needles campus would be expanded, a Veteran's Center would be developed, and with the help of Academic Senate, other innovated new programs would be created. We are going to do all these things as well as pay down the COP debt.
- Dr. Wallace stated how much he has enjoyed working with Mr. Biju Raman and Academic Senate. There was a commitment to meet every week that was followed, as well as constant communication. Dr. Wallace extended the same invitation to Mr. Derek Copple, President of CTA, and Mr. Rich Soto, President of CSEA. Dr. Wallace also expressed his appreciation to Mr. Raman, Mr. Copple, and Mr. Soto for leading these three organizations.

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

- Admission & Records:
 - Working on priority registration. Open registration begins next week.
- CalWORKS:
 - Kelly Whetnight is now the permanent part-time CalWORKS Clerk.
 - Visited the County offices to assist with CCCApply and registration for CalWORKS students. EOPS also helped with this event.
 - Advisory meeting for CalWORKS and EOPS was held yesterday.
 - The annual Gifts for the Holidays event will be held December, 11, 2014.
 - The CalWORKS program plan and budget has been completed and will be submitted to the Chancellor's Office.
- Civic Center:
 - Advertising went out in the Palo Verde Valley Times for registration and the CHOICE application.
 - The Student Handbook for the 2015-16 school year is currently in progress.
 - Spring schedules have been delivered to the community and surrounding areas.

- The Desert Learning Center Boar's Head Festival that was held in the theatre on December 3, 2014 was a huge success. Donations were received towards the PVC Theater Program.
- CVSP held training on our campus on December 3, 2014.

IX. REPORTS (continued)

- The PVC Christmas Party was held on December 5, 2014. It was a great turn out and everyone had a wonderful time.
 - The movie "The Grinch" will be shown to employees and their families on December 11, 2014, and then to the public on December 12, 2014.
 - CNA will hold their ceremony in the theater on December 16, 2014 at 6:00 p.m.
- Distance Learning:
 - Processing petitions for reinstatement and overload.
 - Processing incarcerated student assessments.
 - Assisting with priority registration.
 - Visiting our local institutions, ISP and CVSP, and processing registration from our outlying institutions via general mail.
 - California Department of Corrections has sponsored the eReader Program at CVSP and ISP. The incarcerated population will now receive hundreds of eReaders which will help increase access to education for our inmate population. In addition, textbook purchases will be made possible through Student Equity funding. These books will be placed in the library at the institutions for student use. The addition of these books will help decrease the drop rate.
 - Counseling:
 - College Night at Palo Verde High School went well and was a success. EOPS counselors were also present at the event.
 - College Night at the Needles Center will take place on December 11, 2015. Counselors David Silva and Maria Rivera will attend from the Blythe campus.
 - Counselor Maria Lopez has been conducting outreach presentations at Palo Verde High School and Blythe Middle School.
 - Counselors Irma Dagnino and Maria Lopez will be attending Regional Meetings this month.
 - EOPS:
 - Registered 197 students during priority registration. Sites included the Blythe and Needles campus, ISP, and CVSP. Each student who registered within the first week of priority registration will receive \$350 on their book grant.
 - EOPS was audited the week of December 1-5, 2014. Ms. Egan, CBO, stated that the auditor found no negative findings and many positive comments stated about EOPS and their files.
 - Vice President's Office:
 - The work with updating Course Outlines of Record with Student Learning Outcomes has made significant progress. Just a few outstanding active courses and non-credit courses remain, and these will be reviewed in the spring.
 - Academic Senate has allocated three of the four Flex Days for the review and discussion of aggregated Course Learning Outcomes,

the collections of evidence of assessment of Course Learning Outcomes, and the mapping of Course Learning Outcomes to program and institutional level outcomes. Dr. Hancock thanked the Senate, CTA, and everyone who has been so supportive of this progress. A lot has been accomplished in a short period of time.

IX. REPORTS (continued)

- The Student Equity Plan has been completed and submitted for Board approval. The 3SP Student Equity Committee will work to integrate goals and objectives from this plan, as well as those identified in the Student Success and Support Program Plan, into other college planning, which is an accreditation requirement.
- Working with Eva Munquía, Director of Needles Center, to increase offering at the Needles Center through potential offerings of automotive technology, art, and community education courses.
- The Blythe campus and Needles Center have been approved as a Pearson Testing Site in preparation for offering GED preparation and test administration.

7. Russi Egan - Chief Business Officer

- Maintenance and Operations:
 - Memorabilia, typewriters, rock polishers, pictures, books etc. from the original Claypool's building have been delivered back to the Needles Center.
 - Mesquite trees and shrubs along with irrigation have been planted along the east side of the campus to provide protection and beautification at the Needles Center.
 - New laminate flooring has been installed at the Child Development Center (CDC). City fire inspectors inspected the CDC, and emergency lighting will need to be installed, which is being worked on now.
 - Irrigation has been installed and trees have been planted around the field at the Blythe campus.
 - Protection has been wrapped around the cement beams to prevent cracking.
 - Many events have taken place this month, and M & O has been busy with set-up and take-down of these events.
- Business Office:
 - The audit has just been completed, and Ms. Egan will be working with the Auditors to finalize the report. The auditors were very impressed with the EOPS department.
 - Preparation for tax season has begun. Cecy Garcia, Diana Navarro, and Vicky Lujano attended W-2 training at RCOE. The 1099 and 1098's are being reviewed for accuracy. These will be processed in January.
 - A new system is being reviewed for financial aid disbursement. There are two different systems being looked at to not only make it the least expensive for the college, but also for the students, while providing the best services.
 - Preparing for year two Proposition 39 projects. The funding for this year has dropped to \$39,000 due to a decrease in the colleges' FTES and state funding. All of these monies are being spent on LED lighting over the length of the 5 year project. The energy commission is working on increasing rebates from the type of lighting by 22%,

which would mean the college could receive approximately \$8,000 more for projects.

- This is Debbie Mitchell's last Board Meeting. Ms. Egan expressed her thanks and appreciation to Ms. Mitchell.

IX. REPORTS (continued)

8. Board of Trustees Comments and Discussion

- Student Trustee Munoz stated that ASG events are all listed on the newsletter and extended an invitation to the Trustees to attend any of their events.
- Trustee Hyduke stated these are exciting times for the college. With the passing of Measure P, the community is watching to make sure the college does what they said they are going to do. They are proud of Palo Verde College.

The Christmas party was a very nice, successful event. Mr. Hyduke thanked the Governing Board for electing him as Vice President of the Board.

- Trustee Lewis stated his appreciation that the Needles Center participated in the Needles St. Nick on Route 66 parade and activities. Mr. Lewis also expressed thanks to Academic Senate, administration and classified staff in working together so well.
- Trustee Gonzales expressed thanks to Shad Lee, Director of Facilities & Operations, and the entire maintenance department for planting trees and shrubs at the Needles Center. Mr. Gonzales requested that the sign at the Needles Center be fixed. Mr. Lee stated he is working on it.
- Trustee Rodriguez stated that it was a privilege to serve as President of the Board for the past two years. A thank you was extended to those who attended the meeting tonight, and to Biju Raman for his excellent reporting. Ms. Rodriguez expressed the need for union representatives to attend the Board meetings and report on what is happening at the college.

Ms. Rodriguez thanked everyone for all the assistance and help she has gotten and she looks forward to another wonderful year.

- Trustee Thomas expressed thanks to Lincoln Edmond for all the years he has worked for the college. Mr. Edmond's service to the Board is much appreciated. Dr. Thomas also thanked Ms. Woods for being a member of this Board, and he looks forward to working with her. A thank you to the staff and all those who worked on the Christmas party. It was a very nice social event.

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for November 2014 *(shown loose in Board folders)*.
2. Revised Administrative Procedure 2310 – Regular Meeting of the Board *(shown loose in Board folders)*.
3. CCLC Effective Trusteeship Workshop will take place January 23-25, 2015, in Sacramento, CA. Reservations must be made by December 12, 2014 *(shown loose in Board folders)*.
4. "Gifts for the Holidays Celebration" for CalWORKs and CARE children will take place

- on December 11, 2014 from 3:30-4:30 p.m. in CS 123/124.
5. "College Night" will be held at the Needles Center on December 11, 2014, from 5:00-7:00 p.m.
 6. The Certified Nursing Assistant/Phlebotomy Ceremony will take place on December 18, 2014 at 6:00 p.m. in the Fine and Performing Arts Theater.
 7. "How the Grinch Stole Christmas" community movie night will take place on December 12, 2014 at 6:00 p.m. in the Fine and Performing Arts Theater.

X. INFORMATION ITEMS (continued)

8. Julene Marquez will be returning to classified service with the district effective January 1, 2015 in accordance with the CSEA Agreement Article 8, Section 12.D.

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 14-17 A-21 – CURRICULUM APPROVAL

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves new and revised courses in various curriculum areas; shown as Reference A-21.

Resolution 14-17 A-22 – PART-TIME INSTRUCTORS/COUNSELORS FOR SPRING SEMESTER 2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves instructors/counselors for spring semester 2015, shown as Reference A-22.

Resolution 14-17 A-23 – ADVISORY COMMITTEES FOR ACADEMIC YEAR 2014-2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Advisory Committees and members list, to serve for the 2014-2015 academic year, for career and technical programs in the areas of Instructional Services; shown as Reference A-23.

B. BUSINESS

Resolution 14-17 B-48 - AUTHORIZED AGENTS FOR PVCCD

BE IT RESOLVED that 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 January 1, 2015 in compliance with Board Policy 2430-PVC and Certification of Signatures form 3350 from Riverside County Office of Education.

<u>Account</u>	<u>Authorized Agents</u>	
<i>(Checks issued for this account are from Riverside County Office of Education.)</i>		
Schools of Riverside County	Donald G. Wallace	Russi Egan
(regular college warrant orders, orders for	Sean C. Hancock	Cecy Garcia
salary payment and notices of employment)	Denise Hunt	
<i>(Checks issued for the following accounts are from Provident Bank in Blythe, CA.)</i>		
Schools of Riverside County	Donald G. Wallace	Russi Egan
(college clearing and revolving checking accounts)	Sean C. Hancock	Cecy Garcia
	Denise Hunt	
Schools of Riverside County	Donald G. Wallace	Cecy Garcia

Auxiliary Business Services (Bookstore)	Denise Taylor	Russi Egan
Schools of Riverside County Associated Student Government (checking)	Donald G. Wallace Sean C. Hancock Staci Lee	Russi Egan Cecy Garcia

XI. CONSENT RESOLUTIONS (continued)

Schools of Riverside County Clubs and Scholarship Account	Donald G. Wallace Sean C. Hancock	Russi Egan Cecy Garcia
<i>(Checks issued for this account are from Federal Funding)</i> Federal Funds - Financial Aid Accounts	Donald G. Wallace Sean C. Hancock	Russi Egan Cecy Garcia
Needles Checking Account	Donald G. Wallace Sean C. Hancock	Russi Egan Eva Munguía

C. PERSONNEL

**Resolution 14-17 C-88 - EMPLOYMENT OF COOPERATIVE WORK EXPERIENCE/
VOCATIONAL CAREER SPECIALIST (M. LOPEZ)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Maria Luisa Lopez as Cooperative Work Experience/Vocational Career Specialist, a full-time categorically funded academic faculty position, 186 day contract (prorated), at a classification of Row 4, Column 4, on the Academic Salary Schedule, effective December 20, 2014. This position is contingent upon continued categorical funding of indeterminate duration.

(The following Resolution was removed from the agenda.)

**~~Resolution 14-17 C-89 - CONTRACT RETREAT RIGHTS FOR ADMINISTRATIVE
EMPLOYEE (ANDRADE)~~**

~~BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Retreat Rights, as stated in her interim employment contract, assigning Maria "Lupita" Andrade to a probationary tenure-track faculty position, effective January 20, 2014. Human Resources has determined that she meets the minimum qualifications for the position in the area of Sociology and Alcohol & Drug Studies.~~

**Resolution 14-17 C-90 - REVISED JOB DESCRIPTIONS FOR INSTITUTIONAL
TRANSITION PROGRAM**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the revised job descriptions as follows; shown as Reference C-90:

Institutional Transition Program Director, full-time, 12 month Administrator position, work schedule is based on the approved CDCR Calendar and could vary each year, funding subject to acceptance by the District, position designated as Educational Administrator by Board of Trustees, and minimum requirement for education language updated.

Institutional Transition Program Facilitator, a full-time, 12 month faculty position, work schedule is based on the approved CDCR Calendar and could vary each year, funding subject to acceptance by the district, and minimum requirement for education language updated.

These positions are grant funded and dependent on funding by the California Department of Corrections and Rehabilitation and acceptance of such funding by the District.

XI. CONSENT RESOLUTIONS (continued)

Resolution 14-17 C-91 - REVISED SALARY AND CONTRACTS FOR INTERIM INSTITUTIONAL TRANSITION PROGRAM DIRECTOR (ANDRADE) AND INTERIM FACILITATORS (COPPLE, CRECELIUS, DE LA CRUZ)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the revised contracts and corrected salary for the Interim Institutional Transition Program Director and Interim Facilitators due to the change of calendar by the California Department of Corrections and Rehabilitation, for Maria "Lupita" Andrade, Ryan Copple, Cristyn Crecelius and Eva De La Cruz. There will be no change to step and column placement, only adding extra days to the salary schedules, retroactive to July 1, 2014.

(The following Resolution was amended.)

Resolution 14-7 C-92 – INTERIM INSTITUTIONAL TRANSITION PROGRAM DIRECTOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of **JOEL MORGAN** as **INTERIM** Institutional Transition Program Director, a grant funded administrative position, at a salary placement on the 250 day administrative salary schedule of Row **4**, Column **9**, with benefits, pending verification of employment, effective **JANUARY 1, 2015, pending restructuring and recruiting**. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

(The following Resolution was amended.)

Resolution 14-17 C-93 – INTERIM INSTITUTIONAL TRANSITION PROGRAM FACILITATOR (COPPLE)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Ryan Copple as Institutional Transition Program Facilitator, a grant funded faculty position, at a salary placement on the 250 day faculty salary schedule of Row 4, Column 1, with benefits, pending verification of employment, effective January 1, 2015, **pending restructuring and recruiting**. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

(The following Resolution was amended.)

Resolution 14-17 C-94 – INTERIM INSTITUTIONAL TRANSITION PROGRAM FACILITATOR (CRECELIUS)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Cristyn Crecelius as Institutional Transition Program Facilitator, a grant funded faculty position, at a salary placement on the 250 day faculty salary schedule of Row 2, Column 1, with benefits, pending verification of employment, effective January 1, 2015, **pending restructuring and recruiting**. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

(The following Resolution was amended.)

Resolution 14-17 C-95 – INTERIM INSTITUTIONAL TRANSITION PROGRAM FACILITATOR (DE LA CRUZ)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Eva DeLaCruz as Institutional Transition Program Facilitator, a grant funded faculty position, at a salary placement on the 250 day faculty salary schedule of Row 7, Column 1, with benefits, pending verification of employment, effective January 1, 2015, **pending restructuring and recruiting**. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

XI. CONSENT RESOLUTIONS (continued)

Resolution 14-17 C-96 - INTERIM CHIEF HUMAN RESOURCES OFFICER (GARCIA)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the temporary employment of Cecilia Garcia, as Interim Chief Human Resources Officer, an exempt classified administrative position, at Row 6, Step 7 of the administrative salary schedule, effective December 26, 2014 until a permanent employee is hired.

Resolution 14-17 C-97 - EMPLOYMENT OF FINANCIAL AID TECHNICIAN II (HERNANDEZ)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Sylvia Sonia Hernandez, as full-time Financial Aid Technician II, a 40 hour per week position, classification of Row 8, Step 3 on the classified salary schedule, effective January 5, 2015. Human Resources has verified that the applicant meets State required minimum qualifications.

Resolution 14-17 C-98 - EMPLOYMENT OF HOURLY EOPS/CARE CLERK (MACIEL)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Alicia Maciel, an hourly EOPS/CARE Clerk (categorical position) on the classified salary schedule Row 3, Step 2, not to exceed 19 hours per week, contingent upon continued funding of the EOPS/CARE program, effective December 11, 2014. Human Resources has verified that the applicant meets State required minimum qualifications.

(The following Resolution was amended.)

Resolution 14-17 C-99 - EMPLOYMENT OF HOURLY CalWORKS CLERK (WHETNIGHT)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Kelley Whetnight, in an hourly CalWORKS Clerk (categorical) position. Salary placement will be Row 3, Step 2 of the classified salary schedule, not to exceed 19 hours per week, contingent upon continued funding of the CalWORKS program, effective December 11, 2014. Human Resources has verified that the applicant meets State required minimum qualifications.

Resolution 14-17 C-100 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR SPRING SEMESTER 2015

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 spring Semester 2015:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Salazar, Alexa	Peer Counselor – Student Services	\$9.75

(Blanket Motion)

It was moved by Mr. Arneson, and seconded by Ms. Rodriguez, that Consent Resolutions

be approved.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

XII. ACTION ITEMS

B. BUSINESS

Resolution 14-17 B-49 – CERTIFICATE OF PARTICIPATION PAYMENT

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the semi-annual payment to U.S. Bank towards repayment of the Certificate of Participation. Payment will be paid from 41 fund and shall not exceed \$2,000,000.

It was moved by Mr. Lewis, and seconded by Mr. Hyduke, that Resolution 14-17 B-49 be approved.

Discussion occurred, and Ms. Egan provided clarification.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 B-50 – TRANSFER OF LAIF FUNDS TO COUNTY OF RIVERSIDE TREASURER’S POOLED INVESTMENT FUND

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the transfer of funds in the amount of \$8,799,914.44 plus interest, from the LAIF account to County of Riverside Treasurer’s Pooled Investment Fund, due to better interest rates. This transfer of funds will provide an estimated increase of \$30,000 this year; shown as Reference B-50.

It was moved by Mr. Gonzales, and seconded by Mr. Arneson, that Resolution 14-17 B-50 be approved.

Discussion occurred, and Ms. Egan provided clarification.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 B-51 – AGREEMENT WITH FULL CAPACITY MARKETING, INC

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the agreement with Full Capacity Marketing, Inc., to provide research and analysis as part of the AB86 Adult Education planning grant. Services will include project planning, meeting facilitation, communications, market research & data, summit development & facilitation, and post-summit strategy. Agreement will be in effect beginning December 10, 2014, and

ending June 30, 2015. Fee for services is \$124,715.00, to be paid from the AB86 Adult Education Planning Grant; shown as Reference B-51.

It was moved by Mr. Gonzales, and seconded by Mr. Lewis, that Resolution 14-17 B-51 be approved.

Discussion occurred, and Dr. Wallace provided clarification.

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

XII. ACTION ITEMS (continued)

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 B-52 – AGREEMENT FOR CHILD DEVELOPMENT SERVICES, AMENDMENT 01, FY 2014-2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves Amendment 01, FY 2014-2015, of the Annual Contract (CSPP-4358) between California Department of Education and PVCCD Child Development Center, which states the Maximum Reimbursable Amount shall be amended by deleting reference to \$298,085.00 and inserting \$315,392.00 (an increase of \$17,307.00), and adopts appropriate Resolution with the California State Department of Education, for the purpose of providing general child care and development services in fiscal year 2014-2015; shown as Reference B-52.

It was moved by Mr. Gonzales, and seconded by Mr. Arneson, that Resolution 14-17 B-52 be approved.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 B-53 – AGREEMENT FOR FOOD SERVICE

WHEREAS the Palo Verde Community College District Board of Trustees has received notice of a material change in the facts and circumstances upon which the Agreement For Food Service contract with Julene Marquez is based, the Board of Trustees will consider action to ~~affirm~~ or **terminate** the contract under provision #9 of the Agreement For Food Service; shown as Reference B-53.

Discussion occurred, and Dr. Wallace and Julene Marquez provided clarification.

It was moved by Mr. Lewis, and seconded by Ms. Rodriguez, to terminate the Agreement For Food Services.

Student Advisory	<u>No</u>	Hyduke	<u>No</u>	Thomas	<u>Yes</u>
Arneson	<u>Yes</u>	Lewis	<u>Yes</u>	Woods	<u>No</u>
Gonzales	<u>Yes</u>	Rodriguez	<u>Yes</u>		

Motion carried; Aye 5 No 2 Abstain 0 Absent 0

Resolution 14-17 B-54 – CONSULTING AGREEMENT WITH AMN KEY SOLUTIONS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the consulting agreement with AMN Key Solutions, to provide public outreach and

communication consulting to maximize enrollment potential, as shown in Reference B-54, to be paid at a base consulting fee of \$3,000 per month plus reimbursable expenses not to exceed \$1,500, effective through June 30, 2015.

It was moved by Mr. Gonzales, and seconded by Mr. Arneson, that Resolution 14-17 B-54 be approved.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

XII. ACTION ITEMS (continued)

C. PERSONNEL

Resolution 14-17 C-101 - NEW SALARY SCHEDULE FOR 250 DAY ACADEMIC ADMINISTRATOR, CDCR PROGRAM DIRECTOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the new salary schedule for 250 day administrator - CDCR Program Director, due to the changes in the CDCR Calendar, effective July 1, 2014; shown as Reference C-101.

It was moved by Mr. Arneson, and seconded by Mr. Lewis, that Resolution 14-17 C-101 be approved.

Discussion occurred, and Dr. Wallace provided clarification.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 C-102 - NEW SALARY SCHEDULE FOR 250 DAY FACULTY, CDCR PROGRAM FACILITATOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the new salary schedule for 250 day faculty - CDCR Program Facilitator, due to the changes in the CDCR Calendar, effective July 1, 2014; shown as Reference C-102.

It was moved by Mr. Gonzales, and seconded by Ms. Rodriguez, that Resolution 14-17 C-102 be approved.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 C-103 – CONSIDERATION AND APPROVAL OF AMENDMENT TO CONTRACT OF EMPLOYMENT FOR SUPERINTENDENT/PRESIDENT

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves amendment to the contract of employment for Dr. Donald G. Wallace, Superintendent/President, restructuring the contract pursuant to CalSTRS guidelines concerning creditable service.

It was moved by Mr. Arneson, and seconded by Ms. Rodriguez, that Resolution 14-17 C-103 be approved.

Dr. Thomas provided clarification.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

XII. ACTION ITEMS (continued)

D. MISCELLANEOUS

Resolution 14-17 D-38 – ACCEPTANCE OF PALO VERDE COLLEGE STUDENT EQUITY PLAN

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Palo Verde College Student Equity Plan as presented at this meeting, and authorizes submission of this Plan to the California Community Colleges Chancellor's Office (*shown loose in Board folders*).

It was moved by Mr. Gonzales, and seconded by Mr. Hyduke, that Resolution 14-17 D-38 be approved.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

Resolution 14-17 D-39 – APPROVAL OF BOARD POLICIES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following Board Policies, (*shown loose in Board folders*):

- BP 2015 – Student Member
- BP 2725 – Board Member Compensation

It was moved by Ms. Rodriguez, and seconded by Mr. Gonzales that Resolution 14-17 D-39 be approved.

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

Motion carried; Aye 7 No 0 Abstain 0 Absent 0

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. ADJOURNMENT

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

**Minutes approved at the January 20, 2015
Regular Board Meeting.**

Donald G. Wallace, Secretary of the Board