



# IMPERIAL VALLEY COLLEGE

## EDUCATIONAL MASTER PLANNING COMMITTEE

**Minutes**  
**Friday, March 6, 2015**  
**9:00 a.m. – 10:00 a.m.**  
**Room 201**

Committee Members					
	Tina Aguirre		Bill Gay	✓	Brian McNeece
✓	Nicholas Akinkuoye	✓	Daniel Gilison	✓	Terry Norris
✓	Linda Amidon		<i>Rick Goldsberry</i>	✓	James Patterson
✓	Trini Argüelles	✓	Carol Hegarty	✓	Jose Ruiz
✓	Craig Blek	✓	Frank Hoppe	✓	Efrain Silva, Co-Chair
	Susan Carreon		Victor Jaime	✓	Edalaine Joy Tango-An, ASG
✓	Jose Carrillo		Shawn Larry		Edward Wells
✓	Ted Ceasar, Co-Chair		John Lau		
	David Drury	✓	Jose Lopez		
✓	Gaylla Finnell	✓	Sergio Lopez		
					<b>Recorder</b>
				✓	Carol Cortés-Ramirez
Guests					

**A. Call To Order**

The meeting was called to order at 9:05 a.m. by Dean Ceasar, Co-Chair.

**B. Approval of Minutes**

The minutes for December 5, 2014 were approved unanimously as presented (MSC-J. Patterson/C. Blek).

**C. Old Business**

1. None

## **D. New Business**

### **1. Institutional Effectiveness Workshop**

E. Silva stated that N. Akinkuoye has asked a team from IVC to attend the CCCO Institutional Effectiveness Workshop. The team includes administrators, faculty, and classified. E. Silva presented information on the need for Institutional Effectiveness at our campus including: developing and operating a comprehensive technical assistance program for community colleges; significantly reduce the number of accreditation sanctions and audit issues; focus on four operational areas: student performance, accreditation, fiscal health, and compliance with State and Federal guidelines. The workshop is scheduled to take place on March 20<sup>th</sup> in San Diego.

### **2. Evaluation of Program Review Process**

T. Ceasar announced that a survey was sent out to those areas that completed Program Review. J. Carrillo stated that 26 different areas had responded to the survey. It was agreed to extend the deadline to complete the survey and also send a reminder to those areas. A summary of the survey responses has been tabled until the next scheduled EMPC meeting. F. Hoppe suggested looking at Service Area – a brief discussion followed. L. Amidon stated that she will mention it at the Instructional Council Meeting today.

### **3. Mid-Year Assessment of Objectives**

T. Ceasar reported that some Service Areas have taken care of this task already. This will show the Accreditation Team how we will be using SPOL. J. Carrillo will create a report to show a summary of the progress. He will be discussing this task with the SPOL consultants. E. Silva stated that only those goals that are completed will be identified on the summary report. T. Ceasar added that J. Carrillo has sent instructions on how to complete this task but he will be resending them again. There was a brief discussion that followed that included: Program Review with no objectives and confusion on entering information for past and future years. J. Carrillo agreed to assist G. Finnell with her data entry.

### **4. Strategic Educational Master Plan**

T. Ceasar announced that we need to start developing our Strategic Educational Master Plan. G. Finnell gave a presentation to the Board at the last Board meeting. The team that has met on the development of the Plan include: G. Finnell, E. Silva, J. Carrillo, T. Ceasar, and B. Gay. Once the Plan is developed, it will be presented to the Board. They will be looking at trend data and use that to determine what our Plan will be. Visioning statements were included with the need of more community input. The current high school seniors, who have designated that they will be attending IVC Fall 2015 (over 2,000), will be receiving a survey of their view of community college. Vision, Mission, and Values need to be part of the Plan – which G. Finnell included in her presentation. T. Ceasar presented samples of Strategic

Plans from Los Rios Community College (2011) and Shasta College (2012-2015). A brief discussion followed on Service Area information to be included in our Plan.

E. Silva reported that the Board has expressed that we revise our current Mission Statement - B. McNeece and G. Finnell will assist in the revision. It was expressed that all IVC stakeholders be included the Plan development. G. Finnell asked about the timeline that will include collection of data and information. It was agreed that it will be compiled and ready to present to all shared governance on campus. J. Carrillo will take the lead on the data collection. B. McNeece suggested that a Board member be included in the planning.

A community survey was discussed with it being agreed that it should be sent out as soon as the survey to the high schools is completed. The timeline for the community survey will be to send out in about a month and to compile the data – it should be completed by mid-May. J. Carrillo stated that the Hanover Group is being used for the surveys and they will only allow one survey to be done at a time. J. Carrillo added that we could send out the community survey independently due to our time constraints. E. Silva added that at the last Board meeting it was suggested that the survey also be sent out in Spanish. The concern that faculty leave in June – all data needs to be collected before they leave. N. Akinkuoye brought up the Institutional Effectiveness Workshop and encouraged the team designated to attend. He also added that he would like to see a way to track our students after they graduate.

**E. Action Items**

1. None

**F. Other**

None

**G. Next Scheduled Meeting**

It was discussed and agreed to meet on the following Fridays at 10:00 a.m. in the Board Room: March 27<sup>th</sup>, April 3<sup>rd</sup>, May 1<sup>st</sup>, May 15<sup>th</sup>, and June 5<sup>th</sup>.

**H. Adjournment**

The meeting was adjourned at 9:54 a.m.