



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL
Monday, December 12, 2011 – 2:30 P.M.
Administration Building Board Room

College Council Chair Waddell called the meeting to order at 2:37 p.m.

Council members in attendance were as follows:

Taylor Ruhl, Administrative Representative
Sergio Lopez, Administrative Representative
Jan Magno, Alternate Administrative Representative
Ted Ceasar, Alternate Administrative Representative

Daniel Gilison, Faculty Representative (Vice Chair)
Martha Garcia, Faculty Representative

Silvia Murray, Classified Representative
Marilyn Boyle, Alternate Classified Representative

Jessica Waddell, CMCA Representative (Chair)
Todd Evangelist, CMCA Representative
Bill Gay, CMCA Representative

Alberto Izarraraz, Student Representative

Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

Council members not in attendance were as follows:

Alfredo Cuellar, Administrative Representative
Frances Beope, Alternate Faculty Representative
Laura Hartsock, Classified Representative
Yethel Alonso, Classified Representative
Martha P. Garcia, Alternate CMCA Representative
Daniel Bermudez, Student Representative
Mayra Beltran, Student Representative
Iliana Felix, Alternate Student Representative

MEMBERSHIP CHANGES

Chair Waddell announced the new CMCA representatives serving on the College Council as Bill Gay and Todd Evangelist. She stated that there would now be equal representation from all groups.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES DATED MONDAY, NOVEMBER 28, 2011

M/S/C Sergio Lopez/Daniel Gilison to approve the Minutes of November 28, 2011.
Motion carried.

AREA REPORTS/UPDATES

College Council Report

Chair Waddell stated the action item on today's agenda, Reorganization Ad Hoc Committee, would be pulled. She stated an ad hoc committee would be created with members consisting of Executive Council, College Council and Academic Senate to review the reorganization. Chair Waddell stated she would be appointing the College Council representatives.

She thanked the members for their support this semester as new chair, and looks forward to the Spring semester.

Measure J and L Report

VP Lau reported as follows:

- Construction on the 400 building is on track and will be finished in May.
- Will be meeting after the winter recess to finalize discussions regarding the furniture to be used in the 400 building.
- Considering low interest loans to supplement J and L monies.

Discussion followed regarding the status of the fencing. VP Lau stated there would be some narrowing but that it would not be substantial until May. He stated a larger pathway would be created from the gym to the College Center. VP Lau stated he would present an updated map at the next meeting.

Program Review Update

Dean Ruhl stated Program Review was a discussion and information item on today's agenda and would be discussed in greater detail by VP Lau.

Budget Update/Financial

VP Lau reported as follows:

- Budget and Fiscal Planning Committee has prepared budget instructions which will be issued in late January.
 - Accounts 4000, 5000, and 6000 would remain as they were in the 2011-2012 budget.
 - Adjustments in moving amounts within funds and accounts will be allowed; however increasing fund totals will not be allowed.
 - A justification, including detail, must be entered for each line item.

ASG President Update

No report was provided.

President's Update

President Jaime reported as follows:

- Groundbreaking for new CTE building is scheduled on Friday, December 16th, at 10:00 a.m., and will take place at the west side of the science building.
- Dr. Jaime attended several end of term events, including:
 - VN Pinning on December 8th
 - RN Pinning on December 9th
 - POST Completion Ceremony on December 9th
 - Paramedic Completion Ceremony on December 9th
- Announced the IVC Foundation meeting is scheduled tomorrow, December 13th, at 5:30 p.m., in the Board Room.

- Announced the next Board meeting is scheduled on Wednesday, at 6:00 p.m. President Jaime stated it would be the final public hearing regarding the redistricting process. The Board of Trustees would be voting on two different scenarios.
- Announced a new policy is being developed regarding out of state travel. He stated the policy would include an exemption for travel to Yuma due to a great deal of interaction with Yuma. This new policy would provide the Board with more information when approving items. The policy would include both district and categorical funding. Dr. Jaime stated the new policy would be presented for the Board's consideration in January.
- Dr. Jaime stated another new policy is being implemented which includes that all contracts must go to the Board for approval or ratification, as stated in the Ed Code.
- Stated ad hoc committee would be appointed to discuss the reorganization. The committee would consist of three representatives from the Executive Council, Academic Senate and College Council. The committee would provide a joint recommendation to the Board. IVC is in the process of securing funding to hire consultant to help with the reorganization process. Dr. Jaime stated the goal is to present a joint recommendation to the Board of Trustees in February.
- Provided an update regarding the Imperial Valley University Partnership (IVUP) between SDSU, ICOE and IVC. He stated the partnership is working on a program to replace the freshman program that serves less than 50, using the same cohort model. The students are both SDSU and IVC students. The program has received a total of 181 applicants, which is a 50% increase over last year. Feedback from the community regarding the partnership has been positive.
- Announced the campus would be closed for winter recess from December 17th through January 2nd.
- The Employee Season Celebration will take place on December 17th. The event is being held at the Quechan Casino & Resort.
- President Jaime wished everyone a Merry Christmas and Happy New Year.

SUB-COMMITTEE REPORTS

Competitive Athletics Committee

No report was provided.

Customer Service Committee

No report was provided.

Environmental Health & Safety Committee

No report was provided.

Facilities and Environmental Improvement Committee

Dean Lopez stated the committee is scheduled to meet this week.

Marketing Committee

Director Gay stated the committee would be meeting in January. He announced the upcoming CCLC Legislative conference on January 29-30. He stated it is a great opportunity to meet face to face with state legislators and discuss the value of the community colleges. He encouraged staff and faculty to attend the conference.

Director Gay announced that the Sundance Film Festival made contact with journalism instructor Gina Germani and expressed an interest in having a film workshop at IVC. He stated Sundance is interested in the area due its close proximity and relationship to the border. The event is being coordinated with the Imperial Valley Film Commission and is scheduled to take place on Saturday, February 18th, in the Science Building. The event would be open to students and members of the community.

Dean McNeece stated Sundance supports young independent filmmakers, and provides grants to various programs throughout the world.

Policy and Procedure Committee

No report was provided.

Staffing Committee

Chair Waddell stated the committee had its first meeting last week and reviewed its Standing Rules. The committee will meet the second Monday of the month at 10:00 a.m.

Student Affairs Committee

Dean Lopez reported as follows:

- The committee met last week; topics of discussion included:
 - There will not be a commencement speaker due to budget restrictions.
 - The committee is in the process of soliciting a photographer for commencement.
 - Applications are being accepted for the Pepsi Cola Scholarship which includes four \$500 scholarships for transfer students; and five \$500 scholarships for returning students.

Dean McNeece proposed the idea of having a speech contest where students could compete for the opportunity to speak at commencement.

Dean Lopez stated the ASG President addresses the graduating class, and that the last survey taken by graduating students indicated they did not want a speaker.

OTHER COMMITTEE REPORTS

Academic Senate

Academic Senate VP Gilson reported as follows:

- The Academic Senate approved the deletion of the Automotive Collision Repair Program.
- The Senate would be appointing three representatives to the Reorganization Ad Hoc Committee.
- Discussed the reorganizational structure and voted to submit a plan to the Ad Hoc Committee for the instructional area, as well as student services area, in addition to a list of concerns.
- The Senate would be electing a faculty representative for the College Council.

Budget and Fiscal Planning Committee

VP Lau reported as follows:

- Would be borrowing a TRANS to keep IVC going through next December.
- Would be meeting with rating agency within the next three weeks and obtain rating by January. Challenge to show the rating

Technology Planning Committee

VP Finnell reported as follows:

- The committee met last week and discussed the following topics:
 - The FMAT report and recommendations. The recommendations fall in the area of IT, Business, and HR, and deal with business practices.
- 2012 activities were approved and are included in the technology plan.
- Bid proposals regarding wireless network going to the Board on Wednesday. Wireless network to be implemented in the Spring.
- VP Finnell welcomed Alberto Izarraraz as the new ASG representative.

DISCUSSION AND INFORMATION ITEMS

1. 2012-13 Budget Development Guidelines (Attachment 1) – John Lau

VP Lau highlighted the Guidelines which would be issued in January.

- He stated it was important to capture more detail.
- The first budget is based on the current 4000, 5000, and 6000 accounts.
- Departments will need to identify all paid employees; the business office will input the costs.
- Adjustments will be allowed each fund and account; however, no increases to the budgeted amount will be allowed.
- Will be having meeting with staff who handle department budget.

Other discussion:

Dean Lopez stated an issue had arisen today regarding the bookstore's hours of operation. Specifically, today was the last day to return rental books and the bookstore closed early without notifying students. He stated he would be meeting with the bookstore manager to discuss the issue.

ACTION ITEMS

1. Reorganization Ad Hoc Committee – Jessica Waddell
Chair Waddell pulled the item from the agenda, stating she would be assigning members to the Ad Hoc Committee.

ADJOURNMENT

Chair Waddell wished everyone a good holiday break and adjourned the meeting at 3:21 p.m.