

PALO VERDE COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING
BOARD OF TRUSTEES**

Tuesday, October 14, 2014

5:00 p.m.

Needles Center - 725 W. Broadway, Needles, CA.

(ITV held at Palo Verde College, CL 101 – One College Drive, Blythe, 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 14-15

AGENDA

I. OPENING OF MEETING

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

Millie Rodriguez, President	_____
George Thomas, Vice President	_____
Ned Hyduke II, Clerk	_____
Ted Arneson, Trustee	_____
Lincoln Edmond, Trustee	_____
Ed Gonzales, Trustee	_____
Jerry Lewis, Trustee	_____
Alex Munoz, 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 Special Meeting/Study Session of August 26, 2014, approval of the Minutes of the Regular Meeting of September 9, 2014, and approval of the Special Meeting/Study Session of September 23, 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

VII. PRESENTATION/PROGRAM REVIEW

1. Nursing and Allied Health Program Review – Ms. Sharron Burgeson, Nursing and Allied Health Coordinator *(shown loose in Board folders)*.

VIII. DISCUSSION

1. Review and acceptance of 2014-15 Student Success and Support Program Plan – Dr. Sean Hancock, and Mr. Brian Thieboux *(shown loose in Board folders)*.
2. Second Reading of Board of Trustees Self Evaluation 2013-2014 *(shown loose in Board folders)*.
3. Second Reading of Board of Trustees Performance Goals for 2014-2015 *(shown loose in Board folders)*.
4. Second Reading of Board of Trustees Institutional Goals for 2014-2016 *(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. Sean Hancock - Vice President of Instruction and Student Services
7. Russi Egan - Chief Business Officer
8. Board of Trustees Comments and Discussion

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for September 2014 *(shown loose in Board folders)*.
2. Revised Administrative Procedure 2710 – Conflict of Interest *(shown loose in Board folders)*.
3. Revised Administrative Procedure 2712 – Conflict of Interest Code *(shown loose in Board folders)*.
4. The Palo Verde High School Talent Show will take place in the PVC Fine and Performing Arts Theater October 16, 18, and 19, 2014.
5. Upcoming CCLC conferences and events *(shown loose in Board folders)*.
6. ASG October Newsletter *(shown loose in Board folders)*.
7. PVC Consort presents a Recital of Live Music, November 12, 2014 at 4:00 p.m. in room FA-115 of the Fine and Performing Arts Complex *(shown loose in Board folders)*.
8. Out of state travel request for Cheryl Bruno-Mofu to travel with the Vocational Nursing students to La Paz Regional Hospital in Parker, AZ, Oct. 1-2, 7-8, 15-16, 22-23, and 29-30, 2014, to conduct clinicals.
9. Out of state travel request for Dr. Don Wallace, Dr. Sean Hancock, Russi Egan, Eva Munguía, and Bruce Wallace to travel to the Avi Resort and Casino in Laughlin, NV, October 11, 2014, to attend the Needles Chamber of Commerce Annual Dinner.

X. INFORMATION ITEMS (continued)

10. Out of state travel request for Biju Raman to travel to Phoenix, AZ for airline flight to Sacramento, CA, October 5-7, 2014, to attend AB86 Adult Education Regional Planning Summit.

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 14-15 A-16 – PART-TIME INSTRUCTORS/COUNSELORS FOR FALL SEMESTER 2014

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves instructors/counselors for fall semester 2014, shown as Reference A-16.

Resolution 14-15 A-17 – CONFIRMATION OF INSTRUCTOR EQUIVALENCY

BE IT RESOLVED that Palo Verde Community College District Board of Trustees confirms equivalency for the following instructor pursuant to the Board’s letter dated June 29, 2004. 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	Approval Date
Lilley-Edgerton, Dennese	Speech	Instructor	Life	02/01/2005

Resolution 14-15 A-18 – INSTRUCTORS RECOMMENDED 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
E. David Atiyota	Health	Instructor	Life	09/04/2014

B. BUSINESS

Resolution 14-15 B-40 – TRiO/STUDENT SUPPORT SERVICES GRANT AWARD NOTIFICATION PY 2014-2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Grant Award from the U.S. Department of Education for Palo Verde College TRiO/Student Support Services Program, in the amount of \$213,177.00 for academic year 2014-2015. This Grant Award will be used to serve students with disabilities, low-income, and who lack basic skills in reading and writing; shown as Reference B-40.

XI. CONSENT RESOLUTIONS (continued)

C. PERSONNEL

Resolution 14-15 C-75 – REVISED JOB DESCRIPTIONS FOR FINANCIAL AID TECHNICIAN I/II/III

BE IT RESOLVED that the Palo Verde Community College District Board of Trustees approves the following revised job descriptions, shown as Reference C-75:

Financial Aid Technician I, a full-time, 12 month Classified position, Row 5 on the Classified salary schedule;

Financial Aid Technician II, a full-time, 12 month Classified position, Row 8 on the Classified salary schedule;

Financial Aid Technician III, a full-time, 12 month Classified position, Row 10 on the Classified salary schedule.

Resolution 14-15 C-76 – NEW JOB DESCRIPTION FOR AB86 PROJECT COORDINATOR

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the job description for AB86 Project Coordinator, a Classified Management (exempt) position, on Row 6 of the Classified Management/Confidential salary schedule, for no more than 29 hours per week. This is a grant funded position to end June 30, 2015, shown as Reference C-76.

Resolution 14-15 C-77 – PART-TIME CUSTODIAN (SABARZO VACA)

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Patricia Sabarzo Vaca as Custodian, a part-time, 19 hour per week classified position, at a salary placement on the hourly classified salary schedule of Row 1, Step 1, as soon as can be arranged. Human Resources has verified that the applicant meets the required minimum qualifications.

Resolution 14-15 C-78 – SUBSTITUTE PART-TIME CUSTODIANS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the substitute employment of Daniel Garnica and Raul Fernandez as Custodians, a substitute part-time, up to 19 hour per week classified position, at a salary placement on the hourly classified salary schedule of Row 1, Step 1, as soon as can be arranged. Human Resources has verified that the applicants meets the required minimum qualifications.

Resolution 14-15 C-79 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2014

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 2014:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Adame, Alexia	Tutor - BSI/Tutor - FWS	\$9.75
Aguilar Mendoza, Casandra	Tutor – BSI	\$9.75
Banuelos, Yenelia	Tutor – BSI	\$9.75
Barcnas, Martinique	Student Clerk – CAW	\$9.25
Bowley, Joseph	Student Aide – FWS	\$9.00

Chavez, David	Tutor – Needles	\$9.75
Coronado, Andrea	Student Clerk – CAW	\$9.25
Dorame, Danielle	In-Class Tutor – BSI	\$9.75

XI. CONSENT RESOLUTIONS (continued)

Guilin, Sabrina	Student Aide – FWS	\$9.00
Hester, Cami	Student Aide – FWS	\$9.00
McCoy, Glynisha	Student Aide – FWS	\$9.00
Ruiz, Bella	Tutor – Blythe Rec. Center	\$9.75
Wilder, Eric	Student Clerk – CAW	\$9.25

D. MISCELLANEOUS

Resolution 14-15 D-29 – OPERATING ASG CLUBS FOR 2014-2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following Associated Student Government (ASG) Clubs; that they have completed the proper filing process in accordance with Board Policy, and they are conducting activities in the 2014-2015 academic year: Palo Verde College Colorado River Astronomy Club, and Nursing Club, and M.E.Ch.A.

(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 14-15 A-19 – PROGRAM REVIEW APPROVAL (NURSING AND ALLIED HEALTH)

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

It was moved by _____, and seconded by _____, that Resolution 14-15 A-19 be: (approved) (tabled until _____) (denied)

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

Motion carried/failed; Aye _____ No _____ Abstain _____ Absent _____

B. BUSINESS

Resolution 14-15 B-41 – RECORD DESTRUCTION RECOMMENDATION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the recommendation of the Superintendent/President for the destruction of Financial Aid

records, and certifies that no records are in conflict with the regulations set forth in AP 3310.

It was moved by _____, and seconded by _____, that Resolution 14-15 B-41 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_____

D. MISCELLANEOUS

Resolution 14-15 D-30 – BOARD OF TRUSTEES SELF EVALUATION 2013-2014

BE IT RESOLVED that the Board of Trustees Self Evaluation 2013-2014, conducted at the September 23, 2014 Board meeting, be approved as submitted and available to the public upon request *(shown loose in Board folders)*.

It was moved by _____, and seconded by _____, that Resolution 14-15 D-30 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 14-15 D-31 - ACCEPTANCE OF BOARD PERFORMANCE GOALS FOR 2014-2015

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Board Performance Goals for 2014-2015, *(shown loose in Board folders)*.

It was moved by _____, and seconded by _____, that Resolution 14-15 D-31 be: _____ (approved) _____ (tabled until _____) _____ (denied)

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 14-15 D-32 - ACCEPTANCE OF INSTITUTIONAL GOALS FOR 2012-2014

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Institutional Goals for 2012-2014 *(shown loose in Board folders)*.

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

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

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 14-15 D-33 – 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 Alex Munoz from the PVCCD Regular Meeting of August 12, 2014.

XII. ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 14-15 D-33 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 Request Form available at the reception table.

1. Public Employee Performance/Evaluation: Superintendent/President.
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code Section 54957.