



AGENDA

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, March 22, 2010 – 2:30 P.M.
Administration Building Board Room

MEMBERSHIP

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

Michael Heumann, Faculty Representative (Chair)
Kevin White, Faculty Representative
Martha Garcia, Faculty Representative
John McClain, Alternate Faculty Representative

John Abarca, Classified Representative
Miriam Trejo, Classified Representative
Jessica Waddell, Classified Representative (Vice Chair)
Marilyn Boyle, Alternate Classified Representative

Gloria Carmona, CMCA Representative
Martha P. Garcia, Alternate CMCA Representative

Steve Sciaky, Student Representative
Brian Phillips, Student Representative
Carlos Espericueta, Jr., Student Representative
Ashley Juarez, Alternate Student Representative

Dr. Ed Gould, Ex Officio

Recording Secretary: Adriana Sano

MEMBERSHIP CHANGES

PUBLIC COMMENT

APPROVAL OF MINUTES DATED MONDAY, MARCH 8, 2010

AREA REPORTS/UPDATES

Program Review Update – Kathy Berry
Budget Update/Financial Report – John Lau
ASG President Update - Steven Sciaky
President’s Update - Dr. Gould

COMMITTEE REPORTS

College Council
Competitive Athletic Committee
Customer Service Committee
Policy & Procedure Committee
Student Affairs Committee
Budget and Fiscal Planning Committee
Facilities and Environmental Improvement Committee
Technology Planning Committee
Student Learning Outcomes Committee
Marketing Committee
Staffing Committee
Professional Development Committee

DISCUSSION AND INFORMATION ITEMS

1. Shared Governance - Michael Heumann
2. IVC Employee Survey - Dawn Chun
3. 2010 Proposed Budget Development Calendar - Carlos Fletes (Attachment 1)
4. Signage Plan - Jessica Waddell (Attachment 2)

ACTION ITEMS

1. None.

ADJOURNMENT

**2009-2010 College Council Meeting Schedule
at 2:30 p.m. in the Board Room**

2010	2010
March 22	May 10 & 24
April 12 & 26	June 14 & 28

Meeting Canceled
*Fall Semester Begins
Overload rate for 177-day member

MINUTES



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, March 8, 2010 – 2:30 P.M.
Administration Building Board Room

College Council Chair Michael Heumann called the meeting to order at 2:30 p.m.

Council members in attendance were as follows:

Robin Ying, Administrative Representative
Sergio Lopez, Administrative Representative

Michael Heumann, Faculty Representative (Chair)
Kevin White, Faculty Representative
Martha Garcia, Faculty Representative
John McClain, Alternate Faculty Representative

Miriam Trejo, Classified Representative
Jessica Waddell, Classified Representative (Vice Chair)

Steve Sciaky, Student Representative
Brian Phillips, Student Representative
Carlos Espericueta, Jr., Student Representative
Ashley Juarez, Alternate Student Representative

Dr. Ed Gould, Ex Officio

Recording Secretary: Adriana Sano

Council members not in attendance were as follows:

Taylor Ruhl, Administrative Representative
Jan Magno, Alternate Administrative Representative
Ted Ceasar, Alternate Administrative Representative
John Abarca, Classified Representative
Marilyn Boyle, Alternate Classified Representative
Gloria Carmona, CMCA Representative
Martha P. Garcia, Alternate CMCA Representative

Others Present:

Todd Evangelist, Dawn Chun, John Lau, Bill Gay, Rosanna Lugo, Victor Jaime, Tina Aguirre,
Kathy Berry

MEMBERSHIP CHANGES

The following changes took place: Ashley Juarez to replace Mario de la Torre as Alternate Student Representative.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES DATED MONDAY, FEBRAURY 22, 2010

M/S/C Jessica Waddell/Miriam Trejo to approve the Minutes of February 22, 2010.

Motion carried.

STANDING AND AD HOC COMMITTEE REPORTS

College Council

- Chair Heumann announced a change on the agenda would be a Standing and Ad Hoc Committee Report where College Council can receive updates from the various committees under College Council. He indicated after discussion the consensus was that committees under College Council and the Educational Master Planning Committee should report to College Council and Academic Senate.

Academic Senate

- Academic Senate President Kevin White reported that at the last Academic Senate meeting two resolutions were passed: Cesar Chavez resolution commemorating his legacy; and Contingent Faculty resolution to put on a comprehensive program for Part-Time Faculty. There was discussion on the new six dean structure job descriptions and duties.

Facilities and Environment Improvement Committee

- Member Jessica Waddell reported that the Committee would have their first meeting on March 15th and would be meeting the third Monday of every month beginning at 2:30 p.m. She stated the first topics would be signage on campus followed by a presentation by Architect Jimmy Sanders, Rick Webster and John Lau.

Student Affairs Committee

- Associate Dean Lopez reported that at the last Student Services Committee two items were approved 1) an increase in of cap and gown rental fees \$25 to \$30; 2) a \$2 increase in the Student Health Fee from \$14 to \$16 in the fall/spring and from \$11 to \$13 in the summer/winter to plan for the future when IVC can run its own Student Health Center. He stated that ASG has also endorsed this increase and an MOU would be coming to College Council.

Budget and Fiscal Planning Committee

- VP Lau reported the committee is discussing a co-chair structure, and stated the committee has an early start on the budget and would be introducing the program review report and using it to come up with ideas to make it a better management tool.

Marketing Committee

- Communication Director Bill Gay reported that the Marketing Committee went over the marketing plan and made some revisions to the content of the goals.

AREA REPORTS/UPDATES

Program Review

Vice President for Academic Services Kathy Berry reported the following:

- Chair Heumann stated one issue that came up with the reorganizational chart was that it was unclear whether or not the committees under the Educational Master Planning Committees (EMPC) were the same as the regular standing committees.
- VP Berry indicated right now these committees are subcommittees and would eventually become the actual committees under the EMPC. She stated the purpose of the EMPC is to summarize the information from program review and then send it to the shared governance committees to look at, prioritize, and make recommendations back to the EMPC.
- VP Berry reported that Linda Amidon is finalizing the Midterm Report to go to the printer pending any questions or changes that the Board of Trustees may have. She noted that all evidence is being created in PDF and would be going up on the accreditation website.
- VP Berry stated she would be meeting with division secretaries and support staff today to go over the instruction reorganizational chart and would be looking at the job descriptions to make sure there is a fair distribution.

Budget Update

Vice President for Business Services John Lau reported the following:

- VP Lau reported that as part of the reorganization changes in working conditions need to be negotiated with the unions.
- There is still no word from the State and the District still has a \$2.4 million deficit that needs to be balanced.
- Announced looking into takings out another TRANS which is short term borrowing and is in the process of determining what the District's short fall might be.

ASG President Update

Associate Student Government President Steven Sciaky reported the following:

- March 17th, a special election would take place to fill senate vacancies.
- March 18th, ASG would be having a health fair.

President Update

President Ed Gould reported the following:

- Reported he would be in Washington, DC March 9-12, 2010 and would be meeting with Senator Feinstein, Senator Boxer's staff, and Congressman Filner. He stated there would be discussions on the District's transportation request which is in the Omnibus budget; National Science Foundation in Advance Technology Education Grant to support alternative energy technology; a new bill co-signed by Congress Filner for \$100 million for areas where alternative energy may be possible; and Intensive Language Institute and related programs.
- Announced that he and VP Berry talk with President Barbara Beno and Vice President Jack Pond of the Accreditation Commission for Community and Junior Colleges (ACCJC), and stated the ACCJC feels the District is on target.
- Announced Dr. Ying would be retiring and would be asking the Board to approve this position be filled.

- Reported that the District would be advertising for Division Deans and for a Technology Dean.
- Announced the District would be going out to bid on the Art Gallery and construction would start this summer.
- Announced roads would be extended on Aten and Old Highway 111 and should be completed by the start of the fall semester.
- Reported on the State budget and stated there would be no growth and the District would remain status quo. There is a proposal from the Legislative Analysis that the student's fee increase may go up to \$40 per unit to be used for the 2.2% enrollment growth that the governor has proposed.

MINUTES FROM STANDING AND AD HOC COMMITTEE

1. IVC Academic Senate, 2/17/10.
2. Budget and Fiscal Planning Committee, 12/9/09

DISCUSSION AND INFORMATION ITEMS

1. Shared Governance - Michael Heumann

- Chair Heumann stated at the last meeting Member Abarca distributed CSEA Guide SB 235 for information purposes and since Member Abarca was not present at this meeting this item was postponed to the next College Council meeting.

2. Future Committees Futures Committee- Michael Heumann

- Chair Heumann stated that since technology is becoming a bigger force in education and the idea is to create a futures committee for the purpose of exploring what is happening in technology and how it relates to teaching. He asked College Council member for their input.
- VP Berry suggested that it be an actual forum.
- Chair Heumann indicated it could be a forum under the Technology Council.
- President Gould stated that student representative should be included in this forum because currently IVC is offering digital books and they are not being purchased. He indicated student's input is needed on what works or doesn't work.
- President Gould stated one of the questions that need to be addressed is going to open source textbooks.
- Dean Ruhl noted that the student's readiness to accept reading books on a device has been slow to catch on, not only in education but in society. He stated another question is whether students are ready for this format.
- Associate Dean Lopez stated that after speaking with his colleagues around the state he noted the biggest savings is in book rentals for students and savings average about \$100 per textbook.
- Chair Heumann stated currently there are two committees that focus on technology, the Technology Planning Committee, and the Distant Education Committee and indicated this forum would be a way that these two committees can work together.

3. Committee Web Page Update - Jessica Waddell

- Reported that Webmaster Ramos is working on the website and would be creating a tab like the one created for the faculty website and all committees would be under that tab.
- Reported that all committees would have a standardized look and is hoping to have it completed by the end of the week. She indicated their goal is to have the website completed by March 15th.

ACTION ITEMS

M/S/C Sergio Lopez/Miriam Trejo

- 1. Revised Shared Governance Planning Process 2010 Proposed Flow Chart -
Jessica Waddell**

Motion carried.

ADJOURNMENT

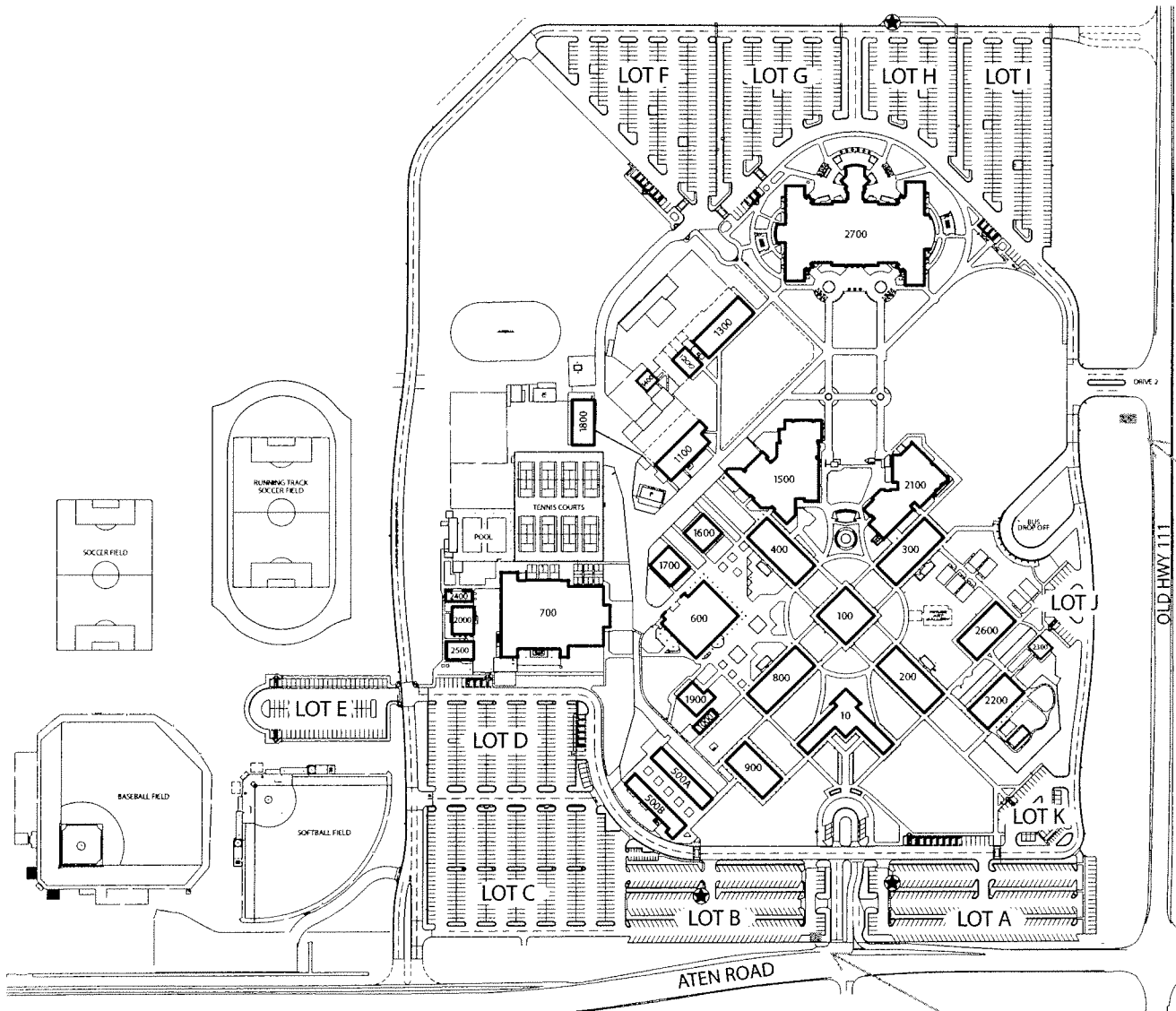
The meeting was adjourned at 3:20 p.m.

DISCUSSION AND INFORMATION ITEMS

IMPERIAL VALLEY COLLEGE
2010-11 Proposed BUDGET DEVELOPMENT CALENDAR

	<u>On or about</u>
1. Budget development by departments and divisions incorporating institutional goals and objectives, Student Learning Outcomes and Program Review objectives; input of budget by departments and divisions into Program Review on-line budget module	August 2009 – December 2009
2. “Draft” Tentative Budget is compiled	March 2010
3. Review of “Draft” Tentative Budget by: <ul style="list-style-type: none"> • Superintendent/President • Executive Council 	March 2010
4. Review of “Draft” Tentative Budget by Budget and Fiscal Planning Committee; committee makes its budget recommendation to the Superintendent/President	March 24, 2010
5. Adjustments to the “Draft” Tentative Budget as directed by the Superintendent/President	April 2010
6. “Draft” Tentative Budget is presented to College Council and Academic Senate: <ul style="list-style-type: none"> • College Council, (April 12 or April 26) • Academic Senate, (April 7 or April 21) 	April 2010
7. “Draft” Tentative Budget is made available to the college community (posted to the web)	April 2010
8. Tentative Budget is reviewed by the Budget and Fiscal Planning Committee at its April and May meetings, and makes recommendations to the Superintendent/President	April – May 2010
9. Final adjustment to Tentative Budget as directed by the Superintendent/President; Tentative Budget is posted to the web	June 2010
10. Adoption of the Tentative Budget by the Board of Trustees (on or before July 1, Title 5, section 58305a)	June 16, 2010
11. Adjustments to budget based on adoption of State Budget; compilation of “Final” Budget; “Final” Budget published to web	by July 31 (<i>if the State Budget is signed on time</i>)
12. Budget and Fiscal Planning Committee recommendation to the Superintendent/President regarding adoption of the “Final” Budget	August 2010
13. Adjustments to the “Final” budget if needed, as directed by the Superintendent/President	September 2010
14. Adoption of the Final Budget by the Board of Trustees (on or before September 15, Title 5, Section 58305c)	by September 15

Imperial Valley College Campus Map & Directory



LEGEND

10 Administration	800 Business	1700 Workforce Development Cntr	2600 Reading/Writing/Language Lab
100 Counseling/Financial Aid	900 Meyer Business Building	1800 Maintenance/Warehouse	2700 Offices Sciences/English/Math
200 Social Sciences/English	1000 Student Affairs Office	1900 Bookstore	2800 Science Lab - Temporary Building
300 Fine Arts	1100 Auto Tech	2000 Test Ctr/Tal Srch/Up Bd	2900 Classroom - Temporary Building
400 Natural Science	1200 Welding	2100 Health Sci/Disabled Student	3000 Classroom - Temporary Building
500 English/Math/ Reprographics/Parking	1300 Auto Tech/Humanities	2200 Preschool	3100 Classroom - Temporary Building
600 College Center	1400 Tool Storage	2300 Infant Toddler Center	3200 Offices - Temporary Building
700 Gymnasium	1500 Library Media Center	2400 Human Resources	3300 Imperial County Office of Ed.
	1600 Technology Center	2500 Math Lab Center	★ Parking/Day Pass