



## MINUTES

### IMPERIAL VALLEY COLLEGE COUNCIL Monday, March 12, 2012 – 2:30 P.M. Administration Building Board Room

College Council Chair Waddell called the meeting to order at 2:34 p.m.

#### **MEMBERS PRESENT**

- Taylor Ruhl, Administrative Representative
- √ Sergio Lopez, Administrative Representative
- Alfredo Cuellar, Administrative Representative
- √ Jan Magno, Alternate Administrative Representative
- √ Ted Ceasar, Alternate Administrative Representative
  
- √ Daniel Gilison, Faculty Representative (Vice Chair)
- √ Martha Garcia, Faculty Representative
- √ Jill Nelipovich, Faculty Representative
- Frances Beope, Alternate Faculty Representative
- √ Laura Mosier, Alternate Faculty Representative
  
- √ Laura Hartsock, Classified Representative
- √ Yethel Alonso, Classified Representative
- √ Silvia Murray, Classified Representative
- √ Marilyn Boyle, Alternate Classified Representative
  
- √ Jessica Waddell, CMCA Representative (Chair)
- √ Todd Evangelist, CMCA Representative
- Bill Gay, CMCA Representative
- Martha P. Garcia, Alternate CMCA Representative
  
- √ Daniel Bermudez, Student Representative
- √ Alberto Izarraraz, Student Representative
- √ Iliana Felix, Student Representative
- Ruben Hernandez, Alternate Student Representative
  
- √ Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

#### **MEMBERSHIP CHANGES**

There were no membership changes.

#### **PUBLIC COMMENT**

There was no public comment.

#### **APPROVAL OF MINUTES DATED MONDAY, FEBRUARY 27, 2012**

M/S/C Daniel Gilison/Jill Nelipovich to approve the Minutes of February 27, 2012.  
Motion carried.

## APPROVAL OF MINUTES DATED TUESDAY, MARCH 6, 2012

M/S/C Daniel Gilison/Martha Garcia to approve the Minutes of March 6, 2012.  
Motion carried.

### AREA REPORTS/UPDATES

#### **College Council Report**

Chair Waddell reported as follows:

- Attended Board of Trustees meeting on Wednesday, March 7<sup>th</sup>, which was well attended by IVC staff and the community.

Administrative Dean Gregory announced President Jaime is planning to hold a Campus Forum next week.

VPs Lau and Berry stated there would be a series of Campus Forums. The discussion topics would focus on finance, growth, how the State is influencing IVC's structure, curriculum issues, and creative ideas.

#### **Measure J and L Report**

VP Lau reported as follows:

- Construction on the 400 Building is on schedule; furniture being ordered this week; offices will be ready late May.
- CTE building will be an 18-month project.
- Construction project in front of campus on schedule.

#### **Program Review Update**

Dean Ceasar reported as follows:

- Comprehensive Program Reviews were due on March 2<sup>nd</sup>.
- Resource committees will be reviewing requests and prioritizations, with goal of completing review by March 31<sup>st</sup>.
- Will begin writing Educational Master Plan in April.
- Plan will be presented to EMP Committee on April 27<sup>th</sup>; to Academic Senate on May 2<sup>nd</sup>; to College Council on May 7<sup>th</sup>.
- Goal is to have EMP presented to the Board of Trustees on May 16<sup>th</sup>.

#### **Budget Update/Financial**

VP Lau reported as follows:

- Will be meeting on Mondays to discuss the budget.
- Budget instructions have gone out.
- Budget will be created in April.
- Large part of budget is dependent on negotiations, as we are looking for \$4 million.
- Goal is to have budget in place before June.

#### **ASG President Update**

ASG Representative Izarraraz reported as follows:

- Women's History Day celebration on March 20<sup>th</sup>.
- Cesar Chavez celebration on March 29<sup>th</sup>.
- Voter registration will take place every two weeks.
- ASG is in the process of inviting Senator Juan Vargas and Assembly Member Manuel Perez to speak to students regarding the budget.

- Working on bringing back the IVC newsletter. The newsletter will include information regarding student clubs and other important budget information. The newsletter will be posted to the website and will be sent to all students via email.
- Applications for ASG are due on Tuesday, March 13<sup>th</sup>, elections will be held on April 2<sup>nd</sup> and 3<sup>rd</sup>.

#### **President's Update**

No report was provided.

#### **SUB-COMMITTEE REPORTS**

##### **Competitive Athletics Committee**

No report was provided.

##### **Customer Service Committee**

No report was provided.

##### **Environmental Health & Safety Committee**

No report was provided.

##### **Facilities and Environmental Improvement Committee**

Dean Lopez stated the committee is scheduled to meet this week.

##### **Marketing Committee**

No report was provided.

##### **Policy and Procedure Committee**

No report was provided.

##### **Staffing Committee**

Administrative Dean Gregory reported as follows:

- The committee has collected the new requests for non-faculty positions submitted through Program Review. Committee will review the requests, and prioritize and rank each position on a scale of 1 to 4.

Dean Gregory stated that the website has been updated to include a link to IVC Ethnicity Data Report, which provides information regarding race and gender.

##### **Student Affairs Committee**

Dean Lopez reported as follows:

- The committee met last week.
- Two discipline hearings were scheduled to be heard; however both students decided not to go forward with their appeal.
- Committee selected new photographer for commencement. The company is based out of Phoenix and has the manpower to provide extra services, including three photographs per graduate. The committee had been looking for a new photographer due to the dissatisfaction with current provider.

## **OTHER COMMITTEE REPORTS**

### **Academic Senate**

Academic Senate VP Gilson reported as follows:

- AS held a special meeting on February 29<sup>th</sup>:
  - Approved resolution supporting Reorganization Ad Hoc Committee recommendation.
  - Approved resolution related directly to Trustee Galindo.
- AS meeting held on March 7<sup>th</sup>:
  - Approved Senate Constitution and Bylaws.
  - New bylaw included the addition of a President elect position;
  - Approved college hour for Tuesday and Thursday, 11:50 a.m. to 1:15 p.m.

### **Budget and Fiscal Planning Committee**

VP Lau reported as follows:

- Committee would be meeting on Tuesday, March 13<sup>th</sup>. Discussion will include the \$1 million needed to reduce budget by June.

### **Technology Planning Committee**

VP Finnell reported as follows:

- Committee met on Thursday, March 8<sup>th</sup>. Discussion included an update on the wireless system, and prioritization of Program Review resources requests.

## **DISCUSSION AND INFORMATION ITEMS**

### **1. Campus Technology Update – Todd Finnell**

VP Finnell highlighted IT's Top 10 list for 2011-2012:

- Wireless Network – Ahead of schedule; over 200 access points on campus.
- Phone System Transition - Explained the transition from old Avaya system versus the new Shortel and Windstream system. The change to Windstream will have an annual savings of approximately \$16,000.
- Campus Print/Copy – Behind schedule due to infrastructure on campus. Priority for IT is to have all staff log into the computer domain.
- Data Center Virtualization – Explained how the new data center is now virtualized.
- Student Email – Email applications and storage for students has been launched.
- ID Management and Exchange – Explained features of Exchange migration to 2010 with full support for Firefox and Chrome.
- Back Up and Disaster Recovery System Management Tool – All systems are being backed up to separate hardware; Banner is being backed up locally as well being sent out of state, encrypted and sent to Salt Lake City, UT, where it is stored in a class two data center. Tools are now in place to detect and alert IT staff of server problems.
- Banner Improvements – Wait List; DegreeWorks in place.
- Classroom Lectern Improvements – Installing computers into the lecterns in the 2700 and 400 building. Will become the new standard for any instructional classroom; testing roaming profiles for faculty.
- Educational Technology Conference – IVC has partnered with ICOE to hold county-wide conference, focused on educational technology. The conference will be held on Saturday, May 5<sup>th</sup> in the 2700 building. Expect to have powerful presenters and speakers from all over southern California; K12 will be invited as well as the campus community and some public agencies.

**2. Review of Mission Statement and Accreditation Standards for the College Council and Subcommittees**

Chair Waddell stated the ACCJC is requiring that committees adopt an accreditation standard and incorporate same into the committee's mission statement.

Discussion followed regarding the Mission Statement of the College Council, with the primary focus being on supporting and improving student learning programs.

Dean McNeece recommended that a subcommittee be created to work on the mission statement.

Members Nelipovich and Mosier volunteered to work on the Mission Statement and present it at the next meeting.

**ACTION ITEMS**

None.

**ADJOURNMENT**

Chair Waddell adjourned the meeting at 3:47 p.m.