



AGENDA

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

Wednesday, January 21, 2009

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 J. Medina
Rudy Cardenas, Jr.	Rebecca L. Ramirez
Norma Sierra Galindo	Louis Wong
Jerry D. Hart	

Student Representative – Chantilee Mendenhall
Academic Senate Representative – Dr. Bruce Seivertson

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 COMMUNICATION

1. Dr. Dennis Carnes, Professor of Science (RE: Retirement, dated January 14, 2009)
2. Dr. Fred H. Fischer, Professor of English (RE: Retirement, dated January 14, 2009)
3. Jeff Williams, AVID Teacher at Wilson Junior High School (RE: School Field Trip to IVC, received December 17, 2008)
4. California Community College Trustees (CCCT) Board Election – 2009, dated December 11, 2008)

IV. INFORMATION REPORTS

1. District Audit Presentation – Mike Mears of Wilkinson & Hadley, CPAs
2. Bond Audit Presentation – Mike Mears of Wilkinson & Hadley, CPAs
3. Board Member Reports
4. Associated Student Government Senate Update – Chantilee Mendenhall



IMPERIAL VALLEY COLLEGE

P.O. Box 158, Imperial, California 92251
(760) 352-8320 • FAX (760) 355-2663

DATE: January 14, 2009

TO: Imperial Valley College Board of Trustees
Dr. Ed Gould, Superintendent/President

FROM: Dennis Carnes

RE: Retirement

By intent of this communication, I hereby submit my request for retirement from my position as Professor from Imperial Valley College. For the past 13.5 academic years it has been my professional pleasure to be a member of the faculty within the division of Science, Mathematics and Engineering. I have reached the age of 66 years and feel that I should spend a few blissful and relaxing years away from the pleasurable toil of leading young minds into the appreciation of the science of microbiology and the wonders of the human body.

I would like to finish up at the end of the Spring semester of 2009, on June 13, 2009, at which time I will have completed the necessary 14 academic years of service here at IVC to qualify for the 2 + 2 incentive program. I do ask the Board to consider favorably my request to be included in that program.

I wish to communicate to the entire Imperial Valley College community my appreciation for the very gratifying experience of participating in the educational process here, which has helped to enrich my life and hopefully the lives of my students. I have been enlightened by the brilliant minds of many of this student population and hopefully I have returned in kind and contributed to their professional development.

Dennis W. Carnes, PhD
Professor of Science
Imperial Valley College

c: kberry
lzhao
jlau



IMPERIAL VALLEY COLLEGE

P.O. Box 158, Imperial, California 92251
(760) 352-8320 • FAX (760) 355-2663

14 January 2009

Mr. John Lau, Vice President for Business Services

RE: LETTER OF INTENT TO RETIRE, pursuant to Board Resolution No.13168, authorizing the 2+2 Retirement Incentive Program for the years 2005-2009

After a meaningful and satisfying fulltime teaching career at Imperial Valley College for the last 27 years, I intend to retire at the end of the spring semester 2009, contingent upon the District's granting the 2+2 retirement incentive.

During the stipulated time period (May 10-August 31), I will submit my formal Letter of Retirement to the Board of Trustees, indicating my deep appreciation for the precious opportunity to touch the lives of so many deserving students in my life's work at Imperial Valley College.

Sincerely,

Fred H. Fischer, Ed.D.
Professor of English

✓ CC: Dr. Ed Gould, Superintendent/President
Ms. Kathy Berry, Vice President for Academic Services
Mr. David Zielinski, English Division Chair

WILSON JUNIOR HIGH SCHOOL

El Centro Elementary School District

600 South Wilson Street
El Centro, California 92243
Phone: 760-352-5341
FAX: 760-337-3800

Governing Board: Ryan Childers Jack Dunnam Eddie Madueño George McFaddin Frances Terrazas

School Administration:

Matt Phillips, Principal
Maria Ambriz, Assistant Principal
Richard Hill, Assistant Principal
Fatima Lozano, Counselor

District Administration:

Dr. Robert Pletka, Superintendent
Ruth Montenegro Esq, Assistant Superintendent
Renato Montañó, Assistant Superintendent
Arnold Preciado, Assistant Superintendent

Dear Dr. Ed Gould:

I am the 7th grade AVID teacher at Wilson Junior High School. AVID stands for advancement via individual determination, and it is designed to help underrepresented students get into college. Frances Beope recently arranged an IVC tour for my AVID class. I have been on numerous middle school field trips to various colleges, but IVC was by far the best.

The tour included stops at the library, nursing department, and a chemistry classroom. Each presenter did a wonderful job. I was impressed that the tour was actually designed for the middle school student. Not only did the students learn what IVC has to offer, but they were also entertained. The students had a great time saving the "dummy" patient in the nursing department and oohing and ahing at the explosions in the chemistry room.

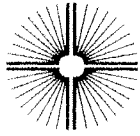
College is a long way off for my students, and it is easy for them to not understand its importance. By catering your tour to the middle school student, you have sparked interest and made college seem like a fun exciting place to be. Thank you for a wonderful experience.

Sincerely,



Jeff Williams

2008 DEC 17 PM 1 24
IVC
PRESIDENT'S OFFICE



COMMUNITY COLLEGE LEAGUE
OF CALIFORNIA

2008 DEC 15 PM 1 46

IVC
PRESIDENT'S OFFICE

Date: December 11, 2008
To: California Community College Trustees
California Community College Chancellors/Superintendents
From: Scott Lay
Subject: CCCT Board Election - 2009

The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by a member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy **must** accompany the Nominating Ballot mailed to the League office, and please use only these forms. Nomination materials should be sent by certified mail – return receipt requested. Faxed materials will **not** be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT board. Seven persons will be elected to the board this year. Three incumbents (elected and appointed) are eligible to run for re-election. In accordance with the CCCT Board Governing Policies, as adopted by the board at its June 2008 meeting, “CCCT Board members shall be elected by the institutional member governing boards for alternate three-year terms. No CCCT Board member shall serve more than three (3) terms consecutively.”

Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 3, 2009.

If you have any questions about the CCCT board election process, please call the League office.

Attachments: (mailed only to CCC Chancellors/Superintendents)
Official Nominating Form
Official Biographical Sketch Form
Official Statement of Candidacy
CCCT Board Terms of Office (adopted by the board, November 2008)
CCCT Board Roster



CCCT BOARD NOMINATION FORM

Must be returned to the League office **postmarked no later than February 15**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the _____ Community
College District nominates _____ to be a
candidate for the CCCT Board.

This nominee is a member of the _____ Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

Signature of Clerk or Secretary of Governing Board

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15**, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: _____ Date: _____

Address: _____

City: _____ Zip: _____

Phone: _____ (home) _____ (office)

E-Mail: _____

EDUCATION

Certificates/Degrees: _____

PROFESSIONAL EXPERIENCE

Present Occupation: _____

Other: _____

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: _____

Years of Service on Local Board: _____

Offices and Committee Memberships Held on Local Board: _____

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc.*) _____

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

CIVIC AND COMMUNITY ACTIVITIES

OTHER



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15**, along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: _____ DATE: _____

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

California Community College Trustees Terms of Office and Election Schedule

(adopted by the CCCCT Board, June 2008)

<u>Election</u>	<u>Group</u>	<u>Seat</u>	<u>First Elected/Appointed</u>	<u>Next Election</u>	<u>Terms Left for Incumbent</u>
2009	I.	*Clark	1999	2009	0
	I.	*Garcia	1999	2009	0
	I.	*Hayden	1999	2009	0
	I.	Jones	2008	2009	2
	I.	Mann	2005	2009	2
	I.	Ontiveros	2008	2009	2
	I.	*Vacancy		2009	2
2010	II.	Bader	2006	2010	2
	II.	Barreras	2006	2010	2
	II.	*Beck	2001	2010	0
	II.	*Grier	2001	2010	0
	II.	Howald	2004	2010	1
	II.	Quintero	2006	2010	2
	II.	Singer	2004	2010	1
2011	III.	*Albani	2000	2011	0
	III.	Figueroa	2007	2011	2
	III.	McMillin	2008	2011	2
	III.	Meng	2004	2011	1
	III.	*Mercer	2002	2011	0
	III.	Ortell	2004	2011	1
	III.	*Villegas	2000	2011	0

* Board member is unable to seek reelection due to three-term limit.

**CALIFORNIA COMMUNITY COLLEGE TRUSTEES
2008-09 BOARD ROSTER**

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STAFF**SCOTT LAY**

President/Chief Executive Officer
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scottlay@cclleague.org

5. Academic Senate Update – Dr. Bruce Seivertson
6. College Council Update – John Abarca
7. Monthly Financial Report – John Lau
8. President's Update – Dr. Ed Gould

V. DISCUSSION

1. Annual Board Retreat Date – Dr. Ed Gould

VI. CONSENT AGENDA – BUSINESS

1. Approval of Minutes dated December 17, 2008, Regular Board Meeting
2. Resolution No. 14277: Purchase Orders
3. Resolution No. 14278: Payroll Warrant Orders
4. Resolution No. 14279: Commercial Warrant Orders
5. Resolution No. 14280: District Audit
6. Resolution No. 14281: General Obligation Bond Fund Audit
7. Resolution No. 14282: Non Resident Tuition Fee
8. Resolution No. 14283: Award of Bids
9. Resolution No. 14284: Citizens Oversight Committee for Measure L
10. Resolution No. 14285: California Community College Trustees (CCCT) Board Nomination – 2009

VII. CONSENT AGENDA – EDUCATIONAL SERVICES

1. Resolution No. 14286: Child Development Services Agreement for Instructional Materials

VIII. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (One potential case)
2. PUBLIC EMPLOYEE(S) DISCIPLINE/DISMISSAL/RELEASE

IX. OPEN SESSION

1. Announcement of final action taken

X. CONSENT AGENDA – HUMAN RESOURCES

1. Resolution No. 14287: Faculty Retirement
2. Resolution No. 14288: Faculty Retirement
3. Resolution No. 14289: Classified Service Employment
4. Resolution No. 14290: Classified Short-Term Employment
5. Resolution No. 14291: Athletic Assignment

XI. ADJOURNMENT

A Board Retreat of the Imperial Community College District Board of Trustees is scheduled for **SATURDAY, FEBRUARY 7, 2009, AT 8:00 A.M.**

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, FEBRUARY 18, 2009, AT 6 P.M.** in the Administration Building Board Room.

VI. CONSENT AGENDA – BUSINESS

VI.1. Approval of Minutes dated December 17, 2008, Regular Board Meeting

VI.2. Resolution No. 14277: Purchase Orders

BE IT RESOLVED that upon the recommendation of the Superintendent/President the following Purchase Orders and Direct payments are hereby approved:

December 2008

Purchase Orders	\$1,826,509.63
Direct Payments	<u>14,600.14</u>
	<u>\$1,841,109.77</u>

VI.3. Resolution No. 14278: Payroll Warrant Orders

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the issuance of the following Payroll Warrants for the month of December 2008.

2008-09 Payroll Warrant	#	Fund 10 General Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Warrant Total
12/10/08	11	266,776.39			266,776.39
12/19/08	12	2,581,192.78	40,724.25	10,390.44	2,632,307.47
		2,847,969.17	40,724.25	10,390.44	2,899,083.86

VI.4. Resolution No. 14279: Commercial Warrant Orders

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the issuance of the following commercial warrant orders for the month of December 2008.

2008-09 Commercial Warrant	#	Fund 10 General Fund	Fund 45 Financial Aid	Fund 45 Child Dev.	Fund 50 Cert. of Part.	Fund 80 Bond Fund	Warrant Total
12/4/08	22	49,029.28		25.84		16,546.40	65,601.52
12/11/08	23	515,909.23	2,705,780.60	1,529.80	194.45	1,447,526.66	4,670,940.74
12/18/08	24	217,619.32		198.64		22,260.00	240,077.96
		782,557.83	2,705,780.60	1,754.28	194.45	1,486,333.06	4,976,620.22

VI.5. Resolution No. 14280: District Audit

BE IT RESOLVED that the Board accepts the audit report for the year ending June 30, 2008, as submitted by Wilkinson Hadley King & Co., LLP, Certified Public Accountants.

VI.6. Resolution No. 14281: General Obligation Bond Fund Audit

BE IT RESOLVED that the Board accepts the audit report of the General Obligation Bond Fund for the year ended June 30, 2008 as presented by Wilkinson Hadley King & Co., LLP, Certified Public Accountants.

VI.7. Resolution No. 14282: Non Resident Tuition Fee

WHEREAS, Education Code section 76140 requires each district's governing board to establish the non-resident tuition fee no later than February 1st for the succeeding fiscal year on the basis of its current cost of education or based on the statewide average of the current cost of education.

NOW, THEREFORE, BE IT RESOLVED that based on the statewide average of the current cost of education, the Board of Trustees establishes a non-resident tuition fee of \$190.00 per unit for fiscal year 2009-10.

VI.8. Resolution No. 14283: Award of Bids

WHEREAS, the District has advertised for bids and a bid opening was held on January 15, 2009 for the following projects:

Sewer Lift Station and Extension
Primary Electrical Service

WHEREAS, in accordance with the provisions of California Business and Professions Code Section 7028.15 and Public Contract Code Section 3300, the District requires that the bidder possess applicable classification(s) of contractor's license(s) at the time the bid is submitted. Any bidder not so licensed at the time of the bid opening will be rejected as non-responsive; and

WHEREAS, there will be one base bid on each bid package and all work in the base bid must be completed within the time specified on the Notice to Proceed issued by the District. Failure to complete the work within the time specified will result in the imposition of liquidated damages for each day of delay, in the amount set forth in the bid documents.

WHEREAS, the District reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process.

NOW, THEREFORE, BE IT RESOLVED, that the following contracts be awarded, per the plans and specifications:

<u>Bid Package Title:</u>	<u>Contract Awarded to:</u>	<u>Contract Amount:</u>
Sewer Lift Station and Extension	Pyramid Construction	\$412,000.00
Primary Electrical Service	Tom Watson Inc.	\$269,483.00

BE IT FURTHER RESOLVED, that the Superintendent/President and/or the Vice President for Business Services be authorized to sign all notices, contracts, change-orders, and other necessary documents related to these contracts on behalf of the District.

Fiscal Impact: All contracts to be paid from Measure L Bond Funds.
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VI.9. Resolution No. 14284: Citizens Oversight Committee for Measure L

BE IT RESOLVED that upon the recommendation of the Superintendent/President, the Board re-appoints the following member to the Citizens Oversight Committee for Measure L:

Name:	Membership category:	Term:	Replacing:
John Anderson	<i>Member at-large (County Superintendent of Schools)</i>	December 31, 2008 – December 31, 2010	Re-appointment

VI.10. Resolution No. 14285: California Community College Trustees (CCCT) Board Nomination – 2009

BE IT RESOLVED that the Governing Board of the Imperial Community College District nominates _____ to be a candidate for the CCCT Board.

BE IT FURTHER RESOLVED that this nominee is a member of the Imperial Community College District Governing Board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination.

VII. CONSENT AGENDA – EDUCATIONAL SERVICES

VII.1. Resolution No. 14286: Child Development Services Agreement for Instructional Materials

BE IT RESOLVED that the Governing Board of Imperial Community College District authorizes entering into local agreement number CIMS-8126, project number 13-6315-00-8, for the fiscal year 2008-2009, with the California State Department of Education, and that Dr. Ed Gould, Superintendent/President and Kathy Berry, Vice President for Academic Services are authorized to sign the transaction for the Governing Board.

VIII. CLOSED SESSION

VIII.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (One potential case)

VIII.2. PUBLIC EMPLOYEE(S) DISCIPLINE/DISMISSAL/RELEASE

IX. OPEN SESSION

IX.1. Announcement of final action taken

X. CONSENT AGENDA – HUMAN RESOURCES

X.1. Resolution No. 14287: Faculty Retirement

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Dr. Dennis Carnes, Professor of Science, effective June 13, 2009.

BE IT RESOLVED that sincere appreciation be expressed for his 14 years of devoted service to Imperial Valley College.

X.2. Resolution No. 14288: Faculty Retirement

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Dr. Fred H. Fischer, Professor of English, effective June 13, 2009.

BE IT RESOLVED that sincere appreciation be expressed for his 27 years of devoted service to Imperial Valley College.

X.3. Resolution No. 14289: Classified Service Employment

BE IT RESOLVED that the Board approved the recommendation of the Superintendent/President to employ the following personnel.

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Balint, Jonathan	Custodian – P/T	Maintenance	District	8-1	01/12/2009

X.4. Resolution No. 14290: Classified Short-Term Employment

BE IT RESOLVED that the Board approve the recommendation of the Superintendent/President to employ the following personnel.

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
O'Campo, Anna	Financial Aid Technician	Financial Aid	State	14-1	1/12/2009 - 3/31/2009

X.5. Resolution No. 14291: Athletic Assignment

WHEREAS the following individual has been designated to the following athletic assignment for the 2008-2009 academic year:

<u>Name</u>	<u>Athletic Assignment</u>
Palacio, Mike	Assistant Women's Tennis

BE IT FURTHER RESOLVED that thanks are extended for his contribution to the athletic program at Imperial Valley College.

XI. ADJOURNMENT

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