

PALO VERDE COMMUNITY COLLEGE DISTRICT

REGULAR MEETING

BOARD OF TRUSTEES

Tuesday, August 11, 2015

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; or at the scheduled meeting.

Meeting 15-12

AGENDA

I. OPENING OF MEETING

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

George Thomas, President	_____
Ned Hyduke, Vice President	_____
Ermila Rodriguez, Clerk	_____
Ted Arneson, Trustee	_____
Ed Gonzales, Trustee	_____
Jerry Lewis, Trustee	_____
Suzanne Woods, Trustee	_____
Grace Quist, Student Trustee	_____

Donald Wallace, Superintendent/President	_____
Sean Hancock, Vice President of Instruction and Student Services	_____
Russi Egan, Chief Business Officer	_____

- 4. Approval of the Minutes of the Regular Meeting of June 9, 2015, and the Minutes of the Regular Meeting of June 23, 2015.
- 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. REPORTS

1. Associated Student Government – Grace Quist, 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. Sean Hancock – Vice President of Instruction and Student Services
7. Russi Egan – Chief Business Officer
8. Executive Cabinet
9. Board of Trustees Comments and Discussion

VII. PUBLIC NOTICE/HEARING

None.

VIII. PRESENTATIONS/PROGRAM REVIEWS

None.

IX. DISCUSSION

1. Board of Trustees Self Evaluation 2014-2015 *(to be handed out at this meeting).*

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for June and July 2015 *(shown loose in Board folders).*
2. Fall classes will begin August 17, 2015.
3. CCLC Annual Convention will take place November 19-21, 2015.
4. Palo Verde College announces auditions for *Almost, Maine*, a romantic comedy by John Cariani. Performances are October 15, 16, and 17, 2015. Community members are invited to participate. Information meetings will take place August 17 and 18 at the Palo Verde College Fine and Performing Arts Theater, with auditions taking place August 19 and 20 at 6:00 p.m. *(flyer shown loose in Board folders).*
5. The Superintendent/President is moving forward with seeking a Director of College Advancement/Executive Director of Palo Verde College Foundation.

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 15-12 A-17 – PART TIME INSTRUCTORS/COUNSELORS FOR FALL SEMESTER 2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves instructors/counselors for fall semester 2015; shown as Reference A-17.

XI. CONSENT RESOLUTIONS (continued)

B. BUSINESS

Resolution 15-12 B-39 – RENEWAL OF AGREEMENT FOR SPECIAL SERVICES WITH LIEBERT CASSIDY WHITMORE

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the Agreement for Special Services, for training and consulting purposes, with Liebert Cassidy Whitmore (LCW), as part of the Southern California Community College District Employment Relations Consortium, for a fee of \$3,400.00, beginning July 1, 2015 through June 30, 2016, shown as Reference B-39.

Resolution 15-12 B-40 – EXTENSION OF AGREEMENT WITH XAP CORPORATION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the extension of the agreement between PVCCD and XAP Corporation, to continue to provide support for online electronic admission applications for the California Community College System (“CCC”), known as CCCApply, for a fee of \$1,875.00, effective June 30, 2015 through September 30, 2015; shown as Reference B-40.

Resolution 15-12 B-41 – AGREEMENT WITH SUN COMMUNITY FEDERAL CREDIT UNION FOR ATM SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Agreement with Sun Community Federal Credit Union to provide ATM services on campus to students and staff. Fiscal Implications: users will be charged \$2.50 surcharge for transactions, with fifty cents per transaction being donated back to Palo Verde College Associated Student Government. Term of Agreement: 3 years; shown as Reference B-41.

C. PERSONNEL

Resolution 15-12 C-48 – EMPLOYMENT OF NETWORK TECHNICIAN

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the employment of Pablo Cervantes as Network Technician, a full-time, 40 hour per week position at Row 8, Step 3, on the Classified Salary Schedule, effective August 11, 2015.

Resolution 15-12 C-49 – RESIGNATION OF FINANCIAL AID TECHNICIAN II

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees approves, the resignation of Sylvia Hernandez, Financial Aid Technician II, effective August 21, 2015.

Resolution 15-12 C-50 – VOLUNTARY DEMOTION OF NETWORK & SYSTEMS SECURITY SPECIALIST

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the voluntary employee initiated demotion of Gerald Daniel Spechtenhauser to his previous full-time, 40 hours per week, Network Technician position, at a classification of Row 8, Step 8, on the Classified Salary Schedule, effective August 11, 2015.

Resolution 15-12 C-51 – TEMPORARY INSTITUTIONAL TRANSITION PROGRAM DIRECTOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Dr. Eva Munguia as Temporary Institutional Transition Program Director, a grant funded academic position under the provisions of Education Code Section 87470, at a salary placement of Row 4, Step 5 on the CDCR Administrator salary schedule, for the period commencing July 1, 2015, and ending June 30, 2016. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

XI. CONSENT RESOLUTIONS (continued)

Resolution 15-12 C-52 – TEMPORARY INSTITUTIONAL TRANSITION PROGRAM FACILITATOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Ryan Copple as Temporary Institutional Transition Program Facilitator, a grant funded academic position under the provisions of Education Code Section 87470, at a salary placement of Row 4, Column 1 on the CDCR Facilitator salary schedule, for the period commencing July 1, 2015, and ending June 30, 2016. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

Resolution 15-12 C-53 – TEMPORARY INSTITUTIONAL TRANSITION PROGRAM FACILITATOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Cristyn Crecelius as Temporary Institutional Transition Program Facilitator, a grant funded academic position under the provisions of Education Code Section 87470, at a salary placement of Row 2, Column 1 on the CDCR Facilitator salary schedule, for the period commencing July 1, 2015, and ending June 30, 2016. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

Resolution 15-12 C-54 – TEMPORARY INSTITUTIONAL TRANSITION PROGRAM FACILITATOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Eva De La Cruz as Temporary Institutional Transition Program Facilitator, a grant funded academic position under the provisions of Education Code Section 87470, at a salary placement of Row 7, Column 1 on the CDCR Facilitator salary schedule, for the period commencing July 1, 2015, and ending June 30, 2016. This position is dependent on continuation of the CDCR grant. Human Resources has verified that the applicant meets the required minimum qualifications.

D. MISCELLANEOUS

Resolution 15-12 D-28 – ACCEPTANCE OF TRANSFER FROM PALO VERDE COLLEGE FOUNDATION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees accepts the transfer of donated items from Palo Verde College Foundation. The items are: sixteen black chairs to be used by the Maintenance and Operations Department, and a computer server (to be used in the CIS program).

(Blanket Motion)

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

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS

B. BUSINESS

Resolution 15-12 B-42 – ANNUAL RENEWAL OF STUDENT-RIGHT-TO-KNOW SUBSCRIPTION AGREEMENT (IPEDS)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Student-Right-To-Know agreement with the Chancellor’s Office of the California Community College. Purpose: to facilitate compliance with the information reporting requirements of the Student-Right-To-Know Act, and for IPEDS (Integrated Postsecondary Education Data System) reports required by federal law for students. Fee for services: \$3,900.00. Term: July 1, 2015 through June 30, 2017; shown as Reference B-42.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-42 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 B-43 – RFP ACCEPTANCE AND AGREEMENT FOR ENERGY PROTECTION SYSTEMS GROUP, INC

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the RFP and Agreement with Energy Protection Systems Group, Inc., for interior LED lighting retrofit kits for the John O. Crain College Services Building. Total cost is \$112,869.24, to be paid from Prop 39 allocation, Scheduled Maintenance Funds, and SCE Utility incentive; shown as Reference B-43.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-43 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 B-44 – KONICA MINOLTA COPIER LEASE AGREEMENT

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Lease Agreement with Konica Minolta to provide copy machines and services. Fee for services: \$30,214.24 annually. Term of Agreement: 4 year lease; shown as Reference B-44.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-44 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS (continued)

Resolution 15-12 B-45 – APPROVAL OF LEASE FOR PITNEY BOWES POSTAGE MACHINE

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the lease of Pitney Bowes postage machine for use of all USPS outgoing college mail. Total cost: \$16,312.68. Term: 60 month lease; shown as Reference B-45.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-45 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 B-46 – REQUEST TO SURPLUS ITEMS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Inventory List of materials, supplies and equipment as surplus, and authorizes the Chief Business Officer/designee to auction, donate, or dispose of these items per Ed. Code 60510; shown as Reference B-46.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-46 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 B-47 – AGREEMENT FOR FINANCIAL AID CONSULTANT SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the Agreement for Consultant Services for Linda Pratt, to provide training to Financial Aid staff and handling of special reports during the academic year 2015-2016. Fee for services: \$120.00 per hour plus expenses, not to exceed \$8,000.00. Term of Agreement: July 1, 2015 through June 30, 2016; shown as Reference B-47.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-47 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 B-48 – AGREEMENT FOR AGRICULTURE CONSULTANT SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Agreement for Consultant Services for Mark Mullion to provide the development of curriculum and supporting materials for new agriculture courses. Fee for services: \$1,000.00 per course development, not to exceed \$4,000.00. Term of Agreement: July 7, 2015 through December 31, 2015; shown as Reference B-48.

XII. ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 15-12 B-48 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 B-49 – AGREEMENT FOR NURSING/ALLIED HEALTH CONSULTANT SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Agreement for Consultant Services for Maria Miranda-Copple to provide assistance in developing and formatting curriculum and support materials for courses as required by the Board of Vocational Nursing and Psychiatric Technicians. Fee for services: \$51.78 per hour, plus expenses, not to exceed \$19,883.52. Term of Agreement: August 5, 2015 through October 23, 2015; shown as Reference B-49.

It was moved by _____, and seconded by _____, that Resolution 15-12 B-49 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

C. PERSONNEL

Resolution 15-12 C-55 – EMPLOYMENT OF ASSOCIATE DEAN OF NURSING/ALLIED HEALTH

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment and contract of Virginia Armstrong as Associate Dean of Nursing/Allied Health, a full-time 12 month position on Row 4, Step 10, of the Administrator Salary Schedule, effective July 1, 2015. Human Resources has verified that the applicant meets the required minimum qualifications.

It was moved by _____, and seconded by _____, that Resolution 15-12 C-55 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

D. MISCELLANEOUS

Resolution 15-12 D-29 – 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 Ed Gonzales from the Regular Meeting on June 23, 2015.

XII. ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 15-12 D-29 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-12 D-30 – 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 Grace Quist from the Regular Meeting on June 23, 2015.

It was moved by _____, and seconded by _____, that Resolution 15-12 D-30 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

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 Request Form available at the reception table.

1. Conference with Legal Counsel—Existing Litigation; pursuant to Gov. Code 54956.9(a); one Case No. BLC1400012
2. Conference with Legal Counsel—Existing Litigation; pursuant to Gov. Code 54956.9(d)(1); one Case No. 34-2014-80001969-CU-WM-GDS
3. Conference with Legal Counsel—Anticipated Litigation; pursuant to Gov. Code 54956(d)(2): one case
4. Conference with Real Property Negotiators pursuant to Gov. Code 54956.8
Property: 301 N. Main Street, Blythe, California
Agency Negotiator: Donald G. Wallace
5. Conference with Labor Negotiators pursuant to Gov. Code 54957.6
Agency Representative: Donald G. Wallace
Employee Organization: CSEA Chapter 180
6. Public Employee Performance/Evaluation pursuant to Gov. Code 54957
Title: Superintendent/President

The next Study Session of the Board of Trustees will take place Tuesday, August 25, 2015 at 4:30 p.m. in CL 101 of the Blythe campus.