

Imperial Valley College

Academic Senate

Agenda

Wednesday, March 4, 2015, 1:30 PM

Board Room

Mission: The mission of this organization shall be to represent the faculty in the formation of college and district policy on academic and professional matters, as mandated by Title 5, Section 53200 (b) and AB-1725, Shared Governance.

MEMBERSHIP

Michael Heumann, Senate President

Arts, Letters, and Learning Services

Vacant

Alex Garza

Cathy Zazueta

Frank Hoppe (Secretary)

Economic and Workforce Development

Dave Drury

Frank Miranda

David Scott Sheppard

Health and Sciences

Caroline Bennett (Treasurer)

Rick Goldsberry

Suzanne Gretz

Russell Lavery

Student Services

Ralph Marquez

Norma Nunez

Part-Time Faculty

Michael Capeci

Mike Palacio, Jr.

At-Large Senators (Nine)

Gilbert Campos

Daniel Gilison (Vice-President)

Lorraine Mazeroll

Allyn Leon

Frank Rapp

Ed Wells

Mary Lofgren

Olivia Garcia

Holly Chase

Ex-Officio

Eric Lehtonen (Past-President)

Nicholas Akinkuoye (Chief Instruction Officer)

Priscila Ortiz (ASG President)

A. Call to Order by the President

Roll call by Secretary

B. Visitor's Comments

At this time persons may speak to the Academic Senate either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Academic Senate. However, please note that this is an open meeting, and anyone may speak to an agenda item during discussion or debate. (Only Senators may move or second any motion, and only Senators may vote.) If you wish to be heard at this time, please stand and identify yourself to the Academic Senate President.

C. Consent Agenda

1. Academic Senate Minutes of 18 February 2015
2. Curriculum Committee Minutes of 4 December 2014
3. Recommendations to the Board for 4 December 2014
4. Recommendations to the President for 4 December 2014

D. Reports—Please limit your report to 3 minutes

1. President
2. Past-President
3. Treasurer
4. Associated Student Government (ASG) President
5. Part-Time Representative
6. Budget & Planning
7. College Council
8. Student Learning Outcomes
9. Basic Skills
10. Equivalency

E. Action Items

1. IVC Professional Development Plan — Second Reading (Leon/Goldsberry)
2. Resolution on Reorganization — First Reading
3. Resolution on Athletics — First Reading
4. Class Cancellation Resolution — First Reading

F. Discussion and Information Items

1. Alternative/Renewable Energy Technology Job Description — Efrain Silva
2. Senate Elections — Frank Hoppe
3. English Standards Committee — Kathleen Dorantes
4. Online Education Initiative — Gaylla Finnell
5. Health Center in the Library — Frank Hoppe
6. Institutional Set Standards Review
7. Change to Senate Meeting Time for 2015-16
8. Senate Executive Committee's Role in Off-Contract Periods

G. "For the Good of the Order"

H. Adjournment



IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE MINUTES (Adopted)
 Regular Meeting, Thursday, December 04, 2014
 3:05 p.m. –Board Room

Present:	<input checked="" type="checkbox"/> Nicholas Akinkuoye	<input checked="" type="checkbox"/> Craig Blek	<input checked="" type="checkbox"/> Roberta Webster for Susan Carreon	<input type="checkbox"/> David Drury
	<input checked="" type="checkbox"/> Kathleen Dorantes	<input type="checkbox"/> Gaylla Finnell	<input checked="" type="checkbox"/> Daniel Gilison	<input checked="" type="checkbox"/> Carol Hegarty
	<input type="checkbox"/> Allyn Leon	<input type="checkbox"/> Jose Lopez	<input type="checkbox"/> Norma Nava	<input type="checkbox"/> Trinidad Argüelles
	<input checked="" type="checkbox"/> Frank Rapp	<input type="checkbox"/> Jose Ruiz	<input checked="" type="checkbox"/> James Patterson	<input checked="" type="checkbox"/> Veronica Soto
	<input checked="" type="checkbox"/> Kevin White	<input type="checkbox"/> Cathy Zazueta	<input checked="" type="checkbox"/> ASG Representative Claudia Curiel	
Consultants:	<input type="checkbox"/> Tina Aguirre	<input checked="" type="checkbox"/> Gloria Hoisington	<input type="checkbox"/> Ted Cesar	<input type="checkbox"/> Becky Green
	<input type="checkbox"/> Todd Finnell	<input type="checkbox"/> Jill Nelipovich	<input type="checkbox"/> Norma Nunez	<input checked="" type="checkbox"/> Efrain Silva
Ex-officio	<input checked="" type="checkbox"/> Michael Heumann			
Visitors:				
Recorder:	Dixie Krimm			

I. Opening of the Meeting

A. Call to order

Frank Rapp called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:08 pm on Thursday, December 4, 2014.

B. Approval of the Minutes

1. Regular Meeting of November 20, 2014

M/S/C (Patterson/Blek) to approve the minutes of the November 20, 2014, regular meeting of the Curriculum Committee, as presented. The motion carried.

II. Action Items

A. Credit Courses

1. Deleted Courses

a. GEOL 120 – Geology Field Studies (3)

M/S/C (Gilison/Blek) to approve the deletion of the inactivated credit course GEOL 120, effective 2015-2016 as presented. The motion carried.

2. Revised Courses

a. CDEV 200 – Practicum – Field Experience (4)

b. CHEM 100 – Introduction to Chemistry (4)

c. CIS 162 – Cisco CCNA Discovery 1: Introduction to Networks (4)

d. CIS 163 – Cisco CCNA Discovery 2: Routing and Switching Essentials (4)

e. CIS 164 – Cisco CCNA Discovery 3: Scaling Networks (4)

f. CIS 165 – Cisco CCNA Discovery 4: Connecting Networks (4)

M/S/C (Akinkuoye/Gilison) to approve the update to title and/or description, units, objectives, content, and texts as indicated in CurricUNET, for items a. through f. above, effective 2015-2016, as presented. The motion carried.

3. New Courses

- a. **FIRE 142 – Firefighter Academy 1 (10)**
- b. **FIRE 144 – Firefighter Academy 2 (3)**
M/S/C (Patterson/Soto) to approve the addition of FIRE 142 and FIRE 144, to the credit curriculum, effective 2015-2016, as presented. The motion carried.

B. Distance Education Courses – Addendum Documentation

- a. **CHEM 100 – Introduction to Chemistry (4)**
M/S (Soto/Gilison) to approve the Distance Education Addendum for CHEM 100, effective 2015-2016, to provide greater access and allow the inclusion of all modalities of learning, as presented. The motion carried.

C. Degrees and Certificates

1. Revised Degrees and Certificates

- a. **Agriculture Business Management Degree (Agriculture Business for Transfer Degree)**
M/S/C (Gilison/Soto) to approve the revision of the Agriculture Business Management Degree from Associate in Science (A.S.) Degree to Associate in Science in Agriculture Business for Transfer (A.S.-T.) Degree, effective 2015-2016, as presented. The motion carried.
- b. **Firefighter I Certificate**
M/S/C (Patterson/Akinkuoye) to approve the revision to the Firefighter I Certificate, effective 2015-2016, as presented. The motion carried.
- c. **Liberal Studies – General and SDSU Teacher Prep Options (Elementary Teacher Education for Transfer)**
M/S/C (Soto/White) to approve the revision of the Liberal Studies General and SDSU Teacher Prep Option Degree Programs, from Associate in Arts (A.A.) Degrees to Associate in Arts in Elementary Teacher Education for Transfer (A.A.-T.) Degree, effective 2015-2016, as presented. The motion carried.

III. Discussion Items

None.

IV. Information Items

Michael Heumann distributed Senate Rostrums.

Update – James Patterson will be meeting with Bill Gay to discuss with local entities the deletion of the local Journalism degree and the ADT option that can be developed in the future. The determination of the meetings will be brought back to the committee as agenda items in the Spring. SDSU currently does not accept the ADT in Journalism. Since Journalism is a CTE program it must have a committee meeting review.

V. Other Items

VI. Next Regular Meeting: February 19, 2014, 3:05pm in the Board Room

VII. The meeting adjourned at 3:18 p.m.

In accordance with the Ralph M. Brown Act and SB 751, minutes of the IVC Curriculum Committee record the votes of all committee members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

Resolution No.: Major, Certificate, Course Additions and Deletions

WHEREAS, new programs, deleted programs and new courses within the programs have been approved by the Curriculum Committee and instructional administration, and satisfy all applicable requirements of Title 5 regulations. All factors, taken as a whole, support the establishment and maintenance of the proposed instructional programs and courses.

BE IT RESOLVED that the Board approves the recommendation of the Curriculum Committee (12/04/14) and the Academic Senate (03/04/15), with the consent of the Superintendent/President, as follows:

New Courses

FIRE 142 – Firefighter Academy 1 (10)

FIRE 144 – Firefighter Academy 2 (3)

**APPROVAL OF PROGRAM, CURRICULUM AND COURSE DEVELOPMENT AND MAINTENANCE
AS DELEGATED TO THE SUPERINTENDENT/PRESIDENT BY THE BOARD OF TRUSTEES
(RESOLUTION NO. 14130, 6/18/08)**

WHEREAS, Board Policy BP 4020, Program, Curriculum and Course Development, provides that:

- ◆ all new programs and program deletions, and individual degree applicable credit courses offered as part of a permitted educational course, and nondegree-applicable credit and degree-applicable courses that are not part of an existing approved program (i.e., stand-alone courses) shall be approved by the Board; and
- ◆ the Board delegates the authority for all other actions to the Superintendent/President.

BE IT RESOLVED that the Superintendent/President approves the recommendations of the Curriculum Committee (12/04/14) and the Academic Senate (03/04/15), as follows:

Deleted Credit Course

GEOL 120 – Geology Field Studies (3)

Revised Credit Courses

CDEV 200 – Practicum – Field Experience (4)

CHEM 100 – Introduction to Chemistry (4)

CIS 162 – Cisco CCNA Discovery 1: Introduction to Networks (4)

CIS 163 – Cisco CCNA Discovery 2: Routing and Switching Essentials (4)

CIS 164 – Cisco CCNA Discovery 3: Scaling Networks (4)

CIS 165 – Cisco CCNA Discovery 4: Connecting Networks (4)

Revised Degrees and Certificates

Agriculture Business Management Degree (Associate in Science in Agriculture Business for Transfer)

Firefighter 1 Certificate

Liberal Studies – General and SDSU Teacher Prep Option Degrees (Elementary Teacher Education for Transfer)

Distance Education Courses

CHEM 100 – Introduction to Chemistry (4)

Victor Jaime, Superintendent/President

Date

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Revised Degrees and Certificates

Agriculture Business Management Degree (Associate in Science in Agriculture Business for Transfer)

Firefighter 1 Certificate

Liberal Studies – General and SDSU Teacher Prep Option Degrees (Elementary Teacher Education for Transfer)

Distance Education Courses

CHEM 100 – Introduction to Chemistry (4)

Victor Jaime, Superintendent/President

Date

Imperial Valley College Academic Senate
Resolution on Reorganization of Instruction
First Reading: March 4, 2015
Second Reading: March 18, 2015

Whereas, at the February 18, 2015, meeting of the Imperial Valley College Academic Senate, Dr. Victor Jaime and Dr. Nicholas Akinkuoye presented a plan for the reorganization of several areas on campus; and

Whereas, the reorganization plan changes the current configuration from three divisions to four divisions but does not add to the number of administrative deans over these areas; and

Whereas, the reorganization of Parking Security will replace a Classified Manager position with a part-time classified position; and

Whereas, the reorganization of Information Technology moves IT out of Student Services and under the President, and a current Classified Manager will become the Interim Chief Technology Officer for one year; and

Whereas, these changes result in a net cost savings to the District;

Resolved, that the Academic Senate of Imperial Valley College supports the reorganization of Instruction and the expansion of divisions from three to four; and

NOW, THEREFORE, BE IT RESOLVED that the Academic Senate of Imperial Valley College supports the changes in Parking Security and in Information Technology.

Imperial Valley College Academic Senate
Athletics Resolution
First Reading: March 4, 2015
Second Reading: March 18, 2015

Whereas, at the February 18, 2015, meeting of the Imperial Valley College Academic Senate, several Senators expressed concerns about the Athletics program being in Student Services and under Student Affairs; and

Whereas, most Athletics coaches are faculty members teaching in the Physical Education and Health Education department; and

Whereas, students on athletics teams are students first and foremost, and their place on those teams is determined by their enrollment in the appropriate athletics classes

NOW, THEREFORE, BE IT RESOLVED that the Imperial Valley College Academic Senate supports the return of Athletics to Instruction and its inclusion in the new Math & Sciences division.

Imperial Valley College Academic Senate
Class Cancellation Resolution
First Reading: March 4, 2015
Second Reading: March 18, 2015

Whereas, enrollment management is vital to the well-being of Imperial Valley College; and

WHEREAS a clearly delineated class cancellation policy may be one important aspect of said enrollment management; and

WHEREAS, past practice in class cancellation has been, at times, inconsistent and confusing, leading to the perception of capriciousness, vindictiveness, favoritism, and cronyism, no matter how well intentioned;

NOW, THEREFORE, BE IT RESOLVED that the Imperial Valley College Academic Senate recommends that an ad hoc committee of faculty and instructional administrators develop a policy to delineate best practices and guidelines in class cancellation.

English Standards Committee

Mission Statement:

The purpose of the English Standards committee is to support and encourage quality of education and promote standardization among the levels of English composition and reading.

Tasks:

- Develop standard essay models for various grades at various course levels
- Evaluate text books at each level and monitor textbook selections of the instructors
- Monitor course syllabi posted on the IVC syllabi site for standardization and alignment with the course outline
- Revise course outlines on a three-year review cycle
- Develop resource guides and repositories for each course in the English composition and Reading sequences (These resource guides would be housed in Outlook's OneDrive for ease of access for instructors. Resource guides would include lesson planning ideas, assignment ideas, grading rubric ideas, and resource materials such as short videos and handouts.)
- Develop and provide orientation, support, and professional development for new and part-time instructors
- Collaborate with the Student Success and Support Coordinator to review cut-off scores and placement advisories

Meetings:

Second Tuesday of every month