



**IMPERIAL VALLEY COLLEGE
BUSINESS DEPARTMENT
MEETING**

UNADOPTED MINUTES

Tuesday February 20, 2018

**12:50 p.m. – 1:50 p.m.
Room 801**

Those in attendance were as follows:

Tisha Nelson, Recording Secretary
Gordon Bailey, CIS
Craig Blek, Business
Alison Brock, Business
Walid Ghanim, CIS
Michael Kanyi, AG
Angie Ruiz, Business
Andres Martinez, Department Chair
Efrain Silva, Department Dean
Ralph Marquez, Counselor

- I. **Meeting Called to Order by Andres Martinez at 12:54 PM**

- II. **Moving to Windows 10 & Office 2016 for Fall 2018**
Mr. Martinez reminded the faculty that all computers will be updated to Windows 10 by Fall 2018 and will also be moved to Staff office computers.

- III. **New Campus Hour**
Mr. Martinez informed faculty that for Fall 2018 there will be a new campus hour on Mondays and Wednesdays at 2:40PM. He mentioned that he would send out an email update to the Faculty on courses that fall during the campus hour.

- IV. **Enhanced Budget Requests**
Mr. Martinez informed Faculty that March was when the approval or non-approval for enhanced budget requests would be and he asked faculty if there were any budget requests and the following were mentioned.
 - Adobe CC Software-Efrain mentioned that Perkins can't be used for recertification.
 - Full time Secretary

- V. **Department Website Update**
Mr. Martinez informed faculty that the department website has been updated.

- VI. **CIS Advisory Meeting**
The CIS Advisory Meeting would be sometime in the Spring Semester 2018 during campus hour. Mr. Martinez mentioned that he will contact Janeth to invite businessmen.

VII. CIS Evaluation of Program

Andres Mentioned to the Faculty that he was in the process of Revamping the CIS program and wanting to add new courses to try to get more students interested in the program.

VIII. Lottery and PPIS Funds

Andres asked Faculty to email him a list of any instructional supplies they may need. Dr. Kanyi mentioned that he would like laptops for his class.

IX. Information Items

Andres informed Faculty that the ECON ADT for Fall is up and running. He mentioned that by 2020 the Flash course will be replaced with a Video Editing Course. Andres informed the Faculty that the new Ag program will be in CurriCunet in Spring.

X. Other

- Gordon Bailey mentioned that his split courses were cut from 8 weeks to 7 weeks.
- Alison Brock mentioned that 2610 was not available as of Fall.
- Angie Ruiz informed the Faculty that her tax prep class was IRS certified.
- Michael Kanyi asked about possibly getting a student worker to help in the Ag lab and Efrain said we could possibly use Perkins funds for that.
- Angie Ruiz would like to have an Advisory Committee meeting for Internships in the Spring.
- Efrain mentioned Imperial County report of growth for the future and that Accounting Technicians come up high as far as the demand for Accounting graduates.
- Raul mentioned that 40% of students are not in the correct major because they are not choosing a major when they apply for the school.

XI. Meeting was adjourned by Andres Martinez at 1:32 PM