

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.