

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

TUESDAY, January 25, 2005 - 6:00 P.M.

**Location: Administration Building Board Room
380 East Ira Aten Road
Imperial, CA 92251**

I. CALL TO ORDER

1. Roll Call by Secretary:

Carlos R. Acuña	Romualdo Medina
Rudy Cardenas, Jr.	Rebecca L. Ramirez
Kelly Keithly	Louis Wong
Marian Long	Student Representative
	Academic Senate Representative

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. If you wish to be heard, please stand and identify yourself to the Board President.

III. WRITTEN COMMUNICATIONS

IV. INFORMATION REPORTS

1. Introduction of an Outstanding IVC Student - Dr. Victor Jaime/Tom Gilbertson
2. Introduction of New Faculty - Dr. Kendra Jeffcoat
3. Introduction of New Classified - Tom Hudson
4. New York City Report - Marian Long
5. Associated Student Government Update - Irene Garcia
6. Academic Senate Update - Dr. James Patterson
7. Monthly Financial Report - Tom Hudson
8. President's Update - Dr. Paul Pai

V. DISCUSSION

Basic Plan for Annual Board Study Session and Regular February Board Meeting - Saturday, February 12, 2005

VI. CONSENT AGENDA - BUSINESS

1. Approval of Minutes dated December 14, 2004
2. Resolution No. 13172: Purchase Orders
3. Resolution No. 13173: Payroll Warrant Orders
4. Resolution No. 13174: Commercial Warrant Orders
5. Resolution No. 13175: Budget Changes
6. Resolution No. 13176: 2003-2004 Audit
7. Resolution No. 13177: Non-Resident Tuition
8. Resolution No. 13178: Preschool Playground Project
9. Resolution No. 13179: Professional Architectural Services

VII. CONSENT AGENDA - EDUCATIONAL SERVICES

1. Resolution No. 13181: Student Learning Outcomes

VIII. CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
District Negotiators: Dr. Marion Boenheim and Tom Hudson
Employee Organizations: IVC Chapter CTA/NEA and CSEA Chapter 472
2. CONFERENCE WITH SUPERINTENDENT/PRESIDENT
RE: Employment Contracts of Unrepresented Employees: IVC
Administrators
3. CONFERENCE WITH GLENN GOLDSBY, LEGAL COUNSEL-
UPDATE ON EXISTING LITIGATION
Subdivision (a) of section §54956.9
Name of case: Amalia Ortiz
U. S. District Court 03CV2451IEG{NLS}
4. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation-Significant
exposure to litigation pursuant to subdivision (b) of Section
54956.9: One Case
5. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

IX. OPEN SESSION

Announcement of final action taken

X. CONSENT AGENDA - HUMAN RESOURCES

1. Resolution No. 13181: Employment of Tenure Track Faculty
2. Resolution No. 13182: Temporary Academic Personnel
3. Resolution No. 13183: Withdrawal of Sabbatical Leave

4. Resolution No. 13184: Authorization to Employ Dean of Technology and Learning Services
5. Resolution No. 13185: Temporary Academic Personnel
6. Resolution No. 13186: Temporary Academic Personnel
7. Resolution No. 13187: Per-Session Faculty Employment
8. Resolution No. 13188: Classified Service Employment
9. Resolution No. 13189: Short-Term Employees

XI. ADJOURNMENT - the next regular meeting of the Imperial Community College District Board of Trustees is scheduled for Saturday, February 12, 2005, at 10:30 A.M.

VI. CONSENT AGENDA - BUSINESS

VI.1 Approval of Minutes dated December 14, 2004

VI.2 Resolution No. 13172: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. P5000701 through P5002440 in the amount of \$548,951.62, and Direct Payment Nos. I0006989 through I0007311 in the amount of \$38,599.94 are approved.

VI.3 Resolution No. 13173: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 11 in the amount of \$144,963.21 and Warrant Order No. 12 in the amount of \$1,723,681.06 be ratified.

VI.4 Resolution No. 13174: **COMMERCIAL WARRANT ORDERS**

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

22 in the amount of \$60,006.70
23 in the amount of \$2,042,194.79
24 in the amount of \$318,118.23

VI.5 Resolution No. 13175: **BUDGET CHANGES**

WHEREAS, the California Code of Regulations, Title V, Sections 58307 and 58308, and the Community College Budget and Accounting Manual require the Board of Trustees to adopt the annual District budget by resolution, and to approve any changes to that budget by resolution.

BE IT NOW RESOLVED that budget changes J4051608, J4051609, J4051610 and J4051613 be approved.

VI.6 Resolution No. 13176: **2003-2004 AUDIT**

BE IT RESOLVED that the Board approves the Imperial Community College District Auditor's Report for the year ending June 30, 2004, as prepared by Wilkinson and Hadley, Certified Public Accountants.

VI.7 Resolution No. 13177: **NON-RESIDENT TUITION**

WHEREAS, statutes require each school district to set its own tuition rate on the basis of its current cost of education, or on the statewide average of the current cost of education;

BE IT RESOLVED that the tuition for out-of-state and out-of-country students be computed at \$151.00 per unit (statewide average) commencing July 1, 2005, for the fiscal year 2005-2006.

BE IT FURTHER RESOLVED that this policy be administered in accordance with Education Code Sections 68050-68134 and 76140-76160.

VI.8 Resolution No. 13178: **PRESCHOOL PLAYGROUND PROJECT**

BE IT RESOLVED that the Board accepts and approves the bid from _____ in the amount of \$ _____ (State Child Development Funds) for the surface replacement, installation and purchase of playground equipment for the Playground Project.

VI.9 Resolution No. 13179: **PROFESSIONAL ARCHITECTURAL SERVICES**

WHEREAS the Citizens Oversight Committee for Measure L Bond formed a Subcommittee (Norma S. Galindo, Barbara Macci-Trethewey, Henry Monroy, and Bill Thornburg) to select and recommend an architectural firm for development of the new Science and Technology Facility and modernization of all campus buildings; and

WHEREAS the Subcommittee reviewed the RFP for the Request for _____ Qualifications for the Professional Architectural Services, and the RFP was advertised in the Imperial Valley Press, San Diego Union Tribune and Yuma Daily Sun; and

WHEREAS the Subcommittee reviewed seven RFPs and on January 14, 2005, interviewed six architectural firms; and

WHEREAS the Subcommittee met to recap and present overall scores from each firm interviewed, and the top two firms were as follows: #1 Sanders, Inc. and #2 the HMC Group.

WHEREAS the Subcommittee recommended to the Administration (Dr. Pai and Mr. Hudson) to conduct background checks on references and fee negotiations with the first choice firm, Sanders, Inc., and if the results were not positive or acceptable, then conduct a background check on the second choice firm, HMC Group.

WHEREAS the Subcommittee further recommended that the Administration proceed with the process and present their recommendation to the Board of Trustees for approval at the January 25, 2005 Board meeting.

BE IT NOW RESOLVED that the Board accepts and approves the recommendation from the Citizens Oversight Subcommittee to award the Architectural Services for the Measure L Bond (the New Science and Technology Facility and Modernization of all Buildings) to Sanders, Inc.

BE IT FURTHER RESOLVED that based on the findings from the Citizens Oversight Committees review of the Request for Qualifications (RFP) and interviews conducted with six architectural firms, in addition to the results of a background check of references and fees negotiation from the Administration that if such results are not acceptable to the Administration, the Board approves and awards the second place firm the HMC Group based on results of the same background check and fees negotiation.

VII. CONSENT AGENDA - EDUCATIONAL SERVICES

VII.1 Resolution No. 13180: **STUDENT LEARNING OUTCOMES**

WHEREAS, the WASC Accreditation Standards (June 2002) call for an "institution-wide dialogue" regarding institutional effectiveness; and

WHEREAS, WASC Accrediting Standards call for an institution to demonstrate its effectiveness, in part, by providing "evidence of the achievement of student learning outcomes" (Standard I B); and

WHEREAS, Student Learning Outcomes (SLOs) by their very nature are linked to curriculum and, subsequently, to graduation requirements; and

WHEREAS, the IVC Board of Trustees has elected to rely primarily upon the advice and judgment of the IVC Academic Senate in matters of curriculum and graduation requirements; and

WHEREAS, the IVC Academic Senate is in the best position to provide campus-wide leadership in the development and design of institutional student learning outcomes (which relate to the General Education program); and

Notwithstanding, the IVC Academic Senate recognizes and asserts that the use of student learning outcomes in faculty evaluation is a matter for collective bargaining (Standard III A.1.c.);

NOW, THEREFORE, BE IT RESOLVED that the Board affirms that the IVC Academic Senate will provide campus-wide leadership in the development, design, and assessment of institutional student learning outcomes.

FISCAL IMPACT STATEMENT: There is no fiscal impact to the District.

VIII. CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
District Negotiators: Dr. Marion Boenheim and Tom Hudson
Employee Organizations: IVC Chapter CTA/NEA and CSEA Chapter 472
2. CONFERENCE WITH SUPERINTENDENT/PRESIDENT
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5. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

IX. OPEN SESSION

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X. CONSENT AGENDA - HUMAN RESOURCES

X.1 Resolution No. 13181: **EMPLOYMENT OF TENURE TRACK FACULTY**

BE IT RESOLVED that the Board approves the following full-time, tenure track, academic personnel to be employed for the academic year 2004-2005, pending medical and background clearance:

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
Hegarty, Carol	Appropriate Classification and Step Contingent Upon Verification of Records	Art (Studio and Art History)
Heumann, Michael	"	English (Basic Composition)
Leon, Allyn	"	Mathematics
Mason, Charles	"	American Sign Language
McClain, John	"	English as a Second Language
Unangst, Helen	"	Child, Family, and Consumer Science
Woods-Rodea, Diane	"	English as a Second Language

X.2 Resolution No. 13182: **TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the following academic personnel be employed for the Spring 2005 Semester, on a temporary contract basis, pending medical and background clearance:

<u>NAME</u>	<u>CLASSIFICATION/STEP</u>	<u>ASSIGNMENT</u>
Riesberg, Curt	Appropriate Classification and Step Contingent Upon Verification of Records	English (Reading)

X.3 Resolution No. 13183: **WITHDRAWAL OF SABBATICAL LEAVE**

BE IT RESOLVED that the Board approves the request of Dr. Dennis Carnes, Associate Professor of Science, to withdraw the sabbatical leave granted to him for the spring, 2005.

X.4 Resolution No. 13184: **AUTHORIZATION TO EMPLOY DEAN OF TECHNOLOGY AND LEARNING SERVICES**

WHEREAS, the consulting services of STRATA will terminate in April; and

WHEREAS, there will be a continued need for expertise in technical support for the Banner implementation; and

WHEREAS, it is anticipated that Eileen Buckel, Dean of Learning Services, will retire during the summer of 2005;

BE IT RESOLVED that the Board approves the request of the Superintendent/President, and authorizes Academic Services to fill the position of Dean of Learning Services with the Dean of Technology and Learning Services.

BE IT FURTHER RESOLVED that the selected candidate would serve as Director of Technology from the date of hire until the existing Dean of Learning Services retires, and at that time, the individual would assume the responsibilities of the Dean of Technology and Learning Services.

X.5 Resolution No. 13185: **TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the following personnel be employed effective January 3, 2005 through June 30, 2005, as temporary, full-time contract personnel contingent upon continued funding of the Federal grant designated and verification of records:

<u>NAME</u>	<u>PROJECT POSITION</u>	<u>FUNDING SOURCE</u>
Cabrera, Hector	Counselor	Upward Bound

X.6 Resolution No. 13186: **TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the following academic personnel be employed January 10, 2005 through May 28, 2005, as temporary contract personnel, contingent upon continued funding of the grant designated:

<u>NAME</u>	<u>FUNDING</u>	<u>ASSIGNMENT</u>
Sullivan, Terrie	Workforce Investment Act LVN Training Grant	Nursing Instructor

X.7 Resolution No. 13187: **PER-SESSION FACULTY EMPLOYMENT**

BE IT RESOLVED that the following personnel be employed during the 2005 Spring Semester, as hourly rate provided for in Resolution No. 12564. Employment is contingent upon verification of records, credentials, finger printing clearance and sufficient enrollment, or whether the class is essential to a full-time instructor's load.

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Aguayo, Rodolfo	Political Science
Arango, Fernando	Business
Jones, Shane	Computer Information System
Kramer, Chris	Philosophy
Lewenstein, Jay	English
Rolland, Tim	Psychology

X.8 Resolution No. 13188: **CLASSIFIED SERVICE EMPLOYMENT**

BE IT RESOLVED that the following individual be employed in the classified service as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Rogers, Monica	Student Services Representative (Brawley Extended Campus)	District	24-A	1/18/05

VI.9 Resolution No. 13189: **SHORT-TERM EMPLOYEES**

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

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Armenta, Claudia	Accounting Technician	District	27-A	1/12/05 to 2/17/05
Cadena, Judy	Instructional Lab Assistant	District	23-A	1/18/05 to 3/4/05
Lang, Kathleen	Administrative Assistant (Academic Services)	District	5-1	1/10/05 TO 1/31/05

XI. **ADJOURNMENT** - The next regular meeting of the Board of Trustees is scheduled for Saturday, February 12, 2005, at 10:30 A.M.