

Academic Senate

2006-2007

Irvine Valley College, 5500 Irvine Center Drive, Irvine, California 92620 asenate@ivc.edu 949/451-5408

Minutes

Meeting of the Representative Council

Thursday, March 22, 2007

2 - 4 p.m., B102

Senate Officers:

Wendy Gabriella, President: Present
 Jeff Kaufmann, Vice President: Present
 Past President: Vacant
 Traci Fahimi, Recorder: Present
 Greg Bishopp, Chair, Academic Affairs: Proxy
 Kathy Schmeidler, Chair, Courses: Present

Senators:

Business Science:

Kenn, Bennett Present
 Dave Shinnick Proxy

Fine Arts

Stephen Rochford Present
 Jan Wyma Proxy

Guidance & Counseling

Bari Rudmann Present
 Steve Lee Present

Health/PE/Athletics

Tom Pestolesi Present
 Martin McGrogan Proxy

Humanities & Languages

Roy Bauer Present
 Julie Willard Present

Library Services

Carol Wassmann Present
 Fred Forbes Proxy

Life Sciences & Technologies

David Fretz Proxy
 Roland Rodriguez Proxy
 Kathy Schmeidler (Proxy/Alternate) Present
 Jeff Kaufmann (Proxy/Alternate) Present

Math/CIS/Engineering

Miriam Castroconde Present
 Rich Zucker Present
 Dottie Sherling (alternate) Absent

Physical Sciences & Technology

Ray Chandos Present

Social & Behavioral Sciences

Elizabeth Chambers Present
 Yemmy Taylor Absent
 Mark McNeil (alternate) Absent

A. CALL TO ORDER

The meeting was called to order at 2:09 p.m.

B. ADOPTION OF AGENDA

Item 1: Adoption of Agenda

Discussion: None

Action Taken: Agenda adopted with Item 13 moved up between Items 3 and 4.

M: Schmeidler	S: Bauer	Y: 14	N: 0	A: 0
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C. INTRODUCTION OF GUESTS

Guests Present: Cal Nelson, Interim Vice President, Instruction;; Michael Morley, President, ASIVC; Jerry Rudmann, Co-Chair, Learning Outcomes Committee

D. PUBLIC COMMENTS

Public Comments were made by: There were no public comments.

E. RECORD OF THE PREVIOUS MEETING

Item 2: Approval of Minutes

Discussion: None

Action Taken: Minutes were approved.

M: Bauer	S: Willard	Y: 14	N: 0	A: 0
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F. REPORTS OF STANDING COMMITTEES

Academic Affairs: No report

Curriculum: No report

G. CONSENT CALENDAR

Item 3: Committee Assignments

Discussion: None

Action Taken: Motion passed: To appoint Larry Oldewurtel to the GE Committee; Sean McMullen to the Classified Hiring Priority Committee (replacing Stephen Rochford); and Beatrice Tseng, Jodi Titus and Antoinette Geldun to the College Technology and DE Committee.

M: Willard	S: Schmeidler	Y: 14	N: 0	A: 0
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H. OLD BUSINESS

Item 4: Curriculum Revisions

Discussion: Wendy Gabriella recognized Kathy Schmeidler for completing a monumental amount of curriculum work over Spring Break. Kathy Schmeidler announced the Tech Review subcommittee will be holding two extra meetings to contend with the increased workload.

Action Taken: To approve the 2007-2008 curriculum revisions posted on the intranet during the week of February 27, 2007.

M: Rochford	S: Pestolesi	Y: 20	N: 0	A: 0
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Item 5: District Planning Process

Discussion: President Gabriella reported that the draft proposed district-wide goals (attachment B) need to be winnowed down to about nine to twelve goals. Input regarding this should be submitted to asenate@ivc.edu by 11 April 2007. A public meeting will be held 15 April 2007, 8-10 a.m., at the District, to revise the

draft. Jeff Kaufmann suggested adding a goal of environmental awareness/sustainability.

Action: None

Item 6: Accreditation Midterm Report Due October 2007

Discussion: President Gabriella reported that the Board of Trustees will be holding a Special Meeting, 23 April 2007, 3-5 p.m., to address ACCJC recommendations 6, 7, and 8 (numbering from the IVC report). At Chancellor's Cabinet it was suggested that an outside facilitator be brought in to guide the meeting. President Gabriella encouraged faculty to submit ideas about what should happen at this meeting to asenate@ivc.edu. Several ideas were suggested from the floor: (1) make it clear that campus governance groups and/or "faculty" cannot "fix" 6, 7 and 8, since these issue address the district and Board of Trustees specifically; (2) urge the Board to stop denying there is a problem; (3) explore correcting the Board's seeming philosophical problems regarding what "management" is versus "micromanagement" and, the new termed Mr. Fuentes coined, "macromanagement". President Gabriella also reported significant progress on the writing of the Midterm report and the impending circulation of drafts of the responses to recommendations 2, 3, and 4 and Standard II.

Action Taken: None. Item was for information only.

Item 7: Budget Committee (One Representative Needed)

Discussion: None

ActionTaken: None. There were no nominations. Nominations remain open.

Item 8: Faculty Association Consultation with Senate (Tenure Review and Faculty Evaluations)

Discussion: President Gabriella distributed a copy of her memo/e-mail conveying to the Faculty Association the actions of the Senate at the 1 March 2007 meeting. Faculty were also encouraged to attend the Board of Trustees meeting, 26 March 2007 to show solidarity to the Board regarding the contract. The Faculty Association will be hosting a Pizza Party at Boosters, 26 March 2007, 5:00 p.m. prior to the Board of Trustees meeting. Those attending the Board meeting are encouraged to attend the Pizza Party as well.

Action Taken: Motion fails for lack of second: That the department chairs have a greater role in the tenure evaluation process.

M: Rochford	S: n/a	Y: n/a	N: n/a	A: n/a
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Item 9: Budget Development Process

Discussion: Jeff Kaufmann, Senate Vice President, presented a draft College Resource Allocation Process (CRAP) and proposed composition and function of a College Resource Allocation Committee (CRAC). Both CRAP and CRAC were well received by the Representative Council. The primary innovations of CRAP are its linkage to the Strategic Planning Process and zero-based budgeting. An electronic copy of this proposal will be distributed to the schools with an

explanatory memo attached that highlights key issues and questions on which the Senate is seeking input.

Action Taken: Motion passed: To accept the proposed CRAP for review and study.

M: Schmeidler	S: Bauer	Y: 20	N: 0	A: 0
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Item 10: Student Learning Outcomes (Revisions to COR)

Discussion: Jerry Rudmann and Kathy Schmeidler explained that the curriculum template would soon be modified to include student learning outcomes in the course outline of record to reflect the directive of the academic senate, learning outcomes committee, and the curriculum committee. All future courses undergoing curriculum review in 2007-2008 will follow the modified template including student learning outcomes. Jerry Rudmann announced that there will be an SLO workshop on Friday, 30 March 2007, 12-2 p.m., B209 to assist faculty undergoing curriculum review (as well as program review) in 2007-2008. This workshop will reflect the new thinking on learning objectives and SLOs, so it will be unlike any previous workshop. Senators were asked to distribute attachment D, explaining how to transform learning objectives into SLOs, to their schools.

Action Taken: None.

Item 11: Student Learning Outcomes (eLumen Software Tracking)

Discussion: Jerry Rudmann provided a brief report on the eLuman software for tracking SLOs. The software allows tracking and storing of SLOs and assessment data in digital format. It is necessary because of new reporting requirements (see Item 12).

Action Taken: None.

Item 12: Student Learning Outcomes (ACCJC Annual Report 2006-2007)

Discussion: President Gabriella reviewed the four parts of the new ACCJC Annual Report on SLOs. She reported that the Learning Outcomes co-chairs, the Office of Research and Planning, the Curriculum Chair, the Senate President, and the Administration collaborated during spring break regarding a process of data acquisition for the College in order to respond to the report. She also reported that the data in this report will be important due to the timing of the October 2007 midterm report. She urged faculty to respond promptly to their deans' requests for information on SLOs, since this information needs to be compiled in a massive report (attachment E) due to the ACCJC on April 19th. President Gabriella recognized the work of Sibylle Georgianna, Office of Research and Planning, and Kari Tucker and Jerry Rudmann, Learning Outcomes Co-chairs for the amount of work they did in order to assist the College in acquiring the data necessary to complete the report.

Action Taken: None.

Item 13: ASIVC Request for Information

Discussion: Vice President Kaufmann reported that on 21 March 2007 he received what appear to be full copies of the ASIVC Constitution and By-Laws as

well as a document that explains at least some of the ASIVC budget development practices. A number of questions were raised regarding co-curricular organizations and their funding, including (1) What are the co-curricular funding criteria? (2) Who participates in the decisions on co-curricular funding allocations? (3) Are there any accountability procedures for co-curricular clubs? (4) What is the appropriate level of management and oversight of the co-curricular clubs once funding allocations have been decided?

Action Taken: None.

Item 14: Student Information Systems (SIS)

Discussion: An update will be provided at a later meeting.

Action Taken: None.

Item 15: Institutional Learning Outcomes

Discussion: President Gabriella distributed a draft of Institutional Learning Outcomes currently under revision by the GE Committee. This draft cleans up, simplifies and updates the terminology of the June 2005 document and when completed will make it easier to map ILOs, SLOs and other related issues. The next meeting of the GE Committee is on March 28, 2007 and senators were urged to submit proposed revisions to their GE representative or to asenate@ivc.edu. After the March 28, 2007, meeting of the GE Committee the proposed draft will be placed on the curriculum intranet for review. The Senate will be asked to approve the proposed draft at the April 5, 2007 meeting.

Action Taken: None.

Procedural Motion: Extend Meeting Time by 10 minutes

Discussion: None

Action Taken: Motion passed: To extend the meeting 10 minutes.

M: Bauer	S: Bennett	Y: 18	N: 1	A: 1
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Item 16 ATEP

Discussion: President Gabriella asked senators to submit any input relative to the thirteen partnership proposals for ATEP in writing to asenate@ivc.edu. Interim Vice President Nelson reminded the senators that full copies of all thirteen proposals are available in the President's Office and are available online. President Gabriella reported that at a special chancellor's cabinet meeting on March 22, 2007, the chancellor requested faculty input...although it is not clear as to what.

Action Taken: None.

Item 17: Senate Elections (Nominations)

Discussion: No new nominations were submitted. Nominations remain open until 5 April 2007.

Action Taken: None.

I. NEW BUSINESS

Item 18: Assessment

Discussion: President Gabriella reported on the new move for statewide standardized assessments and the state chancellor's recognition that assessment is an "academic and professional matter" of the Academic Senate. Concern was expressed about going down the "slippery slope" toward standardized exist exams and a question was raised about getting waivers allowing a school to use a localized test.

Action Taken: None

Item 19: Program Discontinuance (Electronics)

Discussion: Jeff Kaufmann reported that Susan Cooper will be submitting the Task Force's recommendations to the Senate soon.

Action Taken: None

Item 20: Staff Development Committee

Discussion: Kenn Bennett reported that the work of this committee will be completed by May 15, 2007.

Actions Taken: (1) Motion passed: Open nominations for the Staff Development Committee.

M: Schmeidler	S: Bennett	Y: 17	N: 1	A: 1
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(2) Motion passed: Close nominations and appoint Julie Willard and Greg Bishopp to the Staff Development Committee.

M: Rudmann	S: Bennett	Y: 17	N: 1	A: 1
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Item 21: Revisions to the Disciplines List

Discussion: None

Action Taken: None

Item 22: ASCCC Spring Plenary

Discussion: President Gabriella encouraged faculty to attend the ASCCC Spring Plenary, 19-21 April 2007, in Burlingame, CA. Staff development money is available for such conferences.

Action Taken: None

J. REPORTS OF SPECIAL COMMITTEES

No report

K. PRESIDENT'S REPORT

No report

L. ANNOUNCEMENTS AND OPEN FORUM

No announcements

M. ADJOURNMENT

The meeting was adjourned at 4:18 p.m.

Minutes

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