



AGENDA

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

Wednesday, September 17, 2008

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. PRESENTATIONS

1. Resolution No. 14196: In Memoriam: A Resolution of Respect and Appreciation for Former Board of Trustee Howard Worthington

WHEREAS, the Board of Trustees, Superintendent/President, and the employees of Imperial Valley College express our deepest respect and sympathy on the loss of a dear friend and long time supporter of IVC, Howard Worthington; and

WHEREAS, Howard Worthington was a Trustee for over 21 years, serving as Board President four times, Clerk of the Board three times, and elected to the California Community College Trustees (CCCT) Board during his last two terms, and his last IVC Board meeting was in November 1991; and

WHEREAS, Howard Worthington was a member of the IVC Foundation Board of Directors for many years and inducted in the IVC Foundation Hall of Fame in February 2005; and

WHEREAS, Howard Worthington was a supporter of the students through his service and his contributions to IVC and the IVC Foundation; and

WHEREAS, Howard Worthington loved his family, friends, and had the ability to reach out and unite people for the good of the students and the community; and

WHEREAS, Imperial Valley College benefited from his sense of integrity, honesty, and dedication to his community; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees, does hereby extend its deepest sympathy to his family and acknowledge to them our gratitude and deepest admiration for his years of faithful and devoted service to Imperial Valley College.

IV. WRITTEN COMMUNICATION

1. Maria S. Curiel, Financial Aid Technician (RE: Resignation, dated August 26, 2008).

V. INFORMATION REPORTS

1. SBDC and the HUD and IID Grants – Efrain Silva and Gustavo Reza
2. Measure D Presentation – Jessie Silva
3. Board Member Reports
4. Associated Student Government Senate Update – Chantilee Mendenhall
5. Academic Senate Update – Dr. Bruce Seivertson
6. Monthly Financial Report – John Lau
7. President's Update – Dr. Ed Gould

VI. CONSENT AGENDA – BUSINESS

1. Approval of Minutes dated August 20, 2008, Regular Board Meeting
2. Resolution No. 14197: Purchase Orders
3. Resolution No. 14198: Payroll Warrant Orders
4. Resolution No. 14199: Commercial Warrant Orders
5. Resolution No. 14200: Quarterly Financial Report
6. Resolution No. 14201: Memorandum of Understanding for Use of Facilities at Calexico Unified School District (CUSD)
7. Resolution No. 14202: Supporting Measure D for Safe Streets

VII. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (One potential case)

VIII. OPEN SESSION

1. Announcement of final action taken

IX. CONSENT AGENDA – HUMAN RESOURCES

1. Resolution No. 14203: Faculty Resignation
2. Resolution No. 14204: Full-Time Temporary Faculty Employment
3. Resolution No. 14205: Full-Time Temporary Faculty Employment
4. Resolution No. 14206: Athletic Assignments for 2008-2009
5. Resolution No. 14207: Adjunct Counselor Employment
6. Resolution No. 14208: Adjunct Librarian Employment
7. Resolution No. 14209: Classified Resignation
8. Resolution No. 14210: Classified Service Employment
9. Resolution No. 14211: Classified Service Employment
10. Resolution No. 14212: Classified Service Employee Reassignment
11. Resolution No. 14213: Classified Service Employee Change of Employment Status
12. Resolution No. 14214: Classified Substitute Employment
13. Resolution No. 14215: Classified Short-Term Employment
14. Resolution No. 14216: Volunteer Employment
15. Resolution No. 14217: Volunteer Employment

X. ADJOURNMENT

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, OCTOBER 15, 2008, AT 6 P.M.** in the Administration Building Board Room.

VI. CONSENT AGENDA – BUSINESS

VI.1 Approval of Minutes dated August 20, 2008, Regular Board Meeting

VI.2 Resolution No. 14197: Purchase Orders

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the issuance of Purchase Orders in the amount of \$994,178.02 and Direct Payments in the amount of \$89,196.23 for the month of August 2008.

VI.3 Resolution No. 14198: 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 August 2008:

VI.4 Resolution No. 14199: Commercial Warrant Orders

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the issuance of the following Commercial Warrants for the month of August 2008:

2008-09 Commercial Warrant	#	Fund 10 General Fund	Financial Aid	Fund 45 Child Dev.	Fund 50 Cert. of Part.	Fund 80 Bond Fund	Warrant Total
8/7/08	5	144,725.90	10,914.09	94.39		110,309.68	266,044.06
8/14/08	6	436,425.31				517,415.94	953,841.25
8/21/08	7	64,732.87		26.96	90.00	16,575.00	81,424.83
8/28/08	8	213,778.93		475.36			214,254.29
		859,663.01	10,914.09	596.71	90.00	644,300.62	1,515,564.43

VI.5 Resolution No. 14200: Quarterly Financial Report

BE IT RESOLVED that the Board of Trustees accepts the Quarterly Financial Status Report (CCFS 311Q) for the quarter ending June 30, 2008, and directs that it be filed with the Chancellor's Office of the California Community Colleges.

VI.6 Resolution No. 14201: Memorandum of Understanding for Use of Facilities at Calexico Unified School District (CUSD)

BE IT RESOLVED that the Board approves the following Memorandum of Understanding:

MEMORANDUM of UNDERSTANDING for USE of FACILITIES

The Imperial Valley College (IVC) and the Calexico Unified School District (CUSD) enter into this agreement for the utilization of classroom space and related facilities within CUSD facilities for the purposes of providing IVC courses and instruction for the benefit of the residents of Imperial County.

IVC

IVC will offer a variety of credit/noncredit/community service classes at Calexico High School beginning the Fall 2008 semester. Classes shall be scheduled prior to 6:00 pm and shall end by 9:30 pm, unless specifically authorized by the CUSD Superintendent or designee. The CUSD Superintendent may authorize the use of other CUSD facilities and/or expand the scope of courses offered by IVC.

A listing of the classes scheduled each semester shall be submitted to CUSD at least 30 days prior to the beginning of each semester. The CUSD Superintendent or designee may at their discretion authorize the use of additional classrooms after the beginning of each semester.

IVC reserves the right to cancel classes due to low class enrollment and other administrative factors.

IVC Faculty will be continuously reminded to leave rooms in the original configuration including but not limited to desks, furniture, and white boards. Computer equipment will not be used unless specifically permitted by the respective school site. CUSD will contact the Dean of Instruction for the Extended Campus to address and resolve any issues related to this MOU.

IVC will continuously remind students to stay within appropriate student areas.

IVC will pay CUSD a total daily rate of \$15.00 for each classroom and office used as a part of this MOU, and upon the receipt of an CUSD invoice.

IVC will provide a certificate of insurance for the duration of the agreement naming CUSD as an additional insured. To the extent required by law, Workers' Compensation coverage in full compliance with California statutory requirements for all employees of the IVC.

CUSD

CUSD will provide the adequate number of classroom facilities at Calexico High School or designated school site. The CUSD Superintendent may, at his discretion, relocate the classes to other CUSD facilities should it become necessary.

CUSD will be responsible for ensuring that related facilities are open and functional at least 15 minutes prior to the beginning of classes. CUSD will also be responsible for the closing of related facilities at the appropriate ending time. IVC and the CUSD Superintendent or designee may establish alternate mechanisms for the opening and closing of facilities. When IVC holidays and CUSD holidays do not coincide, IVC will be allowed to use the related facilities as necessary. IVC will reimburse CUSD for any applicable extraordinary costs.

CUSD will ensure that CUSD teachers provide at minimum one classroom white board for use by the IVC faculty. Other arrangements may also be developed by IVC and CUSD.

INDEMNITY AND HOLD HARMLESS

IVC undertakes and agrees to defend, indemnify and hold harmless CUSD and its Board members, officers, employees, agents, from any loss, claim, suit, action, demand, expense, including, but not limited to, attorney's fees and costs, damage or liability, damage or destruction of any property,

including property of IVC, CUSD or third parties, death or injury to any person, including IVC, IVC's employees, officers, or agents, that may arise or result from IVC's negligent acts, errors or omissions, willful or malicious actions of IVC, IVC's officers, employees or agents, except for claims, damage or expense caused by the sole negligence or willful acts or omissions of CUSD, its officers, employees or agents.

This MOU will terminate on June 30, 2012. CUSD and IVC reserve the right to terminate this agreement with a minimum 30 day notice to be effective at the end the respective IVC semester.

VI.7 Resolution No. 14202: Supporting Measure D for Safe Streets

WHEREAS Measure D has been placed on the November General Election to continue an existing ½ cent sales tax to fund the repair and maintenance of the streets and roads in Imperial County and in its cities;

WHEREAS renewing Measure D, which has provided the bulk of money used to maintain local streets for the last 20 years, will result in safer streets and expand local transit services for senior citizens;

WHEREAS Imperial County, one of the fastest growing counties in California with a population expected to increase by 70 percent in the next 20 years, is under increasing pressure to maintain and expand the local streets and roads;

WHEREAS creating a strong local economy and jobs for a growing population requires a secure funding stream to ensure streets and roads can be maintained and improved;

WHEREAS Measure D will continue the existing ½ cent sales tax for 40 more years, ensuring that all who buy goods, not just local residents, in Imperial County assist with the financing of local street and road repair and maintenance;

WHEREAS the passage of Measure D qualifies Imperial County as a "self help" county, making it eligible to receive hundreds of millions of dollars in state highway funds over the next 40 years;

WHEREAS Measure D on the November Ballot includes additional fiscal safeguards to ensure the ½ cent sales tax is spent appropriately, including: the requirement that funds be placed in a Restricted Trust Fund; the creation of a Local Taxpayer Supervising Committee to monitor spending; mandatory independent financial audits; the requirement that all transportation projects be completed at the lowest possible cost to taxpayers; and the stipulation that no more than 1 percent of the funds be spent on administration.

NOW, THEREFORE BE IT RESOLVED that the Imperial Community College District supports the passage of Measure D to continue the ½ cent sales tax to continue the vital revenue stream needed to repair and maintain streets and roads in Imperial County and in its cities.

VII. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (One potential case)

VIII. OPEN SESSION

1. Announcement of final action taken

IX. CONSENT AGENDA – HUMAN RESOURCES

IX.1 Resolution No. 14203: Faculty Resignation

BE IT RESOLVED that the Board accepts, with sincere regret, the resignation of Jackilyn Cypher, Emergency Medical Services Instructor/Coordinator, effective August 13, 2008.

IX.2 Resolution No. 14204: Full-Time Temporary Faculty Employment

BE IT RESOLVED that the following full-time temporary academic personnel (replacement for Jackilyn Cypher) be employed effective September 15, 2008 – June 13, 2009, pending medical and background clearance:

<u>Name</u>	<u>Classification/Step</u>	<u>Assignment</u>
Goldsberry, Rick	Appropriate Classification and Step Contingent Upon Verification of Records	Emergency Medical Services Instructor/Coordinator

FISCAL IMPACT STATEMENT: Budgeted position.

IX.3 Resolution No. 14205: Full-Time Temporary Faculty Employment

BE IT RESOLVED that the following full-time temporary academic personnel (replacement for Jane Higginson) be employed for the 2008-2009 academic year, pending medical and background clearance:

<u>Name</u>	<u>Classification/Step</u>	<u>Assignment</u>
Owens, Renee	Appropriate Classification and Step Contingent Upon Verification of Records	Mathematics Instructor

FISCAL IMPACT STATEMENT: Budgeted position.

IX.4 Resolution No. 14206: Athletic Assignments for 2008-2009

WHEREAS the following individuals have been designated to the following athletic assignments for the 2008-2009 academic year:

<u>Name</u>	<u>Athletic Assignment</u>
Blanca Patino	Women's Softball
Jessica Conway	Women's Softball
Andrea Corella	Women's Soccer
Winston Lay	Women's Volleyball
Isaac Navarro	Women's Volleyball

IX.5 Resolution No. 14207: Adjunct Counselor Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel during the 2008–2009 academic year, at the hourly rate provided for in Resolution No. 14166. Employment is contingent upon continued funding of the grant indicated, and approval of the program officer:

<u>Name</u>	<u>Position</u>	<u>Funding</u>
Shipman-Gomez, Kristen	Counselor	Title V Cooperative Grant-Federal

FISCAL IMPACT STATEMENT: Budgeted position.

IX.6 Resolution No. 14208: Adjunct Librarian Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel during the 08-09 academic year, at the hourly rate provided for in Resolution No. 14166:

<u>Name</u>	<u>Possible Assignment</u>
Quintana, Helena	Librarian

FISCAL IMPACT STATEMENT: Budgeted position.

IX.7 Resolution No. 14209: Classified Resignation

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to accept the resignation of the following Classified employee as of the date indicated.

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Curiel, Maria Soley	Financial Aid Technician	Financial Aid	State	14-4	9/3/2008

IX.8 Resolution No. 14210: Classified Service Employment

BE IT FURTHER RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following active employee in the capacity as outlined below following a recent resignation. This employee was interviewed and recommended for hire as a Financial Aid Technician by a District selection committee less than 12 months ago.

<u>Name</u>	<u>Present Classification</u>	<u>New Classification</u>	<u>Effective Date</u>
Santiago, Leticia	Financial Aid Asst/Receptionist Range 11 (District)	Financial Aid Technician Range 14 (State)	09/18/2008

FISCAL IMPACT STATEMENT: Budgeted position.

IX.9 Resolution No. 14211: Classified Service Employment

BE IT RESOLVED that the Board approves 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>
Nicholas, Michael	Graphic Arts/ Reprographics Coordinator	Reprographics	District	21-3	09/02/2008

FISCAL IMPACT STATEMENT: Budgeted position.

IX.10 Resolution No. 14212: Classified Service Employee Reassignment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to execute a District reassignment to the following classified employee, effective August 25, 2008, based on the Memorandum of Understanding (MOU) signed between the District and CSEA.

<u>Name</u>	<u>Present Classification</u>	<u>New Classification</u>
Boyle, Clarence Michael	Microcomputer Lab Assistant Range 12 (categorical)	Microcomputer Technician Range 23 (District)

FISCAL IMPACT STATEMENT: Budgeted position.

IX.11 Resolution No. 14213: Classified Service Employee Change of Employment Status

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to effectively halt the layoff process, previously initiated with Board resolution No. 14192, for Martin Moreno, Microcomputer Lab Assistant in the Reading and Writing Lab. The District thanks Mr. Moreno for his cooperation and is pleased to have been able to maintain his current employment status.

IX.12 Resolution No. 14214: Classified Substitute Employment

BE IT FURTHER RESOLVED that the Board approves 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>
Cortez, Karina	Sign Language Interpreter III	DSPS	District	27-1	8/25/2008
Gonzalez, Magaleno	Sign Language Interpreter II	DSPS	District	22-1	8/25/2008
Sardina, Karla	Sign Language Interpreter I	DSPS	District	17-1	8/25/2008

FISCAL IMPACT STATEMENT: Budgeted position.

IX.13 Resolution No. 14215: Classified Short-Term Employment

BE IT RESOLVED that the Board approves 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	Categorical	14-1	09/08/2008 - 10/31/2008

IX.14 Resolution No. 14216: Volunteer Employment

BE IT RESOLVED that the following volunteer be approved and covered by Workers' Compensation Insurance August 25, 2008 through October 18, 2008.

BE IT FURTHER RESOLVED that thanks be hereby extended to Fernando Solis for his volunteering in the Admissions and Records Office and also for his contribution to Imperial Valley College.

IX.15 Resolution No. 14217: Volunteer Employment

BE IT RESOLVED that the following volunteer be approved and covered by Workers' Compensation Insurance August 14, 2008 through October 31, 2008.

BE IT FURTHER RESOLVED that thanks be hereby extended to Laura Lopez for her volunteering in the Human Resources Department and also for her contribution to Imperial Valley College.

X. ADJOURNMENT

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, OCTOBER 15, 2008, AT 6 P.M.** in the Administration Building Board Room.