



AGENDA

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

Wednesday, October 21, 2009
6:00 p.m.

Location
Board Room – Administration Building 10
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 – Steven Sciaky
Academic Senate Representative – Kevin White
College Council Representative – Dr. Michael Heumann

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. PRESENTATION

1. Resolution No. 14494: Tribute to Jay von Werlhof

Whereas Jay von Werlhof has been a luminary in California archaeology for over 60 years; and,

Whereas Jay von Werlhof spent a major part of his career as a professor at Imperial Valley College, sharing his extensive knowledge and love of California's deserts with literally hundreds of IVC students; and,

Whereas Jay von Werlhof has made major contributions to the knowledge of the anthropology of the western deserts; and,

Whereas Jay von Werlhof's work included research into the history of ancient Lake Cahuilla, the use of fish traps and early human occupation of the deserts as well as discovery and mapping of ancient geoglyphs and rock alignments; and,

Whereas Jay von Werlhof has also had major influence upon cultural resource management and the development of the California Site Stewardship program; and,

Whereas the work of Jay von Werlhof will be the focus of a symposium Saturday, October 24, 2009, in Ocotillo at the Imperial Valley College Desert Museum that will feature 20 archaeologists;

NOW THEREFORE BE IT RESOLVED that the Imperial Community College District Board of Trustees extends its sincere and heartfelt appreciation to Jay von Werlhof for his commitment and service to our county and state and thank him for his contributions to archaeology, Native American studies, and to decades of students at IVC.

IV. INFORMATION REPORTS

1. Employee of the Month for October 2009 – Tina Aguirre
2. Board Member Reports
3. Associated Student Government Senate Update – Steven Sciaky
4. Academic Senate Update – Kevin White
5. College Council Update – Dr. Michael Heumann
6. President's Update – Dr. Ed Gould
7. Annual Board Self-Evaluation Packets – Dr. Ed Gould

V. CONSENT AGENDA – BUSINESS

1. Approval of Minutes dated September 15, 2009, Regular Board Meeting
2. Approval of Minutes dated October 14, 2009, Regular Board Meeting
3. Resolution No. 14495: Purchase Orders
4. Resolution No. 14496: Payroll Warrant Orders
5. Resolution No. 14497: Commercial Warrant Orders
6. Resolution No. 14498: Notice of Completion - Parking Lot Improvements, Phase III
7. Resolution No. 14499: Strategic Plan for 2009-2013

VI. CONSENT AGENDA – EDUCATIONAL SERVICES

1. Resolution No. 14500: Major, Certificate, Course Additions and Deletions
2. Resolution No. 14501: Agreement with Department of Rehabilitation

VII. CLOSED SESSION

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators: John Lau and Travis Gregory
Employee Organization: CSEA Chapter 472
RE: Negotiations
2. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators: John Lau and Travis Gregory
Employee Organization: IVC Chapter of CCA/CTA/NEA

RE: Negotiations

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
One Case

VIII. OPEN SESSION

1. Announcement of final action taken

IX. CONSENT AGENDA – HUMAN RESOURCES

1. Resolution No. 14502: Full-Time, temporary, non tenure track categorically grant funded, academic personnel
2. Resolution No. 14503: Full-Time temporary, non tenure track, academic personnel
3. Resolution No. 14504: Full-Time, temporary, non tenure track employee transfer
4. Resolution No. 14505: Adjunct Instructor Employment
5. Resolution No. 14506: Classified Substitute Employment
6. Resolution No. 14507: Classified Service Employment (Foundation)
7. Resolution No. 14508: Classified Management Service Employment (Foundation)
8. Resolution No. 14509: Classified Management Service Employment
9. Resolution No. 14510: Occupational Education Agreement between Imperial County Office of Education (ICOE) and Imperial Valley College (IVC)
10. Resolution No. 14511: Sabbatical Leave
11. Resolution No. 14512: Extended Leave of Absence

X. ADJOURNMENT

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **WEDNESDAY, NOVEMBER 18, 2009, AT 6:00 P.M.** in the **Administration Board Room located in Building 10.**

V. CONSENT AGENDA – BUSINESS

V.1. Approval of Minutes dated September 15, 2009, Regular Board Meeting

V.2. Approval of Minutes dated October 14, 2009, Regular Board Meeting

V.3. Resolution No. 14495: Purchase Orders

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the issuance of purchase orders and direct payments for the month of September 2009 in the amount of \$4,561,928.15:

<u>September 2009</u>	
Purchase Orders	4,241,446.26
Direct Payments	<u>320,481.89</u>
	4,561,928.15

V.4. Resolution No. 14496: Payroll Warrant Orders

BE IT RESOLVED that the Board approves the issuance of the following Payroll Warrants for the month of September 2009:

Date Paid	General Fund	Child Dev.	Bond Fund	Warrant Total
9/10/09	212,756.06	2,832.89	638.65	216,227.60
9/30/09	2,704,019.73	43,310.48	11,023.18	2,758,353.39
	<u>2,916,775.79</u>	<u>46,143.37</u>	<u>11,661.83</u>	<u>2,974,580.99</u>

V.5. Resolution No. 14497: Commercial Warrant Orders

BE IT RESOLVED that the Board approves the issuance of the following commercial warrant orders for the month of September 2009:

Date Paid	Fund 10 General Fund	Financial Aid	Fund 20 Building Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Warrant Total
9/3/09	180,892.17		171,902.35		265,861.01	618,655.53
9/10/09	634,689.02		720.00		3,509,177.48	4,144,586.50
9/17/09	54,185.11				18,225.00	72,410.11
9/24/09	320,166.28	2,404,458.20		550.00	67,435.00	2,792,609.48
	<u>1,189,932.58</u>	<u>2,404,458.20</u>	<u>172,622.35</u>	<u>550.00</u>	<u>3,860,698.49</u>	<u>7,628,261.62</u>

V.6. Resolution No. 14498: Notice of Completion - Parking Lot Improvements, Phase III

WHEREAS the following contracts were awarded on June 21, 2009 for the Parking Lot Improvements – Phase III project:

<u>Contract awarded to</u>	<u>Bid Package</u>	<u>Contract Amount</u>
R.E. Hazard Construction	Demolition; Grading; Paving; Concrete work	2,732,000
Neal Electric Corporation	Electrical Lighting	384,000

WHEREAS the work has been completed;

NOW, THEREFORE, BE IT RESOLVED that the Board directs the Vice President for Business Services to file Notices of Completion for the Parking Lot Improvements – Phase III project with the County Recorder's Office, with a completion date of October 22, 2009.

V.7. Resolution No. 14499: Strategic Plan for 2009-2013

BE IT RESOLVED that the Board approves the 2009-2013 Strategic Plan as presented in Exhibit A.

VI. CONSENT AGENDA – EDUCATIONAL SERVICES

VI.1. Resolution No. 14500: Major, Certificate, Course Additions and Deletions

WHEREAS, new programs, deleted programs, 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 (6/4/09) and the Academic Senate (10/21/09), with the consent of the Superintendent/President, as follows:

Deleted Majors and Certificates

Electrical Wiring Technology Certificate
Electronics Certificate
Waste Water Technology Certificate
Water Treatment Technology Certificate
Carpentry Construction Technology Certificate
Electrical Trades Certificate
Cement Mason Construction Technology Certificate

VI.2. Resolution No. 14501: Agreement with Department of Rehabilitation

WHEREAS, the Board of the Imperial Community College district has read the Agreement No. 27452A, (Project Title: American Recovery and Reinvestment Act) between the State of California, Department of Rehabilitation, and Imperial Valley College and acknowledges the benefits and responsibilities to be shared by both parties to said agreement.

NOW THEREFORE, BE IT RESOLVED that the Board does hereby authorize Dr. Ed Gould, Superintendent/President or Dr. Victor Jaime, Vice President for Student Services, on behalf of Imperial Valley College, to sign and execute said agreement and all amendments thereto, except to increase the financial liability of said public agency.

VII. CLOSED SESSION

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators: John Lau and Travis Gregory
Employee Organization: CSEA Chapter 472
RE: Negotiations
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RE: Negotiations
3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
One Case

VIII. OPEN SESSION

1. Announcement of final action taken

IX. CONSENT AGENDA – HUMAN RESOURCES

IX.1. Resolution No. 14502: Full-Time, temporary, non tenure track categorically grant funded, academic personnel

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to reemploy the following Full-Time, temporary, non tenure track, categorically grant funded, academic personnel effective September 21, 2009 through June 30, 2010, pursuant to Board Resolution 14441 and contingent upon funding from Imperial County Behavioral Health.

<u>Name</u>	<u>Project Position</u>
Felix, Mireya	Counselor
Romero, Yolanda	Counselor

IX.2. Resolution No. 14503: Full-Time temporary, non tenure track, academic personnel

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to continue employment for the following Full-Time temporary, non tenure track, academic personnel (replacement for Rosa Pitones-medical leave) as a Reference Librarian effective October 1, 2009 through October 30, 2009.

<u>Name</u>	<u>Classification/Step</u>
Quintana, Helena	Appropriate Classification and Step Contingent Upon Verification of Records

IX.3. Resolution No. 14504: Full-Time, temporary, non tenure track employee transfer

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to transfer the following full time, temporary, non tenure track employee effective Spring 2010 pursuant to Article 8.4 of the CCA/CTA/NEA Agreement.

<u>Name</u>	<u>Present Position</u>	<u>New Position</u>
Jepson, Rosalba	Nursing Instructor (Categorically Funded)	Nursing Instructor (District Funded-replacement for Marylynn Carlson)

IX.4. Resolution No. 14505: Adjunct Instructor Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel during the fall 2009 session, at the hourly rate provided for in Resolution No. 14438. Employment is contingent upon verification of records, credentials, finger printing clearance and sufficient enrollment, or whether the class is essential to a Full-Time instructor's load:

<u>Name</u>	<u>Possible Assignment</u>
Granados, Veronica	American Sign Language

IX.5. Resolution No. 14506: Classified Substitute Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel on a short-term basis for the period reflected:

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Sandoval, Diana	Staff Secretary I	Business Services	District	10-1	10/01/09
Ruiz, Ricardo	Grounds Maintenance Worker	Maintenance	District	11-1	10/07/09

IX.6. Resolution No. 14507: Classified Service Employment (Foundation)

BE IT RESOLVED that pursuant to the Master Agreement between the Imperial Valley College Foundation and the Imperial Community College District ratified on September 15, 2009 (Resolution No. 14477), 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>
Rogers, Monica	College Foundation Coordinator	Foundation Office	District	19-2	09/08/09

IX.7. Resolution No. 14508: Classified Management Service Employment (Foundation)

BE IT RESOLVED that pursuant to the Master Agreement between the Imperial Valley College Foundation and the Imperial Community College District ratified on September 15, 2009 (Resolution No. 14477), 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>
Evangelist, Todd	Executive Director of College Foundation	Foundation Office	District	1-2	09/01/09

IX.8. Resolution No. 14509: Classified Management Service Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel pending medical and background clearance:

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Nakamura, Tim	Director of Evening College -Part-time Position (.65 FTE)	Academic Services	District	3-2	10/26/09

IX.9. Resolution No. 14510: Occupational Education Agreement between Imperial County Office of Education (ICOE) and Imperial Valley College (IVC)

WHEREAS, the Imperial Community College District embraces diversity and strives to provide opportunities for all individuals; and

WHEREAS, Imperial County Office of Education's work experience program provides high school and college age disabled students with supervised occupational, paid work experience opportunities; and

WHEREAS, the District acknowledges that volunteers can play a valuable role in the development and delivery of services;

BE IT RESOLVED that the District agrees to participate in ICOE's sponsored program and provide volunteer employment opportunities for eligible participants;

NOW THEREFORE BE IT RESOLVED, that the Board approves the recommendation of the Superintendent/President to ratify the following Occupational Education Agreement:

IMPERIAL COUNTY OFFICE OF EDUCATION
1398 Sperber Road, El Centro, California, 92243 (760) 312-6428
SPECIAL SERVICE OFFICE
ON-THE-JOB TRAINING AGREEMENT

Amongst the

IMPERIAL COUNTY OFFICE OF EDUCATION, COMMUNITY EMPLOYER, AND TRAINEE

The Imperial County Office of Education provides vocational services for students to become prepared for competitive employment upon completion of their high school and/or college education. One means of vocational preparation is on-the-job training in an actual employment setting within a business or industry in the community.

There are some basic responsibilities that are expected of the employer, the Imperial County Office of Education, and the trainee in the development and implementation of such a training agreement, as outlined below:

EMPLOYER'S RESPONSIBILITIES

- ❖ Provide a work site and realistic work tasks for the trainee to perform;
- ❖ Provide the tools, supplies, and equipment necessary for the trainee to perform the assigned work tasks, unless the job is one which requires the employee to supply their own tools;
- ❖ Provide instruction on the assigned work task;
- ❖ Provide general supervision of the trainee;
- ❖ Complete bi-weekly training evaluation forms on the trainee's performance;
- ❖ In the event of an injury, the employer is responsible for contacting the Imperial County Office of Education immediately. If the accident occurs after work hours (i.e., evenings, weekends) the employer is responsible for transporting the trainee to designated medical facility.

IMPERIAL COUNTY OFFICE OF EDUCATION RESPONSIBILITIES

- Pre screen the student with Live Scan and TB Skin Test.
- Provide vocational training and preparation for the trainee;
- Prescreen the trainee by assessing his/her work skills, interests, aptitudes, and behavior, and matching these with an appropriate training setting;
- Provide on-going counseling and follow-up with the trainee throughout the training period;

IMPERIAL COUNTY OFFICE OF EDUCATION

1398 Sperber Road, El Centro, CA 92243 (760) 312-6428

SPECIAL SERVICES OFFICE
OCCUPATIONAL EDUCATION AGREEMENT

The Imperial County Office of Education hereby agrees to enter into a cooperative Vocational Work Experience Program the scope of which follows:

1. The program sponsor is the Imperial County Office of Education.
2. The program host (work site) is Imperial Community College District.
3. The purpose of this work experience program is to expose the student to a realistic, educational, and supervised occupational education work experience opportunity.
4. The students involved are a high school and/or college age and enrolled in County special education programs.
5. All students involved are covered under the Imperial County Office of Education's worker's compensation benefits or liability insurance.
6. The students will attend their work experience station two (2) to ten (10) hours per week as arranged with the work station.
7. The Imperial County Office of Education will provide a work experience advisor specifically trained to work with youth who have disabilities. This advisor will be responsible for the program supervision and for arranging transportation to and from the work site.
8. Imperial Community College District agrees to provide a work site which will in no way displace any regular employee or result in the disruption of his productive capabilities.
9. Program evaluation will involve designated program liaison employee from the work site and/or the work experience advisor from the County Office.
10. Program length will be determined by the County Office and the working schedule for the work site.
11. This agreement will remain in effect until modified or terminated by either the host or the sponsor.

IX.10. Resolution No. 14511: Sabbatical Leave

BE IT RESOLVED that the Board approves the recommendation of the President/Superintendent (September 30, 2009) to award James Patterson, English Professor, a sabbatical leave for February 16, 2009 – June 12, 2010, the Spring semester.

IX.11. Resolution No. 14512: Extended Leave of Absence

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve an initial request for an extended leave of absence due to a non-industrial illness for Joe Serna. Joe Serna is requesting an extended sick leave of absence effective November 17, 2009 through April 16, 2009. The extended leave of absence is being requested pursuant to CSEA Contract, Articles 11.2 and 11.3.

X. ADJOURNMENT

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **WEDNESDAY, NOVEMBER 18, 2009, AT 6:00 P.M.** in the **Administration Board Room located in Building 10.**