



ADOPTED MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL
Wednesday, October 25, 2017 – 12:50 to 1:50 p.m.
Administration Building Board Room

Chair Chronister called the meeting to order at 12:56 p.m.

MEMBERSHIP

- ✓ Efrain Silva, Administrative Representative
Tina Aguirre, Administrative Representative
Jeff Enz, Administrative Representative
David Zielinski, Alternate Administrative Representative
Vacant, Alternate Administrative Representative
- ✓ Ric Epps, Faculty Representative (Vice Chair)
- ✓ Aaron Edwards, Faculty Representative
- ✓ Sergio Pesqueira, Faculty Representative
Cathy Zazueta, Alternate Faculty Representative
Caroline Bennett, Alternate Faculty Representative
Mike Palacio, Jr., Alternate Faculty Representative
- ✓ Melody Chronister, Classified Representative (Chair)
Yethel Alonso, Classified Representative
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
- ✓ Karla Espejo-Rodarte, Student Representative
Luis Caloca, Student Representative
- ✓ Matthew Limon, Student Representative
- ✓ Miguel Rubalcava, Alternate Student Representative
- ✓ Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

Others Present: Clint Dougherty, Victor Torres, Jim Mecate, Allyn Leon, Temo Carboni

PUBLIC COMMENT

There was no public comment.

ACCEPTANCE OF MINUTES

1. September 27, 2017

The minutes of September 27, 2017 were accepted as presented.

CHAIR REPORT – Melody Chronister

Chair Chronister reported she continues to work with the subcommittee chairs to ensure the flow of information and action items brought to the College Council, including submission of written reports by all the subcommittees.

She welcomed Victor Torres, the new Dean of Student Affairs and Enrollment Services and chair for two College Council subcommittees – the Environmental Health & Safety Committee and Student Affairs Committee.

REPORTS

Subcommittee Reports

Competitive Athletics Committee – Jim Mecate (Attachment A)

Facilities and Environmental Health & Safety Committee – Victor Torres (Attachment B)

Public Relations & Marketing Committee – Mike Nicholas (Attachment C)

- Dean Silva stated the visioning process is underway; targeting individual groups and meeting with stakeholders on campus; targeted groups include veterans, ESL students, chambers of commerce.

Student Affairs Committee – Victor Torres (Attachment D)

Campus Hour and Professional Development Committee – (Attachment E)

Area Reports

[ASG President's Update](#) – Karla Espejo-Rodarte

[President's Update](#) – Victor Jaime

Academic Senate – Mary Lofgren **(No Report)**

Budget and Fiscal Planning Committee – Melody Chronister (Attachment F)

Accreditation/CART Committee – Nicholas Akinkuoye/James Patterson **(No Report)**

Strategic Educational Master Plan Committee – Efrain Silva/Lennor Johnson

- Dean Silva stated all committee functions are on track, including the master calendar, master plan, and program review.
- The committee chairs will be updating the master plan this Friday.
- Announced that no late submittals for program review will be accepted; the system will be locked and any late submittals would have to be approved by Dr. Jaime.

Technology Planning Committee – Jeff Enz **(No Report)**

Staffing Committee – Clint Dougherty **(No Report)**

ACTION ITEMS

1. Second Reading: Revision to College Council Standing Rules - Melody Chronister (Attachment G)

M/S/C Silva/Epps to approve the revised College Standing Rules

Discussion:

Chair Chronister highlighted the changes since the last review by the College Council on September 27, 2017:

- **Quorum:** One member from each group, with two members per group versus three members.

- **Structure:** The Council shall consist of 10 permanent members (2 faculty, 2 classified, 2 classified manager/confidential, 2 students, 2 administrators), 1 ex-officio, and 5 consulting members. The consulting members are the subcommittee chairs and will not be voting members.
- **Term limits for College Council Chair and Vice Chair:** The Chair and Vice Chair may not serve more than two consecutive terms.
- **Term limits for subcommittee Chairpersons:** Chairpersons that are elected shall not serve more than two consecutive terms.

Motion carried.

2. Revision of title of the Campus Hour and Professional Development Committee to the Professional Development Committee

M/S/C Silva/Epps to approve the revision of title of the Campus Hour and Professional Development Committee to the Professional Development Committee

Discussion:

CHRO Dougherty commented that campus hour is a time period open for professional development but that professional development is not exclusive to campus hour, thus the change to the title.

He highlighted the committee's recent discussions, which include developing an online resource library for professional development; revising its mission, goals, and updating the Professional Development Plan. He stated the changes would be presented to the College Council for discussion.

Motion carried.

3. Recommendation to replace the desks in the 200 and 800 buildings with the new IVC standard model desk – Melody Chronister (Attachment H)

M/S/C Epps/Edwards to approve the recommendation to replace the desks in the 200 and 800 buildings with the new IVC standard model desk

Discussion:

Chair Chronister read the recommendation. She commented the reason for choosing buildings 200 and 800 is because more classes are held in those buildings due to their larger size. She stated the 300 building does not have as many classrooms and the classes taught there have a lower cap. All three buildings are slated for remodel with bond funds in the next one-two years, so when that occurs, the new desks in the 200 and 800 building, if approved, would be moved to Relo Row; which still uses the sled-style desks as well.

Professor Leon commented that the new larger desks could create a space problem and that the class cap for those particular classrooms would need to be reassessed.

Chair Chronister clarified the recommendation has taken that factor into account when compiling the number of desks and cost.

Chair Chronister commented CBO Lau stated there may be special funds available to cover the estimated cost of \$77,000, if the recommendation is supported and determined a high priority.

Motion carried.

DISCUSSION AND INFORMATION ITEMS

1. Kids on Campus – Allyn Leon

Professor Allyn Leon presented a proposal to establish a Take Your Sons and Daughters to Work Day. He stated this would be similar to the IVC College & University Day. Faculty, staff and students would be permitted to bring their own children, or nieces, nephews, or grandchildren, giving them exposure to the day-to-day activities of the college.

He provided examples of how this has been done at other institutions.

Dean Torres inquired as to how this would be coordinated with the local school districts.

Professor Leon stated this would require communicating with the school districts and advocating for the benefit of such an event.

Chair Chronister stated she would inquire into the subject and bring it back to the Council.

2. Changes to schedule and student guide development process – Melody Chronister

Chair Chronister presented a PowerPoint highlighting the proposed changes to the Course Schedule and Student Guide.

She provided an outline of the steps taken to ensure all campus stakeholders had an opportunity to provide input. This included a presentation to the Schedule Publication Review Team, the deans meeting, Instructional Council, Academic Senate, and now College Council.

She provided examples of how this was implemented at MiraCosta and Napa Valley Colleges.

She stated the goal is to roll out the Guide for the 2018-19 academic year, and the Schedule in summer or fall 2018.

3. Guided Pathways – Temo Carboni and Alex Garza

Temo Carboni provided an overview regarding Guided Pathways:

- The Chancellor has asked that all community colleges make changes to the entire institutional structure and focus on student success.
- The Guided Pathways Framework ensures access to college-level classes; ensures students can access the classes, program and support they need; creates opportunities for students to explore their options; guides students to make choices that lead to completion and success.
- Design and implementation of the Guided Pathways framework will take up to five years.
- Think of the Guided Pathways model as a GPS for college students to help them navigate successfully through their educational journey.

4. Voluntary Retirement Incentive – Clint Dougherty

CHRO Dougherty explained the Voluntary Retirement Incentive is a program offered to those full-time permanent employees who wish to retire this fiscal year. As an incentive, those employees who provide notice by November 30, 2017, will receive 20% of their base salary including longevity; those employees who provide notice by January 31, 2018, will receive 10% of their base salary, including longevity. He stressed that there would be no extensions of the timelines.

He stated the incentive is different this year in that it is no longer available to those employees who want to just separate from the District. He clarified the incentive is only offered to those who want to retire.

He also explained the reason for the early timeline is to provide the District ample time for succession planning and recruitment prior to the next fiscal year, especially recruitment for faculty. He stated this would also provide a cost-savings to the District.

Dr. Jaime reiterated that there would be no extensions to the timelines.

ADJOURNMENT

Chair Chronister adjourned the meeting at 1:55 p.m.

**2017-2018 College Council Meeting Schedule
at 12:50-1:50 p.m. in the Board Room**

2017	2018
October 25	February 28
November 29	March 28
	April 25
	May 23