

IVC Academic Senate

Approved Minutes

May 2, 2007

- I. The meeting was called to order at 1:35 pm by President Carnes
- II. Roll Call

Present: Dennis Carnes, Dave Drury, Cesar Guzman, Carol Lee, Mary Lofgren, Bobbie McClain, Armando Mendez, Barbara Nilson, Steve Pacheco, Thomas Paine, Bruce Seivertson, Mariaelena Thibodeaux, Lianna Zhao, David Zielinski, Sherry Zobell

Excused: Cathy Zazueta

Absent: Olga Artech, Suzanne Gretz, Norma Nunez, Frank Fernandez, James Patterson, Gary Rodgers

Visitors: Kathy Berry, Carlos Fletes, Dick Fragale, Travis Gregory, Melani Guinn, Sergio Lopez, picture taker.
- III. **Visitor Comments**

None
- IV. **Information/Correspondence**
 1. President's Comments – very nice Academic Senate event last night.
- V. **Consent Agenda**
 1. M/S/C (Nilson/Seivertson) to approve the minutes of April 4, 2007 as corrected.
 2. M/S/C (Nilson/McClain) to approve the minutes of April 18, 2007 as corrected.
- VI. **Academic and Professional Matters**
 1. Proposal for SLO standing committee and coordinator – 12 people responded to a worksheet that was distributed to the faculty. After hearing from some of the division chairs, who felt that SLOs were already being taken care of under the auspices of the Instructional Council, it was M/S/C (Zielinski/Drury) that the AS not move forward on the resolution to request an SLO standing committee and SLO coordinator.
 2. Call for nominations for American Legion Award – the nomination sheet was included in the agenda packet. A list of those students graduating can be obtained from Lisa Cross.
 3. Timeliness of submissions of requests to the bookstore – Faculty is asked to put their book requests in as soon as possible. As a side note to this topic – Fragale indicated that the ASG is making every effort to start a bookstore here and they are interested in having a new building built for ASG, the bookstore, and the cafeteria.

4. Budget Proposal – Fragale – Dr. Pai asked him to show the tentative (very tentative) budget to the Academic Senate.

VII. **Discussion**

1. Academic Senate Scholarship Fund Raiser – The auction brought in \$1020. The ticket sale receipts will be given to the senate at the next meeting. All monies received from the auction and ticket sales will go towards scholarships. Special thanks were given to Gloria Carmona for hosting the evening and to Mary Lofgren and Norma Nunez, who did most of the work. Suggestions for next year’s event: more help, more advertisement, better lighting, and more auction items. It was also suggested that it not be named “Wine Tasting”.
2. STRS retirement payment calculations – nothing new.
3. Emergency Preparedness (Panel of Experts) (this item was discussed before item V on the agenda)
 - a. Kathy Berry – Associate Dean of Nursing
SIMS and NIMS have approved our plan which is required before the school could ask for monies to help after an emergency has taken place. The plan was approved in 2005 and should be updated on an annual basis. IVC participated in a mock pandemic flu emergency last year and did quite well. In a pandemic, the CDC warns us not to rely on the federal or state government, they will be sick, but if you have a good community, you will survive. IVC is the isolation facility for the county and will have a drill over Veterans Day holiday. An earthquake is over in a few days, but the flu comes in waves, lasting 3 to 6 months. We must train ourselves to say “when” not “if” the pandemic flu will affect us because the virus continually mutates. Our plan can’t be specific because there are too many variables. The first 20 minutes of an emergency will have the greatest impact. Emergencies are classified as follows:
Level 1, minor to moderate - IVC
Level 2, moderate to severe – local authorities
Level 3, major – county and possibly state
The order of priority is; life, safety, the preservation of property, and academic. Do not be a hero.
 - b. Travis Gregory – Associate Dean of Human Resources – The Chancellors’ office will come to look at our plan and give us hints on what to do differently, check for safe office practices, and give us practical tips. The school has met with Sheriff’s office. They took a tour of the campus and their swat team will come to do a walk-through at date when there aren’t many students on campus. Everyone is invited to come to Campus Operation and/or Safety Committee meetings, where this topic will be discussed
 - c. Richard Fragale – Interim Dean of Business Services. - The effectiveness of the bullhorns will be determined next week. Our phones do not have automatic 911 dialing.

d. Sergio Lopez – Associate Dean of Student Services – The Sheriff Deputies will be making daily visit to the campus. With the new parking lots better surveillance is needed. Since it would take the Sheriff's department at least 10 minutes to get here, there is a push to have in-house security.

VIII Committees

1. Budget and Planning – meeting next week.
2. C and I – May 17
3. College Council (Heumann) – no report
4. Equivalency (written from Kalin)
Approved: 1 Sociology Instructor, 1 Calworks Counselor, 1 English Composition Instructor
Denied: 1 Sociology Instructor, 2 Computer Information Systems Instructors, 1 Computer Information Systems (non-credit) Instructor, 1 Calworks Counselor, 1 Librarian
5. Policies and Procedures Review - Representatives for 2007-2008 (Wainwright, Seivertson, Walker [alt.]
6. Administrative Council (Carnes) – safety and new online calendar for administrators were discussed.

IX. Other

Bruce Seivertson, incoming AS President, stated that he has asked Michael Heumann to update the AS website.

The meeting was adjourned at 3:37 pm.