

**ADOPTED MINUTES**

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

**Wednesday, May 10, 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, May 10, 2000, in Administration Building Board Room.

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

REPRESENTATIVES PRESENT:  
Jose Julio Camargo, 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, Vice President for Business Services  
Dr. Jon Tyler, Director of Human Resources

VISITORS PRESENT:

Kathy Berry; Dawn Chun; Liliann De La Peza; Eileen Ford; Bill Gay; Janell Hodgkin; Laurie Korner; Carol Lee; Janina Lopez; Sergio Lopez; Jan Magno; Norma Nava; James Patterson; Tom Remington; Jay von Werlhof; Tyler-Hart Insurance Representatives: Alan Tyler and Jack Hart; Access Reporters Alex Malcomb.

WRITTEN COMMUNICATIONS

1. District CTA/CTA Salary Proposal (RE: 1999-2000)
2. Laurie Korner, Learning Services Specialist (RE: Resignation)
3. Belinda Klau, English Instructor (RE: Resignation)
4. Jay von Werlhof (RE: Report on the IVC Desert Museum)

PUBLIC COMMENT

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

1. Student, Lillian De La Peza, stated that she had conferred with Dr. Dominguez and appreciated his willingness to answer her questions and listen to her concerns. A letter was read to the Board but was not distributed. A plea was made to the Board to listen to student needs.
2. Allan Tyler, representing Tyler-Hart Insurance, spoke to Board about Resolution No. 11902 relating to Liability and Property Insurance, and Resolution No. 11903 relating to Workers' Compensation. The Board was asked to keep this coverage as it is, and not to seek outside sources of coverage.
3. Jay von Werlhof presented a report to the Board on the IVC Desert Museum, which has been added to correspondence.
4. Laurie Korner expressed her thanks for the opportunity to have been a member of IVC's staff, and she read her letter to those present. Mr. Hunt expressed appreciation to Ms. Korner for her exemplary leadership in the Staff Development area, and that she would be missed.

ACADEMIC SENATE

Academic Senate President Eric Jacobson reported on the following items:

1. On April 19, 2000, the Academic Senate approved the division realignment recommendation from the Curriculum and Instruction Committee.
2. The Academic Senate approves of the Technical Assistance Visit by David Viar, Executive Director of the Community College League of California and Linda Collins, President of the State Academic Senate, called for by Dr. Dominguez. The visit will be held on September 13 and 14, 2000.
3. Barbara Nilson attended the State Academic Senate Conference held on April 13-15, 2000.
4. An anonymous donor has given a \$500 scholarship for a Transfer Student majoring in History.

ASSOCIATED STUDENTS GOVERNMENT UPDATE

Newly elected Associated Students President Julio Camargo reported on the following:

1. Janina Lopez was congratulated for her exceptional work, and Armando Ayala was thanked for filling in as Student Representative to the Board.
2. The "Life is a Beach" activity will be held at the IVC Pool Complex on May 12, 2000.
3. The Board as invited to attend the Student Spring Awards Dinner on May 19, 2000, at the Barbara Worth Golf Resort at 6:00 P.M.

PRESIDENT'S UPDATE

Dr. Dominguez reported on the following:

1. A Technical Assistance Visit has been scheduled for September 14 and 15, 2000. The Executive Director of the Community College League of California, David Viar, and Linda Collins, Statewide Academic Senate President will conduct an opening session for everyone on campus at 1:00 P.M., then conduct interviews with the various groups, and by 2:00 P.M. on Friday, September 15, 2000, they will give an exit report of their findings. Announcements and reminders will be going out to the staff for specific time and places.
2. Dr. Dominguez reported on Access, Employees, and Technology in California Community Colleges as reported by the Chancellor's Office:

ACCESS: Since 1955, California Community Colleges have increased FTES by 14%, enrollment by 15.9%, or 212,000 students. All previous records of enrollments and FTES have been surpassed. During this same period K-12 ADA has gone up 7.5%, University of California FTES has gone up 6.7%, and California State University FTES has gone up 10.3%.

TECHNOLOGY: There is a Technology II Plan in the works. It has received favorable reviews in Consultation and is scheduled to be adopted by the Board of Governors in July 2000. The price tag will require budget augmentations that go from \$47 million in the first year to \$230 million in the fifth year.

EMPLOYEES: In terms of the number of employees, the system has about 1,000 more full-time faculty than any other time in its history. The number of part-time faculty is also about 900 over the previous all-time high. The current number of academic

administrators (2,354) is almost 350 fewer than 1990's record high of 2,690. In terms of employee compensation, the average salaries of all groups (full-time faculty, part-time faculty, classified staff, and administrators) have tended to move up at about the same rates. In terms of staff diversity, the system has made slow but significant progress during the past 20 years. In particular, we have made progress in addressing the gender gap and increasing the representation of African Americans. However, we still lag significantly in terms the representation of Latinos and Asian/Pacific Islanders.

3. The April 28, 2000, San Diego Union Tribune article, entitled "Colleges Funding Isn't Created Equal" relating to equalization has been forwarded to a number of offices in the state, including the Chancellor's Office and the Board of Governors. In addition, Dr. Dominguez forwarded letters on equalization to Assemblyman Battin and Senator Kelly.
4. The new Institutional Research Analyst, Dawn Chun, was introduced to the Board.

#### LEGISLATIVE DAY IN SACRAMENTO WITH INLAND VALLEY TRUSTEES

Mr. Wong reported that on May 2, 2000, he represented IVC by joining the Inland Valleys' Trustees in a Legislative Day in Sacramento. A group of 14 trustees, representing 12 community college districts, visited with nine legislators. The plea was for growth money, implementation of equalization in funding, and economic development.

#### ATHLETIC PROGRAMS

John Hunt reported that the Pacific Coast Conference has denied IVC out-of-state recruiting rights. There is a possibility to recruit in Arizona. The following are the actions that have been taken and measures implemented for the operation and management of all IVC's athletic programs in compliance with the Education Code and Commission on Athletics Constitution:

1. We have disassociated ourselves from the Imperial Valley Sports Association (Resolution #11859, Board Meeting March 15, 2000). Athletes will not sell advertisements nor will they receive revenues/subsidies of any kind from the Imperial Valley Sports Association.
2. All funds generated in any association with Imperial Valley College are to be deposited in an appropriate College account.
3. We have adjusted our recruiting philosophy to emphasize total self-reliance of student/athletes.

4. Early identification of financial aid qualifiers will be made so everything can be in place upon the arrival of the student athlete.
5. We have incorporated the use of a "Letter of Understanding" so all parties are aware of what their financial responsibilities are prior to their arrival on Campus.
6. Our athletic counselor will disseminate housing information to all out-of-area student athletes.
7. The Vice President for Academic Services and the Athletic Director are responsible for indoctrination of coaches and athletes in all aspect of Commission on Athletics Constitution compliance.
8. A compliance team consisting of the Athletic Director, Athletic Counselor, Financial Aid Dean, and Student Life Director will monitor all aspects of compliance to the satisfaction of the Pacific Coast Conference.
9. If a student or staff member has been found to be in violation of the Commission on Athletics Constitution, the Vice President for Academic Services will take appropriate disciplinary action.
10. Budgetary and money management seminars will be offered for all students. All out-of-area student/athletes will be encouraged to attend.
11. All groups and/or individuals wishing to associate with Imperial Valley College will receive in-service training on the Commission on Athletics Constitution with emphasis on Article 12, regarding its subsidizing rules.
12. Meetings will be held on a quarterly basis where all coaches will meet with the Athletic Director, Administrative Representative, and the compliance team to assess how things are going and if any corrections should be made.

The Imperial Valley College administrative staff, Athletic Director, and all coaches have worked hard to make sure we are in compliance. Our mission is to insure our student athletes are well coached while all rules are being followed.

ANNUAL BOARD SELF-EVALUATION

The Board members were asked to complete their annual Self-Evaluation, and they were asked to turn them in to the President's Office as soon as possible. The results of the surveys will be compiled and presented at the June Board meeting.

M/S/C Medina/Cardenas to approve the **Minutes** dated April 12, 2000.

M/S/C Medina/Cardenas  
Resolution No. 11895: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of Purchase Order Nos. 0013186 through 0014147 inclusive be approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 0001776 through 0001990, inclusive be approved.

M/S/C Medina/Cardenas  
Resolution No. 11896: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 20 in the amount of \$91,866.47 and No. 21 in the amount of \$1,386,156.74, be ratified.

M/S/C Medina/Cardenas  
Resolution No. 11897: **COMMERCIAL WARRANT ORDERS**

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

37	in the amount of	\$360,799.23
38	in the amount of	303,513.89
39	in the amount of	287,385.09

M/S/C Medina/Cardenas  
Resolution No. 11898: **QUARTERLY REPORT**

BE IT RESOLVED that the Board of Trustees accepts the financial statements prepared pursuant to Education Code 84043, for the quarter ending March 31, 2000, and directs that copies be forwarded to the California Community Colleges Chancellor's Office and to the Office of the Imperial County Superintendent of Schools, as required by law.

M/S/C Medina/Cardenas

VI.6 Resolution No. 11899: **QUARTERLY INVESTMENT REPORT**

WHEREAS effective January 1, 1996, Government Code section 53646 requires schools districts to annually give a statement of investment policy to their governing boards; and

WHEREAS effective January 1, 1996, Government Code section 53646 requires that the chief business officer submit a quarterly report to the governing board including the type of investment, issuer, date of maturity, par and dollar amount invested in all securities, and investments and monies held by the district; and

WHEREAS all investments for the Imperial Community College District are on deposit with the Treasurer of the County of Imperial.

NOW, THEREFORE BE IT RESOLVED that the Board accepts the County of Imperial Statement of Investment Policy as the policy governing investments for the Imperial Community College District.

BE IT FURTHER RESOLVED that the Board accepts the quarterly report dated March 31, 2000, for funds invested with the Imperial County Treasurer.

M/S/C Medina/Keithly

Resolution No. 11900: **GANN APPROPRIATION LIMIT HEARING**

BE IT RESOLVED that the Board declares its intent to hold a public hearing on the establishment of the Gann Appropriation Limit for 1999-2000, and the June 14, 2000, regular meeting of the Board of Trustees. Notice of said hearing will be posted at least 15 days prior to June 14, 2000.

BE IT FURTHER RESOLVED that the Board approves the Gann Limit recalculation for 1999-2000, 2000-2001 as requested by the Chancellor's Office of the California Community Colleges.

M/S/C Medina/Cardenas

Resolution No. 11901: **IVC DESERT MUSEUM**

WHEREAS, this Board did heretofore authorize the construction of a building at the IVC Desert Museum site in Ocotillo; and

WHEREAS, some question has arisen as to whether such building would be used or entered by students or instructors as such and therefore come within the provisions of Sections 39140 through 39159, Education Code.

NOW, THEREFORE, BE IT RESOLVED that said building when constructed will be used exclusively for museum display and related research and will not be used for the purpose of instructional activities; and

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Vice President for Academic Services be hereby instructed to see that no students or instructors as such be permitted to use said building for instructional purposes at any time.

M/S/C Medina/Keithly to TABLE

Resolution No. 11902: **LIABILITY AND PROPERTY INSURANCE**

WHEREAS, California Community Colleges have determined there is a need for Property and Liability coverage by combining their respective efforts to establish, operate and maintain a Joint Powers Agency for Property and Liability coverage; and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.) of the Government Code of the State of California, authorizes joint exercise by two or more public agencies of any power common to them,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Imperial Community College District hereby declares its membership in the Statewide Association of Community Colleges Program and instructs its duly authorized agent to execute on behalf of Imperial Valley College the attached Joint Powers Agreement and appoints Carlos Fletes, Vice President of Business Services as its official representative to the SWACC JPA.

Passed on and adopted by the Board of Trustees of Imperial Valley College this 10<sup>th</sup> day of May, 2000 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

M/S Medina/Keithly

NO VOTES: Cardenas, Duff, Keithly, Long, Wong

YES VOTE: Ramirez ABSTAIN: Medina

Resolution No. 11903: **WORKERS COMPENSATION**

BE IT RESOLVED that the Board of Trustees approves Imperial Valley College joining the California Community College Risk Management Association (CCCRMA) for the purpose of obtaining workers compensation insurance for the District for the period July 1, 2000 through June 30, 2001.



M/S/C Long/Cardenas

Resolution No. 11904: **SECURITY SERVICES**

WHEREAS, Imperial Valley College is committed to providing a safe campus environment for students and staff; and

WHEREAS, the administration and Board of Trustees of the Imperial Community College District has been looking into alternatives for security services for the past three months; and

WHEREAS, the Planning and Budget Committee has approved a recommendation to contract for security services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves a contract with Day Night Security Patrol for security services for the period July 1, 2000 through June 30, 2001.

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Vice President for Business Services be authorized to sign the contract and all other necessary documents on behalf of the District.

M/S/C Keithly/Cardenas

Resolution No. 11905: **STUDENT WAGE RATE CHANGE**

BE IT RESOLVED that the Board approves the following addition to the Student Wage Rate, Section 6.11 of the Board Policy Manual, as requested by the Director of Student Life and recommended by the Dean of Financial Aid and State Programs.

Head Life Guard	\$8.00 per hour
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BE IT FURTHER RESOLVED that the Board also approves the following changes to the Wage Rates for Sign Language Interpreters, section 6.11.1 of the Board Policy Manual, as requested by the Interim Director of Disabled Students Programs and Services and recommended by the Dean of Financial Aid and State Programs:

Level 1	\$9.00 per hour	Successful completion of ASL 12 Advanced Sign Language or the equivalent or demonstration of skills at an advanced level
Level 2	\$11.00 per hour	Successful completion of Interpreting 16A or the equivalent of 2 years educational interpreting experience or demonstration of skills at this level

- Level 3      \$15.00 per hour      Successful completion of a community college interpreter program or 4 years of educational interpreting experience or demonstration of skills at this level
  
- Level 4      \$18.00                      Interpreter Certification

Evaluation of skills for placement at the appropriate wage level will be determined by the Director of Disabled Students Programs and Services or designee.

M/S/C Keithly/Long

Resolution No. 11906: **COLORADO RIVER EDUCATIONAL COMPACT RENEWAL**

BE IT RESOLVED that the Board approves the renewal of an agreement between the California Community Colleges Board of Governors and the Directors for Community Colleges of Arizona effective July 1, 2000, through June 30, 2003.

BE IT FURTHER RESOLVED that the purpose of this agreement is to establish a tuition reciprocity program to enable selected undergraduate students from California to enroll at designated community colleges in the State of Arizona with authorization to pay Arizona resident tuition rates, and to enable up to an equal number of selected students from the State of Arizona to enroll at community colleges in California with authorization to pay California resident tuition rates.

M/S/C Long/Keithly

Resolution No. 11907: **AGREEMENT FOR POLICY AND PROCEDURE SERVICE WITH COMMUNITY COLLEGE LEAGUE OF CALIFORNIA**

WHEREAS the Imperial Community College District has the need to secure expert consulting services to assist the District in its development of policies and procedures as required by applicable state and federal laws; and

WHEREAS the District has determined that many other community college districts in the State of California have the same need and have agreed to enter into identical agreements with the League; and

WHEREAS the League has retained the services of the law firm of Liebert Cassidy, which is specially experienced and qualified to perform the special services desired by the District, to develop the League's Policy and Procedures Service, and League is willing to perform such services in partnership with Liebert Cassidy.

BE IT NOW RESOLVED that the Board approves entering into this Agreement for the period of June 1, 2000 through June 30, 2003, in the amount of nine thousand five hundred dollars (\$9,500.00), and authorizes Dr. Gilbert Dominguez to sign the Agreement on behalf of the District.

M/S/C Medina/Cardenas

Resolution No. 11908: **DESTRUCTION OF RECORDS**

BE IT RESOLVED that the Board approves the reclassification of Class 2 records listed below to Class 3 disposable records:

<u>DOCUMENT</u>	<u>YEAR OF ORIGIN</u>
Change of Program Cards (Add/Drop Slips)	Spring, Summer, Fall 1994

M/S/C Medina/Cardenas

Resolution No. 11909: **PURCHASE OF 51 COMPUTERS**

BE IT RESOLVED, Board approves the awarding of a bid to Gateway Business in the amount of \$77,373.12 (100% state funded through Partnership of Excellence) for the purchase of fifty-one computers for the new Math Lab, per the plans and specifications.

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Vice President for Business Services, and/or the Director of Purchasing and Warehouse 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/Keithly

Resolution No. 11910: **REPLACEMENT OF ACADEMIC POSITION**

BE IT RESOLVED that the Board approves the recommendation of the Chief Instructional Officer, an Academic Senate Representative, and the area Division Chair to replace the full-time academic position of English Instructor.

M/S/C Cardenas/Keithly

Resolution No. 11911: **1999-2000 CANDIDATES FOR GRADUATION**

BE IT RESOLVED that the Board approves the following 1999-2000 Candidates for Graduation:

M/S/C Cardenas/Medina

Resolution No. 11912: **DAY OF THE TEACHER**

WHEREAS America's greatest strength has always been an educated citizenry; and

WHEREAS that educated citizenry is directly attributable to our system of universal public education that provides an educational opportunity for all students; and

WHEREAS community colleges and their teachers are a vital part of the system of universal public education; and

WHEREAS community college teachers are challenged daily to reach out to every student--regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed, or ethnic origin--to provide the assistance and guidance necessary for full intellectual development; and

WHEREAS community college teachers hold the key to the intellectual and occupational preparation of individual citizens who, collectively, determine the quality of life in the United States, in California, and in this community; and

WHEREAS community college teachers deserve the deepest respect and admiration of this community for their vital contribution to the well-being of our students;

WHEREAS the official day recognized as the Day of the Teacher is May 10, 2000;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees publicly commends and thanks the teachers of Imperial Valley College for their dedication and hard work.

M/S/C Medina/Keithly

Resolution No. 11913: **CLASSIFIED SCHOOL EMPLOYEES WEEK**

WHEREAS California school employees provide valuable services to the schools and the students in the Imperial Community College District; and

WHEREAS Classified school employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS Classified school employees employed at the Imperial Community College District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED that the Imperial Community College District hereby recognizes and wishes to honor the contribution of the Classified school employees to quality education in the State of California and Imperial Valley College, and declares the week of May 21-27, 2000, as Classified Employees Week.

M/S/C Cardenas/Keithly  
Resolution No. 11914: **INSTRUCTOR RESIGNATION**

BE IT RESOLVED that the Board approves the resignation of Belinda Klau, English Instructor, effective May 27, 2000.

M/S/C Cardenas/Keithly  
Resolution No. 11915: **PER-SESSION INSTRUCTOR EMPLOYMENT**

BE IT RESOLVED that the following academic personnel be employed during the 1999-2000 academic year, as credentialed, at the hourly rate provided for in Resolution No. 11354-4. Employment is contingent upon verification of records, credentials, and sufficient enrollment or whether the class is essential to a full-time instructor's load:

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Martinez, Eliza	Business

M/S/C Cardenas/Keithly  
Resolution No. 11916: **CLASSIFIED SUPERVISOR EMPLOYMENT**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Chun, Tuen (Dawn)	Institutional Research Analyst	District	8-A	5/1/2000

M/S/C Cardenas/Keithly  
Resolution No. 11917: **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>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Garcia, Jose Hector	Custodian	District	21-B	5/8/2000

M/S/C Cardenas/Keithly

Resolution No. 11918: **SHORT-TERM INTERMITTENT CLASSIFIED SERVICE EMPLOYMENT**

BE IT RESOLVED that the following individual be employed on a short-term intermittent basis, as needed:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Lucas, Lency	Office Assistant I	District	19-A	1/6/2000 to 5/31/2000

M/S/C Cardenas/Keithly

Resolution No. 11919: **SHORT-TERM CLASSIFIED SERVICE EMPLOYMENT**

BE IT RESOLVED that the following individual be employed on a short-term basis, as needed:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Jacobs, Monica	Inventory Control Technician	District	26-A	4/3/2000 to 4/20/2000

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 June 14, 2000.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2000.

\_\_\_\_\_  
ICCD Board President

\_\_\_\_\_  
ICCD Board Secretary