



## MINUTES

### IMPERIAL VALLEY COLLEGE COUNCIL Monday, February 13, 2012 – 2:30 P.M. Administration Building Board Room

College Council Chair Waddell called the meeting to order at 2:32 p.m.

**Council members in attendance were as follows:**

Taylor Ruhl, Administrative Representative  
Alfredo Cuellar, Administrative Representative  
Ted Ceasar, Alternate Administrative Representative

Daniel Gilison, Faculty Representative (Vice Chair)  
Martha Garcia, Faculty Representative  
Jill Nelipovich, Faculty Representative

Yethel Alonso, Classified Representative  
Marilyn Boyle, Alternate Classified Representative

Jessica Waddell, CMCA Representative (Chair)  
Todd Evangelist, CMCA Representative  
Martha P. Garcia, Alternate CMCA Representative

Daniel Bermudez, Student Representative  
Alberto Izarraraz, Student Representative  
Iliana Felix, Student Representative

Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

**Council members not in attendance were as follows:**

Sergio Lopez, Administrative Representative  
Jan Magno, Alternate Administrative Representative  
Frances Beope, Alternate Faculty Representative  
Bill Gay, CMCA Representative  
Laura Hartsock, Classified Representative  
Silvia Murray, Classified Representative

**MEMBERSHIP CHANGES**

Laura Mosier stated she was the new alternate faculty representative. Vice Chair Gilison clarified that both Laura Mosier and Frances Beope were alternates.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES DATED MONDAY, DECEMBER 12, 2011**

M/S/C Yethel Alonso/Daniel Gilison to approve the Minutes of January 23, 2012.  
Motion carried.

**AREA REPORTS/UPDATES**

**College Council Report**

Chair Waddell announced the second walking program under the Wellness Program started on February 8<sup>th</sup> and would continue through May 7<sup>th</sup>. She stated 58 employees participated in the first round; the winners of the raffle included Gail Parish, iPod Touch winner; Sara Hernandez, Martha Jacobo, Lilia Sandoval, each winning a \$75 gift card.

Chair Waddell announced the final basketball games for the IVC men and women would take place on Wednesday, February 15<sup>th</sup>, and Friday, February 17<sup>th</sup>.

**Measure J and L Report**

No report was provided.

**Program Review Update**

Dean Ruhl reported as follows:

- Program Review is due this Friday, February 17<sup>th</sup>.
- Comprehensive Program Review is due on March 2<sup>nd</sup>.

Dean Ceasar stated additional training is scheduled on Wednesday, February 15<sup>th</sup>, at 4:00 p.m. in the Reading/Writing Lab; Director Carlos Fletes will be present to answer any questions.

**Budget Update/Financial**

No report was provided.

**ASG President Update**

ASG Representative Bermudez reported as follows:

- Health Fair was held on Wednesday, February 8<sup>th</sup>; 250 hot dogs and drinks were provided; raffle for students who participated in the fair; raffle prize included a Wii.
- Will be having elections for IVC Sweetheart/Homecoming Queen 2012; winner to be announced at the Homecoming Basketball Game on Wednesday, February 15<sup>th</sup>, at 7:00 p.m.

**President's Update**

No report was provided.

**SUB-COMMITTEE REPORTS**

**Competitive Athletics Committee**

No report was provided.

**Customer Service Committee**

No report was provided.

**Environmental Health & Safety Committee**

No report was provided.

**Facilities and Environmental Improvement Committee**

No report was provided.

**Marketing Committee**

No report was provided.

### **Policy and Procedure Committee**

No report was provided.

### **Staffing Committee**

Chair Waddell stated the committee would be meeting on Monday, February 27<sup>th</sup>.

### **Student Affairs Committee**

No report was provided.

## **OTHER COMMITTEE REPORTS**

### **Academic Senate**

Academic Senate VP Gilison reported as follows:

- AS topics of discussion included:
  - Campus hour – The purpose of this hour would be to provide a time for meetings and campus events, which would not conflict with scheduled classes.
  - Final exam block schedule – The idea would be to provide one exam block during finals week.

VP Gilison stated that faculty had been polled and 60% are in favor of the campus hour and final exam block schedule. He stated both topics are still in the discussion stage.

- Reorganization Ad Hoc Committee – The committee had agreed on three deans and one associate dean for the Academic Services area.

### **Budget and Fiscal Planning Committee**

Marilyn Boyle stated the committee would be meeting on February 29<sup>th</sup>.

### **Technology Planning Committee**

Jeff Enz, Director of Enterprise Systems, stated at its last meeting the Technology Planning Committee toured an Imperial County Office of Education classroom. The ICOE classroom had been redesigned into a “21<sup>st</sup> century classroom.” The purpose of the tour was to learn about classroom modernization and obtain ideas that could benefit IVC.

## **DISCUSSION AND INFORMATION ITEMS**

### **1. Reduced Services – John Lau**

Chair Waddell stated VP Lau could not present as he was attending another meeting. She stated VP Lau asked her to report as follows:

- Business Services will be reducing services as follows:
  - Custodial area – open positions will not be filled.
  - Security area – reducing staff.
- Further information in greater detail would be announced at the next College Council meeting.
- Questions should be directed to VP Lau.

### **2. Reorganization Ad Hoc Committee Report**

Martha P. Garcia, Reorganization Ad Hoc Committee Member, reported as follows:

- Student Services area:
  - Committee recommendation would be that the position of Dean of Enrollment Services not be replaced, but that its duties fall under the scope of the Dean of Student Affairs/Campus Development.

- Committee recommendation would be that the Dean of Counseling continue to oversee counseling services, including the areas of EOPS, DSPS, TRIO, CalWorks, Transfer Center, Matriculation
- Academic Services area:
  - Committee recommendation would be that the Academic Services area be downsized to three Deans and one Associate Dean.
  - On February 15<sup>th</sup>, the committee would be meeting and discussing division chairs, extra duty, reassigned time, and coordinators.
- Human Resources area:
  - Discussed the reporting structure of HR: The Administrative Dean currently reports to the President; discussed HR reporting to the VP of Business Services, and changing the position to the level of a director. The Committee also discussed the payroll functions performed by the Human Resources Department. Representative Garcia stated that a FCMAT representative was here today to evaluate the payroll functions being performed by HR.
  - The Committee did not make a recommendation with regard to the HR department.
- IT/Reprographics area:
  - No changes to be made to the IT/Reprographics area, as the department has recently undergone changes.

Discussion ensued regarding the Committee's timeframe for presenting its recommendation to the Board of Trustees, the Committee's structure, including the information being provided to the Committee to assist in formulating its recommendation, and the campus community's input regarding the final recommendation.

Chair Waddell stated the Committee would be providing its recommendation to the Board in March. She stated the possibility of having an information forum for the campus community, for the purpose of presenting the Committee's final recommendation before it is presented to the Board of Trustees. Chair Waddell encouraged the College Council to email any concerns or recommendations regarding the reorganization to the College Council Ad Hoc Committee members: Patty Robles, Raquel Garcia, Martha P. Garcia.

#### **ACTION ITEMS**

None.

#### **ADJOURNMENT**

Chair Waddell adjourned the meeting at 3:15 p.m.