

ADOPTED MINUTES
FOR THE REGULAR MEETING OF THE
IMPERIAL COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

Tuesday, October 18, 2005

On Tuesday, October 18, 2005, Board President Marian Long called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:00 P.M., in the Health Sciences Building Room 2131.

BOARD MEMBERS PRESENT: Carlos Acuña, Rudy Cardenas, Jr.;
Kelly Keithly, Marian Long;
Romualdo Medina; Rebecca Ramirez,
Louis Wong

REPRESENTATIVES PRESENT: Monica Bulong, Associated Students
Dr. James Patterson, Academic Senate
John Abarca, Classified

CONSULTANTS PRESENT:

Dr. Paul Pai, Superintendent/President
Dr. Victor Jaime, Vice President for Student Services
Dr. Joe Vogel, Interim Dean for Business Services
Dr. Marion Boenheim, Associate Dean of Human Resources
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

A large group of concerned students; Tina Aguirre, Pioneers Memorial Healthcare District Representative; Brianna Lusk, Imperial Valley Press Reporter; Kathy Berry; Ted Ceasar; Grace Espinoza; Gaylla Finnell; Carlos Fletes; Lenny Fabian; Kelli Flormann; Laurie Franks; Bill Gay; Norma Sierra Galindo; Carol Hann; Dr. Michael Heumann; Gonzalo Huerta; Mary Lofgren; Sergio Lopez; Kevin Marty; Armando Mendez; Jim Pendley; Jack Raubolt; Efrain Silva; Maria Elena Thibodeaux; Rick Webster; Kathy Westerfield; Dr. Robin Ying; Lianna Zhao; David Zielinski.

WRITTEN COMMUNICATIONS

1. Tom Hudson, Dean of Business Services (RE: Resignation)

PUBLIC COMMENTS

Armando Mendez, Student and Administration of Justice Instructor, asked the Board to reject both options in Resolution No. 13395 relating to Student Health Services.

Gaylla Finnell, Political Science Instructor, Rhonda Gomez, Students for Political Awareness (SPA) President, Kelli Florman, Administration of Justice Instructor expressed frustration over the District charging students the \$14 student health fee for the Fall Semester but no services being offered to students, charging that this was a breach of contract with the students.

Rene Limon, a concerned student, commended the Associated Student Government for taking action to find resolution through compromise in this issue.

Jerry Avila, ASG Representative, refuted the proposal by stating that such action was not legal.

Mariaelena Thibodeaux, EMT Instructor and Nursing Student, and Carol Hann, English Instructor, expressed concerns that emergency medical services are not available during the hours that the campus is open.

Tina Aguirre, Pioneers Memorial Healthcare District representative, reviewed the student health services that will be offered on campus beginning October 19. The location of services will be at the IVC Student Health Center from 8:30 A.M to 12:30 P.M. Monday through Friday. Services are also available at locations throughout the Valley. Basic no cost services will be general health screenings, well-patient physicals, health education and wellness information, health promotion through health fairs and emergency response training classes, among other activities.

Thirty-nine letters from concerned students were presented to the Board for their review and consideration on the student health services issue.

EMPLOYEE OF THE MONTH RECOGNITION

Dr. Victor Jaime introduced and congratulated Mary Lofgren, EOPS Counselor, as Employee of the Month for October. The nominator stated the following:

Mary Lofgren is a lady who is involved in many activities at IVC and in the community. Mary was one of the major contributors to the remodeling of the Faculty Lounge. She co-wrote the grant to the Foundation asking for funds to meet this endeavor. She used her personal time and resources to create a better and relaxed place where breaks or meetings could take place in comfort. Mary is

a lady who enjoys cooking. To save money she volunteers her time to clubs to cater delicious food at a lower price. Her creativity has saved money and people enjoy her displays and also love her food.

INTRODUCTION OF NEW FACULTY

Dr. Marion Boenheim introduced and welcomed the following new faculty:

- Dr. Michael Heumann, English (Basic Composition and Reading) Instructor, received his B.A., M.A., and Ph.D. Degrees from the University of California, Riverside.
- Curt Riesberg, English (Reading) Instructor, received his B.A. from the University of Minnesota, M.A. Degree from Kent State University, and M.P.W. Degree from the University of Southern California.

ASSOCIATED STUDENT GOVERNMENT

ASG President Monica Bulong commented on the following:

- Monica Bulong and Nancy Ramirez found the HACU Conference they attended on October 15-18 in Phoenix to be both inspirational and enjoyable.
- On October 26, Hypnotist Chuck Milligan will entertain the students.
- There will be Halloween Festivities for students on October 31.
- Red Ribbon Week activities will include the screening of the film *Drug Wars: The Camarena Story* on October 27 at the College Center. On October 31 at 11:00 A.M. there will be a formal presentation at the Spencer Library Media Center of a bronze "bust" of Enrique "Kiki" Camarena which is being presented to IVC by the Friends of the IVC Foundation.
- The ASG will be attending a Statewide Conference in San Jose.
- The ASG has been on top of the Health Fee issue since the beginning, and a vote authorized the reimbursement of \$7 to students for the Fall Semester.

ACADEMIC SENATE UPDATE

Academic Senate President, Dr. James Patterson, reported on the following:

- The Senate has asked the Curriculum and Instruction Committee to review and prioritize those faculty positions currently not filled. The recommendation from the Committee will be reviewed by the Senate at its meeting on October 19.

- The Senate is continuing its discussion of moving the deadline for withdrawal (drop) of classes recommending a shift from the current 75% to 62% of the semester or term. The ASG is involved in the decision-making process.
- The Senate is beginning the process for faculty evaluation of administrators.

MONTHLY FINANCIAL REPORT

Dr. Joe Vogel reviewed the budget report for the month ending September 30, 2005, which is on target. At this time reserves represent 4.923% or \$1,564,972 of the total Unrestricted General Fund budget.

BOARD PRESIDENT'S REPORT

Board President Marian Long reported the following:

- At the October 3 SDICCCA Alliance meeting it was recommended the rehiring of Jim Bruelty as legislative advocate to help with the equalization of funding for community colleges. The assessment will be \$5,000 per district.
- SB 361 (Scott) carries out the intent of the Board of Governors budget proposal to begin implementation of the new funding formula in the 2006-2007 fiscal year.
- The Under Funded Caucus will be meeting at the CCLC Annual Conference in San Francisco on November 17-19.
- On October 14, Dr. Pai, Rudy Cardenas, and Marian Long attended an Inland Valleys' Trustees and CEO Association meeting at the Miracle Springs Resort in Desert Hot Springs, where Chancellor Mark Drummond spoke on SB 361 Community College Funding Formula, SB 70 Vocational Education, and transfers from community college to CSU.
- A resolution from the San Diego Community College District Board of Trustees was distributed, in which they urge the Board of Governors to adopt as one of its highest priorities in the Budget Change Proposals for 2006-2007 the balance of equalization in the amount of \$130 million in order to complete the process of equalization.

PRESIDENT'S UPDATE

Dr. Pai reported the following information:

- Congratulations to Dr. Lianna Zhao, Sherry Zoebell, Erin Itza, Kathy Berry, Dr. Kendra Jeffcoat, Carol Lee and Dawn Chun who contributed to the success of the Title V Cooperative Grant Proposal. This five year grant amounts to \$698,490 for the first year, and \$3.4 million over five years. The purpose of the grant is to build 2+2 (lower division plus upper division) associate to bachelor degree programs in computer science and nursing at IVC and SDSU-IV Campus.
- Transfer students to California State Universities (CSU) this past year has climbed up to an all time high of 298, ranking 54th among all 107 California community colleges in terms of percentage of CSU transfers among all credit enrollments. Out of these 298, two hundred transferred to SDSU.
- The Community College League of California initiated a ballot initiative for next year to (1) set a separate Proposition 98 funding guarantee for community colleges tied to our growth and not to the current declining trend of K-12 enrollment; (2) secure bilateral governance and strengthening the System Office; and (3) a student fee rollback to \$20 per unit with a future policy that student fee increases will be gradual, moderate and predictable. The Chief Executive Officers of the California Community Colleges (CEOCCC) Board voted unanimously to recommend to the Californians that we proceed to place a Community College Initiative on the November 2006 ballot. The CEOCCC Board reviewed the results of the advisory vote and found that there was overwhelmingly positive support to go forward with the Initiative.
- Dr. Jaime and Dr. Pai attended the October 7th Imperial Valley Counselors' Round Table Conference at SDSU-IV Campus. Dr. Jaime received an award for "Administrator of the Year."

BUDGET AND FINANCIAL PLANNING

Dr. Joe Vogel presented information on the status of the IVC's budget and financial planning. The Board was requested to approve Board Resolution No. 13393 which would give the College direction on budget readjustments after analysis of financial information in relation to actual enrollment for the Fall Semester and Winter Intersession projection. With a 5.6% enrollment growth, budget cuts are projected to total \$1.5 million for this fiscal year.

The Budget and Planning Committee has recommended an immediate hiring freeze at a savings of \$958,648.42, a reduction of 4000s and 5000s

accounts and elimination of overtime at a savings of \$612,798.03. The goal is to attain a 5% reserve.

Dr. Vogel reviewed the following Action Plan:

1. Increase income whereby the CEO and Public Relations would establish an aggressive advertising campaign for stimulating Winter and Spring enrollment.
2. Expedite the process for establishing new courses; approval process must be accelerated.
3. We have the teachers/sections available to serve a greater student population; fill rate should be increased to 90%.
4. Sections below 14 students enrolled should be consolidated with other classes.
5. Student Services, Instructional Services and division chairs should implement an immediate plan for student enrollment and retention.
6. Maximize class scheduling to increase FTES.

ANNUAL BOARD SELF EVALUATION

Dr. Pai asked each Board member to complete and submit their annual Board Self-Evaluation.

M/S/C to approve the Minutes dated September 14, 2005

M/S/C Keithly/Wong

Resolution No. 13387: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Orders for the month of September 2005 in the amount of \$455,042.78 and Direct Payments in the amount of \$287,714.08, according to the Purchase Order Listing submitted by the Purchasing Department are approved.

M/S/C Keithly/Wong

Resolution No. 13388: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that the Board approves the following Payroll Warrants:

Payroll Warrant	#	General Fund	Lease Rev. Bond	Child Development	Certificates of Participation	BOND FUND	Total
9/9/2005	5	56,990.67	0.00	361.40	0.00	0.00	57,352.07
9/30/2005	6	2,325,732.59	0.00	39,929.46	7,701.31	8,552.98	2,381,916.34
		2,382,723.26	0.00	40,290.86	7,701.31	8,552.98	2,439,268.41

M/S/C Keithly/Wong

Resolution No. 13389: **COMMERCIAL WARRANT ORDERS**

BE IT RESOLVED that the Board approves the following Commercial Warrant Orders:

Commercial Warrant	#	General Fund	Lease Rev. Bond	Child Development	Certificates of Participation	BOND FUND	Total
9/1/05	9	143,556.48			903.48	43,686.84	188,146.80
9/6/05	10	58,326.23		498.78	4,619.74	21,091.94	84,536.69
9/13/05	11	412,546.92	10,670.24		703.26		423,920.42
9/14/05	11A	2,130,755.25					2,130,755.25
9/27/05	12	355,898.64			1,376.71	104,573.70	461,849.05
		3,101,083.52	10,670.24	498.78	7,603.19	169,352.48	3,289,208.21

M/S/C Keithly/Wong

Resolution No. 13390: **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 the Board approves the following budget changes: J4052392, J4052561, J4052564, J4052570, J4052572, J4052573, J4052584, J4052611, J4052634, J4052635, J4052636 and J4052640.

M/S/C Keithly/Wong

Resolution No. 13391: **QUARTERLY FINANCIAL REPORT**

BE IT RESOLVED that the Board of Trustees accepts the financial statements prepared pursuant to Education Code 84043, for the quarter ending June 30, 2005, 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 Keithly/Wong

Resolution No. 13392: **AGREEMENT FOR LEGAL SERVICES**

BE IT RESOLVED that pursuant to the terms and conditions of Education Code Sections 35042.5 and 72420, that an agreement be approved with the legal firm of Horton, Knox, Carter, and Foote to provide legal services to the Imperial Community College District, which shall continue in effect through October 31, 2006.

M/S/C Keithly/Wong

VI.8 Resolution No. 13393: **2005-06 BUDGET REVISION**

WHEREAS the Imperial Valley College was paid by the State for a projected 22% increase in enrollment for 2004-05, and that growth was not achieved; and

WHEREAS Imperial Valley College's 2005-06 Budget was based on a projected 18% increase in enrollment; and that growth will not be achieved based on the current 2.87% increase in enrollment for Fall 2005; and

WHEREAS the College anticipates it can reach a 5.66% increase in enrollment for 2005-06.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees authorizes revisions to the 2005-06 Budget based on a 5.66% increase in enrollment.

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Superintendent/President and the Interim Dean of Business Services to reduce the 2005-06 Budget by the amount necessary to maintain a minimum 3% Reserve Fund.

M/S/C Cardenas/Keithly

Resolution No. 13394: **MEMORANDUM OF UNDERSTANDING FOR USE OF FACILITIES WITH SAN PASQUAL VALLEY HIGH SCHOOL**

WHEREAS the IVC Extended Campus has the opportunity to enter into a partnership with the San Pasqual Valley High School for utilization of classroom space and related facilities for the purposes of providing IVC courses and instruction for the benefit of the residents of Imperial County in the 2005-2006 school year; and

WHEREAS the IVC Extended Campus has the opportunity to enter into a partnership with the San Pasqual Valley Unified School for the utilization of a computer lab, classroom space and related facilities for the purposes of providing IVC courses and instruction for the benefit of the residents of the San Pasqual area for the 2005-2006 school year;

BE IT NOW RESOLVED that the Board authorizes the Superintendent/President and/or the Vice President for Academic Services to sign a Memorandum of Understanding with the San Pasqual Valley High School for use of classroom facilities.

FISCAL IMPACT STATEMENT: The fiscal impact of the Calipatria MOU is \$700 for FY 2005-06. The San Pasqual Valley Unified School MOU will cost about \$700 for FY 2005-06.

M/S/C Ramirez/Cardenas

Resolution No. 13395: **STUDENT HEALTH SERVICES**

BE IT RESOLVED that the Board of Trustees approves Option 1 regarding Student Health Services:

Option 1:

WHEREAS, The Student Health Services is a program supported by the Student Health Service Fee, which is charged per individual student; and,

WHEREAS, the Governor of the State of California signed AB 982 (Laird Bill) to allow California Community Colleges the ability to assess the Health Fee to all credit students on September 23, 2005; and,

WHEREAS, the provider will provide Student Health Services based on a fixed-rate fee, minus \$6,000/yr administrative cost, assessed to all students. Health fees will be charged regardless of credit enrollment status at a maximum of \$14.00 per semester, and \$11.00 per winter intersession and/or summer session effective Fall 2005 semester;

NOW THEREFORE BE IT RESOLVED that the Board accepts and approves the interim agreement from Pioneers Memorial Healthcare District to provide student Health Services. This agreement will precede the formal contractual agreement that will be presented upon completion and acceptance of the College Administration and Pioneers Memorial Healthcare District.

BE IT FURTHER RESOLVED that due to the delay in the approval of AB 982 by the Governor of the State of California, for the Fall 2005 semester only, Imperial Valley College students will receive a refund of \$7.00 of the \$14.00 charged for Fall 2005.

M/S/C Cardenas/Keithly

Resolution No. 13396: **WINTER INTERSESSION PARKING FEE**

WHEREAS, Imperial Valley College will be introducing a Winter Intersession in the 2005-06 Academic Year; and,

WHEREAS, the parking fee schedule for Fall and Spring semesters have been set at \$15.00 and the Summer Session at \$5.00.

THEREFORE BE IT RESOLVED that the Winter Intersession parking fee shall be set equivalent to the Summer Session at \$5.00.

M/S/C Ramirez/Wong to go into **CLOSED SESSION**

1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE: 2 cases
2. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of
Section 54956.9: one case

M/S/C to go back to **OPEN SESSION**.

Board President Long stated that information was given on both issues and the Board gave direction.

M/S/C Ramirez/Acuña

Resolution No. 13397: **ADMINISTRATIVE RESIGNATION**

BE IT RESOLVED that the Board accepts the resignation of Tom Hudson, Dean of Business Services and Deputy Superintendent effective September 9, 2005.

BE IT FURTHER RESOLVED that the Board authorizes the replacement of this position.

M/S/C Ramirez/Acuña

Resolution No. 13398: **INTERIM DEAN OF BUSINESS SERVICES**

BE IT RESOLVED that the Board approves entering into an Agreement with Vogel Enterprises to employ Joe Vogel as the interim Dean of Business Services beginning September 19, 2005.

FISCAL IMPACT STATEMENT: \$500 per day for consultant services

M/S/C Ramirez/Acuña

Resolution No. 13399: **RESIGNATION OF ACADEMIC PERSONNEL**

BE IT RESOLVED that the Board accepts the resignation of Peggy Hudson, Coordinator of the Non-Credit Program effective September 9, 2005.

M/S/C Ramirez/Acuña

Resolution No. 13400: **OVERLOAD ASSIGNMENTS**

BE IT RESOLVED that the following academic personnel be paid for their overload assignments in excess of six hours per week for the Fall 2005 Semester in accordance with the rate established in Resolution No. 13257, dated May 17, 2005:

<u>Name</u>	<u>Assignment</u>
Alibrandi, Thomas	English as a Second Language
Armenta, Celeste	Nursing
Barba, Cecilia	History
Biley, Patti	English as a Second Language
Blevins-Pollock, Deidre	Nursing
Byrd, Krista	Psychology, Sociology
Carlson, Marylynn	Nursing/Exercise Science
Carnes, Dennis	Biology
Coronel, Maria	Spanish
Cypher, Jackilyn	Emergency Medical Technician
Davis, Donna	Nursing
Drury, David	Physical Education
Eaves, Kenneth	Building Construction
Fristrup, Carey	Physical Education, Psychology
Fitzsimmons, Richard	Nursing
Giaouque, Gerald	French
Gilbertson, Tom	Art
Hansink, Todd	Business
Hegarty, Carol	Art
Higgins, Sue	Vocational Nursing, Allied Health
Lofgren, Mary	Psychology, Human Relations
Lopez, Jose	Automotive Technology
Luoma, Craig	Nursing
Mecate, Jim	Health Ed/Physical Education
Meek, Alfred	Nursing
Miranda, Frank	Air Conditioning/Refrigeration
Mosier, Laura	Speech
Page, Bruce	Speech, Journalism
Peterson, Cindi	English as a Second Language
Pfister, Toni	Health Ed/Physical Education
Plascencia, Jose	Alcohol & Drug Studies/ Psychology/Social Work
Pradis, Ricardo	Automotive Technology
Rodgers, Val	Computer Information Systems
Rowley, Deirdre	English
Santistevan, Judy	Business
Scheuerell, Edward	English
Stroud, Vivian Jean	Nursing
Thoreson, Josephina	English as a Second Language
Walker, Rebecca	Nursing
Williams, Jack	Nursing
Zhao, Lianna	Biology
Zielinski, David	English

M/S/C Ramirez/Acuña

Resolution No. 13401: **PER-SESSION INSTRUCTOR EMPLOYMENT**

BE IT RESOLVED that the Board approves the following personnel to be employed during the 2005 Fall Session, as credentialed, at the hourly rate provided for in Resolution No. 13257. Employment is contingent upon verification of records, credentials, finger print clearance and sufficient enrollment, or whether the class is essential to a full-time instructor's load:

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Cooley, Lisa	Physical Education

M/S/C Ramirez/Acuña

Resolution No. 13402: **MEN'S BASKETBALL ASSISTANT COACH**

BE IT RESOLVED that the Board approves the appointment of Aurelio Avila as the Men's Basketball Assistant Coach for the 2005-2006 academic year.

M/S/C Ramirez/Acuña

Resolution No. 13403: **MEN'S BASEBALL ASSISTANT COACH**

BE IT RESOLVED that the Board approves the appointment of Enrique Lechuga as the Men's Baseball Assistant Coach for the 2005-2006 academic year.

M/S/C Ramirez/Acuña

Resolution No. 13404: **CLASSIFIED SERVICE EMPLOYMENT**

BE IT RESOLVED that the Board approves the following individuals for employment in the classified service as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Murga, Maria	Parking Control Technician	Parking	10-1	10/3/05
Reyes, Marcia	Science Lab Technician	District	16-1	10/10/05
Saldana, Paula	Office/Evening Resources Assistant	District	10-1	10/10/05

M/S/C Ramirez/Acuña

Resolution No. 13405: **SUBSTITUTE CLASSIFIED EMPLOYMENT**

BE IT RESOLVED that the Board approves the following individual for employment on a substitute basis as needed for year 2005-2006:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Gonzalez, Magdaleno	Sign Language Interpreter II	District 50% State 50%	22-1	9/19/05

M/S/C Ramirez/Acuña

Resolution No. 13406: **CLASSIFIED EMPLOYEE RECLASSIFICATION**

BE IT RESOLVED that the following classified employee be reclassified as indicated:

<u>Name</u>	<u>Present Classification</u>	<u>New Classification</u>	<u>Funding</u>	<u>Effective Date</u>
Saria Cardoza	Student Affairs Secretary Range 14-5	Administrative Secretary Range 18-5	District	9/15/05

M/S/C Medina/Acuña to **ADJOURN** the meeting at 9:25 P.M. - The next regular meeting of the Board of Trustees is scheduled for Tuesday, November 15, 2005, at 6:00 P.M.

Adopted this _____ day of _____, 2005.

ICCD Board President

ICCD Board Secretary