

IVC Academic Senate Meeting

Adopted Minutes
Wednesday, April 20, 2011
1:30 p.m. – Board Room

Call to Order

The meeting was called to order at 1:32 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
	Robert Baukholt	Toni Pfister	Jill Kitzmiller	Kevin Marty
	Terry Norris	Cathy Zazueta	Norma Nunez	Norma Scott
	Kathy Berry	Mary Lofgren	James Patterson	Barbara Nilson
	Eric Lehtonen	Daniel Gilson	Carol Lee	Caroline Bennett
	Jill Nelipovich	Cesar Guzman	Lisa Solomon	Elizabeth Treviño
	Jesus Gallegos			

Absent:	Frank Miranda	Celeste Armenta	Stella Orfanos-Woo	Bruce Seivertson
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Excused:

Visitors:	Taylor Ruhl	Jan Magno	David Zielinski	Gordon Bailey
	Todd Finnell	Victor Jaime	Sergio Lopez	Alfredo Cuellar
	Frances Beope	Gaylla Finnell	Jessica Waddell	

Recorder: Dixie Krimm

Membership Changes

None to report at this time

Public Comment

None

Approval of Minutes

M/S (Lee/Patterson) to approve the minutes of April 6, 2011, as presented. The motion carried.

President's Report

President White:

- March 2011 Senate Rostrum Newsletter was made available.
- Attended Academic Senate Spring Plenary, will make a more detailed presentation at the next meeting. The resolutions and results of resolutions are available for review on the State Academic Senate website. Resource: (FACCC) Faculty Association for California Community Colleges; advocacy for faculty; visit www.faccc.org to look at current information that is being discussed throughout the state.

Consent Agenda

1. Curriculum Committee minutes 03-17-11

2. Credit-by-Exam revisions
3. AP 5075 – Course Adds and Drops
4. AP 3290 – Institutional Review Board Policies and Procedures
5. BP 3560 – Alcoholic Beverages

James Patterson requested that item #2 be removed from the consent agenda list as it was going to be discussed at the Curriculum Committee meeting tomorrow, April 21, 2011.

M/S (Rapp/Nunez) to approve the above consent agenda items with the exception of item #2 Credit-by-Exam revisions. The motion carried.

Action Items

1. Right of 1st Refusal Policy – revision of Distance Ed policy for campus-wide application

M/S (Nunez/Lehtonen) to support the change to the Right of 1st Refusal Policy as presented. The motion carried.

Discussion:

- Michael Heumann – The current policy is vague and does not put any limit on the right of first refusal. It could be interpreted in different ways. Modifications that are being proposed would give the time limit.
- James Patterson spoke against the right of first refusal – policy gives false assumption, assumes that materials developed by the originating instructor would be used when in actuality the instructor would use materials of they create themselves. Also, the policy promotes a sense of isolationism and competition among faculty, whereas curriculum best practices call for faculty to work collaboratively.
- Gaylla Finnell – to clarify; the policy originally came from the Distance Education committee, but when it was put into the current policy it included all courses. What CTA wanted from Academic Senate was to either support inclusion of the document or not since it was originally recommended by the Academic Senate.
- Members continued discussing and clarifying the changes for approval of the policy. A yes vote would indicate approval of the changes; a no vote would leave the document in its original form.
- In favor of the motion – 14, opposed – 4.

2. Flex Calendar for 2011-12 – Need chair and committee

- Kathy Berry – CTA has developed a calendar that includes flex; this committee will have an important task during the next month as the deadline for submission is June 1, 2011.

Volunteers:

Kevin White (Chair), Lisa Solomon, Frank Rapp, Michael Heumann, Toni Pfister

*Tina Aguirre, Taylor Ruhl, and Travis Gregory (appointed by Kathy Berry as administrative representatives – required by the State)

3. Campus Instructional Structure Reorganization – (formerly Dean Structure Reorganization) revised survey draft
 - Administration looking at numbers; financial information should be available at the next meeting.
 - Frank Rapp reviewed the changes made from the suggestions provided at the last meeting. Survey monkey should be ready early May.
 - One additional revision to section 1, item number 4 – department to replace division.

M/S (Lee/Solomon) to approve the reorganization survey as revised. The motion carried.

4. Tenure Policy
 - a. Counseling form changes (finalizing form today)
 - b. Librarian form changes (no changes)

Discussion:

- Barbara Nilson – reviewed the changes/revisions
- Gaylla Finnell – the final contract will be negotiated, what is needed is the direction of the Academic Senate.

M/S (Lee/Solomon) to approve the Tenure Review Policy as presented. The motion carried.

Discussion and Information Items

1. IVC Professorship policy – review of policy
 - Kevin white – reviewed the board policy regarding faculty titles
 - Discussion ensued regarding the titles; importance of use of titles for correspondence, necessity of updating the titles, and providing update and clarity to terms of titles.
2. Honorary Degrees for 4 individuals of Japanese Ancestry
 - Victor Jaime – provided an overview of the resolution that is included on the Board agenda for this evening.
3. Rafael Santos Award – reminder of deadline
 - Frank Rapp – at this time we have received three nominations
4. Summer School cancellation
 - Kevin White asked for any discussion regarding the issue of summer school cancellation
 - Discussion ensued regarding the impact on students. Other colleges are cancelling summer school as well. Carol Lee provided information that may assist in referring students to alternative options.

5. Contingent faculty (part time) as Division representatives
 - Kevin White – there is a plan to revise the by-laws; there was a question as to whether a part-time instructor could be included in division representation.
 - There are two representatives from each division; the second position could be a part-time individual. This would be a volunteer position.
6. Classified Layoffs – AS support for Classified employees
 - This issue is included in the Board meeting tonight. Kevin White would like to be able to make a comment at the meeting in support of the classified and would like input from the senate.
 - Several members commented on the value of classified staff.
 - Travis Gregory commented about the layoff procedure; even though the district is asking the Board to authorize layoff notices it does not necessarily mean that all of those employees will be laid off. Efficiency issues have been discussed. According to the CSEA contract, in order to negotiate certain changes in specific types of positions a layoff notice must be given and then bargain the impacts and effects of those layoffs. There may be an appearance of more layoffs than may actually occur.
7. Academic Senate for California Community Colleges (ASCCC) Spring Plenary Results
 - Kevin White – will address this at the next meeting.
8. Accreditation Training by ACCJC – April 22nd at Moreno Valley College
 - Kathy Berry – 10 people will be attending the self study training at Moreno Valley College, thanked Michael Heumann and Valerie Rodgers for being the 2 key officers.
9. AS Annual Fundraising – Chair update (Friday, May 27th)
 - Update provided; email will be sent.

Reports

Past President Bruce Seivertson:

- Nothing to report at this time

Treasurer Norma Nunez:

- Balance: \$3,610.00

VP of Instruction Kathy Berry:

- EMPC met last week, comprehensive program reviews have been turned in and are being reviewed by the EMPC committee for prioritization. Fall courses are being planned at a 10% reduction over last fall. Reminded by notice from the Chancellor's Office about the legislation regarding courses (example of a noncredit course given) that are outside of the three core

missions. Beginning the process of reviewing the reorganization; to be completed by the end of the year.

Chief Financial Officer (CFO) John Lau:

- Nothing to report at this time

Basic Skills Initiative (BSI) Coordinator Frank Rapp:

- Frank Rapp – will be putting together a team that will be taking part in a series of workshops on acceleration to increase out student retention.

Student Learning Outcomes (SLO) Toni Pfister:

- Nothing to report at this time

Associated Student Government (ASG) Jesus Gallegos:

- Hands Across California – full bus of students attended
- May 4th and 5th – voting for next year's 2011-2012 student government. There will be a debate on Tuesday, May 3rd; 13 individuals are running for 8 positions.

Contingent Faculty Representative:

- Nothing to report at this time

Collective Bargaining Units Gaylla Finnell:

- 92 survey responses; reception was successful; general membership meeting tomorrow at 3:30 in room 2131. MOU to add one Saturday to the calendar should easily pass. CTA is involved in starting a campaign to help with all education. State of emergency is called for the week of May 13th and our local CTA is starting to plan an activity; will be hearing more later.

COMMITTEES

1. Curriculum Committee
James Patterson – committee meets tomorrow; hoping to close the book on 11-12 catalog revisions and updates.
2. Tenure Committee
Nothing to report at this time
3. College Council
Jessica Waddell – chaired her first meeting last Monday; Daniel Gilison nominated as Vice Chair, vote to be held at the next meeting.
4. Equivalency
Nothing to report at this time
5. Budget & Fiscal Planning
Senate President White mentioned that he attended the last meeting; no major decisions were made other than the freeze on budget transfers; members learned how to read the budget.

6. Learning Support Services
Taylor Ruhl – next meeting early May
7. Distance Education
David Zielinski – recently finished the survey for the Chancellor’s Office assisted by Carol Lee for the Student Services section. Andres Martinez started Etudes 101 classes to assist instructors.
8. Educational Master Plan Committee/CART
Nothing to report at this time
9. Other:

“For the Good of the Order”:

Adjournment

The meeting adjourned at 2:55 pm.

The next regularly scheduled meeting of the Imperial Valley College Academic Senate will be on Wednesday, May 4, 2011 at 1:30 p.m. in the Board Room.