

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

Tuesday, April 19, 2005 - 6:00 P.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. Marie H. Hisel (RE: Retirement)

IV. INFORMATION REPORTS

1. Employee of the Month for March and April - Dr. Kendra Jeffcoat and Dr. Paul Pai
2. Introduction of New Faculty - Dr. Kendra Jeffcoat
3. Introduction of New Classified Staff - Tom Hudson
4. SDICCCA Alliance Meeting - Marian Long
5. Associated Student Government Senate Update - Irene Garcia
6. Academic Senate Update - Dr. James Patterson
7. Monthly Financial Report - Tom Hudson
8. President's Update - Dr. Paul Pai

V. DISCUSSION: 2005-2006 Board Goals

April 18, 2005

Board of Trustees
Imperial Valley College
380 East Aten Road
Imperial, CA 92251

Dear Members of the Board of Trustees:

Please accept this letter as my request for retirement effective July 1, 2005 with my last day of work on June 30, 2005. I am also requesting inclusion in the Golden Handshake.

In my 18+ years here at Imperial Valley College, I have been most fortunate to work with a fine group of people who I will greatly miss. I have also enjoyed working with the students who have passed through our College during my time here.

I wish to thank you for the opportunity I have had in working at Imperial Valley College and wish each of you all the very best.

Sincerely,



Marie H. Hisel
Administrative Secretary
Financial Aid

cc: Dean of Financial Aid
Vice-President for Student Services
Human Resources

VI. CONSENT AGENDA - BUSINESS

1. Approval of Minutes dated March 15, 2005
2. Resolution No. 13223: Purchase Orders
3. Resolution No. 13224: Payroll Warrant Orders
4. Resolution No. 13225: Commercial Warrant Orders
5. Resolution No. 13226: Budget Changes
6. Resolution No. 13227: ICCD Board of Trustees Representation on the IVC Foundation Board of Directors
7. Resolution No. 13228: Endorsement of Assembly Bill 317

VII. CONSENT AGENDA - EDUCATIONAL SERVICES

1. Resolution No. 13229: New Certifications/New Courses/Course Deletions

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 and Classified Managers
3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
4. EVALUATION: Superintendent/President

- IX. OPEN SESSION
Announcement of final action taken

X. CONSENT AGENDA - HUMAN RESOURCES

1. Resolution No. 13230: Day of the Teacher
2. Resolution No. 13231: Classified School Employees Week: May 15-21, 2005
3. Resolution No. 13232: Memorandum of Understanding Between the District and IVC Chapter CCA/CTA/NEA
4. Resolution No. 13233: Administrative Contracts
5. Resolution No. 13234: Per-Session Faculty Employment
6. Resolution No. 13235: Classified Retirement
7. Resolution No. 13236: Classified Resignation
8. Resolution No. 13237: Classified Employment
9. Resolution No. 13238: Substitute Classified Employee

- XI. ADJOURNMENT - the next regular meeting of the Imperial Community College District Board of Trustees is scheduled for Tuesday, May 17, 2005, at 6:00 P.M.

VI. CONSENT AGENDA - BUSINESS

VI.1 Approval of Minutes dated March 15, 2005

VI.2 Resolution No. 13223: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 5001754 through 5003823 in the amount of \$497,037.54, and Direct Payment Nos. 0008301 through 0008700 in the amount of \$54,268.41 are approved.

VI.3 Resolution No. 13224: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 17 in the amount of \$154,257.04 and Warrant Order No. 18 in the amount of \$1,800,167.43 be ratified.

VI.4 Resolution No. 13225: **COMMERCIAL WARRANT ORDERS**

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

31 in the amount of \$259,413.43
32 in the amount of \$81,375.26
33 in the amount of \$826,121.04
34 in the amount of \$312,382.09

VI.5 Resolution No. 13226: **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 J4051706, J4051711, J4051736, J4051743, J4051748, J4051757, J4051758, J4051767, J4051768, J4051774, J4051776, J4051779, J4051781, J4051783, J4051803, J4051814 and J4051815 be approved.

VI.6 Resolution No. 13227: **ICCD BOARD OF TRUSTEES
REPRESENTATION ON THE IVC FOUNDATION BOARD OF DIRECTORS**

BE IT RESOLVED that the Board designates the following three ICCD Board members to serve on the IVC Foundation Board of Directors for one year beginning September 2005:

Kelly Keithly
Marian Long
Louis Wong

VI.7 Resolution No. 13228: **ENDORSEMENT OF ASSEMBLY BILL 317**

WHEREAS, there is great disparity in funding per student among California's 72 community college districts, ranging from \$3,708 to \$8,186; and

WHEREAS, the lack of equitable state funding means that students in lower-funded districts have significantly less access to educational programs and services; and

WHEREAS, the Legislative Analyst's Office correctly states that "It is difficult to hold all districts accountable for (state performance) standards when the amount of funding provided per student varies from district to district;" and

WHEREAS, with the first installment of equalization funds in 2004-2005, the Imperial Community College District was able to provide increased educational opportunities for students by adding classes and increasing the number of full-time faculty; and

WHEREAS, without the second installment of equalization funds, the progress made in the first year of equalization will begin to erode and the funding gap will widen in 2005-06; and

WHEREAS, the Legislative Analyst's Office states that "The Legislature and Governor have already established that this (equalization) is an important goal, toward which they committed about one-third of necessary funding in the current year;" and

WHEREAS, the Legislative Analyst's Office further states that the "State's effort to equalize district funding should remain a high priority," and Assembly Bill 317, authored by Assembly Member Mervyn Dymally, would do just that.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Imperial Community College District strongly supports Assembly Bill 317 and urges the Legislature to support AB 317 for fairness and equity among community colleges.

VII. CONSENT AGENDA - EDUCATIONAL SERVICES**VII.1 Resolution No. 13229: NEW CERTIFICATES/NEW COURSES/COURSE DELETIONS**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee (10/21/04, 11/4/04, 11/18/04) and the Academic Senate (12/2/04, 12/15/04), with the consent of the Superintendent/President to add the following:

NEW CERTIFICATES: Electrical Trades Certificate
 Firefighter I Certificate

NEW COURSES: ELTT 101 - Electrical Trades I
 ELTT 102 - Electrical Trades II
 ELTT 103 - Electrical Trades III
 ELTT 104 - Electrical Trades IV
 EDUC 202 - Tutor Training
 FIRE 121-ICS 200 - Basic Incident Command Systems
 FIRE 122 - Confined Space Awareness
 FIRE 130 - Basic Fire Academy I
 FIRE 131 - Basic Fire Academy II

COURSE DELETION: CIS 200 - Programming in Basic

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2. CONFERENCE WITH SUPERINTENDENT/PRESIDENT
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4. EVALUATION: Superintendent/President

IX. OPEN SESSION

Announcement of final action taken

X. CONSENT AGENDA - HUMAN RESOURCES

X.1 Resolution No. 13230: 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 California Day of the Teacher is May 11, 2005 and Week of the Teacher is May 9-13, 2005;

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.

X.2 Resolution No. 13231: **CLASSIFIED SCHOOL EMPLOYEES WEEK:
MAY 15-21, 2005**

WHEREAS, classified professionals provide valuable services to the school and students of the Imperial Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotions of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Imperial Community College District's students; and

WHEREAS, classified professionals employed by 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 professionals to quality education in the state of California and in the Imperial Community College District and declares the week of May 15-21, 2005, as Classified School Employee Week in the Imperial Community College District.

X.3 Resolution No. 13232: **MEMORANDUM OF UNDERSTANDING BETWEEN
THE DISTRICT AND IVC CHAPTER CCA/CTA/NEA**

WHEREAS, Article 16.4 of the Agreement states that unit members who serve as long-term substitutes for other unit members shall receive pro-rata pay; and

WHEREAS, special and unusual circumstances occurred in the Fall Semester of 2004 that required long-term substitution for an adjunct faculty member; and

WHEREAS, the District and the Association agree that the pro-rata pay rate should be paid to the substitutes involved in this particular case;

NOW, THEREFORE, it is agreed as follows:

1. Unit members Deidre Rowley and Daniel Trax shall be paid at the pro-rata rate for their long-term substitute service provided in the Fall Semester of 2004 for an adjunct faculty member.
2. This action is not intended to be precedent setting or establish past practice on this issue.

NOW BE IT RESOLVED that the Board approves this Memorandum of Understanding between the Imperial Community College District and the Imperial Valley College Chapter of the Community College Association/California Teachers Association/National Education Association.

X.4 Resolution No. 13233: **ADMINISTRATIVE CONTRACTS**

WHEREAS, administrators employed by the District are initially hired under a one year probationary contract;

WHEREAS, in order to recruit highly competent individuals, and to retain said individuals, it is beneficial to the District to grant administrators a two-year rolling contract following successful completion of the probationary period;

WHEREAS, granting a two-year rolling contract to administrators who have successfully completed the probationary period would create stability on the District management team and would facilitate the budgeting process;

NOW, THEREFORE, BE IT RESOLVED that, on the recommendation of the Superintendent/ President, the Board approves granting a two-year rolling contract to those administrators who have successfully completed the initial one year probationary contract period as of July 1, 2005.

BE IT FURTHER RESOLVED that administrators employed in subsequent years who have successfully completed the one-year probation as of July 1, may be granted a two-year rolling contract.

X.5 Resolution No. 13234: **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>
Kramer, Christopher	Philosophy
Lantzer, David	Emergency Medical Services
LaPeña, Evangelina	Emergency Medical Services

X.6 Resolution No. 13235: **CLASSIFIED RETIREMENT**

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Marie H. Hisel, Administrative Secretary for Financial Aid, effective June 30, 2005.

BE IT FURTHER RESOLVED that sincere appreciation be expressed for her 18 years of service to Imperial Valley College.

X.7 Resolution No. 13236: **CLASSIFIED RESIGNATION**

BE IT RESOLVED that the resignation of the following classified employee be accepted as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Mentroe, Angela L.	Science Lab Technician	District	29-A	4/22/05

X.8 Resolution No. 13237: **CLASSIFIED EMPLOYMENT**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Agatep, Virginia	Staff Secretary III 50% ACCESO Project	Title V Federal Contract ends 9/30/09	29-B	4/11/05
Aguilar, Erika	Office Assistant III Upward Bound	Federal	22-B	4/11/05
Spears, O. Wayne	Workability III Career Development Specialist DSPS	State Contract ends 6/30/07	35-C	4/11/05

X.9 Resolution No. 13238: **SUBSTITUTE CLASSIFIED EMPLOYEE**
BE IT RESOLVED that the following individual be employed on a substitute basis, as needed:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Martinez, Patricia	Office Assistant III (Purchasing)	District	22-A	4/14/05 to 6/30/05

XI. **ADJOURNMENT** - The next regular meeting of the Board of Trustees is scheduled for Tuesday, May 17, 2005, at 6:00 P.M.