



AGENDA

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, March 10, 2008 – 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

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

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

Carlos Fletes, CMCA Representative
Rick Webster, Alternate CMCA Representative

David Lopez, Student Representative
Itzel Bejarano, Student Representative
Chantilee Mendenhall, Student Representative
Vacant, Alternate Student Representative

Gary Rodgers, Ex Officio
Gene Hill, Ex Officio

Recording Secretary: Paula Saldana

MEMBERSHIP CHANGES

PUBLIC COMMENT

APPROVAL OF MINUTES DATED MONDAY, FEBRUARY 25, 2008

AREA REPORTS/UPDATES

Instruction/Academic Services – Kathy Berry
Accreditation Process – Kathy Berry
Business Services/Bond Projects Update – John Lau
Student Services (Attachment) – Dr. Victor Jaime
ACCESO – Dawn Chun
Title V Cooperative Grant – Dr. Lianna Zhao
Learning Services – Dr. Robin Ying
Technology Services – Dr. Robin Ying
Associated Student Government – David Lopez
President’s Update – Gary Rodgers

MINUTES FROM STANDING AND AD HOC COMMITTEES

1. Academic Senate, 11/21/08, 02/20/08

DISCUSSION AND INFORMATION ITEMS

1. Institutional Planning Goals for 2008-09 – Kathy Berry

ACTION ITEMS

None

ADJOURNMENT

**2007-2008 College Council Meeting Schedule
at 2:30 p.m. in the Board Room**

2008	
March 10	May 12
April 14 & 28	June 9** & 23

** Monday after Graduation Overload rate for 177-day members



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, February 25, 2008 – 2:30 P.M.
Administration Building Board Room

College Council Chair John Abarca called the meeting to order at 2:32 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
Carol Cortes-Ramirez, Classified Representative

Carlos Fletes, CMCA Representative

David Lopez, Student Representative
Itzel Bejarano, Student Representative
Chantilee Mendenhall, Student Representative

Gary Rodgers, Ex Officio
Gene Hill, Ex Officio

Recording Secretary: Paula Saldana

Council members not in attendance were as follows:

Efrain Silva, Administrative Representative
Norma Nuñez, Alternate Faculty Representative
Patty Robles, Alternate Classified Representative
Rick Webster, Alternate CMCA Representative

Others present:

Marilyn Boyle, Vikki Carr, Dawn Chun, Tom Gilbertson, Travis Gregory, John Lau

Community visitors:

Ruth Chambers, Dora DePaoli, Shirley Hofer-Bell

MEMBERSHIP CHANGES

Associated Student Government President David Lopez introduced the two new student representatives, Itzel Bejarano and Chantilee Mendenhall. He stated they are still in the process of looking for an alternate student representative.

PUBLIC COMMENT

Ruth Chambers introduced herself and stated she had a letter addressed to the Campus Operations Committee regarding the naming of the IVC Art Gallery. She read the following letter aloud:

TO: Campus Operations Committee:

We would like to submit **Juanita Salazar Lowe's** name for the Imperial Valley College Art Gallery.

Of Mexican and Native American heritage, Mrs. Lowe was born in Oklahoma. After high school she joined the United States Navy as a WAVE. After serving in the military she enrolled in college under the G.I. Bill, receiving both her Bachelor's and Master's degrees from Western Carolina University. Lowe has studied at SDSU, UCSD, University of Redlands and USC. She also traveled to art centers in Paris, London and Florence, Italy.

Mrs. Lowe's work has been exhibited in North Carolina and Southern California areas, and in the California-Hawaii Show and in several juried shows.

From 1961 to 1990, Mrs. Lowe taught Drawing, Painting, Design, and History and Appreciation of Art at Imperial Valley College. She served as chairman of the Humanities Department until she retired. She has influenced the lives of thousands of students. To name a few that have become professionals:

Buck McCain, Marvin Wieben, Michael Wieben, Dian Mahan-Self, Ruth Williams, Beth Williams Shirk, Gary Lowe and Frank Sibley.

Noted Western artist Buck McCain said of Mrs. Lowe: "She was a tough teacher, and I really had to work hard in her classes to maintain the 3.5 grade point average needed to keep my pre-med scholarship."

Recognizing his talent, Lowe encouraged McCain to pursue art, a decision that was strengthened when McCain sold his first painting – a depiction of two boats in the San Diego harbor – for \$35.

Mrs. Lowe was on the committee to obtain the old Holtville Train Depot as an art gallery for the campus. In addition to the many student art exhibits at the gallery, she was instrumental in bringing in notable artists and having receptions for them.

Thank you for your consideration of Mrs. Lowe. It seems fitting to name a building in her honor after her nearly thirty years of faithful service. Her name would be appropriate along with the **Terrel Spencer Memorial Library**, the **John A. "Buck" DePaoli sports Complex**, the **Ray White Auto Technology Tool Room**, the **Pauline Rice and Jean Raulston Reading/Writing Lab**, the **Hector Lopez Student Services Building**, and the **Raul Aragon Soccer Field**, all named after former employees of the college.

Chair Abarca asked if the letter had been submitted to the Campus Operations Committee.

Ruth Chambers stated it had not because she was not aware of the procedure until this past weekend.

Chair Abarca stated the committee had moved on the two items and it was the committee's responsibility to take action on the recommendation. He stated the next option would be to speak to the Board of Trustees.

Member Berry stated there is another option and that would be to table the items and send them back to the Campus Operations Committee.

Member Lopez agreed and stated there is a one-year grace period that is given for any challenges or oppositions.

APPROVAL OF MINUTES DATED MONDAY, FEBRUARY 11, 2008

M/S/C Bruce Seivertson/Carlos Fletes to approve the minutes dated February 11, 2008.

AREA REPORTS/UPDATES

Instruction/Academic Services

Vice President for Academic Services Kathy Berry reported the following:

- She stated late registration ended on Friday, February 23rd.
- Enrollment is up for the spring semester; however, due to the short term classes, we will not know the total number until the end of the semester.
- The Instruction Office is in the process of finishing the summer schedule, which has been entered into Banner.
- The summer classes listing the instructor as "staff" have been eliminated from the schedule. This is due to the lack of instructors when the semester begins. She stated it is easier to add the classes later.
- She announced second round interviews are being held this week for the evening Dean of Instruction position.

Accreditation Process

Vice President for Academic Services Kathy Berry reported the following:

- She stated IVC has received a warning status from the Commission, and explained it is a sanction.
- The Curriculum and Instruction Committee has set goals for driving the budget. She stated the divisions and Student Services would begin working on the goals before budget development.
- The Academic Senate also discussed Student Learning Outcomes at its last meeting and is moving ahead.

Business Services/Bond Projects Update

Vice President for Business Services John Lau reported the following:

- He stated the construction bids would be presented to the Board of Trustees for approval at the March meeting.
- He and Director of Fiscal Services, Carlos Fletes, have completed a snapshot of the budget and will be meeting with each department manager to discuss their department's budget.
- He stated a summary of all costs and IVC's position would be provided at the next College Council meeting.

Student Services

Vice President for Student Services, Dr. Victor Jaime, was not present. Chair Abarca stated an update for Student Services had been provided at the last meeting.

ACCESO

Project Director Dawn Chun reported the following:

- She stated there are six new online instructors which were added for the spring semester.
- Over 900 students are enrolled in online classes.
- Due to the IVC website internet connection being down so much, students are going directly to the Etudes website. However, a help desk is available for those needing assistance.
- Announced that Virginia Agatep, ACCESO Staff Secretary, has resigned from her position with IVC and this would be her last week. She stated ACCESO is looking for a replacement.

Title V Cooperative Grant

Dr. Lianna Zhao was not present at the meeting. This item was tabled until the next meeting.

Learning Services

Dean of Technology/Learning Services Robin Ying reported the following:

- He stated there is an issue with the English Discovery license at the extended campuses. El Centro and Calexico have 20 concurrent licenses; however, the classes in Calexico have more than 20 users. He stated he is working together with the English Discovery to resolve the issue.

Technology Services

Dean of Technology/Learning Services Robin Ying reported the following:

- He stated IVC's recent internet problems were due to routing problems. He explained how IVC's connection is routed through Lincoln Elementary School. He pointed out that it was an infrastructure issue and not a support issue, and that ICOE had been responsive in resolving the problem.
- The campus rewiring is near completion. After completion, IVC will cut over to the new network.

Associated Student Government

ASG President David Lopez reported the following:

- He announced that after three years of conducting surveys, the ASG had reached a consensus in making IVC a tobacco free campus. He stated several Region X campuses have gone tobacco free. A committee will be formed, and will be co-chaired by him and Associate Dean of Human Resources Travis Gregory.

VP for Business Services, John Lau, asked if students would be informed of the committee.

ASG President Lopez stated a meeting would be held to explain the process to all students.

President's Update

Interim Superintendent/President Gary Rodgers reported the following:

- On Thursday, February 21st, he had lunch with Bob Filner. He asked Congressman Filner for \$4.5 million. He stated this request resulted from ongoing discussions amongst IVC administrators that the college needs more of a presence in Washington, D.C. IVC is now considered to be a mid-level, mid-student population campus. The college is developing new academy programs, which require funding from the federal government.
- In the near future, IVC's connection with Washington, D.C. should be more apparent, and the campus community will hear and see more of this process. Specifically, he stated that college administrators and Board of Trustees would be traveling to Washington, D.C., to meet with representatives, present issues and secure funding.

MINUTES FROM STANDING AND AD HOC COMMITTEES

Minutes from the following committee meetings were received:

1. Citizens Oversight Committee for Measure L Annual Report, January 2008.
2. Citizens Oversight Committee for Measure L, 01/18/08
3. Environmental Health & Safety Committee, 01/30/08

DISCUSSION AND INFORMATION ITEMS

1. Accreditation Report – Kathy Berry

Member Berry stated the Accreditation Report had six recommendations and highlighted the different areas which must be addressed by October 15, 2008:

- a. Program Review and Master Planning - She stated the Curriculum and Instruction Committee and Student Services have set the following short term goals which will help in driving next year's budget: 1) Integrate SLO's across the institution; 2) Improve and develop a new strategy to increase student

- retention. This would be the platform in development of Program Review and the Master Plan, which would all be tied into next year's budgeting process.
- b. College Catalog – Member Berry stated the catalog must be modified to include IVC's sexual harassment policy and detailed financial aid information.
 - c. Technology Plan – The plan needs to be reviewed and modified to support the college's master plan and ensure that it is tied into the budget process. The Technology Council met last week and were advised they had to begin working on those changes.
 - d. Committee Flow Chart – Member Berry stated each committee's role and decision-making structure and processes must be defined in writing.

She stated by October 15, 2009, SLO's need to be implemented and also identified and integrated in all areas.

Member Berry stated the college has a lot of work over the next two years, and stressed the importance of having everyone on campus become involved.

Vice President for Business Services, John Lau, stated the Planning and Budget Committee would be changing the way it works. The committee would be focusing more on planning and ensuring the committee's objectives are reflected in the budget.

Vice Chair Heumann inquired as to the College Council's plans in terms of defining roles.

Member Berry stated the committee is the overarching of shared governance process. It needs to be involved in the development of program review, which begins in April. The committee needs to look more at planning for the future of the institution. She stated there is a lack of planning to support the college's needs.

Interim President Rodgers stated that in relation to SLO's, the College Council reaches out to the entire campus whereas the Academic Senate focuses on instruction. The committee needs to make a greater effort in developing communication and ensuring it is spread throughout the campus.

ACTION ITEMS

1. Naming of the "Centennial Pavilion" – Tom Gilbertson
2. Naming of the "Domingo O. Ulloa Memorial Art Gallery" – Tom Gilbertson

Chair Abarca reminded the members to keep in mind Mrs. Chambers' earlier comments regarding Juanita Salazar Lowe.

Member Sergio Lopez asked if the items would be addressed separately.

Items 1 and 2 were discussed simultaneously.

Art Instructor Tom Gilbertson stated that over the weekend he had a conversation with Ruth Williams, a Brawley resident and longtime artist regarding the naming of the art gallery. He stated a compromise had been reached after a lengthy discussion, and that Ruth Williams was thrilled about the proposal.

Tom Gilbertson stated he had received a list of criteria for naming buildings from past Superintendent/President Dr. Pai, but did not have the information with him. He indicated one of the criteria was the name to bring regional recognition to the college. He stated there were no criteria that the individual have an educational background.

Tom Gilbertson requested the items go back to the Campus Operations committee for review, and proposed that the pavilion be changed to the "Juanita Lowe Centennial Pavilion." He stated he had communicated the information to Bill Gay. Bill Gay would be discussing the matter with the County Centennial Committee and would get back to him.

Tom Gilbertson stated he feels the proposal is appropriate in that the pavilion, which is a gazebo at the entrance of the gallery, would recognize Juanita Lowe locally. The Domingo O. Ulloa Memorial Art Gallery would bring recognition on a regional and national level.

Member Sergio Lopez made a motion, second by Member Bruce Seivertson, to send the items back to the Campus Operations Committee for review.

Discussion

Shirley Hofer-Bell, an IVC retiree, spoke and voiced her concerns. She stated Mr. Ulloa had never attended IVC; has not given any monetary contributions; and did not have a history at IVC. She stated IVC buildings have been named after people who have invested their lives to IVC and have earned the recognition. She believes the individual should be someone who has made a major contribution to the college.

Tom Gilbertson responded by stating that the criteria defined by the Board of Trustees makes no mention about making contributions to the college. He stated Mr. Ulloa has passed away, and is recognized as the "Father of Chicano Art" by California legislators. He believes this makes him a good role model for students.

Vice Chair Heumann called for the question.

Chair Abarca called for a vote.

A vote was taken and passed unanimously. The two items will be sent back to the Campus Operations Committee.

Interim President Rodgers suggested that the representatives from both sides get together, speak on the issue, and submit a proposed agreement, so as to avoid any acrimony at the meeting.

Vice Chair Heumann stated the committee had previously discussed moving forward with the naming of the building would help with fundraising.

ADJOURNMENT

M/S/C Sergio Lopez/Armando Mendez to adjourn the meeting at 3:05 p.m.

**2007-2008 College Council Meeting Schedule
at 2:30 p.m. in the Board Room**

2008	
March 10	May 12
April 14 & 28	June 9** & 23
** Monday after Graduation	Overload rate for 177-day members

**IMPERIAL VALLEY COLLEGE
OFFICE OF THE VICE PRESIDENT FOR STUDENT SERVICES**

**STUDENT SERVICES UPDATE
February 2008**

District Counseling

No updates reported.

Matriculation

Matriculation counselors have been at the following high schools conducting orientation/assessments:

Imperial High School	February 5-7, 2008	80 students tested
Calexico High School	February 19-21, 2008	213 students tested
Central Union High School	February 26-28, 2008	<u>157 students tested</u>
		450 total this month

Veronica Soto and Jesse Ruiz have been conducting classroom presentations in the Non-Credit classes.

Director

- Preparing ACCUPLACER reports for the District visits to the high school for advising
- Continues to meet with the Basic Skills Committee every week
- Prepared “Declaration of Unused Funds” report for the Chancellor’s Office
- Prepared Matriculation Goals for 2008-2009
- Continues to attend Academic Senate, CTA and many other committee meetings.

Assessment Center

- 207 students took the ACCUPLACER placement test
- 82 students took the CELSA
- 24 students took the GED

Transfer Center/Articulation Services

No updates reported.

Student Support Services

- Postcard reminders were sent to students to see their counselor for academic monitoring and course suggestions summer and fall 2008
- Took students on an educational field trip to UCSD
- On-going recruitment

Disabled Students Programs and Services (DSP&S)

No updates reported.

CalWORKs Assessment and Counseling

No updates reported.

EOPS

No updates reported.

Financial Aid

- March 2nd marked the end of the initial Cal Grant period for high school and transfer students. IVC students have until Sept 2nd to file a Renewal FAFSA for Cal Grant eligibility. New Cal Grants for community college students have been marked for elimination by the governor.
- The emphasis is slowly switching from 2007/08 to 2008/09 as students begin to file applications for next year. We plan to disburse aid weekly beginning in fall 2008 so that students will receive their funds more expeditiously.

Educational Talent Search

- February 2:

ETS Staff attending the Migrant Conference held at Alternate Education.
- February 8:

ETS Counselor attended the IVCR meeting held at SDSU-IV Campus. SDSU presented on EOP, Financial Aid, freshmen registration, and the incoming freshmen class at SDSU-IV.
- February 16:

ETS held a FA workshop for its participants.

- February 22:

ETS took a high school field trip to UCLA; students were provided with a campus tour, university requirements, and a student panel presentation. Students were also taken to visit an onsite museum. The Mecha Club facilitated this event.

February 1-31:

ETS staff is actively recruiting students at south side schools; also providing presentations to students.

Admissions and Registrar:

No updates reported.

Student Affairs

The following is a list of activities the Student Affairs Office, Associated Students and the Parking Control for the month of February 2008:

- ◆ Fridays – Weekly Student Affairs Staff meetings (Student Affairs Conference Room, 9:00 a.m.)
- ◆ February 8 through 10 – ASG had a Planning Retreat in Big Bear, CA
- ◆ February 11th & 12th – ASG had an Information Booth in front of the College Center from 8:30 a.m. to 1:00 p.m.
- ◆ February 14th – ASG had a Welcome Back/Club/Valentine’s Day BBQ in front of the College Center from 10:00 a.m. to 1:00 p.m. Free hot dogs and prizes were given away to students.
- ◆ February 21st – Campus Operations Committee meeting (Board Room, 2:00 p.m.)
- ◆ February 28th – Parking control Appeal Hearings – Twelve (12) cases were reviewed.

Upward Bound

No updates reported.

IVC Academic Senate

Approved Minutes

November 21, 2007

- I. The meeting was called to order at 1:35 by President Seivertson.
- II. Roll Call
 - Present: Suzanne Gretz, Melani Guinn, Cesar Guzman, Michael Heumann, Russell Lavery, Carol Lee, Mary Lofgren, John McClain, Barbara Nilson, Thomas Paine, Bruce Seivertson, Kevin White, Lianna Zhao, Sherry Zobell, Kathy Berry, Dennis Carnes
 - Excused:
 - Absent: Krista Byrd, Dave Drury, Bobbie McClain, Armando Mendez, Norma Nunez, Rosa Pitones, David Lopez
 - Visitors: Gonzalo Huerta, Janeen Kalin, Jose Lopez, Toni Pfister, Deidre Pollack, Gary Rodgers, Val Rodgers, Gary Rodgers, Efrain Silva, Kathie Westerfield, David Zielinski
- III. **Treasurer's Report - none**
- IV. **Visitor Comments**
 - Seivertson – The faculty is invited to participate in a “paint the faculty lounge day” on Dec 6, 2007. Refreshments will be served.
 - Gretz – has some concerns about the upcoming evacuation drill. She has worked in industry where she was involved in the safety programs. Training and walkthroughs always proceeded the surprise drill. Having the drill when half of the campus is torn up is unsafe and having it during the last week of the semester is unwise. She also feels that 15 minutes will not be enough time to conduct the drill. She will relay these concerns to the HR Director.
 - Nilson – indicated she has the same concerns as Gretz.
 - Lavery – is a member of the Safety Committee. Some of the discussion points of the committee meeting included Gretz's concerns. The committee decided since an earthquake doesn't give warning or pick a convenient time to occur the drill would go on as planned. He stated that we are lucky to get an advance notice.
 - Carnes – good idea to put an evacuation map on the back of the school calendar.
- V. **Consent Agenda**
 1. M/S/C (Nilson/Lee) to approve the minutes of November 7, 2007 and C&I recommendations from September 6, 2007.
 2. C&I recommendations from October 4, 2007. M/S/C (Nilson/Lee)

VI. **Reports**

1. President - Would like a volunteer from the divisions to share their progress on SLOs for the February meeting. English agreed to be on the next agenda.
2. Past President – found out that the furniture in the Academic Senate room is institutional furniture and a request is needed for new chairs. There are replacement chairs available. It was suggested that we also request a new conference table.
3. VP of Instruction – 1)The presidential search is in progress. Screening will take place before the holiday break and the forum will be after the holiday break; 2) winter enrollment is up, spring enrollment is down; 3) there was a request by a private company for faculty grades for the last three years. The Chancellor's office said this was a legitimate request based on the Public Records Act. The school had 10 days to comply. This company will then sell the information. It has been suggested that each college post their own grades; 4) 70% of community college students need at least one basic skills class. A Basic Skills subcommittee, chaired by Kathleen Dorantes, is responsible to devise a campus wide plan for use of the allocated money, around \$800,000. The plan must be finalized by May 1st. The committee will be gathering data and the faculty were asked to cooperate; 5) SLOs – accreditation committee ask everyone what are you doing on SLO? The CIO has to produce documentation on how SLOs are being used to change how subjects are taught. Attached is the form to be used when reporting progress on SLOs. Each course should have an SLO, but doesn't have to have all of them. Some courses will only get an introduction of the SLO, because it may take 2 or 3 semesters to achieve mastery. Courses can mix and match to provide building blocks towards mastery.
4. ASG President - absent
7. Student Learning Outcomes (SLO) update: Science, Math, & Engineering
6. C&I Subcommittee Study concerning C&I membership, voting members, additional division representation, and officers (See October 17th approved minutes for more details as to subcommittee assignment). Next meeting
5. Senators Guinn and Mendez: By-Laws – next meeting

VII. **Academic and Professional Matters**

VIII. **Discussion**

1. STRS – nothing new to report. As a side discussion, there was a request for analysis on the winter session:
 - Is there an advantage?
 - Advantage of the compacted calendar has been lost because of the winter session.
 - Analysis should be more than just FTES.
 - Is the increase of students because of winter session or natural growth?
 - Are students finishing earlier because of winter session?
 - This to be added to the next agenda.

2. SLO Coordinator –wait for accreditation report
3. Basic Skills Initiative (BSI) – see VP of Instruction comments

IX. Committees

1. Budget and Planning – next week
2. C and I -
3. College Council – haven't met
4. Equivalency - next Monday
5. Policies and Procedures Review – continues to replace pages
6. Administrative Council – short meeting

- X. M/S/C (Nilson/Lee) to adjourn the meeting at 3:00 pm.

IVC Academic Senate

Approved Minutes

February 20, 2008

- I. The meeting was called to order at 1:31 pm by President Seivertson.
- II. Roll Call
 - Present: Krista Byrd, Suzanne Gretz, Melani Guinn, Cesar Guzman, Michael Heumann, Russell Lavery, Carol Lee, Mary Lofgren, John McClain, Armando Mendez, Barbara Nilson, Norma Nunez, Bruce Seivertson, Kevin White, Lianna Zhao, Sherry Zobell, Kathy Berry, Dennis Carnes, David Lopez
 - Excused:
 - Absent: Dave Drury, Tom Paine, Rosa Pitones
 - Visitors: Kathleen Dorantes, John Lau, Norma Nava, Alicia Ortega, Toni Pfister, Deidre Pollock, Gary Rodgers, Val Rodgers, Efrain Silva, Robin Ying
- III. **Treasurer's Report**
 - Balance of \$1822.07
- IV. **Visitor Comments**
 - Dennis Carnes – Several additions of the Rostrum are on the table at the back of the room. He encouraged senate members to take them.
- V. **Consent Agenda**
 1. The minutes of November 21, 2007.
 2. C & I Committee's latest recommendations dated 10-18-07, 11-15-07 M/S/C (Gretz/Nilson) to approve both items.
- VI. **Reports**
 1. President – no comments
 2. Past President – no comments
 3. VP of Instruction – At the board meeting tonight, 10 faculty will receive tenure status. Russell Lavery will set up telescopes to view the lunar eclipse. ARC, our report card that is sent to the chancellor's office, is in the process of being finalized. The first interviews for the Dean of Instruction have been completed. The second interviews will be conducted next week.
 4. ASG President – 12 applications have been received for the current opening in student government.
- VII. **Academic and Professional Matters**
 1. Budget update: John Lau – will come back next meeting to talk about the budget. We are doing slightly better than expected. The Science Building bids are out. The building process will be 18 – 24 month.

2. Accreditation report: Kathy Berry – IVC has been placed on warning status. The letter sent to Interim Superintendent/President Gary Rodgers from the accreditation committee was distributed.
 - 4 recommendations have to be met by October 2008.
 - 2 recommendations have to be met by October 2009
 Gary Rodgers – we will benefit from doing these things. We will be better for it in the long run.
3. Basic Skills Initiative (BSI): Kathleen Dorantes – The initiative was developed by the state community colleges because their students were not prepared in reading, writing, ESL and Mathematics.
 - Need to come up with a planning document.
 - Meeting March 7th.
 - Job description for BS Coordinator was distributed
 - Need by the middle of this term.
 - Categorical funds, for 3 years.
4. Student Learning Outcomes (SLOs): Kathy Berry –
 - These need to be done by October 9, 2009
 - SLOs are an institutional need
 - need a coordinator
 - 2 workshops during spring break
 - State Academic Senate workshops in San Diego
 - SLOs have to tie into everything that we do on this campus.
 A copy of Cabrillo College’s Comprehensive College Core Competencies was distributed. They had an A on their accreditation. M/S/C (Gretz/White) to open the process to select the SLO coordinator, from the faculty, at the next Academic Senate meeting.
5. Academic Senate elections dates 2008
 - Monday, February 25th – Notice of Vacancy
 - Monday, March 3rd, 5:00 pm – Declaration of Candidacy
 - Wednesday, March 5th – Sample Ballot distributed
 - Thursday, March 13th, 9 am – 3 pm - Election
6. Bylaws update: Melani Guinn and Armando Mendez – March 5th discussion, March 19th vote.

VIII. Discussion

1. Spring Academic Senate fundraiser –
 - Norma Nunez, chair
 - Committee members, Russell Lavery, Cesar Guzman, Mary Lofgren
 - Gloria Carmona has volunteered her home
 - April 11th
2. Academic calendar – Gretz –
 - Meeting during the first week of March to discuss the calendar
 - There is a survey asking students and staff on their comments about the calendar
 - Staff development is also on the agenda

IX. Committees

1. Budget and Planning – none
2. C and I – program review discussion
3. College Council – approved name of new Art building
4. Equivalency – couple of apps to be reviewed by chairs
5. Policies and Procedures Review – intellectual property rights
6. Administrative Council – moved to afternoon meetings now, another emergency drill is coming (will not be a surprise)

X. M/S/C (Lee/Zhao) to adjourn the meeting at 2:58 pm.