



AGENDA

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, January 22, 2007 – 2:30 P.M.
Administration Building Board Room

MEMBERSHIP

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

Vacant, Faculty Representative
Patti Biley, Faculty Representative
Michelle Stevens, Faculty Representative
Dennis Carnes, Alternate Faculty Representative

John Abarca, Classified Representative (Vice Chair)
Frances Arce-Gomez, Classified Representative
Carol C. Ramirez, Classified Representative
Patty Robles, Alternate Classified Representative

Rick Webster, CMCA Representative
Carlos Fletes, Alternate CMCA Representative

Frank Fernandez, Student Representative
Sunni Pyron, Student Representative
Ashley Menvielle, Student Representative
Mirella Cobarruvia, Alternate Student Representative

Dr. Paul Pai, Ex Officio
Gene Hill, Ex Officio

Recording Secretary: Vikki Carr

PUBLIC COMMENT

APPROVAL OF MINUTES DATED MONDAY, JANUARY 8, 2007

REPORT FROM THE PRESIDENT – DR. PAUL PAI

AREA REPORTS/UPDATES

Instruction – Gary Rodgers
Accreditation Process – Gary Rodgers
Business Services/Bond Projects Update – Dick Fragale
Student Services – Dr. Victor Jaime
ACCESO – Dawn Chun
Title V Cooperative Grant – Dr. Lianna Zhao
Associated Student Government – Frank Fernandez

MINUTES FROM STANDING AND AD HOC COMMITTEES

None.

DISCUSSION AND INFORMATION ITEMS

1. 2007-08 Budget Development Guidelines (attachment) – Dick Fragale
2. Nominations and Election of Chair Update – John Abarca

ACTION ITEMS

None.

ADJOURNMENT

2006-2007 College Council Meeting Schedule at 2:30 p.m. in the Board Room

January 22	April 23
February 12 & 26	May 14
March 12 & 26	June 25

IMPERIAL VALLEY COLLEGE 2007-08 Budget Development Guidelines

Budget development for the 2007-2008 District Budget is scheduled to begin in February 2007, with a deadline of **March 31, 2007**. The first draft of the Tentative Budget will be reviewed by Planning and Budget Committee in April, 2007, with a Tentative Budget being presented to the Board of Trustees on June 19, 2007 and a Final Budget to be adopted by September 15, 2007.

2007-08 BUDGET GOALS

1. Maintain the fiscal stability of the District.
2. Maintain a minimum 6% reserve.

2007-08 BUDGET GUIDELINES

1000 Certificated salaries – subject to negotiations

2000 Classified Salaries – subject to negotiations

3000 Fringe Benefits – subject to negotiations

4000 Supplies and Equipment – ***Proposals will be submitted by area Vice President to Planning and Budget for consideration based on Program Reviews. Amount appropriated for expenditures (not including fixed costs) to be distributed by area vice presidents, division chairs and program directors.***

5000 Services – ***Proposals will be submitted by area Vice President to Planning and Budget for consideration based on Program Reviews. Amount appropriated for expenditures (not including fixed costs) to be distributed by area vice presidents, division chairs and program directors.***

6000 Capital Outlay – ***Proposals will be submitted by area Vice President to Planning and Budget for consideration based on Program Reviews. New and replacement of equipment.***

Data Entry: 1000, 2000, and 3000 (salary and benefits) will be entered by the Business Office for non-categorical programs; 4000, 5000 and 6000 budget amounts will be entered by departments/divisions.

Categorical Programs: All data entry for categorical programs will be done by the program; any adjustments to categorical budgets will be addressed on an individual basis by the program directors and the Director of Fiscal Services.



IMPERIAL VALLEY COLLEGE COUNCIL

MINUTES

MONDAY, JANUARY 8, 2007

College Council Vice Chair, John Abarca, called the meeting to order at 2:35 P.M.

Council members in attendance were as follows:

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

Michelle Stevens, Faculty Representative
Patti Biley, Faculty Representative

John Abarca, Classified Staff Representative (Vice Chair)
Frances Arce-Gomez, Classified Representative
Carol C. Ramirez, Classified Staff Representative

Rick Webster, CMCA Representative

Frank Fernandez, Student Representative
Sunni Pyron, Student Representative
Mirella Cobarruvia, Alternate Student Representative

Gene Hill, Ex Officio

Recording Secretary: Vikki Carr

Council members not in attendance were as follows:

Dennis Carnes, Alternate Faculty Representative
Carlos Fletes, Alternate CMCA Representative
Patty Robles, Alternate Classified Representative
Ashley Menvielle, Student Representative
Paul Pai, Ex Officio

Others present were:

Gary Rodgers; Dick Fragale; Marilyn Boyle; Dr. Lianna Zhao; Dawn Chun

PUBLIC COMMENTS

There was no public comment.

COLLEGE COUNCIL MEMBERSHIP CHANGES

Vice Chair Abarca announced there were two changes:

A vacancy in the faculty representation due to Cathy Zazueta being granted a leave of absence and Mirella Cobarruvia was appointed as the Alternate Student Representative by ASG.

APPROVAL OF MINUTES

M/S/C Efrain Silva/Dr. Michelle Stevens to approve the minutes dated December 11, 2006, as presented. Motion moved unanimously.

REPORT FROM THE PRESIDENT

Tabled due to Dr. Pai being out of the office on business.

AREA REPORTS/UPDATES**INSTRUCTION/ACADEMIC SERVICES**

Gary Rodgers reported that the winter schedule is offering 213 courses which were 14 fewer than last winter; there is a 67% fill rate which is higher than last year and FTES are lower than last year by 10 but there is a larger head count.

ACCREDITATION UPDATE

Gary Rodgers reported that the report is available online and hard copies were being printed and CDs burned for those that preferred it in those formats. He reported that IVC has not been assigned an accreditation chair.

BUSINESS SERVICES

Dick Fragale reported the following:

- Within the next two weeks the Governor is scheduled to deliver the State of the State Address in which he will announce the COLA. He stated that generally what the Governor announces is the base for IVC.
- Architect Jimmy Sanders submitted the science building plans to the Department of State Architecture (DSA) and was told that IVC should hear something within 30 days.
- A groundbreaking ceremony will likely happen in mid March after the bids are received.
- A bid for the concrete base of the science building will be done separately to avoid delays.

- IVC may be eligible for a grant if the all-weather tracks have reconstituted rubber.
- Parking lot bid will go to the approval for the Board at its February meeting.
- Thanked ASG President Frank Fernandez for his assistance in obtaining the lighting for the softball fields.

STUDENT SERVICES

Dr. Victor Jaime was not present but provided a report that was attached to the agenda.

ACCESO

Dawn Chun reported the following:

Winter Intersession 2007

12 online classes offered

316 students currently registered

9 out of the 12 classes closed the first day of classes

6 transfer level courses

Spring 2007

28 online classes offered

15 out of the 28 classes are closed

638 students currently registered

19 transfer level courses

7 new courses (AHP 100, ENGL 111, ENGL 201, GEOL 110, POLS 102, SPAN 200 & SPAN 220) offered this Spring

TITLE V COOPERATIVE GRANT

Dr. Lianna Zhao reported the following:

Computer Science

- IVC received all of the furniture for 1704 and will install student PCs and format them.
- IVC composed an AS in CS proposal.
- SDSU-IV worked with SDSU-SD to refine the list of learning outcomes for IV CS program.
- SDSU-IV Obtained written confirmation from SDSU-SD that the IV Campus Library has the resources needed for the program.

Nursing

- SDSU Director of the School of Nursing, Toderio, and IVC Associate Dean of Nursing, Berry, were hired as the consultants for Title V project.
- SDSU is working on the hiring of a clinical instructor.
- IVC and SDSU have discussed the need for nursing lab equipment and supplies, and the scheduling and rental of IVC Nursing Lab for SDSU summer classes.

- Since VP Singer delayed approving the RN to BSN program till November, we are on a tight schedule to organize SDSU-IV Nursing program and admit students this spring.
- IVC Title V counselor believes that there are only about 30 applicants for SDSU-IV's RN to BSN program, probably not all of them will qualify for admission, while we need to have 30 students enrolled by the fall to meet Singer's criteria for making the pilot program permanent after the Title V grant ends.

Management and Evaluation

- External Evaluator's Year 1 evaluation memo was received.
- Year 1 Annual Progress Report was submitted to the Department of Education.

ASSOCIATED STUDENT GOVERNMENT

Frank Fernandez reported the following:

- He will be attending the Statewide Student Senate in Sacramento on January 19th.
- On January 26th, he will be attending the Region X meeting at Palomar College.
- A "Welcome Back Day" is underway for the spring semester and will include passing out the health surveys from the last semester.
- Sergio Lopez stated that the remodeling of the Health Center will include private exam rooms with new signs to promote the health center.

MINUTES FROM STANDING AND AD HOC COMMITTEES

The following minutes were presented for their review:

- a. Bond Oversight Committee: December 1, 2006
- b. Insurance Committee: December 4, 2006
- c. Planning and Budget Committee: December 6, 2006

DISCUSSION AND INFORMATION ITEMS

Election of Chair

Vice Chair Abarca stated that due to the vacancy left by Cathy Zazueta's leave of absence, the next meeting will be open for nominations and possibly the election of a chair.

Posting of Committee Minutes on the website

Vice Chair Abarca stated that there is a desire to have all committee minutes posted to the website.

Dr. Robin Ying stated that the college did not have a webmaster at the time and someone needs to maintain the files in a central location.

A discussion ensued concerning software programs, previous positions that did this function, and having an umbrella calendar.

Dr. Robin Ying stated that Larry Valenzuela manages the home page and that the Conveyor Group is currently working on redoing the website itself. He stated that he is pursuing the webmaster position and it is going to Planning and Budget for approval.

ACTION ITEMS

There were no action items.

ADJOURNMENT

M/S/C Carol Ramirez/Dr. Patti Biley to adjourn the meeting at 3:01 p.m.

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