

IVC Academic Senate

Unapproved Minutes

September 21, 2005

- I. The meeting was called to order at 1:33 pm by President James Patterson.
Present: Roberta Bemis, Mary Kay Borchard, Dennis Carnes, Dave Drury, Kelli Florman, Cesar Guzman, Greg Larson, Tom Paine, James Patterson, Dierdre Rowley, Mariaelena Thibodeaux, Cathy Zazueta, Victor Zazueta, Lianna Zhao, Sherry Zobell, Monica Bulong, Eric Jacobson, Kendra Jeffcoat

Excused: Suzanne Gretz, Patrick Staten

Absent: Olga Artech, Karen Collins, Mary Lofgren

Visitors: John Abarca, Kathy Berry, Marion Boenheim, Victor Jaime, Jan Magno, Paul Pai, Toni Pfister, Val Rodgers, Efrain Silva, Joe Vogel, Kathy Westerfield, Robin Ying, Dave Zielinski

II. Visitor Comments

Dave Zielinski – had concerns about the health center, listed on page 9 of the Fall 05 schedule. A teacher called these services and didn't get anyone. Is the money being collected and is the center staffed?

Victor Jaime – we have a nurse here part time. We should have interim health services within 2 or 3 weeks time. Contracting with Pioneer Hospital. Hope to have fully operational in October.

Eric Jacobson – meetings have been lasting 1.5 to 2 hours. Recommends using pros and cons on a subject, as outlined in the Academic Senate By-laws. Would like to see the meetings to be limited to 1 hour.

Cesar Guzman – if contract doesn't come to fruition, will health services fee be refunded?

Victor Jaime – yes

Marion Boenheim introduced Joe Vogel, Interim Business Director

Toni Pfister – I'll call 911 even if we have health services on campus.

III. Information/Correspondence

1. Letter to Ted Ceasar – James wrote a letter letting the College Council know of the Academic Senates support in their leadership to develop an institutional code of ethics/standards of conduct.
2. email from Jeff Beckley – resignation from Senate – Tom Paine will be the senator from Business Division
3. Fall session of Academic Senate for California Community Colleges – November 3-5, 2005
4. President Ian Waltham – Exemplary Program Award Announcement Letter – “seeking to assemble best practices and to honor those programs and individuals whose work facilitates the realization of student goals and dreams throughout California.”

- IV. The minutes of 7 September 2005 were approved as corrected. M/S/C (Zhao/Larson)
- V. **Institutional Student Learning Outcomes Plan Review**
Reviewed the assessment plan for Fall 2005 which was approved in May 2005.
- VI. **Academic and Professional Matters**
1. Senate Responses(s) to 2005-06 budget
 - a. The Academic Senate recommends the hiring process for all replacement positions be continued. M/S/C (Borchard/Guzman)
 - b. The Academic Senate recommends that the hiring process of those positions that were prioritized by C&I continue. M/S/C (Borchard/Bemis)
 - c. The scheduling of classes on Fridays and/or Saturdays should be based strictly upon student-demand and the recommendation(s) of the individual division chairpersons. M/S/C (Borchard/Florman)
 2. Appointment of Accreditation Inquiry Team Chairpersons
The following were appointed to chair the respective inquiry/writing teams:
 - a. Standard One: Mission & Effectiveness – Maria Coronel
 - b. Standard Two: Educational Programs & Student Services – Nina Blair
 - c. Standard Three: Resources – Barbara Nilson
 - d. Standard Four: Leadership & Governance – Toni Pfister
 They will also serve on the Accreditation Steering Committee. M/S/C (Drury/Borchard)
 3. Krista Byrd, Joel Jacklich, and Janeen Kalin were appointed to serve on the Equivalency Committee for 2005-06. M/S/C (Zhao/Guzman)
 4. Suzanne Gretz and Mary Jo Wainwright were appointed to serve on the Educational Policies subcommittee. M/S/C (Bemis/Zobell)
- VII. **Committees**
1. Curriculum & Instruction – Jeffcoat
February meeting is the deadline for getting information into the catalogue.
Looking at how lab hours are listed in the catalogue.
 2. Equivalency – no report
 3. Standards and Practices – no committee
 4. Educational Policies – meeting next week
 5. Faculty Professional Development- no report
 6. Task Force on Information Literacy – C. Zazueta

7. College Council – minutes are on the web
8. Planning and Budget – Zhao – minutes on the web
9. Administrative Council – Jeffcoat – minutes on the web

VIII. Discussion

1. Change in Drop deadline – Districts can choose anywhere between 60% and 75% of semester for drop deadline. Jan Magno encourages we use 61% not 60% because of financial aid concerns. Kathie Westerfield recommended that the senate wait until one or more semesters of the compressed calendar have passed before making any changes. The senate asked that the change in drop deadline be listed as an action item on the next senate agenda. Kathie suggested preparing a grid for sample semester, showing different deadlines. James Patterson asked to delay the action item beyond the next meeting if the sample grid cannot be prepared in time. Senators agreed.
2. Policy/Procedures for summer/winter teaching assignment – Discussion involved descriptions of how some divisions are currently determining class assignments for summer and/or winter sessions (English and Science/Math/Engineering divisions) as well as concerns from divisions or disciplines which do not have any procedures at the present time. The legal ramifications of having different systems were noted. The senators asked to continue discussion of this matter at the next meeting.
3. Administrative Realignment/Reorganization – James Patterson proposed a “No-Losers Policy” for the dialogue on administrative realignment/reorganization. Discussion ensued regarding the merits of such a position and the identification of stakeholders in the decisions to be made. Additionally, discussion ensued regarding definitions of terms; what is realignment versus what is reorganization versus what is reclassification? Concerns were raised regarding the discussion of certain aspects of this dialogue in open meetings.

IX. The meeting was adjourned at 3:42 pm M/S/C (Bemis/Guzman)