Academic Senate of Imperial valley College

Adopted Minutes

3 October 2012

I. Call to Order--The meeting was called to order by President Lehtonen at 1:30 p.m.

Present--Eric Lehtonen, Daniel Gilison, Frank Rapp, Cathy Zazueta, David Zielinski, Dave Drury, frank Miranda, Caroline Bennett, Russell Lavery, Rick Goldsberry, Mary Jo Wainwright, Trinidad Arguelles (Proxy for Lorrainne Mazeroll), Norma Nunez, Maribel Garcia, Mike Palacio, Robert Baukholt, Michael Heumann, Allyn Leon, Mary Lofgren, Barbara Nilson, Christina Shaner, Krysta Byrd, Ed Wells, Kathy Berry

Absent--Deirdre Rowley, Kevin White, Lisa Tylenda

Visitors--Sheila Dorsey-Freeman, John Lau, Sergio Lopez, Sydney Rice, Taylor Ruhl, Efrain Silva II. Visitors' Comments--There were no visitors' comments.

III. Consent Agenda

M/S/C (Leon/Nilson) to approve the Academic Senate minutes of 19 September 2012, the Curriculum Committee minutes of 6 September 2012, and the recommendations to the President of 6 September 2012.

IV. Reports

- 1. President--President Lehtonen reported that the Area D meeting would be held Saturday, 20 October 2012, at Mt. San Jacinto Community College. He encouraged as many senators as possible to attend the meeting as there is no cost beyond travel cost. He further reported that the Academic Senate for California Community Colleges Fall Plenary Session would be held 8 November 2012 through 10 November 2012 at the Irvine Marriott. He concluded by encouraging all senators to read the FCMAT report for City College of San Francisco and to pay careful attention to all FCMAT developments at Imperial Valley College.
 - 2. Past President--There was no Past President's report.

- 3. Vice-President for Business--Vice-President for Business John Lau reported that the text for the self-evaluation of IVC's budgetary processes had been completed. He further commented on the IVC budget process, stating that establishing the budget begins with estimations for costs and revenues, based on the best information available at the time, and that among a number of other concerns, generating a plan for establishing the amount of the reserve and then establishing that reserve are high priorities, with unfunded liabilities being addressed concurrently.
- 4. Treasurer--Treasurer Christina Shaner reported that the only current costs to the Senate are for salaries covering released time, and that the Senate 's year to date expenditures amount to \$12,905.17, leaving a balance of \$47,530.26.
- 5. Associate Student Government--There was no Associated Student Government report.
- 6.Part Time--President Lehtonen welcomed Maribel Garcia as the new Part Time Representative to the 2012-2013 Academic Senate. Mike Palacio also welcomed Part Time Representative Garcia.
- 7. Curriculum Committee--Curriculum Committee Chairman Michael Heumann reported that the committee had met on Thursday, 20 September 2012, and had approved several minor course outline changes. he further reported that the committee had discussed changes to course prerequisites and that the discussion would continue at the meeting of 4 October 2012.
- 8. Distance Education--Distance Education Coordinator David Zielinski reported that the number of calls to the Distance Education Help Desk has decreased. He further reported that the distance education class offerings moratorium, training in use of Blackboard, and training in best practices for distance education teaching were the major focuses of the committee at this time.
- 9. CART--Continuous Accreditation Readiness Team Co-chairman Trinidad Arguelles reported that the team was looking carefully at each accreditation standard , with subcommittees formed for doing so. He further reported that the introduction to the accreditation report is a major factor in the quality of the report and that the team is seeking assistance with the proofreading, revisions, and editing of the approximately 100 pages which comprise the introduction.
- 10.Student Learning Outcomes--Student Learning Outcomes Committee Coordinator Sydney Rice reported that the majority of the SLO assessments from the Spring 2012 semester had been submitted. She further reported that Program Learning Outcomes will be a major focus of the committee in the near future.

V. Action Items

1. FCMAT Committee--President Lehtonen explained that the Senate shall create an ad hoc committee to study the IVC FCMAT report and the IVC response to that report when each is made public.

M/S/C (Rapp/Baukholt) to nominate Daniel Gilison to chair the IVC Academic Senate Ad Hoc FCMAT Study Committee.

Daniel Gilison stated that he will notify all IVC faculty of the ad hoc committee and request nominees to be committee members.

VI. Information

- 1. Academic Senate Retreat--President Lehtonen reminded the senators present that the retreat would be held on Friday, 19 October 2012, from 11:00a.m. to 3:00p.m. at Secretary Rapp's house. The planned theme for the retreat shall be the upcoming FCMAT report.
- 2. Academic Senate Election Results--Secretary Rapp reported that Krysta Byrd and Ed Wells had received the majority of votes cast and thus had been elected as At-Large representatives for the vacant terms ending 30 June 2013. He further reported that Maribel Garcia had received the majority of votes cast for the vacancy for a Part Time Representative to the 2012-2013 IVC Academic Senate. He thanked all who had assisted with the election, either by staffing the polls or by taking part in counting the ballots.

V. Discussion

1. Distance Education Resolution--First Reading

WHEREAS, the Accreditation commission is deferring evaluation until November of the substantive change proposal for Distance Education, and

WHEREAS, IVC is still in the process of implementing Blackboard on the entire campus, and training and support is still needed, and

WHEREAS, the DE committee is in the process of revising the course creation policy and the DE addendum (AP 4105), and

WHEREAS, the DE committee is working to create a new committee as a subcommittee of the Curriculum Committee to scrutinize and evaluate proposed online courses.

THEREFORE, BE IT RESOLVED, the Academic Senate recommends that no online classes will be offered in Spring 2013.

2. City College of San Francisco FCMAT Report

FCMAT Report on CCSF

CCSF

- Placed on show cause by ACCJC
- Site visit from July 30-August 3, 2012
- Could lose \$11+ M if taxes don't pass (~6% of budget)

IVC

- Accreditation visit March 2013
- Site visit from May-August 2012
- Could lose ~\$3.2M (~10% of budget)

FCMAT Report on CCSF

- FT faculty salaries increased by 25% in past 7 years
- Revenues increased by 10% in same time frame
- 1,237 FTES (37,469) decreased in same time frame
- Fall 2011 FON = 483.80 FTEF
- Current = 661.33 FTEF (36.9% more)

Vice-President Gilison presented the details on the City College of San Francisco FCMAT report along with comparisons to IVC's situation.

President Lehtonen urged all senators present to be informed regarding FCMAT at IVC and prepared to discuss and, if necessary, act upon the IVC FCMAT report. He further suggested that all senators present read the article concerning these matters which Senator Mary Lofgren had forwarded to each senator.

3. Faculty Lounge--pulled at request of Secretary Rapp.

M/S/C (Heumann/Baukholt) to adjourn. The meeting was adjourned at 2:59p.m. The next regularly scheduled meeting of the IVC Academic Senate shall take place on 17 October 2012 at 1:30p.m. in the IVC Board Room.