

IVC Academic Senate Meeting

Unapproved Minutes

6 October 2010, 1:30 p.m.

Room 2131

I. Call to Order

The meeting was called to order at 1:33 p.m. in room 2131 by Senate President White.

Roll Call by Secretary Rapp:

Present: Kevin White, Mary Lofgren, James Patterson, Cesar Guzman, Barbara Nilson, Eric Lehtonen, Daniel Gilison, Carol Lee, Robert Baukholt, Frank Rapp, Nanette Kelly, Mary Jo Wainwright, Jeffrey Beckley, Toni Pfister, Jill Kitzmiller, Kevin Marty, Terry Norris, Cathy Zazueta, Norma Nunez, Norma Scott, Elizabeth Trevino, Bruce Sievertson Jesus Gallegos.

Absent: Celeste Armenta, Stella Orfanos-Woo, Kathy Berry.

Visitors: Alfredo Cuellar, Sheila Dorsey-Freeman, Gayla Finnell, Bill Gay, Travis Gregory, John Lau, Tim Nakamura, Taylor Ruhl.

II. Visitors' Comments

There were no visitor's comments.

III. Consent Agenda

1. M/S/C (Nilson/Lehtonen) to approve the Academic Senate minutes of 15 September.
2. Professional Development Committee: Standing Rules pulled by Senate President Kevin White.

IV. Reports

1. President White:
 - met with Omar Ramos to create updates to the Senate web page, especially concerning Senate membership;
 - has been working to arrange a teleconference with the State Academic Senate and the IVC Academic Senate to help to better inform IVC senators;
 - explained his decision to pull item II 2 because the Standing Rules of the Professional Development Committee appear to dilute the authority of the Senate;

- informed the Senate that Budget and Fiscal Planning Committee would be meeting at 4:00 p.m. on Wednesday, 6 October 2010; requested Senate ideas and in put regarding that meeting, specifically concerning the position of administrative assistant to the Vice-President for technology:

Carol Lee stated that recommendation from the Thaw Committee and the Staff Committee from the Educational Master Plan Committee had been ignored by president Gould regarding that position;

Bruce Sievertson stated that the phrase "cost neutral" had changed to "administratively cost neutral";

John Lau stated that the "cost neutral" phrase applied only to the dean and division restructuring;

Eric Lehtonen questioned whether or not the hiring process had fallen outside of the Human resources guidelines for hiring;

Mary Jo Wainwright commented that the staff position was referred to as critical but further noted that faculty positions which are critical to the school's mission had been relegated to the "lowest end of the totem pole";

Eric Lehtonen requested data on the support staff/faculty percentage of hires over the last five years;

President White assured the Senate that he would take all of these concerns and questions seriously and that he will inform the Budget and Fiscal Planning Committee of these concerns and questions.

2. Past-President Sievertson:

- reported that he and Senator Lehtonen had a very positive experience as part of a team taking part in the IVC Foundation Golf Tournament on 25 September 2010 at Del Rio Country Club in Brawley;
- informed the Senate that he attended the inaugural Faculty Development for Student Success meeting in Sacramento and as a result has been reviewing web sites for California community colleges for information regarding how faculty development is conducted and reported on at other campuses;
- reminded the Senate of the handout concerning the bi-annual review of the statewide Disciplines List for Minimum Qualifications;
- reported that he has collected some of the money promised by senators for the Dennis Carnes transfer Scholarship fund.

3. Treasurer Norma Nunez:

- reported that the Senate has a balance of \$6,499.12 following an expenditure of \$2,100.12 for membership fees .

4. Vice-President of Instruction Kathy Berry:

- No report.

5. Chief Financial Officer John Lau:

- reported that there would be a special Imperial Community College District Board meeting on Thursday, 14 October 2010 to adopt the 2010-2011 IVC budget and to discuss deferred cash issues;
- reported that he will be requesting a \$4,000,000.00 advance on taxes allocated to the college from the Imperial County Board of Supervisors;
- reported that the college will be going for a trans resigning in January as the college has been in a borrowing situation for two years due to the state's not paying the college monies owed;
- reported on the Measure J Initiative on the November 2010 ballot, specifically referring to the rationale of improving the college's ability to provide career technical job training, to the fact that Measure J extends taxes approved under Measure L rather than creating new taxes, and to the possibility of Measure J allowing the college to be more sensitive to local contractors thus increasing the chances of more local job creation and of more local taxes being generated for the local economy.

6. Basic Skills Coordinator Frank Rapp:

- reported that over thirty faculty and staff had requested to take part in the reading of *What the Best College Teachers Do* by Ken Bain as the book selection for the 2010-2011 Professional Development Book Club being sponsored by the Basic Skills Committee and beginning in November;
- Informed the Senate that Basic Skills allocations for Imperial Valley College for the 2010-2011 academic year are still uncertain due to the uncertainty of the state's budget;
- Reported to the Senate that the San Diego/Imperial Valley Basic Skills Region is promoting a Learning in Networks for Knowledge Sharing (LINKS) event in Escondido on Friday 22 October 2010; the event is open to all interested parties and will focus on student success in terms of completion;
- informed the Senate that Lisa Brewster, San Diego/Imperial Valley Basic Skills Regional Coordinator will be attending the IVC Basic Skills Committee meeting on 27 October 2010 to work with them in creating a new IVC Basic Skills Action Plan.

7. Student Learning Outcomes Coordinator Toni Pfister:

- reported that she had provided all department chairs and division deans with a list of classes needing SLOs and SLO assessments for 2010-2011;
- informed the Senate that during the fourteenth week of this semester SLO assessment data from Spring 2010 would be due;
- reported that additional Service Area Outcomes had been submitted;
- stated that she and Gayla Finnel will be approaching the Curriculum Committee regarding the inclusion of SLOs on course outlines;
- reported that SLO work will be included in the Comprehensive Program Review for 2010-2011.

8. Associated Student Government Jesus Gallegos:

- informed the Senate that the Health fair held on Tuesday, 5 October 2010 was well attended;
 - reported that the IVC Idol Contest, held Wednesday, 6 October 2010, had also been successful;
 - reported that Associated Student Government members from IVC would attend a conference in San Diego from October 22 through October 24, 2010.
9. Contingent Faculty Representative Elizabeth Trevino:
- reported that there are continuing efforts to unionize the adjunct faculty at IVC.
10. Guest: CCA/CTA President Gayla Finnell:
- presented a power point highlighting the faculty union's concerns regarding SLOs and their implementation; the concerns center around academic freedom, work load, and the need to maintain the practice of not using SLO compliance or practices to affect faculty evaluations in any way.

V. Action Items: Academic and Professional Matters

- President White opened nominations for Curriculum Committee Co-chair Designee. M/S/C (Lee/Nilson) to designate James Patterson as the Curriculum Committee Co-chair.

VI. Committees

- Curriculum Committee—President White conducted a training on approval of stand alone courses for the members of the Curriculum Committee on Friday, 24 September 2010. The next meeting of the committee will be Thursday, 7 October 2010.
- College Council—Senate President White reported that the College Council had approved use of the door blocks for classroom safety and formation of the Professional Development Committee.
- Equivalency—Mary Jo Wainwright reported that she had received only seventeen responses to the equivalency questionnaire which she had distributed to all faculty. The deadline for returning the questionnaires has been extended to Thursday, 14 October 2010. President White stated that he would send a reminder encouraging all faculty to complete and return the questionnaires.

- Budget and Fiscal Planning—President White reminded the Senate that the committee would meet as stated in his earlier report.
- Learning Services—Taylor Ruhl reported that the committee would be meeting during the first week in November 2010.
- Distance education—Mary Jo Wainwright reported that the committee is currently working on a form to identify the steps for the process for creating and developing an online course.
- Educational Master Plan—James Lee or carol Patterson stated that there was no report at this time. President White informed the Senate that Vice-President for Academics Kathy Berry had informed him of her intent to begin meetings of the Continuous Accreditation Readiness Team (CART).
- Other Committee reports—there were no other committee reports.

VII. Discussion

- Fitness Center Update—President White stated that little action had taken place since the Senate meeting of 15 September 2010. Further discussion ensued with comments regarding the area proposed for the Fitness center being primarily classrooms for exercise classes and the intent of the Insurance Committee to study liability issues.
- Tim Nakamura explanation and rationale for consideration of the use of door blocks on IVC classroom doors. He further reminded the Senate that the College Council had approved the use of the door blocks.
- *“For the Good of the Order”*—Suggestions for Improvements and Achievements

Carol Lee informed the Senate of the pending IVC Transfer and Job Fair Day; she further asked senators to encourage students to attend.

VIII. Adjournment

President White adjourned the meeting at 2: 57 p.m.

The next regularly scheduled meeting of the Imperial Valley College Academic Senate will be on Wednesday, 20 October 2010, at 1:30 p.m. in the Board Room.