



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, April 12, 2010 – 2:30 P.M.
Administration Building Board Room

College Council Chair Michael Heumann called the meeting to order at 2:30 p.m.

Council members in attendance were as follows:

Taylor Ruhl, Administrative Representative
Sergio Lopez, Administrative Representative
Ted Ceasar, Alternate Administrative Representative

Michael Heumann, Faculty Representative (Chair)
Kevin White, Faculty Representative

John Abarca, Classified Representative
Miriam Trejo, Classified Representative
Jessica Waddell, Classified Representative (Vice Chair)
Lisa Cross, Alternate Classified Representative

Gloria Carmona, CMCA Representative

Steve Sciaky, Student Representative
Libertad Cabrera, Student Representative
Mario de la Torre, Student Representative
Brian Phillips, Alternate Student Representative

Dr. Ed Gould, Ex Officio

Recording Secretary: Adriana Sano

Council members not in attendance were as follows:

Robin Ying, Administrative Representative
Jan Magno, Alternate Administrative Representative
Martha Garcia, Faculty Representative
John McClain, Alternate Faculty Representative
Martha P. Garcia, Alternate CMCA Representative

Others Present:

John Lau, Travis Gregory, Rosanna Lugo

MEMBERSHIP CHANGES

There were no membership changes.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES DATED MONDAY, MARCH 22, 2010

M/S/C Sergio Lopez/Miriam Trejo to approve the Minutes of March 22, 2010.

Motion carried.

AREA REPORTS/UPDATES

College Council Report

- Chair Heumann commended Director Rick Webster and his crew for their help in the cleanup of the college due to the earthquake on April 4th, and noted the college survived admirably.

Program Review

Vice President for Academic Services Kathy Berry reported the following:

- Announced the Accreditation team visit is scheduled for April 22, 2010 through April 23, 2010. The Team consists of Dr. Roe Darnell who was the team leader in 2007, and Dr. Marcia Corcoran also part of the original team. The English Department conference room would be set up for their use. She indicated the District has supplied the team with all the evidence and they will want to meet and talk to staff from different departments.

Budget Update

Vice President for Business Services John Lau reported the following:

- VP Lau reported the budget is on a tight timeline and is working to improve the Program Review process. He indicated the next step in Program Review is how to separate actual needs from the department's wish lists. He stated the initial Program Review asked departments to combine all their needs, and that created a \$3.5 million deficit.
- Announced that he and Carlos Fletes have created a budget guideline for 2010-11 which he would present to the VPs and President for approval.

ASG President Update

Associate Student Government President Steven Sciaky reported the following:

- Cesar Chavez documentary "Remembrance Day" took place on March 31, 2010, and he stated ASG had a good turnout.
- Gave an update on the ASACC Conference in Washington, DC which he attended, and stated it was very productive. He reported that ASG met with Congressman Filner, Senator Boxer and Senator Feinstein's Educational Legislative Assistants and discussed possible increases to Cal Grant and lowering age of independents from age 24 to 21.

President Update

President Ed Gould reported the following:

- President Gould commended Director Rick Webster and his maintenance crew for their help in going through every building to check for damage after the earthquake on spring break. He stated the campus was very fortunate there was very little damage compared to most places in the valley.

- Gave an update on the state budget and stated the good news is the state is rebounding and is ahead of projections. He stated discussions at statewide level are that community colleges' work load may be reestablished; categorical programs may be reestablished; and Prop 98 guarantees are uncertain.
- VP Berry stated the Calexico School District has closed their campuses and stated as a result the Calexico High School scheduled classes have been moved to campus.

COMMITTEE REPORTS

Academic Senate Committee - Kevin White

- Announced Academic Senate voted on and filled three senator vacancies.
- Announced he was up for reelection and won.
- Announced elections for dean screening committees are in process.
- Next Academic Senate meeting is Wednesday, April 14, 2010.

Competitive Athletic Committee - Sandy Noel

- Email from Sandie Noel stating this committee meets only once a year in August and on an as needed basis.

Customer Service Committee - Lisa Cross

- Email form Lisa Cross stating no activities due to the budget. The committee has not yet met this semester as the committee's budget has been seriously reduced and has not been able to proceed with activities.

Environmental Health and Safety - Travis Gregory

- Next Scheduled meeting is Wednesday, April 14, 2010.

Policies and Procedures - Michael Heumann

Next scheduled meeting is Wednesday, April 14, 2010.

Student Affairs committee – Sergio Lopez

- In the process of scheduling a date for their next meeting.

Budget and Fiscal Planning Committee - John Lau

- Next scheduled meeting is Wednesday, April 14, 2010.

Facilities and Environmental Improvement Committee - Jessica Waddell

- Next scheduled meeting is Monday, April 19, 2010.

Professional Development Committee – Travis Gregory

- Reported this Committee falls under the Educational Master Planning Committee and is recommending that members that are in the planning team continue on the Committee once it is changed to a standing committee.
- Announced the Chancellor's office is having a teleconference on flex days and has asked staff to participate, and would be looking into negotiating a flex day with the bargaining unit.

Staffing Committee – Travis Gregory

- Reported this committee also falls under the Educational Master Planning Committee and will be changed to a standing committee.

SLO Committee - Michael Heumann

- Announced Toni Pfister would be giving an SLO presentation to College Council on May 10, 2010.

Technology committee – Michael Heumann

- Announced a meeting would be scheduled in the next couple of weeks to elect a new chair.
- Reported he is working with Taylor Ruhl to reconfigure this committee and would give a more comprehensive update in the future.

DISCUSSION AND INFORMATION ITEMS

1. CSEA Guide SB 235 - John Abarca

- Member John Abarca stated the handout was provided for informational purpose and it is a comprehensive review of Senate Bill 235 and clarifies the role of classified employees and professionals in participatory governance. He stated when SB1725 was passed it did not specify the shared governance role of classified employees or professionals, and as a result SB 235 was passed.
Chair Heumann stated he read Bill SB 235 and it has helped him understand what the CSEA classified role is in shared governance which is similar to what the Academic Senate does for faculty.

2. AP 4021 Developing Online or Hybrid Courses - Michael Heumann

- Chair Heumann stated AP 4021 was provided for information purposes. He stated this policy was established to provide a procedure for developing online or hybrid courses.

3. New Committee Website Demo - Jessica Waddell

<http://staff.imperial.edu/>

- Vice Chair Jessica Waddell gave a demonstration of the new Committee Website. She stated the information from the IVC website was transferred to this new website with a new structure. She indicated that the format for each committee is uniform and the new website would be linked to the old website.

4. 2700 Building Elevator Problem - Michael Heumann

- Chair Heumann stated he was asked by faculty to bring up this issue at College Council and asked what the status was.
- VP Lau stated issues have been worked through as they arise with the elevator vendor, and is working on a side agreement with the County to have County personnel trained to assist if needed. He stated another issue is that there is a classroom on the second floor and stated he would be talking with VP Berry about not having any classes schedule upstairs.
- VP Lau stated he is in the process of developing a protocol to help assist people off the elevator when an emergency happens.
- Associate Dean Ceasar noted that two issues involved disabled students and his concern is these students were denied access to class as required by ADA and Section 504 of the Rehab Act. He stated issues being raised are potentially very serious if not resolved. He suggested that the college purchase evacuation chairs for disabled students.
- There was discussion on a possible lemon law case. VP Lau stated he would speak with the District's attorney Frank Oswalt.

5. Review of the Budget Development Process - Kathy Berry/John Lau

- VP Lau stated what the District is looking at is how to improve the budgeting process and suggested the following: 1) starting earlier at defining what the budget is; 2) start with a status quo budget and define budget constraints; and 3) using a budget request form for new items; 4) salaries will only need to be verified and not inputted.
- VP Berry discussed in detail a new planning cycle which she would like to adapt to IVC's existing planning processes (i.e., Accreditation, EMP, Comprehensive Program Review and Annual Program Review and Budget). This cycle defines the planning process to address gaps in previous descriptions. She indicated that this new model would go through the shared governance process and then to the Board of Directors.
- There was discussion on what role College Council would play in this process.
- VP Berry stated College Council needs to become the Strategic Planning Committee since College Council represents the entire campus.
- President Gould suggested that a name change would be in order to depict the role of College Council and would like this council to take a more active role in the decision-making process.

ACTION ITEMS

M/S/C Jessica Waddell/Sergio Lopez

1. Approval of the Signage Plan - Jessica Waddell

WHEREAS, Imperial Valley College requires new signs for its entrances;

WHEREAS, the Facilities and Environmental Improvement Committee met and discussed a proposal presentation by Architect Jimmy Sanders to purchase two LED signs at its March 15, 2010 meeting and this proposal was then voted and approved;

WHEREAS, the Facilities and Environmental Improvement Committee makes the following recommendations to College Council:

- 1) Install one LED sign at the northeast entrance in the grass area facing Highway 111 traffic; and
- 2) Install a second LED sign on the west side facing the Aten Road traffic.

WHEREAS, College Council discussed the proposal at its March 22, 2010 meeting;

NOW, THEREFORE, BE IT RESOLVED that College Council for Imperial Valley College recommends that the signage plan be approved.

Motion carried.

ADJOURNMENT

Chair Heumann called to adjourn the meeting at 3:40 p.m.