

IVC Academic Senate

Approved Minutes

June 2, 2010

- I. The meeting was called to order at 1:32 pm by President White.
- II. **Roll Call**

Present: Krista Byrd, Suzanne Gretz, Daniel Gilison, Cesar Guzman, Michael Heumann, Jill Kitzmiller, Eric Lehtonen, Mary Lofgren, Barbara Nilson, Norma Nunez, Toni Pfister, Romano Sanchez-Dominguez, Norma Scott, Elizabeth Trevino, Kevin White, Cathy Zazueta, Kathy Berry, Bruce Seivertson, Lianna Zhao

Excused: Steven Sciaky, David Zielinski

Absent: Rosalba Jepson, Thomas Paine, James Patterson,

Visitors: Sheila Dorsey-Freeman, Ed Gould, Tina Aguirre, Carol Lee, Taylor Ruhl, Carlos Fletes, Eric Jacobson, Frank Rapp, Gaylla Finnell, Victor Jaime, Frances Beope
- III. **Visitor Comments**
 - Eric Jacobson asked what the discussion on the contingent orientation item. He wondered what would be discussed regarding this item. He stated that the Senate has taken too long to act on this item.
 - Cesar Guzman gave Senate President White \$100 for the scholarship fund
 - Krista Byrd discussed the equivalency revision recommendations. She wanted to know whether the form needed to be approved. Members of the Senate stated that approval was not necessary, since it had already been approved.
- IV. **Consent Agenda**
 1. Academic Senate minutes of 5-19-10
 2. AP 4010 Distance Education
 3. AP 4106 Multi-Criteria for Selection in Nursing Programs
 4. AP 4400 Community Services
 5. BP 4025 Philosophy and Criteria for Associate Degree & General Education
 6. BP 4300 Field Trips and Excursions
 - M/S/C (Nilson/Pfister) to approve all items.
- V. **Reports**
 1. President
 - President White stated that he would make his report on the fundraiser later in discussion
 2. Past President

- Past President Seivertson stated that he fully supported the BP 4300 on Field Trips and Excursions
3. Treasurer
 - \$2,347.56
 4. VP of Instruction
 - Vice President Berry pleaded that faculty cannot give early finals without permission from the Vice President's office.
 - She also urged faculty to turn grades in on time—no later than Friday, June 18, 2010.
 - The reorganization plan is moving along. Department chairs will be selected this week. Deans have already been selected.
 5. Chief Financial Officer (CFO)
 - Carlos Fletes spoke on behalf of John Lau. He handed out a recommendation from the Budget and Fiscal Planning Committee regarding the 2010-2011 budget. The document recommends two lists to help balance the budget and eliminate a \$3.1 million deficit.
 - Senator Byrd asked whether or not a part-time welder would take the place of the full-time welding instructor. Berry said that yes, this was the case.
 - Seivertson asked what the sources were for the two lists. Fletes noted that both were recommended to the President and the Board—with the understanding that the budget needs to be balanced, and these were two different ways to achieve it.
 - Dr. Gould noted that he has accepted some things and rejected some things on both lists. He notes that he is projecting a 2% growth, up from 1.2% growth originally estimated. He's agreed to reduce services, eliminate Winter intersession, reduce memberships by 16%, and reduce other services to some extent as well. He's also agreed to do a few other items that will help balance the budget.
 6. Basic Skills Initiative (BSI) Coordinator
 - Frank Rapp reported that the IV-SD Basic Skills Region met last week and discussed student completion. The state is pushing for all regions to focus on completion, and this will be combined with staff development. There will be a workshop next October to focus on completion.
 - He noted that, while the money for Basic Skills is dwindling, the students will continue to need help, and we need to learn new ways to reach them.
 - Frances Beope asked whether staff development will be set up to address the needs of our students and whether that development would take into consideration the responses of our students from the proposed survey he and the Basic Skills Coordinators were developing.
 7. Student Learning Outcomes (SLO) Coordinator
 - Senator Pfister announced that the 2nd Annual SLO Symposium was a positive experience, and she thanked those who came out and those who gave presentations.

- Cycle assessments are due Friday, June 4. She is meeting with people this week regarding these assessments.
 - She is putting SLO identification forms on CurricuNET this summer.
8. Associate Student Government (ASG) President
- Not present

VI. Academic and Professional Matters

1. Basic Skills Committee—Voting Membership
- Frank Rapp discussed the need for a clear list of voting members. He presented a list of positions to be voting members of the committee
 - M/S/C (Heumann/Gretz) to approve the proposed list of voting members of the Basic Skills Committee.

VII. Committees

1. Curriculum and Instruction—Carol Lee stated that the final C&I meeting took place last week. The Senate will need to make a decision on the reorganization of that committee
2. College Council –Grant reporting was discussed, and there was a presentation on a new Title V technology grant that the college is applying for.
3. Equivalency –A survey will be sent out to all departments to determine the minimum qualifications for each discipline
4. Budget and Fiscal Planning –This was discussed during the reports
5. Learning Support Services –No report
6. Distance Education – There will be a meeting tomorrow, June 3.
7. Other committee reports –No other reports

VIII. Discussion

1. Contingent (Adjunct/Part-time) Faculty Orientation
- There was discussion regarding adding Academic Senate members to the orientation committee for the fall. White asked for volunteers to contact him as soon as possible.
2. C&I Committee Reorganization
- This item will be discussed over the summer, and a recommendation would be sent to the Senate in the fall.
3. Tenure Review Committee
- Senator Nilson noted that this committee has done a great deal of work to find ways to improve our tenure review structure. They are suggesting that the committee be expanded to four members (from the current three). Forms are being changed; new rubrics are going to be used to clarify the evaluation. The timeline is being changed, as well.

The student evaluation forms is being changed to be more helpful to instructors.

- Senator Heumann asked whether the student surveys would be standardized across camps. Nilson said yes, this was the plan.
4. AS Spring Fundraiser—Summary
 - White thanked Dr. Jaime for allowing us to use his residence for this event. He thanked those who attended and (especially) those who helped out in the setup and cleanup.
 - He has collected \$1,200 so far. \$700 was raised during the silent auction. Overall, about \$3,000 was raised for scholarships.
 5. Balanced Budget Proposal
 - This was discussed during reports
 6. Academic Senate Shared Governance Policies for Summer and Winter sessions
 - He wanted to see whether the Senators would be available to meet during the summer, probably in July. There was a discussion about the logistics of this. The conclusion is that there would be a tentative meeting set for July 21.
 7. Art Exhibit in Science Building
 - White called attention to the art exhibit in the 2700 building and the art exhibit in the college center. He encouraged faculty to check these out.
 8. Looking Ahead: Academic Senate goals for 2010-2011
 - White stated that he wanted to set up a Survey Monkey questionnaire this summer to get a gauge on the issues of importance for the Senators and the faculty at large.
 9. “For the Good of the Order”—Suggestions for Improvements and Achievements
 - Frances Beope announced that the First Step program will begin its second year. This program orients incoming freshmen (and their parents) to the college. She would like faculty to help out as much as possible.
 - White thanked the Senate for its support and looks forward to working with everyone next year.

IX. President White adjourned the meeting at 2:45 pm.