



IMPERIAL VALLEY COLLEGE

STRATEGIC EDUCATIONAL MASTER PLAN COMMITTEE

Minutes
Tuesday, August 22, 2017
4:00 p.m. – 5:00 p.m.
Board Room

Committee Members					
	Tina Aguirre		David Drury		James Patterson
✓	Linda Amidon		Martha Garcia	✓	Jose Plascencia
✓	Trini Argüelles	<i>Excused</i>	Daniel Gilison	✓	Jose Ruiz
✓	Luis Caloca, ASG	<i>Excused</i>	Carol Hegarty	✓	Efrain Silva, Co-Chair
✓	Jose Carrillo	✓	Lennor Johnson, Co-Chair		Kevin White
	Lisa Cross	✓	Andres Martinez		David Zielinski
Consultants					
✓	Nicholas Akinkuoye	<i>Excused</i>	Kevin Howell		John Lau
✓	Jose Carrillo		Victor Jaime		Audrey Morris
✓	Bill Gay		Jill Kitzmiller	✓	Xochitl Tirado
Guests					
					Recorder
				✓	Carol Cortés-Ramirez

A. Call To Order & Introduction

The meeting was called to order at 4:03 p.m. by Dean Silva, Co-Chair.

E. Silva stated that this is a very important year where the SEMPC should be the lead on future things we are working on. He also expressed that the SEMPC needs to be a working committee. He indicated that the SEMPC Bylaws were to be used to review, evaluate, and revise the Educational Master Plan. E. Silva went over the tasks based on the Bylaws. L. Johnson stated he would send out the Bylaws to the Committee via e-mail.

B. Approval of Minutes

The minutes for November 10, 2016 were approved as unanimously as presented (MSC-N. Akinkuoye/T. Argüelles).

C. Old Business

1. 2016-2017 Program Review Update, Process, and Deadlines

L. Johnson reviewed the three Program Review cycles and stated that this year we will stick to the timeline. For those that do not stick to the deadline, they will miss the opportunity for funding that is being requested. J. Carrillo stated that he has reviewed and modified the templates. He will continue to provide support with training and data available as requested. He also added that the data has been available since orientation and placed in the repository. The Program Review deadline is December 1, 2017. J. Carrillo will run the enhancement report at the end of the deadline. Those not submitted by the deadline will not go forward or receive funding. An e-mail will go out at the end of the week re: trainings available

throughout the semester. He will also be available for 1:1 training. J. Carrillo announced that the guides are on the server on “How To” for Program Review for both Academic Programs and Service Areas.

L. Amidon expressed concern on SPOL and SEMP Goals. They need to match the template and the Institutional Goals are outdated. J. Carrillo said he will make replacements where needed on the templates. E. Silva asked if SPOL could be locked at the deadline. J. Carrillo said it could be locked. It was agreed by the SEMPC to lock SPOL at the deadline for both Academic Programs and Service Areas.

D. New Business

1. Development of Strategic Educational Master Plan Planning Matrix

E Silva stated that the matrix was to be used as a 6-year tool. He asked that the SEMPC establish a small group to read the Plan and get a sense as to what assessments and data we need. Discussion followed.

The following SEMPC members volunteered to read and assess a section of the Plan:

Goal A: J. Carrillo, T. Argüelles, J. Plascencia, and L. Johnson

Goal B: J. Ruiz, D. Zielinski, and X. Tirado

Goal C: N. Akinkuoye

Goal D: E. Silva

Goal E: B. Gay, L. Amidon, and J. Carrillo

J Carrillo will do a template and send it out to the Committee via e-mail. All areas will present their findings at the next SEMPC meeting.

E. Action Items

1. None

F. Other

1. None

G. Next Scheduled Meeting

It was announced at the meeting that the following members expressed concern over meeting dates and times via e-mail: K. Howell, D. Gilison, and C. Hegarty. The Committee agreed to meet on Fridays, based on E. Silva’s prior commitments, two times a month. Meeting invites will go out to the Committee once dates are determined. It was announced that the next SEMPC Meeting will be on Friday, September 8, 2017 at 9:00 a.m.

H. Adjournment

The meeting was adjourned at 4:37 p.m.