



GOVERNING BOARD AGENDA

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

Wednesday, October 20, 2010
6:00 P.M.

Location:
Board Room – Administration Building 10
380 East Aten Road
Imperial, CA 92251

The Board of Trustees welcomes you to its meeting.

The Board reserves the right to modify the order of business on the agenda as it deems appropriate.

The District Office is located at 380 East Aten Road, Imperial, CA 92251.

In compliance with the Americans with Disabilities Act, the Imperial Community College District will make every effort to honor requests for reasonable accommodations made by individuals with disabilities. [ADA TITLE II, SEC. 202. 42 USC 12132]

Please contact the Office of the Superintendent/President at (760) 355-6219 or (760) 355-6547 if you need assistance in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the American with Disabilities Act.

The Office of the Superintendent/President, Building 10, is the location where documents that are public records relating to any item under discussion on a Board agenda (including documents distributed with the agenda and those distributed to all or a majority of the members of the Board within 72 hours prior to a Board meeting) are available for public inspection.

Board agendas and supporting documents are also posted on the college website at <http://www.imperial.edu/index.php?pid=658>.

2009-2010 Board Officers

Board President: Jerry Hart

Clerk of the Board: Rebecca Ramirez

Secretary to the Board: Ed Gould, Ed.D.

Student Trustee: Joe Trejo

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 – Joe Trejo
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. 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. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

IV. OPEN SESSION

1. Announcement of final action taken

V. 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.

**VI. PUBLIC COMMENT PERIOD FOR APPROVED RESOLUTION FROM AUGUST 18, 2010
Resolution No. 14786: 2010 Local Agency Biennial Conflict of Interest Disclosure Form**

WHEREAS The Political Reform Act requires every local government agency to review its conflict of interest code biennially; and

WHEREAS each agency must submit to the Imperial County Clerk a notice indicating whether or not an amendment is necessary; and

WHEREAS the Imperial Community College District will have a public comment period commencing August 18, 2010 and end at the October 20, 2010 scheduled Board meeting, giving more than the 45-day required public comment period; and

WHEREAS accurate disclosure is essential to monitor whether officials and other staff have conflicts of interest and to help ensure public trust in government, Government Code Section 87200 provides a guideline for elected officials; and

WHEREAS amendments to the Imperial Community College District Conflict of Interest Designated Positions and Disclosure Categories are necessary;

BE IT THEREFORE RESOLVED that the Board of Trustees requests the removal of the following position titles as they are no longer part of the District:

District Superintendent
Deputy Superintendent – Dean of Instruction
Associate Superintendent – Dean of Students
Associate Superintendent – Business
Purchasing Assistant
Supervisor of Maintenance and Operations
Cafeteria Manager
Assistant Cafeteria Manager
Athletic Director
IVC Instructor, IVC Rodeo Coach
Director

BE IT FURTHER RESOLVED that the Board of Trustees designates the following position titles as part of the designated positions and disclosure categories as listed below:

#	DESIGNATED POSITIONS	DISCLOSURE CATEGORIES
1.	Member, Board of Trustees	1, 2, 3, 4, 5, 6
2.	Superintendent/President	1, 2, 3, 4, 5, 6
3.	Chief Human Resources Officer	1, 2, 3, 4, 5, 6
4.	Chief Instructional Officer	1, 2, 3, 4, 5, 6
5.	Chief Student Services Officer	1, 2, 3, 4, 5, 6
6.	Chief Business Officer	1, 2, 3, 4, 5, 6
7.	Chief Technology Officer	1, 2, 3, 4, 5, 6
8.	Deans	5, 6
9.	Director of Fiscal Services	4, 5, 6

10.	Director of Maintenance & Operations	2, 3, 6
11.	Director of Purchasing	2, 3, 6
12.	Legal Counsel	1, 2
13.	Consultants	1, 2, 3, 4, 5, 6

Category 1: All investments and business positions and sources of income from, business entities that do business with the District or own real property within the boundaries of the District, plan to do business or own real property within in the boundaries of the District within the next year, or have done business with or owned real property within the boundaries of the District within the past two (2) years.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District.

Category 3: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year, or have engaged in such activities within the jurisdiction of the District within the past two (2) years.

Category 4: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.

Category 5: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 6. All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's Department.

VII. INFORMATION REPORTS

1. Board Member Reports
2. Associated Student Government Senate Update – Joe Trejo
3. Academic Senate Update – Kevin White
4. College Council Update – Dr. Michael Heumann
5. President's Update – Dr. Ed Gould

VIII. CONSENT AGENDA – PRESIDENT'S OFFICE

1. Approval of Minutes dated September 15, 2010, Regular Board Meeting
2. Resolution No. 14826: Initiatives on the November 2, 2010 Statewide General Election Ballot

IX. CONSENT AGENDA – STUDENT SERVICES

1. Resolution No. 14827: Destruction of Records

X. CONSENT AGENDA – BUSINESS SERVICES

1. Resolution No. 14828: Purchase Orders
2. Resolution No. 14829: Payroll Warrant Orders
3. Resolution No. 14830: Commercial Warrant Orders
4. Resolution No. 14831: Ratification of Contract
5. Resolution No. 14832: Red Cross Agreement
6. Resolution No. 14833: Citizens Oversight Committee for Measure L
7. Resolution No. 14834: Award of Bids for Art Gallery Construction
8. Resolution No. 14835: Investment Banking Services for Measure J Bonds
9. Resolution No. 14836: Memorandum of Understanding with Desert Museum Society

XI. CONSENT AGENDA – ACADEMIC SERVICES

1. Resolution No. 14837: Agreement for Utilization of Funds
2. Resolution No. 14838: Local Agreement Infant Toddler Resource CCAP-0017, Project Number 13-6315-00-0
3. Resolution No. 14839: Local agreement California Early Childhood Mentor Program Contract
4. Resolution No. 14840: Local agreement Child Development Training Consortium
5. Resolution No. 14841: Memorandum of Understanding with the Niland Chamber of Commerce
6. Resolution No. 14842: Memorandum of Understanding with the Westmorland Community Presbyterian Church – Library

XII. CONSENT AGENDA – HUMAN RESOURCES

1. Resolution No. 14843: 2010-2011 Athletic Assignment
2. Resolution No. 14844: Director of Enterprise Systems
3. Resolution No. 14845: Retention Specialist Position
4. Resolution No. 14846: Classified Service Employment
5. Resolution No. 14847: Reclassification of Vacant and Open for Recruitment Classified Position
6. Resolution No. 14848: Substitute and Short Term/Substitute Employment
7. Resolution No. 14849: Extension of Short Term Employment
8. Resolution No. 14850: Volunteer Service Agreement
9. Resolution No. 14851: Extended Leave of Absence
10. Resolution No. 14852: New Board Policy BP7320 Fragrance Sensitivity
11. Resolution No. 14853: Memorandum of Understanding between Imperial Community College District and the Imperial Valley College Chapter of the Community College Association/California Teachers Association/National Education Association – Reassigned Time for Assistant Coaches

XIII. ADJOURNMENT

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for **WEDNESDAY, NOVEMBER 17, 2010, AT 6:00 P.M.** in the Administration Board Room located in Building 10.

VIII. CONSENT AGENDA – PRESIDENT’S OFFICE

- 1. Approval of Minutes dated September 15, 2010, Regular Board Meeting**
- 2. Resolution No. 14826: Initiatives on the November 2, 2010 Statewide General Election Ballot**

WHEREAS the Community College League of California has announced the initiatives on the November 2, 2010 Statewide General Election Ballot; and

WHEREAS as part of their ongoing education efforts for local districts, the boards of the California Community College Trustees (CCCT) and the Chief Executive Officers of the California Community Colleges (CEOCCC) reviewed each initiative to determine those which affect community colleges; and

WHEREAS the propositions were forwarded to the colleges with a recommendation that local boards review them, consider their impacts and share that information with local faculty, staff and students through issuance of a press release and other educational activities; and

WHEREAS at their recent meetings, the CCCT and CEOCCC boards reviewed the nine propositions that will appear on the November 2, 2010 General Election Ballot and both boards voted for the following positions (the boards have not taken positions on the remaining measures):

- Proposition 22 – Oppose
- Proposition 23 – Oppose
- Proposition 24 -- Support
- Proposition 25 – Support
- Proposition 26 – Oppose

THEREFORE BE IT RESOLVED that the Board of Trustees for Imperial Community College District acknowledges having reviewed the propositions, has considered their impact, and is hereby sharing the information with the public;

BE IT FURTHER RESOLVED that direction be given to the CEO to prepare a press release and distribute accordingly.

IX. CONSENT AGENDA – STUDENT SERVICES

- 1. Resolution No. 14827: Destruction of Records**

BE IT RESOLVED that Board approves the recommendation of the Director of Admissions & Records, Dean of Enrollment Services and Vice President for Students Services, with the approval of the Superintendent/President to dispose of Class 3 records.

BE IT FURTHER RESOLVED that these records have been scanned and met the retention period requirements of Sections 59023 through 59026 of the Title V Administrative Code, and therefore the District has no further need to retain these hard-copy records.

DOCUMENT

Final Grade Rosters

YEAR ORIGINATED

Winter 2006, 2007

Spring 2005, 2006, 2007

Summer 2005, 2006, 2007

Fall 2005, 2006, 2007

O' Cards (Admission Applications) 1994 – 2003

Permanent Record Cards 2003 - 2004

X. CONSENT AGENDA – BUSINESS SERVICES

1. Resolution No. 14828: Purchase Orders

BE IT RESOLVED that the Board approves the issuance of purchase orders and direct payments for the month of September 2010 in the amount of \$1,383,099.15:

September 2010

Direct Pay	312,577.64
Purchase Orders	<u>1,070,521.51</u>
	1,383,099.15

2. Resolution No. 14829: Payroll Warrant Orders

BE IT RESOLVED that the Board approves the issuance of the following Payroll Warrants for the month of September 2010:

Date Paid	#	Fund 10 General Fund	Fund 45 Child Dev.	Warrant Total
9/10/10	5	127,398.03		127,398.03
9/30/10	6	2,797,213.36	42,146.74	2,839,360.10
		2,924,611.39	42,146.74	2,966,758.13

3. Resolution No. 14830: Commercial Warrant Orders

BE IT RESOLVED that the Board approves the issuance of the following commercial warrant orders for the month of September 2010:

Date Paid	#	Fund 10 General Fund	Financial Aid	Fund 20 Building Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Warrant Total
9/2/10	9	407,784.76		840.65		3,635.53	412,260.94
9/9/10	10	57,940.29	985.00	87,988.50	550.00	212,708.94	360,172.73
9/16/10	11	138,540.11		54,939.00		149,324.66	342,803.77
9/23/10	12	411,592.93	2,782,542.17	193,355.95		74,374.85	3,461,865.90
9/30/10	13	238,549.07		966.65	817.72	21,236.02	261,569.46
		1,254,407.16	2,783,527.17	338,090.75	1,367.72	461,280.00	4,838,672.80

4. Resolution No. 14831: Ratification of Contract

BE IT RESOLVED that the Board ratifies the following contract:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Budget/Department</u>
Emerald Data Solutions	\$10,000 first year, \$9,000 annual cost	BoardDocs (web-based board agenda service)	President's Office, General Fund expense

5. Resolution No. 14832: Red Cross Agreement

BE IT RESOLVED that the Board approves an agreement with the San Diego/Imperial Counties Chapter of the American National Red Cross to allow the Red Cross to install a cargo container on the grounds of Imperial Valley College for the purpose of storing mass care shelter supplies.

FISCAL IMPACT: No fiscal impact (no cost to the District).

6. Resolution No. 14833: Citizens Oversight Committee for Measure L

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

Name:	Membership category:	Term:	Replacing:
Lisa Nichole Tylenda	<i>Student Representative (IVC Associated Student Government Senator)</i>	October 21, 2010 – October 20, 2012	Rick Webster, Jr.
Jackie Loper	<i>Member-at-large (Public Works Director, City of Imperial)</i>	October 21, 2010 – October 20, 2012	Amanda Brooke

BE IT FURTHER RESOLVED that Resolution #14245 be amended as follows:

Name:	Membership category:	Term:	
Marlene Best	<i>Foundation Member (Member of the IVC Foundation; City Manager, City of Imperial)</i>	November 22, 2009 – November 21, 2011	Re-appointment

7. Resolution No. 14834: Award of Bids for Art Gallery Construction

WHEREAS, the District has advertised for bids and a bid opening was held on October 7, 2010 for the following project:

Art Gallery

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

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

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

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

<u>Bid Package #</u>	<u>Bid Package</u>	<u>Contract Awarded to</u>	<u>Contract Amount</u>
#5	Metal Roofing, Sheet Metal and Skylights	Best Contracting Services, Inc.	120,000
#7	Finishes, Casework Specialties	Dez Construction	64,800
#8	Floor Finishes and Ceramic Tile	Gordon's Carpet One	<u>29,790</u>
			214,590

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: Contracts to be paid from Fund 20 (Building Fund)

8. Resolution No. 14835: Investment Banking Services for Measure J Bonds

BE IT RESOLVED that the Board approves an Agreement for Investment Banking Services with Piper Jaffray & Co. to serve as the bond underwriter for Measure J general obligation bonds.

BE IT FURTHER RESOLVED that the payment of underwriting commission and expenses shall be contingent on the closing of the applicable series of bonds and shall be deducted from the proceeds of the sale of such bonds.

FISCAL IMPACT: Underwriting commission not to exceed 1.0% of the principal amount of the bonds sold, plus reimbursement of expenses will be paid from Measure J Bond Funds.

9. Resolution No. 14836: Memorandum of Understanding with Desert Museum Society

WHEREAS the District is the owner of the Desert Museum site in Ocotillo; and

WHEREAS in 1992, the District and the IVC Museum Society agreed that the Society would build a museum on the grounds and that the District would maintain the museum and staff it for the times prescribed in the agreement; and

WHEREAS, the District and the Museum Society acknowledge that unforeseeable changes in the economic circumstances of the District, the Society, the community, as well as the State of California, require a new business model for the successful operation of the Museum and the property.

NOW, THEREFORE, BE IT RESOLVED that the Board approves a Memorandum of Understanding with the IVC Museum Society that will fully and completely extinguish and supersede the Memorandum of Understanding executed in 1992.

BE IT FURTHER RESOLVED that the District will deliver a quitclaim deed with the appropriate legal description granting to the Society such title as the District may have to the Desert Museum site. Further, the District will prepare any and all legal documents needed to transfer title to the property and

shall cooperate with the Society in securing any approval or permits needed by the Society in order to continue the operation of the Museum.

BE IT FURTHER RESOLVED that as a consideration for the transfer of the property and as consideration for the substantial rights the Society relinquishes with the novation of the 1992 agreement, the District shall pay the Society the sum of \$249,996 during the five year period immediately following the complete execution of the new agreement and the recording of the quitclaim deed.

BE IT FURTHER RESOLVED that the obligation of the District to make payments to the Society shall be subject to the satisfaction of the general conditions contained in the agreement, including: during the term of the agreement, the building and property shall be utilized as a museum whose primary mission is to provide information to the public about the physical and cultural aspects of the Imperial Valley; and the museum shall also be used to preserve artifacts of the past with emphasis on those of indigenous peoples of the Imperial Valley.

FISCAL IMPACT: Estimated cost for FY 2010-11 of \$40,000 has been included in the 2010-11 budget (General Fund expense). The total impact to the General Fund over five years is \$249,996.

XI. CONSENT AGENDA – ACADEMIC SERVICES

1. Resolution No. 14837: Agreement for Utilization of Funds

BE IT RESOLVED that the Board approves the master agreement for utilization of funds by the District under the Workforce Investment Act (Public Law 105-220) for Project PIPE, Project TIIP, and Project SET, for the period of December 1, 2009 through March 20, 2011.

BE IT FURTHER RESOLVED that the Board authorizes the CEO to sign agreement on behalf of the District.

FISCAL IMPACT: The District will receive the following monies:

Project PIPE: \$267,996.00; Project TIIP: \$300,375.00; Project SET: \$274, 388.00

2. Resolution No. 14838: Local Agreement Infant Toddler Resource CCAP-0017, Project Number 13-6315-00-0

BE IT RESOLVED that the Governing Board of Imperial Community College District authorizes entering into local agreement Infant Toddler Resource CCAP-0017 project number 13-6315-00-0 for the fiscal year 2010-2011, with the California State Department of Education, and that Ed Gould, Ed. D., Superintendent/President and Kathy Berry, Vice President for Academic Services are authorized to sign the transaction for the Governing Board.

FISCAL IMPACT: No fiscal impact to the District's budget.

3. Resolution No. 14839: Local agreement California Early Childhood Mentor Program Contract

BE IT RESOLVED that the Governing Board of Imperial Community College District authorizes entering into local agreement California Early Childhood Mentor Program Contract, for the fiscal year 2010-2011, with the California State Department of Education, and that Ed Gould, Ed. D., Superintendent/President

and Kathy Berry, Vice President for Academic Services are authorized to sign the transaction for the Governing Board.

FISCAL IMPACT: No fiscal impact to the District's budget.

4. Resolution No. 14840: Local agreement Child Development Training Consortium

BE IT RESOLVED that the Governing Board of Imperial Community College District authorizes entering into local agreement Child Development Training Consortium, for the fiscal year 2010-2011, with the California State Department of Education, Child Development Division and that Ed Gould, Ed. D., Superintendent/President and Kathy Berry, Vice President for Academic Services are authorized to sign the transaction for the Governing Board.

FISCAL IMPACT: No fiscal impact to the District's budget.

5. Resolution No. 14841: Memorandum of Understanding with the Niland Chamber of Commerce

BE IT RESOLVED that the Board approves the Imperial Valley College (IVC) to enter into an MOU with the Niland Chamber of Commerce (Host) for the implementation and joint use agreement for IVC's Housing and Urban Development grant that provides a variety of business services to Imperial County residents commencing November 1, 2010, and will terminate when the HUD grant funds have been exhausted.

FISCAL IMPACT: No impact to the General Fund. The initial fiscal impact is \$3,000 per site and a recurring cost of \$1,500 that will be covered by the HUD grant.

6. Resolution No. 14842: Memorandum of Understanding with the Westmorland Community Presbyterian Church – Library

BE IT RESOLVED that the Board approves the Imperial Valley College (IVC) to enter into an MOU with the Westmorland Community Presbyterian Church – Library (Host) for the implementation and joint use agreement for IVC's Housing and Urban Development grant that provides a variety of business services to Imperial County residents commencing November 1, 2010, and will terminate when the HUD grant funds have been exhausted.

FISCAL IMPACT: No impact to the General Fund. The initial fiscal impact is \$3,000 per site and a recurring cost of \$1,500 that will be covered by the HUD grant.

XII. CONSENT AGENDA – HUMAN RESOURCES

1. Resolution No. 14843: 2010-2011 Athletic Assignment

BE IT RESOLVED that the Board approves the following athletic assignment:

Assistant Coach for Women's Cross Country: Jill Nelipovich

FISCAL IMPACT: There is no additional fiscal impact to the general fund for assistant coaches as the 1.5 unit assignment is part of the instructor's regular load.

2. Resolution No. 14844: Director of Enterprise Systems

WHEREAS, part of the mission of the Imperial Valley College is to effectively implement technology across the District;

WHEREAS, a management position has been developed to improve the operation and support of enterprise computer systems and network services;

WHEREAS, allotment received for the ATLAS Grant will be used to fund this position;

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President upon the recommendation of the Vice President for Information Technology, the establishment of a Director of Enterprise Systems position in accordance with the objectives of the ATLAS categorical grant:

BE IT FURTHER RESOLVED that the Retention Specialist position be effective October 21, 2010

<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Director of Enterprise Systems	Information Technology	Categorical	2	10/21/10

FISCAL IMPACT: The position will be funded by the grant during the first two years and college funding will gradually increase for the position so that it will be fully funded by the college at the end of the 5 year grant.

Range 2: Step 1 (\$ 81,084), Step 2 (\$ 85,140), Step 3 (\$ 89,388)

3. Resolution No. 14845: Retention Specialist Position

WHEREAS, part of the mission of the Imperial Valley College Student Support Services Program will assure that the economically, educationally, geographically, and culturally disadvantaged students in IVC primary service area who meet SSS eligibility requirements gain postsecondary education access, break the cycle of underachievement, and create better lives for themselves and their families as well as the people and community they will serve in the future.

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President upon the recommendation of the Vice President for Student Services and the Director of the Student Support Services Program, the establishment of a Retention Specialist position in accordance with the objectives of the Title IV categorical grant from the U.S. Department of Education.

BE IT FURTHER RESOLVED that the Retention Specialist position be effective October 21, 2010.

<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Effective</u>
Retention Specialist	Student Services	Categorical	10/21/10

The Retention Specialist shall be compensated in accordance with the following hourly rates, which are based on education and Trio experience:

1 st Year	2 nd Year	3 rd Year	4 th Year (Last Step)
\$20.00/hr	\$21.00/hr	\$22.00/hr	\$23.00/hr

FISCAL IMPACT: Categorically funded position.

4. Resolution No. 14846: Classified Service Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following individual in the classified service as indicated:

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Orduño, Arthur	Instructional Lab Assistant Part-time (50%)	Economic & Workforce Development	Categorical (WIA Grant)	10-1	10/21/10

FISCAL IMPACT: Categorically funded position. TIIP Grant ends May 4, 2011.

5. Resolution No. 14847: Reclassification of Vacant and Open for Recruitment Classified Position

WHEREAS, due to budget constraints and reduction in categorical funding, the Area Administrator recommends the reclassification of the Staff Secretary II vacant and open position in the Child, Family and Consumer Sciences (CFCS) department.

WHEREAS, the District will reduce the months of service from 12 months to 10 months;

WHEREAS, this reclassification is in accordance with the reclassification exemptions outlined on Board Resolution #13070.

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to reclassify the vacant Staff Secretary II position as proposed.

FISCAL IMPACT: This is a 50% District funded and 50% Categorically funded position. There will be a District fiscal savings of \$2,612.

6. Resolution No. 14848: Substitute and Short Term/Substitute Employment

WHEREAS, Ed Code Section 88003 and Board Resolution 12673, short-term/substitute employees may be employed for a period not to exceed 75 percent of a calendar year (195 working days);

BE IT RESOLVED the Board approves the recommendation of the Superintendent/President to hire the following employees:

<u>Name</u>	<u>Position</u>	<u>Dept.</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Moyano, Juan (Short-term)	Custodian	Maintenance	District	8-1	09/08/10 – 12/31/10

FISCAL IMPACT: \$8,134.4 plus 10% Night Differential

7. Resolution No. 14849: Extension of Short Term Employment

WHEREAS, the Area Administrator have requested to extend the short-term employment contract until the position is filled;

WHEREAS, the position is critical to the science lab instruction of IVC students;

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to extend the substitute employment contract for the following employee:

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Gonzalez, Bianka	Science Lab Technician	SME	District	16-1	10/11/10-11/17/10

FISCAL IMPACT: Employment to be extended 27 days, total cost is \$3,475.44

8. Resolution No. 14850: Volunteer Service Agreement

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following volunteers who shall be covered by Workers' Compensation Insurance.

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Effective</u>
Westerfield, Kathie	Admissions & Records Consultant	Admissions & Records	07/01/10-06/30/11
Wimer, Vanessa	Student Assistant	Student Services	09/20/10-11/01/10
Sotelo, Manuel	Maintenance Assistant	Maintenance & Operations	09/14/10-12/10/10
Jacklich, Joel	Volunteer Music Instructor	Music Department	08/23/10-06/10/11

BE IT FURTHER RESOLVED that thanks be hereby extended to the aforementioned volunteers for volunteering in the various departments and for their contribution to Imperial Valley College.

9. Resolution No. 14851: Extended Leave of Absence

WHEREAS Angelica Hueso is requesting an extended leave of absence effective October 1, 2010 thru December 1, 2010, and the leave of absence is requested pursuant to CSEA contract Article 11.2;

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 Angelica Hueso.

FISCAL IMPACT: There is no fiscal impact to the District. The employee is coordinating benefits with SDI and sick leave.

10. Resolution No. 14852: New Board Policy BP7320 Fragrance Sensitivity

WHEREAS College Council (09/27/10) and Academic Senate (10/06/10) reviewed the policy;

NOW, THEREFORE, BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the following new Board Policy BP7320 regarding Fragrance Sensitivity:

BP 7320 Fragrance Sensitivity

Imperial Valley College (IVC) recognizes that employees, students, and visitors to our campus may have sensitivity and/or allergic reactions to various chemical-based products.

Individuals who are sensitive to perfumes and chemicals may suffer potentially serious health consequences. In order to accommodate employees, students and visitors who are medically sensitive to the chemicals in scented products, the District requests that fragrance products (colognes, perfumes, sprays, lotions, powders, and other similar products) *that are perceptible to others* not be worn at work. The District further requests that other fragrance products (potpourri, chemical air fresheners, and so on) not be used in the workplace. If verification is established that someone on the campus will suffer potentially serious health consequences due to a fragrance product worn or used by an employee, student, or visitor, that person will be required to make appropriate accommodations.

New 09/10

11. Resolution No. 14853: Memorandum of Understanding between Imperial Community College District and the Imperial Valley College Chapter of the Community College Association/California Teachers Association/National Education Association – Reassigned Time for Assistant Coaches

BE IT RESOLVED that the Board, with the recommendation of the Superintendent/President, ratifies the Memorandum of Understanding between Imperial Community College District and the Imperial Valley College Chapter of the Community College Association/California Teachers Association/National Education Association as stated below:

Memorandum of Understanding

This Memorandum of Understanding is entered into between the Imperial Community College District (District) and the Imperial Valley College Chapter of the Community College Association/California Teachers Association/National Education Association (Association).

WHEREAS, a contract has been ratified for 2010-11 which limits reassign time for Assistant Coaches to the primary semester of each sport; and

WHEREAS, it is acknowledged by the parties hereto that Assistant Coaches are required to perform duties during both semesters of the academic year.

NOW, THEREFORE, it is agreed that the contract between the District and Association for 2010-11 be modified as follows:

ARTICLE 17.13 Lecture Reassigned Time:

POSITION	WEEKLY REASSIGNED TIME PER SEMESTER	NOTES
Assistant Coaches for Basketball, Baseball and Softball	2 units	One Assistant Coach is to be reassigned per intercollegiate athletic team.
Assistant Coaches for Soccer, Tennis, and Volleyball	1.5 unit	One Assistant Coach is to be reassigned per intercollegiate athletic team.

The remaining provisions of Article 17.13 shall remain in full force and effect.

Executed this 12th day of October 2010, at Imperial, California.

IMPERIAL COMMUNITY COLLEGE DISTRICT

IMPERIAL VALLEY CHAPTER OF CCA/CTA/NEA

Ed Gould, Ed.D
Superintendent/President

Gaylla A. Finnell
IVC CCA/CTA/NEA President

XIII. ADJOURNMENT

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for **WEDNESDAY, NOVEMBER 17, 2010, AT 6:00 P.M.** in the Administration Board Room located in Building 10.