



ADOPTED MINUTES

FOR THE RETREAT/STUDY SESSION OF THE IMPERIAL COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Saturday, March 27, 2010

Location
Administration Building – Board Room
380 East Aten Road
Imperial, CA 92251

On Saturday, March 27, 2010, at 8:17 a.m., Board President Hart called the Retreat/Study Session of the Imperial Community College District Board of Trustees to order in the Administration Building Board Room.

BOARD MEMBERS PRESENT:

Carlos R. Acuña
Romualdo J. Medina
Rudy Cardenas, Jr.
Rebecca L. Ramirez
Louis Wong
Jerry D. Hart

BOARD MEMBERS ABSENT:

Norma Sierra Galindo

REPRESENTATIVES PRESENT:

CTA President Gaylla Finnell
CTA Representative Mary Lofgren
CTA Representative Dolores Diaz

CONSULTANTS PRESENT:

Dr. Ed Gould, Superintendent/President
Dr. Victor Jaime, Vice President for Student Services
Kathy Berry, Vice President for Academic Services
Bill Gay, Public Relations Officer
Travis Gregory, Associate Dean of Human Resources
Frank Oswald, Legal Counsel

PLEDGE OF ALLEGIANCE

Trustee Medina led the pledge of allegiance to the flag.

PUBLIC COMMENT

CTA President Gaylla Finnell introduced Mary Lofgren and Dolores Diaz as CTA representatives participating in the retreat.

SCHEDULE

Welcome/Agenda Review/Breakfast

President Gould reviewed the schedule and stated there was a need for a second retreat as there was not enough time to discuss all the topics on the agenda at the February Board Retreat.

Educational Programs

Vice President Berry presented a PowerPoint on Educational Programs.

She stated that there were Enrollment Management Tools with the Enlighten Program, strict enforcement of minimum class size, and course schedule built on trend data.

She reviewed the Summer Enrollment Projections and showed the tools available through Enlighten including building schedules which pulls from different sources.

She provided an enrollment comparison from 2007-2010.

She reviewed the new programs within the Business Division (Court Reporter Certificate Program, Media Design, and CISCO Networking Certificate). She discussed the new Arabic classes, building construction, alternative energy program development certificate, reviewed the nursing allied health expansion or revision, and provided a nursing update stating that SDICCCA is creating a regional application and admission criteria. She reviewed the Fire Academy degree, spoke about the new EMS Director Rick Goldsberry, and reviewed the Security Guard Training program, and the Policy Academy which has two levels of POST.

Influence of Technology

She discussed the SMART classrooms, use of the planetarium for nursing, science, virtual instruction, video streaming in real time, use of distance education. She discussed that IVC is in the fifth year of offering Distance Education.

She showed a You Tube video titled *Did You Know? Education and The Future of Technology*. The video may be viewed at <http://www.youtube.com/watch?v=W14CInvw9Ao>.

President Gould provided a PowerPoint on Impact of Technology: Administrating and Teaching in the 21st Century. He discussed the different technology that has been integrated in the classroom. He discussed Banner training for all classified staff. He discussed the growth of online education and the impacts on IVC. He spoke about the emerging roles regarding the future of distance education.

EOPS Counselor Mary Lofgren spoke and stated she has noticed a change in the way students use technology. She stated that as a counselor, she appreciates being able to use technology assist students.

CTA President Gaylla Finnell stated that Etudes is a tool that is used in the classroom and enhances the learning of the students.

Board President Hart stated that he had asked for this presentation because he felt that the Board could do things better. He stated it was a forum to discuss those ideas and give students opportunities that are not given now and use technology to cut cost.

Public Relations Officer Bill Gay commented on the schedule. He stated that the new schedule would have electronic pages and it would flip the pages electronically. He stated \$60,000 was spent last year on the schedule and this year, there should be a drastic reduction from the \$45,000 he budgeted for this year.

Trustee Ramirez stated that she wanted the Board to look at their role as far as legality, policies, and regulations. She stated she appreciated the presentation but felt staff are the experts.

Finance Review
Governor's 2010–2011 Budget Proposal

Dr. Gould stated there was no new news.

[Break 9:50 a.m. – 10:00 a.m.]

CTA President Gaylla Finnell asked the Board of Trustees if CTA could sit at the Resource Table, indicating that at state meetings she heard other colleges have CTA sit at the Resource Table.

President Gould asked CTA President Finnell to make a formal request.

Review of Chapters 1 and 2 Board Policies

There was review of Chapters 1 and 2 Board Policies. Each page was reviewed and the following comments were made:

All Superintendent/President references should change to CEO where applicable to be consistent with all Board Policies.

BP 2100 Board Elections. Trustee Ramirez asked each Unified School Districts be identified after each area.

BP 2210 Board Membership. President Gould suggested that an inquiry be made to CCLC.

BP 2305 Annual Organizational Meeting. President Hart asked for the change to meet the Education Code that states 15 days after the election in November is certified.

President Gould indicated his office would look into the law and make the required change.

Trustee Medina stated that the rewording to hold a Special Meeting may be adequate to meet the education code requirement.

BP 2330 Quorum and Votes. Asked that legal counsel look at the second sentence which states:

The Board shall act by majority vote of all of the voting membership of the Board, except as noted below. **If only four members are present, the votes shall be unanimous.**

BP 2345 Public Participation at Board Meeting. Trustee Medina asked that legal counsel clarify as to whether the public may submit written communications at the meeting for inclusion in the minutes and be included in the board policy or administrative procedure as appropriate.

President Gould asked that “via the Business Office” be struck out.

BP 2350 Speakers. Trustee Ramirez suggested that a sign be posted on the podium stating that speakers are not required by law to identify themselves, but are free to do so.

BP 2360 Minutes. Change second paragraph strike “those present” and add “Trustees present.”

BP 2410 Policy and Administrative Procedure. Change references of Superintendent/President to CEO.

BP 2430 Delegation of Authority to Superintendent/President. Add (CEO) to title.

BP 2510 Participation in Local Decision Making. President Gould stated College Council needs to have its own section and should follow students in terms as to the order. Refer to College Council after Students.

CTA President Finnell asked if CTA should be added as the sixth paragraph.

The Trustees agreed that it should be added.

Trustee Ramirez asked that the definition of staff should be clarified to include all District employees.

President Gould stated it would be clarified before making the change.

Change "Students" to "Associate Student Government."

BP 2610 Presentation of Initial Collective Bargaining Proposals. President Gould stated this item needs to be researched and the policy should be spelled out.

It was agreed that a definition would be added for a "reasonable amount of time" per PERB.

CTA President Finnell agreed and asked if CTA could review the final draft.

President Gould asked that the wording on the second paragraph "Collective bargaining" be changed to "Sunshining".

BP 2710 Conflict of Interest. President Gould questioned the definition of "remote" and asked that it be clarified.

BP 2715 Code of Ethics/Standards of Practice. Trustee Ramirez asked that "Trustees and" be added to the following sentence:

- Honoring the opinions and values of Trustees and others while maintaining civility;

President Gould asked that under Section 3 (e) the following "CEO and Board President and" be added as follows:

- e. Inform the ~~College President~~ CEO and Board President and receive clarification.

BP 2716 Political Activity. Trustee Medina asked if possible, he would like the Brown Act or Conflict of Interest Form 700 referenced in this policy.

President Gould indicated the policy would be reviewed.

BP 2720 Communications among Board Members. President Gould asked if the last sentence was defined somewhere as he thought it may have some Brown Act issues.

In addition, no other person shall make serial communications to Board Members.

Recording Secretary Vikki Carr stated the wording came from the CCLC and would check if the person is defined.

BP 2730 Board Member Health Benefits. Trustee Medina asked for clarification on third paragraph on whether the Trustee was to be a member of the same Board for 12 years.

A retired Board member is defined as one who leaves office after having been elected to the Board at a general election in accordance with Education Code Sections 5000 et seq., has served as trustee for not less than twelve (12) years, is no longer serving on the Board, and whose years of service on the Board and chronological age add up to at least sixty-five (65) years at the time of retirement from the Board.

Ethics and Communications

This item was discussed through the Board Policy review process.

Community Public Relations Campaign and Interagency Cooperation and Projects

Public Relations Officer Gay presented a PowerPoint and spoke about the previous Visioning process. He stated the Visioning Process feeds into the Program Review Process and discussed the different ways and options that he would like to steer the Visioning Process.

President Gould stated that some of the planning could be used as planning goes through program review.

Board President Hart asked CTA President Finnell for her thoughts and comments.

CTA President Finnell stated she was part of the first Visioning Process and her thought was that the District was building on that process.

Public Relations Officer Gay stated he spoke to City Manager of El Centro Ruben Duran and that City Manager Duran indicated he would like to have a meeting with all agencies and find out what is going on with everyone.

Trustee Ramirez stated that for her area, the visioning process would need to go to her. She stated there is a limitation on what could be done at the community. She stated that recently some community events had taken place at a nearby casino and she stated that is part of the community.

There was discussion regarding the support that IVC could provide to communities.

[Lunch Break 12:09 p.m. – 12:23 p.m.]

Working Lunch/Review Goal Process for 2009 and Set New Goals fo2010

President Gould presented a PowerPoint and reviewed the Mission Statement and the Educational Master Plan Goals. He reviewed the Goals and how they pertained to the Strategic Plan and/or the Educational Master Plan.

Evaluation of Progress on 2009-2010 Goals

- Goal 1 – Budget
- Goal 2 – Balance 2009-2010 Budget According to Principles
- Goal 3 – Public Support of Facilities Needs
- Goal 4 – Restructure Foundation Relationships
- Goal 5 – Improve Student Progress and Achievement Rates by 5%
- Goal 6 – Continued Improvement on 2008-2009 Board and Presidential Goals
- Goal 7 – Celebrate the opening of the science building, and celebrate the 50th anniversary of the Imperial Community College District
- Goal 8 – Develop Curriculum that supports Imperial Valley
- Goal 9 – “Green” the Imperial Valley College Campus
- Goal 10 – Establish Basic Skills, Mathematics, Engineering Technology, and Language Acquisition Institutes
- Goal 11 – Meet all requirements of WASC/ACCJC Accreditation Requirements
- Goal 12 – Explore efforts to consolidate sewer water with the city of Imperial

President Gould reviewed the 15 Board and President Goals.

Board President Hart stated it the goals were a daunting task.

President Gould stated that everything on the list is a viable plan.

CTA Representative Mary Lofgren commented on the ICOE numbers and stated the students that are 18 years of age and do not graduate are not reflected because the school districts do not reflect that they dropped without completing graduation requirements.

2009-2010 Board and Presidential Goals

1. Implement the IVC Strategic and Educational Master Plan.
2. Achieve Full Accreditation Status SP, EMP, Technology & Facilities Plans
3. Balance the budget with no or very limited use of reserves (SP 4)
4. Complete negotiations successfully with bargaining units (SP 4, 5, EMP all)
5. Implement the new administrative reorganization plan (EMP 1, 2, 3 & SP 1, 3, 5)
6. Conduct a successful Capital Bond Campaign for Master Plan Progress (SP 1 & 2, EMP 2 & 3)
7. Develop County-Wide Interagency Cooperation Agreement for future facilities (SP 4 & 5, EMP 2 & 3)
8. Develop long-term plan for Calexico “Center”
9. Complete Visioning III (SP & EMP – all)
10. Establish Continuous Accreditation Review Team (S & EMP – all)
11. Establish Alumni Association (SP – 4)
12. Develop Plan for IVC Foundation Stabilization (SP – 4)
13. Continue to explore grant funding and achieve success (SP -4, EMP 1 – 3)
 1. Title V
 2. NSF Advanced Technology Center
 3. WIB or Community College Specific Federal Grants
14. Create a climate of collaboration, trust and integrity (SP & EMP – all)
15. Fully Implement and Train Staff on Banner 8

Adjournment

M/S/C Cardenas/Medina to ADJOURN the meeting at 1:25 p.m.

The next regular meeting of the Imperial Community College District Board of Trustees is scheduled for the **THIRD WEDNESDAY, APRIL 21, 2010, AT 6 P.M.** in the Administration Building Board Room.

Adopted this 21st day of April 2010.

ICCD Board President

ICCD Board Secretary