

IVC Academic Senate

Approved Minutes

April 1, 2009

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, Rosalba Jepson, Kseniya Kareva, Russell Lavery, Carol Lee, Mary Lofgren, Jean Montenegro, Norma Nunez, Thomas Paine, James Patterson, Toni Pfister, Rosa Pitones, Norma Scott, Bruce Seivertson, Kevin White, Sherry Zobell, Dennis Carnes, Kathy Berry, Chantilee Mendenhall

Excused: Lianna Zhao

Absent:

Visitors: Sheila Dorsey-Freeman, Frances Beope, Travis Gregory, John Lau, Valarie Rodgers, Kathie Westerfield, Tina Aguirre, Eric Jacobson, Frank Rapp, Kathleen Dorantes

- Senator Paine stated that the technology division is installing software on everyone's computers. The software is called Kbox. It monitors the software that is running on our computers and remotely manages our computers. He felt this was a concern because there was no public announcement or discussion about this. This lack of communication is also evident in the current email outage problems.
- The senators generally agreed with Paine's comments, and President Seivertson will ask Dr. Ying to attend the next Senate meeting to discuss these issues.
- VP Berry stated that the main email server has been infected with a virus, and IT is working on the problem.
- Secretary Heumann noted that we should consider having Google host our email network using their Gmail service (which is a free service offered by Google).

III. **Treasurer's Report**

\$7,425

IV. **Visitor Comments**

No comments

V. **Consent Agenda**

1. Minutes of March 18, 2009.
M/S/C (Paine/Gretz) to approve the above item as corrected.
2. C&I Committee's Recommendations of 01-15-09 and 02-26-09
M/S/C (Paine/Gretz) to approve the above item.

VI. **Reports**

1. President: Bruce Seivertson
 - Attended the Area D meeting for the ASCCC. One issue was the hope to include more faculty in the accreditation teams.
 - Presented the Political Science concern regarding changing the minimum qualifications.
 - Beth Smith reported (at Area D) that there is a change in equivalency that states faculty are not automatically "grandfathered" into the process.
 - The Senate needed a representative for the Greening Committee. Senator Guinn volunteered.
2. Past President: Dennis Carnes
 - Carnes read Dean Rapp's email regarding faculty leaving classes early on a regular basis. He was shocked that this was even a problem for a college-level institute, but he admits that it is. He hopes that we will move to the point when such warnings are no longer needed.
 - Berry noted that Rapp's email was a response from complaints by faculty and students regarding classes that get out early.
 - Senators roundly agreed that this was a problem that needed to be addressed, particularly because it counts as a form of fraud against the state, since we receive apportionment based on the number of contact hours taught per class.
3. VP of Instruction: Kathy Berry
 - The summer schedule is done. The final grammar check is being completed now. There will be 245 sections (like last summer), including credit, non-credit, and online courses. Enrollment management will be followed; if classes are below 15 students or 50% enrollment, they will be removed (with some exceptions).
 - The Educational Master Plan is being finalized.
 - Dr. Gould and Berry have been meeting with alternative energy companies to discuss the need for more trained employees who can think, can read technical manuals, and are trained as engineers and geologists.
 - During Spring Break, she will attend the California WASC. One focus will be on the huge number of schools in California on warning status (far more than anywhere else in the country).
4. CFO: John Lau
 - Next month, the college will be selling the final phase of our construction bonds for the science building. He will be discussing

future plans for the extra money (not being used for building) at another meeting.

- Frances Beope asked about the career technical building, which was supposed to be built with this bond money. Lau states that there is not enough money left in the bond to build the other building.

5. BSI: Frank Rapp

- Taylor Ruhl has been getting books in the library for basic skills students.
- The Summer Institute is set as far as scheduling. Faculty and tutors are being set up for these classes. There will be six classes altogether: two reading, two writing, and two math classes.
- Carnes worried that the Institute classes would repeat some of the patterns existing basic skills classes are using. Rapp stated that he would like to discuss this at a later time.

5. SLO Coordinator: Toni Pfister

- Pfister and Dawn Chun attended a regional SLO meeting put on by the ASCCC. The goal of the meeting was to discuss how researchers and SLO coordinators could work together. Non-credit SLOs were a topic of discussion, as were program definitions. The key to everything is data, she stated.
- She completed the mini-workshops on SLOs. She sent out examples of the assessment cycles to help others complete these forms.
- She is working on collecting, organizing, and filing all SLO forms, she is working with secretaries to identify SLOs outstanding.
- Senator Montenegro asked how many part-time instructors are included in the SLO process. Pfister stated that many were but she is still concerned that some are being left out.

6. ASG President

- No report

VII. **Academic and Professional Matters**

1. Removal of Admissions, Registration Petitions Committee from A.S. Flow Chart

- M/S/C (Lee/Guzman) to remove Admissions, Registration Petitions Committee from the flowchart to the President's office

VIII. **Discussion**

1. Winter Intersession Resolution—Gretz noted that these resolutions were not sent out in advance, so we cannot discuss these as resolutions until they are sent out in advance. Seivertson stated that he hoped to bring these up as discussion items. It was decided that this item, along with the following three, should be moved these to a future meeting.

- Budget and Planning Resolution: Eric Jacobson
- Academic Senate Committees Term Limit Resolution
- Overload and Non-IVC Employment Load Resolution

2. Spring Student Scholarship Fundraiser—There was a change of date suggested from May 1 to April 30. It will take place at Dr. Jaime's house.

IX. Committees

1. Budget and Planning – The committee discussed ways to trim the budget
2. C and I – Postponed meeting for April 2 so division chairs can complete their budgets; they will meet next on Thursday, April 9.
3. College Council – Michael Heumann was elected Chair, and the by-laws were revised.
4. Equivalency – All evaluations have been reviewed.
5. Policies and Procedures Review – Several different policies were reviewed
6. Administrative Council – The Chancellor's office is predicting an 11% increase in enrollment and a 22% increase for next year. There is also a lot of frustration and fatigue across campus due to the increased demands brought about because of these increases.

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