# **Imperial Valley College Academic Senate**

## **Adopted Minutes**

# 19 September 2012

I. Call to Order—The meeting was called to order by President Lehtonen at 1:30 p.m.

Present: Eric Lehtonen, Daniel Gilison, Frank Rapp, Deirdre Rowley, Cathy Zazueta, David Zielinski, Dave Drury, Frank Miranda, Caroline Bennett, Russell Lavery, Rick Goldsberry, Mary Jo Wainwright, Norma Nunez, Mike Palacio, Robert Baukholt, Michael Heumann, Allyn Leon, Mary Lofgren, Barbara Nilson, Christina Shaner, Kevin White, Kathy Berry, Lisa Tylenda.

Absent: Todd Hansink.

Excused: Lorrainne Mazeroll.

Visitors: Tina Aguirre, Ted Ceasar, Michael Cushner, Sheila Dorsey-Freeman, Francine Hias, Victor Jaime, Sergio Lopez, Taylor Ruhl, Efrain Silva, Ed Wells.

### II. Visitors' Comments.

Senator Deirdre Rowley spoke to an issue not on the agenda, particularly a specific problem which faculty members had with book orders being properly filled by the bookstore and its parent company.

## III. Consent Agenda

M/S/C (Nilson/Drury) to approve the consent agenda with corrected minutes of 6 June 2012.

### IV. Reports

- 1. President—President Eric Lehtonen reported that he had met with IVC bookstore management in order to facilitate improved bookstore services for the benefit of IVC faculty and students.
- 2. Past-president Kevin White had no report.
- 3. Treasurer—Treasurer Christina Shaner reported that the Senate had a balance of \$60,435.43 with pending expenses of \$5,479.80 for release time salaries and \$2,232.10 for membership dues which would leave a balance of \$52,723.53.

- 4. Associated Student Government—Associated Student Government President Lisa Tylenda reported that the Student Government had held an on-campus memorial on Tuesday, September 11 and presented a mariachi band on Tuesday, September 18. They are further planning to show the documentary *The Longoria Affair* on Tuesday, September 25 in honor of Hispanic heritage month as well as conducting a blood drive on Wednesday, September 26. They are continuing to conduct voter registration on campus and are organizing a "No Texting while Driving" campaign in conjunction with the California Highway Patrol.
- 5. Part-Time Faculty Representative—Mike Palacio reported that, as the sole part time Academic Senate representative at this time, he was pleased that both Maribel Garcia and Francine Hias had declared candidacy for the vacant position.
- 6. Curriculum Committee—Curriculum Committee Chairman Michael Heumann reported that the Curriculum Committee's first meeting of the 2012-2013 academic was held on Thursday, 6 September 2012 and that training for new committee members had been completed. He further reported that the committee will meet again on Thursday, 20 September 2012.
- 7. Distance Education Distance Education Committee Coordinator David Zielinski reported that the committee had reaffirmed its goals of future training for IVC faculty, on-line course development, and on-line course evaluation. He elaborated on these goals by stating that Andres Martinez is currently holding four training sessions per month.
  - He further stated that the committee, in conjunction with Vice President for Instruction Kathy Berry, was moving judiciously in assessing and planning on-line courses for the Spring 2013 semester.
- 8. Continuous Accreditation Readiness Team—Vice President Berry reported that the CART committee had met on September 7 with the deadline for completion of the accreditation report being September 28.
  - She further stated that she and IVC Professor Brian McNeece are currently serving on accreditation teams and that their training had helped them to better understand the accreditation process and how to better prepare IVC for its accreditation process.
- 9. Equivalency—Senator Mary Jo Wainwright reported the Equivalency Committee had received one application for a part time instructor in mathematics and had granted equivalency to the applicant. She reminded the Senate that part time faculty members who are granted equivalency are to be evaluated in their first semester of teaching and that discipline faculty serving on equivalency committees need training in the equivalency process. She further stated that the committee had changed its membership from one alternate to three alternates to better meet the demands of the equivalency process.

#### V. Action Items

1. M/S/C (Rapp/Leon) as amended.

Whereas the campus hour has been useful in building a sense of community at other community colleges, and

Whereas there are many activities of interest to campus groups or to the entire campus community, and

Whereas it is difficult within the constraints of a standard community college schedule to make said activities equally available to all,

Therefore, Be It Resolved that the Imperial Valley College Academic Senate supports the implementation of the campus hour, and

Be It Further Resolved that activities scheduled during the campus hour be made available to the entire campus community, whenever possible.

Discussion ensued, including concerns as to whether or not the time reservation of Tuesdays and Thursdays from 11:50a.m. to 1:15p.m for Campus Hour would become permanent and whether or not the inclusion of Campus Hour in the course schedule would be revisited in future semesters.

- 2. M/S/C (Gilison/Leon) that the IVC Academic Senate By-Laws be amended to include a Nursing Department representative on the Curriculum Committee.
- 3. President Eric Lehtonen announced the candidates for the Senate Subcommittees of Administration, Registration, and Petitions; Technology Planning; College Council; Staffing; and Title IX Representatives.

Secretary Rapp conducted hand votes for the contested open positions as follows:

Admissions, Registration and Petitions (one vacancy):

Eddie Chang 13 Lourdes Mercado 5 Jose Plascencia 9

Eddie Chang is elected to the Admissions, Registration, and Petitions Committee

Technology Planning (two vacancies):

Michael Cushner 14
Van Decker 7
Gaylla Finnell 0
Jim Fisher 16

Michael Cushner and Jim Fisher are elected to the Technology Planning Committee.

President Lehtonen conducted voice votes for the uncontested open positions as follows:

College Council:

Kathleen Dorantes, running unopposed, is elected as a College Council representative, with one abstention.

Cathy Zazueta, running unopposed, is elected as an alternate College Council representative unanimously. One alternate College Council representative position remains open.

Staffing:

Jill Kitzmiller, running unopposed, is elected as a Staffing Committee member unanimously.

Title IX:

Lisa Solomon, running unopposed, is elected the female Title IX representative, with two "No" votes and one abstention.

Eric Jacobson, running unopposed, is elected the male Title IX representative, with one "No" vote and one abstention.

4. President Lehtonen presented the need to organize an ad hoc Administrative Evaluation Committee. Following no motion to that intent, President Lehtonen appointed Christina Shaner to chair said committee, with Norma Nunez, Eric Lehtonen, Krista Bryd, Rick Goldsberry, and Tina Aguirre volunteering for or being appointed to the committee.

#### VI. Information Items

1. Academic Senate Publications—Secretary Rapp distributed a list of publications currently being held by the IVC Academic Senate. He requested that the Senators review the list and recommend to him which publications the Senate should continue to archive and which should be removed from the holdings.

#### VII. Discussion Items

- 1. Distance Education Resolution—Distance Education Committee Coordinator Zielinski requested that the resolution be pulled at this time.
- 2. Faculty Orientation Committee—President Lehtonen informed the Senate that he and Vice President Berry have discussed revitalizing this committee for its potential value to the college.
  - Discussion ensued involving whether or not the committee could be used to mentor part time faculty and reiteration of the value of having an informed faculty regarding campus policies, practices, and history.
  - Eric Lehtonen, Ed Wells, and Kathy Berry volunteered to be members of such a committee when it is formed.
- 3. President Lehtonen reminded the Senate that the Senate retreat for 2012-2013 will be Friday, October 19.

## "For the Good of the Order"

Secretary Rapp announced that there were three candidates for the two at-large vacancies for this year's Senate and two candidates for the part time vacancy for this year's Senate. The election for the at-large vacancies will be held Thursday, September 27 in the faculty lounge from 9:00a.m. to 3:00p.m.; he will be requesting assistance with staffing the polls. The election for the part time vacancy will be held from Saturday, September 22 through Friday, September 28.

#### VIII. Adjournment

The meeting was adjourned at 2:47p.m. by President Lehtonen. The next regularly scheduled meeting of the IVC Academic Senate shall take place on 3 October 2012 at 1:30p.m. in the IVC Board Room.