

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

Wednesday, April 9, 2003

On Wednesday, April 9, 2003, Board President Romualdo Medina, called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:00 P.M., in the Administration Building Board Room.

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

BOARD MEMBERS ABSENT: Carlos R. Acuña

REPRESENTATIVES PRESENT: Jim Pendley, Academic Senate
Betty Kakiuchi, Classified
Cihara Hercules, Students

CONSULTANTS PRESENT:

Carlos Fletes, Vice President for Business Services
Dr. Victor Jaime, Vice President for Student Services
Gonzalo Huerta, Dean of Applied Sciences
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

Kathy Berry; Heather Bremmer; Ted Ceasar; Dawn Chun; Lisa Cross; Renee Fenn; Eileen Ford; Bill Gay; Edgar Coronel; Joel Hamby; Saul Hom; Frank Oswalt; Gail Parish.

WRITTEN COMMUNICATIONS

1. ICCD Initial Negotiations Proposal to CCA/CTA

PUBLIC COMMENTS

Joel Hamby expressed concern over public funds supporting medical benefits for domestic partners of IVC faculty. Mr. Hamby distributed copies of two articles from the publication, *Inside Washington*, entitled "Stand with Scalia and Texas" written by Terence P. Jeffrey, and "Homosexual Group Cuts Back Domestic Partner Benefits" written by Marc Morano.

EMPLOYEE OF MONTH FOR APRIL 2003

Customer Service Committee Representative Lisa Cross presented the Employee of the Month Recognition for April 2003 to Mary Bell Payroll Supervisor. Her nominator stated:

"This employee came to Imperial Valley College back in 1969 from the Imperial County Hospital Payroll Department. She has been IVC's Payroll Supervisor and Payroll Benefits Coordinator for 34 years. Mary Bell is one of IVC's key employees. She is well liked and is respected by all. She makes sure that the staff gets paid on time every month. While the rest of us enjoy school holidays, she is here at the College processing the necessary paperwork to make sure that we get our paychecks on time. This employee is always willing to help anyone do whatever it takes."

Mary was congratulated by all for her well-deserved recognition.

SDICCCA ALIANCE MEETING

Trustee Marian Long attended the SDICCCA Alliance meeting on April 7, at the Jack Port Conference Room at the San Diego County Office of Education. The following issues were discussed:

- Announcement of the January 1, 2004 retirement of Chancellor Tom Nussbaum.
- There will be an organizing meeting of the Under Funded Districts Caucus and they will meet with Steve Peace and Chancellor Nussbaum.
- There was discussion of hiring a legislative advocate.
- Pressure must be exercised to support sun setting program based funding.
- Change funding to a per student basis.
- Legislation to equalize funding.
- Concern was expressed over CCLC not supporting equalization of funding.

The Trustees thanked Marion for representing the Board and the District at these very important meetings.

ASSOCIATED STUDENT GOVERNMENT UPDATE

ASG President, Cihara Hercules, updated the Board on the following activities:

- Assemblywoman Bonnie Garcia met with a large group of students and staff on March 21, at 2:00 P.M. in the College Center.

- The dance held for the DSP&S students was a great success.
- Submission of applications for ASG President were due on March 28.
- The Basketball Tournament will start on April 7 and will continue after spring break.
- On April 11, awareness festivals will address Sexual Assault Awareness, Alcohol Awareness, Child Abuse Prevention, STD Awareness.
- On April 14-15 elections will be held of ASG President, Mr. and Miss Freshman and Sophomore.
- On April 16 the ASG will host an Easter Egg Hunt for the Preschool children.
- On May 16 a Student Recognition Banquet will be held at the Barbara Worth Golf Resort.

ACADEMIC SENATE UPDATE

Academic Senate President, Jim Pendley, reported the following:

- Senate discussions addressed the possible effect to academic programs with the loss of senior faculty. Several senior faculty have expressed interest in the retirement incentive program. The Senate was given assurance by Academic Services that academic programs will continue to be balanced.
- The Senate approved the Fast Track Program concept for next year.
- Nominations are being received for the Rafael Santos Excellence in Teaching Award.
- The State Academic Senate is proposing an increase in graduation requirements for Math and English. The vote will take place in May.
- Sherry Zobel is coordinating the Math Festival scheduled for April 10, which will involve 11 schools including San Pasqual.
- The English Challenge took place on April 9.

INTERIM PRESIDENT'S UPDATE

Dr. Jaime read Dr. Fujimoto's Board update as follows:

- There is no formalized voice at College Council yet, but many are stating the current Board Room is too small and needs microphones for all who are interested in attending future Board meetings. In

the future, stakeholders will be interested in the Board proceedings and even with limited printing of Board agendas, Dr. Fujimoto believes that a move to Room 2131 would be best. This experiment could be tested for a few months and if workable, formalized.

- Zula Hartfield and the Human Resources staff have formalized a resolution on tonight's agenda implementing AB 500, which curtails the use of temporary employees beyond a specific time period.
- Through funding from the IVC Foundation, Eddie Chun is studying the traffic flow patterns at IVC with help from IVC staff. Formalizing recommendations through this study will be most helpful.
- Dr. Jaime will be attending the next SDICCCA meeting on April 14. One special issue for CEOs to be addressed is Chancellor Nussbaum's call to provide more details on the concurrent enrollment controversy.
- Since Dr. Fujimoto is away on vacation, he has designated the following as Acting CEO for the week starting on Monday:

March 31-John Hunt; April 7-Victor Jaime;
April 14-Carlos Fletes

For April 21 spring break, Dr. Fujimoto will be available with phone or e-mail.

- The transition to use more facilities from public high schools and reduce IVC dependencies on commercial structures for relocation of the Extended Campuses in El Centro and Brawley is moving ahead. Three resolutions on this agenda address this issue.
- As reported to you briefly last month, the information technology integration effort at IVC has moved from a developmental phase to the implementation stage. More information will be provided about SCT Banner, the software program, along with Edgar Coronel, the new Chief Technology Officer STRATA consultant. Sam Ellis and Harold George, who have been with IVC since the STRATA contract's inception, shall be less available, possibly 2 days a month.
- Based on the "hiring freeze," Dr. Fujimoto asked the College Council to develop criteria for the CEO to use in filling vacant positions. At the April 14 College Council meeting, the criteria is to be formalized for submittal to the CEO.
- On Wednesday, March 26, Professor Alicia Ortega and her Organizing Committee had an evening of fine entertainment and refreshment for Dr. Fujimoto. It was well attended.
- On Tuesday, April 29, Dr. Fujimoto is inviting the college community to a farewell social at the Pioneers' Museum at 4:30 P.M.

- On Thursday, May 1, at 2:30 P.M. in the College Center, there will be a welcoming reception for our new Superintendent/President, Dr. Paul Pai.
- The annual Retirement and Years of Service Reception will take place on Thursday, May 15, at 2: 30 P.M. in the College Center.
- Graduation is scheduled for Saturday, May 31, 2003, at 10:00 A.M.

IT INTEGRATION IMPLEMENTATION PHASE

Dr. Jaime introduced Edgar Coronel as the new Chief Technical Officer replacing Dr. Sam Ellis from Strata.

Dr. Jaime stated that the development phase of the information technology conversions has accomplished the following:

- Adoption of the Information Technology Plan.
- Improvement and repair of the existing infrastructure.
- Development of advisory committees and working groups.
- Completion of specific instructional technology projects.
 1. Workshops for faculty development of web pages.
 2. Technology Center Lab has scheduled hours to assist faculty with one-on-one assistance and workshops.
 3. Technology Center also has software and hardware available for checkout.
 4. A policy statement with respect to intellectual property rights was developed.
 5. Assessed the need for enhanced information technology within the library.
 6. Close to completion is the installation of reliable and robust application server for delivery of online course material.
- Assessment of services and operations within various offices and departments.
- Reliability issues have been addressed.

Dawn Chun, Institutional Research Analyst, stated that we are making a lot of progress on the Transformation Project. The database and SCT Banner Software Program has been loaded. There are four systems that need to be implemented: (1)Finance, (2)Students, (3)Financial Aid, (4) Human Resources. We are now at the first phase of implementation:

- Training
- Review of the major business processes to make sure the best business practices are being used in the new system.
- Data cleansing, data conversion, testing, etc.

Edgar Coronel, stated that the work to prepare for the project kick-off is completed and the organization is ready to move forward. The next phase will focus on improving business practices through business process analysis. Strata will continue to bring in experienced people to assist us.

BUDGET UPDATE

Carlos Fletes reviewed two worksheets, one containing the worst case scenario and the other containing three other alternatives in case the worst case scenario does not take place in cutting the budget. The list of proposed cuts and the potential effects of the cuts was discussed.

The following observations were shared:

- Pell Grants will be increased.
- The Chancellor will allow carry-over in certain categorical programs.
- Relief will be given to districts relating to matching funds.
- The Board expressed a desire to keep the reserves at 4% or more if possible.

BOARD POLICY

Dr. Jaime stated that the most current Board Policies have been distributed for consideration. A meeting has been scheduled for Wednesday, May 7 at 3:30 P.M. to review each policy with Dr. Pai and the stakeholders. The Board appointed Carlos Acuña to represent the Board at this meeting.

M/S/C Cardenas/Keithly to approve the of Minutes dated March 12, 2003

M/S/C Cardenas/Keithly
Resolution No. 12659: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 0303050 through 0303820, and 4003060 through 4003068, inclusive are approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 0301697 through 0301950, inclusive are approved.

M/S/C Cardenas/Keithly
Resolution No. 12660: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 17 in the amount of \$142,158.16 and Warrant Order No. 18 in the amount of \$1,582.690.44 be ratified.

M/S/C Cardenas/Keithly
Resolution No. 12661: **COMMERCIAL WARRANT ORDERS**

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

33 in the amount of \$285,174.99
34 in the amount of \$215,480.39
35 in the amount of \$756,376.85
36 in the amount of \$150,492.37

M/C/S Ramirez/Keithly

Resolution No. 12662: **COMMENDATION: DR. JACK FUJIMOTO**

WHEREAS, Dr. Jack Fujimoto has provided dedicated service as Interim Superintendent/President for Imperial Valley College from July 1, 2002 through April 30, 2003;

WHEREAS, Dr. Jack Fujimoto has brought life throughout the campus through his philosophy that "Yesterday is history. Tomorrow is a mystery. Today is a gift."

WHEREAS, Dr. Jack Fujimoto's philosophy of leadership has contributed significantly to Imperial Valley College students through instituting "WINDS OF CHANGE" and setting a positive, caring and trusting atmosphere for successful shared governance;

WHEREAS, Dr. Jack Fujimoto has served as the guiding light in the following:

- Leadership and direction in the successful selection of software vendors, the purchase of hardware, and implementation of the Acceptable Use Policy and the Information Technology Plan.
- Leadership in developing the 40th Anniversary Edition of IVC published in the Imperial Valley Press and supporting activities commemorating the anniversary.
- Successful completion of the CEO Search process.
- Close collaboration and nurturing of partnerships with: SDSU-IV Campus, Imperial County Office of Education, local high school superintendents, San Diego/Imperial Counties Community Colleges Association as well as city and county government.
- Leadership in development of an "AUSTERITY" IVC Budget that will be a blueprint to allow IVC to become more efficient yet maintains critical programs and enrollment.
- Implementation of a working model of shared governance with College Council.
- Promotion of an "Oasis of Learning" through interaction with and challenging of faculty and staff.

- Development of special recognition for the "Fabulous Five" the most veteran faculty on campus: Richard Hann, Armand Orensztstein, Alicia Ortega, Jim Pendley, and Sandra Standiford.
- Participation in the annual Upward Bound Program at UCSD for 54 high school students. Promoted innovative programs such as Puente.
- Facilitation of the procurement of ten carts from GM and Ford for use on campus.
- Institution of "Growing the Revenue" to encourage and expand the submission of grant proposals and other means to cope with a budget crisis by expanding IVC's revenue base.
- Institution of a policy for naming buildings to recognize those who have contributed to the success of IVC in a systematic and fair way.
- Fostered partnerships with other school districts to relocate Extended Campus Programs in El Centro and Brawley.
- Facilitation of the search for alternative financing formats to allow the opportunity for continued operation of the IVC Desert Museum;
- Participation in the submission of three major grant proposals: FIPSE-IVC Research Center, FIPSE - SDSU and IVC Mathematics Basic Course, Title V HSI - IVC Environmental Education - Research and Technology Project.
- Nurturing the progression of the Customer Service Academy.
- Encouragement and leadership in creating "out-of-the-box" alternatives and solutions to problems such as identifying laboratories in the community to extend primarily the impacted science courses; increasing the pool of available and credentialed faculty in impacted programs; consolidation of specific courses of study to extended campus sites; searching for new curricula such as fire science and agriculture; and development of the Fast Track Pilot Program.
- Participation in numerous community events including service as keynote speaker at the Imperial Valley Counselors Roundtable on October 3, 2002, as well as participation in numerous classroom activities as guest lecturer, and acting as facilitator for the annual Board Retreat and Symposium on the Arts.
- Fostering the successful negotiations of CSEA and CTA contracts.
- Leadership in addressing the safety concern of traffic flow into the campus.

- Leadership in addressing Accreditation site visit recommendations that resulted in a successful mid-term visit on November 19-20, 2002.
- Acting as Interim Human Resources Director, and resolving numerous personnel issues.
- Active participation in IVC's public relations program and marketing efforts that has resulted in increased community respect for Imperial Valley College.

BE IT NOW RESOLVED that the Governing Board and staff of Imperial Valley College extends its sincere and heartfelt gratitude to Dr. Jack Fujimoto for his service as the Interim Superintendent/President.

M/S/C Ramirez/Cardenas

Resolution No. 12663: **DISTRICT AUDIT SERVICES**

WHEREAS, Education Code Sections 41020/84040 authorizes school and community college districts to contract for an audit of their books and accounts, and

WHEREAS, the Imperial County Office of Education and the Imperial Community College District have solicited and received proposals from various certified public accountants.

NOW, THEREFORE, BE IT RESOLVED that the firm of Wilkinson & Hadley, LLP, Certified Public Accountants, be awarded a one year contract to perform the District Audit in the amount of \$11,900.00 for fiscal year 2002-2003; and

BE IT FURTHER RESOLVED that the Superintendent/President or the Vice President for Business Services be authorized to execute said contract.

M/S/C Cardenas/Long

Resolution No. 12664: **FINAL NOTICE OF WITHDRAWAL FROM SWACC (STATEWIDE ASSOCIATION OF COMMUNITY COLLEGES)**

WHEREAS, Imperial Valley College, a member of SWACC ([Statewide Association of Community Colleges](#)), is currently exploring its options concerning [property and liability coverage](#); and

WHEREAS, rates [for 2003-04](#) are not [yet](#) available from SWACC or the Imperial County Schools District Liability/Property Self Insurance Authority JPA, the two entities that have been asked to quote a rate; and

WHEREAS, SWACC bylaws require a withdrawing member to submit a final [notice of withdrawal](#) 60 days prior to the end of the program.

THEREFORE BE IT RESOLVED THAT [the](#) Board of Trustees authorizes the Superintendent/President and/or the Vice President for Business Services to submit a Final Notice of Withdrawal from SWACC, and

BE IT FURTHER RESOLVED THAT in the event that SWACC rates come in lower than its competitor, Imperial Valley College [will](#) request to be reinstated in SWACC.

M/S/C Keithly/Long to go into **CLOSED SESSION**

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of section 54956.9: One Case
2. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators
RE: Direction for Negotiations
3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
PROPERTY: 104 Magnolia Avenue, Brawley
Negotiating Parties: Imperial Community College District and Brawley Union High School District
Under negotiation: price, terms of payment, tenant improvements
4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
PROPERTY: 1302 South 3rd Street and 2001 Ocotillo Drive, El Centro
Negotiating Parties: Imperial Community College District and Central Union High School District
Under negotiation: price, terms of payment, tenant improvements
5. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
PROPERTY: 1681 West Main, El Centro
Negotiating Parties: Imperial Community College District and Essex Realty
Under negotiation: price, terms of payment, tenant improvements

M/S/C Keithly/Long to go back to **OPEN SESSION**

1. Information was presented to the Board and direction was given to legal counsel.
2. Direction was given to staff.
3. Information was provided to the Board and direction was given to staff.
4. Information was provided to the Board and direction was given to staff.
5. Information was provided to the Board and direction was given to staff.

M/S/C Cardenas/Wong

Resolution No. 12665: **FAST TRACK PILOT PROGRAM**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee on October 3, 2002, and the Academic Senate on November 6, 2002, to implement the Fast Track Program to commence Fall 2003, as a pilot program.

M/S/C Cardenas/Wong

Resolution No. 12666: **COURSE ADDITIONS**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee dated October 31, 2002 and December 5, 2002, and the Academic Senate on February 19, 2003, to add the following new courses:

HR 63C	Orientation to College and Life Skills
French 1	Computer (Web-Enhanced) Instruction
Spec 51	Water Distribution Systems
DSP&S 5	Working with Autistic Children

M/S/C Cardenas/Wong

Resolution No. 12667: **STATEMENT DELETION**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee dated May 16, 2002 and the Academic Senate on November 6, 2002, to delete the Alpha Gamma Sigma Statement (Old Board Policy 5.5.3) from the General Catalog.

M/S/C Cardenas/Wong

Resolution No. 12668: **ENROLLMENT LIMITATIONS**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee dated March 6, 2003, and the Academic Senate on April 2, 2003, to change the Enrollment Limitations Policy as follows:

A regular full-time program is 12 to ~~18~~ **(19)** units. An average of 15 to 16 units must be taken to graduate in two years or four semesters. The maximum load allowed for students is ~~18~~ **(19)** units. Exceptions to this rule will be made by special permission of the administration (through the petition process) when there is clear evidence of successful scholastic performance.

A student who is currently enrolled in another school or college (including correspondence school or independent study) must report this enrollment to the Registration Office. The total number of units carried during a semester for all college work may not exceed the ~~18~~ **(19)** unit limit.

A regular full-time program for summer sessions is (six) units. The maximum load allowed for summer is (9) units.

M/S/C Cardenas/Wong

Resolution No. 12669: **MEMORANDUM OF UNDERSTANDING WITH CENTRAL UNION HIGH SCHOOL DISTRICT**

WHEREAS the District has the opportunity to enter into a partnership with the Central Union High School District for use of classroom facilities for afternoon and evening classes.

NOW THEREFORE BE IT RESOLVED THAT the Board authorizes the Superintendent/President and/or Vice President for Business Services to sign a Memorandum of Understanding with the Central Union High School District for use of classroom facilities.

M/S/C Cardenas/Wong

Resolution No. 12670: **MEMORANDUM OF UNDERSTANDING WITH BRAWLEY UNION HIGH SCHOOL DISTRICT**

WHEREAS, the District has the opportunity to enter into a partnership with the Brawley Union High School District for office and classroom space, to better serve the students of the north end of Imperial County, at a savings to the District in rental and maintenance costs;

NOW THEREFORE BE IT RESOLVED THAT the Board authorizes the Superintendent/President and/or Vice President for Business Services to sign a Memorandum of Understanding with the Brawley Union High School District for use of facilities for an Extended Campus Center in Brawley.

M/S/C Cardenas/Wong

Resolution No. 12671: **AGREEMENT WITH ESSEX REALTY**

WHEREAS, the El Centro Extended Campus Center has the need for space more suited to its educational mission, and more plentiful and convenient parking.

WHEREAS, space is available at the Valley Plaza Shopping Center, that could be converted to use as an Extended Campus Center, and which would meet the needs of the El Centro Extended Center.

NOW, THEREFORE BE IT RESOLVED that the Board authorizes the Superintendent/President and/or the Vice President for Business Services to negotiate with Essex Realty Management for the possible lease of space at the Valley Plaza Shopping Center, El Centro for use as an Extended Campus Center.

M/S/C Cardenas/Wong

Resolution No. 12672: **EMPLOYMENT OF TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the following academic personnel be employed temporarily, on a part-time basis, during the 2002-2003 academic year, in accordance with the hourly rate provided for in Resolution No. 12564 dated October 9, 2002. Employment is contingent upon verification of records, credentials, finger print clearance, continued funding of the grant indicated and approval of the Program Officer

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>FUNDING SOURCE</u>
Castillo, Stephanie	Counselor	Federal

M/S/C Cardenas/Wong

Resolution No. 12673: **SHORT-TERM EMPLOYMENT**

WHEREAS, the Agreement between the District and CSEA, Chapter 472, defines the persons employed in positions that are not academic positions, and the positions, as the classified service, in accordance with Section 88003 of the Education Code.

WHEREAS, Section 88003 of the Education Code provides, in part, as follows:

"The governing board of any community college district shall employ persons for positions that are not academic positions. The governing board, except where Article 3 (commencing with Section 88060) or Section 88137 applies, shall classify all those employees and positions. The employees and positions shall be known as the classified service. Substitute and short-term employees, employed and paid for less than 75 percent of a college year, shall not be part of the classified service..

'Substitute employee,' as used in this section, means any person employed to replace any classified employee who is temporarily absent from duty..

'Short-term employee,' as used in this section, means any person who is employed to perform a service for the district, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis.

'Seventy-five percent of a college year' means 195 working days, including holidays, sick leave, vacation and other leaves of absences, irrespective of number of hours worked per day."

WHEREAS, Assembly Bill No. 500 (AB500), implemented January 1, 2003, amended Section 88003 of the Education Code to add the following provisions:

"Unless otherwise permitted, a person whose position does not require certification qualifications shall not be employed by a governing board, except as authorized by this section." (*Added to the end of the first paragraph of Section 88003.*)

"Before employing a short-term employee, the governing board, at a regularly scheduled board meeting, shall specify the service required to be performed by the employee pursuant to the definition of 'classification' in subdivision (a) of Section 88001, and shall certify the ending date of the service. The ending date may be shortened or extended by the governing board, but shall not extend beyond 75 percent of a school year." (*Added to the end of the third paragraph of Section 88003.*)

NOW, THEREFORE, BE IT RESOLVED that the District shall amend its current procedures relating to the employment of short-term employees to comply with Section 88003 of the Education Code, as amended by AB500.

M/S/C Cardenas/Wong

Resolution No. 12674: **SHORT-TERM OFFICE ASSISTANT II FOR THE EL CENTRO EXTENDED CAMPUS**

WHEREAS, the Dean of Extended Campus has determined a need for a short-term employee at the El Centro Extended Campus;

WHEREAS, the classification for the short-term employee is Office Assistant II;

WHEREAS, the specific duties to be performed by the short-term employee are:

- Act as receptionist;
- Assist students in completing required registration forms;
- Input registration information;
- Provide clerical support to Dean of Extended Campus and Administrative Secretary

WHEREAS, the employment term of the short-term employee shall begin on April 27, 2003 and end on June 6, 2003;

NOW, THEREFORE, BE IT RESOLVED that the Board approves the position of a short-term Office Assistant II at the El Centro Extended Campus;

BE IT FURTHER RESOLVED that the person hired in the short-term position shall be employed in accordance with the provisions of Education Code Section 88003 relating to short-term employees.

M/S/C Cardenas/Wong

Resolution No. 12675: **SHORT-TERM EMPLOYEES**

BE IT RESOLVED that the following individuals 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>
Bonillas, Danise	Office Assistant II	Extended Campus	State	21-A	4/28/03 to 6/6/03

M/S/C Cardenas/Wong

Resolution No. 12676: **SUBSTITUTE EMPLOYEES**

BE IT RESOLVED that the following individuals be employed on a substitute basis as needed:

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Barrazoa, Maria Elena	Assessment Center Technician	Assessment Center	State	27-A	4/28/03 to 6/30/03
Lopez, Rosa	Office Assistant I	Industrial Technology	District	19-A	4/7/03 to 6/6/03
Veliz, Analisa	Office Assistant II	Nursing	State	21-A	4/28/03 to 5/30/03
Womack, Lillian	Office Assistant III	English Division	District	22-A	4/28/03 to 5/30/03

M/S/C Cardenas/Wong to **ADJOURN** - The next regular meeting of the Board of Trustees is scheduled for Wednesday, May 14, 2003, at 6:00 P.M.

Adopted this _____ day of _____, 2003.

ICCD Board President

ICCD Board Secretary