

IVC Academic Senate

Approved Minutes

September 17, 2008

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

II. Roll Call and Announcements

Present: Krista Byrd, Suzanne Gretz, Melani Guinn, Cesar Guzman, Michael Heumann, Rosalba Jepson, Kseniya Kareva, Russell Lavery, Mary Lofgren, Jean Montenegro, Norma Nunez, Thomas Paine, James Patterson, Toni Pfister, Rosa Pitones, Norma Scott, Bruce Seivertson, Kevin White, Lianna Zhao, Sherry Zobell, Dennis Carnes, Kathy Berry

Excused: Carol Lee

Absent: Chantilee Mendenhall

Visitors: Allyn Leon, Travis Gregory, Shiela Dorsey-Freeman, Frank Rapp, Alicia Ortega, Frances Beope, Martha Sanchez, Gloria Carmona, Elizabeth Trevino

President Seivertson announced that the Academic Senate once again had twenty-one members, and he welcomed the newest Adjunct Representatives, Jean Montenegro and Norma Scott.

President Seivertson also shared a letter from Sombra Ruiz, a former IVC student and current UCLA student who was one of the recipients of the Transfer Scholarship. She thanked the Academic Senate for their support.

III. Treasurer's Report

\$11,327

IV. Visitor Comments

Associate Dean Gregory thanked President Seivertson for bringing Beth Smith from Grossmont College to IVC for a presentation on equivalency. He felt that her presentation set a good tone as we began the process of equivalency for this coming year.

V. Consent Agenda

1. Minutes of September 3, 2008.
M/S/C (Patterson/Paine) to approve the above item as corrected.

VI. Reports

1. President
 - President Seivertson announced that room 303 has new tables and chairs. It looks better. If anyone wants to use the room, please contact him.

- Senator Guinn asked whether the Academic Senate mailing list had been updated lately. Senator Heumann stated that he would look into it.
2. Past President
- Past President Carnes suggested that we take a hard look at equivalency. Based on Beth Smith's presentation, he feels that we are on our way to doing that.
 - Dr. Carnes also congratulated the campus on the work done with SLOs. SLOs are moving forward admirably. There is a lot of work to do but we should be proud that we can include solid progress on SLOs in the October 15 progress report.
 - Dr. Carnes also stated that when he came here (14 years ago), the school was smaller; it was, in his words, a "campus family." He has seen incidents of elitism on campus recently, and this is something he does not like because it is not part of the family spirit. We should guard against this. He wants the administration to take the lead on fostering a family atmosphere. The foundation is also an extremely important component on campus, and he hopes we continue to treat the foundation with a lot of respect.
 - Senator White asked Dr. Carnes for an illustration of the alleged elitism. None was forthcoming.
3. VP of Instruction
- Vice President Berry reported that this is the first semester we have gone past 3,000 FTE. We accomplished this with fewer sections than last fall. She thanks all faculty who took more students.
 - Accreditation: the progress report and other items due by October 15 are wrapping up, but there is still much to do. The Academic Senate will have to approve all plans that have to go to the accreditation commission in time for the Board meeting on Oct. 8.
4. Budget and Parking Update: John Lau
- Budget: Vice President Lau stated that the state would most likely have a budget by the next board meeting. Next year's budget will probably be worse, however. On the positive side, IVC will be able to pay its bills no matter what happens thanks to careful short-term loan investments. The college has a very high credit rating and our long term borrowing grade has improved from A- to A.
 - When the budget goes to the board, he will tell the board that we need to have an in-depth discussion regarding what have we done before, where we are right now, and what we should plan for in the future. He will bring this presentation to Academic Senate at a future meeting.
 - Parking: There are numerous problems in the parking area. However, we cannot do much right now because of physical and financial constraints. Therefore, there is no short-term solution to the parking problem. However, Parking Services is seeking to accelerate the timetable for a new plan to curb traffic flow problems. The key to this plan will be to redirect more traffic to the north side of campus

(particularly after the science building is completed). Another key to improving parking is to make it a positive experience for as many as possible. He reiterated the important role parking plays in the college: it is most people's first impression of the school. So he is seeking to improve parking's reputation on campus by instituting a warning system for first-time offenders and being more sensitive and more personable in parking system.

- Senator Paine applauded whatever had been done this year regarding parking because things are better now than they have been in the past.
- President Seivertson stated that changes to parking would take place during the Winter intersession, so they would be ready for Spring. Vice President Lau agreed that this was, indeed, the plan.

5. 1st Step: Frances Beope

- 1st Step stands for Students Taking Advantage of Enrollment Priority
- This program would increase and enhance priority registration of freshmen students coming from the high schools. The ultimate goal is to put more students in a position to take advantage of the opportunities offered at IVC and to reinforce the personal responsibility that is required to succeed at college.
- She seeks Senate support to help put this program into place beginning in 2009.
- The program would recruit those students starting in Spring 2009 and get them situated on campus so they understand what it is to be a college student.
- Currently, there are six priority registration systems on campus: DSPS, EOPS, Armed Services, ASG, athletes, and ASPIRE.
- ASPIRE gave priority registration to high school students who were eligible for transfer-level English and Math courses. 21 students enrolled in this program in Fall 2005. In 06 it was 23; in 07 it was 54; in 08 it was 116. Currently less than 50% of eligible applicants have been submitting applications.
- Counseling noticed that placement in math was not "there" so they accepted students English ready but not Math ready (students taking Math 090).
- 1st Step, then, expands priority registration to students who are not at the transfer level entering IVC. This is an idea initially championed by parents—graduating high school seniors are not able to get enough classes in their first semester.
- 1st STEP would provide a more comprehensive orientation that would introduce students to campus and campus life and create venue for faculty to get to know students.
- Orientation would be on the first Saturday of the first week of priority registration for Fall semester. To qualify, a student has to have assessments done at high school, must have been advised by a college counselor, and must complete the online admission application.

- When those students selected for 1st Step come to orientation, they will be shown how to use the college catalogue, how to better understand graduation and transfer requirements, and how to use WebSTAR.
 - 1st Step would also include a College Fair where all departments and available faculty would provide information on majors and certificates. ASG and Student Life representatives would provide information on student government, clubs and health services. There would be recruitment by EOPS, SSS, DSPS, and Talent Search, and there would be representatives for athletics, job placement services, financial aid, and tutoring.
 - There would also be a parent orientation, which would let parents learn more about IVC, including fees, support services, financial assistance, study time versus part time employment, FERPA, bus transportation schedules, and class scheduling opportunities.
 - The potential pool for this program is immense. In 2007, there were 2,153 high school seniors in the Imperial Valley. 1,027 of these were tested and 954 or 93% were advised. A total of 1,108 of these students enrolled at IVC in fall 2007 (51%).
 - Associate Dean Gregory asked about the differences between ASPIRE and 1st Step. Frances Beope stated: ASPIRE asks that your placement test place you at the college level. 1st Step will not require college level math and English placement. However, 1st Step would require a C average or slightly below, and the students would need to jump through certain hoops before being accepted into the program. 1st Start priority registration is only for one semester for those students.
 - Associate Dean Gregory asked how success would be measured for 1st Step. Ms. Beope said that small numbers would be fine, and then they would build it up from there. If we had 10 students, that would be considered a success.
 - Senator Gretz stated that this was a wonderful idea. For her and many other instructors, fall semester is like high school part II because students often need that semester to complete the transition from high school to college.
5. BSI Coordinator
- President Seivertson stated that BSI created an action plan for next year's BSI proposal. Kathleen Dorantes will send it out for everyone to review. Once that is approved, the group will work on a budget. The budget has to be finished by October 15.
 - He also stated that some BSI committee members would be attending a conference in North Carolina.
6. SLO Coordinator
- Senator Pfister reported that, to date, 96 SLO forms have been submitted.
 - She has asked chairs to cross off DONE classes on a big master list to simplify the process of determining what courses are left to complete.
6. ASG President

- No report

VII. **Academic and Professional Matters**

1. SLO Committee Makeup: Toni Pfister
 - Senator Pfister stated that the SLO Committee would be made up of:
 - SLO Coordinator (chair)
 - Dean of instruction
 - 5 At large faculty (each from different division)
 - 2 At large non-teaching reps
 - Classified rep
 - M/S/C (Guzman/Guinn) to approve SLO Committee Makeup as stated.
2. Distance Education Committee Draft Resolution: Michael Heumann
 - M/S (Heumann/White) to consider Distance Education Resolution draft
 - Senator Patterson asked why the resolution stated that only faculty on the committee needed online experience, not the other members. Senator Zobell questioned why any requirement of this sort should be added to the resolution. Senator Byrd suggested that the language be amended to state that all members be required to take Etudes 101.
 - Senator Gretz asked why a “classified representative” was included, rather than a specific position. Senator Heumann stated that, right now, ACCESO positions are grant-funded, so placing ACCESO titles on the proposal is not prudent since decisions on exactly what positions would be retained after ACCESO ends in Fall 2009 are uncertain at this date.
 - Senator Nunez and President Seivertson both suggested that the language be revised so that it is made clear that the Academic Senate appoint all faculty positions while other positions are selected by the committee co-chairs.
 - Senator Heumann stated that he would take these suggestions under advisement, revise the resolution, and send it out via email prior to the next Academic Senate meeting on October 1.

VIII. **Discussion**

1. Equivalency
 - President Seivertson stated that there are lots of opinions on equivalency. Beth Smith’s presentation was very helpful, and he has flyers and handouts in case anyone who wasn’t there wants them.
 - Senator Nunez stated that she is working on a template for equivalency. She will meet with divisions to come up with a plan for each discipline.
 - Senator Gretz stated that Smith gave an excellent presentation. The handouts and presentation were clear.
 - President Seivertson stated that the standard for equivalency was not being followed at this point.

- Vice President Berry said that once the template was finished and approved, then the equivalency system would improve. She also stated that granting equivalency was not a guarantee that the college would employ the person.
 - Associate Dean Gregory stated that this was a good chance for those interested to put their stamp on equivalency. He encouraged faculty to help guide the equivalency committee to correctly set up guidelines for each area.
3. Contract Overload Wording
- Ailcia Ortega stated that she and others have expressed concern about the amount of overload instructors are allowed to teach at the college. She feels that excessive overload leads to poor teaching.
 - Vice President Lavery stated that the CTA contract allows all faculty to teach one class of overload. The Vice President of Instruction approves any additional overload for individual instructors. Further, the Academic Senate can make recommendation about overload issues to the Vice President of Instruction.
 - Vice President Berry thanked Vice President Lavery for bringing this up and stated she overlooked this clause in the contract. She said that the VPIs across the state conducted a survey on overload. Our overload rate was higher than anyone else's.
 - Senator Paine asked: if a division chair has concern over overload, does that person go to VPI? Vice President Berry said that was correct.
 - Senator Gretz said that the position of the faculty union is that this should be done (deny or approve overload) on an individual basis. She points out that divisions and disciplines do have the right to limit overload (upon agreement by the majority of unit members in that group). She said that the Academic Senate does not have the right to make a blanket statement that faculty can only teach a certain number of units and beyond that faculty are ineffective.
 - Vice President Berry stated that when she goes over a schedule, she calls divisions to discuss course approval. She does not look at how many individual units each instructor teaches. She will in the future.
 - Vice President Berry asked about the driving force behind this concern. Professor Ortega stated that she had received many comments from the community asking about quality teaching due to the number of classes some faculty taught.
 - Senator White said that overload should be driven by discipline and by individual instructors. Keeping this in the purview of individual departments/divisions would work well.
 - Senator Lavery stated that one concern regarding a large number of faculty teaching numerous overload classes was a desire on the part of some to increase the regular load of faculty beyond the current 15 units.
 - Dean Rapp stated that an earlier VPI asked him to take more classes. He refused because it was too much for him; adding one more class to his load would mean that he would be less effective in all of his classes.

- Senator Patterson agreed with Senator Lavery regarding the potential for administrative pressure to be placed on faculty to teach more units. He said we have seen this idea (increasing the regular contract load) come up in the past. He added that, many years ago, accreditation asked the college to justify their course loads. That is, a 3-unit science class should approximate a 3-unit speech class. He is not sure whether this was ever completed.

IX. Committees

1. Budget and Planning – Report already discussed by John Lau.
2. C and I – Senator Lee was not in attendance to provide an update.
3. College Council – Senator Heumann reported that many changes were coming to College Council. Stay tuned.
4. Equivalency – This committee was discussed earlier.
5. Policies and Procedures Review – Associate Dean Gregory stated that they were “truckin’ along.”
6. Administrative Council – No report.

X. M/S/C (Heumann/Nunez) to adjourn the meeting at 3:05 pm.