UNADOPTED MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL

Monday, November 18, 2013 – 2:30 P.M.
Administration Building Board Room

Chair Gilison called the meeting to order at 2:33 p.m.

MEMBERSHIP

√ Sergio Lopez, Administrative Representative
√ Efrain Silva, Administrative Representative
√ Tina Aguirre, Administrative Representative
√ Ted Ceasar, Alternate Administrative Representative
√ Brian McNeece, Alternate Administrative Representative

√ Dr. Daniel Gilison, Faculty Representative (Chair)
√ Dr. Martha Garcia, Faculty Representative
Kathleen Dorantes, Faculty Representative
Cathy Zazueta, Alternate Faculty Representative
√ Caroline Bennett, Alternate Faculty Representative
Mike Palacio, Jr., Alternate Faculty Representative

√ Yethel Alonso, Classified Representative (Vice Chair)
√ Silvia Murray, Classified Representative
Steve Cook, Classified Representative
√ Melody Chronister, Alternate Classified Representative
Lisa Cross, Alternate Classified Representative
Erika Aguilar, Alternate Classified Representative

Jessica Waddell, CMCA Representative
√ Todd Evangelist, CMCA Representative
√ Jeff Enz, CMCA Representative
Martha P. Garcia, Alternate CMCA Representative
√ Gloria Hoisington, Alternate CMCA Representative

√ Ricardo Ibarra, Student Representative
√ Alex Whalen, Student Representative
√ Diana Ibarra, Student Representative
Jonathan Carrillo, Alternate Student Representative

√ Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

Others Present: Kathy Berry, Bill Gay, Tim Nakamura, Omar Ramos, Betty Kakiuchi, Mike Nicholas

MEMBERSHIP CHANGES
Member Chronister clarified that Steve Cook is a classified representative and not an alternate as listed on the agenda.

PUBLIC COMMENT
There was no public comment.

APPROVAL OF MINUTES DATED OCTOBER 28, 2013
M/S/C Chronister/Evangelist to approve the minutes dated October 28, 2013.

Chair Gilison noted the following correction to the minutes under the Accreditation/CART Committee Update as follows:

> ~~Final~~ *First* draft of ACCJC responses is due on October 31st.

Motion carried to approve the minutes dated October 28, 2013 with corrections.

AREA REPORTS/UPDATES
College Council Report – Daniel Gilison
Chair Gilison reported as follows:
- He and Vice Chair Alonso have met with Dr. Jaime to discuss subcommittees, including membership and classified staff issues.

Measure J and L Report – John Lau
VP Lau was not present at the meeting.

Program Review Update – Ted Ceasar
Dean Ceasar reported as follows:
- The Program Review form for both academic and non-academic programs is ready and would be going out this week.
- The Program Review deadline has been extended to February 14th.
- A Program Review handbook has been developed. The handbook provides a general overview of Program Review, including the legal requirements and accreditation standards that relate to it, as well as guidelines for developing smart goals. The handbook would also be available online this week.

Member McNeece stated the Program Review form had gone through several drafts and expressed his appreciation for all the parties involved in the project.

Budget Update/Financial – John Lau
VP Lau was not present at the meeting.

ASG President Update – Ricardo Ibarra
ASG Representative Ricardo Ibarra reported as follows:
- ASG is forming a financial council to help the clubs plan events.
- Art Show and Veterans Day events were held.
- Monthly newsletter will be going out on Wednesday.
- Announced the new online Radio Program.
- Announced the IVC Sweetheart Event which would take place in February.

ASG representative Diana Ibarra stated she would be coordinating the Radio Program and would be in contact with the Marketing Committee to discuss the details. She also stated a subcommittee is being formed to change the name of the mascot and encouraged members to get involved.

President's Update – Victor Jaime
President Jaime was not present but provided a written update as follows:

- Visioning Forums
  - The IVC Campus forms were completed on November 7th with visioning sessions in all the communities within Imperial County and two forums on-campus (one in the day and one in the evening). The President's Cabinet will be reviewing its findings to begin preparation for the next Strategic Plan.
- Staff Appreciation Event
  - The Administrative Council will be hosting a "Staff Appreciation Event" featuring Julian Pies and Ice Cream. The event will take place during finals week around the Campus Hour on December 3rd between 11:30 a.m. and 1:30 p.m. in the Amphitheatre. Tents, tables, and chairs will be provided; Rick Webster will provide the music.
- Board Meeting
  - IVC Board meeting will take place on Wednesday, November 20th, at 6:00 p.m.
- Campus Forum:
  - We will be holding a campus forum during the college hour on Tuesday, November 19th in Room 2734. The topic will be an update on FCMAT recommendations and an update on the Career Technical Building.
- Foundation Update
  - The Foundation will be holding an annual fund drive (AFD) this week in the evening. The Foundation is asking for volunteers to serve this week between 6:00 p.m. and 8:00 p.m. every evening. We will be contacting IVC Alumni and the IVC Ambassadors will also be participating in the phone banks.
- Wished the IVC family a Happy Thanksgiving with family and friends.

SUB-COMMITTEE REPORTS

Competitive Athletics Committee – Jim Mecate
Eric Lehtonen was not present at the meeting.

Environmental Health & Safety Committee – Tim Nakamura
Director Nakamura reported as follows:

- The committee finally made quorum.
- Met last Thursday and discussed the restructure of the committee; stated the committee is in need of a faculty member.
- The committee is in the process of updating its website.
- The committee would be performing a walk-through of the campus on Tuesday, November 26th, at 6:00 p.m., to address emergency preparedness issues. The results of that walk-through would be presented at the next College Council meeting.

Facilities and Environmental Improvement Committee – Jeff Enz
Member Enz reported as follows:

- Meeting scheduled next Monday at 3:00 p.m.
- The only membership needed is from the administration.

Public Relations & Marketing Committee – Efrain Silva
Dean Silva introduced Mike Nicholas as the new chair of the Marketing Committee.

Chair Nicholas reported as follows:

- The committee met on Wednesday, November 6th; discussion included the recommendation of a college-wide public relations and marketing plan, which would tie directly to the Board of Trustees goals which were approved at the February 25, 2013 retreat.
- The committee also discussed changing the mascot and would be working with the ASG to promote that change.
- The committee met last Thursday and continued its discussions on defining a marketing plan.
- Hopes to have a marketing plan to share with the College Council after the first of the year.

M/S/C Alonso/Lopez to suspend the order of business and move the Budget and Fiscal Planning Committee update as the next item on the agenda.

Motion carried.

Budget and Fiscal Planning Committee – Martha Garcia
Mike Nicholas reported as follows:

- The committee met on November 7th to discuss the accreditation response that is being prepared by a separate subcommittee.
- He stated Director Fletes has been providing budget training to help analyze the budget.
- The committee also discussed funding of the retirees' liability.

M/S/C Alonso/Lopez to resume the order of business.

Motion carried.

Student Affairs Committee – Sergio Lopez
Member Lopez reported as follows:

- The committee had disciplinary appeals on Friday.
- The committee met and discussed its Standing Rules; changes would be presented to the College Council.

OTHER COMMITTEE REPORTS
Academic Senate – Daniel Gilison
Chair Gilison reported as follows:

- The last meeting was held on November 6th.
- The committee discussed moving to online voting for Academic Senate members and revisions to how faculty evaluates administration.
- The committee also discussed faculty requirements for serving on standing committees and other options for faculty in lieu of serving on committees.

Technology Planning Committee – Jeff Enz
Chair Jeff Enz reported as follows:

- The committee met last week and approved the 2014 Technology Plan.
- The committee updated its tasks list which is based on last year's Educational Master Plan.