

IVC Academic Senate

Approved Minutes

November 2, 2005

I. The meeting was called to order at 1:32 pm by James Patterson.

Present: Olga Artech, Roberta Bemis, Dennis Carnes, Dave Drury, Kelli Florman, Suzanne Gretz, Cesar Guzman, Greg Larson, Mary Lofgren, James Patterson, Deirdre Rowley, Patrick Staten, Mariaelena Thibodeaux, Cathy Zazueta, Victor Zazueta, Lianna Zhao, Sherry Zobell

Excused: Mary Kay Borchard, Eric Jacobson

Absent: Monica Bulong, Karen Collins, Kendra Jeffcoat, Val Rodgers,

Visitors: Francis Beope, Kathy Berry, Marion Boenheim, Krista Byrd, Gloria Carmona, Dawn Chun, Norma Sierra Galindo, Gonzalo Huerta, Carol Lee, Sergio Lopez, Alicia Ortega, Martha Sanchez, Robin Ying

II. Visitor Comments

Gretz – strongly recommends the senate members read the Senate Rostrum.

Florman – read a statement from Gaylla Finnell. During the Board meeting of 10/27/05 she was not allowed to voice her concerns regarding the action pending before the Board. A copy of the statement is in the Academic Senate files.

Rowley – will the Academic Senate support a resolution granting certificated employees who retire with 30 years or more special privileges?

Boenheim –reported on a problem in compensation for adjunct faculty as a result of the shift to a compressed calendar

Florman – How much money are we returning to the students (Health Fee)? How much are we paying Pioneer's Hospital? Has anyone studied the effect on enrollment because of the health fee?

Norma Galindo – introduced herself to the senate. She is running for the IVC Board of Trustees.

III. Information/Correspondence

1. Leonard Fabian
2. Hayward Award information
3. Withdrawal deadline – ASG is preparing a survey for students. Academic Senate President is preparing a survey for the faculty. Dennis Carnes and Patrick Staten will gather completed faculty surveys.
4. Kendra Jeffcoat email – re: Senate Agenda item VI.4
5. Patterson asked the division/area senators for help in recruiting faculty for the accreditation teams.

IV. Consent Agenda

1. The minutes of October 19, 2005 were approved as corrected. M/S/C (Gretz/Florman)

V. Institutional Student Learning Outcomes

Behind schedule on what our goals were for this semester.

VI. Academic and Professional Matters

1. Calendar for Faculty Evaluation of Administrators
Old Board Policy 3.38 requires “the Superintendent/President will have all Administrative Evaluations completed by January 15 of every year and have them available for Board review in the President’s Office during the period of January 16 through January 31.”
M/S/C (Zhao/Guzman) to approve the Senate President’s recommendation that faculty evaluation of administrators take place from November 4 through November 19, with evaluations being turned over to the Superintendent/President on the morning of November 21, 2005.
The administrators to be evaluated: Jeffcoat, Jaime, Vogel, Huerta, Silva, Magno, Ying, Boenheim, Ceasar, Lopez, Westerfield, Berry
2. Approval of ACCESO Objectives Withdrawn and will revisit at next meeting.
3. Approval of IVC Code of Ethics
M/S/C (Zobell/Drury) to refer this back to the committee. Send comments to Patty Biley, Carol Cortez-Ramirez, Lenny Fabian, Marion Boenheim. Need comments ASAP
4. Review of Hiring Freeze Exception Criteria / C&I Recommendations
James Patterson provided background leading up to the Senate’s request that C&I review the list of 17 positions currently unfilled by tenure-track instructors. Krista Byrd and Carol Lee provided additional insight into the deliberations of the committee when they reviewed and re-prioritized the list. Concern was raised that the blanket hiring freeze may have an adverse effect on certain programs as well as overall FTES growth, which is needed to offset budget cuts. The committee prioritized seven positions as “Yes, this is a position we absolutely need now to continue to generate FTES.” Of the seven positions, the Exercise Science position is currently filled with a full-time temporary instructor under contract for the full academic year. Gonzalo Huerta commented that the Electrical Trades program (not prioritized as “Yes”) would not be staffed in the spring semester if an exception to the hiring freeze is not approved.
M/S/C (Zhao/Gretz) to affirm the priority list from Curriculum & Instruction and forward the list to Dr. Pai with the Senate recommendation that the five “Yes” positions be filled with full-time temporary instructors for the spring semester at the direct discretion of the division chairs.
M/S/F (Rowley/C. Zazueta) to amend the motion to include Electrical Trades as a sixth position. Concern was raised that such an amended motion would override the work of the C&I.
M/S/C (Rowley/C. Zazueta) to request that C&I review all occupational education programs regarding staffing for the spring semester.

VII. Committees

1. Curriculum & Instruction – Lee – next meeting will be November 3. The deadline is approaching for curriculum changes for next year’s catalog.
2. Equivalency – Byrd – committee met with Dr. Jeffcoat to discuss forming a separate process for determining equivalency for noncredit instructors.

3. Standards and Practices (inactive)
4. Educational Policies – Gretz – procedures from Academic Services are now under review. Doctor Jeffcoat is responsible for some; Suzanne Gretz is responsible for others. Procedures needing Academic Senate approval will be referred to the Senate.
5. Faculty Professional Development – no report
6. Task Force on Information Literacy – not report
7. College Council – Patterson – reported on a phone message received from Ted Ceasar: the IVC Code of Ethics draft and the “exception criteria” draft had been referred to the various campus committees/groups for feedback to the College Council.
8. Planning and Budget – Zhao – expected shortfall for next years budget is \$4.2 million.
9. Administrative Council – Patterson – October 25 meeting: (1) Dr. Pai directed Drs. Vogel, Jeffcoat, and Jaime to prioritize the budget needs in their respective areas; (2) Dr. Jaime gave an update on the Student Health Fee; (3) Dr. Boenheim gave a report on a problem in compensation for adjunct faculty as a result of the shift to a compressed calendar. She reported that plans had been made for administrators to serve food at the 4th Annual Staff Appreciation BBQ

VIII. The meeting was adjourned at 3:33 p.m. M/S/C (Drury/Guzman)