

# IVC Academic Senate

Approved Minutes

November 7, 2007

- I. The meeting was called to order at 1:33 pm by President Seivertson.
- II. Roll Call  
Present: Krista Byrd, Suzanne Gretz, Melani Guinn, Cesar Guzman, Michael Heumann, Russell Lavery, Carol Lee, Mary Lofgren, Bobbie McClain, John McClain, Armando Mendez, Barbara Nilson, Norma Nunez, Thomas Paine, Rosa Pitones, Bruce Seivertson, Kevin White, Lianna Zhao, Sherry Zobell, Kathy Berry, Dennis Carnes, David Lopez  
Excused:  
Absent: Dave Drury  
Visitors: Francis Beope, Gonzalo Huerta, Sergio Lopez, Val Rodgers, Efrain Silva, Kathie Westerfield, Robin Ying
- III. **Treasurer's Report** - \$3637.90
- IV. **Visitor Comments**  
Bobbie McClain – Campus Operations committee Nov 17, over by the 1300 building approved planting tree, still needs \$250. Find out student's name.
- V. **Consent Agenda**
  1. M/S/C (Zhao/Nilson) to approve the minutes of October 17, 2007 as corrected.
  2. Approval of Board resolution reflecting the C&I Committee's latest recommendations for program and course additions, revisions, and deletions. This item will be postponed until next meeting.
- VI. **Reports**
  1. President – attended the plenary session of State Academic Senate. "Your Duties as Local Senate President" was distributed to the senators. A president may delegate some of the duties.
  2. Past President – congratulated Senator Guzman on his election to the school board of Brawley Elementary. He also expressed a wish that the senate start afresh with a new attitude towards each other.
  3. Vice President of Instruction – attended a conference last week on how to be a CIO. For the next 5 years money will be available to the community colleges for basic skills. Every year we have to prove to the chancellor's office that we deserve more money. Basic skills has to be a campus wide endeavor.
  4. Senators Guinn and Mendez: Constitution and By-Laws Revisions – only the by-laws are being reviewed as to grammatical errors, role of part-timers, and duties of officers. A revised copy will be sent to the senators for review before the next AS meeting.

5. Senators Nunez (Chair), Byrd, Heumann, B. McClain, and Paine: C&I Subcommittee Study concerning C&I membership, voting members, additional division representation, and officers (see October 17<sup>th</sup> unapproved minutes for more details as to the subcommittee assignment) – The committee is meeting at 3 pm today to discuss when they can meet.
6. Academic Senate plaques – Senator Lofgren is waiting for the information. Senator B. McClain has found a source to engrave the plaques. Reminder: the Academic Senate is in charge of faculty lounge. Suggestions are always welcomed on how to make it nice and keep it that way. As a side note, the chairs in the Academic Senate office are in need of replacement. Past President Carnes will check to see if the warehouse has surplus chairs.

**VII. Academic and Professional Matters**

1. Appointment of two faculty members to Dean of Instruction Search Committee – David Zielinski and Mary Jo Wainwright were elected to serve on this committee. Other nominees included Olga Artechki and Bobbie McClain.

**VIII. Discussion**

1. Minute Taking Procedures: Preference between Previous Process and Most Recent Example (minutes of October 17<sup>th</sup>). Few senators indicated a preference one way or another. Senator Guinn will bring other formats to the next meeting.
2. STRS – Gretz – The state CTA STRS specialist indicated that other schools on a 16 week calendar with a winter session are having the same problem as IVC. Our name has been added to that list. The problem is being worked on. Another solution discussed was to have a contract day in January
3. SLO Coordinator – items discussed during the meeting:
  - we are the only without a coordinator
  - division chairs are taking the lead
  - wait for the accreditation report before making a decision
  - when a committee takes leadership of an item it becomes diffused
  - progress is being made
  - the faculty needs to show enthusiasm for SLOs
  - other areas besides instruction are working on SLOs
  - one person needs to be in charge to work with the whole campus
  - there is a concern when a coordinator is appointed, other people tend to think they don't need to get involved
  - this is not a top down process, it must come from the faculty
  - in a previous meeting the Academic Senate voted to take the lead concerning SLOs

President Seivertson would like all parties to share their information with the senate. He has asked that the division chairs report on their progress concerning SLOs at the next meeting.

**IX. Committees**

1. Budget and Planning –no meeting
2. C and I – training on stand-alone course validation, Title V document has several people petrified because there are over 1200 changes that have to be made by 2008 and entered into the catalogue.
3. College Council – nothing new
4. Equivalency – reviewing 3 packets this week
5. Policies and Procedures Review – updating is continuing
6. Administrative Council – no meeting

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