



MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, September 8, 2008 – 2:30 P.M.
Administration Building Board Room

College Council Chair John Abarca called the meeting to order at 2:35 p.m.

Council members in attendance were as follows:

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

Michael Heumann, Faculty Representative (Vice Chair)
Bruce Seivertson, Faculty Representative

John Abarca, Classified Representative (Chair)
Frances Arce-Gomez, Classified Representative
Jessica Waddell, Classified Representative

Carlos Fletes, CMCA Representative

Chantilee Mendenhall, Student Representative
Jonathan Balint, Student Representative

Dr. Ed Gould, Ex Officio

Recording Secretary: Adriana Sano

Council members not in attendance were as follows:

Robin Ying, Administrative Representative
Armando Mendez, Faculty Representative
Norma Nunez, Alternate Faculty Representative
Patty Robles, Alternate Classified Representative
Rick Webster, Alternate CMCA Representative
Gene Hill, Ex Officio

Others Present:

Tina Aguirre, Dawn Chun, Gloria Carmona, Frank Rapp, Liana Zhao, Dr. Victor Jaime,
John Lau, Ted Cesar, Travis Gregory

MEMBERSHIP CHANGES

Jessica Waddell will replace Carol Cortez-Ramirez (Classified Representative)
Jonathan Balint will replace Sarah Gaddis (Student Representative)
Itzel Bejarano's (Student Representative) - replacement to be announced

PUBLIC COMMENT

John Abarca welcomed Adriana Sano as the new recording secretary.

APPROVAL OF MINUTES DATED MONDAY, JUNE 9, 2008

M/S/C Michael Heumann/Sergio Lopez to approve the minutes dated June 9, 2008.

AREA REPORTS/UPDATES

Instruction/Academic Services

Vice President for Academic Services Kathy Berry reported the following:

- Late registration just ended. Classes are very full.
- The instructions office is looking at last minute changes.
- Next step this semester will be census.
- Faculty has reached out and accommodated students in classroom.

Accreditation Process

Vice President for Academic Services Kathy Berry reported the following:

- Friday is writing day. The Planning and Budget Subcommittee meets to look at strategic planning and shared governance issue at 8:30 a.m. The Educational Master Plan committee gets together at 10:30 a.m.
- The Brain Trust were hired which consists of Dick Giese and Ed Buckley. They will both be on campus Thursday. The consultants were sent a lot of drafts on Friday, so we are moving along. We will be sending out drafts soon for people to critique and get them to shared governance committees.

Learning Services

Dr. Taylor Ruhl was not present at the Meeting.

Student Services

Vice President for Student Services Dr. Victor Jaime reported the following:

- May and June updates are part of packet, and July and August are handouts.
- Tomorrow is the last day that students can apply for book vouchers.
- Assessment is continuing.

ACCESO

Project Director Gloria Carmona had several statistics to share (provided handout):

- 50 online classes are being offered this fall which is 4.5% of IVC classes.
- Online student enrollment totaled 1,676 which is 6.7% of IVC enrollment.
- The 2008 fill rate for online classes was 109%.
- Instructors attended Tech Camp in August. There are 57 total instructors trained to offer online courses to date.
- 10 new online courses will be offered in the spring.
- ACCESO has developed 40 online courses. 95% of classes needed for A.A./ Liberal Studies can be completed online being short one class, world history.

Title V Cooperative Grant

Dr. Lianna Zhao reported the following:

Computer Science Program

- IVC CS 170 - Introduction to Unix/Linux was approved by C and I and Senate.
- The Computer Science /Administration of Justice event took place on 5/16 at Imperial Valley College. Students, faculty and staff from IVC and SDSU-IV, as well as community members involved in local law enforcement, were invited to the event, which focused on computer science related careers. Speakers from the Federal Bureau of Investigation and Calipatria State Prison were present.
- IVC Computer Science major students attended the math festival (on 5/16) with a display of their robots to help promote the program.
- IVC Title V Team and IVC administration, faculty and staff worked together and resolved prerequisite/catalog issues in lower division CS courses.
- IVC continued discussions with CS and Business faculty on future needs for Room 1705. A resolution was reached, a plan was in place, and any machines that are in need of repair were repaired. A code of ethics and new layout are being drafted for implementation in the fall.
- 9 new students were enrolled in Summer 08 IVC Computer Science old first course, CS 210. 18 new students were enrolled in Fall 08 Computer Science new first course CS 220.
- IVC Room 1705 is not at the capacity to meet the demand of the increased enrollment. Kathy is helping us find a big room/lab.
- One of the IVC Computer Science faculty also is teaching at SDSU-IV, creating continuity of the course instruction.
- SDSU-IV Fall 08 Computer Science classes began. All 11 students were IVC transfers and all have received the scholarships.
- We are planning the computer science program outreach activities for the academic year of 08/09.

Nursing Program

- IVC Title V Nursing 2+2 Program Coordinator presented and promoted program to exiting ADSN students. Worked with interested students and referred them to Title V 2+2 Transfer Counselor.
- SDSU-IV started the second cohort of 16 students in BS in Nursing program, 7 were new transfer students from IVC, and 9 were RN to BSN co-enrollment students.

Student Services

- IVC Title V Transfer Counselor continued advising efforts with BSN and CS students, including creating or updating Student Education Semester Plans. She also assisted CS transfer students with registration at SDSU/IV, as well as financial aid and course questions. A large amount of phone calls were placed to students in the IVC nursing program to provide BSN information.

- Continued outreach efforts by attending Higher Ed Week 2 at local high schools. Over 2500 high school juniors were in attendance.

Management

- The Project has encountered a serious challenge in dealing with our subcontractor and partner institution, SDSU. IVC administration has been actively involved in resolving the out of compliance, an Agreement breach and the related personnel issues.
- IVC administration, Title V faculty and staff have conducted a mid-project self evaluation.

Technology Services

Dean of Technology Robin Ying was off campus and not present at the meeting.

Associated Student Government

ASG President Chantilee Mendenhall reported the following:

- Elections start next week, Monday and Tuesday, for five vacant positions.
- Tuesday, September 16th is National Hispanic Heritage Day. There will be a salsa eating contest and live entertainment.
- Voter registration will be open until October 20th.
- On September 17th, ASG has a guest speaker, Kevin White, to talk about the Constitution.

President's Update

- Dr. Gould stated that his report was going to focus on enrollment and our fiscal report. IVC has a 3% increase as of Friday. There is a different pattern then last year where the increase occurred. Head count is 40 below last year which indicates that students are taking about ½ credit more than last fall which is probably a reflection on the economy. The difference is that at the Board's request we are collecting fees before enrollment. Growth would have been much higher had we not imposed that requirement.
- The Board has authorized a 7.8 MIL TRANS. It will be borrowed at 1.6%. This 1.6% comes out of the general funds that we cannot spend on student learning as a result. We have not implemented the TRANS yet, but the good news is we ended up with an 18% reserve. The budgeted reserve was at 14%; which means the District is up 4%. He stated there is good and bad news, the good news is that reserves are higher; and the bad news is there is a structural problem that is creating some of the excessive reserves. He stated he would be making recommendations so that staff will be more confident in the projections. He stated he did not anticipate continuing to see these types of reserves.
- There is no State Budget yet, and there does not seem to be any activity in Sacramento to make that a reality. They were supposed to go into session today, but the session was called off to look at the Republican budget. The Republican budget probably has little chance of passing primarily because they are not going to get the majority in the legislature.
- Going back to the enrollment compared to SDICCCA, Mira Costa is at 13% growth increase. Other institutions as well as IVC are around 3-4% growth.

- Thanked the faculty publicly for taking more students across the board. He commented that the increases in growth are due to faculty stepping up.

Business Services/Bond Projects Update

Vice President for Business Services John Lau reported the following:

- Received the \$7.8 Million on Monday to see the District through November. He stated the District has the highest rating given on short term borrowing and was upgraded on long term borrowing to an A from an A-.
- He will be providing an analysis next meeting on budget to actuals. The department heads help build the budget. He stated he wanted the departments to be within 2% of actual to budget variance. He stated this year; the District was at 4% which is about \$1.5 million. He stated the processes of the budget need to be tightened and he will be working with everyone.
- On construction, he will give monthly schedule updated. He stated the schedule would have the built date and an occupancy date.

MINUTES FROM STANDING AND AD HOC COMMITTEES

Minutes from the following committee meetings were received:

1. Academic Senate, 05/21/08
2. Planning and Budget, 05/28/08, 6/11/08
3. Environmental Health & Safety Committee, 04/10/08, 07/10/08
4. Citizens Oversight Committee for Measure L, 06/13/08

DISCUSSION AND INFORMATION ITEMS

1. Proposal of Campus Beautification Committee – Dr. Ed Gould

Dr. Gould stated one of the realities of a 45 year old campus is that it shows its age. He proposed to add a Campus Beautification Committee under College Council to take a look at both the internal and external image of the campus. The external condition of the campus is generally pretty good. He stated he is concerned about the interior condition of the campus. He stated he would be talking about it administratively, but would like to have the College Council's input as a shared governance group.

VP Kathy Berry asked division chairs to look into the inside of their classrooms at tables and chairs that need to be outfitted when stuff is not working.

2. Proposal of Greening Committee – Dr. Ed Gould

Dr. Gould would like to have a committee formed of faculty, staff, and students to take a look at the environmental issues that IVC faces today. He stated IVC needs to improve the environmental situation. He would like to see this campus take an active role in environmental issues from going paperless, to looking at the way air conditioners are purchased in future buildings. He stated the campus is already using electric powered carts, and those could be tied to a solar system in order to conserve energy.

3. Smoke Free Campus – Travis Gregory and Chantilee Mendenhall

Travis Gregory indicated this is more of an informational item and request for feedback. ASG President Mendenhall asked him for administrative support regarding a smoke free campus. He stated at the next Board meeting there will be a written proposal. He stated there are different versions of these types of programs, and asked if anyone had feedback or input to send it to him.

ASG President Mendenhall stated that she has asked Region X campuses to send her information as to what their policies are.

Member Seivertson asked about the survey that was done three or four years ago. He indicated he still had the packet.

ASG President Mendenhall indicated there will be another survey done.

Dr. Gould stated that anti-smoking is not just a student issue. He suggested everyone should be taking these issues back to their group and getting some feedback from the staff and faculty, so that when ASG President Mendenhall performs this survey there is either support or no support from this campus.

Member Lopez stated one of the issues that arose a few years ago was when it came to enforcement of the staff.

VP Berry stated one of the committees was in support of a smoke free campus and believed it was College Council.

Dr. Gould stated the smoke free campus would likely become a board policy.

Travis Gregory stated he found that other colleges have done the same and gone through the process.

4. Task Group to review Shared Governance Committees, Recommending Process, and Planning – Dr. Ed Gould

Dr. Gould indicated there has been a lot of talk about shared governance. He discussed the current responsibilities of the committee and stated he would be recommending a structure change to ensure shared governance. He stated a structure is being vetted and looking at planning and business as separate entities and having Technology report to the College Council. He stated he would like to have a task force react to the plan. He stated there would be a dual structure to the shared governance, with the Academic Senate on one side. He stated he would request that both groups share information across channels and both groups could recommend to the Board through the President.

VP Kathy Berry stated that the consultants noticed that we have done a lot of planning in the past and that was one of their major criticisms of accreditation, stating that the committees do not share information. She stated there have been three different models on how to restructure the shared governance committees so that they communicate with each other and share information.

Dr. Gould stated that one of the issues is dealing with the shared governance process as it does not reflect the shared governance process that the accreditation team would like us to have for accreditation.

5. Task Group to identify processes in need of improvement – Dr. Ed Gould

Dr. Gould stated there needs to be a channel where processes are identified and improvements made on campus. He gave the example of human resources. He stated that he had heard the hiring process was taking long, but he had not heard anybody say what to do about the process. He stated he would take responsibility for taking a process through the administrative channels and ask administrators to bring back a process improvement recommendation. He provided another example of students having to make multiple stops to register instead of a one-stop center. He commented that for returning students that know the process, it is easier than for those that are here for their first time.

6. Committee Reports to Council – Dr. Ed Gould

Dr. Gould stated the sub-committees of the College Council should be reporting to the College Council so everyone is aware of the recommendations.

Chair Abarca stated discussions have begun on how to get the information to College Council. He stated he would meet with Dr. Gould to discuss further.

7. Recommendation process to the President and Feedback from the President – Dr. Ed Gould

Dr. Gould stated his commitment is that if a recommendation is given to him, he will get a response back at the committee meeting, and if it needs to go to the Board, even if there is a difference of opinion, all thoughts will go through to the Board. He stated shared governance deserves the respect.

8. Notable accomplishments and “catching colleagues doing good” – Dr. Ed Gould

Dr. Gould stated that at his State of the College address he asked to be informed of notable accomplishments and catching colleagues doing something good and since then he has only received one item. He indicated when staff does something good it is an opportunity to send a GEM, include their name in the FOCUS newsletter and it is a great way to make a colleague feel good about what they do for students.

Member Bruce Seivertson asked if these items will be back.

Dr. Gould indicated he would be glad to return them as action items.

ACTION ITEMS

Support of Feasibility Study for new Student Center – John Abarca

Chair John Abarca stated he would like to table this item or to act on it today.

Dr. Gould reported IVC is looking at new ways to fund the student center. IVC has been approached by a private organization that has money for private/public partnerships. They agreed to perform a feasibility study at no cost to IVC, unless IVC decides to go with another organization. He stated the item will be on the Board Agenda. He stated if Council supports the students in going forward with the feasibility study then the Council should go on record stating their support.

VP John Lau stated IVC needs to look into the risk assessment. He reported his Parson contact has transferred, and needs to find a new contact. He recommended postponing the item going to the Board for one more month.

Chair John Abarca stated he does not see funding coming from any other source.

Vice Chair Heumann stated nothing energizes the campus more than a vibrant student center, and commented the student center is very active but it could be a better.

Member Efrain Lopez asked if College Council was asking members to support the feasibility study. He stated it would be good to get a report as it relates to this item.

M/S/C Michael Heumann and John Lau to table the item.

Item tabled.

ADJOURNMENT

M/S/C Bruce Seivertson/Sergio Lopez motioned to adjourn the meeting at 3:35 p.m.

2008-2009 College Council Meeting Schedule at 2:30 p.m. in the Board Room

2008		2009	
July 14 & 28	October 13 & 27	January 12 & 26	April 27
August 11 & 25**	November 24	February 9 & 23	May 11
September 8 & 22	December 8	March 9 & 23	June 8 & 22*

Meeting Canceled

**Fall Semester Begins

* Summer Session Begins

Overload rate for 177-day members