



## MINUTES

**IMPERIAL VALLEY COLLEGE COUNCIL**  
**Wednesday, March 23, 2016 – 12:50 to 1:50 p.m.**  
**Administration Building Board Room**

The meeting commenced at 1:02 p.m.

### **MEMBERSHIP**

- ✓ Sergio Lopez, Administrative Representative
- Efrain Silva, Administrative Representative
- Tina Aguirre, Administrative Representative
- ✓ Ted Ceasar, Alternate Administrative Representative
- David Zielinski, Alternate Administrative Representative
  
- ✓ Aaron Edwards, Faculty Representative
- ✓ Ric Epps, Faculty Representative (arrived 1:11 p.m.)
- ✓ Lilia Sandoval, Faculty Representative
- Cathy Zazueta, Alternate Faculty Representative
- Caroline Bennett, Alternate Faculty Representative
- Mike Palacio, Jr., Alternate Faculty Representative
  
- ✓ Yethel Alonso, Classified Representative (Chair) (left at 1:11 p.m.)
- ✓ Melody Chronister, Classified Representative (Vice Chair)
- Erika Aguilar, Classified Representative
- Silvia Murray, Alternate Classified Representative
- Claudia Aguilar, Alternate Classified Representative
- Jose Torres, Alternate Classified Representative
  
- Lisa Seals, CMCA Representative
- Jose Carrillo, CMCA Representative
- Vacant, CMCA Representative
- ✓ Liz Cantu, Alternate CMCA Representative
- Rick Webster, Alternate CMCA Representative
  
- ✓ Edalaine Joy Tango-an, Student Representative
- ✓ Aimee Galeana, Student Representative
- ✓ Benjamin Barajas, Student Representative
- ✓ Karen Villa, Alternate Student Representative

Dr. Victor Jaime, Ex Officio

Recording Secretary: Vikki Carr

### **PUBLIC COMMENT**

Chair Alonso stated she would start the meeting and would need to leave due to an office deadline.

### **ACCEPTANCE OF MINUTES**

1. February 24, 2016

M/S/C Lopez/ Tango-an to accept the minutes of February 24, 2016. The motion carried.

### **CHAIR REPORT – Yethel Alonso**

Chair Alonso reported she sent out an email to subcommittee members in regards to their written reports. She noted that the highlighted reports presented at today's meeting were the ones that were received and she expressed that the reports being submitted in a timely manner is important. She stated that during the last accreditation report, the campus was dinged on this item.

She also reported that she and Vice Chair Chronister having been reviewing the website to conduct a review of the subcommittee information. A spreadsheet with website information was presented with detailed information as to the status of each of the subcommittees. She stated she would like the websites to be updated within the next two months. She would like to start fresh with the new fiscal year. She stated she would send the spreadsheet to committee chairs and recording secretaries.

She reported there are two or three committees that have submitted an evaluation; however, not everyone has done so. She asked everyone to submit their evaluations by May of this year. She stated she would send an email reminder on the evaluations.

Member Edwards asked what the College Council could do to ensure reports are turned in.

Chair Alonso ended her report by commenting on the Bring Your Kids to Work Day discussion item. She stated the item was brought to her by a faculty member and she would like to start a committee to discuss the feasibility of this day. She stated there will be discussion at the next two meetings. She stated this day is done across the nation and would like to look at the possibilities for IVC.

Chair Alonso left at 1:11 p.m. and Vice Chair Chronister continued the meeting.

### **WRITTEN REPORTS (Attachment A)**

There were no questions or comments on the reports.

### **ACTION ITEMS**

There were no action items.

### **DISCUSSION AND INFORMATION ITEMS**

1. Chapter 5 Administrative Procedures 5040-5800 (Attachment B)
2. AP 7135 Payroll Processing (Attachment C)

Vice Chair Chronister stated the Administrative Procedures have gone through President's Cabinet and Administrative Council and they are for College Council review only. She asked for feedback. There was no feedback.

3. Bring Your Kids to Work Day

Vice Chair Chronister asked for volunteers to be on a task force with a few people on it so they may take a look at what other colleges are doing. She stated the task force can look at whether there should be an age group limitation, the time, etc. She stated that the taskforce recommendation would be presented at College Council and then submitted to President Jaime for review and implementation of this event for next year.

Member Liz Cantu volunteered.

Vice Chair Chronister stated that Allyn Leon and Yethel Alonso had stated they would volunteer to be on the committee.

Interim CHRO Jennifer Donatt stated that if the day is granted, she suggested the following:

- One child per family
- No children under 8 years of age.
- Only here for a few hours
- End the day with a lunch or something

Vice Chair Chronister stated they would be working with ICOE.

**ADJOURNMENT**

The meeting adjourned at 1:15 p.m.

**2015-2016 College Council Meeting Schedule  
at 12:50-1:50 p.m. in the Board Room**

2016
April 27
May 25