



# IMPERIAL VALLEY COLLEGE

## EDUCATIONAL MASTER PLANNING COMMITTEE

**Minutes**  
**Friday, November 14, 2014**  
**9:00 a.m. – 10:00 a.m.**  
**Room 403**

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

**A. Call To Order**

The meeting was called to order at 9:04 a.m. by Dean Ceasar, Co-Chair.

**B. Approval of Minutes**

The minutes for October 31, 2014 were approved unanimously as presented (MSC-E. Silva/J. Patterson).

**C. Update on Previous Discussion Items**

**1. Program Review**

T. Ceasar announced that all Program Reviews are in and the budgets have been forwarded to the fiscal committees. The committees have been instructed to have priorities by next week. J. Patterson requested that the committees notify all deans of the meetings. L. Amidon stated that the Staffing Committee will be meeting on

the 20<sup>th</sup>. E. Silva asked when it will all be ready for cabinet to review. T. Ceasar stated that Budget and Fiscal Planning Committee meets on the 3<sup>rd</sup> and it should be ready for cabinet after the meeting. N. Akinkuoye asked that they let him know when it's ready and he will request a special meeting if needed. E. Silva asked how requests under \$5,000.00 were going to be handled. J. Carrillo said he could send a list. J. Patterson stated that there was a problem with objectives getting denied but still having the information there without deleting the whole objective. A lengthy discussion followed to include: T. Aguirre requested a "Dead End" switch versus Rejected; tasks not being funded; J. Patterson suggested a way to document disagreements as well as agreements; and rejections need to be done but not kicked back again. J. Carrillo will bring up that issue to E. Bell, SPOL consultant, to work on this issue.

## **2. ACCJC Recommendation 1 Response**

T. Ceasar asked for an update status on the response submitted. L. Amidon stated that the responses for both Recommendation 1 and Recommendation 8 were complete. D. Gilison stated that College Council had received them. N. Akinkuoye stated that we need to have a resource room to house all of the evidence submitted and that the document is well written. L. Amidon stated that we have done away with hard copies of evidence but it can be provided if and when it is requested. T. Ceasar stated that the all of the evidence to Recommendation 1 Response has been uploaded into the repository. B. McNeece stated that the last 2 pages need some editing. N. Akinkuoye emphasized that it should all follow 1 voice. L. Amidon stated that the latest version is in the Drop Box. B. McNeece, T. Aguirre, and E. Silva volunteered to look at the latest version.

## **D. Action Items**

### **1. EMPC Self Evaluation Form**

The Committee was asked to look at the most current EMPC Self Evaluation Form. The EMPC Self Evaluation Form was approved, with amendments (MSC-E. Silva/C. Blek).

### **2. EMPC Bylaws**

The EMPC Bylaws are still being worked on. This agenda item was tabled to be approved at the December 5<sup>th</sup> meeting.

## **E. Other**

**Program Review Process:** T. Ceasar commented that the process should include a mid-year review on the Goals and Objectives in SPOL, in January sometime, and get a snap shot of where we are.

**EMPC December 5<sup>th</sup> Meeting:** L. Amidon stated that both T. Ceasar and N. Akinkuoye were both scheduled to attend the Community College Veterans Summit on

December 5<sup>th</sup>. E. Silva asked if it was necessary to have the committee meet. T. Ceasar stated that they will decide before the meeting to see if the need is there.

**SPOL Reports:** L. Amidon asked that a training be planned for Program Heads to work on reports in SPOL. J. Carrillo stated that he has a list of concerns to go over with E. Bell and will set up training dates.

**F. Next Scheduled Meeting**

Friday, December 5, 2014, at 9:00 a.m., in the Board Room

**G. Adjournment**

The meeting was adjourned at 9:39 a.m.