



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, November 8, 2010 – 2:30 P.M.
Administration Building Board Room

College Council Chair Michael Heumann called the meeting to order at 2:30 p.m.

Council members in attendance were as follows:

Taylor Ruhl, Administrative Representative
Alfredo Cuellar, Administrator Representative
Jan Magno, Alternate Administrative Representative
Ted Ceasar, Alternate Administrative Representative

Michael Heumann, Faculty Representative (Chair)
Kevin White, Faculty Representative
Martha Garcia, Faculty Representative

Laura Hartsock, Classified Representative
Miriam Trejo, Classified Representative

Jessica Waddell, CMCA Representative (Vice Chair)

Joe Trejo, Student Representative
Daniel Bermudez, Student Representative
Jesus Gallegos, Student Representative
Mayra Beltran, Alternate Student Representative

Dr. Ed Gould, Ex Officio

Recording Secretary: Adriana Sano

Council members not in attendance were as follows:

Sergio Lopez, Administrative Representative
Michael Boyle, Classified Representative
Marilyn Boyle, Alternate Classified Representative
Martha P. Garcia, Alternate CMCA Representative

Others Present:

Victor Jaime, Tim Nakamura, Gaylla Finnell, Todd Finnell, Lianna Zhao, Brian McNeece,
Rosanna Lugo, Mathew Thale, Kathy Berry, Travis Gregory

MEMBERSHIP CHANGES

The following membership change took place: Mathew Thale was introduced as an Alternate Classified Representative.

PUBLIC COMMENT

Member Martha Garcia announced that IVC Project B-Green would be hosting a forum on campus "Celebrating Renewable Energy Partnership Success." She announced that a representative from the California Energy Commission would be present. The event would take place on November 16, 2010 from 1:30 - 3:30 p.m. in Room 2734.

APPROVAL OF MINUTES DATED MONDAY, OCTOBER 25, 2010

M/S/C Jessica Waddell/Martha Garcia to approve the Minutes of October 25, 2010.

Motion carried.

AREA REPORTS/UPDATES

College Council

Chair Michael Heumann reported the following:

- Congratulated IVC on the passage of Measure J.

Program Review

Vice President for Academic Services Kathy Berry reported the following:

- Announced that the Educational Master Planning Committee met on Friday, November 5, 2010 for hands on practice training. She added that the committee reviewed the new integrated application to add new resources to the budget.
- Announced the Continuous Accreditation Readiness Team (CART) met Friday, November 5, 2010 and teams for each of the four accreditation standards were established and separated into chair subgroups to review each standard. She stated that the accreditation self-study is due fall 2012.

Budget Update

Vice President for Business Services John Lau was not present at this meeting. President Gould reported the following:

- Reported that there may be a mid-year reduction and a \$12 billion gap in the budget.
- Reported Proposition 25 passed and this means we can expect an early budget since legislators will not get paid after November 5th.

ASG President Update

Associate Student Government Joe Trejo was not present at this meeting, Daniel Bermudez reported the following:

- Announced there would be a hypnotist on campus on Tuesday, November 9, 2010.
- Announced there would be a Veteran's Day celebration on Thursday, November 11, 2010, and ASG would be handing out cupcakes.

President Update

President Gould reported the following:

- Thanked staff, students and the community for all the hard work on Measure J. He announced the District received 63% of the vote for Measure J but will wait for the final results.
- Announced that the elections are not final but there may be two new board members, Carla Sigmund - District 2, and Steven Taylor - District 7. He indicated he would wait until after Certification on November 30th to make a formal announcement.
- Reported that the District is approaching \$18 Million in grants and is becoming a major part of what we do.
- Reported on the Open House and stated there was a great turnout, and the Ag. Department pumpkin patch was a success.
- Announced the Annual faculty and staff vs. students softball game would take place on November 17, 2010 and encourage everyone to participate.
- Thanked the Customer Service Committee for the Staff Appreciation BBQ held on November 3, 2010.
- Announced the District would be going to the Board for approval of the sale of bonds in order to get a better rate of return, and to be able to start construction.

COMMITTEE REPORTS

Academic Senate – Kevin White

- Reported that at the last Academic Senate meeting there was discussion on the academic calendar, and ASG students shared their concerns.
- Reported that VP Finnell gave a presentation on Managed Print Solutions and the Email Distribution List.

Student Affairs Committee- Miriam Trejo

- Chair Heumann stated that the topic “Public Display of Affection” would be referred to Student Affairs for drafting of a policy.
- Member Miriam Trejo stated this topic was discussed and the committee would be researching other colleges to see what other colleges have done and compare it to what the District already has and go from there.

Professional Development Committee - Travis Gregory

- Reported that the Standing Rules are going through the shared governance process and is waiting to hear back from Academic Senate.
- Reported he received more than ten proposals for the upcoming Professional Development Day which he is reviewing.

Technology Planning Committee - Michael Heumann

- Announced the next scheduled meeting will be held on Thursday, November 11, 2010 at 8:30 a.m.

DISCUSSION AND INFORMATION ITEMS

1. Presentation on IVC Campus Security - Tim Nakamura

- Director of Safety and Campus Security Nakamura introduced three campus safety officers, T.J. Julian, Reuben Ramos, and Julian Mejia and stated all three officers have completed the IVC Post Academy. He indicated the majority of the Campus Safety Officers have gone through the Post Academy here at IVC and are CPR First Aid Certified and able to make citizen's arrest and detain an individual for further processing. He stated the Campus Safety Officers would be cross-trained to be able to help out with parking control and would be patrolling the campus on foot, bike, and golf cart. Director Nakamura reported he currently has 14 paid officers on staff and 11 volunteers.
- Director Nakamura stated he is looking into Campus Safety Grants to build up this program.

2. Student Duplicate Degree/Transcript Fees - Gloria Carmona

- Dean Magno announced that the District had signed up with Docufide, an electronic transcript provider to provide student transcripts. She noted that there would be a change in the fee structure. She stated that the Education Code mandates that the District give two free transcripts and charge after the third; however, Ducufide will be charging students for the transcript since they do not have to follow the Education Code. She indicated that the District would offer students two copies of enrollment verifications free of charge in exchange of the two free transcripts.
- Dean Magno indicated that Admission and Records would be drafting a policy which would be going through the share governance process.

3. Funding Priority List - Michael Heumann

- Chair Heumann went over the Funding Priority List developed by the Board of Trustees and asked College Council members whether there were any questions or changes that they would like to discuss.
- There was discussion among the group, and Chair Heumann stated the consensus of the group was that they liked the priorities as listed.

4. Staffing Committee - Kathy Berry

- Associate VP Gregory noted that Executive Council recommended that an official committee be developed. He indicated that currently there is an Adhoc Committee that developed the Staffing Plan. Associate VP Gregory indicated he would be the co-chair.
- VP Berry stated that it needs to be a board approved standing committee and part of the integrated Educational Master Plan.

ACTION ITEMS

M/S/C Alfredo Cuellar/Daniel Bermudez

1. Approval of Resolution Recommending the Email Distribution List

Chair Heumann read the following resolution:

“Whereas the issue of effective and secure email communication has been a persistent topic of discussion at Imperial Valley College for many years; and

Whereas Vice President of Technology, Todd Finnell, presented a proposal for a new email distribution list system at the October 11, 2010, meeting of the College Council;

Whereas the proposed distribution list presented by Vice President Finnell includes three distinct tiers: a highly controlled list for emergency notifications, scheduled maintenance reports and system notifications, and district communication authorized by the Office of the President; a second, District Administrative tier featuring lists approved by the Vice Presidents and designed for specific groups (departments, programs, etc); and a third, District User Subscription List tier that would be open to all IVC employees on an opt-in and opt-out basis;

Therefore, the College Council for Imperial Valley College hereby recommends that the college adopt the email distribution list system to improve business, serve faculty, and serve students.”

Motion carried.

M/S/C Jessica Waddell/Alfredo Cuellar

2. Approval of Resolution Recommending Managed Print Solution

Discussion:

There was discussion on what would happen if the District did not see the stated savings. Vice President Finnell stated that it was a five year contract, and he would look at the details of the contract.

Chair Heumann read the following resolution:

“Whereas the cost of printing and printers at Imperial Valley College is a continuous concern; and

Whereas Brad Craft, President of Image Source, gave a presentation on managed print solutions at the October 11, 2010, meeting of the College Council;

Whereas, during this presentation, the following features and advantages to implementing a managed print solution by the District:

- *Environmentally friendly (cartridges are recyclable)*
- *Dedicated on-site technical support*
- *Approximately 30% savings to current cost*
- *Copier technology replaced with State of the art models; and network capable with PDF scanning*

- *Simplified invoicing and accountability reports*
- *Services and supplies are included, automated supply replenishment*
- *Real-time monitoring dispatch service (automatically dispatched)*

Therefore, the College Council for Imperial Valley College hereby recommends that the college enter into an agreement with Image Source for a managed printing solution.”

Motion carried.

ADJOURNMENT

Chair Heumann called to adjourn the meeting at 3:00 p.m.