



IMPERIAL VALLEY COLLEGE

STRATEGIC EDUCATIONAL MASTER PLAN COMMITTEE

Minutes
Friday, September 22, 2017
9:00 a.m. – 10:00 a.m.
Board Room

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

A. Call To Order & Introduction

The meeting was called to order at 9:02 a.m. by Dean Silva, Co-Chair.

B. Approval of Minutes

The minutes for August 22, 2017 were approved as unanimously as presented (MSC-J. Patterson/D. Gilison).

C. Old Business

1. Update on Master Calendar

E. Silva briefly discussed the Team-Up Software. A. Martinez presented the updates on the Master Calendar. Under Upcoming Events, the All button toggles on/off all sections. Committees and Departments were added at the end of the list. Attachments can be included. The Faculty/Staff Master Planning Calendar is only updated by chairs or other authorized individuals. A brief discussion followed. A. Martinez will be working on linking the calendar to committee websites.

2. Update on Institutional Effectiveness Report

L. Amidon had questions on the matrix template that J. Carrillo put together. J. Carrillo presented the template that he e-mailed the Committee in August. E. Silva also created a template that was presented at the last meeting. It was agreed to use

the narrative matrix (E. Silvas's template) for the report. The matrix will be presented at the next CIM for discussion.

D. New Business

1. None

E. Action Items

1. Approve Committee Self-Evaluation for 2017 and Establish 2017-2018 Goals

E. Silva presented the updated draft of the self-evaluation. The Goals were all reviewed. The Committee agreed on the draft and was approved as presented (MSC-D. Gilison/J. Ruiz).

J. Carrillo e-mailed the trainings this morning. He's working on the 3 cycle matrix template to include everyone campus-wide. It was discussed whether to include C. Dougherty as a member to this Committee. According the the Bylaws, his position is not included under membership. It will be considered at the next meeting.

2. Approve Addendum to Next Year's Program Review Template and Report. The Addendum will Require all Programs to Quantify the Number of SLO's and SAO's Evaluated and Note Program Improvements Resulting from the SLO and SAO Evaluation.

The addendum was reviewed and discussed. E. Silva stated that he will add boxes for next years' Program Review and add two components to the module. It was approved, with added suggestions (MSC-J. Patterson/L. Amidon).

F. Other

- None

G. Next Scheduled Meeting

Friday, October 20, 2017 – Board Room

H. Adjournment

The meeting was adjourned at 9:45 a.m.