



UNADOPTED MINUTES

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

Wednesday, November 19, 2008

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

CALL TO ORDER/ROLL CALL

On Wednesday, November 19, 2008, at 6:01 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
Louis Wong

BOARD MEMBERS ABSENT:

Rebecca L. Ramirez

REPRESENTATIVES PRESENT:

Dr. Bruce Seivertson, Academic Senate Representative
Chantilee Mendenhall, Student Representative
Suzanne Gretz, CTA 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

Dr. Bruce Seivertson led the Pledge of Allegiance to the Flag.

CHANGES TO THE AGENDA

VII.9. Resolution No. 14243: Award of Bids, Science Building Construction – Phase 4
Remove Bid Package #4: Har Construction. The new fiscal impact is \$554,350.

VII.11. Resolution No. 14245: Citizens Oversight Committee for Measure L
The Terms should read 11/19/2008-12/31/2010 (not 12/31/08).

XI.5. Resolution No. 14252: Faculty Retirement
This item was pulled from the agenda.

PUBLIC COMMENT

Dean of Instruction Frank Rapp stated he received an academic paper from the nursing department. He stated student Sara Talbot wrote about English Professor David Zielinski. In the paper, Sara discusses how the critical thinking class benefitted and enriched her studies in nursing. He stated his colleague and coworker David has been enriching students in the community.

Board Clerk Acuña asked that Dean Rapp thank David Zielinski on behalf of the Board.

WRITTEN COMMUNICATION

Board Clerk Acuña announced that the Board received one written communication from John "Mike" McCormick, English/HE Professor (RE: Retirement, dated October 31, 2008) and stated the item had been pulled from the agenda.

INFORMATION REPORTS

Employee of the Month for September 2008 – Kathy Berry

Kathy Berry stated the employee of the month for September was Staff Secretary II Jessica Waddell. She stated Jessica is always willing to help out and is the first one to volunteer. She stated she is known as the "form" queen. She stated Jessica is a "green" advocate and shares her ideas and makes suggestions to improve the processes at IVC. She stated Jessica is an asset to IVC.

Extended Opportunities Programs and Services (EOPS) – Olga Artech, EOPS/CARE Coordinator

Coordinator Artech passed out an EOPS fact sheet and brochure. She explained that the program is State funded and the funds provide services above and beyond what the college would normally provide. She stated EOPS is a large program and stated there is a tendency to forget how poor some people are in the area. She reviewed the student profile of an EOPS student as:

- Low income considered if a family of four is making \$30,975 a year or less
- Median Age is 23
- 74% are Female
- 94% Hispanic
- 42% Public Assistance
- 74% are High School Graduates

She stated the students are unsure of what a community college does and stated many times it is due to a lack of information and barriers. She stated that EOPS counselors ensure students get the information they need. She stated the success of the program has a lot to do with the relationship with the counselor and noted that the EOPS students must see counselor three times per semester as a requirement in the program.

She stated EOPS is targeting foster youth and stated the population is difficult to retain. She stated EOPS has partnered with the Accessing Careers through Education (ACE) Program which has been contracted out with the Regional Occupation Program (ROP). She stated the program helps the foster

youth with grants, workshops on money management, and everything they need once they become of age and are on their own. She stated there are nine foster youth students at IVC.

Coordinator Artechci explained that once a month EOPS Counselor Jose Plascencia attends the Parolees and Community Team (PACT) meetings which consist of parolees that are released and stated about 25-30 parolees attend and community agencies are invited to present their services. She stated parolees' recidivism is high stating that most go back to jail within three months. Dr. Gould mentioned the recidivism is about 70%.

Trustee Hart asked how many students complete the program.

Coordinator Artechci went over the outcomes. Among her discussion, she stated the EOPS students represent 22-25% of the graduating class at any given semester. She stated EOPS students represents 13-16% of the total population at IVC, yet at graduation they represent 25% of the graduates. She stated the success of the students has a lot to do with the contact they have with the counselors.

Trustee Galindo asked if EOPS refers students to the child care program. Coordinator Artechci stated the program does refer to child care.

Board Member Reports

Trustee Hart reported the following:

- Reported on the Green Conference he had attended. He stated he would try to address some of the issues because of the direction California is going towards. He stated he spoke to Foundation President Charlie Hosken and learned that many community colleges are going with solar energy and going with solar panels. He stated there are several different ways to finance solar power. He gave an example from the L.A. Community College District stating all of their campuses are equipped with solar installations. He stated the solar installation is provided by Solar Monkey and knows IVC has made contact with them and they will install the equipment and the only thing the college has to do is buy the electricity and then there is an agreement that they can purchase for a number of years. He stated IVC needs to look for green energy because of changes in the laws. He stated he has attended different sessions on greening of buildings and has particular interest because when the remodel/refurbish takes place at IVC, the need to use some of the greening ideas will be necessary. He stated the importance of natural light is important and stated there is a LEED certification where natural light is a big consideration. He stated it is a direction the District will have to look into in the near future.
- Attended the SDICCCA meeting last month and the members would like as many of the Trustees to attend the January Legislative Conference in Sacramento because of the financial state. He stated he thinks it would be great for as many Trustees to meet with the legislators in Sacramento. He stated Trustee presence would be of great benefit.
- Planning on attending the conference in Anaheim this week. He stated he also planned on attending the presentation for Robertta Burns and the Inland Valley meeting.

Trustee Galindo reported the following:

- Commented on the green energy and stated she wanted to go on record as saying that back when the issues of the bond were being considered the last time, the idea of using solar energy and

green energy with the refurbishing of buildings and construction of new building fell on deaf ears and is glad to learn that the District will go forward with green energy.

- Reported on the Legislative update. She stated she is well acquainted with the new assembly person in the Valley. She stated he has run a professional campaign and is a friend of students. She stated the District should not wait until January to contact him. She stated she contacted him last week and stated he is accessible. She stated Denise Ducheny is also accessible.
- Reported a Community forum was held in Calexico by the two hospitals to merge to save money and address issues of the health care of the valley. She stated one of the major complaints was that there are not sufficiently trained professional and paraprofessional people to address the needs of the population. She stated the nursing program came up and the importing of nurses from Mexico. She stated it puts IVC in a good spotlight.

Bill Gay mentioned there is a community forum underway at IVC.

Associated Student Government Senate Update – Chantilee Mendenhall

ASG President Mendenhall reported the following:

- Reported she and the student senate attended the Town Hall meeting President Gould held on Thursday, November 13th. She stated the information was informative and ASG is thinking of ways to inform students. She stated she wanted to be proactive.
- Reported she attended a meeting on Friday with the region representatives and other representatives are contacting the local media and informing students by having workshops on the budget reports. She stated she is thinking of doing that.
- Announced that the great American Smoke Out will take place tomorrow. She stated she contacted the American Cancer Society and they are donating stickers and she hopes people will stop smoking for the day. She stated a jousting event will take place.

Trustee Galindo asked what the student body is doing with the Governor's announcement about capping enrollment at universities.

President Gould stated the students have not had the opportunity to meet.

Trustee Galindo asked how this would affect IVC's transfers.

President Gould stated all state universities have suspended their transfer admissions for the spring. He stated they are suggesting they would do it for next year. He stated transfer students by law have priority over freshman students and that puts pressure on our educational pattern.

Academic Senate Update – Dr. Bruce Seivertson

Academic Senate President Seivertson reported the following:

- Announced he attended the Fall Plenary meeting a couple of weeks ago.
- Announced he attended the Basic Skills Coordinators meeting and working with other coordinators in California to have a cohort with a possible monthly or bi-monthly meeting.

- Announced the new Faculty Orientation Committee is in a resolution tonight and would have another committee to the Board next month.

Monthly Financial Report – John Lau

Vice President for Business Service Lau reported the following:

- Announced the District is in a hold position. He stated financials are restricted.
- Announced that starting with the December Board packet, an additional packet of information will be included to the Board with a General Fund statement. There will be a memo noting any issues that may come up.

President's Update – Dr. Ed Gould

President Gould reported the following:

- Announced that Tony Salcedo passed away on November 12, 2008.
- Announced that the Town Hall budget meetings took place for all staff.
- Announced Dr. Marie Smith, former President of American River College and Dr. Kimberlee Messina, Dean at Santa Rosa Community College will be on campus on December 1st to look at the accreditation progress. He stated they would write a report, and they would give their perception on IVC's progress. He stated the report would go to WASC in January, and the report would be done shortly after that meeting.
- Discussed the same information he presented at the Town Hall meeting. He discussed the following topics: Governor's mid-year budget cuts proposal; Legislative Analyst budget recommendations with a shortfall total of \$27.8 billion; impact of the proposed cuts on IVC; principles that IVC will follow for budget reduction on campus; process that IVC will follow for the recommended budget reductions; first actions President is recommending to campus; and advocacy. He also discussed the positions that were approved last month stating he had asked that positions be frozen and go through a "Thaw Committee" to determine necessity.
- Announced he wrote a letter to the legislators about the current budget crisis and asked for their support.
- Announced he intends to meet with the press in the near future as the CSU system has announced their cap on students.
- Announced that employee preservation is the highest concern for IVC. He stated unemployment rates are high in the Valley and the District should not contribute to the unemployment problem.
- Announced the budget process will be an open process and opened to the public.
- Announced the District would seek voluntary reductions in different ways such as job sharing.
- Announced he would work with shared governance to come up with ideas and possible solutions to the budget.

- Announced the hiring freeze is in effect and a “Thaw Committee” would be formed that will consist members from representative groups and shared governance.
- Announced he and the Vice Presidents are looking at different things to balance the budgets such as employee contracts, lease agreements, and retirements that are expected.
- Announced he would be attending the CCLC Conference on Thursday, November 20-22, 2008 in Anaheim, CA.

Trustee Hart asked if IVC goes to a 48 hour, 3-unit course, would it return back after the financial crisis is relieved or will it continue on those lines.

President Gould stated that IVC is in the process of SLO.

Trustee Hart gave a K-12 example.

President Gould stated he did not know whether the time on task issue would be raised. He stated the faculty would know and the District would learn what can be reinstated. He stated that the District’s responsibility is to educate the community and would not want to do anything that would fail the District’s responsibility.

Trustee Acuña thanked President Gould for the report.

ELECTION OF BOARD OFFICERS FOR 2008-2009

Resolution No. 14236: Election of Board Officers for 2008-2009

Discussion

M/S/C Cardenas/Medina for nomination of Trustee Carlos Acuña for President of the Board.
Trustee Acuña accepted the nomination.
The motion was carried.

M/S/C Galindo/Acuña for nomination of Trustee Norma Sierra Galindo for Clerk of the Board.
The motion was carried.

Resolution

BE IT RESOLVED that the Imperial Community College District Board of Trustees approves the following slate of officers for 2008-2009:

President of the Board	-	Carlos R. Acuña
Clerk of the Board	-	Norma Sierra Galindo
Secretary of the Board	-	Ed Gould, Ed.D.

DISCUSSION

Annual Board Self-Evaluation – Dr. Ed Gould

President Gould stated the Trustees received a summary of the responses. He recommended the Trustees review the responses during the month. He stated the responses would be discussed next month.

Trustee Galindo asked to have last year’s evaluation to compare. President Gould stated his office would send them to the Board.

CONSENT AGENDA – BUSINESS

**Approval of Minutes dated October 8, 2008, Special Board Meeting
M/S/C Galindo/Wong and the Board approved the minutes as presented.**

**Approval of Minutes dated October 15, 2008, Regular Board Meeting
M/S/C Galindo/Wong and the Board approved the minutes as presented.
M/S/C Galindo/Wong**

Resolution No. 14237: Purchase Orders

BE IT RESOLVED that upon the recommendation of the Superintendent/President the following Purchase Orders and Direct payments for the month of October, 2008 are hereby approved:

Purchase Orders:	\$2,474,323.71
Direct Payments:	\$85,798.59
	<u>\$2,560,122.30</u>

**M/S/C Galindo/Wong
Resolution No. 14238: 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 October 2008.

2008-09 Payroll Warrant	#	Fund 10 General Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Warrant Total
10/10/08	7	280,256.15	124.00		280,380.15
10/31/08	8	2,787,103.41	40,639.79	10,390.44	2,827,743.20
		3,067,359.56	40,763.79	10,390.44	3,108,123.35

M/S/C Galindo/Wong
Resolution No. 14239: 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 October 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
10/2/08	13	77,275.65		829.73		39,645.00	117,750.38
10/9/08	14	458,833.98	461,680.76		7,632.02	708,068.74	1,636,215.50
10/16/08	15	234,627.29	90,516.49			80,551.93	405,695.71
10/21/08	16	243,129.41	94,441.50	10.50	499.32	15,225.00	353,305.73
10/30/08	17	108,272.85	684,937.66	52.48		2,242.80	795,505.79
		1,122,139.18	1,331,576.41	892.71	8,131.34	845,733.47	3,308,473.11

M/S/C Galindo/Wong
Resolution No. 14240: Quarterly Report

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

M/S/C Galindo/Wong
Resolution No. 14241: Budget Transfers

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to authorize the following Budget Transfers from Board Reserve funds:

Transfer #	Amount	Cost Center	Description
J4057586	65,658.00	DSP&S	Salary and benefits for existing position missed during the budget process
J4057587	3,226.00	Food Services	Cash registers, per contract

BE IT FURTHER RESOLVED that the Board approves the following transfers between major object codes (within the same cost center budget): J4057543, J4057565 and J4057647.

Fiscal Impact: \$68,884 reduction to Board Reserve Fund.

M/S/C Galindo/Wong
Resolution No. 14242: Elite Choice 457(b) Plan/403(b) Plan

Elite Choice Governmental 457(b) Deferred Compensation Plan and the Elite Choice 403(b) Tax Sheltered Annuity Plan Change of Trustee/Custodian

WHEREAS, on February 20, 2008, the Board adopted resolution No. 14028, establishing the Imperial Community College District Elite Choice 457(b) Deferred Compensation Plan, a governmental non-

qualified plan that qualifies under IRC Section 457(b); and the Imperial Community College District Elite Choice 403(b) Tax Sheltered Annuity Plan that qualifies under IRC Section 403(b).

WHEREAS, the District desires to continue in providing the Elite Choice 457(b) Deferred Compensation Plan and the Elite Choice 403(b) Tax Sheltered Annuity Plan.

THEREFORE, BE IT RESOLVED THAT:

1. The Board hereby removes Union Bank of California, N.A. as Trustee of the Elite Choice 457(b) Deferred Compensation Plan; and
2. The Board hereby removes Union Bank of California, N.A. as Custodian of the Elite Choice 403(b) Tax Sheltered Annuity Plan); and
3. The Board hereby appoints and authorizes Benefit Trust Company as Trustee of the Elite Choice 457(b) Deferred Compensation Plan ; and
4. The Board hereby appoints and authorizes Benefit Trust Company as Custodian of the Elite Choice 403(b) Tax Sheltered Annuity Plan.
5. The Board hereby authorizes Superintendent/President or designee, to develop appropriate procedures to install necessary controls to insure that the Plans are operated in conformance with the Internal Revenue Code, including related regulations as currently stated, and as amended in the future.

M/S/C Galindo/Wong

Resolution No. 14243: Award of Bids, Science Building Construction – Phase 4

WHEREAS, the District has advertised for bids for various packages relating to the construction of a Science Building, and a bid opening was held on November 6, 2008; and

WHEREAS, the project is a multiple-prime contract with Nielsen Construction acting as the construction manager on behalf of the District; and

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:

#	Bid Package:	Contract Awarded to:	Contract Amount:
1A	Site Earthwork	Masters Construction	554,350
		Total of contracts awarded:	554,350

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: Contract in the amount of \$554,350 to be paid from Measure L Bond Funds.
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M/S/C Galindo/Wong
Resolution No. 14244: Follett Bookstore Agreement

WHEREAS, pursuant to Resolution No. 12384, a contract was awarded to Follett Higher Education Group for an initial five year term, with the option of two five-year extensions; and

WHEREAS, the First Amendment to the Bookstore Operating Agreement will take effect October 1, 2008 and continue, unless terminated sooner in accordance with the Agreement, until September 30, 2013; and

WHEREAS, Follett agrees to provide \$12,000 in textbook scholarships annually during the term of this Agreement. Scholarships shall be made available at the beginning of each academic year; and

WHEREAS, in operating the Bookstore, Follett will charge industry standard, competitive and fair prices, as follows:

- a) On new textbooks and trade books, not more than the publishers' list price, or a 25% gross margin, plus a freight pass-through.
- b) On e-books, e-course packs, course packs, text "packages", "kits", "sets", and "bundles" and non-returnable and return-restricted texts, not more than a 30% gross margin, plus a freight pass-through.
- c) On used books, including cloth, paperback and others, not more than 75% of the new textbook selling prices.
- d) On general merchandise, not more than the normal gross profit margin for similar merchandise in the college bookstore industry.

WHEREAS, "Gross Revenue" as defined in the Agreement shall mean: *"As used in this Section 10, Gross Revenue means all sales made by the Store or the Store's world wide web page, catalog or mail order function (if any), less refunds, returns, taxes, computer hardware and software sales, commissions earned from rings and graduation regalia, sales based on Follett-funded scholarships, and sales to departmental faculty, staff and other sales at a discount pursuant to Section 6.16, all as reasonably calculated by Follett."*

WHEREAS, except as specifically amended hereby, the Agreement dated June 1, 2002 shall continue in full force and effect in all respects.

NOW, THEREFORE, BE IT RESOLVED that the First Amendment to the Bookstore Operating Agreement between the District and Follett Higher Education Group be approved.

M/S/C Galindo/Wong
Resolution No. 14245: Citizens Oversight Committee for Measure L

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

Name:	Representing:	Membership category:	Term:	Replacing:
Gil Perez	United Taxpayers of Imperial County	<i>Active member of a bona fide taxpayer organization</i>	11/19/2008 - 12/31/2010	<i>Henry Monroy</i>
Rick Webster, Jr.	IVC Associated Student Government	<i>IVC student who is both currently enrolled in the District and active in a community college group, such as student government</i>	11/19/2008 - 12/31/2010	<i>David Lopez</i>
Amanda Brooke	Community at-large	<i>At-large member (Superintendent, McCabe Union Elementary School District)</i>	11/19/2008 - 12/31/2010	<i>Dr. F. Paul Chounet</i>
Marlene Best	IVC Foundation	<i>One member active in the support and organization of a community college, such as a member of an advisory council or foundation</i>	11/19/2008 - 12/31/2010	<i>Re-appointment</i>

BE IT FURTHER RESOLVED that the Board expresses its appreciation to the outgoing members of the Citizens Oversight Committee: Dr. Barbara Macci-Trethewey, Terence Donovan, Cathy Kennerson, Henry Monroy, Bertha Morris, David Lopez and Dr. Paul Chounet.

CONSENT AGENDA – EDUCATIONAL SERVICES

M/S/C Cardenas/Wong

Resolution No. 14246: New Faculty Orientation Committee

Resolution for New Faculty Orientation Committee	
Date of First Reading: 10-15-2008	Resolution No. 0809-02
Date of Second Reading: 11-5-2008	
Sponsor of Motion	Michael Heumann
Second Sponsor of the Motion	James Patterson

Whereas, new faculty at Imperial Valley College generally begin teaching only days after arriving at the college;

Whereas, the current system in place to orient new faculty does not satisfactorily introduce them to all aspects of the college and to their responsibilities as full-time community college faculty members;

Therefore, the Imperial Valley College Academic Senate hereby recommends to the Board of Trustees that the New Faculty Orientation Committee be established as a standing committee of Imperial Valley College and as a sub-committee of the Academic Senate.

The purpose of the New Faculty Orientation Committee is to provide adequate and on-going orientation, professional development, and interpersonal support to new full-time faculty members of Imperial Valley College.

- On-going Orientation: this committee will provide new faculty with periodic exposures to information from the various departments on campus and with an overview of the formal decision-making and governance processes of the college.
- Professional Development: this committee will provide new faculty with learning experiences in teaching techniques, classroom management, student learning outcomes design and assessment, and adult-learning philosophies.
- Interpersonal Support: this committee will provide new faculty with personal support in transitioning to the culture of the college and community.

All full-time temporary faculty members will serve on the New Faculty Orientation Committee. All full-time tenure-track faculty members will serve on the New Faculty Orientation Committee for their first two years.

The New Faculty Orientation Committee will be co-chaired by the Vice President for Academic Services or an academic administrator designee and a tenured faculty member appointed by the Academic Senate for a two-year term. Reappointment will be allowed at the Academic Senate's discretion.

The Co-Chairs will work with departmental leaders and/or departmental representatives as well as administrators from all areas of the campus community to schedule monthly presentations to the committee. Said meetings will provide new faculty with an ongoing orientation to the college.

M/S/C Cardenas/Wong

Resolution No. 14247: Major, Certificate, Course Additions, and Deletions

WHEREAS, new programs, program deletions, new courses within programs, and new courses that are not part of an existing approved program 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 (09-18-08) and the Academic Senate (11-05-08), with the consent of the Superintendent/President, as follows:

New Credit Courses

ENGL 226 – Introduction to Mythology (3.0)

HUM 226 – Introduction to Mythology (3.0)

New Noncredit Certificates of Completion

ESL Civics Certificate of Completion

ESL Survival Skills Noncredit Certificate of Completion

CLOSED SESSION

President Gould announced there was no need for a CLOSED SESSION.

CONSENT AGENDA – HUMAN RESOURCES

M/S/C Cardenas/Hart

Resolution No. 14248: Adjunct Faculty Load Increase

WHEREAS, A.B. 591 has provided an option for California Community College Districts to increase the part-time faculty members hours worked per week from not more than 60% of a full-time equivalent work load to a maximum of 67% of a full-time equivalent work load beginning January 1, 2009; and

WHEREAS, this change would offer greater flexibility for class scheduling and assist with enrollment management purposes;

NOW, THEREFORE, BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to increase the adjunct load maximum from 60% to a maximum of 67% of a full-time faculty work load, effective January 1, 2009 for both teaching and non-teaching faculty members.

M/S/C Cardenas/Hart

Resolution No. 14249: 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>
Carvajal, Rosa	English as a Second Language
Castro, Monica	English as a Second Language
Rivera, Concepcion	English as a Second Language

M/S/C Cardenas/Hart

Resolution No. 14250: 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>
Arredondo, Angel	Custodian FT/100%	Maintenance	District	8-1	10/27/2008
Zamora, Francisco	Custodian PT/50%	Maintenance	District	8-1	10/27/2008

M/S/C Cardenas/Hart

Resolution No. 14251: 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>
Castro, Jose Ernesto	Audio Visual Assistant I	Learning Services	District	8-1	11/03/2008 - 12/19/2008

**NO ACTION - This item was pulled from the agenda.
~~Resolution No. 14252: Faculty Retirement~~**

~~BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of John "Mike" McCormick, Professor of English, effective December 31, 2008.~~

~~BE IT RESOLVED that sincere appreciation be expressed for his 36 years of devoted service to Imperial Valley College.~~

**M/S/C Cardenas/Hart
Resolution No. 14253: Dismissal of Classified Employee**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to dismiss a probationary part-time Custodian in the Maintenance & Operations Department effective October 24, 2008. Employee Generated ID No. G00707058.

**ADJOURNMENT
M/S/C Medina/Wong to ADJOURN the meeting at 7:15 p.m.**

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, DECEMBER 17, 2008, AT 6 P.M.** in the Administration Building Board Room.

Adopted this _____ day of _____, 2008.

ICCD Board President

ICCD Board Secretary