

# **PALO VERDE COMMUNITY COLLEGE DISTRICT**

## **REGULAR MEETING**

### **BOARD OF TRUSTEES**

**One College Drive in Blythe – CS 209**

***(and Teleconference held at 725 West Broadway in Needles-Classroom #8)***

**Tuesday, June 26, 2012**

**5:00 p.m.**

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](http://www.paloverde.edu); or at the scheduled meeting.

### **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

George Thomas, Trustee

Frannie Gregory, Student Trustee

Denise Whittaker, Interim Superintendent/President

Kay Ragan, Interim Vice President of Student Services

William Smith, Vice President of Instructional Services

4. Approval of the minutes for May 8, 2012 Board of Trustees Meeting
5. Approval of the Agenda for this meeting.

#### **II. ITEMS FOR DISCUSSION IN CLOSED SESSION**

**(AT END OF MEETING WITH REPORTABLE ACTION POSSIBLE IN OPEN SESSION)**

1. CONFERENCE WITH LABOR NEGOTIATOR  
Negotiator: Denise Whittaker  
Employee Organizations: CSEA, CTA, Classified Management/Confidential  
Non-represented Employees: Vice Presidents
2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE  
Government Code Section 54957
3. REAL PROPERTY  
Parcel of Land on Chanslor Way

**III. 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."

**IV. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS (WHITTAKER)**

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.

**V. PUBLIC NOTICE/HEARING ON CCA/CTA NEGOTIATIONS**

**Open the Public Notice/Hearing on the following items:**

1. Tentative Agreement Between PVCCD and Palo Verde College CCA/CTA for Involuntary or Voluntary Transfer of Non-Teaching Faculty to Classroom to Meet 50% Law Compliance *(shown in packet with lilac cover in Board folders)*.
2. Memorandum of Understanding Between PVCCD and CCA/CTA Concerning Medical and Other Insurance Benefits for Specific Health Problems *(shown in packet with lilac cover in Board folders)*.
3. Tentative Agreement Between PVCCD and CCA/CTA to Extend the Current 2011-2012 Agreement for One Year, through June 30, 2013 *(shown in packet with lilac cover in Board folders)*.
4. Memorandum of Understanding Between PVCCD, CSEA, and CCA/CTA for Classified Teaching Assignment to Address the 50% Law Deficiencies for 2012-13. *(shown in packet with lilac cover in Board folders)*.
5. Memorandum of Understanding Between PVCCD and CCA/CTA for Classified Management/Confidential Teaching Assignment to Address the 50% Law Deficiencies for 2012-13. *(shown in packet with lilac cover in Board folders)*.

**Public comments.**

**Close Public Notice/Hearing.**

**PUBLIC NOTICE/HEARING ON CSEA NEGOTIATIONS**

**Open the Public Notice/Hearing on the following items:**

1. Memorandum of Understanding CSEA Voluntary Incentives as approved in Closed Session on June 12, 2012 *(shown in packet with goldenrod cover page in Board folders)*.
2. Tentative Agreement: CSEA Successor Agreement *(shown in packet with goldenrod cover page in Board folders)*.
3. Memorandum of Understanding Between PVCCD, CSEA, and CCA/CTA for Out-of-Class Classified Teaching Assignment to Address the 50% Law Deficiencies for 2012-13. *(shown in packet with goldenrod cover page in Board folders)*.

## **PUBLIC NOTICE/HEARING (continued)**

4. Memorandum of Understanding to Correct the 2006-07 Classified Salary Schedule to include Step 13 Job classifications; to correct the documentation for placement of Rich Soto at Step 13 in 2006-07; and to correct subsequent misplacement of Suzy Woods from Step 12 to Step 13. *(shown packet with goldenrod cover page in Board folders).*
5. Memorandum of Understanding to Convert the Classified Employee "Payroll/Benefits Coordinator" Position to Confidential meeting PERB definitions of confidential status. *(shown packet with goldenrod cover page in Board folders).*
6. Memorandum of Understanding for the Classified Salary Schedule 2012-13 reduction of 3.85% per CSEA negotiations. *(shown packet with goldenrod cover page in Board folders).*

### **Public comments.**

### **Close Public Notice/Hearing.**

## **VI. PRESENTATION**

### **Tentative Budget Overview (Russi Egan)**

## **VII. REPORTS**

1. Associated Student Government
2. Academic Senate
3. CSEA Chapter 180
4. CCA/CTA
5. Denise Whittaker, Interim Superintendent/President
  - Accreditation Presentation to the Commission on June 7, 2012.
  - Tentative Budget
6. Kay Ragan, Interim Vice President of Student Services
7. William Smith, Vice President of Instructional Services
8. Board of Trustees Comments and Discussion

## **VIII. INFORMATION ITEMS**

1. College Closure: June 29 – July 16, 2012.
2. Out of state travel for Jonathan Martin to travel to Atlanta, GA to attend Sakai Conference/training, June 9-14, 2012. All expenses will be paid from Title III funding.
3. Out-of-state travel for M.L. Bettino to travel to Boston, MA to attend the 2012 Campus Technology Innovators conference July 15-19, 2012. All expenses will be paid from Title III funding.
4. Information from the Financial Aid Department: Federal Grant recipients that withdraw from ALL their classes (prior to 60% of the semester) or receive all F's will be held responsible for all funds that Palo Verde College owes back after the Return to Title IV Calculation (R2T4) is performed. For more information, please refer to the Financial Aid Handbook. Should the student fail to repay these funds there will be a hold placed on their records and they will not be able to enroll in the future.
5. Invitation from CCLC for the retirement celebration for Chancellor Jack Scott at The Citizen Hotel in Sacramento, CA, August 15, 2012, *(shown loose in Board folders).*
6. Palo Verde Community College Purchase Order Activity Report 5.1.2012-5.31.2012, 2012 *(shown loose in Board folders).*
7. Palo Verde Community College General Fund Cash Analysis for period ending 5.31, 2012 *(shown loose in Board folders).*

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.)*

IX. **CONSENT RESOLUTIONS (continued)**

**A. INSTRUCTION**

**Resolution 12-13 A-21 - K-12 ENROLLMENTS – SUMMER 2012**

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves K-12 students, completing approved college enrollment process, as shown in Reference A-21, be approved to attend classes at Palo Verde College for Summer 2012. Administration is recommending approval subject to space availability in classes.

**B. BUSINESS**

**Resolution 12-13 B-42 - EARLY CLOSEOUT/TERMINATION OF WORKFORCE INVESTMENT ACT (WIA) GREEN JOBS SUB GRANT AGREEMENT #K183464**

BE IT RESOLVED, that due to unforeseen circumstances in the solar industry/job market, the Palo Verde Community College District Board of Trustees accepts the early closeout/termination and de-obligation of the remaining funds of the Workforce Investment Act (WIA) Green Jobs Sub Grant Agreement K183464, Grant Code 479, effective June 30, 2012. The sub grant was through the State of California Employment Development Department and was effective June 1, 2011 to March 31, 2013, as shown in Reference B-42.

**Resolution 12-13 B-43 – EARLY TERMINATION OF COUNTY OF RIVERSIDE ECONOMIC DEVELOPMENT AGENCY SUBCONTRACT AGREEMENT #PY2011/2013-479**

BE IT RESOLVED, that due to the early closeout/termination of the WIA Green Jobs Sub Grant Agreement #K183464, Grant Code 479, the Palo Verde Community College District Board of Trustees accepts the early termination of the County of Riverside Economic Development Agency Subcontract Agreement #PY2011/2013-479, which provided fiscal and program services to support the grant, effective June 30, 2012, as shown in Reference B-43.

**Resolution 12-13 B-44 – EARLY TERMINATION OF CONSULTANT AGREEMENT (ENTWISTLE)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the early termination of Consultant Agreement between Rhonda Entwistle, Grant Coordinator, and PVCCD due to the early closeout/termination of the Workforce Investment Act (WIA) Green Jobs Sub Grant Agreement K183464, Grant Code 479, effective June 30, 2012.

**Resolution 12-13 B-45 – TERMINATION OF CONSULTANT AGREEMENT (WALTERS)**

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves the termination of the Consultant Agreement for George Walters of Cibola, AZ, effective July 15, 2012.

**IX. CONSENT RESOLUTIONS (continued)**

**Resolution 12-13 B-46 – 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 in the amount of \$3,000 per year from July 1, 2012 through June 30, 2013. These are standard IPEDS (Integrated Postsecondary Education Data System) reports required by federal law for students and processed by the Registrar of Palo Verde College, shown as Reference B-46.

**Resolution 12-13 B-47 – GANN LIMIT WORK SHEET 2012-2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Gann Limit Work Sheet for 2012-2013 for submission to the Chancellor's Office, as prepared by the Fiscal Services Office, and shown in Reference B-47.

**Resolution 12-13 B-48 – CONSULTANT AGREEMENT (CHAMBERS)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Agreement for Consultant Services for Alice Chambers, of Needles, CA to conduct fee-based Art Courses, effective August 30, 2012 and ending December 14, 2012. Consultant will be compensated no more than the revenue that is collected from the participating students, which is not to exceed \$3,000, and consultant will be compensated for teaching the classes at the end of the term, which is divided into three sections.

**C. PERSONNEL**

**(Academic)**

**Resolution 12-13 C-32 – BASIC SKILLS INITIATIVE EXTRA DUTY ASSIGNMENT (RAMAN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves extra duty assignment for Biju Raman to oversee the District Basic Skills Initiative (BSI) program per CTA contract provisions, at the per diem hourly rate, as needed, \$1,500 to be paid from BSI funds, effective August 13, 2012 through May 15, 2013, to be paid monthly per time sheet.

**Resolution 12-13 C-33 – BASIC SKILLS INITIATIVE EXTRA DUTY ASSIGNMENT, RATIFICATION (RAMAN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies extra duty assignment for Biju Raman to oversee the District Basic Skills Initiative (BSI) program per CTA contract provisions, total stipend of \$1,500 for fiscal year 2011-2012, to be paid at the end of fiscal year 2011-2012.

**Resolution 12-13 C-34 – INSTRUCTIONAL SERVICE AGREEMENT (ISA) EXTRA DUTY SUMMER ASSIGNMENT (JONES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies extra duty summer assignment for Sharon Jones to oversee the District Instructional Service Agreement (ISA) program per CTA contract provisions, at her per diem rate per hour, as needed, not to exceed 120 hours, effective May 1 – August 10, 2012 to be paid per monthly time sheet.

**IX. CONSENT RESOLUTIONS (continued)**

**Resolution 12-13 C-35 – STUDENT LEARNING OUTCOME (SLO) EXTRA DUTY SUMMER ASSIGNMENT (JONES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies extra duty summer assignment for Sharon Jones to oversee the District Instructional Service Agreement (SLO) per CTA contract provisions, at her per diem rate per hour, as needed, not to exceed 60 hours, effective May 1 – August 10, 2012.

**Resolution 12-13 C-36 – STUDENT LEARNING OUTCOME (SLO) EXTRA DUTY ASSIGNMENT (JONES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the extra duty assignment for Sharon Jones for the academic year (August 13, 2012 through June 1, 2013) to oversee the District Student Learning Outcomes (SLO) program per CTA contract provisions, at her per diem rate per hour, not to exceed 20 hours per month, to be paid per monthly time sheet.

**Resolution 12-13 C-37 – PARTIAL PERSONAL LEAVE OF ABSENCE (CLINTON)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Philip Clinton be granted his partial personal leave of absence request to change his workload assignment for the 2012/2013 Academic Year, as follows:

1. One year reduced load assignment, hourly based and not to exceed 26 CTLC's per year for the Academic Year 2012/2013.
2. Suspension of health and welfare benefits starting 08/13/2012.
3. Suspension of holding office hours.

**(Classified)**

**Resolution 12-13 C-38 – PUBLIC DISCLOSURE OF MOU BETWEEN PVCCD AND CSEA, CHAPTER 180 – VOLUNTARY INCENTIVES**

1. BE IT RESOLVED, that Palo Verde Community College District Board of Trustees publicly discloses action that took place in Closed Session at the June 11, 2012 Special Board of Trustees Meeting as follows: It was moved by Dr. Thomas, seconded by Mr. Arneson, and unanimously carried to accept the Memorandum of Understanding between PVCCD and CSEA, Chapter 180 – Voluntary Incentives. Employees choosing a voluntary incentive plan must do so prior to end of the business day on June 18, 2012, to be effective July 1, 2012 (*shown packet with goldenrod cover page in Board folders*).

**Resolution 12-13 C-39 – TEMPORARY EMPLOYMENT OF TITLE III, EDUCATIONAL TECHNOLOGIST**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the employment of Jonathan Martin as full time Temporary, Title III, Educational Technologist, a 12 month, 8 hours per day, 40 hours per week, CSEA classified position, with salary placement on the Classified Salary Schedule of Row 14, Step 1, effective June 4, 2012. At the end of the Grant (9.30.2013) Jonathan Martin will retreat to District employment.

**IX. CONSENT RESOLUTIONS (continued)**

**Resolution 12-13 C-40 – TEMPORARY REASSIGNMENT EOPS/CARE SECRETARY**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the temporary reassignment of Teresa Gomez-Gutierrez as Temporary EOPS/CARE Secretary, a full time, 12 month, 8 hours per day, 40 hours per week, CSEA classified position, with salary placement on the Classified Salary Schedule of Row 4, Step 7, effective June 4, 2012, and ending when a full time permanent position can be filled.

**Resolution 12-13 C-41 – TEMPORARY SUBSTITUTE FINANCIAL AIDE TECHNICIAN I**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the employment of Henry Flores as Substitute Financial Aide Technician I, a temporary lateral transfer with no salary change, beginning June 4, 2012 and ending June 29, 2012, due to extra Financial Aid funding for the 2011/2012 fiscal year.

**Resolution 12-13 C-42 – TEMPORARY EXTRA DUTY PAY (ESQUIBEL-MENDEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies that Diana Esquibel-Mendez, Assistant to the Financial Aid Officer, Outreach Coordinator, be temporarily paid out-of-class pay at Step 1, Row 6 on the Classified Management/Confidential salary schedule, which equal 8.??, for extra duties performed during the recruitment process for the Director of Financial Aid, effective May 26, 2012 until the new Director of Financial Aid is hired.

**Resolution 12-13 C-43 – RESIGNATION OF CHILD DEVELOPMENT CENTER INSTRUCTIONAL AIDE**

BE IT RESOLVED, that the Interim Superintendent/President has accepted a resignation notice dated May 21, 2012 from Michelle Burrola, Child Development Center Instructional Aide, effective June 8, 2012.

**(Student Personnel)**

**Resolution 12-13 C-44 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR SUMMER SEMESTER 2012**

BE IT RESOLVED, that the following part-time temporary student employees (student aides, interpreters/student services clerks, tutors, peer counselor/coordinators, and peer counselor/recruiters) be approved for Summer Semester 2012:

Brown, Ashlee	Tutor	TRiO Grant
Duran, Sergio	Peer Counselor	Financial Aid
Estrada, Danya	Tutor	TRiO Grant
Nieto, Jannete	Tutor	TRiO Grant
Powers, Ashely	Student Aide	Fiscal Services
Rangel, Yaneli	Peer Counselor	Financial Aid
White, Ashley	Peer Counselor	Financial Aid

**(Blanket Motion)**

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

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

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

**X. ACTION ITEMS**

**B. BUSINESS**

**Resolution 12-13 B-49 - SOURCE 1 SECURITY SERVICE AGREEMENT (RATIFICATION)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves and ratifies the contract with Source 1 Security, to provide security services for the Palo Verde College campus at One College, effective February 1, 2012 and ending June 30, 2012, at a rate of \$19.00 per hour for regular hours, and 23.95 per hour for overtime hours, for service provided by a security officer assigned/scheduled to clients property.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-49 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 B-50 – SOURCE 1 SECURITY SERVICE AGREEMENT**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the contract with Source 1 Security, to provide security services for Palo Verde College campus at One College, effective July 1, 2012, and ending June 30, 2013, at a rate of \$18.25 per hour, as a composite rate for service provided by a security officer assigned to clients property.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-50 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 B-51 – AGREEMENT BETWEEN PVCCD AND XAP CORPORATION (CCCAPPLY RENEWAL AGREEMENT FOR 2012-2013)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the agreement between PVCCD and XAP Corporation, with respect to Palo Verde College participation in an online electronic admission application system for the California Community College System ("CCC"), known as CCCApply, operated by XAP Corporation, for a fee of \$7,614, which reflects a 35% discount for small colleges, beginning July 1, 2012 through June 30, 2013, as shown in Reference B-51.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-51 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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



**X. ACTION ITEMS (continued)**

**Resolution 12-13 B-52 – ACCEPTANCE OF VETERAN’S PRINCIPLES OF EXCELLENCE FOR EDUCATIONAL INSTITUTIONS**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the conditions under Executive Order 13607 of April 27, 2012, Establishing Principles of Excellence for Educational Institutions Serving Service Members, Veterans, Spouses, and Other Family Members, as shown in Reference B-52.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-52 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**Resolution 12-13 B-53 - CONSULTANT AGREEMENT AMENDMENT #2 (BRAHMBHATT CAMBRIDGE WEST PARTNERSHIP, LLC)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Amendment #2 of Agreement between PVCCD and Cambridge West Partnership, LLC (C. M. Brahmbhatt) for Consultant Services in support of the Office of Fiscal Services and Human Resources, for a fee of not to exceed \$3,750 per month on a retainer basis. Additional to this monthly compensation will be travel time billed at \$80. per hour and related, reimbursable expenses incurred on behalf of the District, effective July 1, 2012 and ending June 30, 2013, at which time the Agreement shall expire, unless extended or modified by mutual written consent and approval of the District’s governing board.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-53 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**Resolution 12-13 B-54 - CONSULTANT AGREEMENT – MELINDA WALNOHA AS INTERIM REGISTRAR**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Melinda Walnoha as Interim Registrar, to be paid her current hourly/per diem rate on the Classified Management/Confidential salary schedule, \$42.02/hour, for temporary oversight and supervision of Admissions and Records during the recruitment process for the Director of Admissions and Records, effective July 1, 2012 until the new Director of Admissions and Records is hired.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-54 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-13 B-55 – COMPLIANCE OF CALIFORNIA VOTING RIGHTS ACT REDISTRICTING**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees accepts the recommendation as determined by the Redistricting Analysis done by Redistricting Partners of the Community College League of California, that Palo Verde Community College District does not need to move to single trustee area elections, and will remain in compliance with the California Voting Rights Act, as shown in Reference B-55.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-55 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**Resolution 12-13 B-56 – BOARD OF TRUSTEES FINANCE AND AUDIT COMMITTEE**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves, as recommended at the Budget Development Workshop on May 10, 2012, to establish a Board of Trustees Finance and Audit Committee, comprised of 2-3 Board members to act in an advisory role to the Board of Trustees in carrying out its fiduciary responsibilities as they relate to the District's financial management and oversight of financial reporting, internal controls and compliance with legal and regulatory requirements applicable to Palo Verde Community College District operations, as shown in Reference B-56.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-56 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**Resolution 12-13 B-57 – TENTATIVE BUDGET FY 2012-2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the tentative budget for fiscal year 2012-2013 *(shown loose in Board folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 B-57 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**X. ACTION ITEMS (continued)**

**C. PERSONNEL**

**(Academic Administrative)**

**Resolution 12-13 C-45 – REVISED CONTRACT FOR INTERIM SUPERINTENDENT/PRESIDENT (WHITTAKER)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the contract revision for Denise Whittaker, Interim Superintendent/President of Palo Verde Community College District, pursuant to terms shown in said contract distributed to Trustees, effective July 1, 2012. Salary adjusted to reflect a 4.165% decrease (*Fiscal Services Manager Memo, shown loose in folders*) .

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-45 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)  
Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

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

**Resolution 12-13 C-46 – INTERIM VICE PRESIDENT OF INSTRUCTIONAL AND STUDENT SERVICES NEW JOB DESCRIPTION**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the new job description for the Interim Vice President of Instructional & Student Services as a temporary combined position until a permanent organizational structure is determined by the new Superintendent/President and placement on the Academic Administrator's Salary Schedule, Row 7, Column 12, plus 10% stipend for performing the duties of two positions as shown in Reference C-46.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-46 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)  
Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

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

**Resolution 12-13 C-47 – REVISED EMPLOYMENT CONTRACT FOR INTERIM VICE PRESIDENT OF INSTRUCTIONAL AND STUDENT SERVICES (RAGAN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the contract revision for Dr. Kay Ragan from Interim Vice President of Student Services to Interim Vice President of Instructional and Student Services of the Palo Verde Community College District, pursuant to terms shown in said contract distributed to trustees, effective July 1, 2012 through December 31, 2012, on the Academic Administrator's Salary Schedule, Row 7, Column 12, plus 10% stipend for performing the duties of two positions as shown in Reference C-48; including \$1000/month housing allowance and standard Vice President travel stipend of \$500.00 per month.

**X. ACTION ITEMS (continued)**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-47 be: (approved) (tabled until \_\_\_\_\_) (denied)  
Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

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

**Resolution 12-13 C-48 - ADMINISTRATIVE SALARY REDUCTION FOR THE INTERIM VICE PRESIDENT OF INSTRUCTION AND STUDENT SERVICES (RAGAN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves salary reduction of 4.165% decrease, of the Interim Vice President of Instruction and Student Services effective July 1, 2012 *(Fiscal Services Manager Memo, shown loose in folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-48 be: (approved) (tabled until \_\_\_\_\_) (denied)  
Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

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

**Resolution 12-13 C-49 - TWO WEEK UNPAID LEAVE FOR THE INTERIM VICE PRESIDENT OF INSTRUCTION AND STUDENT SERVICES (RAGAN)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the unpaid leave for Dr. Kay Ragan from July 17 – 29, 2012, equivalent to an additional 4.165% salary reduction.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-49 be: (approved) (tabled until \_\_\_\_\_) (denied)  
Student Advisory \_\_\_\_\_ Edmond \_\_\_\_\_ Rodriguez \_\_\_\_\_  
Arneson \_\_\_\_\_ Gonzales \_\_\_\_\_ Thomas \_\_\_\_\_  
Burton \_\_\_\_\_ Lewis \_\_\_\_\_

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

**X. ACTION ITEMS (continued)**

**(Academic)**

**Resolution 12-13 C-50 – AGREEMENT BETWEEN PVCCD AND PVC CCA/CTA;  
INVOLUNTARY OR VOLUNTARY TRANSFER OF NON-  
TEACHING FACULTY TO CLASSROOM**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Agreement between PVCCD and PVC CCA/CTA for involuntary or voluntary transfer of non-teaching faculty to the classroom to meet 50% law compliance for the 2012-2013 academic year, or until further notice, effective May 30, 2012 (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-50 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-51 – MOU BETWEEN PVCCD AND PVC CCA/CTA; MEDICAL AND  
OTHER INSURANCE BENEFITS FOR SPECIFIC HEALTH  
PROBLEMS**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Memorandum of Understanding between PVCCD and PVC CCA/CTA concerning medical and other insurance benefits for faculty classified as having specific health problems that render them ineligible for the "Health Savings Account" portion of the Blue Cross "Lumenos" PPO, effective May 30, 2012 (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-51 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-52 – AGREEMENT BETWEEN PVCCD AND PVC CCA/CTA;  
EXTENSION OF CURRENT 2011-2012 AGREEMENT**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Agreement between PVCCD and PVC CCA/CTA to extend the current 2011-2012 Agreement for one year, until June 30, 2013, subject to the conditions described in the Agreement, effective May 30, 2012 (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-52 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-53 – MEMORANDUM OF UNDERSTANDING BETWEEN PVCCD, CSEA, AND PVC CCA/CTA FOR CLASSIFIED OUT-OF-CLASS TEACHING ASSIGNMENT FOR 2012-13 TO MEET 50% LAW DEFICIENCIES**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Memorandum of Understanding between PVCCD, CSEA, and PVC CCA/CTA as to the terms and conditions related to the out-of-class temporary, non-tenure track classified assignment to full-time teaching for 2012-13 to mitigate 50% Law deficiencies (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-53 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-54 – MEMORANDUM OF UNDERSTANDING BETWEEN PVCCD, AND PVC CCA/CTA FOR CLASSIFIED MANAGEMENT/ CONFIDENTIAL EMPLOYEE ASSIGNMENT FOR 2012-13 TO MEET 50% LAW DEFICIENCIES**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Memorandum of Understanding between PVCCD and PVC CCA/CTA as to the terms and conditions related to the temporary, non-tenure track classified management/ confidential assignment to full-time teaching for 2012-13 to mitigate 50% Law deficiencies (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-54 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-55 – INVOLUNTARY TRANSFER TO CLASSROOM ASSIGNMENT (MARTINEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the involuntary transfer of Peter Martinez from full time counseling to full time faculty Business instruction as qualified per the CTA contract provisions and the MOU regarding counselor transfers, effective July 1, 2012, (*Fiscal Services Manager Memo, shown loose in folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-55 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-56 – INVOLUNTARY TRANSFER TO CLASSROOM ASSIGNMENT (RIVERA)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the involuntary transfer of Hortensia Rivera from full time counseling to full time faculty General Studies/Alcohol and Drug Studies as qualified instruction per the CTA contract provisions and the MOU regarding counselor transfers, effective July 1, 2012, *(Fiscal Services Manager Memo, shown loose in folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-56 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-57 – INVOLUNTARY TRANSFER TO CLASSROOM ASSIGNMENT (HERNANDEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the involuntary transfer of Victor Hernandez from full time counseling to full time faculty General Studies instruction as qualified per the CTA contract provisions and the MOU regarding counselor transfers, effective July 1, 2012, *(Fiscal Services Manager Memo, shown loose in folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-57 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-58 – VOLUNTARY TRANSFER TO CLASSROOM ASSIGNMENT (FRID)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the assignment of Sarah Frid as follows: July 1 through August 10, 2012 and June 3 through June 30, 2013, Outreach & Events Coordinator; August 13, 2012 through June 2, 2013, transfer to full time, one-year temporary, non-tenure track, faculty Business/Marketing instruction as qualified to provide compliance with the 50% law per the terms and conditions to be agreed upon by CTA *(Fiscal Services Manager Memo, shown loose in folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-58 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-59 – VOLUNTARY TRANSFER TO CLASSROOM ASSIGNMENT (ANDRADE)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the assignment of Maria G. Andrade as follows: July 1, 2012-August 10, 2012 and June 3-30, 2013, Instructional Secretary, Title III; August 13, 2012 through June 2, 2013, transfer to full time, one-year temporary, non-tenure track, faculty Alcohol and Drug Studies/Sociology instruction as qualified to provide compliance with the 50% law per the terms and conditions to be agreed upon by CTA and CSEA *(shown in packet with goldenrod cover in Board folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-59 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**(Management/Confidential)**

**Resolution 12-13 C-60 – RATIFICATION OF REVISED JOB DESCRIPTION FOR DIRECTOR OF FINANCIAL AID AND SCHOLARSHIPS**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the revised job description, as shown in Reference C-60, for Director of Financial Aid and Scholarships, a Classified Management position with no change to classification, a full-time, 12 months, 40 hours per week position, .

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-60 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-61 – RATIFICATION OF REVISED JOB DESCRIPTION FOR DIRECTOR OF ADMISSIONS AND RECORDS**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the revised job description, as shown in Reference C-61, for Director of Admissions and Records, a Classified Management position with no change to classification, a full-time, 12 months, 40 hours per week position.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-61 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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



**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-62 – RESCISSION OF SALARY FREEZE AND STEP AND COLUMN  
ADVANCEMENT FOR ADMINISTRATIVE, MANAGEMENT/  
CONFIDENTIAL SALARY SCHEDULES**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees rescinds Resolution 11-12 C-68 ACADEMIC ADMINISTRATIVE AND MANAGEMENT/ CONFIDENTIAL SALARY SCHEDULES as stated at the Board of Trustees Meeting on October 25, 2011, and approves the rescission of salary freeze step and column advancement for Academic Administrative and Management/Confidential employees, effective July 1, 2012.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-62 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-63 – MEET-AND-CONFER AGREEMENT FOR CLASSIFIED  
MANAGEMENT/ CONFIDENTIAL – 12.33% SALARY  
REDUCTION**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Classified Management/Confidential employees will accept the equivalent of a 12.33% salary decrease as specified in the Meet and Confer Agreement, shown as Reference C-63.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-63 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**(Classified)**

**Resolution 12-13 C-64 – MEMORANDUM OF UNDERSTANDING BETWEEN PVCCD AND  
CSEA FOR THE CORRECTION OF THE CLASSIFIED SALARY  
SCHEDULE FOR STEP 13 JOB PLACEMENTS**

BE IT RESOLVED, that Palo Verde Community College Board of Trustees approves the CSEA MOU, to correct the Classified Salary Schedule for Step 13 job placements.

Background: In 2006-07, a revised Classified Salary Schedule was approved. To accommodate the minimum 2% salary increase provided to all classified employees through the new salary schedule, the new Step 13 was identified for employees at the old Step 32

**X. ACTION ITEMS (continued)**

Although an omission was made and corrected for an employee (Richard Soto) who was not advanced to Step 13, the backup documentation was not corrected at that time.

The Board's approval of this item corrects the Classified Salary Schedule to meet the terms and agreements made in 2006 *(shown in packet with goldenrod cover in Board folders)*.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-64 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-65 – MEMORANDUM OF UNDERSTANDING BETWEEN PVCCD AND CSEA FOR THE CORRECTION OF PROPER DOCUMENTATION AND SUBSEQUENT PLACEMENT ON CLASSIFIED SALARY SCHEDULE – 2 EMPLOYEES (SOTO; WOODS)**

BE IT RESOLVED, that Palo Verde Community College Board of Trustees approves the CSEA MOU to correct an omission and subsequent error from the 2006-07 CSEA negotiated salary schedule revision, approve the documentation and correct placement on the Classified Salary Schedule for the classified employees as shown below: *(shown in packet with Mac cover in Board folders)*.

Richard Soto	Step 13
Suzanne Woods	Step 13

Background: In 2006-07, all classified employees were provided no less than a 2% salary increase through the transition to the revised Classified Salary Schedule. Employees at the old Step 32 were intended to be placed on the new Step 13 to maintain the 2% minimum increase agreement. An error was made in the placement for one (Richard Soto) employee. When the error came to the attention of CSEA and the District, the correction was made to the employee's salary, but not to the documentation to correct the change. Because the documentation was not amended to reflect this change, when another classified employee, Suzanne Woods, was reclassified, the salary placement was also incorrect because the incorrect salary placement information was used. To correct the omission of proper documentation for Richard Soto's salary placement in 2006 and to correct the incorrect placement of Suzanne Woods' placement, it is recommended by CSEA, and accepted by the District, to validate and correct both of their salaries at Step 13, and to correct the backup documentation to the salary schedule for future placements for accuracy.

Suzanne Woods, was reclassified, the salary placement was also incorrect because the incorrect salary placement information was used. To correct the omission of proper documentation for Richard Soto's salary placement in 2006 and to correct the incorrect placement of Suzanne Woods' placement, it is recommended by CSEA, and accepted by the District, to validate and correct both of their salaries at Step 13, and to correct the backup documentation to the salary schedule for future placements for accuracy.

Job descriptions will be changed accordingly.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-65 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-66 – MEMORANDUM OF UNDERSTANDING BETWEEN PVCCD AND CSEA FOR THE CONVERSION OF PAYROLL/BENEFITS COORDINATOR FROM CLASSIFIED BARGAINING UNIT POSITION TO MANAGEMENT/CONFIDENTIAL**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the CSEA MOU for the conversion of Payroll/Benefits Coordinator from Classified Bargaining Unit Position to a Management/Confidential position, a full time, 12 month, 40 hour per week position, Row 1, Step 7 of the Classified Management/Confidential Salary Schedule (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-66 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-67 – MEMORANDUM OF UNDERSTANDING CLASSIFIED CONCESSION 3.85% SALARY REDUCTION FOR 2012-2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Memorandum of Understanding to reduce the Classified Salary Schedule 3.85% as a negotiated salary decrease for 2012-13 (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-67 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-68 – PVCCD AND CSEA SUCCESSOR AGREEMENT JULY 1, 2012 – JUNE 30, 2014**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the negotiated CSEA Successor Agreement effective July 1, 2012 – June 30, 2014, (*shown in packet with lilac cover in Board folders*).

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-68 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-69 – NEW JOB DESCRIPTION FOR BUSINESS SERVICES ADMINISTRATIVE ASSISTANT**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the job description for Business Services Administrative Assistant, as approved by CSEA, as shown in Reference C-69, a full time, 12 month, 8 hours per day classified position, Classification 7 on the Classified Salary Schedule.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-69 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-07 C-70 – ACCEPTANCE OF THE CSEA VOLUNTARY INCENTIVE OPTIONS**

BE IT RESOLVED, that the Interim Superintendent/President accepts the CSEA Voluntary Incentive action as submitted in lieu of 2012-13 additional salary reductions to the Classified employees as shown:

<u>Name</u>	<u>Title</u>	<u>Incentive Option</u>	<u>Effective Date</u>
Arneson, F. Ted	Trustee	F Insurance Opt Out	July 1, 2012-13
Attaway, Vicki	Retiree	F Insurance Opt Out	July 1, 2012-13
Ayala, Jesus	Maint./Grounds. II	C 10.5 Months	July 1, 2012
Ayala, Raul	Maint./Grounds I	Resignation	December 31, 12
Bernal, Leonardo	Groundskeeper	C 10.5 Months	July 1, 2012
Burgeson, Sharron	Nrsg/Alld Hlth Coord.	C 10.5 Months	July 1, 2012
Burton, Samuel	Trustee	F Insurance Opt Out	July 1, 2012-13
Copple, M. Mickey	Retiree	F Insurance Opt Out	July 1, 2012-13
Currier, Erin	Adm.Srv. Tech	Resignation	December 31, 12
Dagnino, Irma	Coop.Work Exp.	F Insurance Opt Out	July 1, 2012-13
Edmond, Lincoln	Trustee	F Insurance Opt Out	July 1, 2012-13
Egan, Eric	Asst. Dir. IT	F Insurance Opt Out	July 1-Dec. 31, 12
Egan, Russi	Fiscal Svcs Mng.	F Insurance Opt Out	July 1, 2012-13
Flores, Henry	Student Svcs. Tech	A Summer Vac.	July 1, 2012
Gallan, L. Louise	Retiree	F Insurance Opt Out	July 1, 2012-13
Garcia, Alejandro	Instructor	F. Insurance Opt Out	July 1, 2012-13
Garcia, Laura	Instr. Svc.Secretary	Resignation	December 31, 12
Garcia, Laura		F Insurance Opt Out	July 1-Dec. 31, 12
Gonzales, Edmundo	Trustee	F Insurance Opt Out	July 1, 2012-13
Gulliver, Francisco	Maint./Grounds I	C 10.5 Months	July 1, 2012
Hamilton, Shelley	Asst. Registrar	F Insurance Opt Out	July 1, 2012-13
Johnson, M. Jeanie	Exec. Secretary	C 10.5 Months	July 1, 2012
LaVigne, Steve	DSP&S,DSSS	Resignation	December 31, 12
Lewis, Jerry	Trustee	F Insurance Opt Out	July 1, 2012-13
Lin, Carina	Coop Work Exp.	Resignation	December 31, 12
Lujano, Lorenzo	Int.Coord.Dist Lrng.	F Insurance Opt Out	July 1, 2012-13
Lujano, Virginia	Exec. Sec.V.P. SS	B Summer/Holiday	July 1, 2012

**X. ACTION ITEMS (continued)**

**Resolution 12-07 C-70 – ACCEPTANCE OF THE CSEA VOLUNTARY INCENTIVE OPTIONS (continued)**

Mann, Cristen	Drct. Needles	Resignation	December 31, 12
Mendez, Diana	Asst. Financial Off.	F Insurance Opt Out	July 1, 2012-13
Nall, Gregory	Instructor/Retiree	F Insurance Opt Out	July 1, 2012-13
Naranjo-Hamblen, Ida	DSP&S Secretary	C 10.5 Months	July 1, 2012-13
Naranjo-Hamblen, Ida		F Insurance Opt Out	July 1, 2012-13
Pullen, Mel	DSP&S/IT Tech	F Insurance Opt Out	July 1, 2012-13
Pullen, Mel		C 10.5 Months	July 1, 2012
Rayner, Leslie	Inst. Svc. Secretary	C 10.5 Months	July 1, 2012
Richards, Corina	Exec. Sec. V.P. Adm.	Resignation	December 31, 12
Richards, Corina		F Insurance Opt Out	July 1-Dec. 31, 12
Rodriguez, Diana	V.P. SS	Resignation	December 31, 12
Spechtenhauser, G. Dan	Network Tech.	F Insurance Opt Out	July 1, 2012-13
Woods, Suzanne	A and R Specialist	F Insurance Opt Out	July 1, 2012-13

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-70 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**(Classified Management)**

**Resolution 12-13 C-71 – TEMPORARY OUT-OF-CLASS ASSIGNMENT TO ASSUME EXTRA FISCAL DUTIES AND RESPONSIBILITIES ASSOCIATED WITH THE VICE PRESIDENT OF ADMINISTRATIVE SERVICE'S POSITION (R. EGAN)**

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves that Russi Egan, Fiscal Services Manager, Row 6, Step \_\_\_\_ on the Classified Management / Confidential salary schedule be temporarily paid out-of-class at Row \_\_\_\_, Step \_\_\_\_ effective July 1, 2012 to perform extra fiscal duties that were previously assigned to the Vice President, Administrative Services meeting Chancellor's Office and Accreditation compliance concerns regarding fiscal management stability and oversight.

**X. ACTION ITEMS (continued)**

**Resolution 12-13 C-71 – TEMPORARY OUT-OF-CLASS ASSIGNMENT TO ASSUME  
EXTRA FISCAL DUTIES AND RESPONSIBILITIES  
ASSOCIATED WITH THE VICE PRESIDENT OF  
ADMINISTRATIVE SERVICE'S POSITION (R. EGAN)**

Justification: Over the past year, Ms. Egan has assumed all of the fiscal oversight and management responsibilities that were previously assigned to the Vice President of Administrative Services including but not limited to: complete budget oversight for managing and balancing the College's budget; provides detailed projections and scenarios regarding budget planning; oversees purchasing, account receivables and payables, quote and bid process, and monthly expenditure accounting; generates, analyzes, and validates the accuracy of budget reports; maintains compliance with TRANS, COP, and other regulatory components of the budget; generates and projects monthly cash flow reports and takes appropriate action to ensure the timely payment of the College's monthly bills and obligations; works closely with the auditors in validating the accuracy of budget information and compliance; ensures the College is following GASB, Chancellor Office, and Accreditation standards regarding fiscal management; generating budget presentation and training materials; provides leadership and direction in the development of the annual budget; etc. The level of budget sophistication and accountability that is required to maintain financial stability is significant and Ms. Egan is working at the level described.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-71 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 C-72 – COUNSELOR WORKING DURING SUMMER 2012 (H.  
RIVERA)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies that Hortensia Rivera work during Summer 2012 to cover counseling duties for the TRiO Grant at the adjunct hourly rate of \$53.20 per hour for 35 hours per week for 7 weeks. Effective June 11, 2012.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 C-72 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**X. ACTION ITEMS (continued)**

**D. MISCELLANEOUS**

**Resolution 12-13 D-25 – GOVERNING BOARD MEMBER BIENNIAL ELECTION**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves two sets of resolutions (for both Riverside County and San Bernardino County) ordering consolidated governing board member biennial election, specifications of the election order, and request for consolidation for governing board member election to be held on November 6, 2012, as shown in Reference D-25. Past practice has been that candidates cover their own election costs, i.e. filing fees, advertising and other cost. Therefore the Interim Superintendent/President is recommending that Option 2 be crossed off as the paragraph that does not apply.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 D-25 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 D-26 – BOARD OF TRUSTEES SELF-EVALUATION AND GOAL SETTING DOCUMENTS FOR 2012-2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the evaluation documents, shown loose in Board of Trustee folders only, to conduct the Board of Trustees annual Self Evaluation and Goal Setting at the August 14, 2012, meeting.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 D-26 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**Resolution 12-13 D-27 – 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 Sam Burton and Student Trustee Frannie Gregory from the PVCCD Board of Trustees Regular Meeting on May 22, 2012.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-13 D-27 be: \_\_\_\_\_ (approved) \_\_\_\_\_ (tabled until \_\_\_\_\_) \_\_\_\_\_ (denied)

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

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

**XI. HEARING OF CITIZENS (NON-AGENDA ITEMS)**

(For items not on the Agenda, 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. ADJOURN TO CLOSED SESSION (POSSIBLE REPORTABLE ACTION IN OPEN 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 LABOR NEGOTIATOR**

Negotiator: Denise Whittaker

Employee Organizations: CSEA, CTA, Classified Management/Confidentials,  
Non-represented Employees: Vice Presidents

2. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Government Code Section 54957

3. **REAL PROPERTY**

Parcel of Land on Chanslor Way

**XIII. RECONVENE TO OPEN SESSION**

**XV. ADJOURNMENT**

The next Regular Meeting will be held on Tuesday, August 14, 2012, at 5:00 p.m. in Blythe.