



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, October 13, 2008 – 2:30 P.M.
Administration Building Board Room

College Council Chair John Abarca called the meeting to order at 2:38 p.m.

Council members in attendance were as follows:

Kathy Berry, Administrative Representative
Robin Ying, Administrative Representative
Sergio Lopez, Alternate Administrative Representative

Michael Heumann, Faculty Representative (Vice Chair)
Bruce Seivertson, Faculty Representative
Armando Mendez, Faculty Representative

John Abarca, Classified Representative (Chair)
Frances Arce-Gomez, Classified Representative
Jessica Waddell, Classified Representative

Rick Webster, Alternate CMCA Representative

Chantilee Mendenhall, Student Representative
Steven Scicky, Alternate Student Representative
Josasat Trejo, Alternate Student Representative

Dr. Ed Gould, Ex Officio

Recording Secretary: Adriana Sano

Council members not in attendance were as follows:

Efrain Silva, Administrative Representative
Norma Nuñez, Alternate Faculty Representative
Patty Robles, Alternate Classified Representative
Carlos Fletes, CMCA Representative
Jonathan Balint, Student Representative
Itzel Bejarano, Student Representative

Others Present:

Tina Aguirre, Gloria Carmona, Frank Rapp, Liana Zhao, John Lau, Travis Gregory,
Marilyn Boyle, Dr. Taylor Ruhl

MEMBERSHIP CHANGES

Steven Scicky, Alternate Student Representative
Josasat Trejo, Alternate Student Representative

PUBLIC COMMENT

None.

APPROVAL OF MINUTES DATED MONDAY, SEPTEMBER 8, 2008

M/S/C Michael Heumann/Bruce Seivertson to approve the minutes dated September 8, 2008.

AREA REPORTS/UPDATES

Instruction/Academic Services

Vice President for Academic Services Kathy Berry reported the following:

- Attended the Education and Workforce Conference on October 9th; the majority in attendance were business leaders, industry leaders, superintendents, high school principals, IVC staff, and SDSU staff. VP Berry stated it was interesting to hear the needs of the business community (i.e., solar companies, geothermal companies, banks, business owners); they indicated the three most difficult positions to fill were geologists, mineralogists, and mineral engineers. Other positions mentioned were bioengineers and diesel mechanics. Local business leaders in the area indicated there is a need for individuals with basic reading, math, and communication skills that are ready to learn.

Accreditation Process

Vice President for Academic Services Kathy Berry reported the following:

- Announced the Board of Trustee approved the Accreditation Report at their Wednesday, October 8, 2008 meeting. The report is being printed and will go out by Federal Express early in the morning.
- She thanked everyone on campus for their hard work and help in getting the report done on time.
- Next week, the campus will start working on the next Accreditation Report which is due October 15, 2009. SLOs will need to be completed by this date, and IVC will need to show the commission that the new restructuring/planning works.

Learning Services

Dr. Taylor Ruhl reported the following:

- He announced that Learning Services is in the process of developing a newly designed website. One of the things immediately accessible on the website and of use to a number of people is the library and learning service hours.
- Learning services is working on giving new emphasis on copyright and have developed extensive links on the website.
- Noe Ibarra, AV Assistant will be retiring November 1st, and IVC will be recruiting for this position.
- Thanked the reprographics department for their work in designing and producing the brochures for the Education and Workforce Conference.

Business Services/Bond Projects/Parking and Facilities Plan Update

Vice President for Business Services John Lau reported the following:

- Reported that the budget will be presented to the Board of Trustees for approval on October 15th.
- Next College Council meeting he will have a budget overview to talk about where the district is now, and where the institution will be in the next couple of years.
- Reported the Math and Science buildings are well underway, but because of the cost it has caused us to rethink how we want to spend the rest of the bond proceeds, and what we want to accomplish with it. This will be discussed at the Citizen Oversight Committee meeting which meets this Friday, October 17th.
- Next May he hopes to be able to schedule tours of the new buildings.
- Reported he has been working with the subcommittee which Sergio and Bruce are a part of and has created a plan which takes into consideration the physical and financial constraints of the college; it will take about a year to complete. The plan includes moving the parking center over by the Math and Science building and adding new entryways to the front of the college. He stated that once the plan is approved, IVC will be presenting a drawing of the plan to College Council.

Student Services

Vice President for Student Services Dr. Victor Jaime was not present at the meeting.

ACCESO

Project Director Gloria Carmona reported the following: (Program Report)

- Reported the Final census count for fall 2008 online courses was at 1,530; the fill rate was at 108%.
- Reported instructors are using the Etudes in their classes this fall, currently 27 with 41 sections; courses include Art, English, Geology, History, Journalism, Math, Nursing, Political Science, and Spanish.
- Reported DE Counselor Questions were implemented in the fall of 2006 for students who may want to ask a counselor a question via the internet.
- Announced ACCESO is still looking into room scheduling programs; there were two presentations last month, CollegeNet and Astra Scheduling. Both programs were quite impressive, but costly. Dr. Ying will be scheduling a presentation by SunGuard for options within Banner.
- Reported Degree Works Training took place the first week in October, with future trainings scheduled in November and December.
- Reported ACCESO held the fourth day of Tech Camp 2008 for teachers that completed the Summer Tech Camp. She stated these teachers received a full day of technology training.

Title V Cooperative Grant

Dr. Lianna Zhao reported the following:

Computer Science Program

- Articulation of CS 220 with SDSU was approved, CS 230 was denied; solutions to this are currently being developed.
- The IVC CS major paperwork was tabled at the state level due to some information lacking in the market research and articulation sections of the application. Revisions are currently underway.
- IVC Room 1705 is not at the capacity to meet the demand of the increased enrollment. The administration continues to help us find a big room/lab.
- 10 students are enrolled in the new BA in computer science program at SDSU-IV, and have received scholarships. Two more students are taking computer science courses through Open University.
- We are developing outreach activities for computer science 2+2 program. A meeting was scheduled on Oct 14, for SDSU computer science faculty to talk to grades 7-14 about a series of upcoming CSI-themed workshops that will teach students to write fingerprinting programs to solve imaginary crimes.

Nursing Program

- 13 of 16 SDSU-IV nursing first cohort students entered the second year of the program. 6 new students entered the program for Fall 08. A total of 22 students are enrolled in the RN-BS in nursing program at SDSU-IV.
- The Chief Nursing Officers from the two local hospitals are serving as SDSU-IV's clinical instructors in the Leadership and Management course as an in-kind contribution to the program.
- SDSU-IV hired Sheila Dollente to be a part-time nursing advisor.
- Hoyt also started to work part-time for the School of Nursing at SDSU as the RN-BS in Nursing Coordinator for their program, as well as SDSU-IV's. Betty Wong was hired to be a part-time secretarial support to Hoyt paid by Title V.

Student Services

- Gomez worked with students applying for Spring 2009 admission, to develop their education plans, to continue advising new and continuing students in the CS and Nursing programs at IVC.

Management

- We have participated in IVC College, University, and Career Day with demonstrations and displays.
- 2+2 website at IVC was updated.
- The Internal Monitoring Team meeting and the External Evaluator on-site visit for Year 3 is schedule on 10-29-08 at SDSU-IV.
- We continue work with the subcontractor and partner institution to nail down the contract language for Year 4.

Technology Services

Dean of Technology Robin Ying reported the following:

- Reported the technicians finally resolved the problem with the 60 channels, and the new phone system is working well as of this morning.
- Announced all phones should be functioning in the next couple of weeks.

Associated Student Government

ASG President Chantilee Mendenhall reported the following:

- ASG conducted the non-smoking survey which contained questions about the current smoking policy and how students felt about changing the policy. The students' responses were 1) having designated areas; 2) no change at all; or 3) going smoke free. The survey also asked students what sports they would like to see added on campus. Top three responses were 1) football; 2) track; and 3) swimming.
- ASG's VC Idol and Rock the Boat Events were held last week.
- Wednesday October 15th is the last day for Voter's Registration.
- There will be no events scheduled for the next two weeks due to midterms.
- The ASG Halloween Event will take place on Thursday, October 30th.

President's Update

Dr. Gould reported the following:

- Dr. Gould thanked everyone and the students for their help and efforts during voting registration.
- He asked ASG President Chantilee Mendenhall to make recommendations to College Council and the Board of the survey findings.
- He reported the Education and Workforce Conference was held last week, and there were over 200 people in attendance. He stated the purpose of the conference was to bring the business community and education P-16 closer together, and working on aligning the colleges curriculum to the needs of the economic development in the area.
- He apologized for not being prepared to address the five action items which he had suggested and stated he will bring them back soon.
- He reported Rick Webster took aerial photos of the IVC campus the second week of school; the photos show cars lined up along Aten Road, on both the east and south side. There were cars up and down and onto Highway 111 creating a dangerous situation. He stated the administration will be recommending to the Citizens Oversight Committee on Friday that some funds be spent to open up both the west side entrance and the second north side entrance as soon as possible. He hopes to alleviate this situation by summer 2009.
- He stated that a proposal will be presented to the Citizens Oversight Committee to go through campus buildings one at a time to modernize some buildings prior to building the second Career Tech Building. The reason is that the funds in Measure L are not sufficient to fund the \$21 million dollar Career Tech Building. He stated he would be requesting a future match for the Career Tech Building from the state, if and when the two bonds pass.
- He reported there is ongoing discussions with the Citizens Oversight Committee whether to do one of two things: to extend Measure L for 11 more years, which would not increase the tax rate, but would extend it to 20 years and would produce \$57 to \$67 million dollars; or whether the district needs to go to the public in the near future for a second bond campaign.
- He reported that the state is currently running 5.3% below the expected revenue for the first quarter, which means a \$1.5 billion dollar shortfall; the state is now looking at a \$3 billion to \$4.4 billion dollar shortfall by year end which has prompted the governor to make mid-year adjustments to raise taxes or to do both. The district will not know anything until the 2009-10 budget, and until new

legislature is in place, January 10th is the deadline for the governor to present his budget.

- He reported that IVC is in discussions with KYMA Television and is looking into housing them on campus for a long range plan of having a communications and technology program.

MINUTES FROM STANDING AND AD HOC COMMITTEES

Minutes from the following committee meetings were received:

1. Student Learning Outcome Committee, 7/22/08.
2. Campus Operations Committee, 5/29/08, 9/18/08.
3. Curriculum and Instruction Committee Meeting, 8/28/08, 6/12/08.
4. Exercise Science, Wellness, Sports Division, 8/22/08.
5. Planning and Budget Committee, 8/27/08.
6. Student Affairs Committee, 5/19/08, 9/29/08.
7. IVC Academic Senate, 9/3/08, 9/17/08.

DISCUSSION AND INFORMATION ITEMS

1. New Classified Management Positions – Dr. Ed Gould

Dr. Gould reported that he will be recommending four new classified management positions to the board on Wednesday. The cost for these four new positions will be \$21,000.00 to \$108,000.00.

- The first position is the Director of Public Relations. Since public relations is currently being outsourced; this will be a half-time position with a savings of \$5,000.00 per year.
- The second position is the Director of Admissions and Records; this position will replace the Associate Dean of Admissions, and this will allow training while the Associate Dean of Admissions is still here. Kathie Westerfield has informed IVC of her intent to retire by August 4th 2009.
- The third position is the Director of Research, Planning and Grants Administration; this position will oversee the research, planning process, and audit of grants. This person, in essence, will be the “staff person” to the strategic planning committees to drive the strategic plan. There may be a minor increase of \$5,000.00 if hired internally and if hired off campus that cost will be \$91,000.00.
- The fourth position is the Director of Campus Safety; this position will be a POST certified person, who can make arrests. This position will be paid 50% out of parking, and the other 50% will come out of the parking officer position which will not be filled.
- The last position is the Director of Purchasing; this position will implement a centralized purchasing department, will allow us to take advantage of all the state and other purchase program discounts, and will have inventory control of all items. This position should pay for itself with the savings in discounts.

ACTION ITEMS

Approval of Smoke Free Campus – Travis Gregory and Chantilee Mendenhall

ASG President Chantilee Mendenhall stated that a resolution had been drafted and she will be sending it out this week.

Chair John Abarca requested that she read the resolution, and forward it to the recorder who will forward to College Council members.

ASG President Chantilee read the resolution, and agreed to forward it to the recorder.

Dr. Gould suggested that because of the nature of the controversy this resolution should be taken to the constituent groups for discussion and feedback.

Member Lopez stated the last survey taken two years ago included a large number of staff and faculty, which surveyed about 700 students and 200 staff members.

Chair Abarca asked that this action item be taken to each division and then be brought back to College Council for discussion or action item.

ADJOURNMENT

M/S/C Bruce Seivertson/Sergio Lopez motioned to adjourn the meeting at 3:25 p.m.

**2008-2009 College Council Meeting Schedule
at 2:30 p.m. in the Board Room**

2008		2009	
July 14 & 28	October 13 & 27	January 12 & 26	April 27
August 11 & 25**	November 24	February 9 & 23	May 11
September 8 & 22	December 8	March 9 & 23	June 8 & 22*

~~Meeting Canceled~~

**Fall Semester Begins

* Summer Session Begins

Overload rate for 177-day members