



# IMPERIAL VALLEY COLLEGE EDUCATIONAL MASTER PLANNING COMMITTEE

Minutes  
Friday, October 18, 2013  
11:00 a.m. – 12:00 p.m.  
Board Room

Committee Members					
✓	Tina Aguirre	✓	Bill Gay		Sergio Lopez
✓	Linda Amidon	✓	Daniel Gilison	✓	Brian McNeece
✓	Trini Argüelles		Rick Goldsberry	✓	Terry Norris
✓	Kathy Berry		Becky Green	✓	James Patterson
	Craig Blek		Travis Gregory		Sydney Rice
	Susan Carreon	✓	Carol Hagerty		Jose Ruiz
	Jose Carrillo		Michael Heumann	✓	Ed Scheuerell
	Rick Castrapel		Ricardo Ibarra	✓	Efrain Silva, Co-Chair
✓	Ted Ceasar, Co-Chair		Victor Jaime		Edward Wells
✓	David Drury		John Lau	✓	Kevin White
✓	Todd Finnell		Jose Lopez	✓	Kathy Zazueta
	<b>Guest</b>				<b>Recorder</b>
✓	Martha Garcia			✓	Carol Cortés-Ramirez

**I. Call To Order**

The meeting was called to order at 11:05 a.m. by Dean T. Ceasar, Co-Chair.

**II. Program Review**

- a. **Data Repository in SPOL:** T. Ceasar reported that the data for all programs will be in the repository in SPOL and that we will be conducting Program Review the same as last year.
- b. **Deadline:** T. Ceasar announced that the deadline will be on January 31<sup>st</sup>. K. Berry stated that they will need to modify the form on the Instruction side. T. Ceasar stated that one of the recommendations from the accrediting team was that the Program Goals need to be aligned with institutional goals. T. Ceasar added that he had added additional instructions to the template for non academic programs to align their goals with institutional goals and that budget resource requests and process improvement objectives need to support one or more institutional goal.



### III. **Response to Recommendation #1**

- a. **Linkages of Goals:** T. Ceasar showed a sample template for linking goals from various college plans, and asked for feedback from the committee. T. Finnell stated SPOL will provide that data which will mean less of a paper process. T. Finnell added that we need to transition into using SPOL. T. Ceasar stated that next year everyone will be doing Program Review in SPOL. K. Berry added that the Instruction side will need to be parallel. A brief discussion followed. T. Finnell stated that everyone that is ready on SPOL should do it. He added that the data is very easy to insert and it is hard to mimic this process on paper format.
- b. **Assessment of Institutional Effectiveness:** T. Ceasar went over the process of the assessment of institutional effectiveness. T. Finnell stated that all the data will roll up from SPOL. T. Ceasar added that all of the goals need to line up and they need to be linked and assessed on the EMP goals. L. Amidon and K. Berry put together a grid on how the goals are linked. T. Ceasar stated that he would like to add Progress to the grid. Discussion followed to include lining up strategic and education goals; and reviewing of Objective Report. K. Berry stated that the Planning Unit Managers have already been set up. B. McNeece added that there's a great number of resources that can be downloaded. D. Drury asked about training using SPOL. T. Finnell asked that Erin attend an EMPC meeting to show the committee how SPOL will link to Program Review. K. Berry stated that she is scheduled to be back on campus on October 28<sup>th</sup>. K. Berry suggested that 2 meetings from now, the committee spend time in looking at the data on Institutional Effectiveness.
- c. **Planning Calendar:** It was agreed to have the next meeting on Friday, October 25<sup>th</sup>. K. Berry stated that there has been a shift in planning which this committee will be under T. Finnell. K. Berry will deal more with just the Instruction side. K. Berry also added that M. Garcia will be the person working with the deadlines since research is in T. Finnell's area.

IV. **Program Review Handbook:** T. Ceasar displayed a sample Program Review Handbook and stated that we should develop one that reflects our program review process and gives clear instructions to programs to tie their goals and resource request to institutional goals as well as other requirements. He will have a model draft to present at the next meeting to review for adoption.

### V. **Resource Committees**

T. Ceasar mentioned that the following committees will be used as resource committees: Marketing, Facilities, Campus Hour/Professional Development, Technology, and Staffing.

T. Ceasar showed the committee a sample committee self-evaluation form, which would be completed yearly. He added that it would be helpful to have all committees use a self evaluation form. After a brief discussion, it was agreed to develop a committee self-evaluation form for IVC. The updated form will be available for approval at the next meeting.



**VI. CTE Program Review**

E. Silva presented a PowerPoint on the CTE Program Review. E. Silva stated that it is required by Ed Code to do an evaluation of effectiveness, which needs to be done at the end of Spring. He added that this process does not substitute the other Program Review.

**VII. Meeting Schedule**

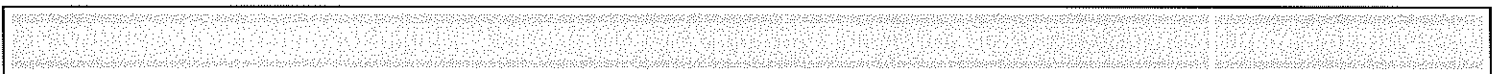
No schedule was determined. It was agreed to have the next EMPC meeting on Friday, October 25<sup>th</sup> at 9:00 a.m. in the Board Room.

**VIII. Other**

None

**IX. Adjournment**

The meeting was adjourned at 12:04 p.m.



 **IMPERIAL VALLEY COLLEGE**  
**EDUCATIONAL MASTER PLANNING COMMITTEE**

Minutes  
 Friday, November 8, 2013  
 10:00 a.m. – 12:00 p.m.  
 Board Room

Committee Members					
✓	Tina Aguirre		Todd Finnell	✓	Sergio Lopez
✓	Linda Amidon		Bill Gay	✓	Brian McNeece
	Trini Argüelles	✓	Daniel Gilison		Terry Norris
	Kathy Berry		Rick Goldsberry		James Patterson
	Craig Blek		Becky Green		Sydney Rice
✓	Susan Carreon		Travis Gregory		Jose Ruiz
	Jose Carrillo		Carol Hegarty	✓	Ed Scheuerell
	Rick Castrapel		Michael Heumann	✓	Efrain Silva, Co-Chair
	Ted Ceasar, Co-Chair		Victor Jaime		Edward Wells
✓	Hector Curiel, ASG Rep		John Lau	✓	Kevin White
	David Drury		Jose Lopez	✓	Kathy Zazueta
	<b>Guest</b>				<b>Recorder</b>
✓	Martha Garcia			✓	Linda Amidon

**I. Call To Order**

The meeting was called to order at 10:12 a.m. by Dean E. Silva, Co-Chair.

**II. Approval of Minutes: October 18, 2013 and October 25, 2013**

No action was taken on the approval of the minutes for October 18, 2013 and October 25, 2013. No quorum. Action item tabled for the next meeting.

**III. Planning Calendars**

M. Garcia reported that she has met with the superintendent/president and vice presidents. We will meet Recommendation 1 if we include all of the planning processes. The calendar will include various roles of the college planning committees and assessment of institutional effectiveness. The Program Review Process is included in the calendar as an annual process and she is recommending a 2-year cycle.

The calendar will be submitted to College Council on November 18<sup>th</sup> and to the Academic Senate and Budget & Fiscal Planning Committee on November 20<sup>th</sup>.

#### IV. Program Review

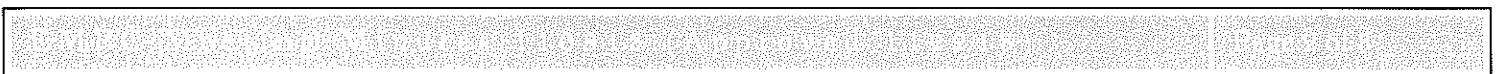
- a. **Template:** It was reported that a group of administrators, confidentials, and classified employees developed the new academic program review template. As with the previous form, the new template includes three sections: past, present, and future – which have been reformatted to address accreditation issues, specifically Recommendation 1 related to integrated planning.
- Past: link past goals to institutional goals and assess past program goals and provide a status report (met, partially met, unmet, with detail)
  - Present: summarize and analyze all disaggregated data by day, evening, and distance education
  - Future: link future goals to institutional goals; list SMART goals (Specific, Measurable, Attainable, Relevant, Time Limited); form includes space for three goals, but additional space can be added.

The template was formatted in such a way as to make the transition from the current paper process to the online process in SPOL much easier. EMPC co-chair, T. Ceasar is updating the former non-academic program review form to include all components in the academic program review template except for Section B related to data analysis; non-academic programs are now referred to as service area programs. A special EMPC meeting will be held next Thursday, November 14<sup>th</sup> at 3:00 p.m. to provide training on the academic program review template including training on data analysis.

Discussion followed and included: if program review becomes a 2-year cycle, how will the budget be dealt with; before discussing whether the program review process returns to its original schedule – annual budget review, and comprehensive review every 3 years – discussion regarding the kind of reviews should take place; comprehensive data analysis and program evaluation were completed under the 3-year process, but programs didn't get feedback from deans; there were issues with the 3-year program review cycle, that is the reason it was changed to an annual cycle; year-to-year data is not entirely useful; the status for some past program goals could be ongoing; providing only enhanced budget requests should make program budget development much easier.

Revisions to the academic program review template were recommended: Under Section C. Future – change “program goals” to “program objectives” since only objectives are measurable; Under Section D. Enhanced Budget – add column for designation of resource plan; the template will be revised to incorporate recommendations of the committee and sent to EMPC for input.

- b. **Program Review Handbook:** The Committee reviewed the handbook.
- c. **Training:** Training will be provided at a special meeting of EMPC on Thursday, November 14<sup>th</sup> from 3:00 p.m. – 5:00 p.m. Academic committee members were asked to review the list of planning units that are required to complete a program review. It was recommended that the training be videotaped to accommodate individuals that are unable to attend.



- d. **Deadline:** While the timeline is tight, a lot of cushion has been built into it. M. Garcia indicated that in 2014-2015, Program Review will be completed in the fall, that is the reason she will recommend a 2-year cycle.

Discussion followed and included: the approval of enhanced budget requests is a separate process outside the program review process and is not included in the timeline - this was done intentionally so that the program review process would not be held up; EMPC's job is program review and development of the prioritized list of enhanced budget requests; approval of funding for enhanced budget requests will be the job of the Superintendent/President's "super committee."

- V. **Committee Self-Evaluation Form:** The Committee reviewed the proposed Campus-Wide Standing Committee Self-Evaluation Form. The form is to be completed on an annual basis.

Discussion followed and included: the form documents institutional effectiveness; the form addresses ACCJC's Recommendation 1; Committee members could evaluate the committee at the end of the year as a way of quantifying institutional effectiveness – suggest as an action item at the last meeting of the year.

Recommendations: College Council and Academic Senate should evaluate committees that report to them; Add – number of committee members; percentage of members in attendance; and whether or not a quorum was met.

VI. **Other**

The Learning Services Committee met and addressed information competency issues raised by ACCJC in Recommendation 1; the committee's recommendations will be submitted to the Curriculum Committee.

VII. **Next Meeting**

November 22, 2013

VIII. **Adjournment**

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





## Imperial Valley College

# July 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4 Independence Day- Holiday	5
6	7	8	9	10	11	12
13	14	15	16 Board Meeting	17	18	19
20	21	22	23 Summer Term Ends	24	25	26
27	28	29	30	31		

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process (Ref. Program Review Handbook)</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date/Activity</b></li> <li>• <b>College Council (CC) and Meeting Date/Activity</b></li> </ul>	<ul style="list-style-type: none"> <li>• CBO and Business office continue to modify the 2014-2015 tentative budget.</li> <li>• Institutional Researcher is preparing data that will be distributed for program review.</li> </ul>



**Imperial Valley College**

**August 2014**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15 Orientation	16
17	18 Fall Semester Begins	19	20 Board Meeting	21	22 B&FPC-New Member Orientation	23
24	25 Program Review Data is Distributed	26	27 B&FPC Meeting- Review 2014-2015 Final Budget	28	29	30
31						

<u>Process /Activity</u>	<u>Important Planning Information</u>
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## Imperial Valley College September 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b> Labor Day- Holiday	<b>2</b>	<b>3</b> AS Meeting	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b> Board Retreat- 2014-2015 Budget Workshop
<b>14</b>	<b>15</b> CC Meeting Special Board Meeting to approve 2014- 2015 Budget	<b>16</b>	<b>17</b> AS Meeting Board Meeting	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b> B&FPC Meeting	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>				

<u>Process /Activity</u>	<u>Important Planning Information</u>
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**Imperial Valley College**

**October 2014**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			<b>1</b> AS Meeting	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> CC Meeting	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> AS Meeting	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> Program Reviews Due to Area Leaders	<b>21</b>	<b>22</b> B&FPC Meeting Board Meeting	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> CC Meeting	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process (Ref. Program Review Handbook)</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>10/20/14-</b> Programs/Departments submit Programs Reviews to Division Deans and Area Leaders for review.</li> <li>• <b>10/30/14-</b> Resource committees submit resource requests to CBO.</li> </ul>



## Imperial Valley College

# November 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Program Reviews Due to VP's	4	5 AS Meeting B&FPC Meeting	6	7	8
9	10 CC Meeting	11 Veteran's Day- Holiday	12	13	14 Finalized Program Review budgets due	15
16	17	18	19 AS Meeting B&FPC Meeting Board Meeting	20	21	22
23	24 CC Meeting	25	26	27 Thanksgiving Day- Campus Closed	28 Campus Closed	29
30						

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process (Ref. Program Review Handbook)</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>November each year</b>, based on the recommendations from Curriculum Committee and the Staffing Committee, the Superintendent/President makes final decision on ranking of FT faculty and staff positions and the number of positions that can be opened.</li> <li>• <b>November each year</b>, Institutional Effectiveness assessment results are compiled and analyzed.</li> <li>• <b>11/3/14-</b> Division Deans submit Program Review to CBO, CIO, CSSO, and CEO.</li> <li>• <b>11/5/14-</b>B&amp;FP will review prior year's resource allocation.</li> <li>• <b>11/14/14-</b> Finalized program review budgets are due.</li> </ul>



## Imperial Valley College

# December 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b>	<b>2</b>	<b>3</b> AS Meeting B&FP Meeting	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b> Fall Term Ends
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> Board Meeting	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b> Winter Recess- Campus Closed	<b>23</b> Winter Recess- Campus Closed	<b>24</b> Winter Recess- Campus Closed	<b>25</b> Winter Recess- Campus Closed	<b>26</b> Winter Recess- Campus Closed	<b>27</b>
<b>28</b>	<b>29</b> Winter Recess- Campus Closed	<b>30</b> Winter Recess- Campus Closed	<b>31</b> Winter Recess- Campus Closed			

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process (Ref. Program Review Handbook)</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>12/3/14-</b> B&amp;FP will commence reviewing program review resource requests and resource committees funding requests.</li> </ul>



## Imperial Valley College

# January 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				<b>1</b> New Year's Day (Holiday) Winter Recess- Campus Closed	<b>2</b> Winter Recess- Campus Closed	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b> Winter Session Begins	<b>7</b> AS Meeting	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> CC Meeting	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b> M L King Day- Holiday	<b>20</b>	<b>21</b> AS Meeting Board Meeting	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b> CC Meeting	<b>27</b>	<b>28</b> B&FPC Meeting	<b>29</b>	<b>30</b>	<b>31</b>

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process (Ref. Program Review Handbook)</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>January each year</b>, conduct assessment of progress on District Institutional Goals</li> <li>• <b>January each year</b>, B&amp;FP will prioritize resource allocations for enhanced budget requests.</li> <li>• <b>1/28/15-</b> B&amp;FP reviews the 2015-2016 budget draft.</li> </ul>



**Imperial Valley College**

**February 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6 Winter Session Ends	7
8	9 CC Meeting	10	11 B&FPC will hold interactive Dialogue Meeting	12	13 Lincoln's B-Day-Holiday	14
15	16 President's Day-Holiday	17 Spring Semester Begins	18 AS Meeting Board Meeting	19	20	21
22	23 CC Meeting	24	25 B&FPC Meeting	26	27	28

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process (Ref. Program Review Handbook)</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>February 2015, 2017, 2019 Institutional Effectiveness Report with recommendations for changes (if necessary) is due to the Superintendent/President.</b></li> <li>• <b>2/11/15- B&amp;FP will hold interactive dialogue meeting.</b></li> <li>• <b>2/25/15- B&amp;FP will have prioritized resource requests and submit to President's for review. B&amp;FP continues to review the 2015-2016 budget draft.</b></li> </ul>



**Imperial Valley College**

**March 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 AS Meeting	5	6	7
8	9 CC Meeting	10	11	12	13	14
15	16	17	18 AS Meeting Board Meeting	19	20	21
22	23 CC Meeting	24	25 B&FPC Meeting- continue review of 2015-2016 budget draft	26	27	28
29	30	31				

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>March each year</b>, complete Institutional Goals progress report.</li> <li>• <b>3/17/15-</b> The President/Superintendent meets with President’s Cabinet makes final budget allocation decisions.</li> <li>• <b>3/25/15-</b> B&amp;FP continues discussing the 2015-2016 budget draft.</li> </ul>



## Imperial Valley College

# April 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			<b>1</b> AS Meeting	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> Spring Recess- Campus Closed	<b>7</b> Spring Recess- Campus Closed	<b>8</b> Spring Recess- Campus Closed	<b>9</b> Spring Recess- Campus Closed	<b>10</b> Spring Recess- Campus Closed	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> AS Meeting Board Meeting	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b> B&FPC Meeting	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> CC Meeting	<b>28</b>	<b>29</b>	<b>30</b>		

<p style="text-align: center;"><b><u>Process/Activity</u></b></p> <ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<p style="text-align: center;"><b><u>Important Planning Information</u></b></p> <ul style="list-style-type: none"> <li>• <b>April each year</b>, draft report on district institutional is due to the Superintendent/President.</li> <li>• <b>4/15/15-</b> CBO will provide a presentation to the Board regarding 2015-2016 budget assumptions.</li> <li>• <b>4/22/15-</b> B&amp;FP continues discussing the 2015-2016 budget draft.</li> </ul>
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**Imperial Valley College**

**May 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 AS Meeting	7	8	9
10	11 CC Meeting	12	13	14	15	16
17	18	19	20 AS Meeting Board Meeting	21	22	23
24	25 Memorial Day- Holiday	26	27 B&FPC Meeting- Review Tentative 2015-2016 Budget	28	29	30
31						

<u>Process /Activity</u>	<u>Important Planning Information</u>
<ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>May each year</b>, EMPC meets to assess status of EMP goals and objectives from 2013-2014, to establish goals and objectives for 2014-2015, and to improve final</li> <li>• <b>May each year</b>, Superintendent/President reviews final report on district institutional goals and presents to the Board for information.</li> <li>• <b>5/27/15-</b> B&amp;FP reviews and approves the 2015-2016 tentative budget.</li> </ul>



## Imperial Valley College

# June 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b>	<b>2</b>	<b>3</b> <i>AS Meeting</i>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> Spring Semester Ends	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> Board approves 2015-2016 Tentative Budget and EMP	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b> Summer Session Begins	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>				

<p style="text-align: center;"><b><u>Process /Activity</u></b></p> <ul style="list-style-type: none"> <li>• <b>Integrated Planning Process (Ref. Educational Master Plan)/EMPC Meeting</b></li> <li>• <b>Program Review Process</b></li> <li>• <b>Budget and Fiscal Planning (B&amp;FP) Committee and Meeting Date/Activity</b></li> <li>• <b>Board Activity</b></li> <li>• <b>Academic Senate (AS) and Meeting Date</b></li> <li>• <b>College Council (CC) and Meeting Date</b></li> </ul>	<p style="text-align: center;"><b><u>Important Planning Information</u></b></p> <ul style="list-style-type: none"> <li>• <b>6/17/15- Board of Trustees approves 2014-2015 Tentative Budget EMP.</b></li> </ul>
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