

IMPERIAL VALLEY COLLEGE
Science, Mathematics, and Engineering Division
Unapproved Minutes
June 2, 2010
Meloland Research Station

CALL TO ORDER

The meeting was called to order at 6:44 p.m.

BOARD MEMBERS PRESENT

Nancy Wade Caywood, Candace Nelson

BOARD MEMBERS ABSENT

Walter Britschgi, Steven Finnell, Ed Fonda, Ed Hale, Al Kalin, Hugh Kissick, Tommy Mills, Daniel Poloni, Antonio Rivera, Bo Shropshire, Ralph Strahm

STAFF PRESENT

Pat Pauley, S. Burch,

GUESTS

Alexis Brown

APPROVAL OF MINUTES

The minutes for April 14, 2010 were approved unanimously. **M/S/C N. Caywood/C. Nelson**

DISCUSSION ITEMS

A. & F Update-Advisory Board Officers/Dr. Gould's email - P. Pauley

P. Pauley tied items A & F and discussed email sent by Dr. Gould.

1. *Whether a chair is required of an Advisory Committee and if that chair must be a non-employee.* P. Pauley stated that when he started working here he was told to start an advisory committee and to elect a chairperson. Dr. Gould will check to determine if a chairperson is needed for the committee.

2. *Open purchase card or open accounts.* Dr. Gould's email states that he cannot use either of the solutions recommended by P. Pauley but would expedite purchase requests. The committee agrees that purchasing consumables is not a concern; it's the equipment that breaks down that is a concern. Farming is done with urgency. They need to be able to purchase parts to repair machinery at critical times (i.e. early morning hours, weekends). The committee discussed the following:

- Set aside monies from crop revenue and prepay accounts with vendors and later get reimbursed by college was previously discussed with J. Lau. According to FI-03 Budget Transfers, you can only transfer amounts within the same fund.
- Meet with committee members to discuss parts/supplies needed in a typical year and submit purchase order. Once supplies come in they can be stored until needed.
- Negotiate credit/open PO where you can set dollar amount at the beginning and deduct as you go along.
- P. Pauley will talk with J. Lau. Lau had mentioned before setting up system that would make it more user friendly for Ag needs.

Motion was made to write a letter expressing their concerns with PO system that's currently in place. They agreed a mechanism needs to be in place in order to allow that urgent purchases can be made when needed or to have access to phone numbers of those who can authorize purchases during off hours. C. Nelson volunteered to write letter. Motion approved unanimously.

M/S/C C. Nelson/N. Caywood

B. Lease Agreement—(Informational P. Pauley)

P. Pauley reported the following:

- Land Northwest from IVC belongs to Walter Thompson (deceased). Land is being held in trust and they're not interested in selling is the information he received from T. Mills/E. Hale.
- Second option is field east of campus. Smaller piece of land but already has existing crop.
- Third option field south of campus. Larger piece of land but seed would need to be put in which means more expense.

P. Pauley reported that the equipment for cutting, raking and baling has been purchased. S. Burch asked if the equipment was going to be held in storage at the vendor or delivered to campus. Pauley stated that the equipment will be delivered and stored on campus.

C. Final Report (Informational P. Pauley)

Current Crop: P. Pauley stated that either, Orby Hanks or Tim Clayton, will cut it. Whoever gets there first will cut it and will do it as a donation pro bono. They both know where to haul the grain to (El Toro). El Toro is reporting that yields are high but proteins are down this year.

P. Pauley reported that he will not be here to disc the field or supervise anyone to disc the field. T. Mills recommends contacting Johnny Locher and give him the straw, have him come and bale it and haul it. He keeps it in exchange for terminal donation of straw for pumpkin patch. For Freedom Fest there's a concern with stubble. P. Pauley recommends wetting field/straw. Wetting the field would dissuade people from going in there. A. Brown works with Search and Rescue and they will be in charge of security that night. All she needs is the location of the field and she'll make sure area is patrolled.

D. Activities for Next Year – P. Pauley

- Growing Alfalfa
- Pumpkin Patch event is scheduled for Saturday, October 30th. He's been approached by students who are interested in having a turkey shoot. N.Caywood volunteered her 1953 Massey-Harris.
- IVC will be having an Open House and Bill Gay, Director of Public Relations, asked P. Pauley if the Ag Dept would be willing to participate. They would like a Maze but P. Pauley said it was too much work for just a few hours. Pauley suggested combining the Open House with the Pumpkin Patch event on Oct. 30th. Ag Club students may be selling BBQ tickets at event. B. Gay will check and get back to P. Pauley.

E. Meeting Time, Day, Frequency

No changes at this time.

F. Dr. Gould's email – 2 items from 4/14/10 minutes

Item F tied with Item A.

REPORTS

OTHER

- P. Pauley suggests removing Candace Nelson from "Guests" list and added to "Members" list. C. Nelson accepted.
- Nance Wade's name needs to be changed to Nancy Caywood.
- P. Pauley informed the group that one of the prisons, not sure what state, whose grant funding terminated had to dispose of equipment that was purchased with grant monies. That equipment can only go to another institution that will use the equipment for educational purposes. That equipment is a bobcat skidsteer with a mower, backhoe and tiller and IVC has it. It is stored in the Industrial Tech Area.
- P. Pauley is proud to announce that two of his students, Zachary Windgate and Ignacio Miramontes received scholarships from the Imperial County Farm Bureau.

ADJOURNMENT:

Meeting was adjourned at 7:35 p.m.

Next Meeting will be Wednesday, October 06, 2010 at 6:30 p.m. at Meloland Research Station.

Cc: Lianna Zhao
Ed Gould
Kathy Berry
Efrain Silva
John Lau
Daniel Gillison

*October 06, 2010
Recorder: Ofelia Duarte*