

Palo Verde Community College District
College Council/Strategic Planning Steering Committee &
Full Administrative Council

Via ITV Needles Center Room 8

MINUTES

Tuesday, March 3, 2015
3:00 p.m. – CS 234

PVC Mission Statement - Approved 2/5/13

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

NOTICE: *All meetings of the Full Administrative Council are recorded to use when compiling minutes and reports.*

- A. Call to Order - the meeting was called to order at 3:02 P.M.
- B. In Attendance – Donald Wallace, Sharron Burgeson, Derek Copple, Russi Egan, Shelley Hamilton, Sean Hancock, Adam Houston, Denise Hunt (Member/Recorder), Shad Lee, Staci Lee, Diana Mendez, Carrie Mullion, Eva Munguía, (via ITV Needles), Biju Raman, Alexa Salazar, Denise Taylor, and Brian Thieboux.
- Absent – Lupita Andrade, Eric Egan, Cecy Garcia, Maria Kehl, Maria Rivera, and Rich Soto.
- Guests –None.
- C. Approval of this meeting Agenda – It was moved by Mr. Raman, seconded by Ms. Hamilton to approve the agenda as amended to add the Academic calendars for 2015-2016, 2016-2017, and 2017-2018.
- D. Approval of meeting minutes – for College Council/Strategic Planning Steering Committee February 17, 2014. It was moved by Mr. Copple, seconded by Mr. Raman to approve the minutes.

Continued minutes

- E. Board of Trustees Agenda review – for meeting March 10, 2015.
Dr. Wallace reviewed and provided clarification on various Resolutions. Ms. Egan clarified Resolution 15-04 B-12 Acceptance of Prop 39 Clean Energy Grant and stated that this is the Grant Mr. Peterson applied for.
- F. ACCJC March 15, 2015 Report –
Dr. Wallace commended Dr. Hancock for his work on this report. Dr. Hancock provided handouts and informed the attendees that he emailed the report last week and the report has since been added to. The report will go to the Board of Trustees for approval next week and links will be on the college's website. Dr. Hancock asked for review, input and stated there will be minor editing of the report. There was discussion. It was moved by Ms. Egan, seconded by Mr. Raman, to accept the report as submitted with the minor editing anticipated.
- G. Strategic Planning Steering committee –
There was discussion on the formation of this committee and reference of committees in Board Policies.
- H. College Council Shared Planning and Decision Making Handbook –
Dr. Wallace stated that updating the current handbook is forthcoming.
- I. SLOs (Student Learning Outcomes) per ACCJC Standard –
Dr. Hancock informed the attendees that recommendation #2 of the Follow-up report describes the work that has been done with regard to SLOs. There was discussion on the templates for instruction and non-instruction program reviews and the guide for program reviews. The Program Review Committee has approved new templates, and will continue work on the guide. There are plans to have the templates in a fillable form format. There was discussion.
- J. Integrated Planning Manual –
Dr. Wallace provided updated handouts of the Integrated Planning Manual. There was discussion.
- K. Academic Calendars for 2015-2018, 2016 – 2017, and 2017-2018
Ms. Taylor reviewed the Academic Calendars with the attendees. There was discussion. It was moved by Mr. Raman, seconded by Ms. Egan to approve the Academic Calendars as presented.
- L. Good of the Order –
There was discussion on the Insurance Committee meeting that will be held on Wednesday, March 4, 2015 at 3:30 p.m.

Dr. Wallace informed the attendees that the equivalency policy (currently being looked at for revisions) is moving forward. There was discussion and stated that there is a current Board approved Equivalency Policy.

Continued minutes

Mr. Raman expressed his concerns regarding the job fair last week and the condition of the facilities the attendees used. There was discussion on use of facilities.

Mr. Raman question the move of EDD (Employment Development Department) to the campus. Dr. Wallace stated that this is still in a queue and is being held up due to the state. Ms. Egan stated that both are state agencies and both report to the state of architecture and are waiting for ADA compliance for the building. Mr. Lee informed the attendees that he has been working on the report for approximately three months. There was discussion.

Mr. Houston provided an update on the Needles Center fiber optic line and stated that the Cal Grant report was completed yesterday.

Dr. Wallace spoke on summer and inmate enrollment (FTEs).

Ms. Egan spoke on Budgets and department appointments.

Ms. Salazar informed the attendees that ASG is selling raffle tickets for a Basket drawing, selling water and candy at the Ms. Outstanding Teen event, and will be having a scavenger hunt for St. Patrick's day.

There was discussion on scholarships.

Ms. Mendez informed the attendees that "College Night" will be held on March 26, 2015. The foundation's scholarships are on the website and the deadline is April 17, 2015.

Mr. Lee informed the attendees that the Needles Center marquee has been repaired and is working and that his department will be replacing clocks throughout the Blythe campus.

M. Next Meeting –Full Administrative Council, Monday, March 16, 2015 College Council/Strategic Planning Steering Committee, Tuesday, March 17, 2015. and Full Administrative Council - College Council/Strategic Planning Steering Committee, Tuesday, ~~April 7, 2015~~, will not be held due to spring break and campus closure.

N. Adjournment – The meeting was adjourned at 3:49 p.m.