

IVC Academic Senate

Approved Minutes

April 21, 2010

- I. The meeting was called to order at 1:31 pm by President White.
- II. **Roll Call**
 - Present: Krista Byrd, Daniel Gilison, Cesar Guzman, Michael Heumann, Jill Kitzmiller, Eric Lehtonen, Mary Lofgren, Barbara Nilson, Norma Nunez, Thomas Paine, Romano Sanchez-Dominguez, Kevin White, Cathy Zazueta, David Zielinski, Lianna Zhao, Kathy Berry, Bruce Seivertson, Steven Sciaky
 - Excused: Norma Scott
 - Absent: Suzanne Gretz, Rosalba Jepson, James Patterson, Toni Pfister
 - Visitors: Lisa Solomon, Frank Rapp, John Lau, Sheila Dorsey-Freeman, Taylor Ruhl, Val Rodgers, Gaylla Finnell, Tina Aguirre, Carol Lee, Eric Jacobson
- III. **Visitor Comments**
 - No comments
- V. **Consent Agenda**
 1. Academic Senate minutes of 3-17-10
 2. Academic Senate minutes of 3-31-10
 3. C&I Board Recommendations:
 - a. Revised Credit Courses 3-4-10
 - b. Revised Certificates & Majors 4-18-10
 - M/S/C (Nilson/Lehtonen) to approve the above items
- VI. **Reports**
 1. President
 - Attended the Accreditation workshop, the Spring Plenary for the Academic Senate, and the Area D Senate meeting. AB 1440 was discussed at the Plenary.
 2. Past President
 - Past President Seivertson had no report.
 3. Treasurer
 - \$3934.36
 4. VP of Instruction
 - VP Berry stated that the accreditation team would be visiting on Thursday and Friday, April 22 and 23. The two-person team wants to see more detail on program reviews for student services and on SLOs.
 - She would like to thank everyone for helping with the evacuation of the campus last Thursday due to a bomb threat. The executive team

and various security personnel on campus will be meeting with local law enforcement on April 22 to review the evacuation and emergency protocols.

- A Red Cross evacuation center has been set up in the gym. She thanked the PE faculty for their understanding and flexibility.

5. Chief Financial Officer (CFO)

- VP John Lau noted that a subcommittee of the Budget and Fiscal Planning Committee has been formed to develop the criteria for analyzing future budgets.
- The key right now with the budget is reducing expenditures.
- Gaylla Finnell noted that the VEPA (Voluntary Employee Benefits Association) board would be meeting next week to discuss whether to invite IVC to join this group.

6. Basic Skills Institute (BSI) Coordinator

- Frank Rapp announced that they approved the Math Lab Specialist position for another year.

7. Student Learning Outcomes (SLO) Coordinator

- Daniel Gilison announced that half of all courses offered this year should have had the SLO data collected for Fall. Those assessed in Fall are due on June 4. The data for the other half of the classes will be due in the fifteenth week of the Fall 2010 semester.
- By December 2009, we were to have identified the minimum number of SLOs for classes taught during the year. Toni Pfister still needs updated SLO ID forms for some classes.

8. Associate Student Government (ASG) President

- ASG President Sciaky announced that the ASG elections are coming soon. There is a full slate of candidates.
- ASG has signed up for the Relay for Life in Calexico during the weekend of April 23.

VII. Action Items: Academic and Professional Matters

1. Dean of Behavioral and Social Sciences—Vote to replace one representative

- Krista Byrd stepped down from the Behavioral and Social Sciences. Bruce Seivertson received the next highest number of votes, so he takes Senator Byrd's place. No new vote was required.

2. Dean of Arts and Letters—Vote to replace one representative

- David Zielinski was asked to step down from this search committee. The senate discussed this move, stating that past precedent did not support this move.
- M/S/C (Nilson/Nunez) to suspend the rules
- M/S/C (Nilson/Lofgren) to retain David Zielinski as a faculty representative for the Dean of Arts and Letters search committee.

3. AS Spring fundraiser—form planning committee

- M/S/C (Nilson/Kitzmilller) to form a Spring fundraiser with Barbara Nilson as chair.
4. AS Curriculum Institute 7/8-10/2010—Request for funding & representation
 - M/S/C (Nilson/Lofgren) to approve three representatives, including Carol Lee, to attend the Curriculum Institute in Santa Clara

VIII. **Committees**

1. Curriculum and Instruction –Carol Lee reported that the last meeting was on April 1. There were many items on the agenda. They are in the process of developing the Catalogue. There are two CCC Confer sessions about prerequisites that Lee urges everyone to watch.
2. College Council –The Council approved the proposal from the Facilities and Environmental Improvement Committee to purchase and install two new signs at the two entrances to the college—one on Aten Rd. and one on Old 111. The signs will be installed this summer.
3. Equivalency –At the next meeting, the committee will present the revised procedures for equivalency review.
4. Budget and Fiscal Planning –Approved the 2010-2011 budget calendar. Guidelines for developing next year’s budget are being examined by a subcommittee.
5. Learning Support Services—There will be a meeting in May.
6. Distance Education—No report
7. Other committee reports –The tenure review committee met on April 20. The Academic calendar committee will meet on April 21.

IX. **Discussion**

1. Distance Education (DE) Committee Position Papers (9 positions and AP 4021)
 - A discussion of these position papers took place, many voicing concerns regarding online office hours, the DE Coordinator position, and online course enrollment limits.
2. Campus Security—Bomb Threats
 - President White asked for feedback on the events of last Thursday, April 15.
 - Senator Gilison noted that he did not understand why the IVC website was not updated at all.
 - Lisa Solomon noted that most teachers ask students to turn off cell phones during classes—making the cell phone alerts moot.
 - Eric Jacobson questioned who was in charge during this emergency.

- Senator Nilson noted that she did not find out any information about the emergency at local media outlets.
 - John Lau stated that there would be a go-to person established who would be in charge during an emergency.
 - Gaylla Finnell noted that Etudes was instrumental in communicating with students during this and other emergencies.
 - Senator Nilson asked for emergency contact numbers be placed on or near all classroom phones.
 - Senator Gilison noted that evacuation maps need to be in each classroom.
3. AS Senate—Senate Bill 1440: Granting “transfer” degrees
- The state Academic Senate originally opposed this. They have now decided to work with the CSUs and UCs to develop a strong version of this bill that would develop strong core classes that would be transferrable to four-year institutions.
 - Carol Lee stated that these would be uniform transfer degrees that would circumvent the local degree offerings. She is not in support of this bill, and she stated that most transfer center directors in the community colleges are not supporting this bill as it currently stands.
4. Riverside Community College District Crisis—a cautionary tale
- Gaylla Finnell reported on the problems with reorganization at RCC that would increase the number of administrators after the college had been criticized by the accrediting body for putting too much emphasis on administration at the expense of faculty and students.
5. AS archives and filing systems
- The senate will be turning its attention to the archiving of all materials.
 - A discussion commenced regarding the Senate plaques in the Faculty Lounge, including the cost and the rationale behind them.

X. M/S/C (Lofgren/Nilson) to adjourn the meeting at 2:59 pm.