



**IMPERIAL VALLEY COLLEGE COUNCIL**

**MINUTES**

**MONDAY, OCTOBER 9, 2006**

College Council Chair, Cathy Zazueta, called the meeting to order at 2:34 P.M.

Council members in attendance were as follows:

Kathy Berry, Administrative Representative  
Efrain Silva, Administrative Representative  
Robin Ying, Administrative Representative

Cathy Zazueta, Faculty Representative (Chair)  
Patti Biley, Faculty Representative  
Michelle Stevens, Faculty Representative  
Dennis Carnes, Alternate Faculty Representative

Carol C. Ramirez, Classified Staff Representative  
Frances Arce-Gomez, Classified Representative  
Patty Robles, Alternate Classified Representative

Rick Webster, CMCA Representative

Frank Fernandez, Student Representative  
Mirella Cobarruvia, Student Representative  
Stephan Gibson, Student Representative

Paul Pai, Ex Officio  
Gene Hill, Ex Officio

Recording Secretary: Vikki Carr

Council members not in attendance were as follows:

John Abarca, Classified Staff Representative (Vice Chair)  
Sergio Lopez, Alternate Administrative Representative  
Carlos Fletes, Alternate CMCA Representative

Others present were:

Victor Jaime; Gary Rodgers; Dick Fragale; Lianna Zhao; Marilyn Boyle

### PUBLIC COMMENTS

Patti Biley spoke and stated she was concerned that full-time faculty had until fall to sign contracts. She stated that this allows faculty to quit at the last minute, leaving fall classes in jeopardy. She stated that she wanted to voice her concern that IVC was being left wide open to not having appropriate coverage.

### CORRESPONDENCE

There was no correspondence.

### APPROVAL OF MINUTES

M/S/C Stephan Gibson/Mirella Cobarruvia to approve the minutes dated September 25, 2006 with changes. Motion moved unanimously.

Changes to September 25, 2006 as follows: Delete Patti Biley as she is listed twice; add Betty Kakiuchi as she was representing John Abarca for CSEA; add Frances Arce-Gomez to the list of members not in attendance; add Patty Robles to members in attendance.

### COMMENTS FROM THE COLLEGE COUNCIL CHAIR

College Council Chair, Cathy Zazueta, welcomed everyone and clarified that the Area Reports/Updates heading had been changed, but that the process remained the same. The Area Report is done at the first meeting of the month, and an Area Update is done at the second meeting of the month. If there is no update, just state that there is no update. Representatives are not expected to repeat reports or to have a report for each meeting.

### AREA REPORTS/UPDATES

#### **INSTRUCTION/ACADEMIC SERVICES**

Gary Rodgers distributed a Timeline for the Winter Intersession 2006/Spring 2007 Schedule Development and reported that the timeline for Winter Intersession started September 18<sup>th</sup> and the deadline is October 13<sup>th</sup>.

#### **ACCREDITATION UPDATE**

Gary Rodgers distributed the Accreditation 2007 self Study Task List/Deadline Dates and reported that the Accreditation Steering Committee is keeping on task with deadlines.

#### **BUSINESS SERVICES/BOND PROJECT UPDATES**

Dick Fragale reported the following:

- The audit report for the state is nearing completion.
- Phase I of the bond project is underway, the Request for Proposals for Phase 2 will go out next Monday. He stated that he hoped that Phases 1 and 2 would be completed by the end of Winter Session. He stated that the groundbreaking for the Science Building Project may begin as early as February.
- CTA would be voting today on the 2.5% increase that is scheduled to go to the next Board of Trustees meeting.

**STUDENT SERVICES**

Dr. Victor Jaime reported that the College/University Day and Career Fair was well attended with a count of over 3,000 attendees from many sectors of the community, with the vast majority being High School students.

**ACCESO**

No update reported.

**TITLE V 2+2 REPORT**

Dr. Lianna Zhao reported the following:

- Nursing:
  - Faculty has attended a METI workshop to receive training to use the METI ECS human patient simulator. The Department received a NOELLE birthing simulator. Ordering of Headwall Systems by CMI (AMICO) has taken place.
  - No response from SDSU Director of Nursing, C. Toderro, about her preferences for the SDSU-IV RN-BSN.
  
- Computer Science:
  - CS 260 and 280 were approved by C and I.
  - SDSU-IV may have to offer BA instead of BS degree in Computer Science. The Computer Science Program Development Team is researching, studying and discussing the level of impact in the areas such as the major requirement, the employment and higher education opportunities, the Project outcomes in terms of the number of students who transfer to SDSU-IV, etc.
  
- Student Services:
  - Continue to solicit and advise students interested in the programs.
  
- Management:
  - Year 2 (10/1/06-9/30/07) SDSU Subcontract was drafted, discussed, revised, reviewed, and signed by both institutions.
  - Year 2 detailed budget for all three ORGs were developed and discussed with IVC Business Office.
  - A Joint Use Facility Intent was drafted, reviewed, revised, and is in the signing process by both institutions.

**ASSOCIATED STUDENT GOVERNMENT**

Frank Fernandez reported the following:

- October 24<sup>th</sup> – Cosponsoring of Candidates Forum with SPA
- October 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup> - Student Wellness Fair
- October 31<sup>st</sup> - Halloween Carnival
- (Tentative) November 1<sup>st</sup> and 2<sup>nd</sup> – Sexual Assault Awareness Fair
- (Tentative) November 10<sup>th</sup> - Health Fair

- ASG reviewed the proposed changes to the Student Code of Conduct, presented by Sergio Lopez, Associate Dean of Student Affairs, and felt that the proposed changes were in the best interest of the students of IVC. The senate has recommended that it be forwarded to the next level.

Dr. Michelle Stevens asked if there was a specific area addressing cheating. Frank Fernandez provided her with a copy of the draft of the Code of Student Conduct for her review.

#### REPORT FROM THE PRESIDENT

Dr. Pai reported the following:

- He attended the AACJC Conference last week and stated there were close to 400 participants. He stated that he learned of many things which he felt were useful to the college. He stated that he asked Gary Rodgers to purchase the DVD of the conference so that it can be viewed by those interested.

Cathy Zazueta asked if two copies of the DVD were being purchased and if so, the Library could house one copy. Gary Rodgers agreed that the one copy that would be purchased could be housed at the Library and could be checked out as needed.

Patti Biley asked if IVC had learning outcomes. Dr. Pai stated that the Board directed the Academic Senate to spearhead Student Learning Outcomes on campus.

#### MINUTES FROM STANDING AND AD HOC COMMITTEES

The following minutes were presented for their review:

- a. Planning and Budget Committee Minutes: September 11, 2006
- b. Academic Senate: September 20, 2006
- c. Curriculum and Instruction Committee Meeting: August 31, 2006

Dr. Dennis Carnes asked if it would be okay if the Academic Senate submitted the approved minutes as there are changes that could take place and would like to present the most current ones. There was no objection.

#### DISCUSSION AND INFORMATION ITEMS

- Recycling on Campus – Dr. Michelle Stevens

Dr. Michelle Stevens stated that there is a need for recycling at the campus. She stated that while we have containers for bottles and cans on the main campus, only a few are actually being recycled. Paper has not been recycled on campus. The Imperial Valley Disabled Adults program is currently collecting these cans and bottles and turning them in as part of SPA recycling. We need more larger containers on the campus, a map of containers on campus, and boxes for cans and bottles in instructional areas. An education program for students is really important. She stated that recycling can start at the campus and permeate into the community and noted that the City of Brawley does not have a recycling program at this time. She asked for the campus community to help in making recycling more viable to IVC.

Cathy Zazueta asked how people could help.

Dr. Stevens stated that this matter needs to be addressed to IVC and that help is needed in forming ideas. She would like to have a subcommittee for recycling established.

Patty Robles stated that one way she recycles is by taking her one sided used paper to Reprographics and they make it into notepads.

Dr. Carnes stated that there is a website that can be used to add recycling items that we may have in surplus.

Dr. Pai stated that he talked to the CEO of the Asia Chamber of Commerce and they spoke about how one country's trash is another's treasure. He also stated that Citrus College acquired a bailer to bail cardboard boxes and make some revenue and stated that Citrus College claims to make sufficient revenue to be self sustained.

Dr. Stevens suggested raising funds for a student recycling coordinator or a half time professional for this matter. She wanted to talk to Rick Webster about the contract for recycling paper on campus and get back to the group for the next meeting.

- Institutional Student Learning Outcomes (ISLO) – Cathy Zazueta

Cathy Zazueta asked those in attendance to refer to Page 3 of the Approved Academic Senate Minutes from September 20<sup>th</sup>, which state:

**Excerpt from Academic Senate, Approved Minutes, dated September 20, 2006**

ISLO's progress -

Publicity ad hoc Committee Progress and Accreditation (Finnell, Guinn, Horsman, Gay) - Guinn - last Wednesday, we were educated on SLO's by Nina Blair and Kathy Berry.

Divisional SLO's program (Carnes) –

The pilot program concerns one of the student learning outcomes in 2 courses Math 90 and Speech 100. The Senate moved to use Math 090 and Speech 100 to infuse information competency into these courses. How that was done was left up to the next committee. An ad hoc committee is needed to lead this next step. There should be a test out option as well. Part of the committee should be Patterson and Zobell because they are involved in those classes. Next meeting will firm up this task force. Each division has to take ownership of these SLO's. Divisions are the owners of the programs and programs are what affect students. Carnes gave a presentation on SLO's using a dummy division. He wants to visit every division and make a presentation and instruct them to begin the process of devising division SLO's. His purpose is to broaden the ownership and responsibility. After this goes to the divisions there should be a colloquium in the spring where they will share their ideas and plans will be made for the fall to add courses, make changes and get excited about this opportunity.

Dr. Carnes stated that he would be going to the English Division and to the Science/Math/Engineering Division to discuss the SLO's.

Chair Zazueta stated that research skills are critical and are needed to find one's way around information and believes it to be an important life skill.

Patti Biley asked what else the SLO's encompassed.

Gary Rodgers stated that some of the outcomes would come from the courses provided.

Kathy Berry provided an example of using five learning outcomes and interpreting them through the program that is taught.

- Approve the Program Review and Planning Timeline 2008-2011 – Dr. Paul Pai

This timeline was provided for review.

Dr. Pai stated that IVC conducts an internal input and then it is taken to the community. He stated that this charters IVC's plan for three years. The College operates on three-year planning cycles. He stated that the SLO's go to Administrative Council, Academic Senate, and then College Council as a matter of procedure.

Dr. Stevens stated that she was new at the process and asked how IVC goes about conducting this plan.

Dr. Pai stated that in the past, the community outreach has been done and that it provides an opportunity for community input and focus groups.

Chair Zazueta stated that the process of seeking community input without judging that input is interesting and exciting.

### ACTION ITEMS

The item to Approve the Program Review and Planning Timeline 2008-2011 Action was pulled and moved to Discussion and Information Items.

### ADJOURNMENT

The meeting was adjourned at 3:29 p.m.

### **2006-2007 College Council Meeting Schedule at 2:30 P.M. in the Board Room**

October 23	March 12 & 26
November 13 & 27	April 23
December 11	May 14
January 8 & 22	June 25
February 12 & 26	