

## **Imperial Valley College Academic Senate**

### **Adopted Minutes**

**4 April 2012**

I. Call to Order—The meeting was called to order by President Lehtonen at 1:31 p.m.

Present: Eric Lehtonen, Daniel Gilison, Frank Rapp, David Zielinski, Mary Jo Wainwright, Frank Miranda, Jill Kitzmiller, Russell Lavery, Celeste Armenta, Dave Drury, Terry Norris, Norma Nunez, Lorraine Mazeroll, Mike Palacio, Robert Baukholt, Barbara Nilson, Carol Lee, Allyn Leon, Mary Lofgren, Jill Nelipovich, Caroline Bennett, Kevin White, Danitza Aguirre.

Absent: Michael Cushner, Craig Blek.

Excused: Cathy Zazueta, Jean Montenegro, Michael Heumann, Kathy Berry.

Visitors: Tina Aguirre, Trinidad Arguelles, Gordon Bailey, Frances Beope, Krista Byrd, Jeff Enz, Gaylla Finnell, Todd Finnell, Travis Gregory, Eric Jacobson, Victor Jaime, John Lau, John Wesley Lehtonen, Jan Magno, Brian McNeece, Toni Pfister, Taylor Ruhl, Angie Ruiz, Lisa Solomon.

II. Visitors' Comments.

There were no visitors' comments.

III. Consent Agenda

M/S/C (Nilson/Leon) to approve the consent agenda.

IV. Reports

1. President—President Eric Lehtonen reported that he and four other Senators had attended the Area D meeting at Miramar College where a wide array of state-wide Academic Senate issues had been discussed. He further stated that in the interest of

saving time for the IVC Academic Senate agenda for 4 April 2012, he would e-mail all Senators for input on the proposed resolutions for the Spring Plenary session.

President Lehtonen expressed his preference for someone other than himself to attend the California Community College Academic Senate Summer Leadership Conference so as to expand the knowledge base of the IVC Academic Senate.

President Lehtonen further informed the Senate of the impending need to select a Chair for the IVC Curriculum Committee and for the selectee to attend the Summer Curriculum Conference.

2. Past-President—There was no past-President report.
3. Treasurer—Treasurer Jill Nelipovich reported that the Senate budget balance stood at \$4,002.18 and that the balance would be reduced to approximately \$3,000.00 with foreseen costs for attendance at the Spring Plenary session and reimbursed costs for attendees at the Area D meeting.
4. Associated Student Government—Ex-officio Senator Danitza Aguirre reported that the IVC Associated Student Government members had conducted elections for next year's Associated Student Government President and Assembly members, with Lisa N. Tylenda elected as the Associated Student Government president for the 2012-2013 academic year and all eight vacancies for Associated Student Government Senate positions filled from a field of nine candidates. She further reported that the Associated Student Government had conducted a blood drive today, Wednesday, 4 April 2012.
5. Part-Time—there was no Part-Time Senator's report.
6. Curriculum—Senator Carol Lee reported that the Curriculum Committee had not met since 15 March 2012. She further reported that the Curriculum Committee would meet on Thursday, 5 April 2012 to conduct regular business.
7. Continuous Accreditation Readiness Team—Dean of Arts and Letters Brian McNeece reported that the CART Committee had created a repository of permanent links and place holders for files containing evidence to be used for accreditation. Co-Chair and Counseling Lead for the CART Trinidad Arguelles added that the accreditation visit was scheduled for Spring of 2013.

8. Other—Student Learning Outcomes Committee Coordinator Toni Pfister reported that the SLO Committee would be meeting on the fourth Thursday of April 2012. She further stated that the committee was endeavoring to have Student Learning Outcomes, Service Area Outcomes, and Program Learning Outcomes information and progress included in all pertinent minutes of committees, divisions, and departments. She also requested assistance with researching other campuses which have had success with their SLO programs.

Distance Education Committee Coordinator David Zielinski reported that at the March DE Committee meeting discussion had taken place regarding possible alternatives to the Etudes system in order to reduce the costs of distance education while simultaneously improving the quality of the distance education program. He further commented that the Blackboard system was being seriously considered and that if it were to be adopted, all faculty would have access to immediate training on use of the system. Vice-president for Information Technology Todd Finnell added that with the Blackboard system all faculty would receive shells for all of their classes, not only those who had undergone training, in order to allow faculty to supplement class instruction at the very least.

Staffing Committee Member Norma Nunez reported that the Staffing Committee had met to rank nonfaculty positions. Staffing Committee Member Lorraine Mazeroll added that the committee had used a scale of one to four to evaluate each position request in order to arrive at their decisions. Associate Vice-President for Human Resources Travis Gregory stated that the committee had separated faculty and nonfaculty positions when considering their rankings.

## V. Action Items

1. M/S/C (Nelipovich/Lee) to recommend that the Imperial Valley College administration pursue the Fiscal Crisis Management Assistance Team (FCMAT) opportunity and to strongly encourage the IVC Administration to seriously consider the recommendations of the FCMAT consultants.

Vice-President for Business Services John Lau commented that it was in the best interest of Imperial Valley College to have external advice, especially with regard to state level changes to funding of California community colleges.

2. M/S/C (Mazeroll/Baukholt) to approve the Imperial Valley College Honors Program as presented.

Carol Lee presented a power point providing the details of the proposed IVC Honors Program.

## VI. Information Items

1. Academic Senate Election—Secretary Frank Rapp reported that Eric Lehtonen had been elected to a two-year term as Academic Senate President, beginning 1 July 2012 and ending 30 June 2014; that Michael Heumann, Barbara Nilson, and Christina Shaner had been elected to three-year terms as At-Large Senators beginning 1 July 2012 and ending 30 June 2015; that the proposed changes to the Academic Senate for Imperial Valley College Constitution and By-Laws had been approved; that the IVC electorate had authorized the IVC Academic Senate to make necessary changes to the number of division representatives without returning to the electorate for an additional vote; and that Mike Palacio, Jr. had been elected to a one-year term as Part-Time Senator, beginning 1 July 2012 and ending 30 June 2013.
2. Final Exams Block Schedule—Vice-President Daniel Gilison informed the Senate that he had reported on the proposal to establish a final exams block schedule to the Associated Student Government at their most recent meeting and that the ASG shall survey the IVC studentry regarding their opinions on the issue.
3. Rafael Santos Award—Secretary Rapp reported that he had received four nominations for the Rafael Santos Award for Teaching Excellence. Robert Baukholt, Eric Lehtonen, Jill Nelipovich, Norma Nunez, and Lorraine Mazeroll volunteered to serve on the ad hoc committee with Secretary Rapp to select the 2012-2013 recipient of this award.
4. Faculty E-Mail Accounts—Secretary Rapp informed the Senate that he has encountered difficulties when attempting to inform all involved parties of pertinent Senate issues and that these difficulties have come about due to inaccuracies in IVC distribution lists. Vice-President for Information Technologies Finnell further discussed the issue, stating that it is the intent of Information Technologies to use the Banner System to significantly reduce the occurrence of such inaccuracies and that stricter management of the distribution lists could also further alleviate such problems.

## VII. Discussion Items

1. Evaluation of Administrators—President Lehtonen impressed upon the Senate that it is not only the duty of the Senate to see that evaluation of administrators is properly and effectively carried out but also that past Senates had done so. Discussion ensued,

including relevant IVC Board of Trustees policy on this issue and the Senate's intent to expedite the implementation of said evaluations in as timely a fashion as possible.

2. Reorganization of Divisions—Re-Org Ad Hoc Committee Chairwoman Krista Byrd provided the Senate with a handout containing two proposals for reorganization of IVC academic divisions. Discussion of the proposals ensued.
3. Senate Fund Raiser—Secretary Rapp reported that progress was being made with regard to the printing of tickets for the IVC Senate Fund Raiser.

*“For the Good of the Order”*

There were no “For the Good of the Order” reports.

VIII. Adjournment

The meeting was adjourned at 3:04p.m. by President Lehtonen. The next regularly scheduled meeting of the IVC Academic Senate shall take place on 18 April 2012 at 1:30p.m. in the IVC Board Room.