Academic Senate of Imperial Valley College

Adopted Minutes

16 April 2014

A. Call to Order

The meeting was called to order by President Lehtonen at 1:31p.m.

Present—Eric Lehtonen, Laura Mosier, Frank Hoppe (proxy for Cathy Zazueta), Dave Drury, Frank Miranda, David Scott Sheppard, Caroline Bennett, Russell Lavery, Rick Goldsberry, Bradford Wright, Ralph Marquez, Norma Nunez, Michael Capeci, Mike Palacio, Robert Baukholt, Daniel Gilison, Michael Heumann, Barbara Nilson, Frank Rapp, Christina Shaner, Ricardo Ibarra.

Absent—Scott Simpson, Allyn Leon, Ed Wells, Kevin White, Kathy Berry.

Visitors—Tina Aguirre, Gordon Bailey, Alto Bendicto, Susan Carreon, Sheila Dorsey-Freeman, Gayla Finnell, Brian McNeece, Efrain Silva, Sabrina Worsham.

Excused—Mary Lofgren.

B. Visitors' Comments

Part-Time Faculty member Mike Capeci announced that he had taken steps to officially include the Academic Senate of Imperial Valley College on all promotional material for the Fifth Annual Biggest and Baddest Battle of the Badges, using the Senate's constitution as the mission statement for the Senate required in the material. He further encouraged Senate members to attend the event, including consideration of the Senate purchasing a sponsorship of the event for \$300.00.

Air Conditioning and Refrigeration Technology Instructor Frank Miranda suggested that a time capsule inside a sun dial be placed at the entrance to the new Technology Building at the ribbon cutting ceremony on 2 May 2014. It was suggested by President Lehtonen that said time capsule could be placed there on the first day of the fall semester due to the short amount of time to prepare one by 2 May 2014.

C. Consent Agenda

1. M/S/C (Drury/Goldsberry) to approve the Consent Agenda as presented.

D. Reports

1. President—President Lehtonen reported that he and President Elect Michael Heumann had attended the Spring 2014 California Community College Academic Senate Plenary Session where President Beth Smith, the current president of the state Academic Senate, had been

voted out following a number of controversial issues and which was followed by the resignation of those who had supported President Smith.

He further reported that he had run for the Board of the state Academic Senate but lost in the election by the General Assembly.

He concluded his report by informing the Senate that all resolutions critical of the Accrediting Commission of Community and Junior Colleges (ACCJC) had passed.

- 2. Past President—There was no Past President's report.
- 3. Treasurer—Senate Treasurer Caroline Bennett reported that \$937.64 had been spent on travel, and that therefore the Senate balance stands at \$2,127.01.
- 4. Associated Student Government—Associated Student Government President Ricardo Ibarra reported that the 2013-2014 ASG had completed all events for the year with the exception of the Spring Awards Ceremony which they are preparing for. He further noted that the ASG had donated a new scoreboard to the gymnasium in the De Paoli Sports Complex.
- 5. Part-Time—Part-Time Instructor Mike Palacio reported that the IVC Part-Time Faculty Association shall meet on 17 May 2014 in room 2137.
- 6. Curriculum Committee— Curriculum Committee Co-Chairman Michael Heumann reported that the committee shall meet two more times during this semester, both before the next Academic Senate meeting, and that focus during those meetings shall be on finalizing the faculty hiring priority list and revisions to administrative procedures, including forms for determining class enrollment size.
- 7. College Council—College Council Co-Chairman Daniel Gilison reported that a special meeting of the Curriculum Committee had been held, at which time they had reviewed and approved the IVC response to the Accrediting Commission for Community and Junior College's letter to Imperial Valley College.

He further reported that at their regularly scheduled meeting they had discussed Other Post-Employment Benefits funds liability.

- 8. CART—CART Co-chairman Brian McNeece reported that IVC had an on-site visit by the accrediting team on 14 April 2014 and 15 April 2014 and that said team had submitted a report to the ACCJC. He further stated that following the visit the CART Committee has returned to the focus of integrating CART into the regular business of IVC.
- 9. Distance Education—Distance Education Committee Chairwoman Gayla Finnell reported that at its meeting of 9 April 2014, the Distance Education Committee had approved language for proposed changes to the IVC "Regular Effective Contact" policy.

She completed her report by stating that the committee has begun developing an on-line orientation course and a faculty handbook for distance education.

10. Technology Planning—Technology Planning Committee Chairwoman Gayla Finnell reported that at its meeting of 10 April 2014, the Technology Planning Committee approved replacement of document cameras and, in conjunction with the ASG, began discussion of revitalizing the Student Technology Advisory Committee.

E. Update on Previous Discussion and Information Items

1. Academic Senate Fund Raiser—Frank Rapp

Secretary Frank Rapp announced that he shall inform the IVC faculty and staff that they are all invited to a soiree at which a silent auction shall be held and which shall not require ticket purchases for attendance. Said event shall be held during the evening of 2 May 2014.

2. Rafael Santos Award—Mary Lofgren

President Lehtonen announced that this item was being pulled from the agenda.

3. Faculty Hiring Procedures Review Committee—Marion Boenheim

President Lehtonen, on behalf of Interim Chief Human Resources Officer Marion Boenheim, informed the Senate that the Faculty Hiring Procedures Review Committee determined that recent changes to hiring procedures had never been formalized, and thus the decision was made to return to earlier policies and procedures and that the committee shall continue its work during the 2014-2015 academic year.

Human Resources Analyst Sheila Dorsey-Freeman added that the committee shall focus on making academic hiring procedures and policies be consistent with all other IVC hiring procedures and policies.

F. New Discussion and Information Items

1. Sabbatical Process Review Committee—First Reading—Eric Lehtonen

President Lehtonen informed the Senate that the purpose of this resolution is to improve IVC sabbatical leave policy to better serve both the institution and individual faculty requesting sabbatical leave, identifying proposed changes to the form provided to requestors, anonymity of requestors with focus on the sabbatical proposal itself, and inclusion of abstract of the request. He further stated that some of the items in the proposal would be subject to negotiations.

2. New Faculty Orientation Committee—First Reading—Norma Nunez

Senator Norma Nunez stated that the resolution addresses first day of employment issues and more precise and comprehensive information for new hires through a revised "New Faculty Handbook."

Discussion ensued including concerns regarding a request for Human Resources to be informed of meetings and/or involved in said meetings.

- 3. Academic Senate By-Law Review Committee—First Reading—Michael Heumann President-Elect Heumann informed the Senate that the most significant changes to the Senate By-Laws involved an addition to and deletions of standing committees.
- Distance Education Regular and Effective Contact—First Reading—Gayla Finnell Distance Education Committee Chairwoman Gayla Finnell informed the Senate that previous Distance Education documents did not properly explain IVC "Regular and Effective Contact" policies and that the proposed resolution language shall do so by ensuring that regular and effective contact shall be demonstrable by distance education faculty.
- 5. 2014-2015 Academic Senate Executive Committee Election Announcement — Frank Rapp Secretary Rapp announced that election of 2014-2015 Academic Senate Executive Committee members shall take place at the regularly scheduled meeting of the IVC Academic Senate on Wednesday, 7 May 2014.
- 6. 2014-2015 Curriculum Committee Chairperson Election Announcement—Frank Rapp Secretary Rapp announced that election of 2014-2015 Curriculum Committee Chairperson shall take place at the regularly scheduled meeting of the IVC Academic Senate on Wednesday, 7 May 2014.
- Environmental Health and Safety Committee—Daniel Gilison 7.

Vice President Daniel Gilison informed the Senate that one faculty position needs to be filled on the Environmental Health and Safety Committee and further stated that he shall inform the IVC faculty of the opening, including information regarding the exigencies of the position.

8. +/- Grading Survey—Eric Lehtonen

President Lehtonen provided the Senate and those present with results of the "+/- Grading" survey, noting that said results indicated that a majority of IVC faculty are opposed to any changes to IVC grading policy, particularly including +/- options to student grades.

G. Action

4.

1. Distance Education Committee Composition —Second Reading—Gayla Finnell M/S/C Marguez abstained (Drury/Nunez) to approve the "Distance Education Committee Composition" resolution as presented.

There were no "For the Good of the Order" items.

I. Adjournment

President Lehtonen adjourned the meeting at 2:50p.m.

The next regularly scheduled meeting of the IVC Academic Senate shall take place on 7 May 2014 at 1:30p.m. in the IVC Board Room.