ADOPTED MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, February 24, 2014 – 2:30 P.M.
Administration Building Board Room

Chair Gilison called the meeting to order at 2:33 p.m.

MEMBERSHIP

√ Sergio Lopez, Administrative Representative
√ Efrain Silva, Administrative Representative
√ Tina Aguirre, Administrative Representative
√ Ted Ceasar, Alternate Administrative Representative
Brian McNeece, Alternate Administrative Representative

√ Dr. Daniel Gilison, Faculty Representative (Chair)
Dr. Martha Garcia, Faculty Representative
Kathleen Dorantes, Faculty Representative
Cathy Zazueta, Alternate Faculty Representative
√ Caroline Bennett, Alternate Faculty Representative
Mike Palacio, Jr., Alternate Faculty Representative

Yethel Alonso, Classified Representative (Vice Chair)
√ Melody Chronister, Classified Representative
Steve Cook, Classified Representative
Silvia Murray, Alternate Classified Representative
√ Sandie Noel, Alternate Classified Representative
Erika Aguilar, Alternate Classified Representative

Jessica Waddell, CMCA Representative
√ Todd Evangelist, CMCA Representative
Jeff Enz, CMCA Representative
Martha P. Garcia, Alternate CMCA Representative
Gloria Hoisington, Alternate CMCA Representative

√ Ricardo Ibarra, Student Representative
√ Andrea Montaño, Student Representative
√ Diana Ibarra, Student Representative
Robert Romero, Alternate Student Representative

Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

Others Present: Kathy Berry, Marion Boenheim, Eric Lehtonen, Tim Nakamura, Mike Nicholas

MEMBERSHIP CHANGES
Member Chronister stated she would be replacing Silvia Murray as the Classified Representative, and that Member Murray would serve as the Alternate Classified Representative.

Student Representative Ricardo Ibarra stated Andrea Montaño would serve as the new Student Representative, and that Robert Romero would be replacing Jonathan Carrillo as the Alternate Student Representative.

PUBLIC COMMENT

Member Caroline Bennett solicited donations to help pay for Math Lab tutors. She stated statistics show that over 90% of incoming freshman test at the Math 91 or below level; thus, the need for additional tutors. She stated a fund has been set up through the Foundation Office and donations can be made either online through the IVC Foundation website, or by filling out a form and submitting it to the Foundation Office or emailing it to her at caroline.bennett@imperial.edu.

APPROVAL OF MINUTES DATED FEBRUARY 3, 2014

M/S/C Chronister/Lopez to approve the minutes dated February 3, 2014.

Motion carried.

APPROVAL OF MINUTES DATED FEBRUARY 10, 2014

M/S/C Chronister/Lopez to approve the minutes dated February 10, 2014.

Motion carried.

AREA REPORTS/UPDATES

College Council Report – Daniel Gilison

Chair Gilison stated he had nothing new to report.

Measure J and L Report – John Lau

VP Lau was not present at the meeting; no report was provided.

Program Review Update – Ted Ceasar

Dean Ceasar reported as follows:

- Program Reviews were due on Friday, February 21st.
- Program Review training is continuing for the service area programs.

Budget Update/Financial – John Lau

VP Lau was not present at the meeting; no report was provided.

ASG President Update – Ricardo Ibarra

ASG Representative Ricardo Ibarra reported as follows:

- Sweetheart Event was held on Friday, February 21st; Alberto Izarraraz and Cassandra Lopez were chosen the 2014 Sweethearts.
- ASG would be participating in the Health Fair which will be held on Tuesday, February 25th.
- Black History Month event will take place on February 26th and February 27th.
- Results from survey regarding mascot change would be available on Wednesday, February 26th.
- ASG continuing to work on radio program.

Dean Lopez thanked Kevin White for his participation in the upcoming Black History month celebration.

President's Update – Victor Jaime
President Jaime was not present at the meeting, but provided the following written report:

- **Foundation Meeting (2/18/14)**
  - The Foundation has been working on increasing the number of Board members. The Goal is to have approximately 21 members with staggering 3 year terms. Several new members have come on Board recently and Todd Evangelist could provide you with their names.
  - The Broadway musical "The Marvelous Wonderettes" performed from Thursday, February 13th though Saturday, February 15th. I attended the performance on February 15th to a very large audience. This venue brought in approximately $5600 for IVUP Scholarships.
- **New CTE Buildings:**
  - I had the opportunity to tour the "nearly completed" Career Technical Buildings last week. These buildings are "state of the art" and will serve the Career Technical students for many years to come.
  - The "Ribbon Cutting Ceremony" is scheduled to take place on May 1st followed by group tours. The building should be complete at that time and ready to occupy by summer.
- **Retirement Celebration and Year of Service:**
  - The Retirement and Years of Service Celebration will take place on the same date as the CTE ribbon cutting ceremony at noon on May 1st.
- **Board Meeting (2/19/14):**
  - The Board of Trustees certified the Report to ACCJC which is due on March 15, 2014. In addition, later on this College Council agenda, Vice-President Kathy Berry will be providing you a presentation on the "Special Report" from ACCJC which the college must respond to by April 15, 2014.
  - Also discussed at the Board meeting was the topics for the Special Board Retreat scheduled for March 15, 2014. The tentative topics are:
    - ACCJC Special Report
    - FCMAT Update and Discussion
    - Results from the Visioning process
  - Another highlight of the Board meeting was the approval from the Board of Trustees to consider a VESIP (Voluntary Employee Separation Incentive Program) for this year.

VP Berry clarified that classes would not be held in the new Career Technical Buildings until fall 2014.

<u>SUB-COMMITTEE REPORTS</u>
Competitive Athletics Committee – Jim Mecate
Eric Lehtonen reported as follows:

- The committee has finalized its meeting schedule for the remainder of the academic year. The committee will meet on the following dates:
  - March 12, 2014
  - April 9, 2014
  - May 13, 2014
- He announced the community members as Betsy Enders and Jeff Sturdevant. He thanked Todd Evangelist for referring the two community members.

Environmental Health & Safety Committee – Tim Nakamura
Director Nakamura reported as follows:

- The committee did not make quorum on February 13th due to scheduling conflicts with some of the faculty members. He stated the committee would be changing its meeting date in order to avoid the conflicts with those faculty assigned to the committee.

Facilities and Environmental Improvement Committee – Jeff Enz
Chair Jeff Enz was not present at the meeting; no report was provided.

Public Relations & Marketing Committee – Mike Nicholas
Mike Nicholas reported as follows:

- The committee met on February 19th and approved the Public Relations and Marketing Plan for 2014-2017. The plan would be presented to the College Council for approval on March 10th.
- The committee is currently working on the following projects:
  - Promotion of the 2014 Mid-winter Fair.
  - Review of the social media guideline policy, which would be presented to the College Council.
  - Review of the Community Visioning outcomes.
  - Promotion of the 2014 summer session and fall semester.

Student Affairs Committee – Sergio Lopez
Member Lopez reported the committee has been hearing disciplinary hearings.

Campus Hour and Professional Development Committee – Tina Aguirre
Member Aguirre reported as follows:

- The committee has started to work on a Professional Development Plan and hopes to complete the plan before the end of the semester.
- Members are exploring options for calendaring campus hour and professional development activities and the best method for tracking hours of attendance.
- The next meeting is scheduled for March 20th.

<u>OTHER COMMITTEE REPORTS</u>
Academic Senate – Daniel Gilison
Chair Gilison reported as follows:

- At its last meeting, the Senate had no action; discussion continued regarding the possible change to a plus/minus grading system. He stated this would be an action item at the next Academic Senate meeting. He stated this item would also be discussed at the College Council as it affects many areas on campus.

Budget and Fiscal Planning Committee – Martha Garcia
Member Garcia was not present at the meeting; no report was provided.

Technology Planning Committee – Jeff Enz
Chair Jeff Enz was not present at the meeting; no report was provided.

Accreditation/CART Committee – Kathy Berry
VP Berry reported as follows:

- The Special Report requested by the ACCJC is due on April 15th.
- She presented a PowerPoint to the Board of Trustees on Wednesday, February 19th, and to the CART Committee on Friday, February 21st, highlighting the ACCJ's request for the Special Report.

- She stated the college is in the process of gathering information for its response to the Special Report.
- A draft Special Report would be presented to the College Council as it is being developed.
- She emphasized the seriousness of the matter and stated the Special Report could impact the accreditation status of IVC.

Staffing Committee – Marion Boenheim
Consultant Boenheim reported as follows:

- The committee will be meeting on March 3rd to discuss several items and issues, including review of the EEO plan and the academic hiring procedures which have not been updated since 1999.

START Committee – Martha Garcia
Member Garcia was not present at the meeting; no report was provided.

DISCUSSION AND INFORMATION ITEMS

1. Subcommittee Update – Daniel Gilison
Chair Gilison presented the following information:

- The subcommittees are making an effort to make quorum and meet on a regular basis.
- Some of the subcommittee websites are still an issue. He emphasized the websites must be updated prior to the ACCJC on-site visit.

2. Board Policies for Chapter 4 – Daniel Gilison
Chair Gilison presented the Board Policies for Chapter 4.

VP Berry stated Chapter 4 relates to Academic Affairs and Student Services. She stated the policies originate from a template provided by the Community College League of California.

Chair Gilison stated the policies are presented to the College Council and the Academic Senate for review and comment. Any proposed changes would be submitted to President Jaime for recommendation and approval by the Board of Trustees in March.

ACTION ITEMS

1. Creation of ad-hoc committee to change College Council bylaws – Daniel Gilison

M/S/C Chronister/Lopez to approve the creation of ad-hoc committee to change College Council bylaws.

Discussion:
Chair Gilison stated the purpose of the ad-hoc committee would be to review the bylaws and make appropriate changes as the new College Council structure would be in effect at the start of the next academic year. He stated the ad-hoc committee would consist of four members, including the chair and vice chair, and would meet twice.

Motion carried.

Chair Gilison restated that he and Vice Chair Alonso would serve on the ad-hoc committee and asked for two other volunteers. Member Chronister and Student Representative Diana Ibarra volunteered. Chair Gilson stated he would send an email to the volunteers with details regarding the meeting dates and times.

ADJOURNMENT

Chair Gilison announced the next regular meeting is scheduled on March 10th and adjourned the meeting at 2:57 p.m.