

**PALO VERDE COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
BOARD OF TRUSTEES**

**Tuesday, September 8, 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 15-14

AGENDA

I. OPENING OF MEETING

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

George Thomas, President _____
Ned Hydeke, 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 August 11, 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 HEARING ON PVCCD 2015-2016 FINAL BUDGET *(shown loose in Board folders)*

Open Public Hearing.

Take comments.

Close Public Hearing.

VIII. PROGRAM REVIEW

1. Language Arts and Communication Program Review
Presenter: Brian Thieboux, English/Business Instructor

IX. DISCUSSION

1. Board of Trustees Self Evaluation 2014-2015

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for August 2015 *(shown loose in Board folders)*.
2. Revised Administrative Procedure 6150 – Designation of Authorized Signatures *(shown loose in Board folders)*.
3. Revised Administrative Procedure 7110-0 – Delegation of Authority (HR) *(shown loose in Board folders)*.
4. Teachers and Staff Mixer Open House will take place at the Joe Wine Blythe Recreation Department September 16, 2015 from 5:00-6:00 p.m. *(flyer shown loose in Board folders)*.
5. Palo Verde College theatre classes will present *Almost, Maine*, a romantic comedy by John Cariani in the Fine and Performing Arts Theater October 15, 16, and 17, 2015.
6. Fall 2015 ACCT Advisor publication *(shown loose in Board folders)*.
7. Out of state travel request for Diana Mendez to attend the 2015 Federal Student Aid Training Conference for Financial Aid Professionals in Las Vegas, NV, December 1-4, 2015.
8. Out of state travel request for Lale Cilenti Arac to visit Mohave Community College in Kingman, AZ. On August 7, 2015.

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 15-14 A-19 – PART-TIME INSTRUCTORS/COUNSELORS FOR FALL SEMESTER 2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves part-time instructors/counselors for fall semester 2015; shown as Reference A-19.

Resolution 15-14 A-20 – ENROLLMENT APPROVAL OF SPECIAL PART-TIME STUDENTS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the enrollment of special part-time students pursuant to AP 5011. These students have met the requirements for enrollment at Palo Verde College; shown as Reference A-20.

B. BUSINESS

Resolution 15-14 B-50 – CONSULTANT AGREEMENT WITH JEREMY JONES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the Agreement for Consultant Service with Jeremy Jones. The consultant agrees to provide services to complete the final stages of the Open CCCApply implementation/live simulation, and export/achieve all admissions applications from previous years from the XAP server. Agreement is effective August 5, 2015 through June 30, 2016, not to exceed \$3,200 for the current year; shown as Reference B-50.

C. PERSONNEL

Resolution 15-14 C-57 – TEMPORARY FISCAL SERVICES MANAGER

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Dana Maxfield, as Temporary Fiscal Services Manager, at a placement of Row 6, Column 4, on the Classified Management/Confidential Salary Schedule, with benefits, beginning September 8, 2015.

Resolution 15-14 C-58 – RESIGNATION OF PERMANENT PART-TIME CHILD DEVELOPMENT CENTER INSTRUCTIONAL AIDE

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees approves, the resignation of Tracy Shipley, Permanent Part-Time Instructional Aide, effective September 4, 2015.

Resolution 15-14 C-59 – RESIGNATION OF PERMANENT PART-TIME CHILD DEVELOPMENT CENTER INSTRUCTIONAL AIDE

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees approves, the resignation of Alice Rodriguez, Permanent Part-Time Instructional Aide, effective September 11, 2015.

Resolution 15-14 C-60 – TEMPORARY PART-TIME SPECIAL PROJECT EMPLOYMENT OF ADMISSIONS & RECORDS CLERK

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the employment of Maribel Roggenstein Gutierrez, as Temporary Part-Time Special Project Admissions & Records Clerk, at a placement of Row 3, Column 1, on the Classified Hourly Salary Schedule, beginning August 12, 2015 through December 18, 2015.

XI. CONSENT RESOLUTIONS (continued)

Resolution 15-14 C-61 – TEMPORARY PART-TIME SPECIAL PROJECT EMPLOYMENT OF ADMISSIONS & RECORDS CLERK

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the employment of Kristen Elizabeth Johnson, as Temporary Part-Time Special Project Admissions & Records Clerk, at a placement of Row 3, Column 1, on the Classified Hourly Salary Schedule, beginning August 13, 2015 through December 18, 2015.

Resolution 15-14 C-62 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2015

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 Fall Semester 2015:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Aguilar Mendoza, Cassandra	Tutor – LSC	\$9.75
	Student Clerk – CAW	\$9.25
Alvarez, Angelis	Peer Counselor – Financial Aid	\$9.75
	Student Clerk – CAW	\$9.25
Banuelos Carrillo, Ylianei	Tutor – BSI	\$9.75
Brooks, Brianna	Tutor – Welding	\$9.75
Carillo, Alessandra	Student Clerk – CAW	\$9.25
Castillo, Audrey	Student Aide – Autos	\$9.75
Cebreros, Maria De Jesus	Tutor – BSI ESL	\$9.75
Dorame, Danielle	Tutor – BSI	\$9.75
Irvin, Melissa	Peer Counselor – Student Serv.	\$9.75
Maciel, Joaquin	Peer Counselor – EOPS	\$9.75
Marquez, Edward	Student Clerk – CAW	\$9.25
Marquez, Michael	Student Clerk – CAW	\$9.25
McCoy, Glynisha	Tutor – CIS	\$9.75
McMillin, Tyler	Tutor – BSI	\$9.75
Murray, Andrew	Tutor – CIS	\$9.75
Pryor, Matthew	Student Clerk – Bus. Serv.	\$9.25
Quist, Grace	Student Clerk – CAW	\$9.25
Salazar, Alexa	Peer Counselor – Student Serv.	\$9.75
Sanchez, Yvette	Student Clerk – FWS/CAW Bus. Serv.	\$9.25
Soto Ortiz, Guadalupe	Tutor – BSI/LSC	\$9.75

D. MISCELLANEOUS

Resolution 15-14 D-31 – ACCEPTANCE OF TRANSFER FROM PALO VERDE COLLEGE FOUNDATION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees accepts the \$100 donation from Palo Verde College Foundation to PVCCD Maintenance & Operations budget for the purchase of trees for the Blythe campus.

(Blanket Motion)

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

XI. CONSENT RESOLUTIONS (continued)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS

A. INSTRUCTION

Resolution 15-14 A-21 – PROGRAM REVIEW APPROVAL, LANGUAGE ARTS AND COMMUNICATION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Language Arts and Communication Program Review as presented at this meeting to the Governing Board *(shown loose in Board folders)*.

It was moved by _____, and seconded by _____, that Resolution 15-14 A-21 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

B. BUSINESS

Resolution 15-14 B-51 – TERMINATION OF FOOD SERVICE AGREEMENT

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the termination of Food Service Agreement with James Rush, effective September 26, 2015.

It was moved by _____, and seconded by _____, that Resolution 15-14 B-51 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-14 B-52 – RECIPROCITY AGREEMENT WITH MOHAVE COMMUNITY 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 Mohave Community College and Palo Verde Community College, effective October 1, 2015 through June 30, 2018; shown as Reference B-52.

It was moved by _____, and seconded by _____, that Resolution 15-14 B-52 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 15-14 B-53 – CONTRACT WITH FARMWORKER INSTITUTE FOR EDUCATION AND LEADERSHIP DEVELOPMENT (FIELD)

BE IT RESOLVED that Palo Verde Community District College Board of Trustees ratifies the Instructional Service Agreement with Farmworker Institute for Educational and Leadership Development to provide instructional and other services for English as a Second Language. The contract will be effective July 1, 2015 through June 30, 2016. Contract not to exceed 300 FTES; shown as Reference B-53.

It was moved by _____, and seconded by _____, that Resolution 15-14 B-53 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-14 B-54 – AGREEMENT WITH A. LANGE CONSULTING, LLC

BE IT RESOLVED that Palo Verde Community College District Board of Trustees accepts the Agreement for Consulting Service with A. Lange Consulting, LLC to provide services in the installation and configuration of a custom Web Intelligence reporting suite, and related training. The contract will be effective November 1, 2015 through June 30, 2016. Contract not to exceed \$10,900; shown as Reference B-54.

It was moved by _____, and seconded by _____, that Resolution 15-14 B-54 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

C. PERSONNEL

Resolution 15-14 C-63 – APPROVAL OF NEW JOB DESCRIPTION, EXECUTIVE DIRECTOR OF PVC FOUNDATION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the new job description for Executive Director of PVC Foundation, a Classified Management/Confidential position; 12 month, 40 hours per week, on Row 6 of the Classified Management/Confidential salary schedule; shown as Reference C-63.

It was moved by _____, and seconded by _____, that Resolution 15-14 C-63 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 15-14 C-64 – MOU WITH PVC FOUNDATION REGARDING RESOURCE DEVELOPMENT TO SUPPORT COLLEGE PROGRAMS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Memorandum of Understanding (MOU) with the PVC Foundation for the purpose of developing resources to support college programs; shown as Reference C-64.

It was moved by _____, and seconded by _____, that Resolution 15-14 C-64 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

D. MISCELLANEOUS

Resolution 15-14 D-32 – FINAL BUDGET FOR 2015-2016 FISCAL YEAR

BE IT RESOLVED that Palo Verde Community College District Final Budget for fiscal year 2015-2016 be adopted (*shown loose in Board folders*).

It was moved by _____, and seconded by _____, that Resolution 15-14 D-32 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 15-14 D-33 – 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, and the Regular Meeting on August 11, 2015.

It was moved by _____, and seconded by _____, that Resolution 15-14 D-33 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. 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 Employment; pursuant to Gov. Code 54957
Title: Library Technician I
2. Conference with Real Property Negotiators pursuant to Gov. Code 54956.8
Property: 301 N. Main Street, Blythe, California
Agency Negotiator: Donald G. Wallace
3. Public Employee Performance/Evaluation pursuant to Gov. Code 54957
Title: Superintendent/President

XV. RECONVENE TO OPEN SESSION

Any action taken in Closed Session will be announced at this time.

XVI. ADJOURN

The next Study Session of the Board of Trustees will take place Tuesday, September 22, 2015 at 4:30 p.m. in CL 101 of the Blythe campus.