IMPERIAL VALLEY COLLEGE COUNCIL

MINUTES

Monday, August 28, 2006

College Council Chair, Cathy Zazueta, called the meeting of the College Council to order at 2:35 P.M., on Monday, August 28, 2006.

Council members in attendance were as follows:

Efrain Silva, Administrative Representative Robin Ying, Administrative Representative Sergio Lopez, Alternate Administrative Representative

Patti Biley, Faculty Representative Cathy Zazueta, Faculty Representative Dennis Carnes, Alternate Faculty Representative

John Abarca, Classified Staff Representative (Vice Chair) Frances Arce-Gomez, Classified Representative Carol C. Ramirez, Classified Staff Representative

Rick Webster, CMCA Representative

Frank Fernandez, Student Representative Francisco Mariscal, Student Representative

Paul Pai, Ex Officio

Council members not in attendance were as follows:

Kathy Berry, Administrative Representative Lincoln Davis, Faculty Representative Patricia Robles, Alternate Classified Representative Carlos Fletes, Alternate CMCA Representative Vacant, Student Representative Vacant, Alternate Student Representative Gene Hill, Ex Officio

Others present were:

Marilyn Boyle; Ted Ceasar; Dawn Chun; Dick Fragale; Dr. Dr. Victor Jaime; Gary Rodgers; Dr. Lianna Zhao.

Recorder: Shirley Hofer-Bell

PUBLIC COMMENTS

There was no Public Comment.

CORRESPONDENCE

There was no correspondence.

APPROVAL OF MINUTES

M/S/C E. Silva/R. Webster (Abstained: D. Carnes) to approve the minutes dated June 26, July 24, July 26 and August 15, 2006...

NEW COLLEGE COUNCIL MEMBERS

Kathy Berry replaces Ted Ceasar as Administrative Representative Robin Ying replaces Dr. Marion Boenheim as Administrative Representative Sergio Lopez replaces Kathy Berry as Alternate Administrative Representative Frances Arce-Gomez replaces Patricia Robles as Classified Representative Patricia Robles replaces Frances Arce-Gomez as Alternate Classified Representative

COMMENTS FROM THE COLLEGE COUNCIL CHAIR

College Council Chair, Cathy Zazueta, welcomed everyone to the first meeting for the new academic year. She stated that the College Council will continue its high quality of work, Roberts Rules of Order will continue to be followed, and everyone will be heard in an atmosphere of fairness. The role of the College Council is to provide advice to the IVC President on the issues.

Shirley Hofer-Bell's last meeting as Recorder was marked by thanks and applause for her excellent service to the College Council over the years. Ted Ceasar was thanked for his leadership and professionalism during his term of service as College Council Chair.

REPORT FROM THE PRESIDENT

Dr. Pai reported the following:

- The IVC Leadership Retreat was held on August 14 and 15, with Dr. Jacquelyn Belcher, President Emeritus from Georgia Perimeter College, serving as facilitator for the 40 IVC leaders that participated. A follow-up to the retreat will take place on November 3.
- Dennis Carnes, Academic Senate President, and Cathy Zazueta, College Council Chair will meet with Dr. Pai to continue the task of developing a flow chart for the policy development process as it relates to the Standing Committees.
- The College Council membership was asked to think about ways to accommodate students who have not found classes to enroll in.

ACADEMIC SERVICES UPDATE

Interim Vice President for Academic Services, Gary Rodgers, stated the following:

- As of this date enrollment is at 2,758 FTES, which is 38 FTE less than the same time last year. Noncredit is not included in this number, so there should be an increase in the FTES numbers. The fill rate is over 90%, and there are 201 more students enrolled over the same time last year.
- The timeline for the development of the Winter Intersession and Spring Schedule was distributed. The division secretaries will begin scheduling Winter Intersession classes in Banner on August 28. On September 18 the division secretaries will begin scheduling the Spring 2007 classes.

ACCREDITATION UPDATE

Gary Rodgers stated that everyone on campus was given a copy of the first draft of the Accreditation Self-Study on August 18, Orientation Day. The Accreditation Communications Subcommittee has met to develop ways to disseminate information and solicit involvement in the Accreditation process. Standards 1 and 4 are complete, and parts of Standards 2 and 3 still need assistance in gathering documentation and in writing and input.

BUSINESS SERVICES/BOND PROJECT UPDATE

Dick Fragale stated the following:

- The maintenance and operations area is receiving one-time monies in the amount of \$300,000.00, which may be used to replace air-conditioning condensers. Replacing condensers will help reduce electricity costs. For the month of July the cost for electricity for the campus was \$73,000.00.
- The District budget looks good. The passage of SB 361 is key, and will increase funding to \$4,367 per FTE, or \$400 per FTE higher than last year. It is important to keep the FTES up, and everyone was reminded of the \$500,000 loan payment to the State.
- The requests for proposal bids for the construction of a new parking lot will be received on August 29.
- Everyone is working very hard to get all the necessary documentation to the State Architect's Office, in an effort to begin construction on the new Science Building in January or February.
- There was a delay of one month caused by the company that moved the portables buildings that housed the Math Lab, Assessment/Upward Bound/Talent Search Centers. The cost of this project was \$70,000 more than the original projection. The cost of building materials has gone out up significantly.

STUDENT SERVICES UPDATE

Dr. Jaime submitted a written report for the month of July 2006. He also stated the following:

- Only one of the two Talent Search proposals submitted to the U.S. Department of Education was funded.
- The Upward Bound Program proposal will be submitted to the U.S. Department of Education in December or January.
- The Upward Bound Summer Residential Program at the University of California, San Diego was a success for the 50 Upward Bound high school freshman and sophomores.

ACCESO PROJECT UPDATE

Dawn Chun, ACCESO Project Director, stated the following:

- There are 18 online classes being offered in the Fall 2006 Semester, and most of the classes are full.
- Andres Martinez, the new Instructional Media Design Instructor, has been offering technical support to students and has answered more than 120 calls who are asking for assistance.
- Distance education faculty are beginning to develop new classes for the Spring Semester.

TITLE V COOPERATIVE GRANT UPDATE

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

- Some equipment for the Computer Science Lab has arrived, and installation will start when Room 1704 is vacated.
- Eight students have registered in the very first 2+2 Computer Science Program.
- The nursing accrediting agency has recommended that a nursing consultant from Montana State University College of Nursing assist IVC and the SDSU-IV Campus, and she has visited both campuses. The consultants report has been sent to Dr. Newhoff, SDSU Dean of the College of Health and Human Services.
- Work is continuing in the articulation of courses.

ASSOCIATED STUDENT GOVERNMENT UPDATE

Frank Fernandez, ASG President, reported the following:

- The ASG had its first meeting of last year's officers on August 28, 2006.
- Elections for the ASG Senate will take place on September 11 and 12.
- A welcome back barbeque will be held for all students as an opportunity to disseminate information on the various student clubs and activities, and to solicit involvement.
- September 11 will be observed with a display in the windows of the College Center Lobby.
- Constitution Day activities are being developed, and invitations will be extended to Congressman Bob Filner, Senator Denise Moreno Ducheny, Assemblymember Bonnie Garcia, and other local candidates.

• The funding for a new electronic message board has been authorized by the ASG and the marquee will be located on the wall of the Student Affairs Building.

MINUTES FROM STANDING AND AD HOC COMMITTEES

The following minutes were reviewed:

a. Administrative Council Minutes: July 11 and 25, 2006

b. Planning and Budget Committee Minutes: July 27, 2006

COMMUNICATION CHANNELS

Cathy Zazueta opened the discussion on avenues of improving communication channels at IVC. Some of the comments and suggestions were as follows:

- Implementation of a campus newsletter.
- Designating a "college hour" once per month to get everyone together.
- Reinstituting flex activities to get everyone together to discuss ways of improving instruction.
- Designate a specific day and time when all departments across campus meet individually.
- Dissemination of information through an improved web page.

There was extensive discussion over the total redesign of our web page to assisting better communication. Dr. Ying stated that the Instructional Council has discussed the importance of improving the IVC web page. They are exploring the possibility of hiring a local firm to assist in redesigning and modernizing the website. The importance of designating someone to act as webmaster was also discussed.

The College Council members directed that an action item be placed on the next agenda recommending the hiring of a webmaster.

BOND PROJECTS CONSTRUCTION MANAGEMENT COMPANIES

Dick Fragale requested feedback and opinion from the College Council on who the District should select from the three companies that are finalists for the management of the construction of the Bond Building Projects. The College Council members agreed to listen to three presentations at the September 25 meeting, and that an action item will be placed on that agenda.

M/S/C S. Lopez/C. Ramirez that the meeting was adjourned at 3:25 p.m.

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

September 11 & 25	February 12 & 26
October 9 & 23	March 12 & 26
November 13 & 27	April 23
December 11	May 14
January 8 & 22	June 25