

# IVC Academic Senate

Approved Minutes

November 21, 2007

- I. The meeting was called to order at 1:35 by President Seivertson.
- II. Roll Call
  - Present: Suzanne Gretz, Melani Guinn, Cesar Guzman, Michael Heumann, Russell Lavery, Carol Lee, Mary Lofgren, John McClain, Barbara Nilson, Thomas Paine, Bruce Seivertson, Kevin White, Lianna Zhao, Sherry Zobell, Kathy Berry, Dennis Carnes
  - Excused:
  - Absent: Krista Byrd, Dave Drury, Bobbie McClain, Armando Mendez, Norma Nunez, Rosa Pitones, David Lopez
  - Visitors: Gonzalo Huerta, Janeen Kalin, Jose Lopez, Toni Pfister, Deidre Pollack, Gary Rodgers, Val Rodgers, Gary Rodgers, Efrain Silva, Kathie Westerfield, David Zielinski
- III. **Treasurer's Report - none**
- IV. **Visitor Comments**
  - Seivertson – The faculty is invited to participate in a “paint the faculty lounge day” on Dec 6, 2007. Refreshments will be served.
  - Gretz – has some concerns about the upcoming evacuation drill. She has worked in industry where she was involved in the safety programs. Training and walkthroughs always proceeded the surprise drill. Having the drill when half of the campus is torn up is unsafe and having it during the last week of the semester is unwise. She also feels that 15 minutes will not be enough time to conduct the drill. She will relay these concerns to the HR Director.
  - Nilson – indicated she has the same concerns as Gretz.
  - Lavery – is a member of the Safety Committee. Some of the discussion points of the committee meeting included Gretz's concerns. The committee decided since an earthquake doesn't give warning or pick a convenient time to occur the drill would go on as planned. He stated that we are lucky to get an advance notice.
  - Carnes – good idea to put an evacuation map on the back of the school calendar.
- V. **Consent Agenda**
  1. M/S/C (Nilson/Lee) to approve the minutes of November 7, 2007 and C&I recommendations from September 6, 2007.
  2. C&I recommendations from October 4, 2007. M/S/C ( Nilson/Lee)

## VI. **Reports**

1. President - Would like a volunteer from the divisions to share their progress on SLOs for the February meeting. English agreed to be on the next agenda.
2. Past President – found out that the furniture in the Academic Senate room is institutional furniture and a request is needed for new chairs. There are replacement chairs available. It was suggested that we also request a new conference table.
3. VP of Instruction – 1)The presidential search is in progress. Screening will take place before the holiday break and the forum will be after the holiday break; 2) winter enrollment is up, spring enrollment is down; 3) there was a request by a private company for faculty grades for the last three years. The Chancellor's office said this was a legitimate request based on the Public Records Act. The school had 10 days to comply. This company will then sell the information. It has been suggested that each college post their own grades; 4) 70% of community college students need at least one basic skills class. A Basic Skills subcommittee, chaired by Kathleen Dorantes, is responsible to devise a campus wide plan for use of the allocated money, around \$800,000. The plan must be finalized by May 1<sup>st</sup>. The committee will be gathering data and the faculty were asked to cooperate; 5) SLOs – accreditation committee ask everyone what are you doing on SLO? The CIO has to produce documentation on how SLOs are being used to change how subjects are taught. Attached is the form to be used when reporting progress on SLOs. Each course should have an SLO, but doesn't have to have all of them. Some courses will only get an introduction of the SLO, because it may take 2 or 3 semesters to achieve mastery. Courses can mix and match to provide building blocks towards mastery.
4. ASG President - absent
7. Student Learning Outcomes (SLO) update: Science, Math, & Engineering
6. C&I Subcommittee Study concerning C&I membership, voting members, additional division representation, and officers (See October 17<sup>th</sup> approved minutes for more details as to subcommittee assignment). Next meeting
5. Senators Guinn and Mendez: By-Laws – next meeting

## VII. **Academic and Professional Matters**

### VIII. **Discussion**

1. STRS – nothing new to report. As a side discussion, there was a request for analysis on the winter session:
  - Is there an advantage?
  - Advantage of the compacted calendar has been lost because of the winter session.
  - Analysis should be more than just FTES.
  - Is the increase of students because of winter session or natural growth?
  - Are students finishing earlier because of winter session?
  - This to be added to the next agenda.

2. SLO Coordinator –wait for accreditation report
3. Basic Skills Initiative (BSI) – see VP of Instruction comments

**IX. Committees**

1. Budget and Planning – next week
2. C and I -
3. College Council – haven't met
4. Equivalency - next Monday
5. Policies and Procedures Review – continues to replace pages
6. Administrative Council – short meeting

- X. M/S/C (Nilson/Lee) to adjourn the meeting at 3:00 pm.