

IVC Academic Senate

Approved Minutes

November 5, 2008

- I. The meeting was called to order at 1:30 pm by President Seivertson.
- II. **Roll Call and Announcements**
Present: Krista Byrd, Suzanne Gretz, Melani Guinn, Cesar Guzman, Michael Heumann, Russell Lavery, Carol Lee, Mary Lofgren, Jean Montenegro, Norma Nunez, Thomas Paine, James Patterson, Toni Pfister, Rosa Pitones, Norma Scott, Bruce Seivertson, Kevin White, Lianna Zhao, Kathy Berry, Chantilee Mendenhall, Rosalba Jepson
Excused: Dennis Carnes
Absent: Sherry Zobell, Kseniya Kareva
Visitors: Martha Garcia, Frank Rapp
- III. **Treasurer's Report**
\$11,002
- IV. **Visitor Comments**
No comments
- V. **Consent Agenda**
 1. Minutes of October 15, 2008
M/S/C (Montenegro/Lee) to approve the above item as corrected.
 2. C&I Committee's Recommendations dated September 18, 2008
M/S/C (Montenegro/Lee) to approve the above item.
- VI. **Reports**
 1. President
 - The new strategic planning committee will have a Senate member on it; President Seivertson asked for all to consider serving on this committee
 - President Seivertson will attend the state Academic Senate Plenary Session this week; he will report on the session at a future Senate meeting
 2. Past President
 - Not present
 3. VP of Instruction
 - Vice President Berry reported that the schedule for Winter/Spring 2009 is out. The college's new "branding" (red, black, and white with particular illustration) is evident on the cover. This branding will be applied to the web site as well.

- She returned from the CIO meeting in San Francisco. She will bring several issues to division chairs this week, including a legal advisory on TBA hours and lab assignments. Also, a person supervising a lab must meet all equivalency for all students in the lab (so a supervisor in a foreign language lab must meet equivalency for all foreign languages).
 - The CCC's new chancellor, Jack Scott, will be starting soon. He told the meeting of CIOs that all colleges should expect midyear cuts.
 - Another key issue raised at the CIO meeting related to ACCJC. Apparently, the teams that perform site visits for accreditation interpret the policies differently from the ACCJC board itself. These teams have also been known to make up rules as they go along.
 - The CCC System Office getting ready for academic schedule audit. IVC should be fine.
 - State Academic Senate President Mark Wade Liu spoke at the CIO meeting and discussed minimum qualifications. Half of colleges are using single subject minimum qualifications.
 - One-third of all CIOs at the meeting are interims; colleges are having a hard time getting people to go from faculty to administration.
4. Budget Update: John Lau
 - Not present
 5. BSI Coordinator
 - The BSI monthly meeting is Nov 5; there will be a first year experience presentation.
 - President Seivertson will attend a BSI conference next week.
 5. SLO Coordinator
 - We have reached our goal for SLO identification forms: over 50% of classes offered this semester have been submitted.
 - SLO Coordinator Pfister has received input for the next phase and has developed a draft of the new form for the assessment portion of SLOs. He sent it out to the campus, and she is looking forward to receiving input.
 - The next SLO meeting is 3:15 on Tue, Nov 11, in room 700.
 - On Wednesday, January 7, there will be an SLO day. This is a voluntary day for faculty—paid for overload rate (6 hours). All are welcome to attend. Dr. Williams from Crafton Hills College will present on SLOs. Pfister is looking for topics for the workshop
 - Senator Gretz hoped that some of the SLO day will be work time. SLO Coordinator Pfister said that the day will include small group work and breakouts among departments/divisions.
 - Senator Montenegro asked whether SLOs would be published from all divisions. SLO Coordinator Pfister said that they would in the future.
 6. ASG President
 - The campus smoking policy was disseminated. It was approved at a recent College Council meeting. It will be presented at the next Board

meeting. Statement 2 will come into effect in Spring 2009; statement 1 will come into effect in Fall 2009.

- Senator Guinn asked how the college can prohibit people from smoking in their cars. President Seivertson stated that, if the car is on campus, then the occupant must adhere to campus rules.
- Secretary Heumann advised senators to let their constituents know about this policy prior to the Board meeting on November 19.

VII. Academic and Professional Matters

1. Bylaws: Continuation of Review Process
 - Bylaw changes were discussed and revisions were made.
2. Second Reading of New Faculty Committee Resolution: Michael Heumann
 - M/S/C (Heumann/Patterson) to approve the resolution as corrected

VIII. Discussion

First year experience

- President Seivertson and Senator Nunez gave a presentation on first year experience at college
- This was a program developed by San Diego Community College that the college is considering adopting. The goal is to create more success for first year students, particularly those coming out of high school. It can connect to and expand upon the success of the Early Alert program, and will be funded through BSI money.
- The program can also connect to the 1st Step program plan that was discussed at the September 17 Senate meeting.
- The keys to success for first year students are required assessment, orientation, and placement; financial aid and early counseling (early alert) are also important.
- Some key incentives for this program include: early registration, book vouchers, scholarships, internships, and transportation.

IX. Committees

1. Budget and Planning – No report
2. C and I – A few new courses and changes to existing courses on the agenda for the meeting on November 6.
3. College Council – The smoking policy was approved at the previous meeting.
4. Equivalency – They are working very hard on Science, Math, and Engineering division applications; Senator Zhao was very appreciative
5. Policies and Procedures Review – No report
6. Administrative Council – No report

X. M/S/C (Heumann/Lee) to adjourn the meeting at 2:52 pm.