

Imperial Valley College

Academic Senate

Agenda

Wednesday, April 6, 2016, 12:50 PM

Board Room

Mission: The mission of this organization shall be to represent the faculty in the formation of college and district policy on academic and professional matters, as mandated by Title 5, Section 53200 (b) and AB-1725, Shared Governance.

MEMBERSHIP

Michael Heumann, Senate President

Mary Lofgren, Senate President-Elect

Arts, Letters, and Learning Services

Olivia Garcia (Secretary)

Diane Harris

Frank Hoppe

Xochitl Tirado

Math and Sciences Division

Caroline Bennett (Treasurer)

Suzanne Gretz

Mardjan Shokoufi

Alex Voldman

Health and Public Safety

Rick Goldsberry

Roberta Webster

CTE-EWD

Frank Miranda

Jose Velasquez

Student Services

Ralph Marquez

Norma Nunez

Part-Time Faculty

Michael Capeci

Mike Palacio, Jr.

At-Large Senators (Nine)

Stella Orfanos-Woo

Jesus Esqueda

Cathy Zazueta

Gilbert Campos

Allyn Leon

Lorraine Mazeroll

Daniel Gilison (Vice President)

Ed Wells

Dave Drury

Ex-Officio

Eric Lehtonen (Past President)

Nicholas Akinkuoye (Chief Instruction Officer)

Edalaine Joy Tangoan (ASG President)

A. Call to Order by the President

Roll call by Secretary

B. Visitor's Comments

At this time persons may speak to the Academic Senate either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Academic Senate. However, please note that this is an open meeting, and anyone may speak to an agenda item during discussion or debate. (Only Senators may move or second any motion, and only Senators may vote.) If you wish to be heard at this time, please stand and identify yourself to the Academic Senate President.

C. Consent Agenda

1. Academic Senate Minutes of 16 March 2016
2. Curriculum Committee Minutes of 3 March 2016
3. Recommendations to the President for 3 March 2016

D. President's Report

E. Treasurer Report

F. Action Items

1. Resolution on AB 1690 (First Reading)

G. Discussion Items (limited to 10 minutes each)

1. National Readiness Employment Certificate—Efrain Silva
2. Curriculum Update—Frank Rapp
3. SLO/SAO Update—Jill Nelipovich
4. Basic Skills Update—Jill Nelipovich

H. Information Items (limited to 3 minutes each)

1. Online Educational Resources Update
2. ESL Program Ad Hoc Committee Update
3. Academic Senate At-Large Election Results
4. Division Representatives for 2016-17 Academic Senate
5. Senate Fundraiser Update
6. Rafael Santos Award

I. Reports

J. For the Good of the Order

K. Adjournment

A. Call to Order by the President: 12:54 pm

Present: Michael Heumann, Mary Lofgren, Diane Harris, Xochitl Tirado, Caroline Bennett, Suzanne Gretz, Alex Voldman, Frank Miranda, Michael Capeci, Stella Orfanos-Woo, Jesus Esqueda, Cathy Zazueta, Gilbert Campos, Lorraine Mazeroll, Daniel Gilison, Ed Wells, Dave Drury, Nicholas Akinkuoye, Edalaine Joy Tangoan

Absent: Frank Hoppe, Mardjan Shokoufi, Rick Goldsberry, Roberta Webster, Jose Velasquez, Norma Nunez, Mike Palacio Jr., Allyn Leon, Eric Lehtonen, Olivia Garcia

Visitors: Mary Jo Wainwright, Sergio Lopez, Gaylla Finnell, Jennifer Donatt

B. Visitor's Comments

1. None.

C. Consent Agenda

1. Academic Senate Minutes of 2 March 2016
2. Curriculum Committee Minutes of 18 February 2016
3. Recommendations to the President for 18 February 2016
4. Recommendations to the Board for 18 February 2016
(M/S/C: David Drury/Daniel Gilison)

D. President's Report

Date of the Institutional Effectiveness visit, April 27th, there will be 4 different rooms for the different topics to be discussed; will ask in April that faculty sign up to participate
The Area D meeting will take place during Spring Break at Cypress College, April 2nd from 10-3. The ASCCC resolutions are available on the website. Contact Michael Heumann if you would like more information or visit the website at www.asccc.org.

E. Treasurer Report

\$1.80 used for printing, remaining balance \$3,904.04

F. Action Items

1. Resolution on Open Educational Resources – Second Reading
(M/S/C: Edward Wells/Cathy Zazueta)
Commitment needed by faculty that open educational resources will be used.
10 sections of any class will be eligible for \$10,000; up to \$50,000 available
Michael Heumann will send information out to faculty with a link to website to access resources;
will need to know in May who is willing to participate.

G. Discussion Items (limited to 10 minutes each)

1. AP 7135 Payroll Processing
Primarily updates the payroll process. Pay stubs were previously left in boxes, they will now be mailed the day after the pay date.

2. National Readiness Employment Certificate – Efrain Silva
Postponed until the next meeting.

H. Information Items (limited to 3 minutes each)

1. ESL Program Ad Hoc Committee
An Ad Hoc committee has been formed. The chair is David Zielinski; there is representation from ESL, ENGL, and Counseling. The goal is to develop a plan moving forward with ESL; supported by a large group of people then put forth to the Senate. The committee met on Monday. The deadline for the committee to report is April 29 to present to Academic Senate in May.
2. Academic Senate At-Large Election Update
3 people have put in names; Edward Wells, Zhong Hu, and Richard Epps. Michael Heumann will send out information tomorrow and members will have until next Friday to vote. After spring break he will talk to deans to discuss representatives for next year.
3. Senate Fundraiser Update
Daniel will schedule a meeting with the Foundation Director. Possible date: early to mid-May.
4. Rafael Santos Award
Mary Lofgren will send out information in April; award to recipient in May.

I. Reports

ASG President – 8 ASG positions for Fall 2016 will be open; bylaws being worked on. Award nomination information has been sent out to departments.

Distance Education – Gaylla Finnell – Held first meeting yesterday; evaluation team formed; adopted a resolution for recognition of the DSPS representative; established workgroups for templates to be developed; training schedule being worked on. Blackboard and Canvas will be operated concurrently for a year.

Alex Voldman – MathLab software has been installed and now allows for the larger class size to accommodate more students (15 additional licenses).

Mary Lofgren – Union Executive Committee elections for 2016-2018 term; declarations need to be made by April 5th at 4pm to Carol Hegarty. Elections will be held April 19th in the faculty lounge. CTA social event is being planned for the April 19th elections. Email Mary Jo if you would like more information.

Michael Heumann – Budget and Planning meeting; budget enhancement requests have been entered.

Committee Discussion:

- There is concern for retention of students due to BOG issues that may affect students this Fall (2.0 GPA and 50% completion rate to receive BOG).
- Student Success team have been reaching out to students to help advise.

- Special program students have been identified; faculty are encouraged to be involved in helping to identify the students that need help.
- Committee members were asked to promote the use of the Starfish program as a tool to identify students that may need help. Training for faculty discussed.

J. For the Good of the Order

Michael Heumann thanked Page Lovitt for her work on the Distance Education Committee.

Mary Lofgren thanked counseling staff, science department, and students for the handling of the Chemistry course cancellation issues.

K. Adjournment: 1:49 pm

In accordance with the Ralph M. Brown Act and SB 751, minutes of the IVC Academic Senate record the votes of all committee members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.



IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE MINUTES (Unadopted)
 Regular Meeting, Thursday, March 3, 2016
 12:50 p.m. –Board Room

| | | | | |
|---------------------|---|---|--|---|
| Present: | <input type="checkbox"/> Nicholas Akinkuoye | <input checked="" type="checkbox"/> Craig Blek | <input type="checkbox"/> Tina Aguirre | <input checked="" type="checkbox"/> David Drury |
| | <input checked="" type="checkbox"/> Kathleen Dorantes | <input type="checkbox"/> Gaylla Finnell | <input checked="" type="checkbox"/> Daniel Gilison | <input type="checkbox"/> Carol Hegarty |
| | <input checked="" type="checkbox"/> Allyn Leon | <input checked="" type="checkbox"/> Jose Lopez | <input type="checkbox"/> Norma Nava | <input type="checkbox"/> Trinidad Argüelles |
| | <input checked="" type="checkbox"/> Frank Rapp | <input checked="" type="checkbox"/> Jose Ruiz | <input checked="" type="checkbox"/> Sydney Rice | <input checked="" type="checkbox"/> Veronica Soto |
| | <input checked="" type="checkbox"/> Kevin White | <input checked="" type="checkbox"/> Cathy Zazueta | <input checked="" type="checkbox"/> ASG Representative Benjamin Barajas Christine Bermudez | |
| Consultants: | <input type="checkbox"/> Ted Cesar | <input type="checkbox"/> Becky Green | <input type="checkbox"/> Gloria Hoisington | <input checked="" type="checkbox"/> Ashok Nainpally |
| | <input checked="" type="checkbox"/> David Zielinski | <input checked="" type="checkbox"/> Jill Nelipovich | <input type="checkbox"/> Norma Nunez | <input type="checkbox"/> Efrain Silva |
| Ex-officio | <input type="checkbox"/> Michael Heumann | | | |
| Visitors: | | | | |
| Recorder: | Dixie Krimm | | | |

I. Opening of the Meeting

A. Call to order

Frank Rapp called the regular meeting of the Imperial Valley College Curriculum Committee to order at 12:57 pm on Thursday, March 3, 2016.

B. Approval of the Minutes

1. Regular Meeting of February 18, 2016

M/S/C (White/Leon) to approve the minutes of the February 18, 2016, regular meeting of the Curriculum Committee, as presented.

II. Action Items

A. Credit Courses

1. Revised Courses

- a. CIS 128 – Microsoft Access (1)
- b. CIS 212 – Web Development Programming (3)
- c. GEOL 130 – Climate and Weather (3)

M/S (Gilison/Blek) to approve the revision to CIS 128, CIS 212, and GEOL 130, as indicated in CurricUNET, effective 2016-2017. The motion carried.

B. Distance Education Courses – Addendum Documentation

- 1. CIS 128 – Microsoft Access (1)
- 2. CIS 212 – Web Development Programming (3)

M/S (Gilison/Blek) to approve the Distance Education addendums for CIS 128 and CIS 212, effective 2016-2017, to provide greater access and allow the inclusion of all modalities of learning, as presented. The motion carried.

C. Degrees and Certificates

1. Revised Degrees and Certificates

a. Business Accounting Technician Degree and Certificate

M/S (White/Blek) to approve the revision of the Business Accounting Technician Degree and Certificate, as indicated in CurricUNET, effective 2016-2017, as presented. The motion carried.

Note: This modification will better stress excel and records management skills and give students choices for the final course in the major and certificate. Add BUS 169 and CIS 125 to required courses list. Create elective section for students to choose one course from BUS 063 or BUS 164 (BUS 164 moves from required to elective section). Total units for degree certificate from 25 to 28.

b. Business Administrative Assistant Degree and Certificate

M/S (Blek/Soto) to approve the revision of the Business Administrative Assistant Degree and Certificate, as indicated in CurricUNET, effective 2016-2017, as presented. The motion carried.

Note: We are replacing the older BUS 167 (machine calculations) with the more up to date BUS 105 (Business Office Math). (Units from 26 to 28)

c. Business Office Technician Degree and Certificate

M/S (Blek/Leon) to approve the revision of the Business Office Technician Degree and Certificate, as indicated in CurricUNET, effective 2016-2017, as presented. The motion carried.

Note: Replace BUS 167 with the new BUS 105. (Unit value from 27 to 29 for the degree and 24 to 26 for the certificate)

III. Discussion Items

IV. Information Items

Jill Nelipovich – PLOs are being assessed, she requested that information regarding PLO assessment be submitted by March 25th, also include the assessment plan. Please email Jill if you have any questions.

V. Other Items

VI. Next Regular Meeting: March 17, 2016, 12:50pm in the Board Room

VII. The meeting adjourned at 1:04 p.m.

In accordance with the Ralph M. Brown Act and SB 751, minutes of the IVC Curriculum Committee record the votes of all committee members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

**APPROVAL OF PROGRAM, CURRICULUM AND COURSE DEVELOPMENT AND MAINTENANCE
AS DELEGATED TO THE SUPERINTENDENT/PRESIDENT BY THE BOARD OF TRUSTEES
(RESOLUTION NO. 14130, 6/18/08)**

WHEREAS, Board Policy BP 4020, Program, Curriculum and Course Development, provides that:

- ◆ all new programs and program deletions, and individual degree applicable credit courses offered as part of a permitted educational course, and nondegree-applicable credit and degree-applicable courses that are not part of an existing approved program (i.e., stand-alone courses) shall be approved by the Board; and
- ◆ the Board delegates the authority for all other actions to the Superintendent/President.

BE IT RESOLVED that the Superintendent/President approves the recommendations of the Curriculum Committee (03/03/16) and the Academic Senate (04/06/16), as follows:

Revised Credit Courses

CIS 128 – Microsoft Access (1)
CIS 212 – Web Development Programming (3)
GEOL 130 – Climate and Weather (3)

Distance Education Courses

CIS 128 – Microsoft Access (1)
CIS 212 – Web Development Programming (3)

Revised Degree and Certificate

Business Accounting Technician Degree and Certificate
Business Administrative Assistant Degree and Certificate
Business Office Technician Degree and Certificate

Victor Jaime, Superintendent/President

Date

Resolution to Improve Student Success and Retention by Providing a More Stable Temporary Part-Time Faculty Workforce.

Whereas, temporary part-time faculty now comprise 75 percent of higher education instructors in the United States; and

Whereas, temporary part-time faculty are required to hold the same academic qualifications and credentials as their full-time colleagues; and

Whereas, at most colleges full-time instructors are paid significantly more than temporary part-time faculty for the same duties of preparation, teaching, and grading/assessment; and

Whereas, due to poor prospects for career advancement and inadequate pay many qualified temporary part-time faculty leave the profession annually; and

Whereas, the retention of qualified instructors supports institutional viability and directly contributes to student success; and

Whereas, recent studies have shown that a stable faculty workforce contributes to student success and retention; and

Whereas, most community college districts in the State provide little or no job security to their temporary part-time faculty; and

Whereas, there currently exist uniform statewide standards in the Education Code regarding evaluation of faculty and due process procedures for full-time faculty; and

Whereas, the cost to Districts and the State to implement a job security program with due process for temporary part-time faculty is negligible;

Therefore, be it resolved, that the Imperial Valley College supports AB 1690 (Medina), and directs its President to communicate this support to the President/Superintendent and Board of Trustees of Imperial Valley College.