

**ADOPTED MINUTES**  
**FOR THE REGULAR MEETING OF THE**  
**IMPERIAL COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**

**Wednesday, June 15, 2016**

**Location**  
**William J. Thornburg Administration Center, Building 10**  
**380 East Aten Road**  
**Imperial, CA 92251**

**1. INFORMATION TO THE PUBLIC**

**2. CALL TO ORDER**

**Procedural: 2.1 Call to Order**

Board President Hart called the meeting to order at 6:00 pm

**Procedural: 2.2 Roll Call by Secretary**

Board Secretary Jaime announced roll call as follows:

Area 1 Louis Wong

Area 2 Karla A. Sigmond

Area 3 Jerry D. Hart

Area 4 Rudy Cardenas, Jr.

Area 5 Juanita Salas

Area 6 Romulado J. Medina (arrived at 6:28 pm)

Area 7 Steven M. Taylor

Associated Student Government Representative - Christine Bermudez

Academic Senate Representative - Mary Lofgren

College Council Representative - Yethel Alonso

**Absent:**

None

**Procedural: 2.3 Pledge of Allegiance**

Associated Student Government Representative Christine Bermudez led the pledge of allegiance.

**3. CHANGES TO THE AGENDA**

Board President Hart announced the following changes to the agenda:

**Item 6.2**

Presentations - Foundation Brand Marketing Partnership by Interim Executive Director Rod Smart

Remove Presentation from today's meeting - it will be moved to a future meeting.

**Item 16.5**

Resolution No. 16919: Classified Employee Reclassification - Continuing Education Technician

The Budget Source should read: District

Budget Source: This is a ~~Categorically~~ District funded position.

Name	Current	Revision
Maria V. Figueroa	Continuing Education Technician (Economic & Workforce Development) Range 13, 12 Month, 100% <del>Categorical</del> District	Continuing Education Technician (Economic & Workforce Development) Range 15, 12 Month, 100% <del>Categorical</del> District See attached revised job description

**Item 16.23**

Resolution No. 16927: Classified Services Employee Reclassification – Student Services Specialist-Evaluator

The job description that was attached was missing part of the last sentence in paragraph one.

The paragraph should read:

Under the direction of the Student Services Director of Admissions & Records, performs confidential and technical duties involved in the analysis and evaluation of academic records and transcripts for associate degree, certificates, transfer and general education certification.

**Item 16.28**

Resolution No. 16932: Tentative Agreement for Collective Bargaining Agreement between the District and IVC Chapter of PTFa for 2015-2017

The tentative agreement attached does not include Article 13. Article 13 states:

<p><b>ARTICLE 13 SALARY</b></p> <p><b>13.1</b> <u>For academic year 2015-2016, unit members shall be entitled to a 3% one-time off schedule payment for each semester taught or in which services are rendered. The off schedule payment shall not include teaching or services rendered during winter intersession or summer session and/or any extra duty agreements.</u></p> <p><u>Starting Fall 2016, unit members shall be paid \$65 per hour.</u></p> <p><u>Unit members teaching non-credit shall be paid the above rates effective Fall 2016.</u></p> <p>Unit members who are assigned tasks directly related to their primary position responsibilities shall be compensated at their regular hourly rate (e.g. development of SLOs /SAOs,)</p> <p><b>13.2</b> Unit members who <del>choose to or</del> participate in other pre-approved activities which are not a part of their normal primary position duties (e.g. attending the annual convocation, training sessions, meetings, screening/interview committees, etc.) shall be paid a rate of 50% of their regular hourly rate (e.g. for example, for 2015: <del>\$60.00</del> <del>\$55.00</del> X .50% = <del>\$27.50</del> <u>\$30.00</u>). <u>Pre-approval may only be granted by the appropriate</u></p>
---

Area Dean or Vice President. Reported time for these types of activities shall also be rounded to the nearest 15 minute (quarter hour) interval.

~~13.3~~ Unit members who teach non credit courses shall be paid at an hourly rate of \$43.00 per hour in 2013-14 (effective August 19, 2013) and \$47.00 effective the first day of fall semester 2015 and \$48.00 effective the first day of fall semester 2016. \$46.00. in 2014-15 (effective July 1, 2014).—

\*\*Additional Language proposed 3:15pm 3/7/16

13.3 Stipend amounts and stipend job descriptions which are offered to unit members shall conform to the current full-time faculty collective bargaining agreement.

#### 4. PUBLIC COMMENT

PTFA President Michael Capeci thanked the District negotiating team for their due diligence and HR. He spoke regarding union matters. He announced that Mike Palacio will be the incoming PTFA President.

CTA President Mary-Jo Wainwright introduced the incoming Vice President, Kathy Rodriguez. She congratulated Dr. Martha Garcia as new VP for Student Services. She thanked the Board for the full-time faculty hiring. She spoke regarding union matters.

CSEA President Yethel Alonso congratulated Dr. Martha Garcia as the new VP for Student Services and Jeff Enz as new CTO. She spoke regarding union matters.

#### 5. WRITTEN COMMUNICATIONS

Board President Hart acknowledged the written communications.

Information: 5.1 Board Agenda Schedule for 2016-2017

#### 6. PRESENTATIONS

##### **Presentation: 6.1 EOPS Presentation by EOPS Coordinator Olga Artech**

EOPS Coordinator Olga Artech provided information regarding the EOPS program. She allowed four previous EOPS students to provide information regarding their experiences with the EOPS program. The students were: Omar Macias - previous IVC student whom graduated from IVC in 2011 and SDSU in 2014; Kory Hauseman - student in nursing program; Betsy Pino - student in 4th semester with EOPS and previous foster youth; and Jonathan Fernandez - student in 3rd semester with EOPS, but started with ACE program.

##### **Presentation: 6.2 Foundation Brand Marketing Partnership by Interim Executive Director Rod Smart**

Item pulled and moved to a future meeting date.

##### **Presentation: 6.3 Study Skills Center Presentation by Dean David Zielinski**

Dean Zielinski provided an update and more information on the Learning Services reorganization plan as requested by the Board. Dean Zielinski announced that the open house will be planned during the summer and information will be provided as finalized.

##### **Presentation: 6.4 Regional Transportation Presentation by Imperial County Transportation Commission (ICTC) Planner Virginia Mendoza**

Information and the upcoming changes that will take place over the next eight weeks regarding the shuttle service between Imperial, Brawley, and Calexico campus was be provided.

Trustee Sigmond asked for confirmation that we are ready for the changes. It was explained that there are no major impacts on the college and it appears that we are on track and prepared for all changes.

Trustee Hart asked if the Carbon tax money and asked if that was taken into consideration. Trustee Wong asked if all buses coming from Calexico and IVC would also travel to EC and Imperial?

Trustee Salas asked for clarification on the data regarding the number of students provided these services. Asked for me data regarding the usage of ridership.

Trustee Medina Rom asked if the feasibility analysis will be made available.

It will be available online after board meeting in July.

Trustee Wong asked what the cost for a ride from Calexico to IVC. The current cost is \$1.25

## 7. INFORMATION REPORTS

### Report: 7.1 Board Member Reports

Trustee Salas reported the following:

Participated in the following events:

- Publications for Trustee & CEO resources
- IVUP Graduate Recognition Ceremony
- Invited to read and score IVC Foundation Scholarship Applications
- CalWORKs end of the year event;
- Commencement
- M2C3 Conference
- ASG Spring Awards Banquet;
- ACES meeting

Invited to participate in the Minority Male CC Collaborative National Consortium on college men of color along with incoming Vice President Dr. Garcia and Imperial Valley Delegation.

The working group focused on:

- Supporting programs that advance access, equity, and success for diverse student populations
- Factors that influence male student success
- Transgender experiences of Latino men in the community colleges
- Multiplicity Leadership approach to advancing institutional change
- Male empowerment program models
- Keynote from a nationally known expert on mentoring to achieve Latino student success, Dr. Victor Saeng from the University of Texas at Austin and Dr. Estela Bensimon, USC's Rosier School of Education Center for Urban Education.

ACES (Advisory Committee on Education Services) on June 7<sup>th</sup>. The Community College League Annual Convention will be held in Riverside November 17 – 19 mapping the route for re-envisioning California Community Colleges.

Trustee Cardenas - none

Trustee Wong - enjoyed graduation

Trustee Signmond - congratulated everyone involved with graduation;

Trustee Medina - was pleased with commencement.

Trustee Taylor - attended POST graduation, Inside Out Program graduation.

Board President Hart - attended many end of year ceremonies and enjoys celebrating success;

**Report: 7.2 Associated Student Government Update by ASG President Christine Bermudez**

On March 10<sup>th</sup>, ASG hosted a Cesar Chavez Blood Drive in which they placed 10<sup>th</sup> in the nation for the Blood Drive; Had a snow-cone give-a-way in which they gave away over 500 snow-cones; There was an Oath of Office for the swearing in of the new President and the rest of the Senate. Spring Awards Banquet on June 3<sup>rd</sup> in which over 60 students were recognized; 4 ASG students that graduated this year.

**Report: 7.3 Academic Senate Update by Academic Senate President Dr. Michael Heumann**

Mary Lofgren, the new Academic Senate President stated that there are a few things that were started and will continue to be reviewed such as: Campus Hour; Development of a block schedule for finals; and the online Student Evaluation Form;

-She spoke on the new graduation format and will have some suggestions for next year;

Trustee Median asked why there is a re-evaluation of campus hour? President Lofgren stated that there are other campus' that have it at different times (i.e. 3 pm) and it might appear that it has become a "meeting hour" rather than what was intended for campus hour.

-President Lofgren commended Dean David Zielinski on the changes going on in Learning Services.

-She announced that Dr. Thomas Morrell received the Rafael Santos award this year.

**Report: 7.4 College Council Update by College Council Chair Yethel Alonso**

College Council Chair Alonso announced that the last meeting was during the month of May; At the meeting there were no action items. The committee reviewed a presentation regarding Budget and Fiscal planning; She stated that a website update was provided by Melody Chronister; She also mentioned that she enjoyed graduation this year because more family/friends were able to get in.

**Report: 7.5 Administrative Services Update by Vice President for Administrative Services John Lau**

Vice President Lau stated that the college is tracking well and expect to have a positive variance at the end of the year; The budget is very soft right now. On the revenue side we are budgeting right now to no growth.

Trustee Salas asked where the 5 items identified by the budget committee were listed in the back of the budget? Vice President Lau stated that the details will be provided at the presentation during the summer.

**Report: 7.6 President's Update by Superintendent/President Dr. Victor Jaime**

Dr. Jaime provided his power-point presentation with campus updates.

## **8. APPROVAL OF MINUTES**

### **Action, Minutes: 8.1 Approval of Board Minutes for the Regular Meeting of May 18, 2016**

Motion by Karla Sigmond, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

## **9. PRESIDENT'S OFFICE**

### **Action: 9.1 Resolution No. 16881: Resolution Ordering an Election, Requesting County Elections to Conduct the Election, and Requesting Consolidation of the Election and Specifications of the Election Order for Imperial Community College District**

Motion by Steve Taylor, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 9.2 Resolution No. 16882: Cost of Candidates Statements**

Motion by Steve Taylor, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 9.3 Resolution No. 16883: Governing Board Election Tie**

Motion by Steve Taylor, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 9.4 Resolution No. 16884: Support of AB798 Open Educational Resources Grant Proposal**

Motion by Steve Taylor, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

## **10. ADMINISTRATIVE SERVICES**

### **Action: 10.1 Resolution No. 16885: Payroll Warrant**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 10.2 Resolution No. 16886: Purchase Orders**

Discussion:

Trustee Taylor asked for clarification on PO to Office Supply Company.

Vice President Lau provided information regarding the Purchase Orders. Vice President Lau will provide information regarding how bids were awarded at a future meeting.

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.3 Resolution No. 16887: Commercial Warrant**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.4 Resolution No. 16888: Surplus Property**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.5 Resolution No. 16889: 2016-17 Tentative Budget**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.6 Resolution No. 16890: Gann Limit**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.7 Resolution No. 16891: Five Year Construction Plan**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.8 Resolution No. 16892: Final Project Proposal Technology/Library Resource Center Building**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**11. ACADEMIC SERVICES**

**Action: 11.1 Resolution No. 16893: Community College Library Consortium -Spring Database Renewal**

Motion by Rudy Cardenas, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 11.2 Resolution No. 16894: NewsBank License Agreement Renewal**

Motion by Rudy Cardenas, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 11.3 Resolution No. 16895: Azusa Pacific University School of Nursing, Articulation Agreement**

Motion by Rudy Cardenas, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 11.4 Resolution No. 16896: Ratification of Approval of Sub-Agreement with Grossmont-Cuyamaca District for Proposition 39 Funding**

Motion by Rudy Cardenas, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 11.5 Resolution No. 16897: Athletic Director Assignment**

Discussion:

Trustee Salas asked how long Mr. Mecate has been the Athletic Director.

Dr. Jaime responded that this position will now be elected every two years.

Motion by Rudy Cardenas, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 11.6 Resolution No. 16898: MOU with the Imperial County Workforce Development Board to Participate in the America's Job Center of California Initiative**

Motion by Rudy Cardenas, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**12. STUDENT SERVICES****Action: 12.1 Resolution No. 16899: Out-of-State Travel for Financial Aid Staff**

Motion by Steve Taylor, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 12.2 Resolution No. 16900: Out-of-State Travel for Financial Aid Staff**

Motion by Steve Taylor, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong



**Action: 12.3 Resolution No. 16901: Agreement between Imperial County, Department of Behavioral Health and Imperial Community College District**  
Motion by Steve Taylor, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 12.4 Resolution No. 16902: Calipatria State Prison Donation**

Motion by Steve Taylor, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 12.5 Resolution No. 16903: Independent Consulting Services Contract between Snyder & McClain and Imperial Community College District**

Motion by Steve Taylor, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**13. INFORMATION TECHNOLOGY**

**Action: 13.1 Resolution No. 16904: Comevo Renewal**

Motion by Rudy Cardenas, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**14. CLOSED SESSION**

The board went into closed session and asked for a 10 minute break

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

Discussion: 14.2 CONFERENCE WITH LABOR NEGOTIATORS (CSEA)

Discussion: 14.3 CONFERENCE WITH LABOR NEGOTIATORS (CCA/CTA/NEA)

Discussion: 14.4 CONFERENCE WITH LABOR NEGOTIATORS (PTFA)

**15. OPEN SESSION**

The Board reconvened to open session at 8:55 p.m.

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Discussion: 15.2 ANNOUNCEMENT OF FINAL ACTION DURING CLOSED SESSION**

- 14.1 Information was received and instructions given.
- 14.2 Information was received and instructions given.
- 14.3 Information was received and instructions given.
- 14.4 Information was received and instructions given.

## **16. HUMAN RESOURCES**

### **Action: 16.1 Resolution No. 16905: Administrative Employment of Vice President for Student Services**

Motion by Juanita Salas, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 16.2 Resolution No. 16906: Administrative Employment of Chief Technology Officer**

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 16.3 Resolution No. 16907: Administrative Employment of Interim Chief Human Resources Officer**

Motion by Steve Taylor, second by Karla Sigmond.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 16.4 Resolution No. 16908: Full-Time, Tenure Track Academic Assistant Professor Employment**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 16.5 Resolution No. 16909: Faculty Non-Tenure Track Rehire List**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 16.6 Resolution No. 16910: Part-Time Employment Summer 2016**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

### **Action: 16.7 Resolution No. 16911: Professional Expert Employment Summer 2016**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.8 Resolution No. 16912: Part-Time Summer Residential Program Employment Summer 2016**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.9 Resolution No. 16913: Apprentice Tutor Employment Summer 2016**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.10 Resolution No. 16914: Classified Employment - Student Success Specialist**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.11 Resolution No. 16915: Classified Resignation**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.12 Resolution No. 16916: Classified Substitute/Short-Term Employment**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.13 Resolution No. 16917: Classified Substitute/Short-Term Employment**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.14 Resolution No. 16918: Classified Service Employee Reclassification - Learning Services Technician**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.15 Resolution No. 16919: Classified Employee Reclassification - Continuing Education Technician**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.16 Resolution No. 16920: Classified Employee Reclassification - Library Technician I**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.17 Resolution No. 16921: Classified Employee Reclassification - Senior Library Technician**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.18 Resolution No. 16922: Classified Service Employee Reclassification - Staff Secretary III**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.19 Resolution No. 16923: Classified Service Employee Reclassification - Campus Safety & Parking Control Technician**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.20 Resolution No. 16924: Classified Service Employee Reclassification - Student Services Specialist**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.21 Resolution No. 16925: Classified Service Employee Reclassification - Staff Secretary II-Upward Bound**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.22 Resolution No. 16926: Classified Service Employee Reclassification - Student Services Specialist-Admissions & Records**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.23 Resolution No. 16927: Classified Services Employee Reclassification - Student Services Specialist-Evaluator**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.24 Resolution No. 16928: Student Employment**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.25 Resolution No. 16929: Volunteer Service Agreements**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.26 Resolution No. 16930: Tentative Agreement for Collective Bargaining Agreement between the District and IVC Chapter of CCA/CTA/NEA for 2015-2017**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.27 Resolution No. 16931: Memorandum of Understanding between the District and CCA/CTA/NEA Regarding Prison Pilot Program**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.28 Resolution No. 16932: Tentative Agreement for Collective Bargaining Agreement between the District and IVC Chapter of PTFA for 2015-2017**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 16.29 Resolution No. 16933: Memorandum of Understanding between the Imperial Community College District and CSEA Chapter 472 Regarding Summer Schedule 2016 (dated April 15, 2016)**

Motion by Karla Sigmond, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**17. ADJOURNMENT**

Meeting adjourned at 9:02 p.m.

Motion by Louis Wong, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

## 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) and applies only to the 2016-17 Academic Year.

WHEREAS, the District has entered into Memorandums of Understanding with the California Department of Corrections and Rehabilitation (CDCR) to develop and implement a pilot program for offering college classes at Centinela State Prison and Calipatria State Prison beginning in Fall 2016 (MOUs attached); and

NOW, THEREFORE, the District and Association agree to the following with respect to the District's implementation of the pilot prison program:

1. Unit members will not be required to accept any assignment at either prison.
2. Instructional assignments will be taught on an overload basis, and not be part of the unit member's contract load. This assignment will be paid at the current overload rate.
3. Teaching faculty members should hold at least one half hour and no more than one hour of their four required office hours each week at the prison.
4. Non-teaching unit members who volunteer to provide services at either prison will do so as part of their normal contract load and will, under normal circumstances, not be required to be at the prison site for longer than their standard workday.
5. As the procedures at both prisons require the passing through of many check points, handling of keys, and picking up and returning emergency signal devices, as well as the picking up of and returning of the facility's "chit" at a separate location from the classroom, all of which take additional time beyond the normal classroom prep and beyond the normal arrival/departure time for typical teaching duties, the faculty member will be compensated for an amount equal to one half hour of the current overload rate regardless of the actual time taken. The unit member shall keep track of this extra time during the semester and submit documentation to the District at the end of each month for an extra duty payment.
6. Prior to beginning their assignments, all unit members who have chosen to provide services at the prisons will be required to participate in training conducted by the CDCR, and will be compensated by the District at the current overload rate for such training.
7. Unit members who provide services are required to comply with established laws, regulations, and rules governing Centinela and Calipatria State Prisons including those set forth by the Department of Corrections. This includes

- fingerprinting, background checks, and limitations on the types of materials that can be brought into the prisons.
8. Evaluations completed or conducted by prison staff of the faculty member are for the use of that specific facility and will not be used for regular District evaluations of the unit member's performance.
  9. Prison officials reserve the right to terminate a unit member's service at any time during a teaching or non-teaching assignment if the unit member is found to be in violation of prison rules and regulations, or if services are not being provided in a manner appropriate to the incarcerated student population. Only in such cases where the cause for termination of services also violates District policies and procedures could such assignment termination be grounds for District employee discipline procedures. The unit member will be paid only for services that were provided prior to the termination.
  10. In the unlikely event of a lockdown or other similar situation requiring the teaching unit member to remain at the prison facility beyond the time allotted to the class session, the unit member will be compensated by the District for the additional time at the current overload rate. The unit member shall keep track of any such extra time during the semester and submit the documentation to the District at the end of each month for an extra duty payment.
  11. Unit members who provide services at the prisons other than instructional services, as outlined in the MOU signed by the District and CDCR, and who are required to stay at the prisons for a period of time that would increase their total work day to greater than seven or eight hours (depending on the classification of the unit member), shall be compensated for that extra time at the current overload rate. The unit member shall keep track of any such extra time during the semester and submit the documentation to the District at the end of each month for an extra duty payment.
  12. Due to the unique requirements of this program and the voluntary participation in this program by unit members, the normal course assignment procedures, including seniority selection of classes will not apply. If there is more than one unit member within a teaching discipline or counseling area who have qualified to provide services at a prison site, then assignment will be based upon seniority. Full time faculty who qualify to provide services at the prison and wish to do so, will have priority over part time faculty for assignments.
  13. Unit members, who are required to travel between Imperial Valley College and either prison to teach class or provide services, will be compensated a flat rate of \$21.60 for services rendered at Centinela State Prison and \$32.40 for services rendered Calipatria State Prison. A unit member who travels only between their home and a prison site will not be entitled to compensation for their mileage. The unit member will keep a trip log with dates and mileage, supported by



documentation, which will be turned in at the end of each month for mileage compensation.

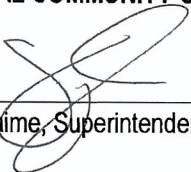
14. All other provisions of the Association contract not modified herein remain in force and are applicable to the unit member's assignment at the prison.

This MOU represents a collectively bargained agreement between representatives from Association and the District, both of whom have the proper authority to enter into a binding agreement subject to ratification by the bargaining unit membership and the Governing Board. This MOU will be attached as an appendix to the parties' collective bargaining agreement.

Executed this 25 day of May, 2016, at Imperial, California.

IMPERIAL COMMUNITY COLLEGE DISTRICT

IVC CHAPTER CCA/CTA/NEA

  
\_\_\_\_\_  
Victor Jaime, Superintendent/President

  
\_\_\_\_\_  
Mary-Jo Wainwright, President