

**PALO VERDE COMMUNITY COLLEGE DISTRICT**  
**REGULAR MEETING**  
**BOARD OF TRUSTEES**  
**Claypool Building – 725 West Broadway in Needles – Classroom #10**  
*(and Teleconference held via CL 101 at One College Drive in Blythe)*  
**Tuesday, October 26, 2010**  
**4:30 p.m.**

**Meeting 10-13**

**AGENDA**

**I. OPENING OF MEETING**

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

Ed Gonzales, President	_____
Millie Rodriguez, Vice President	_____
Jerry Lewis, Clerk of the Board	_____
Ted Arneson, Trustee	_____
Sam Burton, Trustee	_____
Lincoln Edmond, Trustee	_____
Debbie Schuster, Trustee	_____
Leo Martinez, Student Trustee	_____

James Hottois, Superintendent/President	_____
Geri Butler, Vice President of Administrative Services	_____
Diana Rodriguez, Vice President of Student Services	_____
William Smith, Vice President of Instructional Services	_____

4. Approval of the Minutes of the Regular Meeting of September 28, 2010.
5. Approval of the Agenda for this meeting.

**II. ITEMS FOR DISCUSSION IN CLOSED SESSION (AT BEGINNING OF MEETING)**

1. Conference with Labor Negotiator, Dr. Hottois – Classified Management/Confidential.
2. Public Employee Discipline/Dismissal/Release.

**III. ADJOURN TO CLOSED SESSION**

**IV. RETURN TO OPEN SESSION**

**V. 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.)

**VI. PUBLIC NOTICE / HEARING ON TENTATIVE AGREEMENT FOR CLASSIFIED MANAGEMENT/ CONFIDENTIAL EMPLOYEES**

Open Public Hearing and take comments on Tentative Agreement dated September 29, 2010, between the PVCCD and Classified Management/Confidential employees *(copies included loose in Board folders and available to the public at the Library and President's Office.)*. Close hearing.

## **VII. REPORTS**

1. Associated Student Government
2. Academic Senate
3. CSEA, Chapter 180
4. CCA/CTA
5. Superintendent/President
  - Geri Butler, Vice President of Administrative Services
  - Diana Rodriguez, Vice President of Student Services
  - William Smith, Vice President of Instructional Services
6. Board of Trustees Comments and Discussion
7. Needles Report

## **VIII. INFORMATION ITEMS**

*(The following policy and procedures changes are related to the name change from ASB to ASG and Distance Learning.)*

1. Revised AP 2015, Student Member(s), as information only *(shown loose in Board folders)*.
2. Second Read of revised BP 2105, Election of Student Members with revised administrative procedure as information only *(shown loose in Board folders)*.
3. Second Read of revised BP 2210, Officers *(shown loose in Board folders)*.
4. Revised AP 2340, Agendas, as information only, *(shown loose in Board folders)*.
5. Revised AP 2360, Minutes, as information only, *(shown loose in Board folders)*.
6. Revised AP 2431, Superintendent/President Selection, as information only, *(shown loose in Board folders)*.
7. Revised AP 2510, Collegial Governance: Participation in Local Decision Making, as information only, *(shown loose in Board folders)*.
8. Revised AP 3600, Auxiliary Organization, as information only, *(shown loose in Board folders)*.
9. Revised AP 3720-1, Student Email Correspondence Policy, as information only, *(shown loose in Board folders)*.
10. Second Read of revised BP 4105, Distance Learning with AP 4105-0, Online Courses, AP 4105-1, Interactive Television (ITV) Courses, AP 4102, Correspondence Education – all APs as information only *(shown loose in Board folders)*.
11. Second Read of revised BP 5030, Fees and Tuition, with AP 5030-0 as information only *(shown loose in Board folders)*.
12. Second Read of revised BP 5400, Associated Students Organization with AP 5400-1, Student Club Procedures as information only *(shown loose in Board folders)*.
13. Second Read of revised BP 5420, Associated Students Finance, with AP 5420 as information only *(shown loose in Board folders)*.
14. Revised AP 5500-1, Standards of Conduct, as information only, *(shown loose in Board folders)*.
15. Revised AP 6300-0, Fiscal Management, as information only, *(shown loose in Board folder)*.
16. Revised AP 7210-0, Permanent Academic Employees: Recruitment and Hiring, as information only, *(shown loose in Board folders)*
17. Revised AP 7250-0, Academic Administrators: Recruitment and Hiring, as information only, *(shown loose in Board folders)*
18. 9/27/10 letter from Palo Verde Valley Community Improvement Fund (CIF) granting the college \$94,703 to establish a truck driving school for up to 20 individuals *(with grant application)*.
19. 2010/2011 PVCCD Organizational Chart approved by College Council on 10/19/10.

**IX. 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 10-13 A-23 - CURRICULUM APPROVED AT OCTOBER MEETING**

BE IT RESOLVED that the actions of the Curriculum Committee at meeting held on October 14, 2010 (*new and revised courses in various curriculum areas*), as shown in Reference A-23, be adopted.

**Resolution 10-13 A-24 - REVISIONS TO EDUCATIONAL MASTER PLAN**

BE IT RESOLVED that the revisions to the Educational Master Plan, as shown in Reference A-24, were approved by College Council on September 7, 2010, are being presented to the Board of Trustees. These revisions will also be made to the existing Educational Master Plan.

**B. Business**

**Resolution 10-13 B-89 - REGISTER OF WARRANTS AND FINANCIAL REPORT FOR SEPTEMBER 2010**

BE IT RESOLVED that the Register of Warrants and Financial Report for the period ending September 30, 2010, be approved.

**Resolution 10-13 B-90 - ANNUAL 311 FINANCIAL REPORT**

BE IT RESOLVED that the Annual Financial and Budget Report (CCFS-311), for Fiscal Year 2009-10 and Budget Year 2010-11, as prepared by Administrative Services, be approved as submitted to the Chancellor's Office (*see report loose in folders*).

**C. Personnel**

**(Academic Personnel)**

**Resolution 10-13 C-47 - PART-TIME INSTRUCTORS/COUNSELORS FOR FALL SEMESTER 2010**

BE IT RESOLVED that part-time instructors/counselors, as shown in Reference C-47, be approved for Fall Semester 2010.

**(Classified Personnel)**

**Resolution 10-13 C-48 - CDC SUBSTITUTE AIDE**

BE IT RESOLVED that Kali Adams, be employed as a Substitute Aide for the Child Development Center at a salary placement on the Child Development Salary Schedule of Row 1, Column 1 (\$8.02/hour), effective as soon as possible, used on an as-needed basis.

**Resolution 10-13 C-49 - TEMPORARY REPLACEMENT FOR ADMIN. SERVICES TECH**

BE IT RESOLVED that Susie Lindbergh, be employed as temporary Administrative Services Technician during Erin Currier's maternity leave, at an hourly rate of \$22.69/hour beginning

November 1, 2010.

**IX. CONSENT RESOLUTIONS (continued)**

**C. Personnel**

**(Student Personnel)**

**Resolution 10-13 C-50 - PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2010**

BE IT RESOLVED that part-time temporary student employees (aides, interpreters, tutors peer coordinator/counselors, and peer counselor/recruiters), as shown in Reference C-50, be approved for the Fall Semester of 2010.

***(Blanket Motion)***

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

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**X. ACTION ITEMS**

**B. Business**

**Resolution 10-13 B-91 - AUTHORIZATION FOR TRAVEL EXPENSES (HOLMES)**

BE IT RESOLVED that the PVCCD approves the payment of expenses for Lisa Holmes, who serves as consultant for Board Policies and Procedures, to attend the CCLC Policy and Procedure Workshop being held in Pasadena on November 18, 2010. The approximate cost will be \$250.00.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 B-91 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 B-92 - AUTHORIZATION FOR TRUSTEE TRAVEL EXPENSES (THOMAS)**

BE IT RESOLVED that the PVCCD approves the payment of expenses for George Thomas, newly elected trustee to take office in December 2010, to attend the CCLC Annual Convention & Conference in Pasadena on November 18-20, 2010, pursuant to memorandum shown in Reference B-92.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 B-92 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____

Burton \_\_\_\_\_ Lewis \_\_\_\_\_

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

**X. ACTION ITEMS (continued)**

**B. Business**

**Resolution 10-13 B-93 - AGREEMENT WITH SAGE CORPORATION FOR COMMERCIAL DRIVER TRAINING PROGRAM**

BE IT RESOLVED that the Palo Verde Community College District approves the agreement with Sage Corporation, as shown in Reference B-93, for a Commercial Vehicle Driver Training Program for 15 students, with compensation to SAGE from Palo Verde College in the amount of \$67,425.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 B-93 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 B-94 - PROPOSAL FROM BSE ENGINEERING, INC.**

BE IT RESOLVED that the PVCCD approves the proposal from BSE Engineering, Inc., shown in Reference B-94, to provide consulting engineering services to determine an energy efficient plan for the PVC campus at costs shown in proposal not to exceed a maximum of \$30,000.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 B-94 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 B-95 - AGREEMENT WITH WESTERN INSURANCE COMPANY FOR COMPLETION OF MECHANICAL WORK (PHASE IV)**

BE IT RESOLVED that the PVCCD Board of Trustees authorize the Superintendent/President enter into a contract with Western Insurance Company (draft shown loose in board folders) for the completion of the Mechanical Contract work for the Fine and Performing Arts Complex (Phase IV).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 B-95 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**X. ACTION ITEMS (continued)**

**C. Personnel**

**(Classified Management/Confidential Personnel)**

**Resolution 10-13 C-51 - TENTATIVE AGREEMENT WITH CLASSIFIED MANAGEMENT/CONFIDENTIAL EMPLOYEES**

BE IT RESOLVED that Palo Verde Community College District approves the Tentative Agreement dated September 29, 2010, between Classified Management/Confidential employees and the District *(shown loose in Board folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 C-51 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**D. Miscellaneous**

**Resolution 10-13 D-21 - REVISED BP 2105, ELECTION OF STUDENT MEMBERS**

BE IT RESOLVED that Palo Verde Community College District hereby approves revised Board Policy 2105 (and Administrative Procedures as information only), Election of Student Members *(shown loose in Board folders)*. This is the second reading and approval.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-21 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 D-22 - REVISED BP 2210, OFFICERS**

BE IT RESOLVED that Palo Verde Community College District hereby approves revised Board Policy 2210, Officers *(shown loose in Board folders)*. This is the second reading and approval.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-22 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**X. ACTION ITEMS (continued)**

**D. Miscellaneous**

**Resolution 10-13 D-23 - REVISED BP 4105, DISTANCE LEARNING**

BE IT RESOLVED that Palo Verde Community College District hereby approves revised Board Policy 4105, for Distance Learning (and Administrative Procedures as Information only: AP 4105-0, Online Courses, AP 4105-1, Interactive Television (ITV) Courses and AP 4105-2, Correspondence Education) *(shown loose in Board folders)*. This is the second reading and approval.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-23 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 D-24 - REVISED BP 5030, FEES AND TUITION**

BE IT RESOLVED that Palo Verde Community College District hereby approves revised Board Policy 5030 (and Administrative Procedures as information only), for Fees and Tuition *(shown loose in Board folders)*. This is the second reading and approval.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-24 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 D-25 - REVISED BP 5400, ASSOCIATED STUDENTS ORGANIZATION**

BE IT RESOLVED that Palo Verde Community College District hereby approves revised Board Policy 5400, Associated Students Organization (and Administrative Procedures as information only), for Student Club Procedures *(shown loose in Board folders)*. This is the second reading and approval.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-25 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**X. ACTION ITEMS (continued)**

**D. Miscellaneous**

**Resolution 10-13 D-26 - REVISED BP 5420, ASSOCIATED STUDENTS FINANCE**

BE IT RESOLVED that Palo Verde Community College District hereby approves revised Board Policy 5420 (and Administrative Procedures as information only), for Associated Students Finance *(shown loose in Board folders)*. This is the second reading and approval.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-26 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 D-27 - BLANKET APPROVAL FOR BOARD MEMBER COMPENSATION**

BE IT RESOLVED that Palo Verde Community College District hereby approves that in order to comply with paragraph three of BP 2725, Board Member Compensation, as shown in Reference D-27, that blanket approval be given to expenses incurred by Board members during the year. This resolution will be presented and reviewed on an annual basis prior to the beginning of each academic year at the June board meeting.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-27 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**Resolution 10-13 D-28 - MATRICULATION PLAN**

BE IT RESOLVED that Palo Verde Community College District hereby approves the Matriculation Plan *(shown loose in Board folders)*, which was approved at College Council on October 19, 2010.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 10-13 D-28 be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Edmond	_____	Rodriguez	_____
Arneson	_____	Gonzales	_____	Schuster	_____
Burton	_____	Lewis	_____		

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

**XI. 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.)



**XII. ADJOURNMENT**

The next Regular Meeting will be held on Tuesday, November 16, 2010, in Blythe.