

PALO VERDE COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING
BOARD OF TRUSTEES**

Tuesday, February 11, 2014

5:00 p.m.

One College Drive in Blythe – CL 101

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

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 14-03

AGENDA

I. OPENING OF MEETING

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

Millie Rodriguez, President	_____
George Thomas, Vice President	_____
Ned Hyduke, Clerk	_____
Ted Arneson, Trustee	_____
Lincoln Edmond, Trustee	_____
Ed Gonzales, Trustee	_____
Jerry Lewis, Trustee	_____
Alex Munoz, Student Trustee	_____

Donald Wallace, Superintendent/President	_____
Sharon Jones, Interim Vice President of Instructional and Student Services	_____
Russi Egan, Chief Business Officer	_____

- 4. Approval of the Minutes of the Study Session of January 14, 2014.
- 5. Approval of the Minutes of the Regular Meeting of January 21, 2014.
- 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 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 *(refer to the end of this meeting)*

V. RECONVENE TO OPEN SESSION *(not applicable)*

VI. PUBLIC NOTICE/HEARING

None.

VII. PRESENTATION – PROGRAM REVIEWS

1. Accreditation 2014 Update; Accreditation and Governing Board Roles and Responsibilities - Brian Thieboux, Accreditation Liaison Officer *(Board of Trustees will refer to their Professional Development Binder).*

VIII. DISCUSSION

1. Board of Trustees meetings held at Palo Verde College Needles Center, Needles, CA.
2. First Reading of revised Board Policy 7120, Recruitment and Selection *(shown as Reference VIII.2).*
3. First Reading of revised Board Policy 7250, Educational Administrators *(shown as Reference VIII.3).*

IX. REPORTS

1. Associated Student Government – Alex Munoz, Student Trustee or designee
2. Academic Senate - Biju Raman, President or designee
3. CSEA, Chapter 180 - Richard Soto, President or designee
4. CCA/CTA - Derek Copple, President or designee
5. Don Wallace - Superintendent/President
6. Sharon Jones - Interim Vice President of Instructional and Student Services
7. Russi Egan - Chief Business Officer
 - General Fund Cash Analysis for January 2014 *(shown loose in Board folders)*
 - General Fund Comparative Statement of Revenue and Expenses January 2014 *(shown loose in Board folders)*
 - C.M. Brahmhatt, Financial Consultant
8. Board of Trustees Comments and Discussion

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for January 2014 *(shown loose in Board folders).*
2. Revised Administrative Procedure 7120, Recruitment and Selection *(shown as Reference X.2).*
3. Revised Administrative Procedure 7250-0, Educational Administrators, Recruitment and Hiring *(shown as Reference X.3).*
4. Accreditation Team Chair, Ms. Kathryn Smith, will be on campus for an Accreditation pre-visit, February 13, 2014.
5. Accreditation Team visit for reaffirmation of Palo Verde College's Accreditation, will take place March 10-13, 2014.
6. The Internal Revenue Service (IRS) has issued their standard mileage rates at 56¢ per mile for business miles driven, effective January 1, 2014 *(shown as Reference X.6).*
7. Dr. Wallace will be attending the Association of California Community College Administrators (ACCCA) Annual Conference in San Diego, CA, February 26-28, 2014.
8. January 2014 issue of Trustee Talk with ACCT *(shown loose in Board folders).*

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 14-03 A-02 – PART-TIME INSTRUCTORS/COUNSELORS FOR SPRING SEMESTER 2014

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves instructors/counselors for spring semester 2014, as shown in Reference A-02.

C. PERSONNEL

Resolution 14-02 C-07 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR SPRING SEMESTER 2014

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 2014:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Acevedo-Neri, Diego	Student Aide – Distance Ed.	\$8.00
Garcia, Vivianna	Peer Counselor – EOPS	\$8.75
	Tutor – EOPS	\$8.75
Guzman, Daniel	Tutor – Needles Center	\$8.75
Hernandez, Stephanie	Student Aide – Recreation Center	\$8.00
Hutcherson, Laci	Student Tutor – Student Learn Center	\$8.75
Moreno, Jessica	Student Aide – Recreation Center	\$8.00
Rodriguez, Michael	In-Class Tutor – Autos	\$8.75

(Blanket Motion)

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

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

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

XII. ACTION ITEMS

B. BUSINESS

Resolution 14-03 B-08 – TEMPORARY LOAN FROM CAPITAL FUNDS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves a temporary loan to the General Fund is necessary, not to exceed \$5,000,000, for cash flow purposes during the fiscal year 2013-2014 as follows, and as shown as Reference B-08.

WHEREAS, the governing board of the Palo Verde Community College District has determined that a temporary loan to the General Fund in the amount of \$5,000,000 is necessary for cash flow purposes during the fiscal year 2013-2014; and

XII. ACTION ITEMS (continued)

WHEREAS, the governing board of the Palo Verde Community College District has sufficient funds in the Capital Fund to provide a temporary loan;

NOW, THEREFORE, BE IT RESOLVED that a temporary loan not to exceed \$5,000,000 be approved for the General Fund for the fiscal year 2013-2014 from the Capital Fund.

It was moved by _____, and seconded by _____, that Resolution 14-03 B-08 be: (approved) (tabled until _____) (denied)

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

C. PERSONNEL

Resolution 14-03 C-08 – REVISED JOB DESCRIPTION FOR VICE PRESIDENT OF INSTRUCTION AND STUDENT SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the revised job description for Vice President of Instruction and Student Services, with salary placement on row 7 of the Academic Administrator’s pay schedule, as shown in Reference C-08.

It was moved by _____, and seconded by _____, that Resolution 14-03 C-08 be: (approved) (tabled until _____) (denied)

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

Resolution 14-03 C-09 – EMPLOYMENT OF PSY/ADS INSTRUCTOR (REDWINE)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Karen Redwine as PSY/ADS Instructor, a full-time tenure track faculty position, 177 day contract, at a classification of Row 7 Step VI, plus Doctoral stipend, on the Academic Salary Schedule, effective January 13, 2014. The hire date will revert back to the original hire date of the first semester as temporary instructor for seniority and tenure purposes, per Ed Code 87478. Human Resources has verified that the applicant meets State required minimum qualifications.

It was moved by _____, and seconded by _____, that Resolution 14-03 C-09 be: (approved) (tabled until _____) (denied)

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

Resolution 14-03 C-10 – EMPLOYMENT OF BUS/MAN INSTRUCTOR (FRID)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Sarah Frid as BUS/MAN Instructor, a full-time tenure track faculty position, 177 day contract, at a classification of Row 8, Step II, on the Academic Salary Schedule, effective January 13, 2014. The hire date will revert back to the original hire date of the first semester as temporary instructor for seniority and tenure purposes, per Ed Code 87478. Human Resources has verified that the applicant meets State required minimum qualifications.

XII. ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 14-03 C-10 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

Resolution 14-03 C-11 – EMPLOYMENT OF ESL/CIS/NBE INSTRUCTOR (GAMEZ)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Maria Gamez as ESL/CIS/NBE Instructor, a full-time tenure track faculty position, 177 day contract, at a classification of Row 3, Step 11, on the Academic Salary Schedule, effective January 13, 2014. The hire date will revert back to the original hire date of the first semester as temporary instructor for seniority and tenure purposes, per Ed Code 87478. Human Resources has verified that the applicant meets State required minimum qualifications.

It was moved by _____, and seconded by _____, that Resolution 14-03 C-11 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

D. MISCELLANEOUS

Resolution 14-03 D-05 – 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 Trustee Lincoln Edmond from the PVCCD Study Session on January 14, 2014, and the Regular Meeting on January 21, 2014.

It was moved by _____, and seconded by _____, that Resolution 14-03 D-05 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

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. Public Employee Discipline/Dismissal/Release pursuant to Government Code Section 54957

XV. RECONVENE TO OPEN SESSION *(Any action taken in Closed Session will be announced at this time.)*

XVI. ADJOURNMENT