



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

**Wednesday, April 18, 2007 – 6:00 P.M.**

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

**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
Marian A. 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. 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. WRITTEN COMMUNICATIONS**

1. Victor Zazueta, Reference Librarian (RE: Resignation)
2. Benny Andrés, Jr., History Professor (RE: Resignation)

Wednesday, March 14, 2007

Imperial Valley College Board of Directors  
Imperial Valley Community College District  
P.O. Box 158  
380 E. Aten Road  
Imperial, CA 92251

Dear Board of Directors:

This letter is to inform the Board, the HR Director, and the campus that I am resigning from my position of Reference Librarian at IVC. My final day of employment at the College will be Friday, April 20, 2007.

As Reference Librarian for the past two years, I have had the pleasure and the privilege to serve the College and community in a variety of ways. I have also valued the opportunity to hone old skills and develop new ones. However, the time has come to accept the more responsible and challenging position of Library Director of Humboldt County in Northern California.

Sincerely,

*Victor Zazueta*

Victor Zazueta  
Reference Librarian



# IMPERIAL VALLEY COLLEGE

P.O. Box 158, Imperial, California 92251  
(760) 352-8320 • FAX (760) 355-2663

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April 3, 2007

Dear Dr. Paul Pai,

I am writing to inform you that I will be leaving Imperial Valley College at the end of this semester to take a tenure-track position at the University of North Carolina at Charlotte. Although I am happy for the opportunity to teach at a 4-year college, I am sad to leave Imperial Valley College after spending nine productive years here. It was a dream come true to return to Imperial County after a fifteen-year hiatus in the military and college. I have many fond memories of students, activities and colleagues that I will cherish.

Most sincerely,

Benny Andrés, Jr.

Cc Sheila Dorsey  
Human Resources

**IV. INFORMATION REPORTS**

1. Employee of the Month Presentation (March 2007)
2. Board Member Reports
3. Associated Student Government Senate Update – Frank Fernandez
4. Academic Senate Update – Dr. Dennis Carnes
5. Monthly Financial Report – Dick Fragale
6. President's Update – Dr. Paul Pai
7. Nielsen Construction Presentation (Cost and Timeline of Science Building) – Dick Fragale
8. Non Credit Program – Gary Rodgers/Efrain Silva

**V. CONSENT AGENDA – BUSINESS**

1. Approval of Minutes dated March 21, 2007
2. Approval of Minutes dated March 24, 2007
3. Resolution No. 13789: Payroll Warrant Orders
4. Resolution No. 13790: Commercial Warrant Orders
5. Resolution No. 13791: Budget Transfers
6. Resolution No. 13792: Audit Services
7. Resolution No. 13793: Memorandum of Understanding (MOU) with U.S. Asia Chamber of Commerce

**VI. CONSENT AGENDA – EDUCATIONAL SERVICES**

1. Resolution No. 13794: Day of the Teacher: May 8, 2007
2. Resolution No. 13795: Classified School Employees Week: May 15-21, 2007
3. Resolution No. 13796: Imperial Valley College Early Childhood Education Preschool and Infant Center Parent Handbook
4. Resolution No. 13797: Out of Country Student Travel
5. Resolution No. 13798: Out of Country Travel
6. Resolution No. 13799: Major, Certificate, Course Additions, Revisions and Deletions
7. Resolution No. 13800: Student Equity Plan
8. Resolution No. 13801: Academic Calendar for 2007-2008

**VII. CLOSED SESSION**

1. HEARING  
Subject Matter: Student Hearing concerning privileges
2. PUBLIC EMPLOYEE(S) DISCIPLINE/DISMISSAL/RELEASE
3. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT  
Conference with District Negotiators  
RE: Direction for Negotiations

**VIII. OPEN SESSION**

1. Announcement of final action taken

**IX. CONSENT AGENDA – HUMAN RESOURCES**

1. Resolution No. 13802: Classified Employment
2. Resolution No. 13803: Adjunct Counselor Employment
3. Resolution No. 13804: Faculty Resignation
4. Resolution No. 13805: Faculty Resignation
5. Resolution No. 13806: Volunteer Employment

**X. ADJOURNMENT**

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, MAY 16, 2007, AT 6 P.M.** in the Administration Building Board Room.

**V. CONSENT AGENDA – BUSINESS**

**V.1 Approval of Minutes dated March 21, 2007**

**V.2 Approval of Minutes dated March 24, 2007, Board Retreat/Study Session**

**V.3 Resolution No. 13789: Payroll Warrant Orders**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the following Payroll Warrants for the month of March, 2007:

2006-07 Payroll Warrant		General Fund	Fund 80 BOND FUND	Fund 45 Child Development	Warrant Total
Warrant	#	Fund	FUND	Development	Total
3/9/2007	17	246,190.39	644.50	321.13	247,156.02
3/31/2007	18	2,437,717.37	8,375.77	31,890.70	2,477,983.84

**V.4 Resolution No. 13790: Commercial Warrant Orders**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the following Commercial Warrant Orders for the month of March, 2007:

2006-07 Commercial Warrant		General Fund	Fund 80 BOND FUND	Fund 45 Child Development	Fund 40 Lease Rev. Bond	Warrant Total
Warrant	#	Fund	FUND	Development	Rev. Bond	Total
3/1/07	32	171,567.84	7,559.31	370.80		179,497.95
3/8/07	33	1,972,913.45	41,575.05			2,014,488.50
3/15/07	34	681,392.44	17,000.00			698,392.44
3/22/07	35	367,486.80	928,735.96	236.80	1,080.00	1,297,539.56
3/29/07	36	200,426.79	1,135.76	73.00		201,635.55

**V.5 Resolution No. 13791: Budget Transfers**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the following budget transfers between major object classifications:

	<i>Account</i>	<i>Description</i>	<i>Increase</i>	<i>Decrease</i>
J4054661	11012-101-5220-6600	Increase Travel	1,000.00	
Accreditation	11012-101-4480-6600	Increase Hospitality	1,000.00	
	11012-101-4460-6600	Decrease Office Supply		2,000.00
J4054660	11001-201-5220-6010	Decrease Travel		500.00
Academic Services	11001-201-4460-6010	Increase Office Supply	500.00	
J4054659	17321-915-5740-6490	Decrease Advertising		1,000.00
Student Health Fee	17321-915-6129-6490	Increase Site Improvement <i>For Health Center Floor</i>	1,000.00	

BE IT FURTHER RESOLVED that the Board approves the recommendation of the Superintendent/President to approve the following budget transfers from **Board Reserve**:

	<i>Account</i>	<i>Description</i>	<i>Increase</i>	<i>Decrease</i>
J4054744	11001-107-5220-6600	Increase CSEA – Travel	900.00	
<b>Board Reserve</b>	<b>11001-152-7902-6720</b>	<b>Decrease Board Reserve</b>		<b>900.00</b>
J4054752	11001-811-2108-6780	Decrease IS – Classified Mgr Salary		27,080.96
Info. Systems	11001-811-5890-6780	Increase IS – Other Expense	27,080.96	
<b>Board Reserve</b>	<b>11001-152-7902-6720</b>	<b>Decrease Board Reserve</b>		<b>19,329.10</b>
	11001-811-5890-6780	Increase IS – Other Expense <i>For Legal Settlement</i>	19,329.10	
<i>Total Transfer</i>			\$46,410.06	\$46,410.06

**V.6 Resolution No. 13792: Audit Services**

WHEREAS, Education Code Sections 84040 authorizes community college districts to contract for an audit of their books and accounts, and

WHEREAS, the Imperial County Office of Education and the Imperial Community College District have solicited and received proposals from various certified public accountants:

	<b>Single Year</b>		<b>Multiyear</b>	
	<b>2006-07</b>		<b>2006-07, 2007-08, 2008-09</b>	
	<i>Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>
<b>Wilkinson and Hadley</b>	\$14,600	\$14,600	\$14,600	\$14,600
			\$15,100	\$15,100
			<u>\$15,700</u>	<u>\$15,700</u>
			\$45,400	\$45,400
<b>Moss, Levy &amp; Hartzheim</b>	no bid	no bid	no bid	no bid
<b>Nigro, Nigro &amp; White</b>	<i>Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>
	\$15,000	\$16,500	\$14,250	\$15,675
			\$14,820	\$16,302
			<u>\$15,413</u>	<u>\$16,954</u>
			\$44,483	\$48,931

NOW, THEREFORE, BE IT RESOLVED that upon the recommendation of the Superintendent/President, the Vice President for Business Services, and the Director of Fiscal Services that the firm of **Wilkinson & Hadley, LLP, Certified Public Accountants**, be awarded a three year contract to perform the District Audit for fiscal year 2006-07 in the amount of \$14,600, 2007-08 in the amount of \$15,100 and 2008-09 in the amount of \$15,700.

BE IT FURTHER RESOLVED that the Superintendent/President or the Vice President for Business Services be authorized to execute said contract.

**V.7 Resolution No. 13793: Memorandum of Understanding (MOU) with U.S. Asia Chamber of Commerce**

BE IT RESOLVED that the Board authorizes the Superintendent/President to sign a Memorandum of Understanding with U.S. Asia Chamber of Commerce for the purposes of working together to enable students from countries outside the United States to pursue their educational goals.

FISCAL IMPACT STATEMENT: There is no fiscal impact to the District.
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**VI. CONSENT AGENDA – EDUCATIONAL SERVICES**

**VI.1 Resolution No. 13794: Day of the Teacher**

WHEREAS America's greatest strength has always been an educated citizenry; and

WHEREAS that educated citizenry is directly attributable to our system of universal public education that provides an educational opportunity for all students; and

WHEREAS community colleges and their teachers are a vital part of the system of universal public education; and

WHEREAS community college teachers are challenged daily to reach out to every student--regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed, or ethnic origin--to provide the assistance and guidance necessary for full intellectual development; and

WHEREAS community college teachers hold the key to the intellectual and occupational preparation of individual citizens who, collectively, determine the quality of life in the United States, in California, and in this community; and

WHEREAS community college teachers deserve the deepest respect and admiration of this community for their vital contribution to the well-being of our students;

WHEREAS the official day recognized as the California Day of the Teacher is May 9, 2007;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees publicly commends and thanks the teachers of Imperial Valley College for their dedication and hard work.



**VI.2 Resolution No. 13795: Classified School Employees Week: May 15-21, 2007**

WHEREAS, classified professionals provide valuable services to the school and students of the Imperial Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotions of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Imperial Community College District's students; and

WHEREAS, classified professionals employed by the Imperial Community College District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, that the Imperial Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Imperial Community College District and declares the week of May 15-21, 2007, as Classified School Employee Week in the Imperial Community College District.

**VI.3 Resolution No. 13796: Early Childhood Education Preschool and Infant Center Parent Handbook**

BE IT RESOLVED that the Governing Board of the Imperial Community College District with the recommendation of the Superintendent/President, approves the Imperial Valley College Early Childhood Education Preschool and Infant Center Parent Handbook for 2007-2008.

**VI.4 Resolution No. 13797: Out of Country Student Travel**

BE IT RESOLVED that the Board, with the recommendation of the Superintendent/President, approves the out-of-country travel of the following Business Club members to attend the Mexican Riviera Cruise from June 10 to June 17, 2007. This cruise will begin in Long Beach, California, and will continue on to Mazatlan, Cabo San Lucas and Puerto Vallarta, Mexico.

Nicole Betancourt	Annette Albright
Christina Ruvalcaba	Mariana Iglesias
Maria V. Figueroa	Sylvia Valdez
Leslie Martinez	Vanessa Hacegaba
Yvette Romero	Martha Diaz
Alba Silva	Angelica Vazquez
Ada Ceballos	
Angie Ruiz, Faculty Advisor	

FISCAL IMPACT STATEMENT: There is no fiscal impact to the District.
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**VI.5 Resolution No. 13798: Out of Country Travel**

BE IT RESOLVED that the Board approves the out of country travel request of Board President Romualdo Medina, Superintendent/President Dr. Paul Pai, Interim Vice President of Academic Services Gary Rodgers, and Professor of History and Political Science Eric Jacobson for a trip to China which will include arrival into Shanghai, with excursions to Xi'an, Zhengzhou, and Beijing, from April 19, 2007, and returning on April 30, 2007;

BE IT FURTHER RESOLVED that the purposes of the trip are to establish sister colleges for educational and cultural exchange of faculty, staff, and students; promote economic development for Imperial County; and study abroad participation.

FISCAL IMPACT STATEMENT: The fiscal impact to the District is \$11,674.00
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**VI.6 Resolution No. 13799: Major, Certificate, Course Additions, Revisions and Deletions**

WHEREAS, programs and courses within the programs have been approved by the Curriculum and Instruction Committee and instructional administration, and satisfy all applicable requirements of Title 5 regulations. All provisions of Title 5, Section 55130(b) have been considered. All factors, taken as a whole, support the establishment and maintenance of the proposed instructional program.

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee (3/15/07) and the Academic Senate (4/4/07), with the consent of the Superintendent/President, as follows:

**MARCH 15, 2007, C&I MEETING**

**Revised Credit Courses**

PHIL 108 – Religions of the Modern World (3.0)

**VII.7 Resolution No. 13800: Student Equity Plan**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President, the Academic Senate (2/21/07) and the College Council (3/12/07) to submit the Student Equity Plan to the Chancellor's Office.

BE IT FURTHER RESOLVED that the Academic Senate and Dr. James Patterson, as Coordinator, be hereby commended for taking the lead in the development of the Student Equity Plan.

**VI.8 Resolution No. 13801: Academic Calendar for 2007-2008**

BE IT RESOLVED that the Board approves the 2007–2008 Academic Calendar as ratified by the IVC Chapter CCA/CTA on March 27, 2007, as follows:

2007

August	17	Friday	Orientation (Non-Instructional Service Day)
	20	Monday	Fall Semester Begins
	25	Saturday	First Day of Saturday Classes
September	3	Monday	Holiday (Labor Day)
November	12	Monday	Holiday (Veterans Day)
	22-24	Thursday-Saturday	Recess (Thanksgiving)
December	3-7	Monday-Saturday	Final Exams
	10-14	Monday-Friday	No Classes - Campus Open
	17-31		Campus Closed - Winter Recess

2008

January	1	Tuesday	Holiday (New Year's Day)/Last Day of Winter Recess
	3	Thursday	Winter Intersession Begins
	21	Monday	Holiday (Martin Luther King's Birthday)
February	5	Tuesday	Winter Intersession Ends/Final Exams
	8	Friday	Holiday (Abraham Lincoln's Birthday)
	11	Monday	Spring Semester Begins
	18	Monday	Holiday (President's Day)
	16	Saturday	First Day of Saturday Classes
March	23	Sunday	Easter
	24-29	Monday-Saturday	Spring Recess
May	26	Monday	Holiday (Memorial Day)
June	2	Monday	Final Exams Begin
	6	Friday	Final Exams End
	7	Saturday	Graduation (Non-Instructional Service Day)
July	3	Thursday	No Classes – Open
	4	Friday	Holiday (Independence Day)

**VII. CLOSED SESSION**

1. HEARING  
Subject Matter: Student Hearing concerning privileges
2. PUBLIC EMPLOYEE(S) DISCIPLINE/DISMISSAL/RELEASE
3. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT  
Conference with District Negotiators  
RE: Direction for Negotiations

**VIII. OPEN SESSION**

1. Announcement of final action taken

**IX. CONSENT AGENDA – HUMAN RESOURCES**

**IX.1 Resolution No. 13802: Classified Employment**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to accept employment within another department for the following individual currently employed with the Imperial Community College District.

<u>Name</u>	<u>Position</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Cesena III, Edward	Learning Services Technician	District	15-4	04-01-2007

**IX.2 Resolution No. 13803: Adjunct Counselor Employment**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel during the 2007 Spring Semester, at the hourly rate provided for in Resolution No. 13257. Employment is contingent upon verification of records, credentials, finger printing clearance and continued funding of the grant indicated, and approval of the program officer:

<u>Name</u>	<u>Position</u>	<u>Funding</u>
Andrade, Maria	Counselor	State/District
Vizcarra, Margarita	Counselor	Federal

**IX.3 Resolution No. 13804: Faculty Resignation**

BE IT RESOLVED that the Board accepts the resignation of the following faculty member effective April 20, 2007:

Victor Zazueta, Reference Librarian

**IX.4 Resolution No. 13805: Faculty Resignation**

BE IT RESOLVED that the Board accepts the resignation of the following faculty member effective the end of the spring semester:

Benny Andrés, Jr., History Professor

**IX.5 Resolution No. 13806: Volunteer Employment**

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ Valarie Hill as a volunteer to assist with the Lifeguard certification class who shall be covered by Workman's Compensation Insurance effective March 28, 2007, through June 6, 2007; and

BE IT FURTHER RESOLVED that thanks be hereby extended to Valarie Hill for her contribution to Imperial Valley College.

**X. ADJOURNMENT**

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, MAY 16, 2007, AT 6 P.M.** in the Administration Building Board Room.