# **ADOPTED MINUTES**



# IMPERIAL VALLEY COLLEGE COUNCIL

# Monday, March 25, 2013 – 2:30 P.M. Administration Building Board Room

#### **MEMBERSHIP**

- ✓ Taylor Ruhl, Administrative Representative
- ✓ Sergio Lopez, Administrative Representative
- ✓ Efrain Silva, Administrative Representative
- ✓ Ted Ceasar, Alternate Administrative Representative
- ✓ Tina Aguirre, Alternate Administrative Representative
- ✓ Daniel Gilison, Faculty Representative (Vice Chair)
- ✓ Martha Garcia, Faculty Representative
- ✓ Kathleen Dorantes, Faculty Representative
  Cathy Zazueta, Alternate Faculty Representative
  Vacant, Alternate Faculty Representative
- ✓ Yethel Alonso, Classified Representative Silvia Murray, Classified Representative Steve Cook, Classified Representative Melody Chronister, Alternate Classified Representative
- ✓ Jessica Waddell, CMCA Representative (Chair)
- ✓ Todd Evangelist, CMCA Representative
- ✓ Jeff Enz, CMCA Representative Martha P. Garcia, Alternate CMCA Representative
- ✓ Lisa Tylenda, Student Representative
- ✓ Claudia Armenta, Student Representative
- ✓ Kian Counce, Student Representative (left at 3:00 p.m.)
- ✓ Ricardo Ibarra, Alternate Student Representative
- ✓ Dr. Victor Jaime, Ex Officio

Recording Secretary: Vikki Carr

# MEMBERSHIP CHANGES

There were no membership changes.

# **PUBLIC COMMENT**

There was no public comment.

# **APPROVAL OF MINUTES DATED MARCH 11, 2013**

M/S/C Daniel Gilison/Yethel Alonso to approve the minutes with the following addition:

# On page 5, add the following bullet under points made in favor of the suspension of Campus Hour:

• Available classroom space

#### AREA REPORTS/UPDATES

#### College Council Report

Chair Waddell wished everyone a good spring break.

#### Measure J and L Report

VP John Lau reported the 900 would be completed this summer and buildings 200, 300, and 800 are of high priority.

#### **Program Review Update**

Dean Taylor Ruhl reported that that the next EMPC meeting has been canceled. He stated that the program review would be coming to the College Council for approval soon.

Chair Waddell stated there would be a special College Council meeting.

Vice Chair Gilison stated it would most likely be on May 6, 2013.

### **Budget Update/Financial**

VP John Lau stated the budget instructions went out and the deadline is March 31, 2013.

#### **ASG President Update**

ASG President Lisa Tylenda reported the following:

- Presidential debates will be held tomorrow.
- Cesar Chavez celebration will take place on Thursday, March 28, 2013.
- Elections will take place on April 8-9, 2013. Then she will officially be done.
- Beautification Committee will be doing a cleanup on April 12, 2013.
- Start up for Phi Beta Kappa will be paid for by ASG. Dean Sergio Lopez will be the administrator of record.

# **President's Update**

President Jaime reported the following:

- Accreditation visit took place. He discussed the changes from the team and the organizational change they had in conducting the visit.
- Visioning sessions will start in the fall.
- Wished everyone a great spring break.

# **SUB-COMMITTEE REPORTS**

**Competitive Athletics Committee** 

No Report

#### **Environmental Health & Safety Committee**

No Report

# **Facilities and Environmental Improvement Committee**

No Report

### **Marketing Committee**

No Report

#### **Student Affairs Committee**

No Report

Chair Waddell reported there were no reports received.

Vice Chair Gilison asked to discuss the Evacuation Drill which falls under the Environmental Health & Safety Committee.

Vice Chair Gilison asked for feedback on the fire drill.

Adjunct Instructor Mike Capeci spoke and stated five people (Tim Nakamura, Gina Madrid, Gail Parish, Mike Capeci, and another instructor) attended the debriefing. He stated that the opinion was that this last fire drill was better than the first one. He stated there were issues such as the audible system especially in the DSP&S area. He recommended that the next debriefing not be held on a Friday.

Professor Ed Wells stated that safety needs to be involved.

Member Alonso stated there were concerns regarding the students taking off.

Professor Ed Wells asked who the chair of the Environmental Health & Safety Committee was.

An announcement was made that Director Tim Nakamura was chair of that committee.

Dean Sergio Lopez stated he was happy to see the drills taking place; however he stated that one of the issues that needs to be discussed is that of the building captains because it is not working.

VP John Lau stated that the information should be gathered and emailed to Director Nakamura.

President Jaime stated he will ask that Director Tim Nakamura compile a list of items for discussion.

#### **OTHER COMMITTEE REPORTS**

#### **Academic Senate**

Vice Chair Gilison reported the following:

- Announced that the Academic Senate has considered four action items.
- The Institutional Review Board composition was formed with 2 faculty members (plus 1 alternate), 1 administrator, 1 student, and the Institutional Researcher. He reported the other three resolutions remaining were on the FCMAT recommendations. He stated that the first and second readings had passed. He stated there were 73 recommendations and the Academic Senate had gone through half and are now going through the other half.

# **Budget and Fiscal Planning Committee**

VP Lau reported the following:

- A reserve policy will come to College Council with a brief overview of how the final decision on amount and process to achieve the amount was made.
- A meeting will take place regarding accelerated financial restorations and stated the college had met its goal and it is good news.

# **Technology Planning Committee**

Director Jeff Enz reported the following:

- Met last Thursday.
- Working through the Technology Plan, grid update, which drives the work that technology planning works on moving forward to the next year.
- Next meeting will take place on the second Thursday of the month, during campus hour.

#### **CART Committee**

No Report.

#### Accreditation

No Report.

#### **Staffing Committee**

Chair Waddell reported the following:

- Committee is set to meet on April 15, 2013.
  - There was discussion regarding the prioritization of faculty and non-faculty positions.

Vice Chair Gilison reported that Instructional Council will prioritize teaching faculty positions as well as the non-teaching positions under Instruction which include the library and lab coordinator positions, and Student Services Council will prioritize other non-teaching faculty positions. He stated the Curriculum committee would then review both lists and merge them into one list, which will go to the Staffing Committee.

#### **DISCUSSION AND INFORMATION ITEMS**

- 1. Election of College Council Chair (Attachment A Standing Rules of the College Council)
- 2. Election of College Council Vice Chair (Attachment A Standing Rules of the College Council)

Chair Waddell stated it has been two years and the time for elections was here. She stated that the term would begin in the fall and end with the spring semester.

This item is to be moved for Action for the next meeting.

# **ACTION ITEMS**

# 1. Ad Hoc Committee to Review FCMAT Recommendations - Committee Composition

M/S/C Gilison/Alonso to approve the Ad Hoc Committee to Review FCMAT Recommendations and to include the following on the committee:

- 1. 1 student
- 2. 1 faculty
- 3. 1 classified
- 4. 1 CMCA
- 5. 1 administrator

Motion Passed.

#### Discussion:

Clarification was made that the members do not have to be part of College Council.

Vice Chair Gilison stated that it may be difficult to find an administrator who is not on the START committee to be on the College Council's FCMAT Committee and said it was a strong recommendation to have an administrator but not a mandate.

# 2. Ad Hoc Committee to Review FCMAT Recommendations - Committee Chairperson

There was discussion regarding what the Chairperson would be doing.

Chair Waddell stated that recommendations, guidelines, priorities, and setting goals would be the responsibilities for the committee.

Member Todd Evangelist asked what the timetable would be.

Chair Waddell responded by saying it would be ongoing.

Vice Chair Gilison added that the FCMAT report would not be going away overnight.

Chair Waddell TABLED the item and asked that it be brought back to the next meeting.

### **ADJOURNMENT**

The meeting ADJOURNED at 3:32 p.m.

# 2012-2013 College Council Meeting Schedule at 2:30 p.m. in the Board Room

2013	
March 25	April 8 & 22