

ADOPTED MINUTES

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

Wednesday, January 17, 2001

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

Board President Kelly Keithly called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:05 P.M., on Wednesday, January 17, 2001.

TRUSTEES PRESENT: Rudy Cardenas, Jr.
Claudine Duff
Kelly Keithly
Marian Long
Romualdo Medina
Rebecca Ramirez
Louis Wong

REPRESENTATIVES PRESENT: Eric Jacobson, Academic Senate

CONSULTANTS PRESENT:

Dr. Gilbert M. Dominguez, Superintendent/President
John Hunt, Vice President for Academic Services
Carlos Fletes, Vice President for Business Services
Dr. Victor Jaime, Vice President for Student Services
Ruth Montenegro, Interim Director of Human Resources
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

Kathy Berry; George Conway; Gonzalo Huerta; Jan Magno; Alicia Ortega;
Gail Parish; Tom Remington; Jim Sanders; J. B. West.

WRITTEN COMMUNICATIONS

1. Ethriam Cash Brammer, English Instructor (RE: Resignation)
2. Opening District Negotiating Proposal for 2000-2001 with CSEA Chapter 472
3. CCCT Board of Directors Election - 2001

PUBLIC HEARING

IVC CCA/CTA/NEA, 2000-2001 Negotiations Proposal submitted to the Imperial Community College District on December 13, 2000. No comments were heard.

PUBLIC COMMENTS

The Board President invited members of the public to comment on any agenda item, or any item not on the agenda. No comments were made.

ACADEMIC SENATE UPDATE

Eric Jacobson reported on the following:

1. The Academic Senators and Administrators participated in an all day workshop facilitated by Lewis Michaelson, on January 11, 2001, at the Calexico Extended Campus Center. Participants rated the workshop as very good, productive, with consensus and agreement. The issues to be discussed further are (1) improving the hiring process; (2) adding ex-officio representatives to Cabinet or Administrative Council to help communication on campus.
2. The Rich Williams Computer Project has not been completed.
3. A letter of resignation from Adjunct Faculty Academic Senator Harold Richwine, was read to the Board.

PRESIDENT'S UPDATE

Dr. Dominguez reported on the following:

1. The Governor's proposed 2001-2002 Budget for California Community Colleges has been released, and represents a 7.7 percent increase over the current year budget. In addition the following is included in the proposal:
 - \$113 million to fund 3% growth
 - \$70 million to improve student access. Of this, \$62 million would be available for increasing part-time faculty compensation, and \$7.8 million to increase the number of part-time faculty for holding office hours.
 - \$152 million for a 3.9 % Cost of Living Adjustment
 - \$5 million for the Economic Development Programs
 - \$10 million for instructional materials and libraries
 - \$10 million for scheduled maintenance

There were no increases for Partnership for Excellence (\$100 million requested); Ensuring Student Success (\$45 million requested); Non-credit Courses (\$48 million requested); Faculty and Staff Development (\$10 million requested); and Technology II (\$94 million requested). We will look forward to deliberations, which will occur between now and the May revise.

2. The first annual Administration/Academic Senate Retreat was held on Thursday, January 11, 2001, at the Calexico Extended Campus Center. The facilitator, Lewis Michaelson, did an excellent job of making everyone feel comfortable and open to express concerns and issues on communication and governance at IVC. Mr. Michaelson was informative and gave pointers on criteria for good communication. Everyone thought it was valuable time spent and a very worthwhile experience. We are in the process of following up on some of the recommendations.
3. The Incubator Project meeting in Calexico took place on December 18, 2000, with a significant number of officials from Senator Polanco's Office and from many state and Imperial County departments attending. The outcome of this meeting is a follow up meeting taking place in Heber on February 16, 2001, to discuss further plans for the project. IVC will play an integral part in the training that occurs with the project.
4. The Annual SDICCCA Trustee Dinner is being organized by Palomar College and will be held at the Shadowridge Country Club on February 8, 2001, at 6:00 P.M. The guest speaker will be Chancellor Tom Nussbaum. Deadline for reservations is Friday, January 29, 2001.
5. Everyone was invited to visit the IVC Booth at the Joint Chambers Business Showcase scheduled for January 18, 2001, from 4:00 P.M. to 8:00 P.M., at the Fair Grounds Preble Building.

STAFF DEVELOPMENT

Staff Development Coordinator, J. B. West, distributed a summary report on Flex Week 2001. Looking at the statistics and personal comments of the participants of Flex Week 2001, it appeared that the activities were successful, well organized, and enjoyable. There were 36 workshops presented, 14 of which were presented by off campus organizations, and a total of 1,291 possible flex hours that were made available to faculty. Dr. Dominguez congratulated everyone involved in coordinating a successful Flex Week 2001.

2000-2001 BOARD RETREAT

Dr. Dominguez reminded the Board that the Board Retreat is scheduled for Saturday, January 27, 2001, at Brunner's Restaurant beginning at 8:30 A.M. The facilitator will be Armando Ruiz, a Trustee from South Orange Coast Community College District and Vice President for Student Services at Irvine Valley College.

M/S/C Medina/Duff to approve the Minutes dated December 13, 2000

M/S/C Medina/Duff

Resolution No. 12087: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 102241 through 102558 inclusive are approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 101084 through 101252, inclusive are approved.

M/S/C Medina/Duff

Resolution No. 12088: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 11 in the amount of \$97,390.57, and No. 12 in the amount of \$1,371,567.37, be ratified.

M/S/C Medina/Duff

Resolution No. 12089: **COMMERCIAL WARRANT ORDERS**

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

23 in the amount of \$1,241,881.54

24 in the amount of \$502,761.96

M/S/C Medina/Duff

Resolution No. 12090: **QUARTERLY REPORT ENDING DECEMBER 31, 2000**

BE IT RESOLVED that the Board of Trustees accepts the financial statements prepared pursuant to Education Code 84043, for the quarter ending December 31, 2000, and directs that copies be forwarded to the Chancellor's Office of the California Community Colleges and to the Office of the Imperial County Superintendent of Schools, as required by law.

BE IT FURTHER RESOLVED that this policy be administered in accordance with Education Code Sections 68050-68134 and 76140-76160.

M/S/C Medina/Duff

Resolution No. 12091: **AUDIT REPORT AS OF JUNE 30, 2000**

BE IT RESOLVED that the Board approves the Imperial Community College District Auditor's Report for the year ending June 30, 2000, as prepared by Harlan and Boettger, Certified Public Accountants.

M/S/C Medina/Duff

Resolution No. 12092: **NON-RESIDENT TUITION FEE**

WHEREAS, statutes require each school district to set its own tuition rate on the basis of its current cost of education, or on the statewide average of the current cost of education;

BE IT RESOLVED that the tuition for out-of-state and out-of-country students be computed at \$134.00 per unit commencing July 1, 2001, for the fiscal year 2001-2002.

BE IT FURTHER RESOLVED that this policy be administered in accordance with Education Code Sections 68050-68134 and 76140-76160.

M/S/C Medina/Duff

Resolution No. 12093: **STUDENT WAGE RATES**

BE IT FURTHER RESOLVED that the Board also approves the following changes, to the Wage Rates section 6.11.1 of the Board Policy Manual, as requested by the Vice President for Student Services and the Dean of Financial Aid and State Programs, in accordance with Minimum Wage Rate Changes mandated by California State Law, to become effective January 1, 2001:

Tutors:

Step 1 (first time)	\$6.50
Step 2 (one semester experience)	6.75
Step 3 (two semester experience)	7.00
Step 4 (three semester experience)	7.25
Step 5 (four or more semester experience)	7.50

Computer Assistant	8.00
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Head Life Guard	8.50
Life Guards	8.00

Parking Attendants:

Day Parking Attendant	6.25
Day Lead Parking Attendant	6.75
Night Parking Attendant	7.00
Night Lead Parking Attendant	7.50
Student Financial Aid Assistant	7.00

Student Program Clerk	\$7.00
Summer Recruitment Assistant	7.00
Peer Counselors	7.00
Interpreter for the Deaf Level 1	9.50
Interpreter for the Deaf Level 2	11.50
Interpreter for the Deaf Level 3	15.50
Interpreter for the Deaf Level 4	18.50
Tutor for the Deaf	8.00
Other Work Study Positions:	
Work Study Positions (All Other Day Positions)	6.25
Work Study Positions (All Other Night Positions)	7.00
Sign Language Interpreters:	
Beginning Sign Language Interpreter	8.50
Intermediate Sign Language Interpreter	10.50
Advanced Sign Language Interpreter	12.50
Paraprofessional Tutors:	
Junior Tutors	7.00
Senior Tutors	8.00
Lead Tutors	9.00
Summer Residential Program - Upward Bound Program	
Summer Residential Program Tutors I	6.50
Summer Residential Program Tutors II	7.00
Summer Residential Program Tutors III	7.50

M/S/C Medina/Duff

Resolution No. 12094: **SURPLUS PROPERTY**

BE IT RESOLVED that approval is given to declaring the items outlined in Exhibit 1 as surplus property.

BE IT FURTHER RESOLVED that the Vice President for Business Services and/or the Director of Purchasing and Warehouse are hereby authorized to trade the property for a cash value, mutually agreed to by the District and Sprague's Sports Shop, and that a store credit will be issued to Imperial Valley College for the agreed upon value of the items.

M/S/C Medina/Duff

Resolution No. 12095: **READING/WRITING AND LANGUAGE LAB MODULAR BUILDING**

BE IT RESOLVED that the bid of Aurora Modular Industries in the amount of \$403,958 (100% state funded through Partnership for Excellence) for a Reading/Writing and Language Lab modular building, per the plans and specifications, be hereby accepted.

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

M/S/C Medina/Duff

Resolution No 12096: **WATER SYSTEM IMPROVEMENTS-PHASE II**

BE IT RESOLVED that the low base bid of Cameron Excavation Co., Inc., in the amount of \$499,947.00 (100% State funded: Hazardous Substances Abatement Program) for WATER SYSTEM IMPROVEMENTS--PHASE II, per the plans and specifications, be hereby accepted.

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

M/S/C Medina/Cardenas

Resolution No. 12097: **HUMANITIES DIVISION CHAIRPERSON**

BE IT RESOLVED that the Humanities Division Faculty has elected Richard Hann to act as Humanities Division Chair for the remainder of the 2000-2001 academic year.

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

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators
RE: Direction for Negotiations

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 and consideration of initiation of litigation pursuant to subdivision (c) of Section 54956.9: One Case

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

1. Direction was given to the administrative staff regarding negotiations.
2. Direction was given to legal counsel regarding anticipated litigation.

M/S/C Cardenas/Duff

Resolution No. 12098: **EMPLOYMENT OF TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that following full-time temporary academic personnel be employed for the Spring Semester 2001, pending medical and background checks:

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
BYRD, Krista	Appropriate Classification and Step Contingent Upon Verification of Records	Psychology Instructor
*LENART, Stanley	"	History Instructor
*LEPPIEN-CHRISTENSEN, J. Kristopher	"	Psychology Instructor
*MILLER, Ivan	"	Agricultural Sciences
MORGAN, Nancy	"	English Instructor
*TURNER, Lisa	"	English Instructor

* Partnership for Excellence Funding

M/S/C Cardenas/Duff

Resolution No. 12099: **PER-SESSION EMPLOYMENT**

BE IT RESOLVED that the following personnel be employed during the 2000-2001 academic year, as credentialed, at the hourly rate provided for in Resolution No. 11354-4. Employment is contingent upon verification of records, credentials, and sufficient enrollment or whether the class is essential to a full-time instructor's load.

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Jaime, Caroline	Human Relations

M/S/C Cardenas/Duff

Resolution No. 12100: **CLASSIFIED SERVICE EMPLOYMENT**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Flores, Clemente	Custodian	District	21-A	1/8/01
Garber, Peggy	Staff Secretary II 50% (Behavioral Science/POST)	District	25-B	1/16/01
Piedra, Marcela	Small Business Advisor	*State	48-A	1/16/01

*Employment contingent upon continued funding of program.

M/S/C Cardenas/Duff

Resolution No. 12101: **SHORT-TERM EMPLOYMENT**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Rivera, Elsa	Instructional Lab Assistant	District	23-A	1/8/01 to 2/23/01
Felix, Irma	Library Technician I	District	21-A	1/16/01 to 2/16/01
Manriquez, Julio	Library Technician I	State	21-A	1/8/01 to 6/30/01
Quintero, Brenda	Office Assistant II	District	21-A	1/8/01 to 3/9/01

M/S/C Long/Medina to **ADJOURN** at 7:21 P.M., the next regular meeting of the Board of Trustees is scheduled for Wednesday, February 14, 2001, at 6:00 P.M.

Adopted this _____ day of _____, 2001.

ICCD Board President

ICCD Board Secretary