

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

WEDNESDAY, September 13, 2006 - 6:00 P.M.

Location: Administration Building - Board Room  
380 East 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
Norma Sierra Galindo	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. Board Policy 2350 states:

*Each speaker will be allowed a maximum of five minutes per topic. Thirty minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one Board meeting. At the discretion of a majority of the Board, these time limits may be extended.*

If you wish to be heard, please stand and identify yourself to the Board President.

III. WRITTEN COMMUNICATIONS

1. Suzanne Gretz, President, IVC CCA/CTA/NEA (RE: 2007-2010 Contract Negotiations)

Imperial Valley College CCA/CTA/NEA  
P.O. Box 158  
Imperial, CA 92251  
760-352-8320



September 5, 2006

Board of Trustees Imperial Community College District  
Dr. Paul Pai, Superintendent/President  
P.O. Box 158  
Imperial, CA 92251

Dear Trustees and Dr. Pai:

Please accept this letter as our official intent to open contract negotiations for the 2007 – 2010 Fiscal Years. We intend, as previously agreed, to open negotiations in October 2006. We will be negotiating the entire contract between the District and the Association representing all full-time faculty members. Extensive modifications throughout the contract are anticipated to incorporate subsequent MOUs, clarify ambiguous language and add explanatory procedures or examples, modify provisions affected by the change to the 16-week semester calendar, and add new required sections due to new processes or programs, such as on-line education. In addition, we are opening negotiations on salary and benefits for the entire contract period.

Negotiations are anticipated to include but not be limited to specific discussions on the following topics:

Article 2: Association Rights  
Language clarification and explanations

Article 3: Unit Members' Rights  
Language clarification and explanations; addition of section on travel expense payments

Article 6: Leaves  
Language clarification and explanations; addition of sections on procedures for sabbatical leave, district authorized leave, and catastrophic leave program

Article 7: Safety  
Language clarification and explanations

Article 8: Transfer and Reassignment  
Language clarification and explanations

**Article 9: Faculty Service Areas and Competency**  
Language clarification and explanations

**Article 10: Evaluation Procedure**  
Language clarification and explanations; add sections on evaluation of temporary full-time faculty, evaluation of on-line faculty

**Article 11: Tenure Review**  
Language clarification and explanations; changes to timing based on new 16-week semester; incorporation of materials from related MOUs

**Article 12: Grievance Procedure**  
Language clarification and explanation; add procedure for binding arbitration

**Article 13: Contract Year**  
Language clarification and explanation; changes due to 16-week semester; add information on pay dates; move calendar section here

**Article 14: Workload**  
Language clarification and explanation; add sections on calculation of load, short-term classes, contract load for division chairs, time of assignment, location of assignment, winter intersession and summer session assignments, distance education, committee assignments, large quota classes

**Article 15: Pre-Retirement Workload Reduction**  
Language clarification and explanation

**Article 16: Compensation**  
Language clarification and explanation; add sections on salary regulations, placement and advancement, re-assigned time, extra-duty contracts, stipends, special assignments, and other means of additional compensation; open negotiations on base salary, overload pay and all other compensable matters

**Article 17: Insurance**  
Language clarification and explanation; open negotiations on all matters regarding unit members health benefits and insurance

**Article 18: Layoffs**  
Language clarification and explanation

**Article 19: Complaint Procedure**  
Add this article

**Article 20: Disciplinary Procedure**  
Add this article

Article 21: Separability and Savings  
Move this article here

Article 22: Miscellaneous  
Move this article here; language clarification and explanation; add sections on tuberculosis tests, intellectual property rights

Exhibits  
Change exhibits as needed; incorporate exhibits into the body of contract when appropriate; addition of new exhibits, addition and modification of forms for faculty tenure review and evaluation

The chief negotiator for the Association will be Edward Scheuerell. The other negotiators will be Kelli Florman and Gloria Carmona. Please contact Mr. Scheuerell to schedule all the negotiation sessions. We are looking forward to productive and pleasant negotiations this year.

Thank you,

A handwritten signature in black ink, appearing to read "Suzanne" followed by a stylized monogram or initials.

Suzanne Gretz  
President, IVC CCA/CTA/NEA

IV. INFORMATION REPORTS

1. Board Member Reports
2. Associated Student Government Senate Update - Frank Fernandez
3. Academic Senate Update - Dr. Dennis Carnes
4. Monthly Financial Report - Dick Fragale
5. President's Update - Dr. Paul Pai
6. VATEA Allocation Report - Gonzalo Huerta
7. Student Support Service Program - Dolores Diaz

V. DISCUSSION

2006-2007 District Budget

## VI. CONSENT AGENDA - BUSINESS

1. Approval of Minutes dated August 15, 2006
2. Resolution No. 13638: Purchase Orders
3. Resolution No. 13639: Payroll Warrant Orders
4. Resolution No. 13640: Commercial Warrant Orders
5. Resolution No. 13641: Adoption of the Budget
6. Resolution No. 13642: Parking Lot Improvement Bid

## VII. CLOSED SESSION

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT  
Conference with District Negotiators  
RE: Direction for Negotiations
2. PUBLIC EMPLOYEES DISCIPLINE/DISMISSAL/RELEASE

## VIII. OPEN SESSION

Announcement of final action taken

## IX. CONSENT AGENDA - HUMAN RESOURCES

1. Resolution No. 13643: Employment of Full-Time Tenure Track Academic Instructor
2. Resolution No. 13644: Faculty Resignation
3. Resolution No. 13645: Employment of Full-Time Temporary Academic Instructor
4. Resolution No. 13646: Employment of Full-Time Temporary Academic Instructor
5. Resolution No. 13647: Employment of Per-Session Instructors
6. Resolution No. 13648: Employment of Per-Session Instructors
7. Resolution No. 13649: Employment of Temporary Academic Personnel
8. Resolution No. 13650: Employment of Non-Credit Personnel
9. Resolution No. 13651: Volunteer for Music Department
10. Resolution No. 13652: Employment of Classified/Confidential Service Personnel
11. Resolution No. 13653: Employment of Classified Service Personnel
12. Resolution No. 13654: Employment of Short-Term Personnel
13. Resolution No. 13655: Employment of Substitute Personnel
14. Resolution No. 13656: Employment of Substitute Personnel
15. Resolution No. 13657: Volunteer
16. Resolution No. 13658: Volunteer
17. Resolution No. 13659: Classified Employee Reclassification

- X. ADJOURNMENT - The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD TUESDAY, OCTOBER 17, 2006 AT 6 P.M. in the Administration Building Board Room.**

VI. CONSENT AGENDA - BUSINESS

VI.1 Approval of Minutes dated August 15, 2006

VI.2 Resolution No. 13638: **PURCHASE ORDERS**

BE IT RESOLVED that the Board approves the issuance of current year Purchase Orders for August 2006 in the amount of \$461,982.93 and Direct Payments in the amount of \$491,385.09, according to the Purchase Order Listing submitted by the Purchasing Department.

VI.3 Resolution No. 13639: **PAYROLL WARRANT ORDERS**

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

**2006-07**

Payroll Warrant	#	General Fund	BOND FUND	Certificates of Participation	Child Development	Lease Rev. Bond	Warrant Total
8/10/06	3	131,364.97			712.52		132,077.49
8/31/06	4	1,836,629.87	8,864.40		22,469.52		1,867,963.79
		1,967,994.84	8,864.40	0.00	23,182.04	0.00	2,000,041.28

VI.4 Resolution No. 13640: **COMMERCIAL WARRANT ORDERS**

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

**2006-07**

Commercial Warrant	#	General Fund	BOND FUND	Certificates of Participation	Child Development	Lease Rev. Bond	Warrant Total
8/3/06	5	98,094.86	20,898.15				118,993.01
8/9/06	6	68,752.59	6,178.40		2,021.68		76,952.67
8/17/06	7	382,448.86					382,448.86
8/24/06	8	77,171.87	748.86		20.76		77,941.49
8/31/06	9	273,616.64	140,850.56				414,467.20
		900,084.82	168,675.97	0.00	2,042.44	0.00	1,070,803.23

VI.5 Resolution No. 13641: **ADOPTION OF THE DISTRICT BUDGET**

BE IT RESOLVED that the General Fund Budget for the 2006-2007 academic year be adopted and filed with the California Community Colleges Chancellor's Office.

VI.6 Resolution No. 13642: **PARKING LOT IMPROVEMENT BID**

BE IT RESOLVED that the low bid of Granite Construction Company in the amount of \$672,937 be hereby accepted, for the Parking Lot Improvements Phase I/Sports Field Relocations project, per the plans and specifications.

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Interim Dean of Business Services, be hereby authorized and instructed to sign all notices, contracts, change-orders, or other documents necessary to effectuate the completion of said project.

FISCAL IMPACT STATEMENT: The project will be funded 100% from Measure L Bond Funds.

VII. **CLOSED SESSION**

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT  
Conference with District Negotiators  
RE: Direction for Negotiations
2. PUBLIC EMPLOYEES DISCIPLINE/DISMISSAL/RELEASE

VIII. **OPEN SESSION**

Announcement of final action taken

IX. **CONSENT AGENDA - HUMAN RESOURCES**IX.1 Resolution No. 13643: **EMPLOYMENT OF FULL-TIME TENURE TRACK ACADEMIC INSTRUCTOR**

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

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
Davis, Hope	Appropriate Classification and Step Contingent Upon Verification of Records	Music Instructor



IX.2 Resolution No. 13644: **FACULTY RESIGNATION**

BE IT RESOLVED that the Board accepts the resignation of the following faculty member effective August 9, 2006.

Peterson, Cindi            English as a Second  
   Language 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 with a one-year temporary English Instructor.

IX.3 Resolution No. 13645: **EMPLOYMENT OF FULL-TIME TEMPORARY ACADEMIC INSTRUCTORS**

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

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
Morales, Marco	Appropriate Classification and Step Contingent Upon Verification of Records	Welding Instructor
Ross, Stanley	Appropriate Classification and Step Contingent Upon Verification of Records	English as a Second Language Instructor
Stone, Larry	Appropriate Classification and Step Contingent Upon Verification of Records	English as a Second Language Instructor

IX.4 Resolution No. 13646: **EMPLOYMENT OF FULL-TIME TEMPORARY ACADEMIC INSTRUCTOR**

BE IT RESOLVED that the Board approves the following full-time temporary, academic personnel, effective August 23, 2006 to December 8, 2006:

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
Lane, Elizabeth	Appropriate Classification and Step Contingent Upon Verification of Records	English as a Second Language Instructor

**IX.5 Resolution No. 13647: EMPLOYMENT OF PER-SESSION INSTRUCTORS**

BE IT RESOLVED that the following personnel be employed during the 2006 Fall Semester, as credentialed, at the hourly rate provided for in Resolution No. 13257. 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>ASSIGNMENT</u>
Kofford, Brett	Journalism
Kofford, Brooke	Music
Godinez-Fraher, Leticia	English/Reading
Heumann, Douglas	Business/Real Estate
Najera, Ana-Teresa	Nursing
Mendez, Hector	Electrical Trades
Rodriguez, Keila	English as a Second Language
Swiadon, Glenn	English as a Second Language

**IX.6 Resolution No. 13648: EMPLOYMENT OF PER-SESSION INSTRUCTORS**

BE IT RESOLVED that the Board approves the following Per-Session Instructors pursuant to Title V 53430, California Education Code 87359, and the District's Hiring Procedures (Resolution No. 11647, dated June 9, 1999); these individuals have been determined to possess qualifications that are at least equivalent to the minimum qualification for the disciplines indicated, and are hereby approved to teach subjects under said discipline for the fall 2006:

<u>NAME</u>	<u>ASSIGNMENT</u>
Alvarado, Sotero	Math
Pettit, Christina	Emergency Medical Services
Peraza, Chuck	Fire Science
Rouhotas, Tony	Fire Science

**IX.7 Resolution No. 13649: EMPLOYMENT OF TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the Board approve the following personnel be employed temporarily, on a part-time hourly basis, for the 2006-2007 Academic Year, in accordance with the hourly rate provided in Resolution No. 13257. Employment is contingent upon verification of records, credentials, continued funding of the grant indicated, and approval of the program officer.

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>
Spears, Wayne	Athletic Counselor	District

**IX.8 Resolution No. 13650: EMPLOYMENT OF NON-CREDIT PERSONNEL**

BE IT RESOLVED that the Board approve the following non-credit personnel to be employed during the fall 2006 semester, as credentialed, at the hourly rate provided for in Resolution No. 12945. Employment is contingent upon verification of records, credentials, finger print clearance and sufficient enrollment:

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Obergefell, Edwin	Business

**IX.9 Resolution No. 13651: VOLUNTEER FOR MUSIC DEPARTMENT**

BE IT RESOLVED that the Board approves Joel Jacklich, as a part time volunteer music instructor who shall be covered by Workman's Compensation Insurance for the fall 2006 semester.

BE IT FURTHER RESOLVED that thanks be extended to Joel Jacklich for his volunteering in the music program and for his contribution to Imperial Valley College.

**IX.10 Resolution No. 13652: EMPLOYMENT OF CLASSIFIED/CONFIDENTIAL SERVICE PERSONNEL**

BE IT RESOLVED that the Board approve 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>
Carr, Virginia	Executive Assistant	District	8-3	08/31/06

**IX.11 Resolution No. 13653: EMPLOYMENT OF CLASSIFIED SERVICE PERSONNEL**

BE IT RESOLVED that the Board approve the following classified service employees as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Sell, Maria	Staff Secretary II	Business/ Humanities 50/50%	District	12-1	08/21/06
Vasquez, George	Infant/Toddler Preschool Teacher	Preschool	State	13-1	08/30/06
Radcliff, Elizabeth	Infant/Toddler Preschool Teacher	Preschool	State	13-1	09/05/06

IX.12 Resolution No. 13654: **EMPLOYMENT OF SHORT-TERM PERSONNEL**

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Esquer, Carla	Office Assistant I	Admissions	District	6-1	08/21/06 - 10/30/06
Fregoso, Hugo Jr.	Grounds Maintenance Worker	Maintenance	District	11-1	08/16/06 - 09/30/06
Gomez, Raul	Maintenance Worker III/HVAC	Maintenance	District	22-1	08/18/06 - 11/30/06
Martinez, Celia	Office Assistant III	Applied Science	District	9-1	08/14/06 - 09/30/06

IX.13 Resolution No. 13655: **EMPLOYMENT OF SUBSTITUTE PERSONNEL**

BE IT RESOLVED, that Board approve the following individuals be employed on a substitute basis in DSPS as needed for year 2006-2007 beginning August 21, 2006:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>
Gonzales, Rene	Sign Language Interpreter II	District 45% State 55%	22-1
Gonzalez, Magdaleno	Sign Language Interpreter II	District 45% State 55%	22-1
Mendez, Diana	Sign Language Interpreter II	District 45% State 55%	22-1
Cortez, Karina	Sign Language Interpreter III	District 45% State 55%	27-1
Hernandez, Santana	Sign Language Interpreter III	District 45% State 55%	27-1
Lopez, Isaias	Sign Language Interpreter III	District 45% State 55%	27-1
Martinez, Gina	Sign Language Interpreter III	District 45% State 55%	27-1
Vaughin, Regina	Sign Language Interpreter III	District 45% State 55%	27-1

IX.14 Resolution No. 13656: **EMPLOYMENT OF SUBSTITUTE PERSONNEL**

BE IT RESOLVED that the Board approve the following individual be employed on a substitute basis as needed for year 2006-2007 beginning August 21, 2006:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>
McDonough, Alice	Infant/Toddler Preschool Teacher	District	13-1

IX.15 Resolution No. 13657: **VOLUNTEER**

BE IT RESOLVED that the Board approves Esmeralda Ramirez as a volunteer High Tech Lab Assistant who shall be covered by Workman's Compensation Insurance effective August 29, 2006 through September 25, 2006;

BE IT FURTHER RESOLVED that thanks be extended to Esmeralda Ramirez for volunteering in the High Tech Lab and for her contribution to Imperial Valley College.

IX.16 Resolution No. 13658: **VOLUNTEER**

BE IT RESOLVED that the Board approves Marnie Parson as a volunteer High Tech Lab Assistant who shall be covered by Workman's Compensation Insurance effective August 29, 2006 through December 15, 2006; and

BE IT FURTHER RESOLVED that thanks be extended to Marnie Parson for volunteering in the High Tech Lab and for her contribution to Imperial Valley College.

IX.17 Resolution No. 13659: **CLASSIFIED EMPLOYEE RECLASSIFICATION**

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

<u>NAME</u>	<u>PRESENT CLASSIFICATION</u>	<u>NEW CLASSIFICATION</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
Gonzales, Raquel	Purchasing Secretary Range 11 Full-time 12 months	Purchasing Technician Range 14 Full-time 12 months	District	9/1/2006

- X. **ADJOURNMENT** - The next regular meeting of the Board of Trustees is scheduled for **THIRD TUESDAY, OCTOBER 17, 2006**, at 6:00 P.M. in the Administration Building Board Room.