



ADOPTED MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL
Wednesday, March 22, 2017 – 12:50 to 1:50 p.m.
Administration Building Board Room

Chair Alonso called the meeting to order at 12:54 p.m.

MEMBERSHIP

- ✓ Efrain Silva, Administrative Representative
Tina Aguirre, Administrative Representative
- ✓ Jeff Enz, Administrative Representative
David Zielinski, Alternate Administrative Representative
Everardo Martinez-Inzunza, Alternate Administrative Representative

- ✓ Aaron Edwards, Faculty Representative
- ✓ Ric Epps, Faculty Representative
Vacant, Faculty Representative
Cathy Zazueta, Alternate Faculty Representative
Caroline Bennett, Alternate Faculty Representative
Mike Palacio, Jr., Alternate Faculty Representative

- ✓ Yethel Alonso, Classified Representative (Chair)
- ✓ 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

- ✓ Christine Bermudez, Student Representative
- ✓ Kyle Deol, Student Representative
Ubaldo Chavez, Student Representative
Vacant, Alternate Student Representative

- ✓ Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

Others Present: Dr. Nicholas Akinkuoye

PUBLIC COMMENT

There was no public comment.

ACCEPTANCE OF MINUTES

1. February 22, 2017

M/S/C Jaime/Silva to accept the minutes of February 22, 2017, as presented.

Motion carried.

CHAIR REPORT – Yethel Alonso

Chair Alonso reminded the members about the ongoing accreditation process, including the writing of the self-study report. She stressed the importance of ensuring that all subcommittee self-evaluations are submitted and approved by the end of the spring semester, as well as submitting timely reports.

SUBCOMMITTEE REPORTS

Competitive Athletics Committee – Jim Mecate (No Report)

Facilities and Environmental Health & Safety Committee

Vice Chair Chronister reported as follows:

- The committee met on February 23, 2017.
- Discussed confidential recycling bins.
- Discussed policy and procedures regarding the naming of facilities and sites. The committee made a recommendation to College Council to set up an ad hoc committee to review the current policy.
- Discussed cameras located on campus.
- For detailed information, the minutes can be viewed on the committee website.

Public Relations & Marketing Committee – Mike Nicholas

Dean Silva reported as follows:

- At its last meeting the committee reviewed the Marketing Plan for Strong Workforce which includes new CTE programs at IVC. The plan outlined the targeted audience, strategies, media usage, budget and timeline.

Chair Alonso gave kudos to the committee for its successful marketing efforts at the California Midwinter Fair.

Student Affairs Committee (No Report)

Campus Hour and Professional Development Committee – John Lau/Lisa Solomon (No Report)

AREA REPORTS

ASG President Update – Christine Bermudez (No Report)

President's Update – Victor Jaime (No Report)

Academic Senate – Mary Lofgren (No Report)

Budget and Fiscal Planning Committee – Melody Chronister

- Vice Chair Chronister reported the committee would be meeting today to discuss the first draft of the budget.

Accreditation/CART Committee – Nicholas Akinkuoye

VP Akinkuoye reported as follows:

- CART met yesterday and amended its bylaws.
- The Membership was amended to designate certain deans, faculty and classified staff, as consultants.
- Updates were provided regarding the writing teams for Standards I-IV.

Strategic Educational Master Plan Committee – Efrain Silva/Lennor Johnson (No Report)

Technology Planning Committee – Jeff Enz (No Report)

Staffing Committee – John Lau (No Report)

ACTION ITEMS

None.

DISCUSSION AND INFORMATION ITEMS

1. Tablet Management and Support (Attachment A) – Jeff Enz

CTO Enz reviewed the policy recently approved by the Technology Planning Committee relating to tablet devices. He stated a policy was needed due to an increase in requests to purchase tablets. He stated Windows-based tablets would be fully managed and supported by IT; non-Windows based tablets would be reviewed on a case by case basis, and supported only if used for a valid business reason.

2. Healthier Options for the Cafeteria – Melody Chronister

Chair Alonso stated the item would need to be presented at the Student Affairs Committee before proceeding to discussion at College Council. The Student Affairs Committee clerk confirmed this item was on the agenda for discussion in March, but tabled due to lack of representation and information. The College Council member that initiated this conversation was instructed to work with the Student Affairs Committee if they still desire to pursue this topic.

President Jaime clarified that the food services contract with Chips and Salsa is managed by Administrative Services. The Student Affairs Committee role would be only to provide input as to the menu options, scholarship contributions, and catering options.

3. Recycling on Campus Update – Ric Epps

Faculty representative Epps stated he attended a Facilities & Environmental Health & Safety Committee meeting to voice his concerns regarding the lack of a policy and/or procedure for recycling on campus; specifically, the handling and disposing of confidential information. He was informed of the current process for recycling and/or disposing of confidential information. He opined the current process is inappropriate. He stated that other college campuses provide locked trash bins for the disposal of confidential information and would like to see a similar process for IVC.

Member Epps stated the Facilities Committee recognized the process needs improvement; however, it expressed concerns regarding the lack of funds and manpower available for such improvements. He shared that ultimately, the FEHS Committee passed a motion to recommend the current shredding procedure be updated, understanding that there is a need for recycling bins on campus to be able to safely dispose confidential and sensitive information.

A lengthy discussion ensued regarding the review and revision of existing policy that defines confidential versus sensitive information, and how that information is disposed. It was determined that this item would be brought back to the College Council for further discussion and action, following the review of the existing policies and procedures mentioned.

4. Bus Schedule – Melody Chronister

Vice Chair Chronister stated the bus schedule topic is being revisited due to recent concerns voiced by students at the last Curriculum Committee meeting that the bus schedule does not align with the IVC course schedule.

Vice Chair Chronister stated the bus schedule issue had been discussed by the College Council in the fall and referred to the Student Affairs to complete a student survey, the results of which would be presented to the Imperial Valley Transit Authority.

Student representative Kyle Deol stated the lack of bus routes, especially to Calexico, is an ongoing complaint by students, and recommended that an email survey be sent to the students.

The item was referred back to the Student Affairs Committee for discussion and/or action, with a request that an update be provided to the College Council in April.

ADJOURNMENT

Chair Alonso adjourned the meeting at 1:31 p.m.

**2016-2017 College Council Meeting Schedule
at 12:50-1:50 p.m. in the Board Room**

2017
March 22
April 26
May 24