



# IMPERIAL VALLEY COLLEGE

## EDUCATIONAL MASTER PLANNING COMMITTEE

**Minutes**  
**Friday, December 5, 2014**  
**9:00 a.m. – 10:00 a.m.**  
**Board Room**

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 9:02 a.m. by Dean Silva, Co-Chair.

**B. Approval of Minutes**

The minutes for November 14, 2014 were approved unanimously as presented (MSC-J. Patterson/J. Carrillo).

**C. Old Business**

**1. Program Review Update**

E. Silva announced that the Committee needs to start thinking about deadline dates for the 2015-2016 Program Review. J. Patterson indicated that this past year was really rushed due to data accessibility being so late. Discussion followed. L. Amidon suggested that there be a refresher training for chairs on SPOL data entry before

the end of Spring. E. Silva stated that they scheduled a meeting with J. Carrillo early in May to discuss data. J. Patterson reminded the Committee about the additional check box to be included on the approval process. N. Akinkuoye made a reference to PERT (Program Review Evaluation Techniques). Discussion followed.

## **2. ACCJC Response**

E. Silva stated that the final ACCJC response needs to be presented to College Council on January 5<sup>th</sup>. B. McNeece stated that it's ready and in the Drop Box. L. Amidon made reference to the timeline on the self-evaluations and the evidence. She suggested that M. Carter and A. Sano be invited to the 1:30 p.m. meeting today to see their current status. D. Gilison mentioned that it should be ready to start linking the evidence. L. Amidon asked when does the final copy with the evidence need to go to College Council. D. Gilison said that they will call a special meeting on January 15<sup>th</sup>.

## **3. Visioning/Strategic Plan**

E. Silva stated that V. Jaime asked EMPC to be involved in this process. B. McNeece suggested that faculty be asked to help since some of them aren't assigned to committees. N. Akinkuoye mentioned testing the model during the Instructional Council retreat, scheduled on February 9<sup>th</sup>, and develop themes to involve the whole campus. E. Silva stated that V. Jaime needs something from EMPC by January. B. McNeece added that it all needs to be organized, interpreted, and data sorted into a similar format.

## **D. New Business**

### **1. Mid-Year Progress Report**

E. Silva reported that we need to start looking at goals and objectives and see where people are – not an evaluation, just a progress report to have handy in case the Commission asks for it. L. Amidon asked if a notice had already gone out to update the objectives and that training needs to be done. T. Aguirre stated that it needs to be tested first, with a pictorial tutorial. E. Silva will talk to J. Carrillo on setting up the training possibly in January. N. Akinkuoye stated that currently there are only two scheduled workshops for January 5<sup>th</sup> (with J. Nellipovich and N. Akinkuoye). T. Aguirre mentioned that the updates on the goals and objectives will be done by chairs and coordinators and we need to find out a good time for training. J. Carrillo stated that we need to make sure that everyone has current information/data in SPOL. E. Silva mentioned January 8<sup>th</sup> during Instructional Council for training and updating on status. L. Amidon asked if we had heard back from E. Bell from SPOL on setting up additional training. J. Carrillo mentioned the issues with the ticketing system from SPOL and how we have apparently exceeded our number of meetings for assistance from SPOL. J. Carrillo is working out the details to getting additional training sessions approved.

**E. Action Items**

**1. EMPC Bylaws**

The EMPC Bylaws were approved as presented (MSC-N. Akinkuoye/C. Blek).

**F. Other**

None

**G. Next Scheduled Meeting**

Friday, December 19, 2014, at 9:00 a.m., in the Board Room

**H. Adjournment**

The meeting was adjourned at 9:41 a.m.