



## ADOPTED MINUTES

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

Wednesday, October 15, 2008

**Location**  
**Administration Building – Board Room**  
**380 East Aten Road**  
**Imperial, CA 92251**

#### **CALL TO ORDER/ROLL CALL**

On Wednesday, October 15, 2008, at 6:00 p.m., Board Clerk Acuña called the regular meeting of the Imperial Community College District Board of Trustees to order in the Administration Building Board Room.

#### **BOARD MEMBERS PRESENT:**

Carlos R. Acuña  
Rudy Cardenas, Jr.  
Norma Sierra Galindo  
Jerry D. Hart  
Romualdo Medina  
Rebecca L. Ramirez [6:30 p.m.]  
Louis Wong

#### **BOARD MEMBERS ABSENT:**

None.

#### **REPRESENTATIVES PRESENT:**

Dr. Bruce Seivertson, Academic Senate Representative  
Chantilee Mendenhall, Student Representative  
Frances Arce-Gomez, CSEA Representative

#### **CONSULTANTS PRESENT:**

Dr. Ed Gould, Superintendent/President  
Kathy Berry, Vice President for Academic Services  
Dr. Victor Jaime, Vice President for Student Services  
John Lau, Vice President for Business Services  
Travis Gregory, Associate Dean of Human Resources  
Frank Oswald, Legal Counsel

#### **PLEDGE OF ALLEGIANCE**

Legal Counsel Frank Oswald led the Pledge of Allegiance to the Flag.

#### **PUBLIC COMMENT**

Dean of Instruction Frank Rapp stated he is privileged to inform and introduce the Board to new instructor, Les Knapp, a retired California Highway Patrol Officer for 21 years, POST instructor at IVC for 12 years, range master, and certified fire arms instructor. He stated Les is committed to training IVC students with high standards.



# IMPERIAL VALLEY COLLEGE

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

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## LETTER OF RESIGNATION

Jose L. Guerrero  
220 Cozumel Dr.  
Imperial, Ca. 92251  
September 10, 2008

Ed Gould  
Superintendent/President  
Imperial Valley College  
380 E. Aten Road  
Imperial, Ca. 92251

**cc. Gregory Travis, Suzanne Gretz, Gonzalo Huerta**

Dear President Gould:

My one year assignment here at the college has been the most challenging and rewarding period of my career, and I regret having to make a difficult announcement.

Sir, I came into this position because people like Gary Rodgers and Krista Byrd believed that I had something to offer to this program. I have been a police officer for the last 12 years and have enjoyed every moment of it. Therefore, I continue to find myself in a situation where I feel I left my law enforcement career with an unfinished note.

I have to say that being part of I.V.C. has made me feel welcomed and part of a great family. Everyone here has been supportive and I have enjoyed the students. I have seen many of them move onto law enforcement careers directly from here. My philosophy in our program is that students were not just receiving required education in the fields of Administration of Justice but also being trained and given quality skills from those in the field so that students can become successful in their future endeavors.

I have seen some accomplishments in our program. Our records as required by P.O.S.T. regulation have been organized and updated ready for inspection by P.O.S.T. if necessary. These records are those such as Reserve Courses and Arrest and Firearms. Further, our program was able to obtain monies from Carl Perkins Grant to improve technology. Our attendance has increased in our AJ courses and P.O.S.T. Courses. We are still moving forward with the concept of bringing a Police Academy as we continue to check items required of us from P.O.S.T. and we have entered as of this year an agreement with the California Department of Corrections and Rehabilitation to introduce a State Corrections Academy here at I.V.C. This of course will and should take effect once the budget issues are resolved with the State. Along with these accomplishments law enforcement in our

President Ed Gould  
September 10, 2008  
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community are aware that we are a primary source of preparing students to join their ranks. Many of these agencies have hired our students and their officers teach our courses as professional experts or in some cases as adjunct instructors. Further, agencies such as El Centro Fire Department and Imperial County Sheriff Department have asked us to teach arrest and firearm courses to their personnel which we also made available to students. We completed two of these courses this year and continue to receive numerous requests from other agencies.

However, when I first came here I thought my time was going to be temporarily. I was already in the process with CA/Department of Justice since September 2006 when I first applied for this job. It took this agency almost two years to process me and finally made me a job offer. Needless to say, I did not think this would happen so soon due to the budget crisis facing the state. I can tell you that since I came to I.V.C. I turned down a state job with Department of Motor Vehicles as an investigator and a job with the Calexico Police Department.

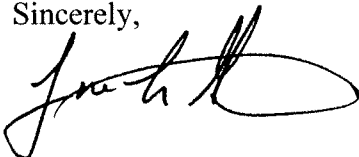
I was not expecting this to happen so quick but I will be required to be present in Sacramento, Ca. on October 4<sup>th</sup>, 2008 for a 7 week academy. As a result, I've accepted a position with the California Department of Justice (Bureau of Narcotics) and must inform you that effective September 30<sup>th</sup>, 2008, I will be resigning from my position as I.V.C. P.O.S.T. Coordinator. I can tell you that reaching this decision has not been very easy but have considered the pros and cons.

I want to assure you that whomever you decide to replace me with will not have to face a difficult hardship of adjusting, transitioning and learning how this program operates due to the fact that our courses, instructors and future approaches to establishing an academy both police and corrections continue to be a priority. I hope that I.V.C. won't be too judgmental on me for this decision but understanding.

I have learned a lot from this institution and have no regrets to have been part of it. I've come to regard those I work most closely with as a second family. I am truly sorry to go.

I hope you can understand my decision to leave as I know you left your past employer to come here and take this college to a different level in education and commitment to staff and the community who supports this college.

Sincerely,

A handwritten signature in black ink, appearing to read "Jose L. Guerrero". The signature is fluid and cursive, with a large loop at the end.

Jose L. Guerrero

Les Knapp spoke and stated he is excited to be working at IVC.

### **WRITTEN COMMUNICATION**

Board Clerk Acuña announced that the Board received one written communication from Jose Guerrero, Administration of Justice Instructor/P.O.S.T. Coordinator (RE: Resignation, dated September 10, 2008).

### **INFORMATION REPORTS**

#### Board Member Reports

Trustee Galindo reported the following:

Attended the Careers and Technical Assistance Advisory Board meeting in Calexico where they have representatives from the working class sector. She thanked Dean of Applied Sciences Gonzalo Huerta for representing IVC well. She stated she was troubled because she heard the same complaints at the meeting from the representatives of the agencies that are supposed to be helping. She stated the current trend is troubling as the industry is attempting to accommodate the hospitality industry hotel management which she stated translates into hotel maids and bus boys. She stated she would like to see more education towards allied health. She stated it is troubling to learn about the "brain drain" term in Imperial Valley stating that according to the representatives from the meeting "the brightest leave us because we have nothing to offer." She stated the attitudes have to change and it has to start at the top. She stated it was disheartening to be at the meeting.

Dean Huerta spoke and stated the meeting Trustee Galindo was referring to was the Career Technical Education meeting for Calexico High School. He stated IVC is working on having more communication and articulation agreement to flow from high school to college to industry and businesses.

Trustee Hart reported the following:

- Will report on the Green Conference next month.
- Attended SDICCCA meeting and stated he would report next month.

#### Associated Student Government Senate Update – Chantilee Mendenhall

ASG President Mendenhall reported the following:

- She and a senate member attended the Hispanic Association for Colleges and Universities (HACU) conference the weekend of October 11<sup>th</sup>. She stated they were given presentations on how to present themselves in a professional way, exploring career options, and networked with others throughout the country.
- Voter registration has continued since the start of the semester through the Rock the Vote program. She announced the last day for registration at IVC was today.
- Announced that on Thursday, October 16<sup>th</sup>, half of the student senate will be leaving to setup for the statewide student leadership conference titled California Student Affairs Association in San Diego.

She stated the remaining senate would be going on Friday. She stated there are 615 students expected at the conference.

- ASG has finished their smoking policy resolution and will be presenting it to the various shared governance groups.

Academic Senate Update – Dr. Bruce Seivertson

Academic Senate President Seivertson reported the following:

- Announced the Basic Skills Initiative Committee (BSI) produced an action plan and budget plan that will allow them to move forward with faculty development workshops. He stated there are various faculty members participating in the basic skills training.
- Announced the Equivalency Committee is developing a questionnaire and a guideline for each discipline. He stated each area will determine the equivalency for their area with state minimum requirements.
- Announced the Academic Senate met today and had a first reading on a resolution for a new faculty committee. He stated new faculty members may not have significant training in either community college teaching or are new to Imperial Valley and this committee would assist in their orientation. He stated this committee would bring new faculty members together to assist in transitioning to IVC and the Valley. He stated different departments will have an opportunity to give presentations on their areas to further assist the new faculty members. He announced after the second reading at Academic Senate, the Board would receive it.

Monthly Financial Report – John Lau

Vice President for Business Service Lau reported the following:

Announced he attended a budget meeting (The California Community Colleges annual state budget workshop held at LA Valley Community College) on Monday and learned there would most likely be a 2% growth cap and 0.68% COLA. He stated the State would probably have problems meeting their revenue projections this year and mid-year cuts are expected. He stated he does not know how the mid-year cuts would affect IVC. He stated there was nothing to react to at this time; however, stated it was something to keep on the radar as there may be some adjustments after the 1<sup>st</sup> of the year due to the economy not working as the State planned.

Announced the proposed budget is on the agenda and stated he would answer questions of the Board.

Trustee Cardenas asked if IVC had received any money from the State yet.

VP Lau stated IVC had received money with the \$7 million TRANS. He stated IVC could go another two months without a State payment due to receiving the TRANS monies. He stated IVC was able to receive the TRANS before the crunch with a 1.7% interest rate.

Trustee Wong asked if IVC had spent the \$7 million TRANS.

VP Lau stated the District had used some of the money. He stated it was short term borrowing for short term deficit. He stated IVC qualified to borrow through a safe harbor.

Incoming Freshman Assessment Presentation – Norma Nuñez, Matriculation Director

Matriculation Director Nuñez provided two handouts to the Board regarding Matriculation High School Assessment Reports for Spring 2008 – one showing the students tested at the testing sites and the other report showing the combined total number of students tested at the testing sites and IVC. She also handed out a sample ACCUPLACER Student Score Report. She stated the testing process starts with a meeting with high school counselors at IVC and testing dates and times are arranged. She stated the testing started January 29<sup>th</sup> and was completed April 23<sup>rd</sup> and reported the ACCUPLACER is given to students one time and there are 40-60 students per testing time. She reported 1,096 students were tested at the high schools and another 451 students tested at IVC for a total of 1,547. She stated Calexico High School tests all their seniors; however, other high schools do not. She reported tracking of high school sites occur by developing a test site for each high school. She stated she developed the report showing all the graduated high school students including those tested up to late registration that did not make it to their original test date. She stated after the tests are taken, the students receive their scores at the site and they are able to make an appointment and meet with a counselor. She reviewed some of the scores from the handout.

Trustee Galindo stated there are a large number of students taking English 86, 87, 88, 89 which are nontransferable and the numbers are distressing.

VP for Academic Services Berry spoke and stated that an additional eight basic skills English classes were added to meet the needs of the students needing to take English.

Academic Senate President Seivertson stated the scores are not unusual and stated 78-80% of all students across the state test this way.

Director Nuñez stated the Basic Skills Initiative is trying new and innovative ways to help students and a plan has been sent to the Chancellor's Office.

Trustee Galindo stated that with the equivalency standard or regulation issues, she felt some good ESL teachers have not been hired to teach ESL and stated it was a concern to her. She asked the length of time it takes to transition students from the lower English classes.

Director Nuñez stated if a student starts with English 96, it would take 2 ½ years to transition.

Trustee Galindo asked if financial aid was applicable to the basic skills classes. Director Nuñez responded it was.

Trustee Acuña inquired if there was testing done after each class to assess where the students place and asked if there was tutoring where a bridge can be gapped.

Academic Senate Seivertson stated the Basic Skills classes are attempting to link the classes with various subjects. He stated the classes are targeted to students which test high in math and could do a lab class and be able to move forward with other classes.

Director Nuñez gave an example of a new class given by an instructor which has two math classes in a semester Math 70/Math 80; and stated there could be another class with Math 80/Math 90 next semester.

Trustee Galindo asked if the District was reviewing the competency of staff teaching these courses and if there was something that staff needed as it seemed to her that this issue was open ended.

President Gould stated basic skill classes are taught by full time and adjunct instructors teaching in areas for which they qualify. He stated the data on adult education indicate there would be some advantages of basic skills instruction or ESL because of the methodology differences and he stated that would be addressed. He stated there would be discussion with faculty. He stated there is a difference in methodologies and approaches between those people that are adult educators and ESL instructors, and with those that hold master's degrees in a subject matter. He stated that a master's degree in education is currently not an equivalent to teach. He stated the District relies on the Academic Senate for their judgment in teaching qualifications.

Trustee Galindo stated it was her understanding that the qualifications of ESL teachers are heavily stressed in the field of linguistics and that did not make for effective ESL teachers. She stated the language acquisition issues do not make effective ESL teachers. She asked how these issues would be addressed with the Student Learning Outcomes (SLOs).

President Gould stated the Academic Senate would discuss this matter as the law allows the Academic Senate to have input in this matter.

#### President's Update – Dr. Ed Gould

President Gould reported the following:

- Met with superintendents from the P-16 Council and discussed the articulation gap Trustee Galindo discussed. He stated there is a gap which starts around the sophomore year of high school and stated during the senior year of high school there does not seem to be growth in the area of math. He stated he asked the superintendents to look at having an Articulation Council to gauge what makes somebody ready for college. He stated the standards continue to increase not decrease and the scores have not improved since the 1990's.
- Commented that the "brain drain" term is false. He stated that some of the brightest graduate from community college noting that 70% of all nurses are graduates of community colleges throughout the state. He gave other statistics stating 60% of CSU students started at community colleges, 50% of UC graduates started at community colleges and their GPAs were equal to or the same as the university students. He stated different students mature at different rates.
- Thanked VP for Academic Services Berry for leading the effort in completing the Accreditation Progress Report. He thanked everyone that participated in the report and announced the report has been received by WASC.
- Presented the Education Workforce handout pointing out the layout, graphic design, and printing result and announced the handouts were done by the new Reprographics Coordinator Mike Nicholas.
- Announced the Board Evaluation packets have been handed out and are due November 7<sup>th</sup>. He stated the information would be compiled and given to them at the next Board meeting.
- Announced there is a meet and greet reception with the Foundation on November 19<sup>th</sup> before the Board meeting.

- Reported the budget that is being recommended is a tentative budget. He stated both the CCLC and Chancellor's Office are stating there will likely be midyear adjustments and is not aware of what the changes will be, indicating it may be with new revenues, tax increases, and/or midyear budget cuts. He stated the District will know how it would be affected after January 10<sup>th</sup> when the Governor reveals his 2009-2010 budget. He stated if there are cuts on January 10<sup>th</sup>, the District will have obligated 90% of the budget for the year. He stated there is little flexibility and he and VP for Business Services Lau will be discussing how to manage the budget.
- Announced next week is "National Stop Bullying Week" in the workplace. He stated he would take it seriously and would be sending information to the supervisors on ways they can be more effective.
- Announced he is recommending five classified management positions meant to increase District control and ensure compliance with District, state, and federal requirements. He stated the Director of Purchasing would provide inventory control and allow for the purchase of the best possible buys for the District; Director Campus Safety would be a P.O.S.T. certified position and would be able to pursue and arrest if necessary and work with fire and police agencies in the community; the Director of Research, Planning, and Grants Administration would ensure that plans such as the Education Master Plan are not shelved and would shepherd the planning process on a regular basis as well as maintain grants compliance; the Director of Public Relations would be a half-time position and would be cost neutral as the current public relations contract would terminate; and the Director of Admissions and Records would work with the Associate Dean of Admissions and Records whose intent is to retire next year. He stated a six-month internship would be necessary as the 320 Report which is generated from that department is a vital part and process of the District.
- Reported he would be giving an update to the Citizens Oversight Committee. He stated the science building is about six weeks behind schedule; however, the opening remains January of 2010. He stated he would report on the Bond fund and finance report which estimates the cost of the science building at \$34 million with about \$20 million left to spend. He stated that the remaining money would not be enough for a second building but would be able to be used to renovate the aging campus. He stated he would ask the committee about the possibility of a new bond or an extension of the existing bond. He stated the District is recruiting committee members as there are several openings.
- Reported he met with the Centinela warden and discussed prison/inmate education. He stated he would be opening the discussion with Calipatria Prison as well. He stated the warden is interested in a program and has experience developing prison/inmate education programs. He stated the District will rely primarily on IVC's Academic Senate. He stated there is an 18% recidivism compared to 70% of those inmates that do not receive education.
- Announced an agreement with KYMA is being finalized for a location to house them on campus.
- Announced conference season is underway. He stated there will be opportunities for staff and the Board to attend different conferences.
- Reported there were over 200 attendees at the Education Workforce Summit.
- Reported Trustee Hart and Dean Gonzalo Huerta attended the Greening Conference. He stated Daniel Lopez, a consultant for Sunnek Energy, a solar company, was the keynote speaker and provided information about bringing greening technology locally.



- Recognized VP for Academic Services Berry for being on the cover of Imperial Valley Women's Magazine. He stated Associate Dean Tina Aguirre was featured in the same magazine.
- Thanked the students for the polls they have conducted and announced there would be a proposal on a smoking policy as a result of the poll. He stated the students also had a majority recommendation for a new name for IVC's mascot. He stated ASG is recommending three new sports: football, track, and swimming.
- Announced the Adventure Club is having a softball game between staff and students on Friday, October 17<sup>th</sup>. He thanked Kevin Marty and Paige Lovitt for organizing the event as it builds community involvement and it is an important event for all.
- Announced the last six months have been to meet, greet, visit, learn, act, and now he is initiating change.
- Announced SIMS/NEMS is the safety crisis training which all full-time staff and the Board must take. He stated the training is three hours and the District would plan a training for the Board. Associate Dean Gregory stated that an IID consultant/expert is conducting safety trainings. President Gould stated the training is one of the most important things the District can do. He stated in the event of a disaster the gym is designated as the morgue.

Trustee Galindo stated it is sometimes unsettling how many civil servants are not cognizant that the moment a tragedy occurs they are bound to their worksites until released.

President Gould stated the employees' first responsibility is on campus by law.

Trustee Medina asked if there was a District Emergency Preparedness Plan. Associate Dean Gregory stated the District has a plan as well as a link to the website.

## **CONSENT AGENDA – BUSINESS**

Trustee Galindo pulled Resolution Nos. 14222 and 14224.

**Approval of Minutes dated September 17, 2008, Regular Board Meeting  
M/S/C Cardenas/Acuña and the Board approved the minutes as presented.**

### **M/S/C Cardenas/Acuña Resolution No. 14219: 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 \$885,418.64 and Direct Payments in the amount of \$341,388.73 for the month of September, 2008.

**M/S/C Cardenas/Acuña**  
**Resolution No. 14220: 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 September 2008.

2008-09 Payroll Warrant	#	Fund 10 General Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Warrant Total
9/10/08	5	146,044.53			146,044.53
9/30/08	6	2,620,339.41	40,491.72	10,390.44	2,671,221.57
		2,766,383.94	40,491.72	10,390.44	2,817,266.10

**M/S/C Cardenas/Acuña**  
**Resolution No. 14221: 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 September 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
9/4/08	9	137,117.84				12,000.00	149,117.84
9/11/08	10	490,495.31	27,189.40			370,012.88	887,697.59
9/18/08	11	149,137.25			1,147.83	19,427.56	169,712.64
9/25/08	12	440,437.61	1,776,462.68	276.84		1,121.52	2,218,298.65
		1,217,188.01	1,803,652.08	276.84	1,147.83	402,561.96	3,424,826.72

**M/S/C Wong/Acuña**  
**Resolution No. 14222: Food Service Contract**

**Discussion**

Trustee Galindo stated the contract was three years long and asked why it did not go out to bid.

President Gould stated that the last time IVC bid for food services Chips and Salsa was the only bid received. He stated in looking at a new student services building, it was better to keep the contract for a short period of time with the existing vendor instead of bringing someone new for a short period of time. He stated if there is a new student center, there could be a new company or a different model in providing the food service.

VP for Business Services Lau stated it was better to have a continuation of service.

Trustee Galindo asked for the amount of the original capital investment. She asked when the last time IVC went to bid for the food service.

VP for Business Services Lau stated it was five years ago and the vendor carries some liability.

President Gould stated a bid process would take place if the District was looking for a longer contract. He stated the building is aging and the kitchen needs a remodel and if there were another vendor, the cafeteria would need to be closed down for a period of time.

VP for Student Services Jaime stated the last contract that was initiated precluded other vendors due to price adjustments which limited their ability to raise prices.

Trustee Galindo asked if there would be price control with other vendors. President Gould stated there would be as there is a responsibility the District has for its students and population since about 85% of the IVC student population is on financial aid.

Trustee Wong asked the amount of profit sharing IVC has received from this vendor. President Gould stated Chips and Salsa has provided over \$30,000 in scholarships over the last five years. He stated the monies go into a general scholarship fund.

Trustee Galindo stated she wanted to go on record as saying, "my questions and my comments have absolutely nothing to do with the quality of service or the nature of vendor they were strictly questions inquiring the process."

**Resolution**

BE IT RESOLVED that a contract between the District and Chips and Salsa for the operation of the College food service be approved through June 30, 2011.

**M/S/C Cardenas/Acuña**

**Resolution No. 14223: Fire Alarm System Improvement**

WHEREAS, the District received bids for the award of a contract for an Fire Alarm System Improvements, with a bid deadline of September 18, 2008; and

WHEREAS, bids were received from:

Five Star Electric in the amount of \$117,000  
Supreme Electrical Contractors, Inc. in the amount of \$136,500

NOW, THEREFORE, BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President that a contract for Fire Alarm System Improvements, per the plans and specifications, be awarded to Five Star Electric in the amount of \$117,000;

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Vice President for Business Services, be hereby authorized and instructed to sign all notices, contracts, change-orders, or other documents necessary to effectuate the completion of said project.

FISCAL IMPACT STATEMENT: The project will be funded 100% from Measure L Bond Funds.
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**M/S/C Acuña/Hart approved and moved as AMENDED (OPPOSED: Galindo)  
Resolution No. 14224: Parsons Feasibility Study**

**Discussion**

Trustee Galindo spoke and stated, "I want to go on record in expressing my reservation about committing to a feasibility study, and I want to make the analogy that it's like going to a car lot and test driving a car, if you buy the car you don't have to pay but if you don't buy it you pay for gas or you pay for something and I don't think we are in a financial predicament right now even if we have the feasibility study. I do not see us bringing it to fruition in the next three years so, in essence, I think that it would not only be doing business not in good will with this company but I think that it would put the college in a predicament of making a commitment that we are not ready to do."

President Gould stated the only commitment the District would make to Parsons is if the District used a different company; otherwise, there would be no cost or obligation to the District. He stated the only time there would be a cost is that if we did not go with Parson to build after the study is done.

There was discussion as to financing, renewable energy, timelines, and partnerships with outside agencies. There was further discussion as the sample contract provided to the Board for review.

President Gould stated the feasibility study proposal was brought to the Board in May and he is requesting direction to move forward with pursuing the study or not.

Trustee Medina stated he would ask that the third paragraph that starts with the "NOW, THEREFORE BE IT RESOLVED" be stricken as he would like to see the MOU with the projected cost.

Board President Ramirez asked that the Resolution be AMENDED to give direction to bring back the MOU.

President Gould stated that the third paragraph in its entirety would be stricken as well as the "Further" from the fourth paragraph.

Trustees Acuña/Hart approved and moved as amended (OPPOSED: Trustee Galindo).

**Resolution**

WHEREAS the District and Parsons Commercial Technology Group (Parsons) have had numerous meetings and discussions pertaining to a Public-Private Partnership (P3) arrangement for the finance, planning, design, construction, operations and management of a Proposed Student Center; and

WHEREAS the District has determined that Parsons is qualified to provide the required services and that Parsons has the necessary expertise, experience and resources to provide said services;

~~NOW, THEREFORE, BE IT RESOLVED that the Board approves an exclusive contract and lease with Parsons to study, plan, design, construct, develop and finance the project, subject to a determination that the project is feasible and subject to the finding of the Due Diligence Services, the purpose of which shall be to determine if the projects can be developed as planned and the financial feasibility of the project.~~

BE IT FURTHER RESOLVED that Parsons will submit to the District a cost proposal for providing Due Diligence Services. Upon approval of said proposal, Parson will perform the Due Diligences Services.

If Parsons has determined the project to be feasible as planned, and the District has accepted the Due Diligence Report, Parsons will submit a formal proposal for the financing and delivery of the project.

**FISCAL IMPACT STATEMENT:**

No fiscal impact if the College and Parsons jointly determine that the project is not feasible.

If the project goes forward, the cost of the Due Diligence Services would be included as a project cost.

If the College proceeds with the project without Parsons, then the College would reimburse Parsons for the Due Diligence Services.

A cost proposal for the Due Diligence Services will be provided upon the execution of a MOU with Parsons.

**CONSENT AGENDA – EDUCATIONAL SERVICES**

**M/S/C Cardenas/Acuña**

**Resolution No. 14226: Major, Certificate, Course Additions, and Deletions**

WHEREAS, new programs, program deletions, and new courses within the programs have been approved by the Curriculum and Instruction Committee and instructional administration, and satisfy all applicable requirements of Title 5 regulations. All factors, taken as a whole, support the establishment and maintenance of the proposed instructional programs and courses.

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee (06-12-08) and the Academic Senate (10-01-08), with the consent of the Superintendent/President, as follows:

New Credit Courses

BIOL 080 – Anatomy and Physiology Review (3.0)

Deletion of “Skill” Certificates

Emergency Medical Technician

Health Assistant

Home Health Aide

**CLOSED SESSION**

**M/S/C Wong/Acuña to go into CLOSED SESSION at 7:15 p.m.**

VII.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

**OPEN SESSION**

**M/S/C Wong/Acuña to go into OPEN SESSION at 7:30 p.m.**

VIII.1. Information was received.

**CONSENT AGENDA – HUMAN RESOURCES**

**M/S/C Acuña/Wong**

**Resolution No. 14227: Faculty Resignation**

BE IT RESOLVED that the Board accepts, with sincere regret, the resignation of Jose Guerrero, Administration of Justice Instructor/P.O.S.T. Coordinator, effective September 30, 2008.

**M/S/C Acuña/Wong**

**Resolution No. 14228: Full-Time Temporary Faculty Employment**

BE IT RESOLVED that the following full-time temporary academic personnel (replacement for Jose Guerrero) be employed effective October 1, 2008 – June 13, 2009, pending medical and background clearance:

<u>Name</u>	<u>Classification/Step</u>	<u>Assignment</u>
Knapp, Leslie	Appropriate Classification and Step Contingent Upon Verification of Records	Administration of Justice Instructor/P.O.S.T. Coordinator

FISCAL IMPACT STATEMENT: Budgeted position.
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**M/S/C Acuña/Wong**

**Resolution No. 14229: Title IX Officers**

BE IT RESOLVED that Olga Artechy and Russell Lavery be appointed to serve jointly as the Title IX Compliance Officers for the District for the 2008-2009 academic year.

**M/S/C Acuña/Wong**

**Resolution No. 14230: 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>
Lechuga Jr., Enrique	Assistant Baseball Coach

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

**M/S/C Acuña/Wong**

**Resolution No. 14231: Non-Credit Adjunct Instructor Employment**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel during the fall 2008 Session, at the hourly rate provided for in

Resolution No. 12945. Employment is contingent upon verification of records, credentials, finger printing clearance and sufficient enrollment:

<u>Name</u>	<u>Possible Assignment</u>
Boutwell, Marsha	DSP&S
Delys, John	English as a Second Language
Carrillo, Becky	English as a Second Language

**M/S/C Acuña/Wong**

**Resolution No. 14232: Outreach Counseling Specialist Employment**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President for the following personnel to be employed during the 2008 – 2009 academic year, at the hourly rate provided for in Resolution No. 13819. Employment is contingent upon verification of records, credentials, finger printing clearance and continued funding of the grant indicated, and approval of the program officer:

<u>Name</u>	<u>Position</u>	<u>Funding</u>
Avelar, Irma	Counselor Specialist	Federal
Hernandez, Eduardo	Counselor Specialist	Federal

**M/S/C Acuña/Wong**

**Resolution No. 14233: Elimination of Classified Management Positions**

WHEREAS, a thorough administrative review of vacant positions has been completed during the current budget and planning process; and

WHEREAS, a recruitment process was never initiated to fill this position;

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to eliminate the following classified management position:

<u>Position Title</u>	<u>Salary Range</u>
1. Site Supervisor	Range 1

Fiscal Impact Statement: Annual salary for this position would be approximately \$77,364.
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**M/S/C Acuña/Wong**  
**Resolution No. 14234: New Classified Management Positions**

WHEREAS, it is the recommendation of the Administrative Council, and notifications with opportunities for discussion regarding the roles/responsibilities for these positions have been extended to the Academic Senate, College Council, and the Planning and Budget Committee; and

WHEREAS, administration anticipates the retirement of the Associate Dean of Admissions and Records in August 2009; and

WHEREAS, in an effort to strategically align staffing resources to meet the demands of the district while limiting liability and ensuring appropriate fiscal control;

NOW, THEREFORE, BE IT RESOLVED that the Board approves the recommendation of the Superintendent / President to create the following new classified management positions (job descriptions are attached):

#	Position Title	Salary Range
1	Director of Admissions and Records	Range 2 (eventual annual savings of \$47,140)
2	Director of Campus Safety and Security	Range 1 (50% funded from parking fees)
3	Director of Research, Planning, and Grants Administration	Range 3
4	Director of Purchasing	Range 1
5	Director of Community & Media Relations (P/T)	Range 1 (aligned with current contract)

**Fiscal Impact Statement:**

The general fund expense for 2008-2009 will be approximately \$64,500-\$110,718\* plus fringe benefits.

The general fund expense for 2009-2010 will be approximately \$21,548-\$113,984\* plus fringe benefits.

*\*depending on internal hire(s)*

**M/S/C Acuña/Wong**  
**Resolution No. 14235: Volunteer Employment**

BE IT RESOLVED that Michelle Sievertson be approved and covered by Workers' Compensation Insurance September 15, 2008 through June 13, 2009.

BE IT FURTHER RESOLVED that thanks be hereby extended to Michelle Sievertson for her volunteering to assist the Academic Senate and her contribution to Imperial Valley College.

**ADJOURNMENT**

**M/S/C Wong/Acuña to ADJOURN the meeting at 7:34 p.m.**

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, NOVEMBER 19, 2008, AT 6 P.M.** in the Administration Building Board Room.