IVC Academic Senate Approved Minutes for the Meeting of September 1, 2004

I. Call to Order

James Patterson called the meeting to order at 2:04 p.m.

Present: Olga Artechi, Jeff Beckley, Roberta Bemis, Nina Blair, Dennis Carnes, Dave Drury, Tom Gilbertson, Suzanne Gretz, Joel Jacklich, Kris Leppien-Christensen, Mary Lofgren, Barbara Nilson, Norma Nunez (for Beatriz Avila), James Patterson, Mariaelena Thibodeaux, Cathy Zazueta, Lianna Zhao, Sherry Zobell, Eric Jacobson, Kendra Jeffcoat, Irene Garcia, Randy Carson

Absent: Daniel Trax, Karen Collins

Visitors: Cesar Guzman, Eileen Buckel, Ted Ceasar, Marion Boenheim, Carol Lee, Paul Pai, Sheila Dorsey-Freeman, Krista Byrd, Gonzalo Huerta

II. Visitor's Comments

It was announced that Kris Leppien-Christensen had successfully defended his dissertation and was awarded his Doctorate.

III. Information/Correspondence

- 1. James Patterson discussed the memo from ACCJC concerning accreditation.
- 2. James Patterson discussed an email from Julie Adams with information and analysis of the California Performance Review Report.
- 3. September Leadership Forums were discussed by Dr. Pai.
- 4. There was a request for a closed session to discuss changing of a student's grade. This topic doesn't fit the criteria for a closed session. The criteria are listed in the Senate Handbook, page 26.
- Open forums will be organized to discuss raising graduation standards for Math and English. It was suggested that this topic be added to the ASG agenda.
- 6. Dr. Jeffcoat asked for feedback on this year's orientation meeting. She suggested an all faculty meeting.
- 7. Craig Blek has offered his home for a faculty mixer sometime in September.

IV. Consent Agenda

M/S/C (Nilson/Zhao) to approve the corrected minutes of August 18, 2004.

V. Assessment Time

The assessment team is proposing 4 flex activities.

- 1. September Intro to Student Learning Outcome presented by James Patterson
- 2. October Authentic Assessment presented by Nina Blair
- 3. October Classroom Assessment Techniques presented by Krista Byrd and James Patterson
- 4. November Institutional Student Learning Outcomes presented by Cathy Zazueta and Kathy Berry

The team has develop an assessment plan and they want the Academic Senate to take leadership on this issue.

VI. Academic and Professional Matters

- 1. Ratification of Division Election to approve the election results of the Science/Math/Engineering Division, selecting Sherry Zobell to serve as Math Coordinator. M/S/C (Nilson/Leppien-Christensen).
- 2. Authorize the IVC Academic Senate President to make appointment(s) of faculty, as needed, to clarify contemporary practices and standards of course content and delivery. M/S/D (Jacklich/Zhao)
- 3. The IVC Academic Senate hereby reaffirms the appointments of Eric Jacobson and Craig Blek to serve on the Planning & Budget Committee for the 2004-2005 academic year. M/S/C (Carnes/Nilson)
- 4. The IVC Academic Senate hereby appoints Tom Gilbertson to serve on the College Council for the 2004-2005 academic year and Cathy Zazueta to serve as Alternate to the College Council for the 2004-2005 academic year.
- 5. Approve the meeting schedule for the Spring 2005 semester, along with deadlines for agenda items. M/S/C (Leppien-Christensen/Thibodeaux)
- 6. The IVC Academic Senate charges the Educational Policies subcommittee to study educational issues of concern to the Academic Senate, to participate with the Policies and Procedures Task Force in the development of recommendations for the Academic Senate and the ICCD Board of Trustees, and to be the standing committee that recommends educational policies and procedures to the full Academic Senate for approval. M/S/C (Zobell/Leppien-Christensen)
- 7. The IVC Academic Senate charges the Standards & Practices subcommittee to conduct various activities as needed and assigned by the President of the IVC Academic Senate and to make recommendations to the full Academic Senate for approval. The Standards & Practices subcommittee's activities include, but are not limited to, conducting Disciplines List hearings, monitoring compliance with the Full Time/Part Time Ratio (75/25 rule), reviewing the faculty role in accreditation, reviewing Senate bylaws and rules, administering designated awards presented by the Academic Senate, and drafting position papers and resolutions on issues of concern to IVC faculty. M/S/C (Bemis/Nilson)

8. The IVC Academic Senate charges the Faculty Professional Development subcommittee to develop processes and activities to promote good practices in faculty development. The subcommittee should provide guidance in all aspects of faculty development including the development of innovations in teaching/learning strategies and the promotion of academically sound teaching/learning practices. M/S/C (Jacklich/Thibodeaux)

VII. Committees

- 1. Curriculum & Instruction Dr. Jeffcoat Program Review. She gave thanks to the divisions for the work that has been done on the Spring 05 schedule and challenged everyone to think outside of the box to help increase access for students.
- 2. College Council Ted Ceasar Prop. 68 opponents were at the meeting. Safety issues and campus events planning were discussed.
- 3. Administrative Council Lianna Zhao Enrollment is up. There is a need for Friday/Saturday administration coverage. Response time of security and 1st aid is a concern.
- 4. Equivalency Joel Jacklich everything is up to date. There needs to be a resolution to increase minimum qualifications for individual disciplines. How do we approve changes?
- 5. Planning & Budget –Sept. 22 is next meeting.
- 6. Flex no report
- 7. Other no report.

VIII. CTA Update

The next meeting will be September 14, 2004. Surveys are being distributed to all faculty members.

IX. Discussion

X. Adjournment

The meeting was adjourned at 3:55 p.m.