

Subject 12.1 Resolution No. 15884: Agreement between the District and Administrators

Meeting Oct 16, 2013 - Board of Trustees Regular Meeting, 6:00 P.M.

Category 12. HUMAN RESOURCES

Access Public

Type Action

Fiscal Impact No

BE IT RESOLVED that the Board ratifies the following meet and confer contractual agreement between the Imperial Community College District and the Administrators for the fiscal year 2013-2014 as follows:

IMPERIAL COMMUNITY COLLEGE DISTRICT

TO: Administrative Employees
 FROM: Dr. Victor Jaime, Superintendent/President
 DATE: October 2, 2013
 SUBJECT: Meet and Confer Finalization

The District negotiators brought me your proposal and following discussions with the Executive Council a decision has been made to make the following changes to your employment effective July 1, 2013:

I. SALARY

1. A 3% step increase for those eligible.
2. To better align with the salary median of our designated comparison college districts, the following is the new salary schedule for all Management employees(5 steps at 3%):

Step	Vice President	Dean	Associate Dean
1	\$125,328	\$115,390	\$102,600
2	\$129,088	\$118,852	\$105,678
3	\$132,960	\$122,417	\$108,848
4	\$136,949	\$126,090	\$112,113
5	\$141,058	\$129,872	\$115,477

3. Employees who have a current salary above the new schedule will remain "Y rated" at their July 1, 2013 salary. Employees not Y rated will be placed on the new schedule (after the 3% increase on July 1, 2013) at the closest step within their range without loss of salary.
4. An off-schedule COLA payment of 1.57% of an employee's 12-13 annual salary for those employed on June 30, 2013. To be included in the October 2013 regular pay warrant.

II. INSURANCE

5. Contributions to remain status quo. Increases to the dental and vision plans as recommended by the Insurance Committee.

III. EMPLOYMENT CONDITIONS

6. Administrators will have documented 2 year contracts of 217 Service Days.

File Attachments

[101613 - Human Resources - Administrative Contract.pdf \(25 KB\)](#)

Motion & Voting

Resolution No. 15884: Agreement between the District and Administrators

Motion by Rudy Cardenas, second by Romualdo Medina.

Final Resolution: Motion Carries

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

No: Steve Taylor

Subject 12.2 Resolution No. 15885: Agreement between the District and the Classified Managers for 2013-2014

Meeting Oct 16, 2013 - Board of Trustees Regular Meeting, 6:00 P.M.

Category 12. HUMAN RESOURCES

Access Public

Type Action

Fiscal Impact No

Budgeted Yes

BE IT RESOLVED that the Board ratifies the following meet and confer contractual agreement between the Imperial Community College District and the Classified Managers for the fiscal year 2013-2014 as outlined below:

IMPERIAL COMMUNITY COLLEGE DISTRICT

TO: Management Employees
 FROM: Dr. Victor Jaime, Superintendent/President
 DATE: October 7, 2013
 SUBJECT: Meet and Confer Information

The District negotiators brought me your proposal and following discussions with the Executive Council a decision has been made to make the following changes to your employment effective July 1, 2013:

I. SALARY

1. A 3% step increase for those eligible (2% of any 5% increase given on July 1, 2013 to be recovered via payroll deduction agreement for up to 6 months).
2. To better align with the salary median of our designated comparison college districts, the following is the new salary schedule for all Management employees (Director III is eliminated, previous Director III positions merge with Director II, the previous Step 3 is now Step 1, then 5 steps at 3%):

Step	Director I	Director II
1	\$81,780	\$89,388
2	\$84,233	\$92,070
3	\$86,760	\$94,832
4	\$89,363	\$97,677
5	\$92,044	\$100,607

3. Employees who have a current salary above the new schedule will remain "Y rated" at their July 1, 2013 salary. Employees not Y rated will be placed on the new schedule (after the 3% increase on July 1, 2013) at the closest step within their range without loss of salary.

4. The Executive Council will review the current processes available to allow for a review of individual position evaluation / analysis. This review will consider submission criterion and forms, timelines, and recommendations for a reviewing body. These job evaluations would be a formal process for determining the relative value based on job content and the Total Compensation Philosophy.
5. An off-schedule COLA payment of 1.57% of an employee's 12-13 annual salary for those employed on June 30, 2013. To be included in the October regular pay warrant.

II. INSURANCE

6. Contributions to remain status quo. Increases to the dental and vision plans as recommended by the Insurance Committee.

III. EMPLOYMENT CONDITIONS

7. Managers to transition to positive attendance service days of 217 days Positive Attendance schedules allow for amendments and adjustments during the course of the year and are signed/agreed with supervisors by June 30th of future years. Since the positive attendance service day calendar is retroactive to July 1, 2013, any Classified Manager that has already designated any days as vacation, will be given the opportunity to designate such days as non-contact days and such days would be credited back to the total final vacation balance as of June 30, 2013. Accrued vacation balance remains unless requested to use.
8. The current CMCA handbook will remain in effect until the District works with our group to develop a replacement Reference Manual. Two Classified Managers will be appointed to provide input as members of a task group that will accomplish this change no later than June 30, 2014.

Motion & Voting

Resolution No. 15885: Agreement between the District and the Classified Managers for 2013-2014

Motion by Rudy Cardenas, second by Romualdo Medina.

Final Resolution: Motion Carries

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

No: Steve Taylor

Subject 12.3 Resolution No. 15886: Agreement between the District and Classified Confidential Employees for 2013-2014

Meeting Oct 16, 2013 - Board of Trustees Regular Meeting, 6:00 P.M.

Category 12. HUMAN RESOURCES

Access Public

Type Action

Fiscal Impact No

BE IT RESOLVED that the Board ratifies the following meet and confer contractual agreement between the Imperial Community College District and the Confidential Employees for the fiscal year 2013-2014 as follows:

IMPERIAL COMMUNITY COLLEGE DISTRICT

TO: Confidential Employees
 FROM: Dr. Victor Jaime, Superintendent/President
 DATE: October 2, 2013
 SUBJECT: Meet and Confer Finalization

The District negotiators brought me your proposal and following discussions with the Executive Council a decision has been made to make the following changes to your employment effective July 1, 2013:

I. SALARY

1. A 3% step increase for those eligible (2% of any 5% increase given on July 1, 2013 to be recovered via payroll deduction agreement for up to 6 months).
2. To better align with the salary median of our designated comparison college districts, the following is the new salary schedule for all confidential employees (9 steps at 3%):

2013-2014

Confidential - (post meeting 9.3.13) eliminate steps 1-3 and Ranges 2,3,6 & 7									
Range	3%	3%	3%	3%	3%	3%	3%	3%	3%
1	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Tech	\$42,244	\$43,511	\$44,817	\$46,161	\$47,546	\$48,972	\$50,442	\$51,955	\$53,513
	3%	3%	3%	3%	3%	3%	3%	3%	3%
2									
(old 4)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Spec	\$48,912	\$50,379	\$51,891	\$53,447	\$55,051	\$56,702	\$58,403	\$60,156	\$61,960
	3%	3%	3%	3%	3%	3%	3%	3%	3%
3									
(old 5)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Adm Asst	\$51,357	\$52,898	\$54,485	\$56,119	\$57,803	\$59,537	\$61,323	\$63,163	\$65,058
Payroll									
HR Analyst									
	3%	3%	3%	3%	3%	3%	3%	3%	3%
4									
(old 8)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Exec Asst	\$59,422	\$61,205	\$63,041	\$64,932	\$66,880	\$68,886	\$70,953	\$73,082	\$75,274

3. Employees who have a current salary above the new schedule will remain "Y rated" at their July 1, 2013 salary. Employees not Y rated will be placed on the new schedule (after the 3% increase on July 1, 2013) at the closest step within their range without loss of salary.
4. The Executive Council will review the current processes available to allow for a review of individual position evaluation / analysis. This review will consider submission criterion and forms, timelines, and recommendations for a reviewing body. These job evaluations would be a formal process for determining the relative value based on job content and the *Total Compensation Philosophy*.
5. An off-schedule COLA payment of 1.57% of an employee's 12-13 annual salary for those employed on June 30, 2013. To be included in the October regular pay warrant.

II. ARTICLE 10: INSURANCE

6. Contributions to remain status quo. Increases to the dental and vision plans as recommended by the Insurance Committee.

III. EMPLOYMENT CONDITIONS

7. The current CMCA handbook will remain in effect until the District works with our group to develop a replacement Reference Manual. Two Classified Confidential employees will be appointed to provide input as members of a task group that will accomplish this change no later than June 30, 2014.

Motion & Voting

Resolution No. 15886: Agreement between the District and Classified Confidential Employees for 2013-2014

Motion by Rudy Cardenas, second by Romualdo Medina.

Final Resolution: Motion Carries

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

No: Steve Taylor

Subject **12.4 Resolution No. 15887: Approval of Modification to the Collective Bargaining Agreement between the District and IVC Chapter of PTFA**

Meeting Oct 16, 2013 - Board of Trustees Regular Meeting, 6:00 P.M.

Category 12. HUMAN RESOURCES

Access Public

Type Action

Fiscal No

Impact

WHEREAS negotiators from the PTFA and District compiled and signed a tentative agreement for 2013-2015 years, which was subsequently approved by the membership.

NOW, THEREFORE BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to ratify the Modifications to the Collective Bargaining Agreement between the District and the Imperial Valley College Chapter of the PTFA.

File Attachments

[101613 - Human Resources - Tentative Agreement between the District and PTFA \(dated](#)

Motion & Voting

Resolution No. 15887: Approval of Modification to the Collective Bargaining Agreement between the District and IVC Chapter of PTFA

Motion by Rudy Cardenas, second by Romualdo Medina.

Final Resolution: Motion Carries

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

No: Steve Taylor

Subject **12.5 Resolution No. 15888: Classified Confidential Service Employment - Human Resources Specialist**

Meeting Oct 16, 2013 - Board of Trustees Regular Meeting, 6:00 P.M.

Category 12. HUMAN RESOURCES

Access Public

Type Action

Fiscal Yes

Impact

Budgeted Yes