

IVC Academic Senate

Approved Minutes

November 19, 2008

I. The meeting was called to order at 1:33 pm by President Seivertson.

II. Roll Call and Announcements

Present: Melani Guinn, Cesar Guzman, Michael Heumann, Rosalba Jepson, Kseniya Kareva, Russell Lavery, Carol Lee, Mary Lofgren, Jean Montenegro, Norma Nunez, Thomas Paine, Toni Pfister, Rosa Pitones, Norma Scott, Bruce Seivertson, Lianna Zhao, Sherry Zobell, Kathy Berry, Chantilee Mendenhall

Excused: Dennis Carnes

Absent: Krista Byrd, Suzanne Gretz, James Patterson, Kevin White

Visitors: John Lau, Frank Rapp, Jon Balint, Tina Aguirre, Frances Beope, Charles Mason

Comments:

- Senator Lavery discussed cheating issues and whether or not faculty can fail a student for cheating. Vice President Berry said that this was not the case; due process must be maintained. However, faculty can fail a student for cheating on an assignment and can refer the student for disciplinary action. Many senators expressed their frustrations regarding cheating. Berry suggested that Dean Lopez should attend a future Senate meeting to discuss how he manages the disciplinary process.

III. Treasurer's Report

\$11,001.70

IV. Visitor Comments

- No comments

V. Consent Agenda

1. Minutes of November 5, 2008.
M/S/C (Lee/Nunez) to approve the above item as corrected.

VI. Reports

1. President
 - President Seivertson stated that the Academic Senate would meet in the transfer center for the next meeting, December 3
2. Past President
 - Not present
3. VP of Instruction

- Accreditation visit will come on December 1. We do not have a schedule. They will let us know their schedule when they arrive.
 - IVC does have classes during Thanksgiving week, despite the fact that some teachers are planning outside assignments.
 - We are planning to hold a voluntary SLO workshop day. Senator Pfister has done a great deal of work to get this set up. Teaching faculty will be paid up to six hours for attending.
4. CFO: Budget and Strategic Planning
- Chief Financial Officer Lau presented a picture of the latest budget for the current year. He states that the problems with the state economy will not relent until 2010 at the earliest. As a result, we need to address the general fund activities to ensure that we are financially secure during this difficult time.
 - In the short-term, we will not be increasing our revenue due to the financial problems in the state; hence, we will balance the budget using cost containment and using some of our reserves.
 - Our reserves at the beginning of 2008-09 were just under \$7 million (9.8% of total current unrestricted general fund); our ending reserves are closer to \$3 million. Hence, if we use our reserves this year to balance the budget, we will not be able to do that in the future. As a result, we need to address cost containment.
 - The goal will be to create a more accurate budget, and the focus will be on finding ways to cut into salaries and benefits, which are the dominant percentages of the budget.
 - There is a freeze in effect, but a Thaw Committee will be instituted to consider reinstating positions and working those jobs into the budget. The committee will be created in mid-January. He would like an Academic Senate rep for this committee, along with an alternate.
 - Another committee that is being planned is the Strategic Planning Committee. He would like an Academic Senate rep for this committee.
5. BSI Coordinator
- President Seivertson attended the BSI Coordinators conference in Anaheim last week. He learned a lot and wants to get a Southern California BSI Coordinators group together to share more ideas.
 - BSI money is in place for the foreseeable future.
 - He suggested that faculty should be surveyed to find out how best BSI funds can be utilized to assist faculty in teaching students.
 - He also asked Early Alert and other counselors and coordinators to attend faculty meetings in Spring.
6. SLO Coordinator
- Senator Pfister stated that the Student Success Workshop on January 7th will include a speaker and workshops. The focus will be on assessment and collecting outcomes.
 - She stated that we will be ready for Accreditation team regarding SLOs if they choose to inquire about our progress.

7. ASG President
 - The Great American Smokeout would take place on November 20.
8. Thomas Paine: District 10 Meeting
 - Senator Paine stated that a federal mandate has gone down to verify that online classes need to ensure that the student signed up for the course is the student who is taking the course.
 - Paine noted that SDSU does not complete SLOs by classes. Rather, they do it by program. This is due to the fact that the Cal State system follows a different standard. Vice President stated that the Cal States decided not to follow the accreditation guidelines; the UC system stated that they would not bother with SLOs at all.
 - Paine discovered that, in certain circumstances an “individual faculty member may be held personally responsible for non-compliance” (according to Section 508 guidelines). This was discussed in the context of online classes but would apply equally to any online content in a face-to-face class.
 - The issue of student entitlement was also discussed at this meeting. Employers also bemoaned the lack of grammar and spelling skills in their employees.

VII. Academic and Professional Matters

1. Bylaws
 - M/S/C (Zobell/Nunez) to approve the bylaws revision, one item at a time.
 - The discussion and voting will be postponed until the next Senate meeting.

VIII. Discussion

1. Distance Education Representation
 - Secretary Heumann stated that he would be sending out a call for DE Committee representatives, to be voted on in February.

IX. Committees

1. Budget and Planning – See above
2. C and I – The meeting for this week was cancelled; the next meeting is December 6.
3. College Council – There was no meeting.
4. Equivalency – One application is pending.
5. Policies and Procedures Review – Cell phones were discussed; if a college provides a cell phone and uses it for a personal phone call, then that personal phone call should be charged as income.
6. Administrative Council – President Seivertson was not in attendance for this meeting.

X. M/S/C (Heumann/Nunez) to adjourn the meeting at 2:51 pm.