



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL Monday, March 26, 2012 – 2:30 P.M. Administration Building Board Room

College Council Chair Waddell called the meeting to order at 2:39 p.m.

MEMBERS PRESENT

- Taylor Ruhl, Administrative Representative
- √ Sergio Lopez, Administrative Representative
- √ Alfredo Cuellar, Administrative Representative
- Jan Magno, Alternate Administrative Representative
- √ Ted Ceasar, Alternate Administrative Representative

- √ Daniel Gilison, Faculty Representative (Vice Chair)
- √ Martha Garcia, Faculty Representative
- √ Jill Nelipovich, Faculty Representative
- Frances Beope, Alternate Faculty Representative
- √ Laura Mosier, Alternate Faculty Representative

- √ Laura Hartsock, Classified Representative
- √ Yethel Alonso, Classified Representative
- √ Silvia Murray, Classified Representative
- √ Marilyn Boyle, Alternate Classified Representative

- √ Jessica Waddell, CMCA Representative (Chair)
- √ Todd Evangelist, CMCA Representative
- √ Jeff Enz, CMCA Representative
- Martha P. Garcia, Alternate CMCA Representative

- Daniel Bermudez, Student Representative
- √ Alberto Izarraraz, Student Representative
- √ Iliana Felix, Student Representative
- Ruben Hernandez, Alternate Student Representative

Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

MEMBERSHIP CHANGES

Chair Waddell announced that Jeff Enz would be replacing Bill Gay as the CMCA Representative.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES DATED MONDAY, MARCH 12, 2012

M/S/C Jill Nelipovich/Yethel Alonso to approve the Minutes of March 12, 2012.
Motion carried.

AREA REPORTS/UPDATES

College Council Report

Chair Waddell stated she had nothing to report since the last College Council meeting.

Measure J and L Report

VP Lau reported as follows:

- Construction on the Career Technical Building will begin in September.
- Next renovation project will be two years off.
- Clarified that construction projects are funded with bond money.

Program Review Update

Dean Ceasar reported as follows:

- All Program Reviews have been completed, with the exception of a couple of Comprehensive Program Reviews.
- Moving ahead with the development of the EMP; target dates are as follows:
 - April 27th – EMP completed and accepted by the EMPC.
 - May – EMP presented to the Academic Senate and College Council.
 - May 16th – Presented to the Board of Trustees.

Budget Update/Financial

VP Lau stated the committee would be meeting this week to finalize the Program Review resource allocation requests.

ASG President Update

ASG Representative Izarraraz reported as follows:

- ASG Presidential debates scheduled on Tuesday, March 27th, 10:30 a.m. to 12:00 p.m. in the College Center.
- Women's History Day Celebration to be held on Wednesday, March 28th, 11:00 a.m. to 1:00 p.m. in the College Center.
- Cesar Chavez Celebration will be held on Thursday, March 29th, 11:00 a.m. to 1:00 p.m. in the College Center. A representative from the UFW will be speaking.
- ASG elections will take place on April 2nd and 3rd.
- Blood Drive will be held on April 4th; registration for blood drive on April 2nd and 3rd.
- Voter registration commencing on April 2nd; will take place every other week.
- Easter egg hunt for the childcare children will take place on Thursday, April 5th.
- The first issue of the ASG Newsletter was emailed to students last week. The Newsletter will provide information to students regarding campus updates, as well as addressing IVC rumors. The Newsletter was posted in the College Center, as well as the 2700 Building, and in the IVC Facebook web page.
 - Per the request of Member Evangelist, the newsletter would also be sent to staff via allusers.

President's Update

No report was provided.

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.

2:50 p.m. – Chair Waddell excused herself from the meeting; Chair Gilison continued the meeting.

Facilities and Environmental Improvement Committee

Dean Lopez reported as follows:

- Construction update was provided at the last meeting.
- Committee approved the installation of two locked marquis in the corridors of the 2700 building, as well as having a kiosk outside the building.

Marketing Committee

Member Gay reported as follows:

- Announced he has returned to contract status with the District through June 30th.
- The organization of the Marketing Committee is currently being reassessed, and will be brought to College Council.
- Discussed the recent email sent by Dr. Jaime regarding the procedure for handling calls from the media:
 - Calls from the media are to be forwarded to the President's Office.
 - The President's Office will contact Bill Gay.
- Outreach would be rolled out to the community to inform the public regarding IVC's budget issues.

Policy and Procedure Committee

No report was provided.

Staffing Committee

Dean McNeece stated the Staffing Committee had rated the Program Review requests for the non-certificated positions.

VP Lau asked if the committee, when prioritizing the positions, had taken into consideration those positions required by law.

Dean McNeece stated the committee had considered those positions required by the law.

Student Affairs Committee

Dean Lopez stated the committee would be meeting this week.

OTHER COMMITTEE REPORTS

Academic Senate

Academic Senate VP Gilison reported as follows:

- Academic Senate met last week and voted to reschedule the Senate fundraiser from Friday, May 4th to Friday, May 11th, due to a conflict with the ASG banquet.

Budget and Fiscal Planning Committee

VP Lau reported as follows:

- The committee would be meeting this week to finalize the resource allocation requests.
- Seeking to contract FCMAT consultant to provide IVC with fiscal management assistance. The total cost would be \$215,000, of which the State would pay up to \$150,000, leaving IVC's share of the cost at \$65,000. VP Lau stated the proposal would be presented to the Academic Senate in April, and requested that it be placed on the next College Council agenda, as it would be presented to the Board of Trustees for approval on April 18th.

Vice Chair Gilson stated the next College Council meeting is scheduled on April 23, 2012, and that a Special College Council meeting would have to be called.

Technology Planning Committee

VP Finnell stated the committee had not met since the last College Council meeting.

CART Committee

Dean McNeece thanked staff for working on Accreditation standards. He stated a repository had been created for Accreditation documents.

VP Berry acknowledged the hard work Brian McNeece and Trinidad Arguelles had put forth in running the CART. She stated there has been campus-wide participation in the process, but that more staff and faculty need to get involved in the process.

DISCUSSION AND INFORMATION ITEMS

1. Technology Plan Update – 2012 Action Plan (Attachment A) – Todd Finnell

VP Finnell highlighted the 5-Year Strategic Technology Plan and its structure, including four strategic initiatives and the 2012 Action Plan. He stated the framework forms the basis for the strategic initiatives and drives the plan for technology at IVC. The four pillars to the framework include:

- Ubiquitous Broadband and Technology Access
- 21st Century Learning and Working Environments
- Integrated Data Management Systems
- User-centered Support Structures

Discussion ensued regarding the technology at IVC.

2. Standing Committees

Dean Ceasar stated the Educational Master Plan is being delayed due to Program Review requests that have not been reviewed by the appropriate resource committees. He stated this is due to committee members not showing up to meetings, or committees not meeting on a regular basis. This is a big concern due to the accreditation visit next year. He stated the committee structure and the Educational Master Plan are two factors in evaluating accreditation for program review and the shared governance process. He stated these subcommittees fall under the purview of the College Council, and for this reason the Educational Plan Committee has requested that the College Council address this urgent issue.

Dean Ceasar stated of immediate concern is the lack of activity from the Professional Development Committee and the Flex Committee. He stated there are Program Review resource requests, which need to be reviewed and prioritized by these committees and included in the Educational Master Plan. He proposed that the College Council appoint an ad hoc

committee to specifically review these requests and submit a report to the Educational Master Plan Committee by April 27th.

Dean Ceasar proposed that the College Council chair and committee presidents explain the committee structure to its members and emphasize the importance of their roles and responsibilities as committee members. He suggested that each committee designate a representative to attend the College Council meetings and provide a report, as well as post the committee minutes on the website, as the Accreditation Team will be reviewing the minutes that are cited in our Self-Study as evidence.

Dean Ceasar reiterated that the College Council needs to make a firm stance that these committees are extremely important, and that they need to be doing their jobs and submitting their decisions to the College Council.

Further discussion ensued regarding the College Council subcommittees.

Vice Chair Gilson stated he would discuss Dean Ceasar's concerns with Chair Waddell, and that the issue would be revisited at the next College Council meeting.

3. Proposed College Council Mission Statement

Vice Chair Gilson stated that Members Mosier and Nelipovich had worked on the new Mission Statement and would be presenting their proposal today.

Member Mosier passed out the three proposed Mission Statements and read them aloud, as follows:

- 1) The IVC College Council represents all District constituencies. By utilizing established and governance structures, processes and practices, the governing board, students, faculty, staff, and administrators work together for the good of the institution. Its members work to facilitate decisions that support student learning and improve institutional effectiveness. All recommendations by this Council are directed to the Superintendent/President.
- 2) The IVC College Council ensures that all students, faculty, staff, and administrators have equal opportunity to express their opinions and ideas at the campus level. All opinions and ideas are given every reasonable consideration. This Council has established a process which allows students, faculty, staff, and administrators the opportunity to make recommendations to the Superintendent/President.
- 3) The IVC College Council represents all District constituencies. By employing established governance structures, processes and practices, the governing board, students, faculty, staff, and administrators work together for the good of the institution. Its members work to facilitate decisions that support student learning and improve institutional effectiveness. This Council has established a process which allows students, faculty, staff, and administrators the opportunity to make recommendations to the Superintendent/President.

Dean Ceasar stated he had recently attended an ACCJC training and it was recommended that all programs, departments, and committees have a mission statement that is consistent with the college's mission statement.

After further discussion regarding the proposed statements, the Council agreed on the following Mission Statement:

The IVC College Council ensures that all students, faculty, staff, and administrators have equal opportunity to express their opinions and ideas at the campus level. Its members work to facilitate decisions that support student learning and improve institutional effectiveness. All recommendations by this Council are directed to the Superintendent/President.

Vice Chair Gilison stated the proposed Mission Statement would be brought back as an action item at the next meeting.

ACTION ITEMS

None.

ADJOURNMENT

Vice Chair Gilison adjourned the meeting at 3:55 p.m., and stated the next regular College Council meeting is scheduled on April 23rd, with the potential of having a Special Meeting on April 2nd.