



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, March 10, 2008 – 2:30 P.M.
Administration Building Board Room

College Council Chair John Abarca called the meeting to order at 2:33 p.m.

Council members in attendance were as follows:

Kathy Berry, Administrative Representative
Efrain Silva, Administrative Representative
Sergio Lopez, Alternate Administrative Representative

Bruce Seivertson, Faculty Representative
Norma Nuñez, Alternate Faculty Representative

John Abarca, Classified Representative (Chair)
Frances Arce-Gomez, Classified Representative
Carol Cortes-Ramirez, Classified Representative

Carlos Fletes, CMCA Representative

David Lopez, Student Representative
Itzel Bejarano, Student Representative
Sarah Gaddis, Student Representative

Gary Rodgers, Ex Officio

Recording Secretary: Paula Saldana

Council members not in attendance were as follows:

Robin Ying, Administrative Representative
Michael Heumann, Faculty Representative
Armando Mendez, Faculty Representative
Patty Robles, Alternate Classified Representative
Rick Webster, Alternate CMCA Representative
Chantilee Mendenhall, Student Representative
Gene Hill, Ex Officio

Others present:

Marilyn Boyle, Diedre Pollock-Blevins, Dawn Chun, Lianna Zhao

MEMBERSHIP CHANGES

Associated Student Government President David Lopez announced Chantilee Mendenhall would be the alternate student representative and Sarah Gaddis would be the student representative.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES DATED MONDAY, FEBRUARY 25, 2008

M/S/C Bruce Seivertson/Carol Cortes-Ramirez to approve the minutes dated February 25, 2008.

AREA REPORTS/UPDATES

Instruction/Academic Services

Vice President for Academic Services Kathy Berry reported the following:

- Instructional Services held a Basic Skills Initiative Summit and completed IVC's plan for basic skills services.
- The Basic Skills Committee will now work to develop a budget, which is due to the state on May 15th.
- VTEA budget is also due around the same time (in May).
- Gearing up for Program Review, which includes setting next year's goals and budget development.
- Spring classes are in session and going well.

Accreditation Process

Vice President for Academic Services Kathy Berry reported the following:

- She stated responses to four of the Commission's recommendations are due in October. IVC is in the process of developing strategies to address the recommendations.
- The Academic Senate has appointed an SLO Coordinator to work with the entire campus in developing SLO's.
- She stated the Technology Council, Curriculum and Instruction and Academic Senate have written plans and are gearing up for the October due date.

Chair Abarca asked if the SLO Coordinator was a volunteer.

Member Berry stated that the coordinator is not a volunteer, explaining the coordinator is a faculty member with 60% release time as stated in the contract.

Business Services/Bond Projects Update

Vice President for Business Services John Lau was not present. Director of Fiscal Services Carlos Fletes reported the following:

- He and VP Lau are currently holding budget meetings with all the department managers.
- This week he will be sending an email with instructions on how to input each department's budget into Banner.
- He recommended that the departments submit requests for overtime and student wages.
- Categorical programs including salaries must conform to grant amounts.

- Tentative budget is due in June. For this reason, there will be more Planning and Budget meetings.
- He stated the news on the state budget is not good, and we will know the actual impact within the next two weeks. Preliminary reports indicate an impact of \$450,000 to \$500,000, of which 2% will equate to IVC.
- He anticipates giving the college a thorough report by April 25th.

Student Services

Vice President for Student Services, Dr. Victor Jaime, was not present. He provided an attachment with February updates for Student Services.

ACCESO

Project Director Dawn Chun reported the following:

- She reported 119 FTES for Spring 2008 online classes.

Title V Cooperative Grant

Dr. Lianna Zhao reported the following:

Computer Science Program

- A draft of the state level paperwork for the Associate's Degree was finished and was distributed to Title V and Science, Math & Engineering division staff for revisions.
- The helicopter workshop was held on February 23rd in the library at SDSU-IV. Four out of the five high schools that originally signed up were in attendance, and by the end of the day, all of the schools were able to control their helicopters via the laptop computers, which was a major step in the project.
- The next helicopter meeting will be the competition, and will likely take place in early to mid-April.
- The information regarding the Computer Science scholarships was disseminated in various classes.
- So far, there are eleven applicants for the computer science BA degree program.

Nursing Program

- A presentation was given to all nursing students enrolled in semesters 1-4 at the IVC Nursing Program Orientation on February 11th.
- During a nursing Community Leadership Advisory Board meeting, Title V Nursing staff discussed with Kirkpatrick, Chief Nursing Officer (CNO) at ECRMC and Coldsmith, CNO at Pioneers, the in-kind clinical faculty donations and field experience agreements. Subsequently, meetings were conducted with the nurse practitioner that ECRMC would like to donate as the clinical instructor for N 500 this summer. Both Kirkpatrick and Coldsmith seem ready to go ahead with donation of clinical faculty, as soon as the agreement is approved by the attorneys for the hospitals and SDSU.
- Fourteen students are currently enrolled in BSN program. There are seventeen applicants for Summer 08 and Fall 08 admission.
- IVC and SDSU-IV collaborated and the application to the RN-BS in Nursing Program was simplified.
- Workshops at SDSU-IV have been offered to help nursing students do better at the Writing Proficiency Assessment.

Student Services

- IVC counselors continue the academic advising and assisting students in nursing and computer science with their transfer applications.
- Records have been updated and tracking of the transfer status for computer science students and nursing students at IVC continues.

Learning Services

Dean of Technology/Learning Services Robin Ying was not present at the meeting.

Technology Services

Dean of Technology/Learning Services Robin Ying was not present at the meeting.

Associated Student Government

ASG President David Lopez reported the following:

- A Health Fair will be held on March 18th and 19th, 9:30 a.m. to 1:00 p.m. in front of the College Center. The ASG is partnering with Pioneers Memorial Hospital and 10 other agencies to provide students with health-related information. Students will receive test results by email or telephone.
- He stated the Health Fair is being held early in semester to provide students with important health care information.
- An iPod will be raffled on the second day as an incentive to increase student participation.
- He stated he would be dressing as the Easter Bunny on March 20th for the preschool children.

President's Update

Interim Superintendent/President Gary Rodgers reported the following:

- He announced that Dr. Ed Gould has been appointed Superintendent/President of IVC, with his official start being April 15th. He stated the transition has already started to take place. He stated Dr. Gould is familiarizing himself with the campus community, and stated some staff may receive email from him.
- He suggested if a community member inquires as to Dr. Gould, reassure the person that Dr. Gould has been a community college president on three different occasions, is well experienced, and that IVC looks forward to having him on board.
- An evacuation drill will take place tomorrow, March 11th, at 10:30 a.m. He stated although there is no convenient time to hold a drill, it is necessary. The last drill went very smoothly, lasting a total of 20 minutes. He stated Administration would appreciate input from the campus community regarding the drill.

MINUTES FROM STANDING AND AD HOC COMMITTEES

Minutes from the following committee meetings were received:

1. Academic Senate, 11/21/08, 02/20/08

DISCUSSION AND INFORMATION ITEMS

1. Institutional Planning Goals for 2008-09 – Kathy Berry
 - VP for Academic Services, Kathy Berry, handed out the following material:
 - Institutional Planning Goals for 2008-2009 – The document outlines each of the goals and objectives set for the Instructional Divisions and Business Services. She noted that Student Services had not yet submitted its goals and objectives but stated they would be added to the document. She went over each of the objectives.
 - Template for Development of 2008-2009 Planning Objectives for Goals – This document identifies each area’s objectives, and provides columns for baseline data, as well as target and evaluation timeline information.
 - Planning Strategy to Meet Goal and Objective – This document would give each area an opportunity to suggest a strategy which may help in reaching a goal. She stated Dawn Chun would be supplying data to each of the divisions.
 - She clarified this was not Program Review, noting that Program Review begins in April. She stated these documents were different than those used in the past, and hopes that these documents help implement the process in a simpler, more efficient manner.

ACTION ITEMS

None.

ADJOURNMENT

M/S/C Sergio Lopez/Bruce Seivertson to adjourn the meeting at 2:50 p.m.

**2007-2008 College Council Meeting Schedule
at 2:30 p.m. in the Board Room**

| 2008 | |
|---------------|---------------|
| April 14 & 28 | May 12 |
| | June 9** & 23 |

** Monday after Graduation Overload rate for 177-day members