

Academic Senate of Imperial Valley College

Minutes for Wednesday, May 20, 2015

A. Call to Order

The meeting was called to order by President Heumann at 1:30p.m.

Present— Nicholas Akinkuoye, Caroline Bennett, Gilbert Campos, Michael Capeci, Dave Drury, Alex Garza, Daniel Gilison, Michael Heumann, Frank Hoppe, Eric Lehtonen, Allyn Leon, Mary Lofgren, Ralph Marquez, Lorraine Mazeroll, Priscila Ortiz, Mike Palacio, Jr., Frank Rapp, Ed Wells and Cathy Zazueta.

Absent— Holly Chase, Olivia Garcia, Rick Goldsberry, Suzanne Gretz, Russell Lavery, Frank Miranda, Norma Núñez, and David Scott Sheppard.

Visitors—Tina Aguirre, Ted Caesar, Melody Chronister, Jeff Enz, John Fahim, Gaylla Finnell, Norma Gonzales, Victor Jaime, Sergio Lopez, James Patterson, Laura Semmes, Efrain Silva, Mary-Jo Wainwright, and Kevin White.

B. Visitor's Comments

Gaylla Finnell—I'd like to provide an update on our Correctional Education program. Inside-Out Program is going really well at the County Jail. ACCJC has informed us that our proposed Prison Pilot program would trigger a substantive change in the population we serve, and so our programs for the Centinela and Calipatria State Prisons are on hold.

Norma Gonzales—I'm concerned about the possible loss of student services as a result of the new reorganization plan for Student Services. The Library facility can hold 87 people and 16 study rooms, while the new facility will only hold 54 people and maybe 3 or 4 study rooms. I see plans only for English and Math, so I wonder where other people will be tutored for other subjects. I propose reevaluating this organization plans to ensure that students won't lose any services.

C. Consent Agenda

[M/S/C] (Drury/Gilison) Carried.

D. Reports—Please limit your report to 3 minutes

1. President—Michael Heumann—Casino Night was a success.
2. Past-President—No report.

3. Treasurer—Caroline Bennett—Spent \$51.65 for printing and copying flyers and tickets, leaving a balance of \$1,585.06. Casino Night netted \$2,171 so far, 182% of last year's event amount of \$1,190.00. More contributions have been promised.
4. Associated Student Government (ASG) President—Priscila Ortiz—This Thursday the ASG will be giving out Snow cones. We're preparing for Spring Awards.
5. Part-Time Representative—No report.
6. College Council—Daniel Gilison—Yethel Alonso was elected Chair of College Council, and Todd Evangelist was elected Vice Chair. College Council approved the Student Services reorganization plan that will be coming to the Academic Senate for consideration.
7. Budget and Planning Committee—Michael Heumann—We're trying to find Non-Reserve ways to address a \$400K budget shortfall.
8. New Faculty Orientation Committee—Eric Lehtonen—The Committee has a prepared a New Faculty Handbook, but discussions about adjusting to life at Imperial Valley College were a major focus for committee members.
9. Distance Education Committee—Gaylla Finnell—The Committee approved State authorization to provide distance education to students in California and Arizona. The Online Education Initiative (OEI) asked for three more classes, so we're preparing proposals. The Canvas contract is still not signed by the OEI.

E. Action Items

1. Authorization to change Academic Senate meeting times to the first and third Wednesdays of each month, from 12:50-1:50 PM, for the 2015-16 academic year only—to be reviewed in Spring 2016. [M/S/C] (Gilison/Drury) Carried. Frank Rapp abstained.
2. Resolution on Reorganization Plan for Learning Services (First Reading). [M/S] (Zazueta/Leon).

James Patterson—Regarding space concerns-we've added language to find data to see if enough space and resources have been allocated.

Frank Hoppe—I'd like to see increased Library involvement in decision making affecting the Library.

Ralph Marquez—No current and past stats are available for comparison.

Caroline Bennett—There is data, just not hourly data.

Norma Gonzales—The New Dean should have a chance to craft the reorganization. This is too rushed.

3. Resolution on Changes to Wait List (First Reading). [M/S/C] (Leon/Drury).

Allyn Leon—This would help Enrollment Management and streamline registration.

Mary-Jo Wainwright—As I understand this, it would result in many students getting a slot in a class as late as two weeks into the semester, placing a heavy burden on faculty who would need to take steps to bring that student up to where the class is.

Ed Wells—This process can be done, stopping the process once classes begin. Other colleges have done this.

4. Resolution on the Formation of the Student Success & Equity Committee (First Reading). [M/S/C] (Leon/Mazeroll).

F. Discussion and Information Items

1. Institutional Effectiveness Partnership—Ted Caesar—This measure can help reduce risk of ACCJC sanctions.
2. Campus Hour Scheduling—Michael Heumann—We've already approved having Academic Senate meetings on Wednesdays during College Hour. Here's a preliminary recommended schedule for Academic Senate subcommittees [See agenda packet document "Committee Dates for 2015-2016 Campus Hour 12:50 – 1:50 PM."].
Ed Wells—Why are departmental meetings slated for Mondays?
Michael Heumann—That's when ASG meetings occur, so students won't need to go to departmental meetings, and faculty won't have to attend ASG meetings.
Kevin White--What about professional development?
Michael Heumann—Most won't attend every meeting, leaving lots of opportunities to pursue professional development on other days during Campus Hour.
Nicholas Akinkuoye—ACCJC specifically cited a need for more faculty involvement on Campus Committees.
3. Revision of Academic Senate Constitution and Bylaws—Michael Heumann—We have a division rep reorganization that requires revisiting and revising the Constitution and Bylaws since we'll have five divisions.
Michael Heumann—In this plan, Math & Sciences gets 4 representatives, Arts & Letters gets 4 representatives, Health & Public Safety gets 2 representatives, Career & Technical gets 2 representatives, and Student Services gets 2 representatives.
Eric Lehtonen—Part-Time Faculty should get 2 representatives, and Student Services should get 4 representatives.
Daniel Gilison—Part-Time Faculty's 2 representatives *are* in this plan, just not as Division representatives.
4. Academic Senate Election of Vice President, Secretary, and Treasurer for 2015-16.

Michael Heumann—It would be nice to have new division representatives lined up for this election, which will happen at the next meeting. It would also be nice if some were running.

5. New Title V Grant Proposal—Michael Heumann—ATLAS Grant ends September 30. The new grant focuses on tutoring. Jill Nelipovich submitted that grant officially yesterday, 19 May 2015.
6. Rafael Santos Award Update—Michael Heumann—A committee has formed. We'll announce the winner at the next meeting.
7. Part Time Faculty Roles in Curriculum—Michael Heumann—All Faculty, both Part-Time and Full-Time, can initiate Curriculum changes.
8. Faculty Committee Openings for 2015-16—Michael Heumann—50 people out of 141 have submitted their Committee assignment forms. College Council, Equivalency, Bookstore, and Budget & Planning all have an opening.
9. Faculty Prioritization Process Review—Frank Hoppe—Shared Governance is under assault all round, and here as well. The faculty prioritization list was unilaterally reordered for three departments—The Library, Speech, and Adaptive Physical Education.

Michael Heumann—ACCJC looked at IVC's faculty priority process and wondered why the list went from Instructional Council to the Curriculum Committee. They suggested it go directly to the Academic Senate instead.

G. For the Good of the Order

Gaylla Finnell – Remember our fallen service members this Memorial Day.

Kevin White—On May 28 there will be a College Hour Presentation focused on the Israeli-Palestinian Conflict.

H. Adjournment Meeting adjourned at 3:00 PM.



ADOPTED MINUTES

IMPERIAL VALLEY COLLEGE COUNCIL
Monday, May 18, 2015 – 2:30 to 4:00 p.m.
Administration Building Board Room

Chair Gilison commenced the meeting at 2:35 p.m.

MEMBERSHIP

- Sergio Lopez, Administrative Representative
- Efrain Silva, Administrative Representative
- Tina Aguirre, Administrative Representative
- ✓ Ted Ceasar, Alternate Administrative Representative
- ✓ Susan Carreon, Alternate Administrative Representative

- ✓ Dr. Daniel Gilison, Faculty Representative (Chair)
- Lilia Sandoval Neidiffer, Faculty Representative
- Aaron Edwards, Faculty Representative
- Cathy Zazueta, Alternate Faculty Representative
- Caroline Bennett, Alternate Faculty Representative
- Mike Palacio, Jr., Alternate Faculty Representative

- Yethel Alonso, Classified Representative (Vice Chair)
- ✓ Melody Chronister, Classified Representative
- Erika Aguilar, Classified Representative
- Silvia Murray, Alternate Classified Representative
- Sandie Noel, Alternate Classified Representative

- Martha P. Garcia, CMCA Representative
- ✓ Todd Evangelist, CMCA Representative
- ✓ Gloria Hoisington, CMCA Representative
- Liz Cantu, CMCA Representative
- Rick Webster, Alternate CMCA Representative

- ✓ Priscila Ortiz, Student Representative
- Alejandra Vasquez, Student Representative
- ✓ Edalaine Joy Tangoan, Student Representative
- ✓ Aimee Galeana, Alternate Student Representative

Dr. Victor Jaime, Ex Officio

Recording Secretary: Paula Saldana

Others Present: Dr. James Patterson, Dr. Michael Heumann, Bill Gay, Jeff Enz, Mary-Jo Wainwright

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

1. April 27, 2015

M/S/C Chronister/Alonso to approve the minutes of April 27, 2015.

Motion carried.

AREA REPORTS/UPDATES

College Council Report – Daniel Gilison

Chair Gilison announced today's meeting would be his last meeting as the chair. He thanked the members for their contribution during his two-year term.

ASG President Update – Priscila Ortiz

ASG President Ortiz reported as follows:

- ASG would be providing snow cones on Thursday, May 28th, 11:30 a.m. to 1:00 p.m., in the quad area.
- Announced the Spring Awards event would be taking place on Friday, June 5th.
- ASG has two meetings left for the 2014-15 academic year.

President's Update – Victor Jaime

President Jaime was not present at the meeting; no update was provided.

COMMITTEE REPORTS

Academic Senate – Michael Heumann

Academic Senate President Michael Heumann reported as follows:

- The Casino Night Fundraiser held on Friday, May 15th, raised a lot of money for transfer students.
- At its last meeting, the Academic Senate had one action item – to keep the agriculture program in science. The motion failed.
- Stated the Senate would have several action items at its next meeting, including changing its meeting schedule; approving the Learning Services Reorganization; changes to the wait lists; and formation of a Student Success and Equity Committee.

Chair Gilison stated a record-breaking \$2,000 was raised at the Academic Senate Casino Night Event.

Budget and Fiscal Planning Committee – Melody Chronister

Melody Chronister reported as follows:

- The committee met on April 29th.
- The 2015-16 budget deficit is up to \$400,000.
- The committee started discussions regarding categorical programs
- The next meeting discussion will include variance allowances.

Accreditation/CART Committee – Nicholas Akinkuoye

Dr. Akinkuoye was not present at the meeting.

Dean Patterson reported as follows:

- The CART committee reviewed the writing team assignments for the Midterm Report.
- The writing teams will be using GLIP as possible tool to prepare the Midterm Report.

WRITTEN REPORTS (Attachment A)

Measure J and L Report – John Lau

Program Review Update – Ted Ceasar

Budget Update/Financial – John Lau

Competitive Athletics Committee – Jim Mecate

Environmental Health & Safety Committee – Sergio Lopez

Facilities and Environmental Improvement Committee – Jeff Enz

Public Relations & Marketing Committee – Mike Nicholas

Student Affairs Committee – Sergio Lopez
Campus Hour and Professional Development Committee – Tina Aguirre
Technology Planning Committee – Jeff Enz
Staffing Committee – Shawn Larry

Member Chronister inquired as to next step for the program review process.

Dean Ceasar stated there would be an ongoing review of those tasks and goals completed and those not completed.

ACTION ITEMS

1. Election of Chair and Vice Chair of College Council – Daniel Gilison

Chair Gilison reminded everyone his term ends on June 30, 2015, as well as that of Vice Chair Alonso. He stated the new two-year terms would start July 1, 2015 and end on June 30, 2017.

M/S/C Ceasar/Ortiz to nominate Yethel Alonso as College Council Chair.

Abstention: Gloria Hoisington

Motion carried.

M/S/C Alonso/Chronister to nominate Todd Evangelist as College Council Chair.

Motion carried.

2. Approval of Learning Lab Reorganization Plan (Attachment B) – James Patterson

M/S/C Evangelist/Carreon to approve the Learning Lab Reorganization Plan.

Discussion:

Chair Gilison read the proposed resolution aloud.

Dean Patterson stated the plan had been revised and provided a brief update.

- The plan would be included in the Learning Services Program Review in August-September 2015.
- The plan will include better data collection throughout the 2015-16 academic year.
- The data collected would be reviewed by the Vice President for Academic Services and the Dean of Arts, Letters, & Learning Services.
- Room 2609 would be broken up into smaller study areas.

Dean Patterson commented the plan is a working document, and its intent is to centralize the student tutoring services into a single location under one dean.

Motion carried.

3. Approval of Committee meeting schedule for 2015-2016 (Attachment C) – Daniel Gilison

M/S/C Alonso/Chronister to approve the committee meeting schedule for 2015-2016.

Discussion:

Chair Gilison presented the meeting schedule and stated the schedule would be effective for the academic year 2016-16 only; it would be reevaluated at the end of 2016.

Motion carried.

4. Approval of update to College Council Standing Rules (Attachment D) – Daniel Gilison

M/S/C Hoisington/Evangelist to approve the updated College Council Standing Rules.

Discussion:

Chair Gilison stated the only change to the Standing Rules was moving the meetings to the fourth Wednesday of the month.

Motion carried.

5. Conversion of staff bathrooms to “family” bathrooms in 2700 – Jeff Enz

M/S/C Alonso/Ortiz to approve the conversion of staff bathrooms to “family” bathrooms in the 2700 building.

Discussion:

CTO Enz stated the item had been presented to the Facilities Committee by the ASG. The restrooms which would be converted are located on the first floor of the 2700 Building. He stated the restrooms in the Student Health Center are set up this way. He stated the restrooms would still be available for faculty/staff.

Motion carried.

6. Request for naming building/classroom in honor of Rosanne Hillhouse – Jeff Enz

Chair Gilison provided a background regarding the request. He stated the matter was presented to the Facilities Committee and the committee denied the request.

M/S Alonso/Hoisington to approve request for naming building/classroom in honor of Rosanne Hillhouse.

Discussion:

A discussion ensued regarding Board Policy 6620 and Administrative Procedure 6620 relating to the naming of buildings; specifically the rationale in doing so. Members opined that there are a number of limited buildings versus an unlimited amount of quality staff. Following a lengthy discussion on the matter, the members determined the policy and administrative procedure need to be reviewed and revised before any action can be taken on the matter.

M/S/C Alonso/Hoisington amend to table motion.

Motion tabled.

7. Request for naming building/classroom in honor of Alicia Ortega – Jeff Enz

Facilities Committee Chair Enz stated the motion to name building/classroom in honor of Alicia Ortega had been denied at the committee’s last meeting.

M/S Chronister/Hoisington to table the motion.

Motion tabled.

DISCUSSION AND INFORMATION ITEMS

1. Institutional Effectiveness Partnership Initiative – Ted Ceasar

EMPC Co-Chair Ted Ceasar presented the Institutional Effectiveness Rates for IVC. He reviewed and explained the four required goals, including fund balance, audit findings, successful course completion rates, and accreditation status. He stated the information would be submitted to the California Community Colleges Chancellor’s Office by June 15, 2015.

2. Review of Campus Hour and Professional Development Committee – Tina Aguirre (Attachment E)

Chair Gilison reviewed the Campus Hour and Professional Development Committee’s Self-Evaluation Form. He stated the committee has been the best performing subcommittee of the College Council. He commended Chair Tina Aguirre and the committee for doing a great job in

carrying out its duties and responsibilities. He announced Shawn Larry and Lisa Solomon would be the new co-chairs.

He stated the committee is in need of a professional development budget and discussions have been held with President Jaime regarding the matter.

3. AV Refresh – Jeff Enz

CTO Enz stated provided a brief overview regarding the AV issues in the 2700 building, including enhancement from analog to digital, and the proposed Extron touch panel screens. He stated technicians would be able to assist remotely.

4. Campus Printing – Jeff Enz

CTO Enz announced the printing lease would be terminating in the fall. For this reason, the Technology Committee is in the process of reevaluating the campus printing needs, including desktop printers versus centralized printing and the use of the Reprographics Department.

He stated proposed printing guidelines were provided to the campus community. He asked for feedback as this would drive the conversation in creating the new printing RFP.

CTA President Wainwright commented that faculty needs be taken into consideration as this is discussed in the CTA contract.

CTO Enz responded that any issues affecting CTA contract would be forwarded to the appropriate personnel for review.

Chair Gilison stated further discussions on the matter would continue in the beginning of the fall semester.

5. Digital Signage – Jeff Enz

CTO Enz provided an update regarding the digital signage on campus, including the TV's inside the 2700, 3100 and 3200 buildings, and the ability to access the equipment remotely. He welcomes any input from the campus community.

ADJOURNMENT

Chair Gilison announced the next meeting would take place in August.

**2014-2015 College Council Meeting Schedule
2:30-4:00 p.m. in the Board Room**

2015
May 18