

PALO VERDE COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING
BOARD OF TRUSTEES**

**Tuesday, October 8, 2013
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 13-17

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	_____
Lincoln Edmond, Trustee	_____
Ed Gonzales, Trustee	_____
Ned Hydeuke, 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 Regular Meeting of September 10, 2013.
- 5. Approval of the Minutes of the Study Session of September 24, 2013.
- 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

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.

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

VI. PUBLIC NOTICE/HEARINGS

There are no Public Notice/Hearings for this meeting.

VII. PRESENTATION – PROGRAM REVIEWS

1. Child Development Program Review 2012-2013 – Kevin Eoff, Division Chair, will present *(shown loose in Board folders)*.
2. Accreditation 2014 Update - Brian Thieboux, Accreditation Liaison Officer.

VIII. DISCUSSION

1. First Reading; Board of Trustees Self Evaluation 2012-2013 *(shown loose in Board folders)*.
2. First Reading; Board of Trustees Goals 2013-2014 *(shown loose in Board folders)*.
3. First Reading; CEO Goals 2013-2014 *(shown loose in Board folders)*.
4. Second Reading; Follow-Up Report to the Accrediting Commission for Community and Junior Colleges dated October 15, 2013 *(shown loose in Board folders)*.
5. Review of BP 2725 – Board Member Compensation *(shown loose in Board folders)*.

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 September 2013 *(shown loose in Board folders)*
 - General Fund Comparative Statement of Revenue and Expenses September 2013 *(shown loose in Board folders)*
8. Board of Trustees Comments and Discussion

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for September 2013 *(shown loose in Board folders)*.
2. Palo Verde College will be hosting The Young Americans, November 1-3, 2013, with scheduled performances on Sunday, November 3 at 5:00 p.m. and 6:00 p.m.
3. CCLC Annual Convention and Partner Conferences at the Hyatt Regency San Francisco Airport in Burlingame, CA, November 21-23, 2013. Registration deadline is October 31, 2013 *(shown loose in Board folders)*.

X. INFORMATION ITEMS (continued)

4. The Accrediting Commission will conduct a Palo Verde College site visit on Friday, November 8, 2013, in response to the October 15, 2013 Follow-Up Report.
5. ASG Newsletter dated October 1, 2013 *(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 13-17 A-27 – CURRICULUM APPROVED AT SEPTEMBER MEETING

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves new and revised courses in various curriculum areas and approved by the Curriculum Committee, as shown in Reference A-27.

C. PERSONNEL

Resolution 13-17 C-127 – BASIC SKILLS INITIATIVE EXTRA DUTY ASSIGNMENT (RAMAN)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the extra duty assignment for Biju Raman to oversee the District Basic Skills Initiative (BSI) program per CTA contract provisions, at his per diem hourly rate, no more than 10 hours per week, as needed with yearly approved budget limits, to be paid from BSI funds, effective August 10, 2013 through June 30, 2016, paid monthly per time sheet.

Resolution 13-17 C-128 – RESIGNATION OF INSTRUCTIONAL SERVICES MANAGER (SMITH)

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees approves, a resignation notice dated September 23, 2013, from Naomi Smith, Instructional Services Manager, effective October 4, 2013.

Resolution 13-17 C-129 – EMPLOYMENT OF INSTRUCTIONAL SERVICES MANAGER (ANDRADE)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Maria "Lupita" Andrade, as full-time, 40 hours per week, Instructional Services Manager, a classification of Row 3, Step 2, on the Classified Management/Confidential Salary Schedule, effective October 4, 2013.

Resolution 13-17 C-130 – CLASSIFIED EMPLOYEE RECLASSIFICATION (VANDYNE)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the reclassification of Robert VanDyne, Help Desk Technician I at the Needles Center, from part-time, 19 hours per week, to full-time, 40 hours per week, no change in job description, at his current placement on the Classified Salary Schedule, effective October 11, 2013.

Resolution 13-17 C-131 - EMPLOYMENT OF DISTANCE EDUCATION CLERK (CHAVEZ)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves to appoint Brandi Chavez as probationary Distance Education Clerk effective October 11, 2013, pursuant to Education Code section 88003, at a placement of Row 3, Step 2 on the Classified Salary Schedule.

XI. CONSENT RESOLUTIONS (continued)

Resolution 13-17 C-132 - OUT OF CLASS PAY (FLORES)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies Out-Of-Class pay for Henry Flores, for performing the duties of Financial Aid Technician II, at step 1 of the higher classification or 5%, whichever is greater, effective October 2, 2013.

Resolution 13-17 C-133 - EMPLOYMENT OF TEMPORARY HOURLY INSTRUCTIONAL AIDE (FRAGOZA)

BE IT RESOLVED that Palo Verde College District Board of Trustees approves the Temporary employment of Jesus Milagros Fragoza, for a temporary, hourly Instructional Aide (for ESL Classes), paid on the Classified Salary Schedule Row 3, Step 1, not to exceed 19 hours per week, effective October 11, 2013. Human Resources has verified that the applicant meets State required minimum qualifications.

Resolution 13-17 C-134 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2013

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 2013:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Bunch, Britny	Student Clerk/CalWorks & BSV	\$8.25
Gonzalez, Imelda	Student Clerk/CalWorks	\$8.25
Gonzalez, Shelby	Student Aide/Student Services	\$8.00
Pryor, Matthew	Student Aide/Financial Aid	\$8.00
Santero, David	In-Class Aide/Building Trades	\$8.75
Solis, Joanna	Student Tutor/Recreation Center	\$8.75

D. MISCELLANEOUS

Resolution 13-17 D-27 – OPERATING ASG CLUBS FOR 2013-2014

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following Associated Student Government (ASG) Clubs, and that they have completed the proper filing process in accordance with Board Policy, and they are conducting activities in the 2013-2014 academic year: Palo Verde College Colorado River Astronomy Club, and Nursing Club.

(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 13-17 A-28 – PROGRAM REVIEW APPROVAL (ALCOHOL AND DRUG STUDIES)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Program Review for Alcohol and Drug Studies, presented to the Governing Board on September 10, 2013 *(shown loose in Board folders)*.

It was moved by _____, and seconded by _____, that Resolution 13-17 A-28 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-17 A-29 – PROGRAM REVIEW APPROVAL (CHILD DEVELOPMENT)

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

It was moved by _____, and seconded by _____, that Resolution 13-17 A-29 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

B. BUSINESS

Resolution 13-17 B-47 – TRULY NOLEN SERVICE AGREEMENT

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Service Agreement with Truly Nolen for pest control services on a monthly basis for the main campus and the Palo Verde College Don Kuykendall Child Development Center, with annual pricing not to exceed \$3135.00 for the main campus, and \$535.80 for the Don Kuykendall Child Development Center, as shown in Reference B-47.

It was moved by _____, and seconded by _____, that Resolution 13-17 B-47 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)

C. PERSONNEL

Resolution 13-17 C-135 – APPROVAL OF CONTRACT FOR INTERIM DIRECTOR, NEEDLES CENTER (MUNGUÍA)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the contract for Eva Margarita Munguía, Interim Director of Needles Center, per terms of agreement as shown in Reference C-135, effective September 1, 2013 through June 30, 2014.

It was moved by _____, and seconded by _____, that Resolution 13-17 C-135 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-17 C-136 - RESIGNATION OF ACTING DIRECTOR, MAINTENANCE AND OPERATIONS EXTRA DUTY ASSIGNMENT (RHOADES)

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees approves, a resignation letter dated October 1, 2013, from Mike Rhoades, Acting Director, Maintenance and Operations, effective October 1, 2013.

It was moved by _____, and seconded by _____, that Resolution 13-17 C-136 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-17 C-137 – EXTENSION OF TEMPORARY EMPLOYMENT TO OVERSEE MAINTENANCE AND OPERATIONS (LEE)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the extension of temporary employment for Shad Lee to oversee and serve in a leadership capacity for Maintenance and Operations, at 10 hours per week or as needed on an emergency basis (not to exceed 29 hours), for a fee of \$38.79 per hour, effective October 11, 2013.

It was moved by _____, and seconded by _____, that Resolution 13-17 C-137 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)

D. MISCELLANEOUS

Resolution 13-17 D-28 – APPROVAL OF PALO VERDE COLLEGE FOLLOW-UP REPORT TO THE ACCREDITATION COMMISSION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Follow-Up Report to the Accreditation Commission, as submitted and shown loose in Board folders.

It was moved by _____, and seconded by _____, that Resolution 13-17 D-28 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 13-17 D-29 – BOARD OF TRUSTEES SELF EVALUATION 2012-2013

BE IT RESOLVED, that the Board Self Evaluation 2012-2013, conducted at the September 10, 2013 Board meeting, and as shown in Reference D-29, be approved as submitted and available to the public upon request.

It was moved by _____, and seconded by _____, that Resolution 13-17 D-29 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. RECESS TO CLOSED SESSION (continued if necessary)

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.

2. 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