Imperial Valley College Academic Senate

Adopted Minutes

2 May 2012

I. Call to Order—The meeting was called to order by President Lehtonen at 1:30 p.m.

Present: Eric Lehtonen, Daniel Gilison, Frank Rapp, David Zielinski, Mary Jo Wainwright, Michael Cushner, Craig Blek, Frank Miranda, Jill Kitzmiller, Russell Lavery, Dave Drury, Cathy Zazueta, Terry Norris, Norma Nunez, Lorrainne Mazeroll, Jean Montenegro, Mike Palacio, Robert Baukholt, Barbara Nilson, Carol Lee, Allyn Leon, Mary Lofgren, Jill Nelipovich, Caroline Bennett, Michael Heumann, Kevin White, Kathy Berry.

Absent: Celeste Armenta, Danitza Aguirre.

Visitors: Tina Aguirre, Trinidad Arguelles, Gordon Bailey, Frances Beope, Krista Byrd, Alex Cozzani, Sheila Dorsey-Freeman, Gaylla Finnell, Travis Gregory, Eric Jacobson, Victor Jaime, Sergio Lopez, Jan Magno, Toni Pfister, Taylor Ruhl, Sidney Rice.

II. Visitors' Comments.

Dr. Alex Cozzani spoke on his own behalf regarding his interest in being elected as the Student Learning Outcomes Committee Coordinator. His comments included his having taught at Imperial valley College since 1997; his having been a full-time faculty member at IVC for four years, including time as chairman of the Science Department; his ongoing work at the Imperial County Office of Education; and his experience in administration at the high school level. His stated goals for the SLO Committee include increasing the number of student learning outcomes submitted by faculty and staff, being available to all as coordinator, increasing the quantity and quality of data on IVC SLOs, using data effectively for cycle assessments, and effectively using resources for allocations.

Sydney Rice spoke on her own behalf regarding her interest in being elected as the Student Learning Outcomes Committee Coordinator. Her comments included her having taught at Imperial Valley College since 2008 her having been involved with SLOs at IVC, including attending most SLO workshops; her having written SLOs at the program level, and her involvement in teaching and using SLOs at the graduate level. Her stated goals for the Student Learning Outcome Committee include surveying of students regarding SLOs to be included in IVC 's accreditation report; and SLO processes and results being used more effectively at IVC, including being effective in guiding students into programs.

Professor Gayla Finnell reported that Vice-President for Information Technology Todd Finnell found it necessary to travel to San Diego at this time and sends his regrets that he will not be able to assist with the presentation on Blackboard to be given to the Academic Senate.

Vice-President for Academic Services Kathy Berry commented on the need to use Student Learning Outcome and Program Learning Outcome cycle assessment data for decision making at IVC. She further stated that as many as twenty-eight California community colleges had received sanctions in their accreditation processes as a result of not having done so, according to a recent accreditation newsletter.

III. Consent Agenda

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

IV. Reports

 President—President Eric Lehtonen reported that the schedule for regular meetings of the Academic Senate of Imperial Valley College for the 2012-2013 academic year would continue to be the first and third Wednesday of each month, when the college is in session, at 1:30 p.m. in the IVC Board Room. He added that the IVC Academic Senate retreat is tentatively scheduled for Friday, 19 October 2012 at a location to be determined.

President Lehtonen further stated that he wished to develop a Senate Task Force to review and recommend methods for evaluating IVC administrators. He intends for the task force to be comprised of two IVC vice-presidents and two IVC Academic Senators. He requested that any interested parties should contact him regarding inclusion on the task force.

President Lehtonen concluded his remarks by thanking all IVC Academic Senators for their diligent work during the 2011-2012 academic year through challenges both anticipated and unanticipated. He believes that the experience has matured both him and the Senate.

- 2. Past-President—There was no Past-President report.
- 3. Treasurer—Treasurer Jill Nelipovich reported that the Senate budget balance stood at \$3,074.23 and that the balance would be reduced to a zero balance with costs incurred by senators attending the Academic Senate for California Community Colleges Leadership Conference in July.
- 4. Associated Student Government—There was no Associated Student Government report.
- 5. Part-Time—there was no Part-Time Senator's report.
- 6. Curriculum—Senator Carol Lee deferred to Vice-President for Academic Services Kathy Berry who reported that the Curriculum Committee's last meeting for the 2011-2012 academic year shall be Thursday, 3 May 2012, and that the committee will be focusing on approving revised course outlines with revisions in SLOs and textbooks as well as new guidelines on course repeatability.

7. Other—Student Learning Outcomes Committee Coordinator Toni Pfister reported that Wednesday, 9 May 2012 shall be the final meeting of the IVC Student Learning Outcome Committee for the 2011-2012 academic year.

V. Action Items

M/S/C (Rapp/Gilison) to amend the Constitution and Bylaws of the Academic Senate of Imperial Valley
College, Article IV—Members, Section 2. Number and Election, B. Senate Composition to read "1. The
Senate shall consist of twenty-eight (28) members." and "2.c. thirteen (13) Division members elected by
the members of their Divisions: 1. Four members from Arts, Letters, and Learning Services; 2. Three
members from Economics and Workforce Development; 3. Four members from Health and Sciences; 4.
Two members from Student Services.

Discussion ensued.

2. Election of the Academic Senate for Imperial Valley College Executive Committee for 2012-2013.

Vice-President: M/S/C (Nelipovich/Baukholt) to elect Daniel Gilison as the Vice-President of the Academic Senate for Imperial Valley College for 2012-2013.

Secretary: M/S/C (Nilson/Lee) to elect Frank Rapp as the Secretary of the Academic Senate for Imperial Valley College for 2012-2013.

Treasurer M/S/C (Gilison/Nilson) to elect Jill Nelipovich as the Treasurer of the Academic Senate for Imperial Valley College for 2012-2013.

- 3. M/S/C (Rapp/Nilson) to elect Michael Heumann as the Imperial Valley College Curriculum Committee Chairperson for the 2012-2013 academic year.
- 4. M/S/C (Rapp/Nilson) to conduct the election of the 2012-2013 IVC Student Outcome Learning Committee Chairperson by ballot.
- Sydney Rice was elected as the 2012-2013 IVC Student Learning Outcome Chairwoman by a count of twelve (12) to eight (8) with three (3) abstentions.
- 5. M/S/C (one abstention) (Heumann/Zielinski) to approve the Blackboard Learning Management System for Imperial Valley College.
- David Zielinski provided a power point demonstration and in depth information regarding the Blackboard Learning Management System prior to the vote taken on the motion.
- 6. M/S/C (one abstention)(Lee/Nilson) to approve the Imperial Valley College Educational Master Plan as presented.
- 8. M/S/C (Lee/Nilson) to clarify the Curriculum Committee Bylaws as presented.

Carl Lee provided the IVC Academic Senate with an explanation of the need for the clarification.

VI. Information Items

- Rafael Santos Award—Secretary Frank Rapp reported Frances Beope and Carol Lee had been selected as
 co-recipients of the 2011-2012 Rafael Santos Award by the selection committee in honor of their
 meritorious service to Imperial Valley College above and beyond the call of duty. He preceded the
 announcement of the award to each recipient with an extensive list of contributions which each recipient
 had made to the college, particularly to IVC students, and to the community
- Senate Fund Raiser Update—Secretary Rapp requested that all IVC Senators help with the wide variety of
 tasks necessary for the IVC Academic Senate Fund raiser to be as effective of a fund raiser as it can be.
 Senator Mary Lofgren added that help with the silent auction was in particular need.

VII. Discussion Items

- Secretary Frank Rapp reported that there would be one Flex day on Friday, 22 June 2012 and that a
 schedule of breakout sessions would be distributed to members of the faculty and staff in the very near
 future. Student Learning Outcome Chairwoman Toni Pfister emphasized the value of faculty members
 taking part in the SLO and PLO activities that would be included in the schedule.
- Senator Mary Lofgren stated that there were seven candidates for the IVC Academic Senate scholarship
 and that the selection committee, which will meet at the end of the week, was in need of volunteers.
 Barbara Nilson volunteered.
- 3. Senator Mary Jo Wainwright stated that concerns over such matters as faculty voice, representation, and work load due to reorganization had lead to a suggestion to the Instructional Council for support persons, or liaisons, from the various disciplines to help department chairpersons, in particular in areas which department chairs may not have the expertise which a support person from a particular disciple has.

"For the Good of the Order"

Vice-President for Academic Services Kathy Berry reminded the IVC Academic Senate that final grades for the Spring 2012 semester were due in to the Instruction Office by 5:00 p.m. on Thursday, 17 May 2012.

Senator Norma Nunez thanked matriculation counselors for their successfully administering placement tests to 1,700 seniors in Imperial Valley high schools. She further stated that the results of the testing have been posted on the IVC website.

IVC CTA President-Elect Eric Jacobson complimented the IVC Academic Senate on its strong voice throughout the 2011-2012 academic year.

VIII. Adjournment

The meeting was adjourned at 2:57p.m. by President Lehtonen. The next regularly scheduled meeting of the IVC Academic Senate shall take place on 5 September 2012 at 1:30p.m. in the IVC Board Room.