

**PALO VERDE COMMUNITY COLLEGE DISTRICT  
SPECIAL MEETING  
BOARD OF TRUSTEES  
Tuesday, July 9, 2013  
4:30 p.m.  
One College Drive in Blythe – PE First Aid Room**

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 13-12**

**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 of the Board	_____
Lincoln Edmond, Trustee	_____
Ed Gonzales	_____
Ned Hyduke, Trustee	_____
Jerry Lewis, Trustee	_____
Alex Munoz, Student Trustee	_____
Dr. Don Wallace, Superintendent/President	_____
Sharon Jones, Interim Vice President of Instructional and Student Services	_____
Russi Egan, Chief Business Officer	_____

4. Approval of the Agenda for this meeting.

**II. HEARING OF CITIZENS (AGENDA AND NON-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. 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. Conference with Labor Negotiator, Dr. Don Wallace;  
Employee Group: CCA/CTA, CSEA, Classified Management/Confidential, and Non-Represented Employees.
2. Real Property – Spring Street Sale

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

**VI. INFORMATION ITEM - None**

**VII. ACTION ITEMS**

**PERSONNEL**

**RESOLUTION 13-12 C-84 - FRIENDLY UNIT MODIFICATION MOU BETWEEN PVCCD AND CSEA REGARDING THE REASSIGNMENT OF CLASSIFIED EMPLOYEE TO CLASSIFIED MANAGEMENT**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Friendly Unit Modification MOU which maintains the “Student Activities/CalWorks Coordinator” in the classified bargaining unit upon the administrative reassignment into Classified Management of the employee currently holding the position (Staci Lee) as shown in Reference C-84.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-84 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

Munoz (Student)	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

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

**RESOLUTION 13-12 C-85 - ADMINISTRATIVE ASSIGNMENT FROM CLASSIFIED STAFF TO CLASSIFIED MANAGEMENT/CONFIDENTIAL POSITION (LEE)**

BE IT RESOLVED, that due to the complexities, liabilities, and level of current and newly assigned job duties of the Student Activities/CalWorks Coordinator to include the coordination and management of Civic Center Rentals and Outreach and Events, Palo Verde Community College District Board of Trustees approves the administrative transfer of Staci Lee from Classified Staff to Classified Management/Confidential in the position of Student Development and Civic Center/Events Manager, a full time, 12 month position, on Row 3, Step 6 of the Classified Management/Confidential Salary Schedule, with duties as shown in the revised job description which were approved by the Board on June 25, 2013 included in Reference C-85, effective July 10, 2013.

**VII. ACTION ITEMS CONTINUED**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-85 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**RESOLUTION 13-12 C-86 - MOU AGREEMENT BETWEEN CSEA, CHAPTER #180 AND PVCCD REGARDING COLLEGE CLOSURES FOR 2013-14**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the MOU between CSEA, Chapter #180 and PVCCD verifying the closures and mandatory use of vacation, accrued overtime, floating holidays, if agreed upon, or accrued comp time for the designated days listed in which the College will be closed in 2013-14 as shown in Reference C-86:

- December 23, 2013
- January 3, 2014
- March 17, 18, and 19, 2014

The 2013-14 calendar has previously been approved by the Board and included these designated closure dates.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-86 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

Munoz (Student)	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

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

**RESOLUTION 13-12 C-87 – MOU EXTENSION OF CLASSIFIED EMPLOYEE TO TEACH SUMMER AND FALL, 2013 (GAMEZ)**

BE IT RESOLVED, that, due to the need for a qualified ESL teacher and to meet unmet instructional needs in ESL, Palo Verde Community College District Board of Trustees approves the MOU between CSEA, Chapter #180 and PVCCD permitting Maria Gamez to teach, in lieu of her classified position, for summer and fall 2013, through December, 2013 as shown in Reference C-87.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-87 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

Munoz (Student)	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

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

**VII. ACTION ITEMS CONTINUED**

**RESOLUTION 13-12 C-88 - MOU LAYOFF AGREEMENT AND NOTICE OF TITLE III GRANT ENDING AND SUBSEQUENT NOTICE OF LAYOFF FOR TITLE III GRANT-FUNDED POSITIONS (CERVANTES, VASQUEZ, GUERRA, WILLIAMS)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the termination of the Title III federal grant on September 30, 2013 and in compliance with CSEA, Chapter 180, Article 9, Section 2 and Education Code § 88017, provides layoff notices to the following Title III temporary employees as shown in Reference C-88:

- Pablo Cervantes
- Matthew Vasquez
- Emmanuel Guerra
- Michael Williams

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-88 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

Munoz (Student)	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

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

**RESOLUTION 13-12 C-89 - NOTICE OF LAYOFF AND BUMPING RIGHTS FOR TITLE III GRANT- FUNDED POSITIONS (MARTIN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the termination of the Title III federal grant on September 30, 2013, and in compliance with CSEA Chapter 180, Article 9, Sections 2 and 4, and Education Code § 88017, provides layoff notice and subsequent bumping rights to Jonathan Martin from Title III funded "Temporary Title III Educational Technologist" to "Help Desk Technician I" effective October 1, 2013 as shown in Reference C-88.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-89 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

Munoz (Student)	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

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

**RESOLUTION 13-12 C-90 - MOU AND CONTRACT AGREEMENT FOR 2013-14 BETWEEN CSEA, CHAPTER #180 AND THE PVCCD**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts and approves the MOU and Contract Agreement for 2013-14 between CSEA, Chapter #180 and PVCCD as shown in Reference C-90:

**VII. ACTION ITEMS CONTINUED**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-90 be: (approved) (tabled until \_\_\_\_\_) (denied)

Munoz (Student) \_\_\_\_\_ Gonzales \_\_\_\_\_ Rodriguez \_\_\_\_\_  
 Arneson \_\_\_\_\_ Hyduke \_\_\_\_\_ Thomas \_\_\_\_\_  
 Edmond \_\_\_\_\_ Lewis \_\_\_\_\_

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

**RESOLUTION 13-12 C-91 - MOU BETWEEN CSEA, CHAPTER #180 AND PVCCD TO APPROVE THE FINANCIAL AID REORGANIZATION**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the MOU between CSEA, Chapter #180 and PVCCD to approve the reorganization of Financial Aid as shown in Reference C-88:

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-91 be: (approved) (tabled until \_\_\_\_\_) (denied)

Munoz (Student) \_\_\_\_\_ Gonzales \_\_\_\_\_ Rodriguez \_\_\_\_\_  
 Arneson \_\_\_\_\_ Hyduke \_\_\_\_\_ Thomas \_\_\_\_\_  
 Edmond \_\_\_\_\_ Lewis \_\_\_\_\_

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

**RESOLUTION 13-12 C-92 - REORGANIZATION OF FINANCIAL AID**

To provide greater service to students and as approved and recommended by administration and as approved and supported by CSEA, BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the re-organization, effective as shown below and in Reference C-92:

- 7-11-13 J. Marquez
- 10-1-13 J. Martin and H. Flores
- 12-26-13 R. Nelson pending degree completion with timely implementation as

<b>Current Financial Aid Staffing:</b>	<b>Proposed Reorganization of Financial Aid Staffing:</b>
♦ FA Secretary	♦ Eliminate
♦ FA Tech I	♦ Move current FA Secretary to Tech I position
♦ FA Tech II unfilled/vacant [current FA Tech I is working out-of-class in this position]	♦ No change – maintain unfilled Tech II position
♦ FA Assistant to the FA Officer (vacant)	♦ Eliminate
Net Change: There are currently 4 classified positions in FA. Reorganization maintains same number with improved service to meet work demands.	♦ Create new Tech III – move current staff
	♦ Create new FA Computer Applications Tech I and laterally transfer classified employee subject to “bumping” due to Title III grant ending

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-92 be: (approved) (tabled until \_\_\_\_\_) (denied)

Munoz (Student) \_\_\_\_\_ Gonzales \_\_\_\_\_ Rodriguez \_\_\_\_\_  
 Arneson \_\_\_\_\_ Hyduke \_\_\_\_\_ Thomas \_\_\_\_\_  
 Edmond \_\_\_\_\_ Lewis \_\_\_\_\_

**VII. ACTION ITEMS CONTINUED**

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

**RESOLUTION 13-12 C-93 - APPROVAL OF REVISED FINANCIAL AID JOB DESCRIPTIONS**

Consistent with the reorganization of the Financial Aid Office, and as approved by administration and CSEA, BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the revised Financial Aid Tech I, Financial Aid Tech II, Financial Aid Tech III, and Financial Aid Computer Applications Tech I job descriptions as shown in Reference C93:

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 13-12 C-93 be: (approved) (tabled until \_\_\_\_\_) (denied)

Munoz (Student)	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

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

**RESOLUTION 13-12 C-94 - APPROVAL OF INDIVIDUALS SERVING IN THE ABSENCE OF THE SUPERINTENDENT/PRESIDENT**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the following on-going (does not have to be approved annually) order for those serving in the absence of the Superintendent/President:

- 1<sup>st</sup> Vice President of Instruction or Chief Instructional Officer
- 2<sup>nd</sup> Chief Business Officer
- 3<sup>rd</sup> Vice President of Student Services or Chief Student Services Officer
- 4<sup>th</sup> Director of Human Resources
- 5<sup>th</sup> Director of Information Technology
- 6<sup>th</sup> Director of Admissions and Records
- 7<sup>th</sup> Director of Financial Aid

**VIII. ADJOURNMENT**

The next Regular Meeting will be held on Tuesday, August 13, 2013 at 5:00 p.m.

A Budget Study Session will be held on Tuesday, August 27, 2013 at 4:30 p.m. to review the Final Budget and Discuss the Board’s Self-Evaluation