



IMPERIAL VALLEY COLLEGE

EDUCATIONAL MASTER PLANNING COMMITTEE

Minutes
Friday, March 27, 2015
10:00 a.m. – 11:00 a.m.
Board Room

Committee Members					
	Tina Aguirre	✓	Gaylla Finnell		Jose Lopez
✓	Nicholas Akinkuoye		Bill Gay		Sergio Lopez
✓	Linda Amidon	✓	Daniel Gilison		Brian McNeece
✓	Trini Argüelles		<i>Rick Goldsberry</i>	✓	Terry Norris
✓	Craig Blek		Carol Hegarty	✓	James Patterson
✓	Susan Carreon		Frank Hoppe		Jose Ruiz
✓	Jose Carrillo		Victor Jaime	✓	Efrain Silva, Co-Chair
✓	Ted Ceasar, Co-Chair		Shawn Larry	✓	Edalaine Joy Tango-An, ASG
	David Drury		John Lau		Edward Wells
					Recorder
				✓	Adriana Sano
Guests					

A. Call To Order

The meeting was called to order at 10:05 a.m. by Dean Ceasar, Co-Chair.

B. Approval of Minutes

The minutes for March 6, 2015 were approved as presented (MSC-N. Akinkuoye/J. Patterson).

C. Old Business

1. Institutional Effectiveness Workshop

E. Silva gave an update on the CCCO Institutional Effectiveness Workshop attended by administrators, faculty, and classified staff on March 29th. He informed the group that the Chancellor’s Office is offering technical and financial assistance to community colleges. Up to the \$150,000 is being offered to community colleges that submit a letter of interest. The Chancellor’s Office would provide teams to come out

to the campus to help develop tools. The Chancellors Office is asking colleges to identify at least four effectiveness tools or measures, there is a total of 18.

E. Silva went over the four required institutional effectiveness measures: 1) reaffirm accreditation status; 2) goals is to have an adequate reserve, a funded balance; 3) continue to achieve unqualified audits; and 4) course completion rates target for the college. T. Ceasar stated that the next step is to decide how to move forward, three of the four measures are complete. The course completion rate target will need to be developed. He indicated the plan needs to be completed by June 15, 2015. N. Akinkuoye recommended that the campus concentrate on completing the four measures which were recommended first.

A brief discussion took place on the next steps to take in developing a plan on which indicators will be used for completion rates. The Committee discussed looking at different models and processes from other colleges to simplify or streamline our current process. L. Amidon indicated that an e-mail would be sent to the Superintendent/President with passcode and instructions.

T. Ceasar indicated that through Starfish, students can develop their success plan and follow what the next steps are to reach completion and apply for certificates. G. Finnell commented that the current processes are overwhelming for CTE students. Discussion followed on streamlining pathways to make it easier for students to reach their goals. T. Ceasar indicated there are some things that can be done, but A&R would need to be included in this discussion. The SSSP task force is working on looking into the barriers discussed.

2. SPOL Mid-Year Program Report

J. Carrillo shared with the Committee a progress report to date. He has reviewed all 2014-2015 Goals (288 tasks were identified, 70 completed, 71 incomplete, 99 in progress, 47 not funded, and 1 closed). He expressed his concern with objectives that have not been completed, and will continue to run reports to monitor changes. The Committee discussed the definitions of Complete, Incomplete, and In Progress, and clarification of the definition was requested.

E. Silva asked if an itemized report could be sent to the Deans. J. Carrillo indicated that he would forward a report to the Deans that show what the objectives for each department are and what has been accomplished to date.

3. Evaluation of Program Review Process

J. Carrillo went over the evaluation survey with the group. 29 responded to the survey, 76% were from Student Services, 24% from Instruction. The results showed the survey average 3-4 on a scale of 1-5. The survey showed more training is needed for Program Review. 20 responses were received on how to improve Program Review. The survey results favored a three-year Program Review instead of an Annual Review. The Committee discussed the different models. S. Carreon commented that the budget and budget enhancements are entered every year, how will Program Review be tied in if it is not done annually.

4. Strategic Plan Development

T. Ceasar asked for volunteers from the Committee to form a small group to make decisions on the format of the Strategic Master Plan. The following volunteered: G. Finnell, N. Akinkuoye, J. Carrillo, and E. Silva. E. Silva indicated that three different models have been reviewed so far, and he will bring back more information at the next meeting.

D. New Business

1. None

E. Action Items

1. None

F. Other

None

G. Next Scheduled Meeting

T. Ceasar proposed that the Committee not meet next Friday. Next scheduled meeting will be on Friday, May 1st.

H. Adjournment

The meeting was adjourned at 11:10 a.m.