

PALO VERDE COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
BOARD OF TRUSTEES
Claypool Building – 725 West Broadway in Needles
(and Teleconference held via CL 101 at One College Drive in Blythe)
Tuesday, October 25, 2011
4:30 p.m.

Meeting 11-12

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 4:30 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 - Blythe
Lincoln Edmond, Trustee
George Thomas, Trustee
Jeneane Quist, Student Trustee - Blythe

Administrators Present:

James Hottois, Superintendent/President
Diana Rodriguez, Vice President of Student Services
- Blythe

Recorder:

Denise Hunt (CL-101 in Blythe) and Carrie Mullion
(Classroom #10 in Needles)

Absent:

William Smith, Vice President of Instructional Services,
George Walters, Director of Fiscal and Human
Resources

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

It was moved by Mr. Lewis, seconded by Dr. Thomas, and unanimously carried, that the minutes of the Regular Meeting of September 27, 2011 be approved.

It was moved by Mr. Arneson, seconded by Mr. Edmond, and unanimously carried, that the minutes of the Special Meeting of October 11, 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 the addition of; Reports #7. Board of Trustees Comments and Discussion; and Presentation – Redistricting Partners (Paul Mitchell) and Community College League Staff (Elaine Reodica) – Map Options. The presentation will not be given and in its place will be a memo and report from Redistricting Partners (Paul Mitchell) and Community College League Staff (Elaine Reodica).

(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.)

ITEMS FOR DISCUSSION IN CLOSED SESSION (AT BEGINNING OF MEETING-APPROXIMATELY 30 MINUTES)

Public Employee Performance Evaluation – 2 Vice Presidents

ADJOURNED TO CLOSED SESSION

Trustees and the Superintendent/President adjourned to Closed Session at 4:33 p.m.

RETURN TO OPEN SESSION

Trustees and the Superintendent/President returned from Closed Session at 5:02 p.m., and reported that no action was taken and there is no report.

PRESENTATION – REDISTRICTING PARTNERS (Paul Mitchell) AND COMMUNITY COLLEGE LEAGUE STAFF (Elaine Reodica) – MAP OPTIONS

Dr. Hottois provided handouts to Mr. Gonzales and the Board of Trustees from Redistricting Partners. Dr. Hottois stated that Redistricting Partners has tentatively concluded that the Board of Trustees does not need to take action to change the manner in which Board members in our district are elected. Palo Verde College District will have their attorney's review the analysis and then make a final decision at the next Board of Trustees meeting.

HEARING OF CITIZENS (AGENDA ITEMS)

Ms. Nelson commented to the Board of Trustees regarding being held accountable and suggested that approval of the SERP packages for Administration be delayed until there is more information about the financial status of Palo Verde College.

Mr. Raman commented, from Blythe, on Resolution 11-12 B-96. Mr. Raman questioned the events that necessitated the change orders. Also asked when the Fine and Performing Arts Complex will be finished, do we have enough money and resources to keep the building open and running, and will there be a final audit to see if the project was managed as to the terms that were laid out at the beginning of the project. Mr. Raman also spoke on Resolution 11-12 C-67 regarding the statement "preference given to candidates with experience in fiscal services and/or human resources". Mr. Raman stated that a CEO selection based on these preferences alone may have lasting and permanent effects on the programs and services offered by Palo Verde College to the local community. Mr. Raman then spoke on Resolution 11-12 C-69 regarding the provision to stop all SERP programs for the next 10 years. This restriction will handicap the functioning of our next CEO and the options available to them for proper fiscal management and personnel administration of district resources.

REPORTS**ASSOCIATED STUDENT GOVERNMENT**

Ms. Rodriguez, ASG President, provided the following report.

1. The 3rd Annual Basketball Tournament was held last weekend in honor of Angel Sanchez, a referee who passed away during the summer. ASG raised approximately \$669.13. Ms. Rodriguez thanked all those who supported the event.
2. The Halloween Lockdown will be held on Monday, October 31, 2011 from 8:30 a.m. to 1:30 p.m. in CS 123/124. There will be a 50/50 raffle, and arrest warrants may be purchased.

ACADEMIC SENATE

Mr. Castillo, President of Academic Senate, provided the following report.

1. Academic Senate met today for a discussion on the current events that are happening at Palo Verde College.

REPORTS (continued)

2. Resolutions that are being proposed in the State Wide Academic Senate are open for viewing on the local Academic Senate website. It was suggested that the Board of Trustees read the Resolutions because they will affect instruction and curriculum at Palo Verde College. There is a state wide recommendation that more courses will need to be provided and more faculty hired in order for students to be successful.
3. Will be attending the Fall Plenary Session in San Diego, CA to vote on the resolutions.
4. Requested that Mr. Walters and Mr. Brahmbhatt attend a Special Academic Senate Meeting regarding the Application For Exemption of the Fifty Percent Law. Mr. Walters will inform Mr. Castillo of the dates they are available. Academic Senate feels that in order to make a recommendation to the Board of Trustees as to the approval or rejection of the application, they need to be informed as to the rational and basis for the application. Many of the faculty, staff, and students have questions about the application.
5. Addressed the Board of Trustees regarding the pending retirement of Mr. Smith, Vice President of Instructional Services, and an interim eleven month replacement. There needs to be continuity for faculty, in terms of curriculum, and a Vice President of Instruction needs to be experienced, in order to continue and reinforce the processes in place at Palo Verde College.
6. Addressed the Board of Trustees regarding Resolution 11-12 C-67. Mr. Castillo stated the word "curriculum" was left out of the resolution. The Superintendent/President is the chief curriculum officer for Palo Verde College.
7. Credit was given to Dr. Hottois for the new buildings on campus and now we need a Superintendent/President who will build programs, encourage student activity, and promote athletics.

CSEA, Chapter 180

Mr. Soto had no report.

CCA/CTA

Mr. Copple, President of CCA/CTA provided the following report.

1. CCA/CTA is strongly opposed to Resolution 11-12 C-69 regarding the SERP. Mr. Copple stated that it is unreasonable that the SERP not be offered for ten years and requested the Board of Trustees to look closely into this resolution.
2. Provided and read a letter to the Board of Trustees on behalf of CTA/NEA regarding a vote of "No Confidence" in Palo Verde College's Superintendent/President, Dr. Hottois.
3. Mr. Copple stated that this is in the hands of the Board of Trustees and asked that they do something to get Palo Verde College out of this situation. Also stated that they do not want people taking SERP's that will save people their jobs and keep students from getting an education.

SUPERINTENDENT/PRESIDENT

Dr. Hottois, Superintendent/President, provided the following report.

1. Thanked Mr. Castillo, Academic Senate President, for his kind comments.
2. Thanked Mr. Copple, CCA/CTA President, for his kind comments, however, some of the data presented by Mr. Copple was grossly in error.
3. Mr. Smith had knee surgery this afternoon, and is doing well.
4. Mr. Walters is attending the ACBO meeting and is doing a presentation with Mr. Brahmbhatt based on Palo Verde College and its financial situation.

REPORTS (continued)

5. Invited Mr. Harris, Assistant Vice Chancellor for Fiscal Affairs and Facilities Planning, to come to Palo Verde College to provide clarification on the current financial issues. Mr. Harris will speak in an open forum tomorrow at 10:30 a.m. in CS 123/124.

Ms. Rodriguez, Vice President of Student Services

Ms. Rodriguez provided the following report.

1. Two DSPS students in the Active Minds club traveled to Washington, DC.
2. DSPS took 37 students to UCR this month for a Suicide Awareness event that was paid for through the Active Minds Program.
3. Mr. LaVigne and Ms. Dagnino are working on a new assessment testing schedule that will help students transition in the new direction that the Learning Skills Center is taking.
4. Cal Works next meeting is November 10, 2011. They also have a meeting on November 6, 2011 in conjunction with the C.A.R.E. program on the topic of scholarships. Students are continuing to be placed in work environments.
5. Financial Aid is sending out award letters to students, and meeting with students who have been placed on warning. All the staff in Financial Aid have stepped up to help in areas left open by those who have recently retired.
6. The Transfer Center hosted Transfer Day on October 13 which was successful. Nine different colleges and universities were represented. Over 60 students participated.
7. Admission and Records has been busy moving into their new location and will begin cross training on MIS.
8. EOPS is in the process of moving to their new location. On October 11, EOPS had a very successful meeting regarding bus transportation.
9. Career Day will be done a little differently due to budget.
10. Thanked IT and Maintenance Departments for their help in making the move of all the offices smooth.

William Smith, Vice President of Instructional Services

Mr. Smith was not present for this meeting.

George Walters, Director of Fiscal and Human Resources

Mr. Walters was not present for this meeting.

Needles Center

Ms. Mann, Director of Needles Center, provided the following report.

1. Financial Aid issues are being worked out so that students will receive their checks.
2. Counseling is taking place.
3. Very grateful for the new furniture that was received from the Group II Funding. Thanked Mr. Smith and Ms. Egan for their guidance on this.
4. There are currently maintenance issues that are being worked out at the Needles Center.

Board of Trustees Comments and Discussion

Mr. Burton congratulated ASG and Ms. Lee on the 3rd Annual Basketball Tournament.

Mr. Gonzales thanked everyone for coming to the meeting and showing interest. He assured that the Board of Trustees will think about all the reports that were given and is hopeful that we can work all the issues out together.

INFORMATION ITEMS

1. Second Read and Approval of BP 7145 Personnel Files-verbiage change
(shown loose in Board folders).
2. Out-of-state travel request for Vicki Attaway and Denise Taylor to attend Higher Education Forum for Virtual Bookstore in Columbia, Missouri, October 24-26, 2011.
3. Out-of-State travel request for James W. Hottois and Carrie Mullion to travel to Phoenix, AZ for plane flight to Fresno, CA for Accrediting Pre-visit for Reedley College October 16-21, 2011.
4. Out-of-State travel request for Duachong Lee and Terry Millburn (students) for field trip to University of Maryland in Washington DC (paid by Active Minds Grant).
5. The Superintendent/President accepts the resignation and acceptations of the Supplemental Retirement Plan Participants are as follows:
Attaway, Vicki December 30, 2011
Barcnas, Sylvia December 30, 2011
Nall, Greg June 30, 2012
Smith, William June 30, 2012
Walnoha, Melinda June 30, 2012
6. The Board of Trustees at the October 11, 2011, Special meeting accepted the resignation and acceptance of the Supplemental Retirement plan for:
Hottois, Dr. James W. December 30, 2011

Dr. Hottois provided clarification on Information Item #1. This is a verbiage change only and a Resolution will be on the agenda next month for approval.

Dr. Hottois provided clarification on Information Item #5 and item #6.

CONSENT RESOLUTIONS

A. Instruction

Resolution 11-12 A-27 – CURRICULUM APPROVED AT OCTOBER MEETING

BE IT RESOLVED, that the actions of the Curriculum Committee at meeting held on October 13, 2011 (new and revised courses in various curriculum areas), as shown in Reference A-27, be adopted.

B. Business

Resolution 11-12 B-96 – 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-96.

<u>Change Order#68</u> \$37,101.38	<u>Change Order#88</u> (\$2,108.00)	<u>Change Order#105</u> \$3,850.00	<u>Change Order#106</u> \$3,141.06
<u>Change Order#107</u> \$2,002.91	<u>Change Order#108</u> \$16,801.82	<u>Change Order#109</u> \$2,140.14	<u>Change Order#110</u> (\$16,801.82)
<u>Change Order #112</u> \$2,360.00	<u>Change Order #115</u> (\$2,864.00)		

Resolution 11-12 B-97 – AGREEMENT FOR INFORMATION SYSTEMS SUPPORT

BE IT RESOLVED, that the Palo Verde Community College District approves the annual agreement with Riverside County Office of Education for Information Systems Support (Galaxy) for fiscal year 2011-2012, with coverage and charges as shown in Reference B-97.

CONSENT RESOLUTIONS (continued)

Resolution 11-12 B-98 – RENEW CLINICAL NURSING AGREEMENTS FOR 2012

BE IT RESOLVED, that the clinical agreements between Palo Verde Community College District (for the nursing programs) and the following agencies be automatically renewed for an additional one-year period beginning on January 1, 2012, to December 31, 2012.

Baker Emergency Medical Services	Needles, California
Blythe Family Health Clinic	Blythe, California
Blythe Nursing Care Center	Blythe, California
Colorado River Medical Center	Needles, California
Desert Critical Care Transport, Inc.	Blythe, California
PVC D. Kuykendall Child Development Center	Blythe, California
La Paz Regional Hospital	Parker, Arizona
Sheltering Wings Corporation	Blythe, California

C. Personnel

(Student Personnel)

Resolution 11-12 C-66 – 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-66, be approved for the Fall Semester 2011.

It was moved by Dr. Thomas, seconded by Ms. Rodriguez, that Consent Resolutions be approved.

There was discussion on Resolution 11-12 B-96 – CHANGE ORDERS FOR PHASE IV and Dr. Hottois and Mr. Butters, California Construction Management, provided clarification.

(Blanket Motion)

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

C. Personnel

(Academic Administrative Personnel)

Resolution 11-12 C-67 – HIRING OF INTERIM SUPERINTENDENT/PRESIDENT

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves the following: The Board of Trustees intends to employ an Interim Superintendent/President effective January 1, 2012 or as soon after that date as practical. The Board of Trustees expect that the interim Superintendent/President shall be a person with successful experience as CEO of a California Community College with preference given to candidates with experience at a small college and to candidates with experience in fiscal services and/or human resources.

ACTION ITEMS (continued)

BE IT FURTHER RESOLVED, that the Board of Trustees intends to employ an Interim Superintendent/President until a permanent Superintendent/President is employed by the District—likely through December 2012.

BE IT FURTHER RESOLVED, that the Board of Trustees authorize the President of the Board of Trustees to take whatever actions are necessary to secure for the Board a pool of candidates for the position of Superintendent/President so that the Board of Trustees can make an appointment by the Board's regularly scheduled meeting on December 13, 2011 or as soon after that as practical.

It was moved by Dr. Thomas, seconded by Ms. Rodriguez, that Resolution 11-12 C-67 be approved.

Dr. Hottois provided clarification on Resolution 11-12 C-67.

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

(Academic Administrative and Management/Confidential Personnel)

Resolution 11-12 C-68 – ACADEMIC ADMINISTRATIVE AND MANAGEMENT/CONFIDENTIAL SALARY SCHEDULES

BE IT RESOLVED, the Palo Verde Community College District Board of Trustees approves the following: The salary schedules for Management/Confidential and Administrative Employees are frozen at their 2011-2012 levels for the 2012-13 Fiscal Year.

BE IT FURTHER RESOLVED, that the Board of Trustees directs the Administration to review the salary schedules for Management/Confidential and Administrative Employees before December 1, 2012 and to report the results of that review to the Board of Trustees at the Board's regular December 2012 meeting. The Board expects that salary schedules for other California community colleges similar in student FTE and budget size will be considered in that review

It was moved by Mr. Edmond, seconded by Dr. Thomas, that Resolution 11-12 C-68 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

(Academic Administrative, Academic, Management/Confidential and, Classified Personnel)

Resolution 11-12 C-69 – SUPPLEMENTAL EMPLOYEE RETIREMENT PROGRAM

BE IT RESOLVED, the Palo Verde Community College District Board of Trustees approves the following: No applications to participate in the current Supplemental Employee Retirement Program will be accepted after that date of passage of this resolution.

BE IT FURTHER RESOLVED, The Superintendent/President is authorized to approve applications to retire under the current Program on or before June 30, 2012. Number of applications to retire under the program after that date are to be approved.*

~~BE IT FURTHER RESOLVED, The Board directs that no proposals for new Supplemental Employee Retirement Programs be developed for at least ten years after the date of this resolution. The Board directs the Superintendent/President to make appropriate changes in the District's Administrative Procedures to put this into effect.~~

ACTION ITEMS (continued)

**At the time of preparation of this resolution one application by a faculty member to retire after December 31, 2011 but by June 30, 2012 has been approved.*

It was moved by Dr. Thomas, seconded by Mr. Edmond, that Resolution 11-12 C-69 be approved.

Dr. Hottois provided clarification and after discussion Mr. Arneson made the motion that Resolution 11-12 C-69 be amended to exclude the last paragraph.

It was moved by Mr. Arneson, seconded by Ms. Rodriguez, that Resolution 11-12 C-69 be approved as amended.

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 11-12 C-69 was then voted on as amended.

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 11-12 C-70 – FILLING VACATED ACADEMIC ADMINISTRATIVE, ACADEMIC (FACULTY), MANAGEMENT/CONFIDENTIAL AND CLASSIFIED POSITIONS

BE IT RESOLVED, the Palo Verde Community College District Board of Trustees approves the following:

BE IT FURTHER RESOLVED, that the current freeze on hiring is to be continued until otherwise authorized by the Board of Trustees.

BE IT FURTHER RESOLVED, that no vacant Management or Administrative position is to be filled permanently until after a new permanent Superintendent/President is employed by the District.

BE IT FURTHER RESOLVED, that the Board expects that any Management or Administrative position which is filled on a temporary basis will be an “interim” position, that whenever possible it will be at a lower level on the salary schedule, and that whenever possible it will be no more than an eleven month appointment.

It was moved by Mr. Edmond, seconded by Dr. Thomas, that Resolution 11-12 C-70 be approved.

There was discussion and Dr. Hottois and the Board of Trustees clarified that “Faculty” in this Resolution was not intended to apply to adjunct faculty.

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)

The following community members addressed the Board of Trustees on Non-Agenda Items.

Ms. Cullen, student at Palo Verde College, spoke regarding cutting course sections, closing the gym, the "Golden Handshake" retirement, and cutting library hours.

Robbin Marsh, student at Palo Verde College, spoke regarding closing the gym.

Refugio Espinoza, student at Palo Verde College, spoke regarding closing the gym, extra-curricular activities, athletics and promoting the college to make it better.

Judy Schuster, student at Palo Verde College, spoke regarding closing the gym and the Fine and Performing Arts Complex, cutting of staff, Palo Verde College financial issues, and the status of students' education.

Dan Spechthaus, Palo Verde College Network Technician, spoke regarding insurance costs and requested that his insurance be canceled and asked that others do the same.

Julie Hayden, community member, spoke regarding documents that have been requested by CTA/NEA, and requested that the documents be given to CTA/NEA 10 days from today and that she be emailed indicating this has been done.

Greg Snider, Physical Education Coordinator, spoke regarding the 3rd Annual Basketball Tournament last weekend, closing the gym, and the SERP program being offered.

Dale Wissman, CSEA Labor Relations Representative, spoke regarding the CSEA's request for records, cost savings for health and welfare, closing the Bookstore, closing the gym, the SERP program, Resolution 11-12 C-70. Mr. Wissman asked that CSEA be on the agenda for the Board of Trustees meeting next month in order to present a plan on how to save Palo Verde College one million dollars.

ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

The next Regular Meeting will be held on Tuesday, November 15, 2011, in Blythe.

**Minutes approved at the November 15, 2011
Regular Meeting of the Board of Trustees**

Secretary of the Board