Academic Senate of Imperial Valley College

Adopted Minutes

1 May 2013

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, Christina Shaner, Deirdre Rowley, Cathy Zazueta, David Zielinski, Dave Drury, Frank Miranda, Caroline Bennett, Russell Lavery, Rick Goldsberry, Mary Jo Wainwright, Lorrainne Mazeroll, Norma Nunez, Mike Palacio, Robert Baukholt, Michael Heumann, Allyn Leon, Mary Lofgren, Barbara Nilson, Krysta Byrd, Ed Wells, Kevin White, Kathy Berry.

Absent—Todd Hansink, Lisa Tylenda.

Visitors—Tina Aguirre, Ted Caesar, Michael Capeci, Todd Finnell, Ricardo Ibarra, Victor Jaime, John Lau, Sergio Lopez, Glenn Swaidon.

II. Visitors' Comments—Part-Time Instructor Michael Capeci, speaking on behalf of the IVC Part-Time Faculty Union, informed the Senate that the Executive Board of the Part-Time Faculty Union had discussed the possibility of an annual award for part-time IVC faculty and that said board recommends that an inaugural award be given for the 2013-2014 academic year, that the award be modeled after the Rafael Santos award, and that the award be named the Part-time faculty Excellence Award. Academic Senate President Eric Lehtonen suggested that any budgetary necessity for the award be covered by the IVC Academic Senate.

- III. Consent Agenda
- 1. M/S/C (Drury/Gilison) to approve the Consent Agenda as presented.
- IV. Reports
- 1. President—President Lehtonen stated that he attended the California Community College Academic Senate Plenary Session from Thursday, 18 April 2013, through Saturday, 20 April 2013.

President Lehtonen further stated that it would most likely be necessary to hold an emergency meeting of the IVC Academic Senate in May 2013 in order to approve the IVC Educational Master Plan.

President Lehtonen completed his report by thanking all IVC Academic Senators for their time, effort, and diligence during the 2013-2014 academic year.

- 2. Past President—There was no Past President report.
- 3. Treasurer—Treasurer Christina Shaner reported that the Senate's account balance stands at \$8,264.97.
- 4. Associated Student Government—Associated Student Government President-Elect Ricardo Ibarra reported that the Associated Students were preparing for annual the Spring Awards event to be held on Friday, 3 May 2013. He further reported that he had attended the Associated Students General Assembly in San Francisco from Thursday, 25 April 2013, through Sunday, 28 April 2013.
- 5. Part-Time—Part-Time Faculty representative Mike Palacio reported that the Part-time Faculty Union had held a meeting on Monday, 22 April 2013, and that many part-time faculty members had attended.

President Lehtonen thanked Maribel Garcia for her year of service to the IVC Academic Senate..

6. Curriculum Committee—Curriculum Committee Chairman Michael Heumann reported that the Curriculum Committee had met twice since the last Academic Senate meeting and that the IVC catalogue for 2013-2014 had been given final approval at the meeting of Thursday, 25 April 2013.

Chairman Heumann further stated that the committee continues to discuss repeatability issues.

7. Distance Education—Distance Education Coordinator David Zielinski reported that the Accreditation Commission had approved the substantive change report that IVC had submitted in November 2012.

Coordinator Zielinski further reported that classes required for approval to teach on line courses at IVC in the Fall 2013 semester must be completed by 20 June 2013.

- 8. Budget and Fiscal Planning—Vice-President of Business Services John Lau reported that the Budget and Fiscal Planning Committee is scheduled to meet on Wednesday, 1 May 2013 to discuss matters regarding IVC financial reserves.
- 9. Equivalency—Equivalency Committee Chairwoman Mary Jo Wainwright reported that the third review of the Equivalency Committee procedures and policies shall be conducted and requested participation of department chairs.

Chairwoman Wainwright further reported that impending hiring activity would most likely necessitate Equivalency Committee activity.

10. Honors Committee—Honors Committee Chairman Robert Baukholt reported that the Honors Program had accomplished its goals for this semester and anticipated possible expansion of the program in coming semesters.

Discussion ensued, including questions of possible compensation for instructors involved in the program. President Lehtonen stated that research indicated that no other of the many California community colleges with honors programs have ever offered compensation for their honors programs and that the possibility of such compensation for IVC instructors is highly unlikely.

- V. Action Items
- 1. Senate Executive Committee Elections—Eric Lehtonen
- a. Vice-President

M/S/C (Baukholt/Zielinski)) to nominate Daniel Gilison for the 2013-2014 term of Vice-President of the Academic Senate for Imperial Valley College.

Daniel Gilison was elected to the aforementioned position of Vice-President.

b. Secretary

M/S/C One (1) Against (Nunez/Zazueta) to nominate Frank Rapp for the 2013-2014 term of Secretary of the Academic Senate for Imperial Valley College.

Frank Rapp was elected to the aforementioned position of Secretary.

c. Treasurer

M/S/C (Nilson/Gilison) to nominate Cathy Zazueta for the 2013-2014 term of Treasurer of the Academic Senate for Imperial Valley College.

Cathy Zazueta was elected to the aforementioned position of Treasurer.

2. Educational Master Plan—Draft—Ted Caesar and Taylor Ruhl

Action Agenda Item #2, IVC Educational Master Plan, was pulled by President Lehtonen.

VI. Information

1. Rafael Santos Award—Frank Rapp

Rafael Santos Award Committee Chairman Frank Rapp announced that Hope Davis is the 2012-2013 Rafael Santos Award recipient and read the following statement from the letter of recommendation accompanying her nomination by an IVC faculty member.

I nominate Dr. Hope Davis for the Rafael Santos Award for 2012-2013. In addition to being an outstanding music professor at IVC, Hope directs several Imperial Valley vocal musical groups, hand bell choirs and performance chorales. She also gives private lessons to musical students in the Imperial Valley who can become outstanding teachers and performers, always adjusting her fee so that students can learn regardless of their economic status.

Hope holds two musical doctorates, including one in organ performance. She taught herself how to play the piano in her home country of Jamaica because her family had no money to pay a piano teacher. Due to her humble background and her persistence in achieving her goals, Dr. Davis is an incredible role model for IVC students.

Dr. Davis teaches nearly thirty units each semester in a variety of instrument and vocal classes. Many of her students have transferred to colleges and universities to continue their music careers.

At a time when pipe organs are disappearing from performance halls, Hope Davis is creating a new generation of outstanding organists. One of her students, Matthew Edwards, has been an organ pupil of Dr. Davis since he was eight years old. After doing well in Southern California organ competitions, Matthew placed third recently in a national organ competition. He has accepted a full scholarship to the University of Alabama in the fall of 2013 to study and perform organ music.

Hope also directs the outstanding choir at the First United Methodist Church of El Centro. On Good Friday, 2013, the FUMC Church Choir, along with a group of valley musicians, performed "The Last Seven Words of Christ," a musical cantata. It was truly outstanding!

As a person and colleague, Dr. Hope Davis is helpful to others and she maintains a sunny disposition in spite of her heavy workload and community activities.

Dr. Hope Davis is a great teacher, an outstanding mentor to our students, and an incredible asset to the music community of the Imperial Valley. Without question she personifies what the Rafael Santos Award stands for: helping students become life long learners, challenging their perceptions of what it takes to succeed in life, encouraging them to pursue their

educational goals regardless of obstacles, and demonstrating commitment to the college and community through involvement in community service.

2. Staffing Committee Update—Travis Gregory

Administrative Dean of Human Resources Travis Gregory informed the Senate that the Staffing Committee wished to thank Curriculum Committee Chairman Michael Heumann for the Curriculum Committee's staffing recommendations, that the Staffing Committee is not currently considering replacement faculty positions, and that the Staffing Committee is considering the ranking of recommendations for new faculty positions using course fill rates and productivity levels as criteria for said rankings.

Discussion ensued regarding the faculty representative terms on the Staffing Committee.

3. Fund Balance Policy Draft—John Lau

Vice-President of Business Services John Lau informed the Senate that the IVC reserve balance has historically been approximately 6% and that the Budget and Fiscal Planning Committee intends to recommend to the IVC Board that the IVC reserve be raised to approximately 16.6% as is the average reserve of California community colleges collectively. He further informed the Senate that he believes that approximately eight years would be necessary to increase the reserve from its current level to the proposed level.

Discussion ensued, including concerns regarding modernization of the 200, 300, and 800 buildings; various methods of increasing the college's reserve; and effects of the economy on the IVC bond issues.

4. Senate Fundraiser Report—Frank Rapp and Christina Shaner.

VII. Discussion

1. Institutional Research Position Issues—Frank Rapp

Secretary Rapp stated that concerns had been raised regarding the minimum qualifications and classification established for the position of Institutional Researcher currently being flown.

Discussion ensued, including concerns regarding comparable minimum qualifications and classification for such a position at other California community colleges, procedures for developing job descriptions, definition and parameters of the established classification for the position, and the possibility of a staff and research department at IVC in the future.

2. Administration Evaluation Issues—Glenn Swiadon

Full-Time Faculty Member Glenn Swiadon stated that he would prefer that faculty evaluations of IVC administrators be conducted as anonymous evaluations.

Discussion ensued, including concerns regarding the potential for abuse of the evaluation process by faculty members, fear of possible retribution by administrators receiving negative evaluations, and the current procedure of faculty evaluations of administrators.

VIII. Adjournment

M/S/C (Rapp/Gilison) to adjourn. The meeting was adjourned at 3:14 p.m.

The next regularly scheduled meeting of the IVC Academic Senate shall take place on 20 August 2013 at 1:30p.m. in the IVC Board Room.