

IVC Academic Senate

Approved Minutes

October 1, 2008

- I. The meeting was called to order at 1:30 pm by Vice President Lavery.
- II. **Roll Call and Announcements**
Present: Krista Byrd, Melani Guinn, Cesar Guzman, Michael Heumann, Kseniya Kareva, Russell Lavery, Carol Lee, Mary Lofgren, Jean Montenegro, Norma Nunez, Thomas Paine, James Patterson, Rosa Pitones, Norma Scott, Kevin White, Lianna Zhao, Sherry Zobell, Kathy Berry
Excused: Toni Pfister, Rosalba Jepson, Bruce Seivertson, Dennis Carnes
Absent: Chantilee Mendenhall, Suzanne Gretz
Visitors: John Law, Tina Aguirre, Gloria Carmona, Alicia Ortega, Frank Rapp
- III. **Treasurer's Report**
\$11,327
- IV. **Visitor Comments**
No comments
- V. **Consent Agenda**
 1. Minutes of September 17, 2008.
M/S/C (Nunez/Zhao) to approve the above item as corrected.
 2. C&I Committee's Recommendations dated June 12, 2008 and August 28, 2008
M/S/C (Zhao/Guinn) to approve the above items.
- VI. **Reports**
 1. President
 - Not present
 2. Past President
 - Not present
 3. VP of Instruction
 - Vice President Berry reminded faculty that, according to Title 5, faculty members are not allowed to drop a student for failing a test. Faculty can fail the student, but they cannot drop him/her for failing an exam.
 4. Budget Update: John Lau
 - The finance committee recommended acceptance of the budget. Reserves have been cut by 50% each year over the past few years. This trend will end this year. Next year, the budget will take on a different approach. We should also be prepared for potential shortfalls in this year's state budget. Our focus will be on making sure we

progress and grow while still maintaining fiscal responsibility. Vice President Lau will be looking into “soft” areas in the budget and trying to tighten the numbers in those areas (in order to eliminate potential panic down the road).

5. BSI Coordinator
 - Not present
6. SLO Coordinator
 - Not present
7. ASG President
 - Not present

VII. **Academic and Professional Matters**

1. Approval of Accreditation Report
 - M/S/C (Lee/Zhao) to recommend approval of accreditation progress report
 - Vice President Berry stated that the report still needs spell checking and grammar checking. We are still working with our consultants to clarify certain sentences. The content of the report will not change.
 - Berry went on to offer up an historical summary of this report. After the college received the warning from the accrediting group, faculty, staff, and administrators got together to look at the recommendations. Then we went to work. In Feb/March, we looked at accreditation reports. Division chairs worked extremely hard on creating program review formats that would be usable and developing a solid survey, among other things. It was hectic, but everyone came together and helped to craft a strong document that will be very helpful as we plan down the road.
 - Everything from here on out will be driven from the instructional point of view, and we’ve created methods and processes of formal communication. We have built into our spring schedule time to review and assess our development, and we’ve done a lot of other things that will actually make the strategies we set up be followed through.
 - Dean Rapp stated that report writing has been a challenge but something he’s learned from.
 - Berry stated that this is only the beginning; we will still be on warning status for another year. This next year will be focused on ensuring that we follow through on our plans.
 - Senator Guinn asked how many colleges were placed on warning status. Berry stated that most colleges were put on warning; only a few escaped.
 - Senator Patterson stated that he would vote against this report because the Senate was not given enough time to review and consider the report prior to this meeting. He also questioned specifics in the plan, noting that the reviews from all committees are not clearly defined, so it is unsure exactly how the master plans are actually being used to drive the budgets for each year. VP Berry spelled out the timeline that

will be used to ensure that the master plan is being reviewed and utilized by the various governing committees.

- Senator Guinn asked how long Senator Patterson would need to review the document. She added that time was of the essence, and we would need to have an emergency meeting of Academic Senate to vote on this if it does not pass. Senator Patterson pointed out that he was the only one voting against this, so far.
 - Senator Zobell stated that she has not read the proposal, but she is confident that those who are working on the report have the best interests of the instructional area in mind, and she would vote yes.
2. Second Reading of Distance Education Committee Resolution: Michael Heumann
 - M/S/C (Heumann/White) to approve the Distance Education Committee resolution with corrections
 3. First Reading of New Faculty Committee Resolution: Michael Heumann
 - M/S (Heumann/Patterson)
 - Senator Zobell stated that we should hold out on doing a first reading for this until it is “fleshed out.”
 - Senator Montenegro asked about adjunct members on this committee; Senator Guinn stated that this committee would take the place of the required committee membership for full-time faculty in their first year.
 - Senator Zobell suggested that this be tabled; the motioner and seconder agreed to table the item.

VIII. Discussion
No discussion items

- IX. Committees**
1. Budget and Planning – Already discussed in Budget Update
 2. C and I – Meeting on Oct 2 was cancelled; the next meeting is Oct 16 at 3 PM.
 3. College Council – Meeting on September 22 was cancelled; the next meeting is Oct 13 at 2:30 PM
 4. Equivalency – Four adjunct positions are being looked at; the committee needs one more member to complete the equivalency evaluation. Mary Jo Wainwright is working on a template for equivalency. Senator Lofgren stated that equivalency members should not “shut the door” on qualified instructors.
 5. Policies and Procedures Review – None
 6. Administrative Council – None

X. M/S/C (Lee/Heumann) to adjourn the meeting at 2:20 pm.