

ADOPTED MINUTES

**FOR THE REGULAR MEETING OF THE
IMPERIAL COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Wednesday, April 12, 2000

Board President Rebecca Ramirez called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:00 P.M., on Wednesday, April 12, 2000, in Room 2131 of the Health Sciences Building.

TRUSTEES PRESENT: Rudy Cardenas, Jr.
Kelly Keithly
Marian Long
Romualdo Medina
Rebecca Ramirez
Louis Wong

TRUSTEE ABSENT: Claudine Duff

REPRESENTATIVES PRESENT: Janina Lopez, Associated Students
Eric Jacobson, Academic Senate
Richard Hann, Faculty
Gail Parish, Classified Staff

CONSULTANTS PRESENT:

Dr. Gilbert M. Dominguez, Superintendent/President
John Hunt, Vice President for Academic Services
Carlos Fletes, Interim Vice President for Business Services
Dr. Jon Tyler, Director of Human Resources
Gonzalo Huerta, Dean of Vocational Education
Jan Magno, Dean of Financial Assistance
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

Ruben Aguilar; Judy Albanez; Olga Artech; Hector Banda; Roberta Bemis; Kathy Berry; Mary Kay Borchard; Marylynn Carlson; Carol Cortez; Maria Curiel; Dolores Diaz; David Drury; Jack Duff; Lenny Fabian; Fred Fischer; Miriam Fletes; Eileen Ford; Laurie Franks; Toni Gamboa; Bill Gay; Gerry Giauque; Becky Green; Todd Hansink; Janell Hodgkin; Saul Hom; Mark Horsman; Gonzalo Huerta; Joel Jacklich; Laurie Korner; Carol Lee; Mary Lofgren; Jose Lopez; Sergio Lopez; Craig Luoma; Jan Magno; Ralph Marquez; Linda McMullin; Brian Mc Neece; Jason Minor; Jean Montenegro; Norma Nava; Alicia Ortega; James Patterson; Jim Pendley; Gregorio Ponce; Frank Rapp; Tiffany Register; Tom Remington; Harold Richwine; Gary and Val Rodgers; Karl Rosenquist; Ed Scheuerell; Kirti Shaw; Barbara Stuart; Rick Webster; David Zielinski; among the various students present were Ernesto Palayo, Armando Ayala, Liliann De La Peza, Virginia Robertson; Access Reporters Alex Malcomb and Adam Santana.

PUBLIC COMMENT

The Board President invited members of the public to comment on any agenda item and on any item not on the agenda. The following comments were made.

1. English Professor, Jean Montenegro, thanked the Board for the complimentary remarks made at the March Board Meeting relating to her retirement after serving 34 years on the faculty.
2. Liliann De La Peza, a student, read a letter, which presented reasons for lack of confidence in the President.
3. English Associate Professor, Frank Rapp, informed the Board of a petition with 60 signatures, which requested that the letter of reprimand be removed from the personnel file of the Dean of Learning Services. The petition was presented to Eileen Ford, rather than the Board, because the signers were afraid of retribution.
4. English Division Chair, Fred Fischer, thanked the Board for honoring the request of the Instructional Division Chairs to meet in Closed Session. He requested that this item be addressed first in Closed Session.
5. Armando Ayala, representing the Associated Students', spoke on the issues of Mr. Richwine and Eileen Ford. He stated that the focus should be on the students of IVC, and asked the Board to find a conclusion to the issues of the faculty.
6. Staff Development Coordinator, Laurie Korner, invited the Board to participate, along with the faculty, staff and administrators, in proposing presenters and workshops for the 2000-2001 Staff/Professional Development Program.
7. Former IVC graduate and local Pharmacist, Kurti Shaw, stated that IVC has done a good job at serving the community. He commented on his respect for Mr. Richwine in teaching Chemistry until his retirement last year. He asked that people be treated with respect.
8. Associate Professor of Math, Gregorio Ponce, made a dramatic plea requesting the Board's help, because he and others care for IVC and its students.

WRITTEN COMMUNICATIONS

1. Liliann De La Peza, Student (RE: Issues Relating to the Superintendent/President)

PUBLIC HEARING

A public hearing was held on the IVC Chapter CCA/CTA 1999-2000 Negotiations Proposal submitted to the Imperial Community College District, and no comments were heard.

ACADEMIC SENATE

Academic Senate President Eric Jacobson reported on the following items:

1. Spanish Professor, Alicia Ortega, has been honored for receiving the Rafael Santos Outstanding Professor Award.
2. A \$500 Student Transfer Scholarship Award has been given to Rosa Hernandez.
3. The Senate has approved guidelines for Evaluation of Adjunct Faculty.
4. The Senate is asking for support to purchase a laptop computer for retired professor Richard Williams to speed up his rehabilitation after suffering a major stroke.
5. Richard and Carol Hann were recognized for their work in organizing the annual conference of the Congress of History.

ASSOCIATED STUDENTS' UPDATE

Associated Students' President Janina Lopez reported on the following:

1. This would be the last Board meeting that Janina Lopez would be attending as Associated Students' President. Armando Ayala was thanked for serving as alternate student representative to the Board.
2. The runoff election for Associated Students' President will be held.
3. The activities for the week before spring break will be a dance, luncheon and fashion show honoring IVC secretaries, and an Easter Egg Hunt for the preschool children.

PRESIDENT'S UPDATE

Dr. Gilbert Dominguez reported the following:

1. Janina Lopez and Armando Ayala were thanked for their year of service to IVC. Armando Ayala was congratulated for being elected as Region 10 Representative to California Student Association of Community Colleges (CalsACC).
2. An Economic Development Grant Proposal for \$250,000 has been submitted to the State for next year. This proposed project would provide funds to develop and implement curricula that would be responsive to employer needs. The proposal strategy is to affect workforce performance improvement, applied competitive technologies, international trade development, small business development, and workplace literacy. Partners in this proposal are Sears Roebuck and Company, The Mexmil Company, and Chromalloy Southwest, who have already committed significant sums of money, in-kind facilities and staffing. The service providers will be Imperial Valley Regional Occupational Program and Imperial Valley College. We expect to hear of our acceptance in late May 2000.
3. Relating to Equalization Funding for California Community Colleges, there is a recommendation to the Governor's budget to appropriate \$27.8 million to the California Community Colleges to increase the equity of funding among districts. There is also recommended legislation requiring California Community Colleges to use a simpler and more effective method of allocating funding for cost-of-living adjustments among districts, which is based on the average level of funding per FTES in districts of similar size. Presently the funding levels vary from a high of \$7,530 to a low of \$3,191 per FTES. The overall average for the State for all districts is \$3,462. IVC receives \$3,404 per FTES, which is slightly below the average. Average for small districts is \$4,061. With this new method of funding, IVC would stand to gain \$657 per FTES. Everyone was encouraged to write legislatures to promote this new legislation.
4. Dr. Dominguez has been working with David Viar, Executive Director of the California Community College League, and Eric Jacobson, President of IVC's Academic Senate, to arrange for a Technical Assistance visit by Mr. Viar and Statewide Academic President, Linda Collins, in September 2000. This visit will be a daylong program of discussions, interviews with faculty, staff, administration, and Board members relating to participatory governance at IVC. These two individuals will deliver a report of their findings at the end of the visit. Everyone will be notified when the date has been determined.

5. At the Imperial County Board of Supervisors meeting held on April 11, 2000, Lenny Fabian, IVC's Workforce Development Director, was awarded a plaque for outstanding contribution to a major report, "Occupational Outlook for Imperial County, 1997, 1998, 1999." IVC is fortunate to have Lenny on board as a member of our staff and an active member of IVC's Economic Development Committee. Lenny was congratulated for this honor.

FUNDS FOR INSTRUCTIONAL IMPROVEMENT

Science Professor Jim Pendley reported on the outcome of a grant funded from the Funds for Instructional Improvement for 1999-2000. This project was developed by Jim Pendley and David Zielinski, with the goal of setting up e-mail capabilities for students, and gives students the capabilities of communicating with their instructors through web pages.

Mr. Pendley also stated that the Human Anatomy and Physiology Society appreciates IVC serving as the host site for its web site. The site was established in 1998, and more than 300 professors from throughout the country share information.

ACCREDITATION UPDATE

John Hunt reported on the process, which has taken place since February of 1999, to prepare for IVC's major accreditation evaluation visit, which is scheduled for March 6-8, 2001. It was announced that Dr. Edward Hernandez, Chancellor of Rancho Santiago Community College District, has been appointed as Chair of the Evaluation Team. Ten subcommittees, covering each Standard, have been appointed to complete the self-evaluations by May 12, 2000. This summer the drafts of the self-evaluations will be submitted to the editor for revision. By November 2000, the completed self-study document will go to the Board for approval, and will be published by January 2001. Valerie Rodgers was commended for her efforts in coordinating this process.

ADMINISTRATIVE TITLE CHANGES

John Hunt reported that the following administrative titles would be changed to conform to current practice of other California Community Colleges:

Dean of Vocational Education changed to
Dean of Instruction for Applied Technologies

Dean of External Campus changed to
Dean of Instruction for Extended Campus

1999-2000 BUDGET REPORT - Carlos Fletes

Carlos Fletes gave an analysis of the first principal apportionment from the State for school year 1999-2000. This analysis compared the allocations provided by the State with the projections that were approved by the Board at the time the IVC budget was adopted on September 8, 1999. The total adjustment to reserves is projected to be \$130,927.

CAMPUS SECURITY

Carlos Fletes stated that during the past three months the Board has been provided with information regarding security service options. After analyzing all the data, it was recommended that security services be contracted with a local agency. It was noted that the Imperial County Sheriff's Department was contacted and they do not contract for security services, nor do they keep a listing of retired deputies. If a retired deputy were to be employed, IVC would have to provide uniforms, transportation, and all benefits associated with their employment. The cost for contracting security services is estimated to be \$72,864. The Planning and Budget Committee has been consulted. An action item will be presented to the Board at the May meeting to make security services a part of the IVC Budget for 2000-2001.

M/S/C Cardenas/Medina to approve the **Minutes** dated March 15, 2000.

M/S/C Cardenas/Medina

Resolution No. 11879: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of Purchase Order Nos. 12384 through 13101B inclusive be approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 1462 through 1775, inclusive be approved.

M/S/C Cardenas/Medina

Resolution No. 11880: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 18 in the amount of \$96,923.85 and No. 19 in the amount of \$1,373,343.95, be ratified.

M/S/C Cardenas/Keithly

Resolution No. 11881: **COMMERCIAL WARRANT ORDERS**

BE IT RESOLVED that Commercial Warrant Orders on the General Fund be ratified as follows:

33	in the amount of	\$ 92,442.30
34	in the amount of	453,163.22
35	in the amount of	222,653.51
36	in the amount of	301,374.52

M/S/C Cardenas/Keithly

Resolution No. 11882: **TOOL STORAGE BUILDING**

BE IT RESOLVED that the low bid of Castillo Construction in the amount of \$70,000 (100% State funded through TANF) for the construction of a Tool Storage Building, per the plans and specifications, be hereby accepted.

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Vice President for Business Services be hereby authorized and instructed to sign all notices, contracts, change-orders, or other documents to effectuate the completion of said project.

M/S/C Cardenas/Medina

Resolution No. 11883: **IVC HEALTH BENEFITS BANK ACCOUNT**

WHEREAS, Imperial Valley College has contracted with Blue Cross of California for administrative services for the District's medical insurance plan effective April 1, 2000; and

WHEREAS, Wells Fargo Bank has the capability of meeting the specific needs for electronic banking required by Blue Cross.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes the Superintendent/President and/or the Vice President for Business Services to sign all necessary documents required to open a bank account at Wells Fargo Bank to be entitled IVC Health Benefits.

BE IT FURTHER RESOLVED that the authorized signers for the IVC Health Benefits Account are the Superintendent/President, the Vice President for Business Services, the Vice President for Academic Services and the Vice President for Student Services.

BE IT FURTHER RESOLVED that Wells Fargo Bank be authorized to accept the facsimile signature of the Superintendent/President and the Vice President for Business Services on all checks, drafts or other orders for the payment of money drawn on the IVC Health Benefits Account.

M/S/C Keithly/Long

Resolution No. 11884: **STANDING COMMITTEE**

BE IT RESOLVED that the Board approves the recommendation of the College Council, to add a Customer Service Committee as a Standing Committee, with the following purpose:

The function of the Customer Service Committee is to recommend the improvement of campus services to students, staff, and communities; to recognize outstanding services by employees or departments; recommend workshops for educating and training employees on customer service; contribute in any way to building a positive campus climate at Imperial Valley College. The College Council shall appoint the chairperson of this committee. Membership of this committee is open to any campus employee or student who is interested in working to improve customer service to students, staff, and community.

M/S/C Keithly/Cardenas

Resolution No. 11885: **NURSING PARTNERSHIP**

WHEREAS, Imperial County is experiencing a severe shortage of registered nurses and the demand for health care services is on the rise;

WHEREAS, representatives of the El Centro Regional Medical Center, Pioneers Memorial Health Care District, and the Imperial Community College District have met to discuss ways of meeting this critical nursing and health care needs;

WHEREAS, a joint venture has been proposed between Imperial Valley College, El Centro Regional Medical Center and Pioneers Memorial Health Care District, to be called Nursing Partnership 2000.

BE IT NOW RESOLVED that the Board authorizes the Superintendent/ President and/or the Vice President for Academic Services to enter into an agreement to form a partnership with El Centro Regional Medical Center, and Pioneers Memorial Health Care District, in which each partner will share equally in the costs incurred for the first four years of the partnership.

BE IT FURTHER RESOLVED that a review of the Nursing Partnership 2000 will take place at the end of the fourth year, and a determination made for its continuation.

M/S/C Keithly/Medina

Resolution No. 11886: **NEW COURSES/COURSE DELETIONS/NEW CERTIFICATES**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee dated March 9, 2000 for the following New Courses, Course Deletions, and New Certificates:

New Courses: CIS 34 PowerPoint
 CIS 42 Web Page Design: Microsoft FrontPage 2000
 SPAN 27 Spanish Reading and Writing

Course Deletions: AGET 33A Farm Power
 AGET 33B Farm Power
 AGET 35 Fluid Power
 AUTO T 53 Breaks and Suspension
 AUTO T 54 Carburetors, Fuel Injection, Exhaust Systems
 AUTO T Diagnostics
 AUTO T Fluid Power
 AUTO T 63 Automotive Electronics Fuel Injection

AUTO T 64 Computer Command Control Functions
 AUTO T Basic Machine Shop
 AUTO T Advance Machine Shop Technology
 BUS 28A Certified Professional Secretary I
 BUS 28B Certified Professional Secretary II
 BUS 31AC Shorthand Theory-Speed Building
 BUS 43 Business Correspondence in Spanish

NEW CERTIFICATES:

- Engine Performance Certificate
- Automotive Brakes, Suspension and Wheel Alignment Certificate
- Automotive Air Conditioning Certificate
- Automotive Electronics Certificate
- Automotive Power Train Certificate
- Engine Machinist Certificate

M/S/C Cardenas/Keithly

Resolution No. 11887: **TRANSFER REASSIGNMENT OF ACADEMIC PERSONNEL**

BE IT RESOLVED that a transfer/reassignment be implemented for the following employee effective July 1, 2000:

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
DIAZ, Dolores	Appropriate Classification and Step Contingent Upon Verification of Records	Student Support Services Project Director

M/S/C Cardenas/Keithly

Resolution No. 11888: **TITLE IX COMPLIANCE OFFICER**

BE IT RESOLVED that Norma Nava, Interim Director of Disabled Student Programs and Services, be appointed as title IX Compliance Officer for the District effective May 1, 2000.

M/S/C Cardenas/Keithly

Resolution No. 11889: **TEMPORARY ACADEMIC EMPLOYMENT**

BE IT RESOLVED that the following academic personnel be employed temporarily, on a part-time hourly basis, during the 1999-2000 academic year, in accordance with the hourly rate provided for in Resolution No. 11354-4. Employment is contingent upon verification of records, credentials, continued funding of the grant indicated, and approval of the program officer:

<u>NAME</u>	<u>PROJECT POSITION</u>	<u>FUNDING SOURCE</u>
CASILLAS, Consuelo	Counselor	District
NEELY, Maria	Counselor	State

M/S/C Cardenas/Keithly

XI.4 Resolution No. 11890: **VOLUNTEER EMPLOYMENT**

BE IT RESOLVED that the following individuals be approved for coverage under the District's Workman's Compensation Insurance Policy at the dates indicated:

ARECHIGA, Socorro Lopez	Library Technician	March 20, 2000 to December 15, 2000
KING, April	Library Technician	March 21, 2000 to May 31, 2000

BE IT FURTHER RESOLVED that sincere appreciation be expressed to these individuals for their contribution to Imperial Valley College.

M/S/C Cardenas/Keithly

Resolution No. 11891: **CLASSIFIED SUPERVISORS SALARY PROPOSAL**

BE IT RESOLVED the Board adopts the salary schedule for the classified managers (Exhibit 1) to include the longevity schedule as indicated, effective January 1, 2000.

M/S/C Cardenas/Keithly

Resolution No. 11892: **EMPLOYMENT OF CLASSIFIED SUPERVISOR**

BE IT RESOLVED that Janell Hodgkin, be employed as Director of Fiscal Services, a Classified Supervisory position, at range 10-C (District Funding) effective April 1, 2000.

M/S/C Cardenas/Keithly

Resolution No. 11893: **AMENDING RETIREMENT DATE**

BE IT RESOLVED that the retirement date of Ofelia Waisanen in Resolution No. 11825 dated January 19, 2000, be amended to March 23, 2000.

M/S/C Cardenas/Keithly

Resolution No. 11894: **CLASSIFIED SERVICE EMPLOYMENT**

BE IT RESOLVED that the following individual be employed in the Classified Service as indicated:

<u>NAME</u>	<u>POSITION</u> <u>EFFECTIVE</u>	<u>FUNDING</u>	<u>RANGE</u>
SALCEDO, Jesus A.	Student Services 3/13/2000 Assistant (Micrographics)	District	24-A

M/S/C Medina/Cardenas to go into **CLOSED SESSION**

1. SUPERINTENDENT/PRESIDENT'S EVALUATION
2. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators
RE: Direction for Negotiations
3. COMPLAINT AGAINST PUBLIC EMPLOYEE
Government Code, Section 54957

M/S/C Cardenas/Medina to go back to **OPEN SESSION**

Board President Ramirez stated the following:

1. The Superintendent/President's evaluation was reviewed and discussed.
2. Negotiation items were presented and discussed.
3. Matters relating to the Superintendent/President were heard and discussed.

M/S/C Keithly/Medina to **ADJOURN** the meeting. The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for May 10, 2000.