

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

**Wednesday, February 12, 2003**

On Wednesday, February 12, 2003, Board President Romualdo Medina, called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:00 P.M., in the Administration Building Board Room.

BOARD MEMBERS PRESENT: Carlos R. Acuña, Rudy Cardenas, Jr.,  
Kelly Keithly, Marian Long, Romualdo  
Medina, Rebecca Ramirez, Louis Wong

REPRESENTATIVES PRESENT: Jim Pendley, Academic Senate  
John Abarca, Classified  
Cihara Hercules, Students

CONSULTANTS PRESENT:

Dr. Jack Fujimoto, Interim Superintendent/President  
Carlos Fletes, Vice President for Business Services  
John Hunt, Vice President for Academic Services  
Dr. Victor Jaime, Vice President for Student Services  
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

Kathy Berry; Gilbert Campos; Dennis Carnes; Ted Ceasar; Dawn Chun;  
Janell Couchman; Dr. Sam Ellis; Lenny Fabian; Renee Fenn; Dr. James  
Fisher; Eileen Ford; Raquel Garcia; Bill Gay; Harold George; Joel  
Hamby; Mark Horsman; Gonzalo Huerta; Becky Green; Jan Magno; Lourdes  
Mercado; Fonda Miller; Gail Parish; Angie Ruiz; Judy Santistevan;  
Sherry Zobell.

WRITTEN COMMUNICATIONS

1. Martin O. Valentine (RE: Retirement)
2. Stella Orfanos-Woo (RE: Waiving Nonresident Tuition Fees)
3. Grayce Lopez (RE: Leave of Absence)
4. Carolina Cortes-Ramirez (RE: Resignation)
5. District (RE: Negotiations Proposal 2003-2004 CSEA Chapter 473)
6. IVC Chapter CCA/CTA/NEA (RE: Opening Negotiations 2003-2004)

PUBLIC COMMENTS

Joel Hamby addressed the salary proposal presented to the Board. Comments were made relating to denying medical benefits to the domestic partners of IVC Faculty members. He distributed excerpts from the *Handbook on the Rights and Responsibilities of School Personnel and Students in the Areas of Providing Moral, Civic, and Ethical Education Teaching About Religion Promoting Responsible Attitudes and Behaviors and Preventing and Responding to Hate Violence* adopted by the California State Board of Education.

CCLC LEGISLATIVE CONFERENCE REPORTS

1. Carlos Acuña attended several workshops which gave information as follows:
  - There is power in grassroots advocacy--organizing students, alumni, administrators, faculty and staff, community for action.
  - With the \$21 billion estimated shortfall, why is education a state priority if education takes the bulk of the cuts?
  - Community colleges need to refocus on their mission based on high priorities, and get rid of low priority classes.
  - At present there are 5.1 million k-12 students. The state must restructure itself fiscally, and we need to debate: open access vs. enrollment management.
  
2. Marian Long shared information about the day long visit to various legislators made with the trustees of the Inland Valleys' Association. The points discussed with the legislators were:
  - Changing the Partnership for Excellence Funding and place the PFE Funds in the base budget.
  - Provide Waivers to existing compliance requirements during the budget shortfall including the 75:25 ratio of full-time to part-time instructors, the 50% law, the use of temporary employees in the classified service, among others.
  - Support needs to be given to support Workforce Development and Economic Development Programs in community colleges
  - Protection from Unreasonable Increased to the PERS Employer Contribution. Districts are being informed of a 9 percent increase in PERS employer contributions for the current year and a 19 percent increase in the next fiscal year.
  - Maintaining Local Control of community colleges under SB6
  - Providing Equalization funding for the Community Colleges.

Marian Long has been elected as Vice President to the 11 districts involved Inland Valleys' Trustees Association.
  
3. Rudy Cardenas stated that he found Assemblywoman Bonnie Garcia well informed about community college issues, and she treated Mr. Wong and Mr. Cardenas very well. She took them to the Assembly

floor. They also met with Senator Denise Ducheny, who is a strong advocate for community colleges.

4. Louis Wong commented on the importance of communicating with legislators.

#### ASSOCIATED STUDENT GOVERNMENT UPDATE

ASG President, Cihara Hercules, updated the Board on the following activities:

- The IVC Sweetheart Coronation was held on February 5, 2003, during half time at the IVC/Southwestern College basketball game. Women's basketball player Erika Antunez was crowned as IVC's 2003 Sweetheart.
- Actress Melissa Stevenson will be the guest speaker on February 25, 2003, to kick-off Women's History Month. She will be portraying famous women.
- Four new senators have been added to the student government.
- The ASG will be focusing its efforts on educating the student body on how the budget cuts and the tuition fee increase will directly affect their education. During the Spring Semester the ASG will launch a campaign to involve the students in a petition signature drive protesting the increase in student enrollment fees. The students will be provided with e-mail addresses to the governor and local representatives.

#### ACADEMIC SENATE UPDATE

Academic Senate President, Jim Pendley, reported the following:

- Nina Blair representing Learning Services is a new senator.
- For the first time in many years there are multiple candidates for Senate vacancies.
- Janeen Kalin has headed up the Hayward Award Committee. The Committee has nominated Larry Welch, and his application materials were forwarded to the State Academic Senate for consideration.
- The Academic Senate Scholarship Committee is distributing applications to eligible students who are intending to transfer.
- The Senate is taking a proactive approach to begin preparing for the inevitable budget cuts.

#### INTERIM PRESIDENT'S UPDATE

Dr. Jack Fujimoto reported the following:

- The Board was asked to give special attention to a newspaper "opinion" article published February 5, 2003, written by Bret Kofford, editor of Imperial Valley Press, titled "One hit to the head and things get clearer." Mr. Kofford was fortunate to live after a serious car accident at the Aten Road IVC entrance. Steps are being taken to get professional advice to improve the hazardous conditions of the main entrance to IVC.
- The Board was asked to give special attention to an opinion article published February 5, 2003, titled "Grasping for the ring with hands bound." The article addresses the impact of fee increases on students.
- The Board was asked to give special attention to the Information Technology report. The shared visions for transforming the working culture of IVC from labor-intensive to capital-intensive is a document that all of us need to read and continue discussing into the future.
- The Board was asked to give special attention to the working draft of the IVC Public Relations Plan. The plan addresses three approaches (1) Integrate Media Management; (2) Fostering Partnerships; (3) Generation of New Revenue Sources.
- The Board's attention was drawn to the State/IVC Budget Update #1 submitted to the staff by Carlos Fletes. This is the first of many updates, in an effort to keep the campus community informed of new budget developments at the state and district levels.
- The Accreditation Interim Visit Report of the evaluation team which visited IVC on Thursday, November 4, 2002, reflected that IVC has demonstrated adequate progress on several of the Commission's recommendations and urges the college community continue these efforts. There was a requirement that IVC submit a Focused Midterm Report by March 15, 2004.
- College Council is doing a great job, and the shared governance process is working well.
- The eighth annual Early Childhood Education Conference was held on January 25, 2003. Participants numbered 460 who were involved in a variety of workshops, a bookfair, keynote speakers and a drawing.
- IVC is attempting to create partnerships with various agencies (City of El Centro, Central Union High School District, Imperial Union School District) to work together to maximize usage of facilities.

#### IT INTEGRATION

Kathy Berry presented the Technology Vision and Plan. This is a comprehensive plan, which includes the college's shared vision and

shared vision for technology, a functional model, and plan for implementation. Within the plan are timelines for implementation and a glossary of terms.

This plan centers on creating growth opportunities for students to assist them with moving forward with their lives. Information technology provides powerful tools for teaching, learning, research and service. When completed, students will be able to register for classes on-line, download transcripts, and check their accounts. Faculty will submit grades on-line, or use web-enhanced instruction modalities and facility management will be done on-line with allocation of resources will be analyzed for best use. Business services will be conducted in real-time, and human resources will be managed using modern technology. This plan will help assure IVC's future.

Dr. Sam Ellis noted that the teamwork has been outstanding in developing this Technology Plan. During Flex Week more than 30 faculty participated in a workshop on how to build a web site. In March, the SCT Banner software will be implemented which will radically bring changes to how IVC serves its students.

#### BOARD RETREAT

Dr. Fujimoto distributed a revised draft of the agenda outlining the activities for the Board Retreat scheduled for Saturday, March 1, 2003, 7:30 A.M. to 1:00 P.M., at the Calexico Extended Campus Center.

#### BUDGET ADJUSTMENTS FOR 2002-2003 and 2003-2004

Carlos Fletes referred to the State/IVC Budget Update #1 which was distributed to staff on February 5, 2003. The mid-year cuts target special programs with an average cut of 3.6% or \$620,000. The cuts for 2003-2004 as projected (\$3.9 million) would be devastating to the district. A Stakeholders Budget Forum scheduled for Thursday, February 13, at 2:00 P.M., in the College Center. The primary reason for such a stakeholders forum is to continue the process of involving all staff in the future of IVC.

#### COLLEGE COUNCIL STATEMENT

College Council Chair, Dennis Carnes stated that the Council was asked to consider the duties and responsibilities of the Director of Human Resources through discussion and polling the membership. The resolution for action that Dr. Fujimoto presented to the Board represents a collaborative effort, and the Council appreciates the opportunity to participate in these important considerations. As part of the Council's evaluation of this position it was recommended that the person who might fill this job, be a classified manager. Dr. Fujimoto considered the Council's recommendation and by his analysis has recommended that the position be an administrative position. The Council bows to his experience and expertise and joins him in his recommendation.

M/S/C Keithly/Cardenas to approve the Minutes dated January 22, 2003

M/S/C Keithly/Cardenas

VI.2 Resolution No. 12620: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 0302268 through 0302600, 4503028 through 4503031, 4003040 through 4003042 inclusive are approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 0301282 through 0301507, inclusive are approved.

M/S/C Keithly/Cardenas

Resolution No. 12621: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 13 in the amount of \$119,455.10, and Warrant Order No. 14 in the amount of \$1,446,129.17 be ratified.

M/S/C Keithly/Cardenas

Resolution No. 12622: **COMMERCIAL WARRANT ORDERS**

BE IT RESOLVED that Commercial Warrant Orders on the General Fund be ratified as follows:

- 26 in the amount of \$166,934.82
- 27 in the amount of \$159,961.56
- 28 in the amount of \$255,252.49

M/S/C Keithly/Cardenas

Resolution No. 12623: **QUARTERLY INVESTMENT REPORT**

WHEREAS effective January 1, 1996, Government Code Section 53646 requires that the chief business officer submit a quarterly report to the governing board including the type of investment, issuer, date of maturity, par and dollar amount invested in all securities, and investments and monies held by the District; and

WHEREAS all investments of the Imperial Community College District are on deposit with the Treasurer of the County of Imperial.

NOW, THEREFORE, BE IT RESOLVED that the Board accepts the quarterly report dated December 31, 2002, for funds invested with the Imperial County Treasurer.

M/S/C Keithly/Cardenas

Resolution No. 12624: **PARTNERSHIP FOR EXCELLENCE**

WHEREAS Imperial Valley College has received an allocation of \$1,452,232 for fiscal year 2002-2003; and

WHEREAS every year the California Community Colleges Chancellor's Office, as part of their effort to ensure the accountability of Partnership for Excellence funding, asks districts to complete an expenditure plan for such funds, showing that funds are being expended consistent with Partnership for Excellent triggers and goals; and

WHEREAS Partnership for Excellence guidelines require that funds be invested for student success; and

WHEREAS Partnership for Excellence guidelines require that this report be reviewed publicly at the District Board meeting; and

WHEREAS Imperial Valley College has charged the Planning and Budget Committee with the task of making sure that collegial and participatory governance procedures have been followed in developing this survey.

NOW BE IT RESOLVED that the Board of Trustees accepts the 2002-2003 Partnership for Excellence Survey of Local Investments of Partnership Funds as submitted.

M/S/C Ramirez/Keithly

Resolution No. 12625: **SERENO GROUP INC.**

BE IT RESOLVED that the Board approves entering into an agreement with Sereno Group, Inc. who will provide a consultant for the position of Director of Human Resources beginning on an as needed, hourly basis, with compensation based on an hour-to-hour negotiated rate, not to exceed \$10,000.00, and services will be requested by the Superintendent/President, or until a permanent full-time replacement can be hired.

BE IT FURTHER RESOLVED that Dr. Jack Fujimoto, Interim Superintendent/President is authorized to negotiate the terms of this contract.

<p><b><u>Fiscal Impact Statement:</u></b> Total hourly rate of \$175.00 plus expenses to be paid out of the General fund unrestricted---not to exceed \$10,000.00.</p>
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M/S/C Keithly/Ramirez

Resolution No. 12626: **OPPOSITION TO THE COMMUNITY COLLEGE TUITION INCREASE AND A DISPROPORTIONATE BUDGETARY CUT**

WHEREAS, unlike the UC and CSU systems, the California Community Colleges are the portal to higher education for 2.9 million students serving a population that is more economically disadvantaged than other segments of higher education; and

WHEREAS unlike the UC and CSU systems, proposed community college tuition increases would not necessarily revert back to their own system budget, but go directly into the general fund with no sunset clause included; and

WHEREAS decisions on how to spend funds are best made at the local level; and

WHEREAS any fee increase, especially an over 50% increase, would result in a significant number of California residents not attending community colleges; and

WHEREAS the California Community College's mission is to accept all students who apply and provide a significant avenue for stimulating job growth; and

WHEREAS 31 percent of the Imperial Community College District's families fall below the National Poverty line, and Imperial County ranks 58 out of 58 counties in the state with respect to per capita earnings and median income, and Imperial County has been labeled as the "Poorest County in the State" by Congressional Representative Bob Filner; and

WHEREAS the Community College League of California has concluded that the Governor's budget provides community colleges 9.2% of the Proposition 98 guarantee, approximately \$746 million below the 10.93%

statutory level provided in the Education Code, and further that Community Colleges received disproportionately greater cuts than did K-12 or other higher education institutions;

THEREFORE, BE IT RESOLVED that the Imperial Community College District opposes a proposal to increase student tuition at California Community Colleges without student consultation or assurance that all fees would stay within the community college system.

THEREFORE, BE IT RESOLVED that the Imperial Community College District, while recognizing the importance of all governmental entities to make reductions because of the current state budget crisis, opposes a budget that disproportionately cuts community colleges funding.

THEREFORE, BE IT FURTHER RESOLVED that the Imperial Community College District, notwithstanding this year's budget, will to the best of our ability, deliver academic and support services to students without jeopardizing their quality of education.

M/S/C Keithly/Cardenas

Resolution No. 12627: **2002-2003 BUDGET ADJUSTMENTS**

BE IT RESOLVED that the Board approves the recommendation of the Planning and Budget Committee dated January 22, 2003, and the College Council to implement the following 2002-2003 Budget Adjustments as follows:

1. Freeze spending from Instructional Equipment Grant and Partnership for Excellence funds effective immediately.
2. Allocations from the Instructional Equipment Grant and Partnership for Excellence funds will be reinstated when funds become available, and have priority over any other allocations.
3. Freeze expenditures for overtime/extra help, non-contract consultants and new conference travel effective immediately.
4. Voluntary reduction in hours with pro-rata pay and medical benefits with no loss of seniority be made available to staff, and that supervisors be encouraged to support the program.

M/S/C to go into **CLOSED SESSION**

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to subdivision (b) of section 54956.9: One Case
2. PUBLIC EMPLOYMENT  
Title: Superintendent/President
3. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT  
Conference with District Negotiators  
RE: Direction for Negotiations
4. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Subdivision (a) of section §54956.9  
Name of cases: C. Marylynn Carlson, Case No. LM-1781-E  
Craig R. Luoma, Case No. 1780-E

M/S/C Cardenas/Acuña to go back to **OPEN SESSION**

Board President Romualdo Medina announced the following:

1. Information was presented to the Board and direction was given to legal counsel.
2. Information was presented and action will be taken in Resolution No. 12628.
3. Direction was given to staff.
4. No action was taken.

M/S/C Keithly/Wong

Resolution No. 12628: **EMPLOYMENT OF A SUPERINTENDENT/PRESIDENT**

BE IT RESOLVED that the Board approves a three-year contract with Dr. Paul Pai, who has accepted the position Superintendent/President for the Imperial Community College District effective May 1, 2003, at a rate of \$128,000.00 per year, contingent on verification of records, credentials, and Department of Justice background check.

M/S/C Cardenas/Keithly

Resolution No. 12629: **AGREEMENT AND RESIGNATION**

BE IT RESOLVED that the Board ratifies and accepts the Agreement signed by John Mustafa and the Interim Superintendent/President.

BE IT FURTHER RESOLVED that the resignation of John Mustafa is accepted in accordance with the terms of the Agreement.

M/S/C Cardenas/Keithly

Resolution No. 12630: **DIRECTOR OF HUMAN RESOURCES/EQUAL EMPLOYMENT OPPORTUNITY (EEO) JOB DESCRIPTION**

BE IT RESOLVED that the Board approves the following revised job description for the position of Director of Human Resources/Equal Employment Opportunity (EEO) Officer contingent upon input from the new Superintendent/President:

The Director of Human Resources/~~Affirmative Action Officer~~ **Equal Employment Opportunity (EEO) Officer** shall:

1. Under the direction of the Superintendent/President, organize and direct the academic and classified personnel programs to include employee recruitment, hiring, evaluating, discipline, ~~staff development~~ and contract management; develop, implement and monitor the District ~~affirmative action program~~ **EEO Plan** and policies; select, supervise and evaluate personnel in the Human Resources Office, **and act as an advisor for staff development activities.**
2. Plan, organize and direct operations and activities related to academic and classified personnel, assuring compliance with applicable laws, codes and regulations; provide counsel to top management regarding issues in human resources management.
3. Coordinate and direct personnel recruitment activities and interviewing, selection and hiring procedures assuring the enforcement of ~~affirmative action~~ **EEO Plan** and programs.
4. Serve as District **EEO** Officer; develop and administer the District's ~~affirmative action~~ **EEO Plan**, sexual harassment and related policies and programs to assure compliance with federal, state and District regulations.
5. Participate as a **non-voting** member of interviewing committees for academic and classified vacancies as required; screen applicants, collect and analyze data to assure minimum qualifications are met.
6. Review and approve various personnel-related actions and requests, including salary reclassification and the use of substitute employees, **salary increase, column advancement.**
7. Prepare and maintain salary schedule for classified **and certificated** personnel; coordinate and respond to salary surveys for academic and classified personnel.
8. Develop and recommend human resource management policies, procedures and programs to meet the needs of the District.
9. Prepare various reports, contracts, documents and other materials for the Board **and President's Cabinet (as requested)** on a timely

- basis; prepare various annual reports for the Board including ~~Affirmative Action~~ **EEO Plan compliance** reports.
10. Interpret and enforce union contracts and other District policies and regulations; **directly support** the collective bargaining process and implement provisions of contracts as directed; ~~chair the District negotiating committee.~~ **may be a member of the District negotiating committee.**
  11. Conduct grievance sessions as necessary and resolve as appropriate in accordance with District policy and practice **and as well as** applicable collective bargaining agreement.
  12. Respond to complaints and grievances; investigate discrimination complaints from staff and students; apply and explain laws, rules, regulations, policies and practices related to human resources administration and ~~affirmative action~~ **EEO Plan compliance.**
  13. Coordinate **with the appropriate vice president** ~~and direct~~ **to support** the District fringe benefit program, **and** direct the processing of unemployment insurance.
  14. **Administer** workers' compensation and other related claims. Determine the validity of District claims and recommend appropriate action.
  15. Plan, assign, organize and direct work of the Human Resources Department staff; select, supervise and evaluate assigned personnel; coordinate the evaluation and progressive discipline of personnel; review staff work for accuracy and compliance with District policies and practices.
  16. Develop and prepare the annual preliminary budget for the Human Resources Department and participate in the overall District budgeting process; analyze and review budgetary and financial data; control and authorize expenditures in accordance with established guidelines.
  17. Coordinate communication and activities with other District departments and personnel, other schools, federal, state and local agencies and other outside organizations.
  18. Attend and conduct staff meetings; attend state and regional conferences and workshops.
  19. Participate on President's Cabinet **as requested**; coordinate or work with committees on human resources-related issues.
  20. Serve as the District Safety Administrator.
  21. Plan, organize and direct the District Safety and Disaster Response Program.
  22. Serve as advisor to the District Safety Committee.

- 23. **Serve on an advisory capacity to the Staff Development Committee.**
- 24. Verify and certify **all** staff minimum qualifications.
- 25. **Maintains a comprehensive new employee orientation program which includes introducing new employees to the campus community and facility.**
- 26. Perform related duties as assigned.

M/S/C Keithly/Wong

Resolution No. 12631: **RETIREMENT**

BE IT RESOLVED that the Board accepts, with sincere regret, the retirement of Martin O. Valentine, Professor of English, effective July 31, 2003.

BE IT FURTHER RESOLVED that sincere appreciation be expressed for his 27 years of devoted service to Imperial Valley College

M/S/C Cardenas/Keithly

Resolution No. 12632: **COACHING ASSIGNMENT**

BE IT RESOLVED that the Board approves appointing the following Athletic Coach to his respective position for the 2002-2003 Academic Year as indicated.

<u>Name</u>	<u>Position</u>	<u>Sport</u>
Gerardo Cazares	Assistant Coach	Men's Basketball

M/S/C Cardenas/Keithly

Resolution No. 12633 **EMPLOYMENT OF PER-SESSION INSTRUCTORS**

BE IT RESOLVED that the following academic personnel be employed during the 2002-2003, as credentialed, at the hourly rate provided for in Resolution No. 11354-4. Employment is contingent upon verification of records, credentials, and sufficient enrollment, or whether the class is essential to a full-time instructor's load:

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Andrade, Maria	Human Relations
Cutlip, Heather	Legal Assistant
Deyo, Valerie	Physical Education
Hackett, Elaine	EMS - Clinical
Herrera, Cynthia	Human Relations
Jordinae, Diane	Child, Family and Consumer Sciences
LeWallen, Bonnie	EMT
Mendoza, Sondra	Business

Mercado, Josefina	Human Relations
Monge, Antonio	Correctional Science
Norris, Terry	English
Silva, Efrain	Business
Vega, Olga	Human Relations
Zimmerman, Ann	Legal Assistant

M/S/C Cardenas/Keithly

Resolution No. 12634: **EMPLOYMENT OF PER-SESSION INSTRUCTORS**

BE IT RESOLVED that pursuant to Title V 53430, California Education Code 87359, and the District's Hiring Procedures (Resolution No. 11647, dated June 9, 1999) the following individuals have been determined to possess qualifications that are at least equivalent to the minimum qualifications for the discipline indicated, and are hereby approved to teach subjects under said discipline for the 2002-2003 academic year:

<u>NAME</u>	<u>ASSIGNMENT</u>
Brownlee, Theresa	Health Education-First Aid
Cardenas, Lucia	Spanish
Lee, Erik	Business
Welisch, Michael	Art History

M/S/C Keithly/Cardenas

Resolution No. 12635: **TENURE FOR INSTRUCTORS**

WHEREAS the following instructors have fulfilled the obligations set forth in the IVC Tenure Review Policy:

Blek, Craig  
 Campos, Gilbert  
 Garcia, Raquel  
 Ghanim, Walid  
 Mercado, Lourdes  
 Miller, Fonda  
 Ruiz, Angelica  
 Santistevan, Judy  
 Shokoufi, Mardjan  
 Tucker, Jill  
 Zobell, Sherry

NOW, BE IT RESOLVED that the Board approves granting tenure to the academic personnel listed, and that they be reemployed, as credentialed, for the 2003-2004 academic year as tenured faculty.

M/S/C Cardenas/Keithly  
Resolution No. 12636: **GOLDEN HANDSHAKE**

WHEREAS Imperial Community College District, under a contract administered by the Imperial County Schools, participates in the Public Employees' Retirement Systems; and

WHEREAS, Imperial Community College District desires to provide a designated period for Two Years Additional Service Credit, Section 20904, based on the contract amendment included in said contract, which provided for Section 20904, Two Years Additional Service Credit, for eligible miscellaneous member;

NOW, THEREFORE, BE IT RESOLVED, that Imperial Community College District does seek to add a designated period, and does hereby authorize this Resolution indicating a desire to add a designated period from March 11, 2003 through June 27, 2003, for miscellaneous members eligible to retire in the Imperial Community College District.

M/S/C Cardenas/Keithly  
Resolution No. 12637: **CLASSIFIED RESIGNATION**

BE IT RESOLVED that the resignation of the following classified employee be accepted on the date indicated:

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Cortes-Ramirez, Carolina	Staff Secretary II	English	District	25-H	1/21/03

M/S/C Cardenas/Keithly  
Resolution No. 12638: **SHORT-TERM CLASSIFIED EMPLOYMENT**

BE IT RESOLVED that the following individual be employed on a short-term basis as needed:

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Womack, Lillian	Office Assistant II	English Division	District	23-C	1/24/03 to 3/31/03
Bonillas, Danise	Office Assistant II	Extended Campus	Driver Improvement Training	22-A	2/6/03 to 4/17/03

M/S/C Cardenas/Keithly

Resolution No. 12639: **VOLUNTEER EMPLOYMENT**

BE IT RESOLVED that the Board approves Jonathan Garcia as a volunteer Admissions Office Assistant, from January 13, 2003 to January 15, 2003, in the Admissions and Records Office, and that he be covered by Workman's Compensation Insurance.

BE IT FURTHER RESOLVED that thanks is hereby extended to Jonathan Garcia for his contribution to Imperial Valley College.

M/S/C Cardenas/Wong **ADJOURNMENT** - The next regular meeting of the Board of Trustees is scheduled for Wednesday, March 12, 2003, at 6:00 P.M.

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
ICCD Board President

\_\_\_\_\_  
ICCD Board Secretary