

PALO VERDE COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
BOARD OF TRUSTEES
One College Drive in Blythe – CL 101
(and Teleconference held at Needles Center, 725 West Broadway, Needles, CA)
Tuesday, January 22, 2013
5:00 p.m.

Palo Verde Community College District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Carrie Mullion at 760-921-5440 at least forty-eight hours in advance of the meeting for information on such accommodation.

Persons wishing to address the Governing Board under Hearing of Citizens need to complete a Speaker Request Form (available at the reception table).

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at Palo Verde Community College District, Office of the Superintendent/President, One College Drive, Blythe, CA 92225; at the College website www.paloverde.edu; or at the scheduled meeting.

Meeting 13-01

AGENDA

I. OPENING OF MEETING

1. Call to Order
2. Flag Salute
3. Roll Call

Millie Rodriguez, President	_____
George Thomas Vice President	_____
Ted Arneson Clerk	_____
Ed Gonzales, Trustee	_____
Ned Hyduke, Trustee	_____
Jerry Lewis, Trustee	_____
Frannie Gregory, Student Trustee	_____
Vacant Trustee	_____
Denise Whittaker, Interim Superintendent/President	_____
Sharon Jones, Interim Vice President of Instructional and Student Services	_____
Russi Egan, Chief Business Officer	_____

4. Approval of the Minutes of the Regular Meeting of December 11, 2012.
5. Approval of the Minutes of the Regular Meeting of the PVCCD Financing Corporation of December 11, 2012.
6. Approval of the Agenda for this meeting.

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."

III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS

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

IV. RECESS TO CLOSED SESSION (ONLY IF NEEDED EARLY IN THE AGENDA)

Refer to end of meeting.

V. RECONVENE TO OPEN SESSION (ANY ACTION TAKEN IN CLOSED SESSION WILL BE ANNOUNCED AT THIS TIME.)

Not applicable.

VI. PUBLIC NOTICE/HEARING

None.

VII. PRESENTATION

- 1. Report on Audit June 30, 2012 from Messner & Hadley, LLP presented by Paul Messner *(reports are included in Board folders and available in the Business Services Office and Superintendent/President's Office) (see Resolution B-05).*

VIII. DISCUSSION

- 1. Provisional Trustee Appointment and Oath of Office
Background: A Provisional Trustee vacancy occurred when Trustee Ned Hyduke was elected in the November 2012 General Election as a PVCCD trustee. The Board has 60 days to go through an application and appointment process for making a Provisional Trustee appointment. The Provisional Trustee appointed will take over the term that was vacated by Mr. Hyduke. This appointment ends in November 2014, when new trustee elections occur during the next General Election.

The application period for submittal of applications was December 12, 2012 through January 7, 2013 at 4 pm. Public Notices were posted and ads were placed consistent with protocols for provisional replacements.

One application was received by the January 7, 2013 4:00 pm deadline: Mr. Lincoln Edmond. Mr. Edmond's prior experience and background is included in the Board folders as Reference D-01.

ACTION ITEM

RESOLUTION 13-01 D- 01 - SUSPENSION OF PROVISIONAL APPOINTMENT PRESENTATION AND INTERVIEW PROCESS

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees suspend the presentation and interview process for the Provisional Trustee appointment, accepting Mr. Edmond's distinguished background of service, experience, knowledge, and dedication as a recent PVCCD Trustee and sole Provisional Trustee applicant; accepting this extensive experience as exceeding the qualifications for this appointment, thereby eliminating the need for a presentation and interview *(candidate application shown Reference D-01).*

VIII. DISCUSSION (continued)

It was moved by _____, and seconded by _____, that Resolution 13-01 D-01 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____		
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

RESOLUTION 13-01 D-02 – APPOINTMENT OF PROVISIONAL TRUSTEE

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the appointment of Lincoln Edmond as Provisional Trustee of the Palo Verde Community College District Board of Trustees, and shall hold office until the next regularly scheduled election for Board of Trustee members on November 4, 2014.

It was moved by _____, and seconded by _____, that Resolution 13-01 D-02 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____		
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

OATH OF OFFICE

The selected candidate will be formally sworn in and join the Governing Board at the Board table for the remainder of the meeting.

IX. REPORTS

1. Associated Student Government - Frannie Gregory, Student Trustee or designee
2. Academic Senate – Biju Raman, President
3. CSEA, Chapter 180 – Richard Soto, President
4. CCA/CTA – Derek Copple, President or designee
5. Denise Whittaker - Interim Superintendent/President
6. Sharon Jones - Interim Vice President of Instructional and Student Services
7. Russi Egan – Chief Business Officer
 - a. Letter from NTD regarding Cost for Revision to Exit Aisles and Doors in the Fine and Performing Arts Theater – Egan *(shown in Reference IX. 7.a.)*
 - b. 2013-2014 Governor’s Budget Proposal
 - c. 320 Report
8. Board of Trustees

X. INFORMATION ITEMS

1. Effective February 1, 2013, the new IRS (internal Revenue Service) per diem rates for meals will be - breakfast \$12.00, lunch \$18.00, and dinner \$36.00.
2. Report of Purchase Orders and Warrants for December 2012 *(shown loose in Board folders)*.
3. Palo Verde Community College General Fund Comparative Statement of Revenue and Expenses December 31, 2012 *(shown loose in Board folders)*.
4. Palo Verde Community College General Fund Cash Analysis Report December 31, 2012 *(shown loose in Board folders)*.
5. Perkins-VTEA, Title I-C Year-To-Date 2nd Quarter Expenditures and Progress Report *(shown loose in Board folders)*.

X. INFORMATION ITEMS (continued)

6. Career Technical Education (CTE) Transitions Year-To-Date 2nd Quarter Expenditures and Progress Report *(shown loose in Board folders)*.
7. CCLC Effective Trustee Workshop January 25-27, 2013.
8. Out of State travel request to Parker, AZ for Cheryl Bruno-Mofu on January 22, and 29-30, 2013; February 5-6, 12-13, 19-20, and 26-27, 2013; and March 5-6, 12-13, 19-20, 2013; for VN students to conduct clinicals at La Paz Regional Center.

XI. CONSENT RESOLUTIONS

(All consent resolutions will be voted on in one motion with 15 minutes allocated for questions by Board members. After the question period, any Board member may request that any item(s) be moved to the Action Agenda.)

A. INSTRUCTION

Resolution 13-01 A-01 – K-12 ENROLLMENTS, SPRING 2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves that K-12 students, completing approved college enrollment process, as shown in Reference A-01, be approved to attend classes at Palo Verde College for Spring 2013. Administration is recommending approval subject to space availability in classes.

Resolution 13-01 A-02 – PART-TIME INSTRUCTORS/COUNSELORS FOR SPRING SEMESTER 2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves instructors/counselors for spring semester 2013, as shown in Reference A-02.

B. BUSINESS

Resolution 13-01-B-01 – NON-RESIDENT TUITION FEE FOR 2013-2014

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the non-resident tuition fee for 2013-2014 fiscal year be established at \$190 per semester unit (was \$179 last year), \$127 per quarter unit, as computed on a statewide basis and shown in Reference B-01.

Resolution 13-01 B-02 – AGREEMENT WITH INDUSTRIAL EMERGENCY COUNCIL (RATIFICATON)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the Agreement Between Palo Verde Community College District (PVCCD) and Industrial Emergency Council (IEC), as shown in Reference B-02, for vocational training services as they relate to affiliated Fire Science courses. Upon completion of each class, IEC shall submit an invoice to PVCCD of the course and number of student contact hours for payment

Resolution 13-01 B-03 – AMENDMENT TO CLINICAL AFFILIATION AGREEMENT WITH PALO VERDE HEALTHCARE DISTRICT

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Amendment to Clinical Affiliation Agreement with Palo Verde Healthcare District, Section 6; effective January 1, 2013, expiring on January 1, 2014, as shown in Reference B-03.

Resolution 13-01 B-04 – AUTOMATIC TELLER MACHINE COMMISSION

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves to deposit into the account of Palo Verde College Associated Student Government (ASG) any commission generated by the use of automatic teller machines (ATM) on the campus of Palo Verde College.

XI. CONSENT RESOLUTIONS (continued)

C. PERSONNEL

(Academic)

Resolution 13-01 C-01 – EMPLOYMENT OF TEMPORARY PSYCHOLOGY INSTRUCTOR (REDWINE)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the employment of Karen Redwine as Temporary Psychology Instructor, a full-time temporary academic faculty position, 177 day contract (prorated for Spring 2013), at a classification of Row 6, Step VI, on the Academic Salary Schedule, plus doctoral stipend of \$2,000 per year (all salary will be prorated for partial year service), effective January 14, 2013, to June 30, 2013.

Resolution 13-01 C-02 – RESIGNATION OF ADJUNCT INSTRUCTOR (D. MENDEZ)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the resignation of Dolores Mendez, Certified Nurse Assistant Clinical Instructor, effective December 7, 2012.

Resolution 13-01 C-03 – EXTRA DUTY ASSIGNMENT (COPPLE)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies Derek Copple for extra duty assignment at his per diem rate through February 28, 2013, up to 10 hours per week, to provide coordination for the development and purchase of CNA/VN equipment for the Needles Center, in anticipation of offering the CNA/VN programs at the Needles Center in the future.

(Classified)

Resolution 13-01 C-04 – ADMISSIONS & RECORDS TECHNICIAN III (ESQUIBEL-MENDEZ)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the lateral transfer of Diana Esquibel-Mendez from Assistant to the Financial Aid Director/Outreach Coordinator to Admissions & Records Technician III, a full-time, 40 hour per week classified position, with no change in salary placement, effective December 26, 2012.

Resolution 13-01 C-05 - FINANCIAL AID SECRETARY (MARQUEZ)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the lateral transfer of Julene Marquez from Instructional Services Secretary to Financial Aid Secretary, a full-time, 40 hour per week classified position. There will be no change in salary placement, effective January 26, 2013.

Resolution 13-01 C-06 – OUT-OF-CLASS PAY (NELSON)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies Rorie Nelson, Financial Aid Technician I, to be paid out-of-class pay at five (5) percent, per CSEA Agreement, for performing the duties of Financial Aid Technician II, effective October 15, 2012 and as needed until a full department review can be completed.

(Student Personnel)

Resolution 13-01 C-07 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2012 (RATIFICATION)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the following part-time temporary student employee (student aides, interpreters/student services clerks, tutors, peer counselor/coordinators, and peer counselor/recruiters) for Fall Semester 2012:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Ralston, Dana	Student Aide/DSP&S	\$8.00

XI. CONSENT RESOLUTIONS (continued)

Resolution 13-01 C-08 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR SPRING SEMESTER 2013

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

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Bates, Raith	Peer Counselor/Financial Aid	\$8.75
Cervantes, Gisela	Tutor/DSP&S	\$8.75
Cross, William	Tutor/DSP&S	\$8.75
Gonzalez, Imelda	Student Clerk/CalWorks	\$8.25
Guilin, Dianna	Student Aide/EOPS	\$8.00
Holm, Zachary	In-Class Tutor/Basic Skills	\$8.75
Ibarra, Peter	Student Aide/EOPS	\$8.00
Joneson, Zane	Student Aide/Distance Ed	\$8.00
King, Daniel	Student Aide/Blythe Rec. Center	\$8.00
Koons, Danielle	In-Class Tutor/Welding	\$8.75
Lisa, Vincent	Student Clerk/Business Services	\$8.25
Lowe, Amanda	Student Aide/Student Services	\$8.00
Machado, Gustavo	Tutor/Learning Skills Center	\$8.75
Maciel, Alicia	Peer Counselor/EOPS	\$8.75
McMillin, Noelle	In-Class Aide/Basic Skills	\$8.00
Moreno, Jessica	Student Clerk/CalWorks	\$8.25
Nieto, Jannete	Tutor/DSP&S	\$8.75
Rangel, Yaneli	Tutor/DSP&S	\$8.75
Riddle, Kelsie	Tutor/DSP&S	\$8.75
Shinault, Anthony	Student Aide/Blythe Rec. Center	\$8.00
Weiss, Shane	Peer Counselor/Financial Aid	\$8.75
Whetnight, Kelley	Student Services Clerk/Fiscal Services	\$8.25
Williams, Ashley	Student Aide/Library	\$8.00

D. MISCELLANEOUS

Resolution 13-01 D-03 – ACCEPTANCE OF TRANSFER FROM PALO VERDE COLLEGE FOUNDATION (BOOKS)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the transfer from the Palo Verde College Foundation, of two large book collections for the Harry A. Faull Library.

Resolution 13-01 D-04 – ACCEPTANCE OF TRANSFER FROM PALO VERDE COLLEGE FOUNDATION (VEHICLE)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the transfer from the Palo Verde College Foundation, of 1994 Ford pickup truck to be used for the Automotive Technology Program.

(Blanket Motion)

It was moved by _____, and seconded by _____, that Consent Resolutions be: (approved) (tabled until _____) (denied).

XI. CONSENT RESOLUTIONS (continued)

Student Advisory	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS

B. BUSINESS

Resolution 13-01 B-05 – AUDIT REPORT FROM MESSNER & HADLEY, JUNE 30, 2012
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the independent auditor report and financial statements from Messner & Hadley LLP, Certified Public Accountants, for fiscal year ending June 30, 2012 *(report enclosed loose in Board folders)*.

It was moved by _____, and seconded by _____, that Resolution 13-01 B-05 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-01 B-06 – AGREEMENT WITH PROFESSIONAL PERSONNEL LEASING, INC. (AVERILL)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the Agreement between PVCCD and Professional Personnel Leasing, Incorporated (PPL, Inc.), specifically with Dr. Don Averill and other PPL staff as needed, to provide services as specified in the contract, shown as Reference B-06, related to the search for the permanent Superintendent/President, effective January 9, 2013 through June 30, 2013 or when the search process is completed. Payment in consideration of this Agreement shall be for \$26,000. PPL, Inc. will bill the District for \$1,200 in five (5) equal payments plus any expenses, with the total not to exceed \$7,000. The remaining portion of the fee will be donated to Palo Verde Community College District. The District will reimburse PPL, Inc. for services and approved expenses provided by Consultant within thirty days (30) of receipt of a valid invoice from PPL, Inc.

It was moved by _____, and seconded by _____, that Resolution 13-01 B-06 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS (continued)

Resolution 13-01 B-07 – CHANGE IN CONTRACT BID THRESHOLD FOR INFLATION
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees abides by Public Contract Code (PCC) Section 20651(a) to competitively bid and award contracts involving an expenditure of more than \$50,000 for any of the following:

1. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district.
2. Services that are non-construction; and,
3. Repairs to include maintenance as defined in Section 20656, that are not public projects as defined in subdivision (c) of Section 22002.

The Board of Governors of the California Community Colleges, pursuant to PCC Section 20651(d) shall annually adjust the \$50,000 amount specified in Section 20651(a) to reflect the percentage change in the annual average value of the Implicit Price Deflator for the prior fiscal year rounded to the nearest one hundred dollars (\$100). The Board of Governors has delegated this responsibility (through standing orders) to the Chancellor, as shown in Reference item B-07.

The applicable adjustment of **2.99%**: applied to the current bid threshold of \$81,000 results in **the new threshold of \$83,400** (rounded to the nearest one hundred). This new bid threshold shall commence with the 2013 calendar year.

It was moved by _____, and seconded by _____, that Resolution 13-01 B-07 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-01 B-08 – CONTRACT WITH TOTAL COMPENSATION SYSTEMS, INC.
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the contract with Total Compensation Systems, Inc. (TCS) to provide GASB 45 actuarial valuation services for OPEB (other postemployment employee benefits) contributions, for a fee of \$3,900, and an additional fee of \$1,600 for any on-site meetings, if needed, which includes all travel and meeting preparation expenses, as shown in Reference B-08. The purpose of this actuarial valuation study is to ensure that the required annual OPEB payment is appropriate for the current number of employees. Prior annual OPEB payments were made based on a higher number of employees than currently exist

It was moved by _____, and seconded by _____, that Resolution 13-01 B-08 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS (continued)

Resolution 13-01 B-09 – RECIPROCITY AGREEMENT WITH ARIZONA WESTERN COLLEGE

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts and approves the terms and conditions of the reciprocity agreement between Arizona Western College and Palo Verde College, effective July 1, 2011 through June 30, 2014 as shown in Reference B-09.

It was moved by _____, and seconded by _____, that Resolution 13-01 B-09 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

C. PERSONNEL

(Academic Administration)

Resolution 13-01 C-09 – CONVERSION OF DIRECTOR OF NEEDLES CENTER TO ACADEMIC ADMINISTRATION POSITION

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the conversion of Director of Needles Center from a Classified Management position to an Academic Administrative position, to accurately reflect the academic oversight and duties associated with the position and corresponding Academic Administration Salary Schedule, as shown in Reference C-09.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-09 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-01 C-10 – SALARY FREEZE OF INTERIM DIRECTOR OF NEEDLES CENTER POSITION

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves to freeze the current salary of the Interim Director of Needles Center position as originally hired at \$32.21 per hour, due to reclassifying the Director of Needles position from Classified Management to Academic Administration.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-10 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS (continued)

Resolution 13-01 C-11 – INTERIM DIRECTOR OF NEEDLES CENTER JOB SHARING

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the proposal, as shown in Reference C-11, to permit the current full-time, Interim Director of Needles Center to split (job share) the position into two part-time temporary positions to address full supervision and coverage for the spring semester at the Needles Center.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-11 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-01 C-12 – TEMPORARY 50% INTERIM DIRECTOR OF NEEDLES CENTER POSITION

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the hiring of Lyn Parker as Temporary 50% Interim Director of Needles Center, consistent with the approval to job share the Director's position, at an hourly rate of \$32.21, commencing January 23, 2013.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-12 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-01 C-13 – DIRECTOR OF NEEDLES CENTER REVISED JOB DESCRIPTION

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the revised job description, as shown in Reference C-13, for Director of Needles Center to accurately reflect the Academic Management job duties of the Director of Needles Center position, a full time 11 month Academic Administrator position, and to advertise for the permanent full-time position effective August 1, 2013.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-13 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS (continued)

Resolution 13-01 C-14 – SALARY ADJUSTMENT, CHIEF BUSINESS OFFICER (EGAN)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the salary on the Administrative Salary Schedule for Russi Egan, Chief Business Officer, from Row 6, Step 4, to Row 6 Step 8, to address a misplacement on the Administrative Salary Schedule to adjust for scope of responsibilities consistent with other administrators at this level of responsibilities, and to account for the loss of income due to the position becoming “exempt” (no longer receives compensation for overtime), effective January 1, 2013.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-14 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-01 C-15 – ACTING DIRECTOR OF TITLE III TEMPORARY UNPAID LEAVE OF ABSENCE (BETTINO)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees), approves the temporary unpaid leave of absence of Mr. ML Bettino, Acting Director of the Title III Grant, to comply with AB178 (STRS earnings limitations), effective January 1, 2013; resuming his position to close out the grant on July 1, 2013. Interim Vice President of Instructional and Student Services will serve in this capacity for spring semester 2013.

It was moved by _____, and seconded by _____, that Resolution 13-01 C-15 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

D. MISCELLANEOUS

Resolution 13-01 D-05 – ENROLLMENT FEE WAIVER PILOT PROGRAM, SPRING 2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the ONE SEMESTER ENROLLMENT FEE WAIVER PILOT PROGRAM for administrator, manager, classified employee, and faculty participation per the conditions listed as follows:

General Overview: The Palo Verde College Enrollment Fee Waiver Pilot Program for the Spring 2013 semester, affords employees and eligible dependent family members to enroll in spring semester credit classes at Palo Verde College with the College covering the costs of the enrollment fees. This is a standard professional development benefit offered at many community colleges whereby the College pays for or reimburses the employee for the enrollment fee associated with the number of credit units, enhancing the education of the employee and family base, while supporting enrollment and FTES generation.

XII. ACTION ITEMS (continued)

Purpose / Justification:

1. As an institution of higher education, to promote higher education among classified employees and their immediate eligible family members.
2. To facilitate access to higher education, eliminating enrollment fees as a barrier.
3. To enhance enrollment/FTES generation capabilities as a budget stabilization effort.

Eligibility:

1. Be a permanent full time or part time employee. Be a spouse or identified domestic partner.
2. Be an IRS-defined legal dependent
 - a. Legally dependent child (18 - 25 years of age) or if in High School, be a Junior or Senior and meet the qualifications per Education Code which involves minimum academic GPA at the High School, High School authorization to attend, and submittal of appropriate college forms (in Admissions).

To participate, eligible employees or their immediate family members as defined will:

1. Submit the PVC application through CCC Apply (via the web).
2. **Electronically enroll no later than January 24, 2013** for the regular semester via the web (students are able to enroll and a fee receipt will be generated but no fee payments are made at this time) in open classes, or, if a class is closed, follow the process for adding a closed class. Enrollment for short-term classes offered throughout the semester is also available.
3. Bring the Fee Receipt to the Business Office and complete **the Employee Enrollment FEE Waiver Pilot Program Form** so as not be charged or to prevent a due-bill from being created on the student record. EXEMPT FEES: All other fees including the ASB Fee, and all fees associated with textbooks and class materials.
4. An employee may, with the approval of their supervisor, enroll during the regular work day up to a maximum of 6 hours per week, as long as the work hours are adjusted within the work-week the time is taken.
5. At the end of the semester, a report will be completed which will include, but is not limited to:
 - a. Results of a survey of participants regarding their participation in this pilot program.
 - b. Number of employees enrolled.
 - i. Number of units taken.
 - ii. Number of units completed.
 - iii. Number of FTES generated.
 - c. Number of family members enrolled.
 - i. Number of units taken.
 - ii. Number of units completed.
 - iii. Number of FTES generate.
 - d. Cost to the District.
 - e. Continuation

If the pilot program is continued, and based on data, further refinements as to whether or not the program is via a "fee waiver" or an "educational reimbursement" program linked with a final grade of "C" or passing grade is to be determined, the definition of "employee" and "dependent" family members, the circumstances when the benefit is offered to dependent family members, etc., along with other conditions associated with the creation of a

formal program.

XII. ACTION ITEMS (continued)

- 6. PENDING CSEA APPROVAL: This program suspends Article 3, Section 2, Professional Growth Compensation, of the CSEA contract for Spring 2013 for those attending PVC. Article 3, Section 2 remains in place for those attending other colleges.
- 7. Minor administrative/operational changes may be made to this pilot program without delaying implementation or Board approval.

Sample of Colleges with similar plans:

College of the Desert (\$800/employee/year for courses at COD or elsewhere).

Imperial Valley College (reimbursement for grades of "C" or better).

Copper Mountain (\$800/employee/year for courses at COD or elsewhere).

It was moved by _____, and seconded by _____, that Resolution 13-01 D-05 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 13-01 D-06 – MOU BETWEEN PVCCD AND CTA, ENROLLMENT FEE WAIVER PILOT PROGRAM, SPRING 2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Memorandum of Understanding (MOU) between PVCCD and CTA to provide a one semester Enrollment Fee Waiver Pilot Program for Spring 2013. (MOU is shown as Reference D-06.)

It was moved by _____, and seconded by _____, that Resolution 13-01 D-06 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 13-01 D-07 – CCCT BOARD ELECTION 2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees nominateS the following individual (must be from Palo Verde Community College District), as a candidate for the CCCT (California Community College Trustees) Board: _____ (The nomination form and biographic sketch form are enclosed loose in Trustee folders).

It was moved by _____, and seconded by _____, that Resolution 13-01 D-07 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

XII. ACTION ITEMS (continued)

Resolution 13-01 D-08 – STUDENT TRUSTEE EXCUSED ABSENCE FROM BOARD MEETING

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the excused absence, per Board Policy 2725, for purposes of compensation, of Student Trustee Frannie Gregory from the PVCCD Board of Trustees Regular Meeting on December 11, 2012.

It was moved by _____, and seconded by _____, that Resolution 13-01 D-08 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Provisional Trustee	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

XIII. HEARING OF CITIZENS (NON-AGENDA ITEMS)

Members of the public have this opportunity to directly address the Board on items of interest to the public, subject to a five (5) minute time limitation per individual.

XIV. RECESS TO CLOSED SESSION

Members of the public may be present to hear the Closed Session announcements and/or action and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Governing Board under this item should fill out a Speaker Request Form available at the reception table.

1. Status of Existing Litigation pursuant to Government Code Section 54956.9(a); Gilmore vs. PVCCD.
2. Conference with Real Property Negotiator pursuant to Government Code Section 54956.8; Spring Street.
Negotiator: Denise Whittaker
3. Public Employment pursuant to Government Code Section 54957.
Title: Superintendent/President
4. Conference with Labor Negotiator pursuant to Government Code Section 54957.6.
Employee Organization: Palo Verde College CTA
Employee Organization: CSEA Chapter 180
Negotiator: Denise Whittaker

XV. RECONVENE TO OPEN SESSION (ANY ACTION TAKEN IN CLOSED SESSION WILL BE ANNOUNCED AT THIS TIME.)

XVI. ADJOURNMENT

The next Regular Meeting will be held on Tuesday, February 12, 2013, in Blythe.