

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

SATURDAY, February 12, 2005 - 10:30 A.M.

**Location: Administration Building Board Room
380 East Ira Aten Road
Imperial, CA 92251**

I. CALL TO ORDER

1. Roll Call by Secretary:

Carlos R. Acuña	Romualdo Medina
Rudy Cardenas, Jr.	Rebecca L. Ramirez
Kelly Keithly	Louis Wong
Marian Long	Student Representative
	Academic Senate Representative

2. Pledge of Allegiance

II. PUBLIC COMMENT

At this time persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board. If you wish to be heard, please stand and identify yourself to the Board President.

III. WRITTEN COMMUNICATIONS

1. John C. Abarca, President, CSEA Chapter 472
(RE: 2005 Executive Board)
2. Yolanda Martinez, Custodian (RE: Retirement)

IV. INFORMATION REPORTS

1. Introduction of New Faculty - Dr. Kendra Jeffcoat
2. CCCT Legislative Conference - Carlos Acuña/Rudy Cardenas/
Marian Long
3. SDICCCA Alliance Meeting - Marian Long
4. Associated Student Government Update - Irene Garcia
5. Academic Senate Update - Dr. James Patterson
6. Monthly Financial Report - Tom Hudson
7. President's Update - Dr. Paul Pai

V. DISCUSSION



California
School
Employees
Association

*The nation's largest
independent classified
employee association*

*Member of the National
Association of Classified
School Employees
(NACSE), representing
independent public
employees throughout
the nation*



January 27, 2005

Marian A. Long, Board President
Imperial Community College District
Board of Trustees
380 East Aten Road
Imperial, CA 92251

Dear Ms. Long:

It is with great pleasure that I introduce the California School Employees Association, Chapter 472 Executive Board for the year 2005.

John C. Abarca, President
Patricia Robles, Vice President
Lisa Cross, Secretary
Betty Kakiuchi, Treasurer
Tony Salcedo, Jr. Past President
Gail Parish, Chief Job Steward

I would also like to take this opportunity to introduce our negotiations team:

Laura Gudino and Gail Parish, Chief Negotiators
Chris Mays, Researcher

Sincerely,

John C. Abarca
CSEA Chapter 472 President
Imperial Valley College

C: Board of Trustees
Dr. Paul Pai
Marion Boenheim
Tom Hudson
Gail Parish



IMPERIAL VALLEY COLLEGE

P.O. Box 158, Imperial, California 92251
(760) 352-8320 • FAX (760) 355-2663

November 8, 2004

Board of Trustees
Imperial Valley College
P.O. Box 158
Imperial, CA 92251

Dear IVC Board,

It is with mixed emotions that I submit to you my intent to retire from Imperial Valley College on July 1, 2005. I have truly enjoyed my employment here at IVC both as a custodian and as a mail clerk. I will miss the daily contact with the students, faculty and staff. I will also miss my many friends that I have made through the years at IVC.

Please include the Golden Handshake benefit (Board Resolution No. 13019, June 15, 2004) as part of my retirement.

Sincerely,

Yolanda Martinez, Custodian

cc: Dr. Paul Pai, Superintendent/President
Tom Hudson, Dean of Business Services
Dr. Marion Boenheim, Director of Human Resources
Rick Webster, Director of Maintenance and Operations
Mary Bell, Payroll and Benefits Coordinator
John Abarca, CSEA President

VI. CONSENT AGENDA - BUSINESS

1. Approval of Minutes dated January 25, 2004
2. Resolution No. 13190: Purchase Orders
3. Resolution No. 13191: Payroll Warrant Orders
4. Resolution No. 13192: Commercial Warrant Orders
5. Resolution No. 13193: Budget Changes
6. Resolution No. 13194: Quarterly Report
7. Resolution No. 13195: 2005-2006 Budgeting Guidelines and Procedures
8. Resolution No. 13196: Colorado River Educational Compact Renewal
9. Resolution No. 13197: Participation in Statewide Equalization Consortium Project

VII. CONSENT AGENDA - EDUCATIONAL SERVICES

1. Resolution No. 13198: Student Equity Plan
2. Resolution No. 13199: Accreditation Progress Report

VIII. CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
District Negotiators: Dr. Marion Boenheim and Tom Hudson
Employee Organizations: IVC Chapter CTA/NEA and CSEA Chapter 472
2. CONFERENCE WITH SUPERINTENDENT/PRESIDENT
RE: Employment Contracts of Unrepresented Employees: IVC Administrators
3. CONFERENCE WITH DR. MARION BOENHEIM, DIRECTOR/HUMAN RESOURCES -
UPDATE ON EXISTING LITIGATION
Subdivision (a) of section §54956.9
Name of case: Amalia Ortiz
U. S. District Court 03CV2451IEG{NLS}
4. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- IX. OPEN SESSION
Announcement of final action taken

X. CONSENT AGENDA - HUMAN RESOURCES

1. Resolution No. 13200: Per-Session Faculty Employment
2. Resolution No. 13201: Granting Another Designated Period for Two Years Additional Service Credit for Classified Personnel
3. Resolution No. 13202: Classified Confidential Service Employment
4. Resolution No. 13203: Short-Term Employee

XI. ADJOURNMENT - the next regular meeting of the Imperial Community College District Board of Trustees is scheduled for Tuesday, March 15, 2005, at 6:00 P.M.

VI. CONSENT AGENDA - BUSINESS

VI.1 Approval of Minutes dated January 25, 2005

VI.2 Resolution No. 13190: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. P5001893 through P5002799 in the amount of \$463,587.15, and Direct Payment Nos. I0007318 through I0007709 in the amount of \$51,316.01 are approved.

VI.3 Resolution No. 13191: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 13 in the amount of \$146,625.47 and Warrant Order No. 14 in the amount of \$1,522,759.43 be ratified.

VI.4 Resolution No. 13192: **COMMERCIAL WARRANT ORDERS**

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

22 in the amount of \$60,006.70
23 in the amount of \$2,042,194.79
24 in the amount of \$318,118.23
25 in the amount of \$605,368.13
26 in the amount of \$208,644.81

VI.5 Resolution No. 13193: **BUDGET CHANGES**

WHEREAS, the California Code of Regulations, Title V, Sections 58307 and 58308, and the Community College Budget and Accounting Manual require the Board of Trustees to adopt the annual District budget by resolution, and to approve any changes to that budget by resolution.

BE IT NOW RESOLVED that budget changes J4051627, J4051640, and J4051647 be approved.

VI.6 Resolution No. 13194: **QUARTERLY REPORT**

BE IT RESOLVED that the Board of Trustees accepts the financial statements prepared pursuant to Education Code 84043, for the quarter ending December 31, 2004, and directs that copies be forwarded to the Chancellor's Office of the California Community Colleges and to the Office of the Imperial County Superintendent of Schools, as required by law.

VI.7 Resolution No. 13195: **2005-2006 BUDGETING GUIDELINES AND PROCEDURES**

WHEREAS, the Imperial Community College District's 2005-2006 Budget development process began on February 1, 2005; and

WHEREAS, the Superintendent/President agrees with the recommendation made by the Planning and Budget Committee (1/26/05), Academic Senate (2/3/05) and the College Council (2/7/05) to change the 2005-2006 Budget Development Guidelines and Process;

NOW BE IT RESOLVED that the Board hereby approves the 2005-2006 Budget Development Guidelines and Process, and directs that the budget be prepared in conformance with the following:

The Budget Development Process for 2005-2006 will flow from the Visioning process and Board of Trustees adopted Master Plan Goals (2/24/04).

The Master Plan Goals are:

1. Create a modern comprehensive Science and Technology Center. (Currently in the planning phase with financing provided by Bond funds.)
2. Develop a Distance Learning Center that provides faculty and curriculum development for online, interactive TV and hybrid courses to reach students whose access are hindered by factors such as distance, disability, scheduling, preference of learning style, etc. (Title V Grant has been received)
3. IVC will respond to community needs that address our evolving economic diversification.
4. Develop a long-term facility plan (Completed 3/10/04 and implemented with passage of Bond Issue)
5. Develop, implement and manage six day per week balanced class schedule applicable district-wide to meet the needs of our community (Implemented Fall 2004)

6. Give Imperial County high school graduates “primary” and residents “secondary” priority at the entry freshmen level. For those who are ready for college level courses, a full-time program is offered to graduate in two years, or four to six semesters depending on major preparation requirements. (Implemented Fall 2004.)
7. Implement community involvement by IVC.

2005-2006 BUDGETING GUIDELINES:

- 1000 Instructional Salaries – to be budgeted by Human Resources, Business Services and Cost Centers. Departments are to schedule time with Human Resources to verify positions and salary amounts.
 - a. Increase instructional positions by 25
 - b. Curriculum and Instruction Committee to determine specific instructional allocations based on verified demand and classroom quotas.
 - c. Increase salaries subject to final negotiations.
- 2000 Increase Classified Salaries subject to final negotiations
 - a. Increase in support staff to be discussed by Administration and CSEA
- 3000 Increase Fringe Benefits subject to final negotiations
- 4000 Supplies and Equipment – Increase 8% from 2004-05
- 5000 Services – Increase 8% from 2004-05
- 6000 Capital Outlay will be budgeted by Budget and Planning Committee.

BUDGETING PROCESS:

1. Executive Council Prepares Budget Guidelines
2. Planning and Budget Committee Approves Guidelines
3. Academic Senate Approve Guidelines
4. College Council Approve Guidelines
5. Board Adopts Budget Guidelines
6. Budget Prepared Using Budget Guidelines
 - a. Department Chairs Prepare Budget
 - b. Deans and Vice Presidents Approve Budget
7. Budget Reviewed by Arena
 - a. President’s Cabinet (Representatives from CTA, CSEA, CMCA, ASG, Academic Senate, College Council, Vice Presidents)
 - b. Deans
 - c. Directors
 - d. Coordinators
 - e. Division Chairs

8. Budget Balanced by Arena
9. Budget Approved by Planning and Budget Committee
10. Budget Approved by Academic Senate
11. College Council Approves Budget
12. Budget Recommendation Forwarded to Board

VI.8 Resolution No. 13196: **COLORADO RIVER EDUCATIONAL COMPACT
RENEWAL**

BE IT RESOLVED that the Board approves the renewal of the Colorado River Educational Compact, approved by the State of California by special legislation (AB 3063: Community College Interstate Attendance Agreements) which involves Imperial Valley College and Mohave Community Colleges and Arizona Western College in the State of Arizona effective July 1, 2005 to June 30, 2008.

BE IT FURTHER RESOLVED that the purpose of this compact 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 Imperial Valley College with authorization to pay California resident tuition rates.

VI.9 Resolution No. 13197: **PARTICIPATION IN STATEWIDE EQUALIZATION
CONSORTIUM PROJECT**

WHEREAS the Imperial Community College District (ICCCD) has been among the leaders regionally and statewide in efforts to equalize funding among California's 72 community college districts; and

WHEREAS ICCD Board President Marian Long has been actively participating in the San Diego and Imperial Counties Community Colleges Association Board Alliance to develop strategies to ensure that community colleges statewide receive the full \$240 million in equalization funds over three years; and

WHEREAS at a consortium meeting of the Underfunded Districts Caucus and Ring College Group held at Long Beach City College on December 15, 2004, the consortium voted to hire California Strategies, a firm based in Sacramento, to provide advice and strategy assistance for guiding the equalization efforts; and

WHEREAS participating districts will share the cost of the contract with California Strategies at \$5,000 per district; and

WHEREAS the agreement calls for California Strategies, LLC to do the following:

- a. Design a strategy that would coordinate efforts of underfunded districts in advocating for equalization at \$80 million in the 2005-06 state budget.
- b. Design a strategy to develop and maintain bi-partisan legislative support for \$80 million for equalization in the 2005-06 state budget.
- c. Design a strategy to address the Proposition 98 split for community colleges.

BE IT NOW RESOLVED that the Imperial Community College District Board of Trustees hereby grants authority to the Superintendent/President to participate in this statewide consortium effort to help ensure equalization funding in the 2005-2006 state budget by sharing in the cost (\$5,000 per participating community college district) of a contract with California Strategies, LLC.

VII. CONSENT AGENDA - EDUCATIONAL SERVICES

VII.1 Resolution No. 13198: STUDENT EQUITY PLAN

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President, the Academic Senate (1/19/05), and the College Council (2/7/05) to submit of the Student Equity Plan to the Chancellor's Office.

BE IT FURTHER RESOLVED that the Academic Senate is hereby commended for taking the lead in the development of the Student Equity Plan.

VII.2 Resolution No. 13199: ACCREDITATION PROGRESS REPORT

WHEREAS, Imperial Valley College received on June 15, 2001, the Interim Report from the Accreditation Commission Evaluation Team visit held on March 6-8, 2001; and

WHEREAS, the Commission asked that an Interim Report be submitted by November 1, 2002, responding to four recommendations, which was submitted, an evaluation team visited on November 4, 2002, and the Commission on January 17, 2003 accepted the report; and

WHEREAS the Commission further required that a Focused Midterm Report be submitted by March 15, 2004, which was submitted, an evaluation

team visited on March 31, 2004, and the Commission accepted the report on June 25, 2004; and

WHEREAS the Commission required that the College submit a Progress Report by March 15, 2005, that will be followed by a visit by Commission representatives.

BE IT NOW RESOLVED that the Board approves the submission the Progress Report responding to two recommendations to the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges.

VIII. CLOSED SESSION

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District Negotiators: Dr. Marion Boenheim and Tom Hudson
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2. CONFERENCE WITH SUPERINTENDENT/PRESIDENT
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Subdivision (a) of section §54956.9
Name of case: Amalia Ortiz
U. S. District Court 03CV2451IEG{NLS}
4. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

IX. OPEN SESSION

Announcement of final action taken

X. CONSENT AGENDA - HUMAN RESOURCES

X.1 Resolution No. 13200: **PER-SESSION FACULTY EMPLOYMENT**

BE IT RESOLVED that the following personnel be employed during the 2005 Spring Semester, as hourly rate provided for in Resolution No. 12564. Employment is contingent upon verification of records, credentials, finger printing clearance and sufficient enrollment, or whether the class is essential to a full-time instructor's load.

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Aguirre, Justina	Nursing
Aguirre, Fernando	Spanish
Altamirano, Susan	English as a Second Language
Andrade-Encinas, Georgina	English as a Second Language
Araiza, Carlos	Automotive
Araiza, Mauro	Spanish
Arango, Fernando	Business
Arevalo, Gregory	English as a Second Language
Arevalo, Jim	English as a Second Language
Arizaga, Eddie	Emergency Medical Service
Arzaga, Michael	English as a Second Language
Ballard, Timothy	Political Science
Beckett, Phillip	English
Benavidez, Benny	Correctional Science
Berker, Enola	Allied Health Profession
Bernal, Claudia	English as a Second Language
Bonfils-Roncal, Mackaelle	French
Boutwell, Marsha	Physical Education
Bradshaw, David	Water Treatment
Brock, Alison	Business/Computer Information System
Bownlee, Theresa	Health Education
Buchanan, Debra	Physical Education
Burch, Steven	Water Treatment
Canchola, Guadalupe	Spanish
Cannon, Jimmie	Music
Cardenas, Jose	Welding
Cardenas, Lucia	Spanish
Cervantes, Carole	Nursing
Carson, Randell	English
Castillo, Kelly	Math
Ceseña, Cedric	Emergency Medical Services
Chavarria, George	Correctional Science

Clark, Paul	Philosophy
Collins, George	Anthropology
Collins, Karen	Anthropology
Colunga, Richard Jr.	English as a Second Language/Music
Coronado, Carmilla	Reading
Cota, Edward	Correctional Science
Cozzani, Alejandro	Math
Crittendon, Stanley	Emergency Medical Services
Cruz, Judy	Emergency Medical Services
DeLeon, Felix	Water Treatment
DeLeon, Ylaria	Math/DSP&S
Delgado, Manuel	Political Science
Dibb, David	English
Dizon, Milagros	American Sign Language
Dolf, Paula	DSP&S
Driskill, Mitchell	Legal Assistant
Duarte, Carlos	Math
Estrada, Jorge	Art
Evers, Douglas	English as a Second Language
Fembris, Pearl	Admin of Justice
Ferguson, Douglas	Speech
Finnell, Lillian	Human Relations
Fisher, Raenelle	History
Fletes, Maria L.	English as a Second Language
Freitas, Linda	Art/Disabled Student Programs and Services
Garay, Jeronimo	Math
Garcia, Ana L.	Physical Education
Garcia, Margarita	English as a Second Language
Garcia, Sylvia	Emergency Medical Services/Nursing
Garrie, Ronnie	Automotive
Gaytan, Julio	Spanish
Gonzalez, Adrian	Computer Information Systems
Gray, Ronette	Physical Education
Green, John	Emergency Medical Services
Green, Rebecca	Child Family & Consumer Science
Grima, Jason	Automotive
Grivanos, Maria-Luisa	Spanish
Gutierrez, Hernan	Spanish
Hackett, Elaine	Emergency Medical Services
Haddad, Virginia	Art
Hanksink, Pam	Nursing/Allied Health Profession
Herbert, Robert	Political Science
Heredia, Rosa	English as a Second Language

Hernandez, Adrian	English as a Second Language
Hernandez, Oscar	Math
Hernandez, Porfirio	Math
Hirales, Maria	English as a Second Language
Hodge, Bill	Social Science
Holt, Steve	Emergency Medical Services
Jaime, Jose	Computer Information Systems
Jimenez, Javier	Electronics
Jimenez, Ricardo	Electronics
Kelley, Ryan	Fire Science/Child Family & Consumer Science
Khan, John	Art
Knapp, Leslie	Administration of Justice
Lang, Dennis	Music
Lara, Eva	Sociology
Lay, Nancy	Reading
Leal, Jaime	Automotive
Lemus, Sylvia	Business
Leptich, Chad	Business
Lerno, Jill	Physical Education
Lizarraga, John	English
Lopez, Teresa	English as a Second Language
Love, Mary	Computer Information Systems
Love, William	Agricultural
Luna, Sylvia	Allied Health Profession
MacDonald, Andara	Speech
MacGaffey, Neil	Math
Macholtz, Madeline	Agricultural
Machuca, Victor	English as a Second Language
Macias, Claudia	Sociology
Madueno, Eddie	Administration of Justice
Magos, Maria-Rosa	English as a Second Language
Marquez, Arturo	English as a Second Language
Mason, Jeff	Administration of Justice
Mellow, Steve	Photography/Art
Mendez, Armando	Physical Geography
Mendez, Hugo	Automotive
Mendoza, Sondra	Business
Mercado, Peter	Fire Science
Milan, Tanya	Water Treatment
Miller, Jason	Computer Information Systems
Monge, Antonio	Administration of Justice
Montenegro, Jean	English
Moran, Santos	Math
Moya, Gabriela	Spanish
Murray, Charlotte	Biology
Navarro, Richard	Emergency Medical Services

Nicholson, Ronald	English
Niebla, Eduardo	Chemistry
Nippins, Frederick	Fire Science
Norris, Terry	English
Olmeda, Jose	Art
Padilla, Jesus	English as a Second Language
Palacio, John M.	Physical Education
Pasqua, Darrol	Water Treatment
Pegues, Ronald	Administration of Justice
Peralta, Rosa	Nursing
Piedra, Marcela	Business
Pond, Dennis	Music
Pritting, John	Emergency Medical Services
Ragland, Lisa	Computer Information Systems
Rahiotis, Miguel	Human Relations
Rascon, Sara	Psychology
Reel, Rebecca	Speech
Rhoades, Robert	Math
Rivera, Alfred	Welding
Rojas, Leroy	History
Roman, Donaciano	Spanish
Rood, Michael	Legal Assistant
Sanchez, Arturo	English as a Second Language
Sanchez, Gerardo	Physical Education
Stinson, Jerry	Emergency Medical Services
Sargent, Denise	English
Schultz, Richard	History
Sharpe, John	English as a Second Language
Simon, Darren	Journalism/English
Smith, Donald	English as a Second Language
Smith, Lisa	Computer Information Systems
Smith, Ruth	Music
Solomon, Benjamin	Speech
Staten, Patrick	Math
Staton, Jack	Administration of Justice
Stinson, Jerry	Emergency Medical Services
Storey, Chuck	Business
Suarez, Velarmino	Math
Swearingen, Michael	History
Tally, Sue	Child Family & Consumer Sciences
Tapispisan, Virgil	Alcohol & Drug Studies
Tauler, Sandra	Library
Torales, Maria	Spanish
Torres, Jesus-Adriana	English as a Second Language
Torres, Timoteo	English as a Second Language
Travis, Reyna	Spanish
Trejo, Lydia	Allied Health Profession

Valdez, Aida	Allied Health Profession
Varela-Ham, Ruben	Math
Vasquez, Gloria	American Citizenship
Vasquez, Melisa	Business/Computer Information Systems
Veysey, Millie	Nursing
Verbrugh, Richard	Administration of Justice
Walther, Kimberle	Math
Welisch, Michael	Art
Whitman, William	Math
Wilcox, Karen	Anthropology
Williams, Kjersti	Music
Young, Patricia	Speech
Zwart, Martin	Physical Education

X.2 Resolution No. 13201: **GRANTING ANOTHER DESIGNATED PERIOD FOR TWO YEARS ADDITIONAL SERVICE CREDIT FOR CLASSIFIED PERSONNEL**

WHEREAS Imperial Community College District, under a contract administered by the Imperial County Schools, participates in the Public Employees' Retirement Systems; and

WHEREAS, Imperial Community College District desires to provide a designated period for Two Years Additional Service Credit, Section 20904, based on the contract amendment included in said contract, which provided for Section 20904, Two Years Additional Service Credit, for eligible miscellaneous members.

NOW, THEREFORE, BE IT RESOLVED, that Imperial Community College District does seek to add a designated period, and does hereby authorize this Resolution indicating a desire to add a designated period from March 15, 2005 through July 1, 2005, for miscellaneous members eligible to retire in the Imperial Community College District.

X.3 Resolution No. 13202: **CLASSIFIED CONFIDENTIAL SERVICE EMPLOYMENT**

BE IT RESOLVED that the following individual be employed in the classified confidential service as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Lang, Kathleen	Administrative Assistant (Academic Services)	District	5-1	2/01/05

X.4 Resolution No. 13203: **SHORT-TERM EMPLOYEE**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Soto, Ivan	Assessment Technician	District	27-A	2/4/05 to 3/23/05

XI. **ADJOURNMENT** - The next regular meeting of the Board of Trustees is scheduled for Tuesday, March 15, 2005, at 6:00 P.M.