

IMPERIAL VALLEY COLLEGE COUNCIL

MINUTES

Monday, May 8, 2006

College Council Chair, Ted Ceasar, called the meeting of the College Council to order at 2:39 P.M., on Monday, May 8, 2006.

Council members in attendance were as follows:

Ted Ceasar, Administrative Representative (Chair)
Efrain Silva, Administrative Representative
Marion Boenheim, Administrative Representative

Patti Biley, Faculty Representative
Lincoln Davis, Faculty Representative (Vice Chair)
Cathy Zazueta, Faculty Representative

John Abarca, Classified Staff Representative
Carol C. Ramirez, Classified Staff Representative
Patricia Robles, Classified Representative

Monica Bulong, Student Representative
Thanya Booth for Rhonda Gomez, Student Representative
Claudia Castro, Alternate Student Representative

Rick Webster, CMCA Representative
Leonard Fabian, Alternate CMCA Representative

Paul Pai, Ex Officio
Gene Hill, Ex Officio

Council members not in attendance were as follows:

Kathy Berry, Alternate Administrative Representative
James Patterson, Alternate Faculty Representative
Frances Arce-Gomez, Alternate Classified Representative
Francisco Mariscal, Student Representative

Others present were:

Dawn Chun; Carlos Fletes; Dr. Kendra Jeffcoat; Scott Riggs; Dr. Joe Vogel; Dr. Robin Ying; Dr. Lianna Zhao.

Recorder: Shirley Hofer-Bell

PUBLIC COMMENTS

- Cathy Zazueta updated the College Council on the first reading considered by the Academic Senate on May 3 (Resolution 57) regarding setting a limit for grade changes. The following policy is being considered:

No grade or "W" symbol will be changed for any reason or any circumstances after three years from the end of the term in which the grade was assigned.

- Patti Biley voiced concern over a number of faculty who have found other employment or are currently looking for new positions elsewhere. There is concern over student access to classes in the fall. Will the District replace all of the existing faculty members?

CORRESPONDENCE

There was no correspondence.

APPROVAL OF MINUTES

M/S/C M. Boenheim/C. Ramirez to approve the minutes of April 10, 2006.

REPORT FROM THE PRESIDENT

Dr. Pai reported the following:

- There will be a release of several frozen positions, pending budget approval by the Board. These are six faculty replacement positions recommended to the President by the Academic Senate (English Composition, English Reading, Music, Welding, Physical Education/Basketball, and a Counselor). Also requested was an Administrative Assistant (Instruction Office), Instructional Support Technician (Instructional Office), Staff Secretary II (shared between Business and Humanities Divisions), Student Services Technician (1/2 time Extended Campus), Custodians (one full-time and one 3/8 time). All the petitions for unfreezing these positions have been provided by their respective administrators. Dr. Pai has requested that these positions be advertised immediately, with the stipulation that the positions are pending on the budget approval by the Board. The Budget and Planning Committee has been asked to propose a budget plan that includes these positions.
- Advertising for the positions of Vice President for Academic Services and the Dean for Business Services will take place in July. In the meantime, interims will fill these positions.

- The key to our success is to not making long term commitment to spending in general, but keep the resources we have to grow our enrollment in both credit and non-credit courses. The current credit growth is based on solid data of high school graduates and population growth, which indicates an upward trend by 3.6% to 6.5% in the next two years, as long as we keep the penetration rate of Valley high school graduates at about 50%. IVC's enrollment growth for this year is 7.72%, which makes us the fourth fastest growing community college district in the state.

ACADEMIC SERVICES UPDATE

Dr. Jeffcoat reported the following:

- Summer session registration begins on May 17. The closing of sections will be watched closely to open additional classes.
- The fall course schedule is almost ready. There have been challenges with Banner.
- Work on the catalog continues.

ACCREDITATION UPDATE

Dr. Jeffcoat stated that work is taking place on creating a 35 question survey which addresses all four accreditation standards. The Steering Committee will meet on May 22 at noon to begin reviewing the Self-Study. The Self-Study will be made available to the campus community.

STUDENT SERVICES UPDATE

Dr. Jaime submitted a written report for the month of April.

ACCESO PROJECT UPDATE

Dawn Chun, ACCESO Project Director, stated the following:

- A demonstration was held for faculty to learn how online classes are designed and how student interact with distance education faculty.
- Eighteen faculty members will be attending the Summer Camp scheduled for June.
- April 25 through 28 the External Evaluator interviewed 20 staff members to find out how the ACCESO program is progressing.

TITLE V COOPERATIVE GRANT UPDATE

Dr. Lianna Zhao, Title V Cooperative (2+2 Computer Science and Nursing Programs) Grant Director stated the following:

- The first five-month interim progress report has been approved by the United States Department of Education, and the second year of funding, in the amount of \$683,247, has been awarded.
- Bill Gay is scheduling dates for presenting the program to various service clubs.
- The second interview has been completed for the Program Specialist position.
- The Computer Science Team, made up of representatives from both SDSU and IVC have met. The IVC Computer Science Major, lower division course list and two-year course offering pattern have been developed. Dr. Robin Ying and Dr. Jim Fisher are assisting in determining the need for equipment, software, licenses and other materials.
- SDSU is working on Nursing Accreditation and Nursing consultant issues.
- IVC and SDSU Student Services Teams are working together.

ASSOCIATED STUDENT GOVERNMENT UPDATE

Monica Bulong reported the following:

- The deadline for submission of names by the divisions for student awards was on April 28. The divisions named as not responding were English, Behavioral and Social Sciences, Industrial Technology, and Exercise Science. The Mr. and Ms Freshman and Sophomore award will be given at the Student Awards Banquet which will take place on Friday, June 2 at 6:30 p.m. at the Barbara Worth Golf Resort.
- The Student Health Program Festival held on May 2 through 4 was a great success.
- A Region X meeting was held on May 5 for ratifying the constitution of the Statewide Student Senate of the California Community Colleges.
- The ASG have endorsed Resolution No. 57 proposed by the Academic Senate which establishes a limit for grade challenges.
- Region X commended IVC student leaders for their participation in meetings, and IVC student voting numbers.

MINUTES FROM STANDING AND AD HOC COMMITTEES

The following minutes were reviewed:

- a. Academic Senate Minutes: April 5, 2006
- b. Administrative Council Minutes: April 11, 2006
- c. Bond Oversight Committee Minutes: March 24, 2006
- d. Curriculum and Instruction Committee Minutes: March 30, 2006
- e. Information Technology Executive Committee Minutes: April 10, 2006
- f. Insurance Committee Minutes: March 28, 2006
- g. Planning and Budget Committee Minutes: March 22, 30, April 12, 2006

2006-2007 TENTATIVE BUDGET

Dr. Vogel and Carlos Fletes presented the latest information on the tentative 2006-2007 budget requesting feedback and a recommendation to move forward. Next year's budget is balanced. Long term planning for the future was emphasized. Income is based on pending legislation and the Governor's recommendations due on May 12. This year's enrollment growth of 7.72% is very encouraging.

The tentative budget is based on the following assumptions:

- Loan of \$1,280,000 from State: payment of \$280,000 in 2006-07; \$500,000 in 2007-08; \$500,000 in 2008-09.
- 5.18% COLA for 2006-07
- 3.64% Growth factor for 2006-07
- Equalization \$198,197
- Not replacing 5 faculty positions retiring
- Hiring freeze to continue in 2006-07
- Only positions filled as of 2/28/06 (except for the 5 faculty positions mentioned) are part of the budget at this time.
- All salaries are included in the budget as approved by the Board.
- No overtime (classified) for 2006-07.
- Library books paid out of general fund (\$60,000) – funded out of COPS in 2005-06
- Lighting retrofit (\$40,000), lawn mower and sidewalk sweeper (\$11,415) lease payment will be funded out of the general fund (COPS in 2005-06)
- All 4000 and 5000 accounts will remain at same level as 2005-06.
- All estimated cost of the STRS 2+2 retirement incentive program is included.
- PERS Golden Handshake cost for staff that retired as of 7/1/05 is included.
- 1% savings in Health Insurance for 2006-07 (no longer the case).
- All adjunct/overload budgets will remain at 2005-06 level.
- The preschool cash-flow situation has been resolved.

- No carry-over budgets are included.
- The winter and summer session budgets will remain at the 2005-06 level.
- The College will grow at a 5.28% rate in 2005-06.

Possible \$4,900,318 in revenue augmentations are as follows:

- Additional Growth in 2005-06 (1.4%) \$327,600
- Additional Growth in 2005-06 (1.05%) \$259,935
- Additional Equalization 2006-07 \$1,200,000
- Additional COLA for 2006-07 (based on 5.92% projection from State) \$225,000
- Estimated COLA for 2007-08 (5% ?) \$1,350,000
- Reserves from 2006-07 (above 6%) \$1,537,783

Other obligations (estimated at \$5,017,423) to consider for 2006-07 and 2007-08 are as follows:

- 20% increase in utilities for 2006-07 \$128,000
- Salary and benefits for faculty not retiring 2006-07 \$105,418
- \$500,000 payment to state in 2007-08 \$500,000
- GASB 45 amortized over 15 years 2007-08 \$700,000
- Health insurance increase 10-15% in 2007-08 \$540,000
- \$20 per hour increase to per-session instructors for 2007-08 \$1,520,000
- Annual payment of COP and LRB 2007-08 \$720,000
- Cost of 5% salary increase/step increase 2007-08 \$1,220,000
- Funds needed to maintain a 6% reserve \$284,005

Everyone was reminded that this is a fluid and dynamic budget.

M/S/C J. Abarca/C. Ramirez that the College Council accepts the 2006-2007 Unrestricted General Fund Tentative Budget as presented.

COLLEGE COUNCIL STANDING RULES

Ted Ceasar stated that the Subcommittee (Ted Ceasar, Cathy Zazueta, Marion Boenheim, Carol Ramirez, and Lenny Fabian) met and is recommending clarification to the Standing Rules "Terms of Office" as it relates to the Chair and Vice Chair. After discussion the following action was taken:

M/S/C C. Ramirez/M. Boenheim that the College Council recommends the following addition to the Standing Rules of the College Council under TERMS OF OFFICE as follows:

3. The Chair and Vice Chair may not succeed himself/herself, but the Vice Chair may be elected Chair and the Chair may be elected Vice Chair.

4. Should an individual who is finishing his/her term be elected as Chair or Vice Chair he/she shall serve the two years of the term of office.

ELECTION OF OFFICERS

M/S/C L. Davis/P. Biley for the nomination of Cathy Zazueta for College Council Chair beginning August 28, 2006 for a two year term.

M/S/C C. Ramirez/Patti Biley for the nomination of John Abarca for College Council Vice Chair beginning August 28, 2006 for a two year term.

The meeting was adjourned at 4:30 p.m.

2005-2006 College Council Meeting Schedule at 2:30 P.M. in the Board Room

May 22
June 26