

**PALO VERDE COMMUNITY COLLEGE DISTRICT**

**REGULAR MEETING**

**BOARD OF TRUSTEES**

**Tuesday, May 13, 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)**

*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](http://www.paloverde.edu); or at the scheduled meeting.*

**Meeting 14-06**

**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 Instruction and Student Services | _____ |
| Russi Egan, Chief Business Officer                                       | _____ |

- 4. Approval of the Minutes of the Regular Meeting of April 8, 2014.
- 5. 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. PRESENTATIONS**

1. Correspondence Program Review – Brian Thieboux, English/Business Instructor  
*(shown loose in Board packets).*
2. Criminal Justice Program Review – William Smith, Criminal Justice Instructor *(shown loose in Board packets).*
3. Library Program Review – June Turner, Librarian *(shown loose in Board packets).*

**VIII. DISCUSSION**

1. Second Reading and approval of revised Board Policies *(shown loose in Board packets):*  
BP 3250, Institutional Planning;  
BP 3900, Speech: Time, Place and Manner;  
BP 6100, Delegation of Authority,  
BP 6150, Designation of Authorized Signatures;  
BP 6200, Budget Preparation;  
BP 6250, Budget Management;  
BP 6300, Fiscal Management;  
BP 6320, Investments;  
BP 6330, Purchasing;  
BP 6335-PVC, Use of District Credit Cards;  
BP 6340, Contracts;  
BP 6400, Audits;  
BP 6450, Wireless or Cellular Phone Use;  
BP 6500, Property Management;  
BP 6520, Security for District Property;  
BP 7700, Whistleblower Protection.
2. Board of Trustees Meeting Schedule.

**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 Instruction and Student Services
7. Russi Egan - Chief Business Officer
  - General Fund Cash Analysis for April 2014 *(shown loose in Board packets)*
  - General Fund Comparative Statement of Revenue and Expenses April 2014  
*(shown loose in Board packets)*
8. Board of Trustees Comments and Discussion

**X. INFORMATION ITEMS**

1. Report of Purchases and Warrants for March and April 2014 *(shown loose in Board packets)*.
2. College Night and Art Show will take place at the PVC Needles Center Monday, May 19, 2014 from 5:00-7:00 p.m. *(flyer shown loose in Board packets)*.
3. Palo Verde College Needles Center Commencement Ceremony will take place Wednesday, May 28, 2014 *(flyer shown loose in Board packets)*.
4. Palo Verde College Commencement will take place Saturday, May 31, 2014 at 11:00 a.m. in the Clancy Osborne Physical Education Center *(schedule of events shown loose in Board packets)*.
5. Ironwood State Prison Commencement will take place Wednesday, June 4, 2014 at 9:00 a.m.; CVSP Commencement will take place Thursday, June 5, 2014 at 10:00 a.m.
6. Out-of-state travel request for Cheryl Bruno-Mofu to travel with the VN students to conduct clinicals at La Paz Regional Hospital in Parker, AZ, May 7-8, and May 14-15, 2014.
7. Dr. Wallace will travel to Sacramento, CA, June 4-6, 2014, to address the Accrediting Commission for Community and Junior Colleges.
8. Out-of-country travel request for Carlos Medina to travel to San Jose, Costa Rica, for the purpose of recruitment, May 25-31, 2014.
9. The "Palo Verde Choice" scholarship program was launched April, 11, 2014 *(flyer shown loose in Board packets)*.
10. Summer working hours will go into effect June 2, 2014. The campus will be closed on Friday's.

**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 14-06 A-05 – CURRICULUM APPROVAL**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves new and revised courses in various curriculum areas, as shown in Reference A-05.

**Resolution 14-06 A-06 – INSTRUCTORS RECOMMENDED TO BE GRANTED EQUIVALENCY**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the recommendation of the Academic Senate, Equivalency Committee that the following instructors be granted equivalency. A certification of equivalency means only that an applicant has met the minimum qualifications for a discipline, and has been put into a hiring pool. Equivalency is not a promise of future employment.

| Name             | Discipline | Authorization for Service | Valid | Senate & Committee Approval Date |
|------------------|------------|---------------------------|-------|----------------------------------|
| Grossman, Thomas | Business   | Part-Time Instructor      | Life  | 05/01/14                         |

**XI. CONSENT RESOLUTIONS (continued)**

**C. PERSONNEL**

**Resolution 14-06 C-24 - ADVANCEMENT IN SALARY PLACEMENT (STOECKLE)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the salary placement for Sioux Stoeckle, English Instructor, be advanced from Column V, to Column VI, due to educational requirements met and in compliance with the CTA bargaining agreement. This change is effective fall 2014 semester.

**Resolution 14-06 C-25 - REASSIGNMENT TO GENERAL COUNSELOR (HERNANDEZ)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the reassignment of Victor Hernandez, a full-time Instructor with part-time counseling duties (per MOU dated May 30, 2012), to a full-time General Counselor position, 186 days/10 months, a lateral move on salary schedule, effective July 1, 2014.

**Resolution 14-06 C-26 – TRANSFER TO EOPS COUNSELOR (LUJANO)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the voluntary transfer of Lorenzo Lujano, a full-time Correspondence Education Counselor/Coordinator, to a full-time EOPS Counselor position for 212 days, a lateral move on salary schedule, effective July 1, 2014.

**Resolution 14-06 C-27 – INTERIM INSTITUTIONAL TRANSITION PROGRAM DIRECTOR, EXEMPT POSITION (ANDRADE)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the temporary employment and contract of Lupita Andrade as Interim Institutional Transition Program Director, an Educational Administrator (exempt) position, at a salary placement on the Administrative salary schedule of Row 4, Step 3, with benefits, effective May 19, 2014 until the Grant Funded position is filled full time. Human Resources has verified that the applicant meets the required minimum qualifications.

**Resolution 14-06 C-28 – INTERIM INSTITUTIONAL TRANSITION PROGRAM FACILITATOR (COPPLE)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the temporary employment of Ryan Copple as Interim Institutional Transition Program Facilitator, a faculty position, at a salary placement on the 212 day faculty salary schedule of Row 3, Column I, with benefits, pending verification of employment, effective May 27, 2014 until the Grant Funded position is filled full time. Human Resources has verified that the applicant meets the required minimum qualifications.

**Resolution 14-06 C-29 – INTERIM INSTITUTIONAL TRANSITION PROGRAM FACILITATOR (CRECELIUS)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the temporary employment of Cristyn Crecelius as Interim Institutional Transition Program Facilitator, a faculty position, at a salary placement on the 212 day faculty salary schedule of Row 2, Column I, with benefits, pending verification of employment, effective May 27, 2014 until the Grant Funded position is filled full time. Human Resources has verified that the applicant meets the required minimum qualifications.

**Resolution 14-06 C-30 – TEMPORARY A&R TECHNICIAN III (WILLIAMS)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Michael Williams as Temporary Admissions & Records Technician III, at a salary placement on the classified salary schedule of Row 10, Step 1, with benefits, effective May 11, 2014. Human Resources has verified that the applicant meets the required minimum qualifications.

**XI. CONSENT RESOLUTIONS (continued)**

**(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**

**A. INSTRUCTION**

**Resolution 14-06 A-07 – PROGRAM REVIEW APPROVAL (CORRESPONDENCE EDUCATION)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Program Review for Correspondence Education, as presented at this meeting to the Governing Board *(shown loose in Board packets)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution  
14-06 A-07 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

Motion carried/failed; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 14-06 A-08 – PROGRAM REVIEW APPROVAL (CRIMINAL JUSTICE)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Program Review for Criminal Justice, as presented at this meeting to the Governing Board *(shown loose in Board packets)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution  
14-06 A-08 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

Motion carried/failed; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 14-06 A-09 – PROGRAM REVIEW APPROVAL (LIBRARY)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Program Review for Library, as presented at this meeting to the Governing Board *(shown loose in Board packets)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution  
14-06 A-09 be: (approved) (tabled until \_\_\_\_\_) (denied)

**XII. ACTION ITEMS (continued)**

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

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**Resolution 14-06 A-10 – NEEDLES CENTER CLOSURE**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the closure of the Needles Center beginning June 9, 2014 through July 17, 2014, to re-open on July 21, 2014.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-06 A-10 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**C. PERSONNEL**

**Resolution 14-06 C-31 – EMPLOYMENT OF DIRECTOR, NEEDLES CENTER (MUNGUÍA)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment and contract of Dr. Eva Margarita Munguía, as Director, Needles Center, a full-time 11 month position on Row 4, Step 3 of the Academic Administrator Salary Schedule (prorated for 11 months/219 days), effective May 13, 2014. Human Resources has verified that the applicant meets State required minimum qualifications.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-06 C-31 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**Resolution 14-06 C-32 – FACULTY PROBATIONARY/TENURE STATUS (2014/2015)**

BE IT RESOLVED that the following academic employee be continued on probationary status for the 2014-2015 academic year, or will be completing their fourth and final year of probation, and be granted tenure status. The year of probation being completed is indicated. The evaluation process has been completed by administration. Continuation of Probation:

Tribelhorn, John (First Year) MUS Instructor

\*Hired during Spring Semester (1st semester does not count towards tenure per California Education Code 87605 which states “A faculty member shall be deemed to have completed his or her first contract year if he or she provides service for 75 percent of the first academic year.”)

**XII. ACTION ITEMS (continued)**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-06 C-32 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**D. MISCELLANEOUS**

**Resolution 14-06 D-12 – 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 packets:

- BP 3250 Institutional Planning;
- BP 3900 Speech: Time, Place and Manner;
- BP 6100 Delegation of Authority,
- BP 6150 Designation of Authorized Signatures;
- BP 6200 Budget Preparation;
- BP 6250 Budget Management;
- BP 6300 Fiscal Management;
- BP 6320 Investments;
- BP 6330 Purchasing;
- BP 6335-PVC Use of District Credit Cards;
- BP 6340 Contracts;
- BP 6400 Audits;
- BP 6450 Wireless or Cellular Phone Use;
- BP 6500 Property Management;
- BP 6520 Security for District Property;
- BP 7700 Whistleblower Protection.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-06 D-12 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**Resolution 14-06 D-13 – 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 Jerry Lewis from the PVCCD Regular Meeting on April 8, 2014.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-05 D-13 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**XII. ACTION ITEMS (continued)**

**Resolution 14-06 D-14– CLASSIFIED EMPLOYEES WEEK (MAY 18-24, 2014)**

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

WHEREAS, classified professionals provide valuable services to the institution and students of the Palo Verde Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Palo Verde Community College District's students; and

WHEREAS, classified professionals employed by the Palo Verde Community College District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, that Palo Verde Community College District hereby recognizes and wishes to honor the contributions of the classified professionals to quality education in the state of California and in the Palo Verde Community College District, and declares the week of May 18-24, 2014, as Classified School Employees Week in the Palo Verde Community College District.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-06 D-14 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

Motion carried/failed; 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. ADJOURN 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*

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