

**ADOPTED MINUTES**

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

**Wednesday, December 18, 2002**

On Wednesday, December 18, 2002, 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: Carlos R. Acuña, Rudy Cardenas, Jr.,  
Kelly Keithly, Marian Long, Romualdo  
Medina, Louis Wong

BOARD MEMBERS ABSENT: Rebecca L. Ramirez

REPRESENTATIVES PRESENT: Jim Pendley, Academic Senate  
Gail Parish, Classified  
Cihara Hercules, Students

CONSULTANTS PRESENT:

Dr. Jack Fujimoto, Interim Superintendent/President  
Carlos Fletes, Vice President for Business Services  
John Hunt, Vice President for Academic Services  
Dr. Victor Jaime, Vice President for Student Services  
John Mustafa, Interim Director of Human Resources  
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

Patti Biley; Kathy Berry; Dennis Carnes; Ted Ceasar; Dawn Chun; Jeff Deyo; Dr. Sam Ellis; Renee Fenn; Bill Gay; Becky Green; Joel Hamby; Harold George; Carol Hann; Mark Horsman; Gonzalo Huerta; Dixie Krimm; Jan Magno; Martha Olea; Tony Salcedo; Jose Alarcon; Ron Schoors; Sandra Standiford; Mariaelena Thibodeaux; Rick Webster; Larry Welch.

PUBLIC COMMENTS

1. Gail Parish introduced the newly elected CSEA President, Tony Salcedo, Student Services Assistant in the Admissions Office. Past President Gail Parish was congratulated for a job well done.
2. Joel Hamby stated that the CEO selected should have the highest standard of morality and abide by Constitution of California. A segment was read from the "Handbook on the Rights and Responsibilities of School Personnel and Students in the Areas of providing Moral, Civic, and Ethical Education - Teaching about Religion Promoting Responsible Attitudes and Behaviors and

Preventing and Responding to Hate Violence" which was adopted on October 14, 1994, by the California State Board of Education.

3. Dennis Carnes asked Mr. Hamby for a copy of the information that he presented, to which Mr. Hamby agreed.

#### EMPLOYEE OF THE MONTH FOR DECEMBER/JANUARY

Dr. Fujimoto, in the absence of the Customer Service Committee representative, presented Dawn Chun, Institutional Research Analyst, with the Employee of the Month Award for December and January.

#### ASSOCIATED STUDENT GOVERNMENT UPDATE

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

- The Great American Smoke-Out was held on November 21, 2002, and 78 people participated.
- A Talent Show was held on December 6, 2002.
- A video and knowledgeable speakers addressed Aids Awareness on December 12, 2002.
- More than 150 students participated in the forums that interviewed four candidates for the Superintendent/President's position. The evaluations were forwarded to the Board for their review.

#### ACADEMIC SENATE UPDATE

Academic Senate President, Jim Pendley, reported the following:

- The Senate played an active role in the IVC Foundation Car Raffle, selling more than 100 tickets.
- More than 50 faculty members participated in the forums held on December 13, 2002, to evaluate the five candidates for the position of Superintendent/President. The written evaluations were well done, and were presented to the Board for consideration.

#### INTERIM PRESIDENT'S UPDATE

Dr. Jack Fujimoto reported the following:

- Pending the Legislature and Governor taking their ax to trim the budget to meet the deficit, IVC staff, through its Planning and Budget Committee, as well as College Council, are making tentative plans to trim the current IVC budget. The impact could take a

direction of cutting all budgets by approximately 4%, or review line by line, or address wholesale areas of starting summer session after July 1, eliminate all non-teaching activities, and so forth. The topic will be discussed at the Board Retreat.

- Eighty administrator evaluation forms have been received and collated into a binder that is available for the Board's review. These forms, many signed by the evaluator, are being addressed by the administrator through meetings with the evaluator. The classified and students have expressed interest in participating in the evaluation of administrators. College Council will discuss this issue further.
- Realizing the need for more IVC classes in the neighborhoods, John Hunt and Renee Fenn have worked with Imperial High School to rent classroom space, and they are currently working with El Centro High Schools (Central and Southwest) for space to hold IVC classes. This is part of their IVC effort to "grow our capacity" in addition to "grow our revenue".

#### FLEX WEEK

Dr. Fujimoto invited everyone to participate in the Flex Week Program that begins on Monday, January 13, 2002, at 8:30 A.M.

#### BOARD RETREAT

The Board determined that the Board Retreat would be held on Saturday, February 22, 2002, in the IVC College Center. Items for discussion will be (1) budget projection; (2) College mission statement; (3) General Obligation Bond. This topic will be discussed further at the January 22, 2003 Board meeting.

#### GENERAL OBLIGATION BOND SURVEY RESULTS

Bill Gay presented the following results from a survey of the campus community that took place from November 13 through 22, 2003:

- There were a total of 616 responses from students, classified, and faculty.
- 35% of the respondents are not registered to vote in Imperial County. An on-campus registration to vote program will be needed.
- Over 55% of the students had no opinion on whether the IVC Science Building is sufficient and safe. The majority of faculty and classified staff take the opposite viewpoint. An education program relating to the inadequacy of the Science Building will need to take place.
- 85% of faculty members are in favor of a bond issue to construct a new Science Building.
- 30 individuals indicated that they would actively oppose a bond measure.

- The majority of respondents were in favor of converting the existing Science Building into an open computer lab and classrooms.
- Overall the priorities for a Bond were for additional classrooms, expanded parking, and a science building.
- The survey says that there is a strong agreement among faculty and classified that the IVC Science Building needs improvement, the large majority of the campus community would possibly support a bond issue to build a new science building, and there is potential for a solid workforce from the campus community.

The following recommendations were made:

- A broader community survey is needed to determine opinions, the Bond needs to define very specific need, on-campus educational campaign is needed to develop interest among students in need of a science building.

The Board recommended that this topic be discussed at the Board Retreat.

#### EL CENTRO EXTENDED CAMPUS

Dr. Fujimoto, Carlos Fletes, and Renee Fenn shared that the expansion plans of the El Centro Extended Campus must be put on hold as a result of the budget cuts. The current facility is not adequate and the lease expires in September 2003. In the meantime other avenues are being explored to relocate the facility with adequate parking.

#### PUBLIC HEARING

A public hearing was held on the CSEA Chapter 472 proposal for 2002-2003 submitted to the Imperial Community College District on November 13, 2002. No comments were made.

M/S/C Keithly/Cardenas to approve the Minutes dated November 13, 2002.

M/S/C Keithly/Cardenas

Resolution No. 12592: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 301513 through 301984, 4503026 through 4503022, 4003024 through 4003035 inclusive are approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 300922 through 301213, inclusive are approved.

M/S/C Keithly/Cardenas

Resolution No. 12593: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 9 \$396,710.98, and Warrant Order No. 10 in the amount of \$1,649,169.72 be ratified.

M/S/C Keithly/Cardenas

Resolution No. 12594: **COMMERCIAL WARRANT ORDERS**

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

19 in the amount of \$101,236.33  
20 in the amount of \$229,281.25  
21 in the amount of \$1,113,371.18  
22 in the amount of \$184,545.69

M/S/C Keithly/Cardenas

Resolution No. 12595: **FACILITIES CONDITION ASSESSMENT AGREEMENT**

WHEREAS the Foundation for California Community Colleges recently signed an agreement with 3DI/International so that California Community Colleges can participate in the Facilities Condition Analysis Program at a discounted rate; and

WHEREAS the main purpose of this assessment is to have a 3DI team inspect all or some portion of the campus buildings to determine their condition and estimate the costs to correct noted deficiencies and to calculate the college's Facilities Condition Index (FCI); and

WHEREAS the Facilities Condition Index (FCI) will be used by the Chancellor's Office to determine future eligibility for Scheduled Maintenance and Capital Projects funding; and

WHEREAS the Chancellor's Office has allowed districts to fund this program out of current/future savings on Scheduled Maintenance Grants.

THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes the Superintendent/President and/or the Vice President for Business Services to sign an agreement with 3DI/International in the amount of \$20,612.93

**Fiscal Impact Statement:** This activity will be funded out of current savings on Scheduled Maintenance Grants (50% State, 50% District). There is no impact on the district's general fund.

M/S/C Long/Wong

Resolution No. 12596: **PROCUREMENT OF ERP (ENTERPRISE RESOURCE PLANNING) SYSTEM**

WHEREAS about a year ago, the campus community, through discussions at various committees such as Planning and Budget Committee, Academic Senate, Technology Committee, College Council, President's Cabinet and the Board of Trustees, identified the need to upgrade the institutional technology infrastructure; and

WHEREAS the Board of Trustees has approved the sale of tax exempt Lease Revenue Bonds for the purpose of funding this purchase; and

WHEREAS Imperial Valley College has followed an extensive due diligence process in the selection of the best possible software vendor by way of inviting bids from various software vendors; and

WHEREAS Imperial Valley College's ATAC (Administrative Technology Advisory Committee) took the lead in setting up various on-site presentations by prospective vendors in which students, faculty, staff and administrators participated.

NOW THEREFORE, be it resolved the Board of Trustees authorizes the Superintendent/President and/or the Vice President for Business Services to negotiate a contract with Systems and Computer Technology (SCT) in the amount not to exceed \$ 1,375,690.00 (5 years).

**Fiscal Impact Statement:** The cost of this contract will be paid out of the proceeds from the sale of tax-exempt Lease Revenue Bonds. There is no additional impact on the district's general fund for 2002-2003.

M/S/C Keithly/Wong

Resolution No. 12597: **OUT-OF-STATE TRIP FOR DANCE THEATRE STUDENTS AND FACULTY ADVISOR**

BE IT RESOLVED that the Board approves amending the list of participants as indicated in Resolution No. 12582 dated November 13, 2002 regarding Out-Of-State Trip for Dance Theatre Students and Faculty Advisor as follows:

Julie Armstrong, Second Semester  
Brooke Benton, Second Semester  
Amanda Blake, First Semester  
Jessica Gaddis, Second Semester  
Samuel Garcia, Second Semester  
Raul Gomez, Second Semester  
Michelle Kniffin, Fourth Semester  
Vanessa Pantoja, Second Semester  
Zenia Rivera, Second Semester  
Kim Slovak, Second Semester

Debra Buchanan, Faculty Advisor

M/S/C Keithly/Wong

Resolution No. 12598: **FULL-TIME TEMPORARY INSTRUCTORS FOR SPRING 2003**

BE IT RESOLVED that the Board approves the recommendation of the Planning and Budget Committee on November 27, 2002, the Curriculum and Instruction Committee on November 21, 2002, and the Vice President for Academic Services to the hiring of the following full-time temporary instructors in the disciplines indicated for the Spring 2003 semester:

Astronomy/Mathematics  
English (Writing)  
English as a Second Language  
History (US History)

M/S/C Keithly/Wong

Resolution No. 12599: **MEDICAL DIRECTOR AGREEMENT FOR EMS**

WHEREAS the Emergency Medical Services (EMS) Program is required, for accreditation purposes, to have a Medical Director in charge of the program who is a qualified physician, licensed to practice medicine in the State of California, and is an emergency medicine specialist, and has the requisite skills, education, training and certification;

WHEREAS on March 14, 2001, the Planning and Budget Committee agreed to enter into an Agreement with Bruce E. Haynes, M.D., to take effect on April 1, 2001, to be renewed annually at a cost of \$11,700.00 per year;

WHEREAS the EMS Medical Director has taken on additional EMS duties;

BE IT NOW RESOLVED that the Board approves the recommendation of the Vice President for Academic Services, and the Director of Nursing Education and Health Technologies, to renew the Medical Directorship Agreement effective January 1, 2003 through December 31, 2003, at a cost of \$13,000.00 per year.

M/S/C Keithly/Wong

Resolution No. 12600: **CHILD DEVELOPMENT PROGRAM**

BE IT RESOLVED that the Imperial Community College District Board of Trustees authorizes entering into local agreement GIMS-2133/13-6315-00-2, for fiscal year 2002-2003, in the amount of \$1,804.00, with the California State Department of Education, and that Dr. Jack Fujimoto, Interim Superintendent/President, and John Hunt, Vice President for Academic Services are authorized to sign the transaction for the Board.

M/S/C Keithly/Cardenas 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. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
4. PUBLIC EMPLOYEE EMPLOYMENT  
TITLE: Purchasing/Inventory Technician
5. PUBLIC EMPLOYMENT  
TITLE: Superintendent/President



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

Board President Romualdo Medina announced the following:

1. Information was presented to the Board and direction was given to District negotiators.
2. Information was presented to the Board relating to Public Employee Discipline/Dismissal/Release and no action was taken.
3. Information was presented to the Board relating to Public Employee Discipline/Dismissal/Release and direction was given to staff.
4. Information was presented to the Board relating to Public Employee Employment relating to Purchasing/Inventory/Technician, and direction was given to staff.
5. The selection process for employment of the Superintendent/President is continuing.

M/S/C Cardenas/Wong

Resolution No. 12601: **RESIGNATION**

BE IT RESOLVED that the Board accepts the resignation of Denis Cheng, Technology Center Coordinator, effective December 20, 2002.

M/S/C Cardenas/Wong

Resolution No. 12602: **TEMPORARY INSTRUCTOR EMPLOYMENT**

BE IT RESOLVED that the following academic personnel be employed for the Spring 2003 Semester on a temporary contract basis:

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
Fisher, Raenelle	Appropriate Classification and Step Contingent Upon Verification of Records	History Instructor
Fletes, Marilu	"	ESL Instructor
**Houck, Linda	"	English (Reading) Instructor
Larsson, Harold	"	Astronomy/Mathematics Instructor
Montenegro, Jean	"	English (Development Reading) Instructor
*Simon, Darren	"	English Instructor

\*Pending medical and background clearance

\*\*Sabbatical replacement for Carol Hann

M/S/C Cardenas/Wong

Resolution No. 12603: **TEMPORARY INSTRUCTOR EMPLOYMENT**

BE IT RESOLVED that the following academic personnel be employed for the Spring 2003 Semester, as temporary contract personnel, contingent upon continued funding of the grant designated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>ASSIGNMENT</u>
Peralta, Rosa	Instructor	Workforce Investment Act	Nursing

M/S/C Cardenas/Wong  
 Resolution No. 12604: **STIPEND**

WHEREAS, the District acknowledges released time activities/positions for the purposes of conducting non-contract activities;

WHEREAS, the District acknowledges the importance and value of said activities/positions for the well-being of the District and the population it serves; and

WHEREAS FURTHER, the District has acknowledged a greater need to focus on the core responsibilities of the College, which is to educate and prepare its students for greater social and economic responsibilities.

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves compensation for the duties and responsibilities associated with released time activities/positions with a fixed stipend in lieu of the released time, effective October 9, 2002, as follows:

1. No release time activities/positions shall be implemented unless approved by the Board.
2. Released time activities/positions shall not be designated as overload assignments.
3. The following activities/positions shall no longer be designated as released time activities/positions and shall receive a fixed stipend:

<u>Position:</u>	<u>Current:</u>	<u>Fixed Stipend:</u>
Nursing Assistant Director	\$1,350.00 per semester (3 hrs. Lec RT)	\$1,620.00 per semester (3 hrs. lec RT)
Title IX Officer	\$450.00 per semester (1 hrs. lec stipend)	\$540.00 per semester (1 hr. lec stipend)
Lab Supplies Coordinator	\$500 per semester (2 hrs. lab RT)	\$810 per semester (2 hrs. lab RT)

M/S/C Cardenas/Wong

Resolution No. 12605: **PER-SESSION INSTRUCTOR EMPLOYMENT**

BE IT RESOLVED that the following academic personnel be employed during the 2002-2003, 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>
*Garcia, Sylvia	EMS
Hsu, William	Environmental Science
Loper, Jackie	Water Treatment
*Van Winkle, Sally	Disabled Students

\*Pending Fingerprint Clearance

M/S/C Cardenas/Wong

Resolution No. 12606: **CLASSIFIED SERVICE 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>
Ibarra, Gabriel	Tool Room/Auto Shop Technician	State WIB	27-A	11/20/02
Alonso, Yethel	Office Assistant II	State Workforce Development	21-A	12/9/02
Escutia-Morales, Dalia	Office Assistant I	State WIB	19-A	12/9/02
Abubo, Dennis	Maintenance Worker II	District	31-C	12/9/02

M/S/C Keithly/Wong to **ADJOURN** at 10:28 P.M. - The next regular meeting of the Board of Trustees is scheduled for Wednesday, January 22, 2003, at 6:00 P.M.

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2003.

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

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