

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

Tuesday, April 19, 2005

On Tuesday, April 19, 2005, Board President Marian Long called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:00 P.M., in the Administration Building Board Room.

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

REPRESENTATIVES PRESENT: Dr. Lianna Zhao, Academic Senate
Gail Parish, Classified
Barbara Stuart

CONSULTANTS PRESENT:

Dr. Paul Pai, Superintendent/President
Tom Hudson, Dean for Business Services
Dr. Victor Jaime, Vice President for Student Services
Dr. Kendra Jeffcoat, Vice President for Academic Services
Dr. Marion Boenheim, Director of Human Resources

VISITORS PRESENT:

Erika Aguilar; Kathy Berry; Eileen Buckel; Joe Espinoza; Lenny Fabian;
Bill Gay; Gene Hill; Gonzalo Huerta; Eric Jacobson; Kris Leppien-
Christensen; Jan Magno; Richard Middaugh; Efrain Silva; Mary Jo
Wainwright.

WRITTEN COMMUNICATIONS

1. Marie H. Hisel (RE: Retirement)

PUBLIC COMMENTS

CTA President Barbara Stuart stated that her name will not appear on the ballot for CTA President for 2005-2006. She congratulated Tom Hudson for presenting innovative ways of strengthening the position of the faculty. Gratitude was expressed to the negotiators for the successful negotiations of a tentative agreement, which will be presented to the faculty for a vote on April 27, 2005. On April 13, 2005, the faculty unanimously voted to approve a Memorandum of Understanding for pro-rata pay for unit members who serve as long-term substitutes.

EMPLOYEE OF THE MONTH FOR MARCH AND APRIL

Dr. Kendra Jeffcoat congratulated Eric Jacobson, History/Political Science Professor, for being chosen as March's Employee of the Month. The student nominator stated the following:

Mr. Jacobson has put a lot of effort in working with students. Mr. Jacobson has been the only teacher to push me into being something big in life. His class is one of the best because you learn allot, plus it is a very funny class.

Dr. Paul Pai congratulated Gene Hill, IVC Foundation Director, for being chosen as April's Employee of the Month. The nominator stated the following:

Gene is always smiling, friendly and courteous. He is always willing to help and get involved. He does his utmost best to promote a positive image for IVC. As well as always giving of his time, he spends hours contacting people and doing very thoughtful and anonymous kind acts for others. He is a great example to us all!

INTRODUCTION OF NEW FACULTY

Dr. Kendra Jeffcoat introduced the following new faculty members:

- Mary Jo Wainwright is a History Instructor, and received her A.A. from Cabot College in Hayward, B.A. from the University of California at Berkeley, and her M.A. from California State University at Hayward. Ms. Wainwright looks forward to offering a California History course in the fall.
- Bruce Page, Speech/Journalism Instructor, presented a three minute video presentation. Mr. Page shared that his previous occupation was a television news broadcaster which gave him the opportunity of traveling the world. He was given the opportunity of teaching part-

time at Copper Mountain College and as a result found his calling to teach. He loves his speech and journalism classes and enjoys interacting with students.

INTRODUCTION OF NEW CLASSIFIED

Mr. Tom Hudson introduced the following classified members:

- Erika Aguilar is the new Upward Bound Office Assistant III. Erika was born and raised in Brawley, graduating from Brawley Union High School in 1998, and attended IVC. She worked part-time with the Upward Bound Program as a student office assistant since the summer of 1998. She received her Associate's Degree in Psychology from IVC in the spring of 2003. She will continue her studies at San Diego State University-IV Campus this fall. She is the mother of two boys and a little girl. She stated that she looks forward to working at IVC as a full-time staff member.
- Joe Espinoza has been employed at IVC for two years as the Student Employment Specialist for the Workforce Development Center. He is a former IVC student and is currently enrolled at UCSD finishing his Vocational Education Teaching Credential. In his job he assists students in the preparation of resumes and job applications. He provides assistance in the use of the CalJobs Program and coordinates with the Imperial County One Stop Business and Employment Services Center for Job placement and other informational services. He researches and identifies employment opportunities for IVC students and facilitates the introduction of employment candidates to employers.

SDICCCA ALLIANCE MEETING

Marian Long attended the SDICCCA Alliance meeting on April 4, 2005, and shared the following information:

- The San Diego Community College District is encouraging Governor Schwarzenegger to nominate Jeff Marston to the Board of Governors to represent San Diego region.
- The passage of AB-317 would insure the second installment of \$80 million to equalize funding for California Community Colleges.

ACADEMIC SENATE UPDATE

Academic Senate Vice President, Dr. Lianna Zhao, read a report provided by Dr. James Patterson as follows:

- Dr. James Patterson and Carol Lee attended the Academic Senate for California Community Colleges (ASCCC) Spring Session in San Francisco on April 6-9, 2005.
- Resolutions passed by the ASCCC were as follows:
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 - (1) Explore ways to provide experts on topics (e.g. budget, accreditation, professional development) as a resource for local senates;
 - (2) Form a review team to help campuses that are still working on their Student Equity Plans;
 - (3) Encouraging the Governor to support \$2.5 million in one-time funding for faculty development plus \$2.5 million in ongoing funding for faculty development;
 - (4) Recommends to the Board of Governors that Title 5 language be changed to require "an English course at the level of the course typically know as 1A" and "a mathematics course at the level of the course typically known as intermediate algebra";
 - (5) Investigate the feasibility of establishing statewide standards to be used for the application of AP credits;
 - (6) Reiterated its existing position that local boards and local academic senates adopt the American Association of University Professors (AAUP) Expanded Statement on Academic Freedom;
 - (7) Reaffirm its previous positions that oppose any effort to reduce, eliminate, or dismantle VTEA funding."

MONTHLY FINANCIAL REPORT

Tom Hudson called attention to the monthly budget report for the month ending March 31, 2005, which reflects 75% of the major budget categories have been spent, which is on target. The reserve is up to 13%, and Bond expenditures total \$37,292.

PRESIDENT'S UPDATE

Dr. Pai reported the following:

- The three year contract with Strata is coming to an end on April 30, 2005. The Banner conversion has been a success up to this point. Strata Consultant Edgar Coronel had a successful kidney transplant. The Technology Forum held on April 15, conducted by Victor Belinski, Associate Vice Chancellor of Information Technology for the Ventura County College District, helped set a new direction for the future of information technology at IVC.

Dr. Pai introduced Richard Middaugh who will serve as our Interim Dean of Technology for the next three months. He will continue the work with Banner Teams to carry-on the smooth transition. He will also assist us in contracting with consultants to continue the Banner implementation. Mr. Middaugh stated that he is impressed with the work that IVC staff has accomplished thus far in the conversion process.

- On April 4-5, Dr. Pai attended the Hispanic Association of Colleges and Universities (HACU) Conference in Washington D.C, with SDSU-IV Campus Dean Stephen Roeder. The following observations were shared:
 - (1) The conference focused on reauthorization of the higher education act and support for funding the TRIO programs, which the Senate has supported. Access is a national issue.
 - (2) Legislators Dianne Feinstein and Bob Filner were visited. They both support the restoration of Trio and Gear Up funding that was cut in President's budget proposal. They also support the Digital Bill that seeks for \$250 million to fund grant proposals from minority serving institutions to build technology infrastructure.
 - (3) The Pew Research Center Project presented the following statistical information:
 1. Hispanic population in 1930 was 1.3 million, in 2004 was 40.4 million, and in 2050 is projected to be 100.7 million.
 2. The distribution of the Hispanic and White Population by Age in 2004 reflects:

<u>ETHNICITY</u>	<u>AGE</u>	<u>PERCENTAGE</u>
Hispanic	0-17	34%
	18-44	46%
White	0-17	22%
	18-44	36%

3. Hispanics 18 to 24 year-old college enrollment rates by generation reflected that:

<u>ETHNICITY</u>	<u>GENERATION</u>	<u>PERCENTAGE</u>
All Latinos		34.7%
	1 st	26.3%
	2 nd	42.4%
	3 rd	35.9%
Non-Hispanic Whites		45.9%

4. In 2005 Hispanics were 13% of the Work Force and it is projected that the percentage will rise to 25% by 2050.
5. The projected growth of the College-Age Population by Ethnic Group from 2005 to 2020

<u>ETHNIC GROUP</u>	<u>YEAR 2005</u>	<u>YEAR 2020</u>
Hispanic	7.5 million	9.8 million
Non-Hispanic White	26.2 million	23.7 million
Black	6.4 million	6.3 million
Asian	2.2 million	2.9 million

2005-2006 BOARD GOALS

The Board discussed the draft of their 2005-2006 Board Goals. These Goals were developed from the prioritization of comments compiled from the Board's self-evaluation. The prioritization of these results took place at the March 15, 2005 Board Study Session. The 2005-2006 Board Goals were determined to be as follows:

- Goal One (Visioning): Continue to lead and foster the implementation of the vision of making Imperial Valley College a community wide resource for its diverse stakeholders.
- Goal Two (Programs): Accommodate increasing enrollment by continuing to seek programs that respond to community needs and facilitate student learning, such as weekend college, fast track, distance learning and ASPIRE (Acknowledging Students Prepared in Recognized Excellence).

Goal Three (Quality Staff): Support efforts to develop and maintain the quality of IVC's staff by providing a fiscally responsible and attractive salary benefit package, excellent working conditions and a collegial working environment.

Goal Four (Finance): Continue to monitor and direct the finances and budget of Imperial Valley College to insure IVC meets the needs of its students and the community. That includes providing supervision and overseeing the appropriate and legal dispersal of all funds generated by the 2004 General Obligation Bond (Measure L).

Goal Five (Governance): Maintain the Board's unity of purpose by continuing open dialogue and discussion and by developing skills and knowledge of individual Board members to insure the Board continues to act as a team on behalf of the larger community.

Goal Six (Communications): Be the link between the community and the college regarding IVC's educational processes and its image.

M/S/C Cardenas/Wong to approve the Minutes dated March 15, 2005

M/S/C Cardenas/Wong

Resolution No. 13223: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 5001754 through 5003823 in the amount of \$497,037.54, and Direct Payment Nos. 0008301 through 0008700 in the amount of \$54,268.41 are approved.

M/S/C Cardenas/Wong

Resolution No. 13224: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 17 in the amount of \$154,257.04 and Warrant Order No. 18 in the amount of \$1,800,167.43 be ratified.

M/S/C Cardenas/Wong

Resolution No. 13225: **COMMERCIAL WARRANT ORDERS**

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

- 31 in the amount of \$259,413.43
- 32 in the amount of \$81,375.26
- 33 in the amount of \$826,121.04
- 34 in the amount of \$312,382.09

M/S/C Cardenas/Medina

Resolution No. 13226: **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 budget changes J4051706, J4051711, J4051736, J4051743, J4051748, J4051757, J4051758, J4051767, J4051768, J4051774, J4051776, J4051779, J4051781, J4051783, J4051803, J4051814, J4051815, J4051832, and J4051839 be approved.

M/S/C Cardenas/Wong

Resolution No. 13227: **ICCD BOARD OF TRUSTEES REPRESENTATION ON THE IVC FOUNDATION BOARD OF DIRECTORS**

BE IT RESOLVED that the Board designates the following three ICCD Board members to serve on the IVC Foundation Board of Directors for one year beginning September 2005:

Kelly Keithly
Marian Long
Louis Wong

M/S/C Keithly/Acuña

Resolution No. 13228: **ENDORSEMENT OF ASSEMBLY BILL 317**

WHEREAS, there is great disparity in funding per student among California's 72 community college districts, ranging from \$3,708 to \$8,186; and

WHEREAS, the lack of equitable state funding means that students in lower-funded districts have significantly less access to educational programs and services; and

WHEREAS, the Legislative Analyst's Office correctly states that "It is difficult to hold all districts accountable for (state performance) standards when the amount of funding provided per student varies from district to district;" and

WHEREAS, with the first installment of equalization funds in 2004-2005, the Imperial Community College District was able to provide increased educational opportunities for students by adding classes and increasing the number of full-time faculty; and

WHEREAS, without the second installment of equalization funds, the progress made in the first year of equalization will begin to erode and the funding gap will widen in 2005-06; and

WHEREAS, the Legislative Analyst's Office states that "The Legislature and Governor have already established that this (equalization) is an important goal, toward which they committed about one-third of necessary funding in the current year;" and

WHEREAS, the Legislative Analyst's Office further states that the "State's effort to equalize district funding should remain a high priority," and Assembly Bill 317, authored by Assembly Member Mervyn Dymally, would do just that.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Imperial Community College District strongly supports Assembly Bill 317 and urges the Legislature to support AB 317 for fairness and equity among community colleges.

M/S/C Cardenas/Wong

Resolution No. 13229: **NEW CERTIFICATES/NEW COURSES/COURSE DELETIONS**

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee (10/21/04, 11/4/04, 11/18/04) and the Academic Senate (12/2/04, 12/15/04), with the consent of the Superintendent/President to add the following:

NEW CERTIFICATES: Electrical Trades Certificate
 Firefighter I Certificate

NEW COURSES: ELTT 101 - Electrical Trades I
 ELTT 102 - Electrical Trades II
 ELTT 103 - Electrical Trades III
 ELTT 104 - Electrical Trades IV
 EDUC 202 - Tutor Training
 FIRE 121-ICS 200 - Basic Incident Command Systems
 FIRE 122 - Confined Space Awareness
 FIRE 130 - Basic Fire Academy I
 FIRE 131 - Basic Fire Academy II

COURSE DELETION: CIS 200 - Programming in Basic

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

1. CONFERENCE WITH LABOR NEGOTIATORS
District Negotiators: Dr. Marion Boenheim and Tom Hudson
Employee Organizations: IVC Chapter CTA/NEA and CSEA Chapter 472
2. CONFERENCE WITH SUPERINTENDENT/PRESIDENT
RE: Employment Contracts of Unrepresented Employees: IVC
Administrators and Classified Managers
3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
4. EVALUATION: Superintendent/President

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

Board President Long stated that information was provided on all four items and the Board gave direction.

M/S/C Cardenas/Wong

Resolution No. 13230: **DAY OF THE TEACHER**

WHEREAS America's greatest strength has always been an educated citizenry; and

WHEREAS that educated citizenry is directly attributable to our system of universal public education that provides an educational opportunity for all students; and

WHEREAS community colleges and their teachers are a vital part of the system of universal public education; and

WHEREAS community college teachers are challenged daily to reach out to every student--regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed, or ethnic origin--to provide the assistance and guidance necessary for full intellectual development; and

WHEREAS community college teachers hold the key to the intellectual and occupational preparation of individual citizens who, collectively, determine the quality of life in the United States, in California, and in this community; and

WHEREAS community college teachers deserve the deepest respect and admiration of this community for their vital contribution to the well-being of our students;

WHEREAS the official day recognized as the California Day of the Teacher is May 11, 2005 and Week of the Teacher is May 9-13, 2005;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees publicly commends and thanks the teachers of Imperial Valley College for their dedication and hard work.

M/S/C Wong/Keithly

Resolution No. 13231: **CLASSIFIED SCHOOL EMPLOYEES WEEK: MAY 15-21, 2005**

WHEREAS, classified professionals provide valuable services to the school and students of the Imperial Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotions of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Imperial Community College District's students; and

WHEREAS, classified professionals employed by the Imperial Community College District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, that the Imperial Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Imperial Community College District and declares the week of May 15-21, 2005, as Classified School Employee Week in the Imperial Community College District.

M/S/C Keithly/Medina

Resolution No. 13232: **MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND IVC CHAPTER CCA/CTA/NEA**

WHEREAS, Article 16.4 of the Agreement states that unit members who serve as long-term substitutes for other unit members shall receive pro-rata pay; and

WHEREAS, special and unusual circumstances occurred in the Fall Semester of 2004 that required long-term substitution for an adjunct faculty member; and

WHEREAS, the District and the Association agree that the pro-rata pay rate should be paid to the substitutes involved in this particular case;

NOW, THEREFORE, it is agreed as follows:

1. Unit members Deidre Rowley and Daniel Trax shall be paid at the pro-rata rate for their long-term substitute service provided in the Fall Semester of 2004 for an adjunct faculty member.
2. This action is not intended to be precedent setting or establish past practice on this issue.

NOW BE IT RESOLVED that the Board approves this Memorandum of Understanding between the Imperial Community College District and the Imperial Valley College Chapter of the Community College Association/California Teachers Association/National Education Association.

M/S/C Keithly/Medina

Resolution No. 13233: **ADMINISTRATIVE CONTRACTS**

WHEREAS, administrators employed by the District are initially hired under a one year probationary contract;

WHEREAS, in order to recruit highly competent individuals, and to retain said individuals, it is beneficial to the District to grant administrators a two-year rolling contract following successful completion of the probationary period;

WHEREAS, granting a two-year rolling contract to administrators who have successfully completed the probationary period would create stability on the District management team and would facilitate the budgeting process;

NOW, THEREFORE, BE IT RESOLVED that, on the recommendation of the Superintendent/ President, the Board approves granting a two-year rolling contract to those administrators who have successfully completed the initial one year probationary contract period as of July 1, 2005.

BE IT FURTHER RESOLVED that administrators employed in subsequent years who have successfully completed the one-year probation as of July 1, may be granted a two-year rolling contract.

M/S/C Keithly/Medina

Resolution No. 13234: **PER-SESSION FACULTY EMPLOYMENT**

BE IT RESOLVED that the following personnel be employed during the 2005 Spring Semester, as hourly rate provided for in Resolution No. 12564. 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>POSSIBLE ASSIGNMENT</u>
Kramer, Christopher	Philosophy
Lantzer, David	Emergency Medical Services
LaPeña, Evangelina	Emergency Medical Services

M/S/C Keithly/Medina

Resolution No. 13235: **CLASSIFIED RETIREMENT**

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Marie H. Hisel, Administrative Secretary for Financial Aid, effective June 30, 2005.

BE IT FURTHER RESOLVED that sincere appreciation be expressed for her 18 years of service to Imperial Valley College.

M/S/C Keithly/Medina

Resolution No. 13236: **CLASSIFIED RESIGNATION**

BE IT RESOLVED that the resignation of the following classified employee be accepted as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Mentroe, Angela L.	Science Lab Technician	District	29-A	4/22/05

M/S/C Keithly/Medina

Resolution No. 13237: **CLASSIFIED EMPLOYMENT**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Agatep, Virginia	Staff Secretary III 50% ACCESO Project	Title V Federal Contract ends 9/30/09	29-B	4/11/05
Aguilar, Erika	Office Assistant III Upward Bound	Federal	22-B	4/11/05
Spears, O. Wayne	Workability III Career Development Specialist DSPS	State Contract ends 6/30/07	35-C	4/11/05

M/S/C Keithly/Medina

Resolution No. 13238: **SUBSTITUTE CLASSIFIED EMPLOYEE**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Martinez, Patricia	Office Assistant III (Purchasing)	District	22-A	4/14/05 to 6/30/05

M/S/C Keithly/Medina to **ADJOURN** the meeting at 8:31 P. M. - The next regular meeting of the Board of Trustees is scheduled for Tuesday, May 17, 2005, at 6:00 P.M.

Adopted this _____ day of _____, 2005.

ICCD Board President

ICCD Board Secretary