

**ADOPTED MINUTES**

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

**Tuesday, July 18, 2006**

On Tuesday, July 18, 2006, at 6:00 p.m., Board President Carlos Acuña called the regular meeting of the Imperial Community College District Board of Trustees to order in the Administration Building Board Room.

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

REPRESENTATIVES Frank Fernandez, Associated Students  
PRESENT: Dr. Dennis Carnes, Academic Senate  
Norma Nunez, Faculty

CONSULTANTS PRESENT:

Dr. Paul Pai, Superintendent/President  
Dick Fragale, Interim Dean for Business Services  
Gary Rodgers, Interim Vice President for Academic Services  
Dr. Victor Jaime, Vice President for Student Services  
Dr. Marion Boenheim, Associate Dean of Human Resources  
Frank Oswald, Legal Counsel

VISITORS PRESENT:

Kathy Berry; Ted Ceasar; Dawn Chun; Dr. Jim Fisher; Carlos Fletes;  
Bill Gay; Gerry Giauque; Becky Green; Carol Lee; Sergio Lopez; Norma  
Nunez; Alfonso Sanchez; Kathie Westerfield; Dr. Robin Ying.

WRITTEN COMMUNICATIONS

1. Gail Hostetler, Staff Secretary II (RE: Retirement)

PUBLIC COMMENTS

There was no public comment.

BOARD MEMBER REPORTS

There were no reports made by Board Members.

*Gail Hostetler*  
P.O. Box 217  
2820 La Brucherie Rd.  
Imperial, CA 92251

*July 10, 2006*

*Dr. Paul Pai*  
*Superintendent/President*

*Board of Trustees*  
*Imperial Community College District*

*Dear Dr. Pai and Board Members:*

*I began my work here at IVC in 1988 when I needed to go back to work. I found the greatest job I could have ever asked for. Not only did I work for, four of the best division chairs, and faculty with endearing personalities, I grew with the best department on campus.*

*The Behavioral and Social Sciences Department has been like a second family and leaving them is one of the most difficult decisions I have made in the past 18 years.*

*Now it is time for me to spend time with my growing family and to work for my husband, and our company.*

*Therefore, for the reason listed above, I have decided to retire from my position at Imperial Valley College, effective July 28, 2006.*

*Sincerely,*



*Gail Hostetler*  
*Staff Secretary II*  
*Behavioral & Social Sciences*

ASSOCIATED STUDENT GOVERNMENT SENATE UPDATE

Frank Fernandez, ASG President, presented the following information:

- Results of the ASG Student Health Survey indicated that 53.1% of the students surveyed did not have health insurance; 509 or 59.4% said they knew how to use the Student Health Services; 715 or 82.9% stated that the \$14 health fee did not affect their decision to register for classes.
- Smoking Survey results indicated that of the 1,045 students, faculty, and staff surveyed that 50% want a total ban on smoking on campus and 76% want the current policy changed.
- The ASG will be hosting the Convocation Day Luncheon for the staff and faculty on August 18.

ACADEMIC SENATE UPDATE

Academic Senate President, Dr. Dennis Carnes, stated that there was nothing to report.

MONTHLY FINANCIAL REPORT

Dick Fragale reviewed the budget report for the month ending June 30, 2006. The Unrestricted Reserves represent 11% of the total Unrestricted General Fund budget of \$31,867,553. The loan payback to the Chancellor's Office will take 5% of the total from the reserve. More concise figures will be available at the end of the month.

PRESIDENT'S UPDATE

Dr. Pai shared the following information:

- Recent statistical information from the National Student Clearinghouse indicates that comparing two six-year cycles there has been a significant increase in students transferring from IVC to the university system. The number increased from 2,210 (1997-2003) to 3,069 (2000-2006).
- A successful fund raising trip took place on June 2. Dr. Pai, Gene Hill and Dr. Jaime made a presentation to David Lu, President and Chief Executive Officer of YK America International Group, a successful real estate developer. Mr. Lu has committed to funding the Student Outreach Program in the amount of \$39,000 through the IVC Foundation.

- SB 361, which would replace the current system of program-based funding for community colleges with a new funding system would utilize new formulas for equalization, over cap growth and noncredit funding. It is anticipated that this bill will move forward in August, and will go to the Assembly floor for approval.

#### MATRICULATION ASSESSMENT

Norma Nunez, Matriculation Director, presented an overview to the Matriculation requirements for first time students. The process is (1) complete the admissions application; (2) complete the placement tests in reading, writing, and math; (3) all new matriculating students must complete orientation in order to be eligible to receive telephone registration privileges for their first semester; (4) new students must see a counselor prior to registration for help in selecting classes.

The assessment of students has recently been automated. The Title V ACCESO project purchased 20 computers and the ACCUPLACER software for the Assessment Center. This new system gives immediate feedback to the student.

#### NURSING GRANT AWARDS

Kathy Berry, Associate Dean of Nursing, stated that the following grants will provide funds for 50 additional IVC trained nurses, 25 foreign trained nurses prepared to take the exam for licensing over the next two years, and the addition of one skills lab. An overview of the Nursing grants received is as follows:

- The funding cycle for the Regional Nursing Education Collaborative Grant for San Diego and Imperial Counties is October 2005 through June 30, 2008. The grant source is Workforce Investment Association and Economic Development. The grant partners are Grossmont College, San Diego City College, Southwestern College, Imperial Valley College, El Centro Regional Medical Center, Pioneers Memorial Hospital District, Kaiser, Sharp Healthcare, and Children's Hospital. The grants main objectives for IVC are to (1) train an additional 20 nursing students (10 LVN-RN and 10 RN students); (2) train 30 RN Preceptors; (3) Provide NCLEX preparation courses; (4) purchase Human Patient Simulators. The total grant amount is \$173,600.
- The funding cycle for the Enrollment Growth for Associate Degree Nursing Grant is July 2006 through June 30, 2008. The source of the grant is the California Community Colleges Chancellor's Office through Economic Development Funding. The grant's main objective is to train 10 additional RN students over the next two years. The total award of the grant is \$114,284.

- The funding cycle for the Capacity Building for Associate Degree Nursing Program Grant is April 2006 through June 30, 2008. The source of the grant is the California Community Colleges Chancellor's Office through Economic Development Funding. The objective of the grant is to increase capacity for training additional RN's (including remodeling or expanding the physical structure), purchasing Human Patient Simulators, and increasing RN training by 20 students over 2.5 years. The total award of this grant is \$401,687.
- The funding cycle for the Song-Brown Act Registered Nursing Special Programs is July 2006 through June 30, 2008. The grant source is from the Office of Statewide Health Planning and Development. The grant partners are El Centro Regional Medical Center and Pioneers Memorial Health Care Center. The main objective of the grant is to provide ESL instruction and NCLEX preparation to 25 nurses trained in Mexico to assist them in passing the exam to be licensed in California. The total award of the grant is \$125,000.

#### GASB RETIREE LIABILITY

Dick Fragale, Interim Dean of Business Services, stated that the Governmental Accounting Standards Board (GASB) last year issued new accounting standards that will require community college districts to either fully fund retiree health benefit costs for current and retired employees or acknowledge, in their annual financial statements, their unfunded liability. Beginning in 2007-08, districts will be required to pay both health benefits for retirees as obligated by contract and the actuarially-determined contribution for future retirees. The estimated cost is \$1 million per year.

M/S/C Medina/Wong to approve the Minutes dated June 20, 2006 with the following changes requested by Trustee Galindo:

Page 5, Upward Bound Report, add the following statement:

Ms. Lopez conveyed the need for computers for the Summer Residential Program students. Trustee Galindo stated that she would check with a casino and the Foundation to remedy the need.

Page 20, Resolution No. 13586: MEDICAL LEAVE OF ABSENCE, add the following statement:

Trustee Galindo commented, "To grant a medical leave and suspend the medical benefits is a lack of consciousness and good will towards IVC's employees by the Governing Board."

M/S/C Medina/Wong

Resolution No. 13587: **PURCHASE ORDERS**

BE IT RESOLVED that the Board approves the issuance of current year Purchase Orders for June 2006 in the amount of \$432,299.40 and Direct Payments in the amount of \$124,327.03, according to the Purchase Order Listing submitted by the Purchasing Department.

M/S/C Medina/Wong

Resolution No. 13588: **PAYROLL WARRANT ORDERS**

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

| Payroll<br>Warrant | #  | General<br>Fund | BOND<br>FUND | Certificates<br>of<br>Participation | Child<br>Development | Lease<br>Rev.<br>Bond | Warrant<br>Total |
|--------------------|----|-----------------|--------------|-------------------------------------|----------------------|-----------------------|------------------|
| 6/10/2006          | 23 | 207,843.02      |              |                                     |                      |                       | 207,843.02       |
| 6/30/2006          | 24 | 2,075,580.56    | 6,550.42     |                                     | 16,680.57            |                       | 2,098,811.55     |
|                    |    | 2,283,423.58    | 6,550.42     | 0.00                                | 16,680.57            | 0.00                  | 2,306,654.57     |

M/S/C Medina/Wong

Resolution No. 13589: **COMMERCIAL WARRANT ORDERS**

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

| Commercial<br>Warrant | #  | General<br>Fund | BOND<br>FUND | Certificates<br>of<br>Participation | Child<br>Development | Lease<br>Rev.<br>Bond | Warrant<br>Total |
|-----------------------|----|-----------------|--------------|-------------------------------------|----------------------|-----------------------|------------------|
| 6/1/06                | 43 | 444,619.61      | 177.09       |                                     | 390.00               |                       | 445,186.70       |
| 6/8/06                | 44 | 193,843.47      | 3,049.21     |                                     |                      |                       | 196,892.68       |
| 6/15/06               | 45 | 102,291.00      | 380.83       |                                     | 15,017.64            |                       | 117,689.47       |
| 6/22/06               | 46 | 180,447.54      | 2,880.96     |                                     |                      |                       | 183,328.50       |
| 6/30/06               | 47 | 376,311.29      | 6,935.50     | 4,068.67                            | 15,111.06            |                       | 402,426.52       |
|                       |    | 1,297,512.91    | 13,423.59    | 4,068.67                            | 30,518.70            | 0.00                  | 1,345,523.87     |

M/S/C Medina/Wong

Resolution No. 13590: **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:

| <u>General Fund -<br/>Unrestricted</u> | <u>Fund</u> | <u>Org</u> | <u>Description</u>                                  | <u>Increase</u> | <u>Decrease</u> |
|--|-------------|------------|---|-----------------|-----------------|
| Tennis - Men                           | 11001       | 287        | Increase vehicle rental                             | 61.87           |                 |
| J4053578                               | 11001       | 287        | Decrease instructional supply                       |                 | 61.87           |
| General Athletics                      | 11001       | 281        | Increase conference travel                          | 21.88           |                 |
| J4053585                               | 11001       | 281        | Decrease hospitality                                |                 | 21.88           |
| Soccer - Women                         | 11001       | 288        | Decrease instructional supply                       |                 | 148.63          |
| J4053590                               | 11001       | 291        | Decrease instructional supply                       |                 | 130.41          |
| Volleyball                             | 11001       | 293        | Decrease conference travel                          |                 | 197.42          |
| General Athletics -<br>Playoffs        | 11001       | 286        | Decrease instructional supply                       |                 | 77.17           |
| Tennis - women                         | 11001       | 287        | Increase vehicle rental                             | 553.63          |                 |
| Tennis - Men                           | 11001       | 281        | Decrease instructional supply                       |                 | 16.71           |
| General Athletics                      | 11001       | 281        | Decrease office supply                              |                 | 25.92           |
| J4053594                               | 11001       | 281        | Decrease hospitality                                |                 | 396.08          |
|  | 11001       | 281        | Decrease equipment repairs                          |                 | 36.86           |
|  | 11001       | 281        | Decrease physical exams                             |                 | 92.21           |
|  | 11001       | 281        | Decrease other expense                              |                 | 52.73           |
| Softball                               | 11001       | 285        | <b>Softball</b> - Increase vehicle rental           | 620.51          |                 |
| Baseball                               | 11001       | 284        | Decrease instruct supply,<br>officials              |                 | 362.19          |
| J4053595                               | 11001       | 289        | Decrease instructional supply                       |                 | 47.77           |
| Soccer - Men                           | 11001       | 288        | Decrease vehicle rental                             |                 | 43.19           |
| Soccer - Women                         | 11001       | 282        | Decrease officials                                  |                 | 14.09           |
| Basketball - women                     | 11001       | 286        | Decrease vehicle rental, entry<br>fees              |                 | 43.46           |
| Tennis - women                         | 11001       | 285        | Increase vehicle rental                             | 510.70          |                 |
| Softball                               | 11001       | 371        | Increase copier maintenance                         | 900.00          |                 |
| Nursing                                | 11001       | 371        | Decrease copy/print                                 |                 | 900.00          |
| J4053598                               |             |            |   |                 |                 |
| Continuing Ed, Comm<br>Services        | 11001       | 372        | Increase instructional supply                       | 482.50          |                 |
| Classes                                | 11001       | 372        | <b>Budget augmentation - additional<br/>revenue</b> | 482.50          |                 |
| J4053704                               |             |            |   |                 |                 |

|                             |       |     |   |          |          |
|-----------------------------|-------|-----|---|----------|----------|
| <b><u>Local Funds -</u></b> |       |     |   |          |          |
| <b><u>Restricted</u></b>    |       |     |   |          |          |
| Admissions and Registration | 11201 | 902 | Increase office supply                          | 400.00   |          |
| Matriculation               |       |     |   |          |          |
| J4053600                    | 11201 | 902 | Decrease conference travel                      |          | 400.00   |
| Child Development           | 17101 | 313 | Increase instructional supply                   | 149.84   |          |
| J4053631                    | 17101 | 313 | Decrease student financial aid expense          |          | 149.84   |
| Child Development           | 17101 | 313 | Increase instructional supply                   | 684.44   |          |
| J4053632                    | 17101 | 313 | Decrease postage                                |          | 10.28    |
|                             | 17101 | 313 | Decrease student financial aid expense          |          | 674.16   |
| Child Development           | 17101 | 313 | Decrease student financial aid expense          |          | 460.00   |
| J4053638                    | 17101 | 313 | <b>Budget reduction</b>                         |          | 460.00   |
| Driver Improvement Training | 17314 | 442 | Increase adjunct salaries                       | 3,000.00 |          |
| J4053610                    | 17314 | 442 | Increase benefits                               | 550.00   |          |
|                             | 17314 | 442 | Increase office supply                          | 1,630.00 |          |
|                             | 17314 | 442 | <b>Budget augmentation - additional revenue</b> | 5,180.00 |          |
| EMT Community Classes       | 17315 | 374 | Increase overload                               | 960.00   |          |
| J4053628                    | 17315 | 374 | Increase adjunct salaries                       | 1,287.75 |          |
|                             | 17315 | 374 | <b>Budget augmentation - additional revenue</b> | 2,247.75 |          |
| Community Services Classes  | 17316 | 441 | Increase non-instructional consultant           | 280.00   |          |
| J4053613                    | 17316 | 441 | <b>Budget augmentation - additional revenue</b> | 280.00   |          |
| <b><u>State Funds -</u></b> |       |     |   |          |          |
| <b><u>Restricted</u></b>    |       |     |   |          |          |
| BFAP - Financial Aid        | 15201 | 931 | Decrease financial aid salaries                 |          | 526.30   |
| J4053611                    | 15201 | 931 | Decrease hospitality                            |          | 296.25   |
|                             | 15201 | 931 | Increase office supplies                        | 622.47   |          |
|                             | 15201 | 931 | Increase conference travel                      | 200.08   |          |
| EOPS                        | 15305 | 933 | Increase 2301 student salaries                  | 701.50   |          |
| J4053612                    | 15305 | 933 | Decrease 2302 student salaries, tutors          |          | 2,735.95 |
|                             | 15305 | 933 | Increase FICA                                   | 40.00    |          |
|                             | 15305 | 933 | Decrease Medicare                               |          | 30.00    |
|                             | 15305 | 933 | Increase office supply                          | 73.45    |          |
|                             | 15305 | 933 | Increase conference travel                      | 160.00   |          |
|                             | 15305 | 933 | Increase book vouchers                          | 626.00   |          |
|                             | 15305 | 933 | Increase bus passes                             | 1,165.00 |          |



|                                       |       |     |   |           |          |
|---------------------------------------|-------|-----|---|-----------|----------|
| EOPS                                  | 15305 | 933 | Increase book vouchers                          | 15,374.00 |          |
| J4053616                              | 15305 | 933 | <b>Budget augmentation - additional revenue</b> | 15,374.00 |          |
| Applied Sciences/Cal Works            | 15505 | 301 | Increase equipment                              | 1,327.12  |          |
| Child Care J4053625                   | 15505 | 301 | Decrease custodial supplies                     |           | 1,327.12 |
| Applied Sciences/Cal Works            | 15505 | 301 | Increase postage                                | 18.50     |          |
| Child Care J4053636                   | 15505 | 301 | Decrease custodial supplies                     |           | 18.50    |
| Matriculation                         | 16004 | 905 | Increase non-instructional supply               | 9,379.79  |          |
| J4053607                              | 16004 | 905 | Decrease part time instructional specialist     |           | 9,000.00 |
|                                       | 16004 | 905 | Decrease benefits                               |           | 379.79   |
| Applied Sciences/TANF                 | 16101 | 301 | Increase conference travel                      | 142.00    |          |
| J4053602                              | 16101 | 301 | Decrease custodial supplies                     |           | 142.00   |
| Foster Care                           | 16202 | 314 | Decrease instructional supply                   |           | 1,924.88 |
| J4053671                              | 16202 | 314 | Decrease indirect cost expense                  |           | 3,039.12 |
|                                       | 16202 | 314 | <b>Budget reduction</b>                         |           | 4,964.00 |
| Independent Living                    | 16203 | 315 | Increase instructional supply                   | 500.00    |          |
| J4053606                              | 16203 | 315 | Decrease classified manager salary              |           | 500.00   |
| Independent Living                    | 16203 | 315 | Decrease non-instructional consultant           |           | 51.25    |
| J4053644                              | 16203 | 315 | Decrease benefits 3210,3310,3330,3520,3610      |           | 541.38   |
|                                       | 16203 | 315 | Increase benefits 3111,3331,3511,3611           | 314.24    |          |
|                                       | 16203 | 315 | Increase instructional supply                   | 278.39    |          |
| <b>Federal Funds - Restricted</b>     |       |     |   |           |          |
| VATEA (year end adjustments) J4053630 |       |     |   |           |          |
| Auto Tech                             | 12101 | 334 | Increase benefits                               | 305.71    |          |
| Auto Tech                             | 12101 | 334 | Decrease instructional supply, equipment        |           | 2,487.9  |
| Electronics                           | 12101 | 336 | Decrease instruct supply, equipment             |           | 498.3    |
| Welding                               | 12101 | 339 | Increase instructional supply                   | 1,001.04  | 0.0      |
| Computer info systems                 | 12101 | 353 | Increase travel                                 | 70.00     |          |
| Workforce Development                 | 12101 | 391 | Increase office supply                          | 2,984.19  |          |
| Workforce Development                 | 12101 | 391 | Decrease salary, benefits, travel, equipment    |           | 1,374.68 |
| Preschool                             | 12801 | 317 | Increase conference travel                      | 88.00     |          |
| J4053601                              | 12801 | 317 | Decrease student salaries                       |           | 88.00    |

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M/S/C Ramirez/Wong

Resolution No. 13591: **COMMERCIAL CARD**

WHEREAS the Imperial Community College District desires to streamline its purchasing, accounts payable and travel reimbursement processes by utilizing a Commercial Credit Card to serve its campus community and programs in a more efficient manner; and

WHEREAS Wells Fargo Banks offers a Commercial Card free of service charges (if the monthly purchasing and accounts payable volume exceeds \$200,000 and the average monthly transaction amount exceeds \$200); and

WHEREAS the Imperial Community College District can meet or exceed the minimum expenditure threshold required to obtain the card free of monthly service charges.

THEREFORE BE IT RESOLVED that the Imperial Community College District Board of Trustees authorizes the Superintendent/ President and/or the Interim Dean of Business Services to enter into a WellsOne Commercial Card Agreement with Wells Fargo Bank.

**FISCAL IMPACT STATEMENT:** There is a one-time set up fee of \$2,000 which will be paid out of the Business Services bank fees budget.

M/S/C Medina/Wong

Resolution No. 13592: **BOND OVERSIGHT COMMITTEE APPOINTMENTS**

WHEREAS the Board of Trustees made initial appointments to the Citizens Bond Oversight Committee for Measure "L" on November 15, 2004; and

WHEREAS the Bylaws of the Committee specify that two members serve an initial one-year term, and Tina Lee and Janet Thornburg were the two members so designated; and

WHEREAS the Citizens Bond Oversight Committee for Measure "L" has recommended that Tina Lee and Janet Thornburg be reappointed to the Committee, each to a two-year term.

WHEREAS it is further recommended that the Board appoints Bertha Morris to the Committee to fill the seat vacated by Trustee Norma Sierra Galindo.

BE IT RESOLVED that the Board of Trustees approves the reappointment of Tina Lee and Janet Thornburg for a two-year term of office, the Board also approves the appointment of Bertha Morris to the Committee to fill the seat vacated by Trustee Norma Sierra Galindo.

M/S/C Medina/Wong

Resolution No. 13593: **BOND OVERSIGHT COMMITTEE MEMBERSHIP**

BE IT RESOLVED that Board approves adding two additional members to the Bond Oversight Committee, for a total of thirteen members, in order to increase community participation and provide greater diversity.

M/S/C Medina/Wong

Resolution No. 13594: **DELIVERY OF DOCUMENTS TO THE IMPERIAL COUNTY SUPERINTENDENT OF SCHOOLS**

BE IT RESOLVED that the Imperial County Superintendent of Schools be authorized to mail and/or deliver warrants and correspondence from the Accounting Section of the Office of the Imperial County Superintendent of Schools for the Imperial Community College District to the Interim Dean for Business Services, his designee, or Carlos Fletes, Mary Bell, Nancy Hoyt, Mary Carter, Susan Rodriguez, Mirtha Galindo, Betty Kakiuchi, Phyllis Gilliam, Rosalind Summers, Dr. Marion Boenheim, Martha Sanchez, Sheila Dorsey-Freeman, Zula Hartfield and Angie Diaz.

M/S/C Medina/Wong

Resolution No. 13595: **IMPERIAL COUNTY SUPERINTENDENT'S OFFICE TO MAKE CORRECTIONS ON COMMERCIAL AND/OR PAYROLL WARRANTS**

WHEREAS, an occasional error is found in the total amount of a payment of a commercial and/or payroll warrants; and

WHEREAS, the delay of returning said warrant or warrants and the expense of returning them is not a sound business practice;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Imperial Community College District hereby authorizes the Office of Imperial County Superintendent of Schools to correct the commercial warrant in any amount not to exceed ten dollars (\$10.00), and make corrections to the payroll warrant in any amount necessary.

M/S/C Medina/Wong

Resolution No. 13596: **SCHOOL ORDERS**

BE IT RESOLVED that pursuant to Education Code Section 42632/85232, the Imperial Community College District Board of Trustees, representing Imperial County, hereby authorizes the following persons to sign any and all orders in the name of said District during the 2006-2007 school year:

- Dr. Paul Pai, Superintendent/President
- Richard Fragale, Interim Dean/Business Services
- Gary Rodgers, Interim Vice President/Academic Services
- Dr. Victor Jaime, Vice President/Student Services
- Carlos Fletes, Director/Fiscal Services

M/S/C Medina/Wong

Resolution No. 13597: **AUTHORIZED AGENTS**

BE IT RESOLVED that the Superintendent/President, Interim Dean for Business Services, Interim Vice President of Academic Services, Vice President of Student Services, and the Associate Dean of Human Resources be designated the "Authorized Agents" for the Imperial Community College District to sign the following documents:

- Notices of Employment
- Notices of Termination
- Changes of Salary
- Payroll Authorization
- Commercial Warrant Orders
- State Compensation Insurance Claims
- State Teachers' Retirement Membership Forms
- Time Sheets
- Notices of Leave of Absence
- State and Federal Project Requests
- PERS Membership Forms
- Any Other Items Approved by the Superintendent

M/S/C Medina/Wong

Resolution No. 13598: **AUTHORIZED AGENTS**

BE IT RESOLVED that the following persons be designated as "Authorized Agents" to sign the documents indicated for the 2006-2007 school year:

- |                                  |  |
|----------------------------------|--|
| Student Notices of<br>Employment | Superintendent/President<br>Dean, Business Services<br>Vice President, Student Services<br>Vice President, Academic Services<br>Dean, Financial Aid and State Programs |
|----------------------------------|--|

M/S/C Medina/Wong

Resolution No. 13599: **AUTHORITY TO SIGN CHECKS**

BE IT RESOLVED that the following persons be authorized to sign checks for the accounts indicated for the 2006-2007 school year:

|                                     |   |
|-------------------------------------|---|
| Associated Students<br>(2 signers)  | Superintendent/President<br>Dean/Business Services<br>Vice President/Student Services<br>Vice President/Academic Services<br>Associate Dean/Student Affairs<br>Associated Students Treasurer<br>Director of Fiscal Services |
| Campus Organizations<br>(2 signers) | Superintendent/President<br>Dean/Business Services<br>Vice President/Student Services<br>Vice President/Academic Services<br>Associate Dean/Student Affairs<br>Director/Fiscal Services                                     |
| Revolving Account<br>(1 signer)     | Superintendent/President<br>Dean/Business Services<br>Vice President/Student Services<br>Vice President/Academic Services<br>Director/Fiscal Services   |
| IVC Trust Account<br>(2 signers)    | Superintendent/President<br>Dean/Business Services<br>Vice President/Student Services<br>Vice President/Academic Services<br>Dean/Financial Aid/State Programs<br>Director/Fiscal Services                                  |
| IVC Holding Account<br>(1 signer)   | Superintendent/President<br>Dean/Business Services<br>Vice President/Student Services<br>Vice President/Academic Services<br>Director/Fiscal Services   |

M/S/C Ramirez/Wong

Resolution No. 13600: **INVESTMENT OF MONIES**

BE IT RESOLVED that the Dean for Business Services is hereby empowered to authorize and instruct the Treasurer of Imperial County to invest monies not required for the immediate necessities of the Imperial Community College District, as determined. Said funds are to be used to establish an interest bearing inactive bank deposit account for the period specified, or to purchase United States Government Bonds, notes, bills, or certificates for the account of Imperial Community College District; and

BE IT FURTHER RESOLVED that said Imperial County Treasurer be authorized and instructed to deposit for safekeeping, in a legal depository, in the State of California or New York, any such bonds notes, bills, and certificates purchased for the account of Imperial Community College District; and

BE IT FURTHER RESOLVED that this resolution be reviewed and acted upon annually.

M/S/C Medina/Wong

Resolution No. 13601: **DESIGNATION OF DISTRICT NEGOTIATORS**

BE IT RESOLVED that the Board approves the District Negotiating Team appointments of Richard Fragale, Interim Dean for Business Services, and Dr. Marion Boenheim, Associate Dean for Human Resources.

BE IT FURTHER RESOLVED that the Interim Dean of Business Services is designated as the lead Negotiator for the District.

**FISCAL IMPACT STATEMENT:** Fees reimbursable under State Mandated Cost Program.

M/S/C Long/Ramirez

Resolution No. 13602: **CONSTRUCTION PROGRAM MANAGEMENT SERVICES**

BE IT RESOLVED that the Board approves the hiring of a firm, through the formal bid process, for the purpose of providing Construction Program Management services for multiple construction projects and services related to the completion of the major building and renovation program made possible from the 2004 General Obligation Bond Measure "L" funding in the amount of \$58.6 million.

**FISCAL IMPACT STATEMENT:** There is no fiscal impact to the General Fund Budget, and these services will be paid with Bond Funds.

M/S/C Ramirez/Wong

Resolution No. 13603: **TECHNOLOGY COUNCIL**

BE IT RESOLVED that the Board approves the establishment of a Standing Committee called the Technology Council, which has been recommended by the Academic Senate (5/17/06), and recommended by College Council (6/26/06), with the consent of the Superintendent/President as follows:

#### TECHNOLOGY COUNCIL

##### Purpose Statement

The purpose of the Technology Council is to coordinate campus technology activities, address technology needs and issues, and take action upon recommendations from feeder subcommittees. The Council has four broad categories of responsibilities:

- Campus technology policy and procedure planning
- Instructional technology
- Administrative computer system (i.e. SCT Banner)
- System architecture and network services

Subcommittees will be appointed by the Technology Council on an as needed basis.

##### Chairperson

The Technology Council will be co-chaired by the Dean of Technology and Learning Services, and the faculty member to be appointed by the Academic Senate.

##### Composition

Members include the following:

- 3 administrators (including co-chair) appointed by Administrative Council
- 3 faculty members (including co-chair) appointed by the Academic Senate
- 1 classified manager or confidential staff appointed by CMCA
- 3 classified staff members appointed by CSEA
- 1 student appointed by ASG
- Chair of Banner Users' Group\* appointed by Banner Users' Group

\*Chair to be included in the number of representatives from her/his classification above.

##### Reporting

The Council will forward its decisions and recommendations to the appropriate shared governance bodies including Academic Senate, College Council, Planning and Budget Committee, Executive Council, etc.

##### Meeting Schedule

The Technology Council is scheduled to meet once a month. Date and time are to be determined by the Technology Council. Additional or alternative meetings will be scheduled on an as needed basis.

BE IT FURTHER RESOLVED that the Technology Council will take the place of the following Standing Committees: Administrative Technology Advisory Committee (ATAC), Instructional Technology Advisory Committee (ITAC), Planning Technology Advisory Committee (PTAC), Information Technology Executive Committee (ITEC).

M/S/C Ramirez/Wong

Resolution No. 13604: **FLEX**

BE IT RESOLVED that the Board approves the temporary suspension of Flex activities for the 2006-2007 Academic Year, pending direction and authorization from the Chancellor's Office (College Finance and Facilities Planning Department), and agreement with the IVC Chapter CTA and Academic Senate.

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

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT  
Conference with District Negotiators  
RE: Direction for Negotiations
2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
3. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 1 potential case

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

Board President Acuña stated that on all three items, information was presented to the Board and direction was given.

M/S/C Ramirez/Medina

Resolution No. 13605: **FACULTY RESIGNATION**

BE IT RESOLVED that the Board accepts the resignation of the following faculty member effective June 10, 2006:

Erin Itza                      Biology Instructor

BE IT FURTHER RESOLVED that the Board approves the recommendation of the Interim Vice President for Academic Services, an Academic Senate Representative, and the Division Chair to replace the position of Biology Instructor.



M/S/C Ramirez/Medina

Resolution No. 13606: **EMPLOYMENT OF ACADEMIC PERSONNEL**

BE IT RESOLVED that the Board approves the following full-time tenure track, academic personnel, to be employed for the 2006-2007 Academic Year:

| <u>NAME</u>        | <u>CLASSIFICATION/STEP</u>  | <u>ASSIGNMENT</u>               |
|--------------------|---|---------------------------------|
| Andres<br>Martinez | Appropriate Classification<br>and Step Contingent Upon<br>Verification of Records | Instructional Media<br>Designer |

FISCAL IMPACT STATEMENT: This position is funded as follows:  
 7/1/06 to 9/30/06 100% ACCESO  
 10/1/06 to 9/30/07 75% Title V ACCESO Grant - 25% District Funded  
 10/1/07 to 9/30/08 50% Title V ACCESO Grant - 50% District Funded  
 10/1/08 to 9/30/09 25% Title V ACCESO Grant - 75% District Funded  
 After 9/30/09 100% District Funded

M/S/C Ramirez/Medina

Resolution No. 13607: **TEMPORARY ACADEMIC EMPLOYMENT**

BE IT RESOLVED that the following full-time temporary academic personnel be employed for the 2006-2007 Academic Year, pending medical and background checks:

| <u>NAME</u>       | <u>CLASSIFICATION/STEP</u>  | <u>ASSIGNMENT</u>                 |
|-------------------|---|-----------------------------------|
| Rebecca<br>Walker | Appropriate Classification<br>and Step Contingent Upon<br>Verification of Records | Nursing (Pediatric)<br>Instructor |
| John Agee         | "   | Sociology Instructor              |

M/S/C Ramirez/Medina

Resolution No. 13608: **CLASSIFIED STAFF MEMBER RETIREMENT**

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Alice McDonough, Preschool/Infant Toddler Teacher, effective July 28, 2006.

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

M/S/C Ramirez/Medina

Resolution No. 13609: **CLASSIFIED STAFF MEMBER RETIREMENT**

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Gail Hostetler, Staff Secretary II for the Behavioral and Social Sciences Division, effective July 28, 2006.

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

M/S/C Ramirez/Medina

Resolution No. 13610: **CLASSIFIED RESIGNATION**

BE IT RESOLVED that the resignation of Andres Martinez, Technology Support Technician (Range 21-1) under the Title V ACCESO project be accepted effective June 30, 2006.

M/S/C Ramirez/Wong

Resolution No. 13611: **CLASSIFIED EMPLOYEE RECLASSIFICATION**

BE IT RESOLVED that the Board approves the following classified employees be reclassified as indicated:

| <u>NAME</u>          | <u>PRESENT CLASSIFICATION</u>   | <u>NEW CLASSIFICATION</u>  | <u>FUNDING</u> | <u>EFFECTIVE</u> |
|----------------------|---|--|----------------|------------------|
| Edward<br>Cesena III | Microcomputer Lab<br>Assistant<br>Part-time<br>Range 12<br>10 months 75%            | Microcomputer<br>Lab Assistant<br>Full-time<br>Range 12<br>12 months 100%          | District       | 7/1/2006         |
| Angelica<br>Hueso    | Instructional Lab<br>Assistant<br>Full-time<br>Range 10<br>10 months 100%           | Language Lab<br>Specialist<br>Full-time<br>Range 15<br>10 months 100%              | District       | 7/1/2006         |
| Lila<br>Velarde      | Instructional Lab<br>Assistant<br>Part-time<br>Range 10<br>9 months 50%             | Instructional<br>Lab Assistant<br>Part-time<br>Range 10<br>9 months 75%            | District       | 7/1/2006         |
| Joe Serna            | Receiving and<br>Warehouse<br>Technician<br>Full-time<br>Range 14<br>12 months 100% | Purchasing/<br>Receiving<br>Coordinator<br>Full-time<br>Range 17<br>12 months 100% | District       | 7/1/2006         |

|                    |   |   |          |          |
|--------------------|---|---|----------|----------|
| Raquel<br>Gonzalez | Staff Secretary 1<br>Full-time<br>Range 10<br>12 months 100%            | Purchasing<br>Secretary<br>Full-time<br>Range 11<br>12 months 100%          | District | 7/1/2006 |
| VACANT             | Parking Control<br>Technician<br>Part-time<br>Range 10<br>10 months 50% | Office<br>Assistant II<br>Part-time<br>Range 8<br>11 months 50%             | State    | 7/1/2006 |
| Alfonso<br>Sanchez | Senior Computer<br>Programmer<br>Range 30<br>12 months 100%             | Senior Computer<br>Programmer/Data<br>Analyst<br>Range 32<br>12 months 100% | District | 7/1/2006 |
| Jeff<br>Cantwell   | Microcomputer Lab<br>Assistant<br>Range 12<br>10 months 75%             | Senior Computer<br>Programmer/Data<br>Analyst<br>Range 32<br>12 months 100% | District | 7/1/2006 |

M/S/C Ramirez/Wong

Resolution No. 13612: **VOLUNTEER EMPLOYMENT**

BE IT RESOLVED that the following volunteers be approved and covered by Workman's Compensation Insurance effective July 10, 2006 through July 27, 2006:

|                    |                 |
|--------------------|-----------------|
| Gabriela Bernal    | Dakoya Thomas   |
| Matiana Rosales    | Alma Vega       |
| Alicesina Gonzalez | David Gallegos  |
| Jose Ceballos      | Lizette Sanchez |
| Sarai Sandoval     | Sonia Reyna     |
| Rosana Macias      | Luis Garcia Jr. |
| Hugo Ortega        | Miguel Fregoso  |
| Hector Gomez       |                 |

BE IT FURTHER RESOLVED that thanks is hereby extended to the volunteers of the Upward Bound Summer Bridge Program for their contribution to Imperial Valley College.

M/S/C Ramirez/Wong

Resolution No. 13613: **SHORT-TERM EMPLOYEE**

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

| <u>NAME</u>     | <u>POSITION/<br/>DEPARTMENT</u>                       | <u>FUNDING</u> | <u>RANGE</u> | <u>EFFECTIVE</u>      |
|-----------------|---|----------------|--------------|-----------------------|
| Miriam<br>Trejo | Office<br>Assistant II<br>(Parking Control<br>Office) | State          | 8-1          | 6/22/06 to<br>8/11/06 |

M/S/C Ramirez/Medina to **ADJOURN** - The next regular meeting of the Board of Trustees is scheduled for **TUESDAY, August 15, 2006**, at 6:00 P.M. in the Administration Building Board Room.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

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