

**IMPERIAL COMMUNITY COLLEGE DISTRICT
Board of Trustees Special Meeting, 8:00 A.M.
Saturday, February 25, 2012
UNADOPTED MINUTES**

1. INFORMATION TO THE PUBLIC

Information: 1.01 Information to the Public

2. CALL TO ORDER**Procedural: 2.01 Roll Call by Secretary**

Board President Cardenas opened the meeting at 8:32 a.m.

Secretary Jaime announced roll call.

Present:

District 1 Louis Wong

District 2 Karla A. Sigmond

District 3 Jerry D. Hart

District 4 Rudy Cardenas, Jr.

District 6 Romualdo J. Medina (arrived at 8:42 a.m.)

Academic Senate Representative – Eric Lehtonen

College Council Representative – Jessica Waddell

Absent:

District 5 Norma Sierra Galindo

Associated Student Government Representative – Daniel Bermudez

Procedural: 2.02 Pledge of Allegiance

VP for IT Todd Finnell led the Pledge of Allegiance.

3. PUBLIC COMMENT**Information: 3.01 Instruction to the Public**

There was no Public Comment.

4. SCHEDULE**Information: 4.01 Welcome**

President Jaime welcomed everyone to the Board Retreat/Study Session.

Information: 4.02 Agenda Review

President Jaime reviewed the agenda.

Presentation: 4.03 Core Mission

President Jaime stated that the first part of the Retreat was to discuss the Core Mission.

President Jaime stated there are difficult decisions that will need to be made. He stated that recommendations coming before the Board will be in the best interest of the District and the students.

VP for Academic Services Kathy Berry stated the core mission has changed in the past years

from five to three items which are:

1. Transfer
2. Career Technical Education (CTE)
3. High-Level Basic Skills

The two that have been dropped from the list are: Life Learners and Non Credit Education.

She reviewed the recommendations that came from the Chancellor's Office.

The Vice Presidents took turns in presenting the recommendations as follows:

VP for Academic Services Kathy Berry, Recommendation 1, Increase College and Career Readiness.

VP for Information Technology Todd Finnell, Recommendation 2, Strengthen Support for Entering Students.

Interim VP for Student Services Jan Magno, Recommendation 3, Incentivize Successful Student Behaviors.

VP for Academic Services Kathy Berry, Recommendation 4, Align Course Offerings to Meet Student Needs.

VP for Academic Services Kathy Berry, Recommendation 5, Improve the Education of Basic Skills Students.

Administrative Dean for Human Resources Travis Gregory, Recommendation 6, Revitalize and Re-Envision Professional Development.

Interim President Dr. Victor Jaime, Recommendation 7, Enable Efficient Statewide Leadership & Increase Coordination Among Colleges.

Interim VP for Student Services Jan Magno, Recommendation 8, Align Resources with Student Success Recommendations.

Procedural: 4.04 Break

Break at 10:09 a.m. to 10:30 a.m.

Presentation: 4.05 Budget/Resource Allocations

VP for Business Services John Lau spoke on the Budget portion of the PowerPoint and spoke and addressed concerns related to FTES, targeted plans, revenues, reserves, budget assumptions, and reviewed the 2012-2013 projected budget.

He stated that the trend of the college has been to spend more than is received and subsidizing with reserves.

He spoke about how the District has used reserves in the past and asked what a reasonable reserve would be for the college.

Trustee Sigmond asked what the average reserve percent was throughout the state.

VP Lau stated he did not know but would get the information.

Trustee Sigmond asked about the 50% law and inquired what the ratio was at IVC.

VP Berry stated the Board of Governors (BOG) is looking at waivers for the 50% law.

Dean Gregory spoke about the increase in the health insurance plan.

VP Lau stated it was important to know the budget assumptions which he reviewed as:

- 1/2 cent State sales would not pass
- State would fund at 6,129 FTES
- State revenue reduced by \$821,449
- No state apportionment deficit due to property tax or enrollment fee revenue shortfall
- All labor contracts restored as of July 1, 2012
- Health insurance increase of \$350,000
- College would restore stability FTES from 2011-12

VP Lau explained the importance of maintaining a solvent budget.

He spoke about the bond rating and how it works explaining that the rating of SP+ is the highest rating. He stated that the District has been downgraded to SP which means a higher rate of interest on borrowing monies.

He spoke about the future of IVC stating that the District awaits more information about the budget and stated that the presented numbers were tentative. He explained the information he provided were assumptions and that finance is about estimates and assumptions.

Trustee Medina asked for clarification on revenue amounts.

VP Berry explained allocations throughout California. She stated that the state funded based on all students in California.

CTA Vice President Lisa Solomon spoke and stated she had heard about the raising of student fees. She asked if that had been calculated in the projections.

VP Lau asked the question who can be served with the amount of money available.

VP Lau spoke about FCMAT and the work they could do for the District.

He spoke to the solvency matter and scenarios if the state were to take over the District.

Discussion ensued regarding revenue. Trustee Medina asked what happens to the local revenue that is received and asked if it is forwarded to the state. President Jaime stated that part of the fees are waived through the BOG waiver and the revenue is adjusted. He stated that if the fee is not collected, the District does not receive it.

Interim VP Magno reported that IVC has the highest amount of students on PELL grants. She stated IVC will see that shrink, have higher fees, and provide lower financial aid stating that 6129 FTES is a goal to aspire to; however, she sees the college at 5900 FTES.

VP Lau stated that the accreditation standards for finance indicate that IVC does not meet the two standards as of now.

Trustee Medina asked if there were ways to increase the revenue side.

VP Lau stated there are some small things but stated the assumption is to work with the projected revenue.

Presentation: 4.06 Review of Chapter 2 Administrative Procedures

There was a break at 11:38 a.m. - 11:45 a.m.

President Jaime and Executive Assistant Vikki Carr reviewed the Administrative Procedures for Chapter 2 since those chapters deal with matters pertaining to the Governing Board. Assistant Carr stated that the Administrative Procedures for the most part are administrative activities that support Board work.

Assistant Carr stated that the District is current with all CCLC Administrative Procedures from Chapter 2. She stated CCLC has 18 procedures and IVC has 20 procedures. She stated that BoardDocs is currently being uploaded with all Board Policies and Administrative Procedures.

There was a lunch break and the retreat continued at 12:47 p.m.

Presentation: 4.07 Review Goal Progress for 2011 and Set New Goals for 2012

President Jaime spoke and discussed his recommended goals:

1. Development of plan for a balanced and sustainable budget.
2. Pursue associations with other organizations to insure our students have opportunities to succeed (IVUP, P-16, IVROP)
3. Maintain Facilities appropriate to the needs of the college.
4. Increase visibility, advocacy, and two-way dialogue with the community at large through all stakeholders.
5. Maintain knowledge and participation with the campus as assessed through accreditation benchmark reports.

President Jaime stated goals for 2011 were not set.

Trustee Sigmond asked if the self-evaluations were done for 2011.

President Jaime stated the evaluations were done; however, the retreat did not take place.

VP Berry gave an update and stated the District does not have to do an accreditation report until the spring of 2013.

Trustee Sigmond asked how the District would know if the benchmarks are being met with accreditation. She stated that waiting a year is too long and would prefer more information throughout the year.

President Jaime asked for direction as to whether the Board would prefer reports or study sessions to review updates on Board Goals.

VP Magno suggested having a goal stating that the Board maintains knowledge and awareness assessed through quarterly accreditation benchmark reports.

Trustee Hart stated that the public should be made aware of what the District is doing.

Trustee Sigmond suggested advertising the meetings more so the public can participate.

Trustee Sigmond suggested having a forum where the public can participate and stated that it needs to be done soon.

President Jaime stated that all stakeholders could participate in the forum.

Trustee Medina suggested involving student government.

College Council Chair Waddell asked if there was some way that the campus could get involved so she can take it to College Council for discussion.

5. CLOSED SESSION

M/S/C Taylor/Medina to go into CLOSED SESSION at 1:18 p.m.

Discussion: 5.01 NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT (Employee Organization: CSEA Chapter 472)

Discussion: 5.02 NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT (Employee Organization: CCA/CTA/NEA)

Discussion: 5.03 NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT (Employee Organization: PTFA)

Discussion: 5.04 CONFERENCE WITH LABOR NEGOTIATORS (Superintendent/President)

6. OPEN SESSION

M/S/C Wong/Taylor to go into OPEN SESSION at 2:37 p.m.

Discussion: 6.01 Announcement of Final Action

Board President Cardenas announced the following:

1. Information provided, direction given.
2. Information provided, direction given.
3. Information provided, direction given.
4. Information provided, direction given.

7. ADJOURNMENT

M/S/C Taylor/Wong to ADJOURN the meeting at 2:42 p.m.