

IVC Academic Senate Meeting

Adopted Minutes
Wednesday, March 16, 2011
1:30 p.m. – Board Room

Call to Order

The meeting was called to order at 1:30 p.m. in the Board Room by Senate President White.

Roll Call by Recorder Dixie Krimm:

Present:	Kevin White	Frank Rapp	Nannette Kelly	Jeffrey Beckley
	Celeste Armenta	Toni Pfister	Jill Kitzmiller	Kevin Marty
	Terry Norris	Cathy Zazueta	Stella Orfanos-Woo	Elizabeth Treviño
	Jesus Gallegos	Mary Lofgren	James Patterson	Barbara Nilson
	Eric Lehtonen	Daniel Gilson	Carol Lee	Caroline Bennett
	Jill Nelipovich			

Absent:	Bruce Seivertson	Cesar Guzman
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Excused:	Robert Baukholt	Mary Jo Wainwright	Frank Miranda	Norma Nunez
	Norma Scott	Kathy Berry		

Visitors:	Brian McNeece	Michael Heumann	Gloria Carmona	Valerie Rodgers
	Todd Finnell	David Drury	Victor Jaime	Alfredo Cuellar
	Sheila Dorsey-Freeman	Gaylla Finnell	Frances Beope	Tina Aguirre
	Jan Magno	Eric Jacobson		

Recorder: Dixie Krimm

Membership Changes

None at this time

Public Comment

Carol Lee – just came from a meeting, NAU Yuma - 20 scholarships available for Biology or Environmental Science majors up to \$10,000 an academic year. This is a great opportunity for our students transferring to NAU. More information will be provided later.

Approval of Minutes

M/S/C (Lee/Nilson) to approve the minutes of March 2, 2011, as presented.

President's Report

President White:

- Sent out a survey to all Academic Senate representatives regarding evaluations of reorganization and Deans. The intent was to vet it out and provide any clarification, etc. Will put together responses and distribute by Monday (March 21, 2011).

- Regarding the committee lists - there is an official list in the President's office. There are discrepancies that are being looked at. Through accreditation areas have moved around. There are committees that are no longer under certain areas, there are committees that allow unlimited in faculty membership and meet only once each semester. Some had not attended for years. As a follow up Kevin will coordinate with committee heads to determine correct information.
- Attended FACCC Faculty Association for California Community Colleges conference. Kevin provided an update – talked to assemblypersons and senators to advocate for putting the issue on the ballot to extend the taxes to alleviate the budget deficit.
- Also attended C-id Conference – will provide update later in the meeting.
- Special meeting on Monday, March 14th, 2011 was called to address an item on the board agenda – regarding the resolution to grant 2 year rehire rights to certain Deans. At the meeting it was determined that the Senate does not support this issue and we would like it to be shorter. The main reason was due to the reorganization process, we had not had a chance for a one year evaluation. The board adopted a one-year contract.
- At the special meeting Dr. Gould had stated that he had a document which showed the college had saved \$47,000 as a result of the reorganization. At the board meeting the CTA president stated that they had done a study which determined the college was \$200,000 in the red. Will provide information at the next meeting as to the actual cost.

Consent Agenda

1. Curriculum Committee minutes 02-17-11

M/S/C (Nilson/Beckley) to approve the above consent agenda item.

Action Items

1. Approve Administrative Reorganization & Deans Evaluation Survey

Discussion:

- Kevin White – reviewed documents – survey questions, organizational charts, job descriptions for Deans, comment section will be included on survey.
- Daniel Gilison – Number 4, there are no division chairs (should be department chairs), change the word duties to role.
- Toni Pfister – commented that both words “appropriate” and “beneficial” were not needed, it should be either.
- Kevin White – the suggestion of committee members would be to remove the words “appropriate and”, from both question #2 and #4. Also, the word “continued” should be removed from #4.
- Daniel Gilison – Do we need a third section be included in the survey for the department chairs?
- Kevin White – asked committee for additional input to include the section on the survey.
- Frances Beope – if an evaluation for department chairs is added it would be important to include their role and responsibilities to provide a tool for evaluators to use as a comparison.

- Barbara Nilson – not sure if qualified to evaluate other department chairs or deans, do see administration, do hear and see emails that would reflect how she believes they are doing in their jobs, but does not know about other areas, should the evaluation of the department chair and division be from that particular area.
- David Drury – thought that this was to evaluate the structure, not the individual. Evaluating the appropriateness of the role as opposed to the individual.
- Kevin White – it is more general, not for individual.
- Alfredo Cuellar – would encourage the senate to concentrate on the purpose of evaluating the dean structure, do not evaluate the deans individually. Regarding department chairs and their roles – the division could create their own survey to evaluate the department chairs.
- Daniel Gilson – if we use the survey to evaluate the deans as a whole then the heading of the survey for that area should have the word “individual” removed. Then the questions should include the plural of the revision.
- Jan Magno – may need to remove the word “Division” if the senate is reviewing the whole reorganization, since there are deans that are not instructional deans.
- Kevin White – remove individual and Division and include plural reference to survey questions under that area. We will also look at the financial side as well.
- David Drury – one of the major reasons for the reorganization was about the evaluations of faculty, looks like we are evaluating deans and we should be concentrating on the reorganization more so than on the evaluations of the deans.
- Victor Jaime – to clarify, we are still in the high end of college size, even with the decrease in faculty and course offerings we are still serving approximately 9000 students.
- Brian McNeece – if we are going to do an evaluation of the dean structure and the reorg, we need to do an evaluation of the whole org and that includes the Academic Senate as well.
- Michael Heumann – changes from last year to this year, added new deans, reorganized the divisions, and changed from division chairs to department chairs, those are the major areas that were affected by the reorg. Did the changes we made from last year to this year work.
- Kevin White – will also be looking at the cost effectiveness of the reorg.
- Nannette Kelly – take second section out then have a general section for the deans, general section for the department chairs and a general section for the division organization, three sections all general. The second section questions could be saved for doing actual evaluations of the deans later, not now.
- Jill Nelipovich – would like to have a cost analysis before doing an evaluation.
- Kevin White – will have the cost information at the next meeting. Can take it back to Exec Committee to rework the three areas.
- Frank Rapp – the intent is that this will be created as a survey monkey and there will be opportunity for comment on individual statements as well as overall.

M/S/C (Kitzmiller/Gilson) to refer the document back to the Executive Committee for revision.

2. Voting on Committee Openings

- Frank Rapp – provided ballot, those interested were included on the ballot. All committees included on the ballot.
 1. Under Learning Support Services: Made correction to Eddie Chang's name
 2. Added to Diversity Committee: Javier Rangel and Kevin Marty
 3. Added to Equivalency Committee: Eddie Chang and Mary Jo Wainwright
 4. Added Distance Education Committee: Mary Jo Wainwright and Gaylla Finnell
 5. Added to College Council: Daniel Gilson and as alternate - Frances Beope

Discussion:

Gaylla Finnell mentioned that if Mary Jo Wainwright's term for the Distance Education Committee was ending then her term would be ending as well and she would like to continue to serve on that committee.

- Frank Rapp and Carol Lee stepped away from the meeting to count the ballots.

Appointment Results

Budget & Fiscal Planning: Dave Drury and Eric Jacobson

Technology Planning Committee: Gaylla Finnell

Learning Support Services: Eddie Chang

College Council: Daniel Gilson as the faculty representative, Frances Beope as one of the three alternates

Diversity Committee: Kevin Marty, Javier Rangel, and Bradford Wright

Educational Master Plan Committee: Eric Lehtonen

Schedule Development Committee (Enrollment Management Committee): None

Equivalency Committee: Tom Morrell, Mary Jo Wainwright, and Laura Mosier

Distance Education Committee: Mary Jo Wainwright and Gaylla Finnell

M/S/C (Patterson/Nilson) to approve the appointments as presented.

3. Recommendation to Executive Council: Cancel or limited Summer School 2011

James Patterson – Items 3 and 4 are both coming from the Enrollment Management Committee, which meets on Friday afternoons. One of the discussions that have come up is a look at the reduction in class offerings for the coming academic year. The committee wanted to hear from Academic Senate whether to cancel summer school or offer a very limited summer school. Background – worst case scenario we are looking at approximately 5900 FTES for next year. This is a decrease of about 1200 FTES from what we are currently serving. Fall and Spring need to be the primary concern, having a summer session would take away even more from the fall and spring. The number being looked at is about 200 FTES for summer school.

M/S/C (Patterson/Nilson) to recommend to the Executive Council that a limited Summer School 2011 be offered for no more than 200 FTES. (1 opposed)

Discussion:

- Frances Beope – need to focus on a successful philosophy model of what we are doing when we are offering our limited resources specifically for limited summer. Would like the Senate to consider is a model where we are giving the students who can obtain success within a 3 year model. Proposed 2 career pathways for the summer session: transfer population who need access to their transfer courses, and our CTE certificate programs to allow them to complete their program in a timely manner, thereby using the summer session as their final term to complete their program. Would also like to propose not offering Basic Skills or ESL in the summer. The bottom line is that we need to reward students who can be successful and are being successful, if they come in at ENGL 101 and the exception of MATH 90 they will be able to complete in a two year time frame. Students who have limited access to science and pre nursing courses. In summary, would like to consider adopting a philosophy of a successful model where students who can complete their program in a timely manner and limit it to students who need courses for transfer or to complete their career technical education and/or science and prescience.
- Brian McNeece – Has been on the Enrollment Management Committee, Kathy assigned a reduced schedule, 40 FTES per division. We are going from 4 opportunities a year to 2; this is an adverse impact to the community. Cannot close the campus down, there is an obligation to keep it open. There is an issue of when to distribute the allotted FTES based on cost effectiveness. No analysis has been seen on the cost of offering classes in the summer versus the spring, there is more expense for energy but if the classes were consolidated in the new building for example then the cost for energy can be reduced. May need to get creative to offer summer courses. Some of the changes recommended in priority registration may help.
- Carol Lee – from a transfer perspective, students were concerned since winter was cancelled, so it is important to have the summer even if it is limited.
- Frank Rapp – regarding curriculum balance, would like to speak for some balance for basic skills. In the summer sessions, in transfer classes, he has had a high percentage of students who have already been accepted to a university or are already attending a university somewhere and are home for the summer and take a course. Every seat they take means a student who is exclusively attending IVC does not get a seat. Students who are exclusive should have some priority.
- David Drury – has been an advocate for cancelling summer school. The 1+ million dollars that would be spent on summer would be detrimental since layoffs are being considered for the following year.
- Eric Jacobson – too many decisions are made on money, we are an educational institution and should be serving our students.

4. Recommendation to the Enrollment Management Committee: Curriculum Balances for IVC

M/S (Patterson/Lehtonen) to recommend to the Enrollment Management Committee that IVC retain curriculum balances at 45% Transfer, 35% CTE, and 20% Basic Skills.

Motion Withdrawn

Discussion:

- James Patterson – the Enrollment Management Committee are getting to the point where they need to talk about what percentage of our course offering should be transfer, CTE, and

basic skills. Would like the Senate's thoughts, will make motion or withdraw the motion based on Senate recommendation. According to the 09-10 year we were 45% transfer, 27% career technical, and 23% were basic skills. There are some that overlap areas and some non-credit. Motion presented above as a starting point for discussion.

- Eric Lehtonen – would like more information from statewide before we start talking about percentages
- Carol Lee – we do not have a full breakdown of percentages, do not have enough information to have a valid recommendation from this group.
- Frances Beope – even though we have transferable courses they may not meet any specific requirement when they transfer. It is important that when someone is looking at the data that they understand what they are looking at. Example: automotive, you need to subtract all but 5 units from the automotive core set of classes when you are considering them because they are not necessarily transfer related. If we are over in transfer classes, we really may not be.
- Eric Lehtonen – one item discussed was trimming transfer courses, we should only offer transfer courses that are highly degree applicable. Clarification: courses that are transferrable but are just general electives.
- Carol Lee – we have removed most of our unnecessary classes.
- Michael Heumann – should consider graduation requirements, there are certain classes that meet graduation requirements that are not transferrable, this is essentially another column.
- Kevin White – due to the discussion issues a recommendation would not be appropriate at this time.
- James Patterson – to withdraw the motion.

5. Rafael Santos Award: Official Senate Criteria

Frank Rapp – would like to remove this as an action item. Will bring back to the committee at the meeting on the 6th.

Discussion and Information Items

1. Hands Across California event 4-17-11 – AS involvement
 - Contact ASG, can give students extra credit for attending.
2. Course Identification Numbering System (C-ID) Conference Report
 - Some of the Model Curriculum has been approved. Groups were working on the descriptors for the course (C-ID) numbering system.

Reports

Past President Bruce Seivertson:

- No report at this time

Treasurer Norma Nunez:

- No report at this time

VP of Instruction Kathy Berry:

- No report at this time

Chief Financial Officer (CFO) John Lau:

- No report at this time

Basic Skills Initiative (BSI) Coordinator Frank Rapp:

- Budget was increased, areas to expend included.
- On the subject of upcoming Academic Senate Elections. Would like the advice of the Senate on an issue that has come up. We have a full slate for the at-large senators and the senate president, however for the adjunct faculty positions, there are two opening and only one name was submitted. A suggestion made was to give the position to the name submitted and announce an opening or keep it open and wait for the election of that position. Requesting that we be allowed to extend the deadline for the adjunct position.
- Kevin White – it could be sent out to adjunct faculty. No longer have quorum.

Student Learning Outcomes (SLO) Toni Pfister:

- No report at this time

Associated Student Government (ASG) Jesus Gallegos:

- This past weekend went to Sacramento, it was a good turnout. Went to the capital to protest.

Contingent Faculty Representative:

- No report at this time

Collective Bargaining Units Gaylla Finnell:

- Thanked the Academic Senate for holding the special meeting on Monday, the input and President White's statement at the board meeting really helped us make sure that the deans stayed on probationary status in order for the evaluations to be completed. We have received 90 responses to our survey, really appreciate the faculty participation, negotiations will be going to the table on Friday. After Friday, will send out an update.

COMMITTEES

1. Curriculum Committee

Nothing to report at this time

2. Tenure Committee

Nothing to report at this time

3. College Council

Michael Heumann – will be dealing with the naming of the art gallery at the next meeting and voting on the new chair as his term will be over.

4. Equivalency

Nothing to report at this time

5. Budget & Fiscal Planning
Nothing to report at this time
6. Learning Support Services
Nothing to report at this time
7. Distance Education
Nothing to report at this time
8. Educational Master Plan Committee/CART
Nothing to report at this time
9. Other:
None

“For the Good of the Order”:

Adjournment

The meeting adjourned at 3:00 pm.

The next regularly scheduled meeting of the Imperial Valley College Academic Senate will be on Wednesday, April 6, 2011 at 1:30 p.m. in the Board Room.