

IVC Academic Senate

Approved Minutes

March 4, 2009

I. The meeting was called to order at 1:30 pm by President Seivertson.

II. **Roll Call and Announcements**

Present: Melani Guinn, Cesar Guzman, Michael Heumann, Rosalba Jepson, Kseniya Kareva, Russell Lavery, Carol Lee, Mary Lofgren, Jean Montenegro, Norma Nunez, Toni Pfister, Rosa Pitones, Bruce Seivertson, Kevin White, Sherry Zobell, Dennis Carnes, Kathy Berry, Chantilee Mendenhall

Excused: Lianna Zhao, Thomas Paine, Norma Scott, James Patterson

Absent: Suzanne Gretz, Krista Byrd

Visitors: Allyn Leon, Carlos Fletes, Frank Rapp

- President Seivertson pass around a letter asking for faculty to apply to be members of the accreditation commission.
- Seivertson also passed out flyers regarding writing pods, which are small group writing workshops open to all students and taught by English instructors.
- Seivertson also handed out the latest version of the Shared Governance Planning Process, which Vikki Carr has been working on extensively for many months. He asked for comments and suggestions.
- Senator Nunez noted that the Matriculation Committee would like to change its role to become an advisory committee.
- Several faculty asked questions concerning the activity of committees under Academic Senate's domain, including Learning Services and Admission, Records, and Petitions.
- Seivertson states that, if anyone has travel plans for this year that concern Academic Senate matters, contact the president or treasurer as soon as possible.
- Seivertson handed out an article entitled "Where education gets an A." It discussed many of the success stories that come out of the Cal-PASS program.
- Nunez handed out information on the Early Alert system for distribution to the faculty at large.

III. **Treasurer's Report**

\$10,111

IV. **Visitor Comments**

No comments

V. **Consent Agenda**

1. Minutes of February 18, 2008
M/S/C (Zobell/Guinn) to approve the above item as corrected.

VI. **Reports**

1. President
 - No report
2. Past President
 - No report
3. VP of Instruction
 - Speaking for Vice President Berry, Dean of Instruction Frank Rapp stated that, at the February board meeting, VP Berry honored the newly tenured faculty members. Rapp felt that Berry did a great job.
 - For Spring, 1,063 classes are full and 46 were cancelled; the fill rate is 94%. The FTES/FTE overall average ratio is 16.562.
 - Rapp said that we are in the final stages of putting the summer schedule together.
 - A basic skills summer institute and a language acquisition institute are in the works. The money for the former would come from Basic Skills money, while money for the latter would come from Obama's stimulus package (via Senator Boxer).
 - Several senators asked whether the language institute would be for the acquisition of English or if it was broader in scope. Past President Carnes noted that the term "language" was used because it was intentionally vague and the institute could, in theory, provide several means to increase literacy in the valley. Berry confirmed this.
4. CFO: Budget Calendar
 - Carlos Fletes announced the budget development calendar to the senate. He noted that all budget decisions would be based upon program review.
 - President Seivertson noted a letter he received regarding President Obama's stimulus plan and how it could impact IVC's financial future, especially as it concerns grant funding.
5. BSI Coordinator
 - Dean Rapp said that there would be a BSI meeting after the Academic Senate meeting. A number of the BSI committee members went to a conference in North Carolina and have filed reports on their experience.
 - Nunez notes that, in her high school testing, 80% of students are testing at basic skills levels for writing, so the need for increased support for basic skills will continue.
5. SLO Coordinator

- The last meeting of the SLO committee was productive; the next meeting is Tuesday, March 10, at 3:15 PM, and there will be another one later in March.
- The committee is laying out a plan for the next two-three years for assessing and evaluating SLO outcomes in all courses.
- There are several SLO workshops in the next month, and Senator Pfister sent out an email announcing these to the campus community.
- On Friday, March 20, Pfister is going to a regional workshop on SLOs. She has invited Dawn Chun to accompany her.
- She posted SLO course-level examples on the SLO web site. The Dean of Instruction and SLO Coordinator have binders in their offices with more examples in case anyone would like to review them.
- Senator Montenegro wants to complement Toni Pfister on the job she has done with SLOs in the past year.

6. **ASG President**

- The smoking ban was approved in December by the board, and this will be fully in place in Fall.
- Some students have been caught smoking, but not many.
- Senator White asked about sanctions for students if they are caught smoking. ASG President Mendenhall stated that, right now, they are given warnings. The discussion in Student Affairs regarding future punishments is ongoing.
- Seivertson notes that HR Director Gregory will handle faculty and staff violations.

VII. Academic and Professional Matters

1. **Appointment of New Faculty Committee Member**

- M/S/C (Guzman / Zobell) to appoint Kevin Marty as faculty representative to this committee

2. **Equivalency Changes Continued**

- Senator White notes that Political Science instructors are still researching this item.

VIII. Discussion

1. **Election and By-Laws**

- Secretary Heumann called for volunteers to man the booth for the election next Wednesday, March 11.

IX. Committees

1. **Budget and Planning** – Discussed the ongoing budget issues and received a report of the current year's budget along with a timeline for reviewing next year's budget

2. **Strategic Planning** – There was a meeting yesterday (March 3) to discuss the by-laws. There will be another meeting in April.

3. C and I – There was a quick meeting last week. There are concerns regarding prerequisites. There will be a large meeting on March 19. There is another meeting tomorrow (March 5) on faculty prioritization.
 4. College Council – The last meeting was very brief, with items on the budget and the solar panel plan.
 5. Equivalency – There are four new applications pending and one to be reviewed
 6. Policies and Procedures Review – No meeting
 7. Administrative Council – There was information discussed on the budget and the 10-year plan was outlined.
- X. M/S/C (Guzman/Nunez) to adjourn the meeting at 2:40 pm.**