

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, April 5, 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:	Present
Kathy Schmeidler, Chair, Courses:	Present

Senators:

Business Science:

Kenn, Bennett	Present
Dave Shinnick	Present

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	Proxy
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

Actions Taken: (1) Motion passed: Adopt the agenda

M: Bauer	S: Bennett	Y: 17	N: 0	A: 0
----------	------------	-------	------	------

Minutes

Representative Council, 5 April 2007

Page 1 of 8

(2) Motion passed: Move item 26 after public comments.

M: Schmeidler	S: Bauer	Y: 18	N: 0	A: 0
---------------	----------	-------	------	------

C. INTRODUCTION OF GUESTS

Guests Present: Gwen Plano, Vice President Student Services; Karima Benremouga, Dean Humanities and Fine Arts; John Edwards, Director Admissions, Records and Enrollment Services; Diane Oaks, Director Public Information and Marketing; Dottie Sherling, Director Honors Program; Isidro Zuniga, ASIVC Interclub Council President.

D. PUBLIC COMMENTS

Public Comments were made by: (1) Diane Oaks, who introduced herself and asked for faculty involvement in the following areas—(a) participation on the Branding Task Force, (b) participation in the Speakers Bureau, and (c) finding ‘alumni success stories’ to place in marketing materials; (2) Dottie Sherling, who informed the faculty that she immensely enjoys her role as Honors Program Director and would like to continue in that role. She also thanked faculty for the tremendous support they have offered the program; (3) Richard Zucker, who asked that more release time be given to the Honors Director; and (4) Wendy Gabriella, who thanked Dottie Sherling for the excellent job she has done as Honors Director.

E. RECORD OF THE PREVIOUS MEETING

Item 2: Approval of Minutes

Discussion: None

Action Taken: Minutes were approved.

M: Bishopp	S: Chambers	Y: 21	N: 0	A: 0
------------	-------------	-------	------	------

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 Jerry Rudmann to serve on the ATEP Campus Coordinator Hiring Committee

M: Bauer	S: Willard	Y: 21	N: 0	A: 0
----------	------------	-------	------	------

H. OLD BUSINESS

Item 4: Curriculum Revisions 2007-2008

Discussion: Kathy Schmeidler requested that a Bio/Health major change and Accounting 1A and Accounting 1B curriculum updates be approved even though they were not posted on the intranet and have not yet cleared the Curriculum Committee. The reason this expedited procedure is requested is due to (1) a looming catalog deadline, (2) the changes themselves being non-controversial yet important to articulation, and (3) the lateness being caused in part by a sabbatical and miscommunication.

Action Taken: Motion passed: Approve the 2007-2008 curriculum revisions posted on the intranet during the week of March 13, 2007 and approve the Bio/Health major change and Accounting 1A and Accounting 1B updates (orally presented Kathy Schmeidler) with the proviso that these be checked and approved by the Curriculum Committee at the next opportunity.

M: Bishop	S: Rochford	Y: 21	N: 0	A: 0
-----------	-------------	-------	------	------

Item 5: BP 6100

Discussion: Pursuant to BP 6100, the senate monitors the currency of the curriculum. Kathy Schmeidler presented a list of courses that need to be updated. Pursuant to state law and regulation curriculum must be revised in a timely manner. The Office of Instruction is the body responsible for determining “cut off” dates and whether a course will be offered. During discussion, Kathy Schmeidler answered several questions concerning “exceptions”.

Action: None

Item 6: District Planning Process

Discussion: President Gabriella reminded senators that input regarding proposed district goals is still being sought and that the deadline for submission to the Senate (asenate@ivc.edu) is 11 April 2007. A public meeting will be held 15 April 2007, 8-10 a.m., at the District, to revise the draft goals. All faculty are invited to attend this meeting.

Action: None

Item 7: Accreditation Midterm Report Due October 2007—Special Board Meeting

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). Dave Lang will act as the facilitator. All governance groups have been invited to participate and the meeting is open to anyone who wants to come. President Gabriella urged faculty to attend this important meeting.

Action Taken: None. Item was for information only.

**Item 8: Accreditation Midterm Report Due October 2007—
Recommendations 6, 7, and 8**

Discussion: President Gabriella sought input from faculty on their impressions of our progress in meeting recommendations 6 (micromanagement), 7 (roles and responsibilities) and 8 (campus/district climate). The upshot of the discussion was as follows: (1) the perception is that while the college climate has improved and some relations with district personnel are excellent, there are still numerous instances of lack of collegiality and uncooperativeness; (2) the lack of collegiality and uncooperativeness on the part of college and district players in most cases does not appear to stem from willful obstructionism, but instead from a lack of understanding of good management practices; (3) on the other hand, some members of the Board of Trustees have publicly stated that they believe the taxpayers expect them to micromanage the colleges; (4) the Board of Trustees was also criticized for failing to give faculty sufficient notice of a Board Forum at Irvine Valley College, for providing “rude” answers to faculty questions, and for their lack of understanding of the faculty’s critical and helpful role in the accreditation process. Overall, some members of the Board of Trustees continue to display what appears to be an unfairly biased and negative view of the faculty, which is not helpful to the climate.

Action Taken: None. Item was for information only.

Item 9: Budget Development Process

Discussion: President Gabriella reported that the Senate is awaiting administrative feedback on the proposed Budget Development process and will bring back this item at the next meeting.

Action Taken: None.

Item 10: Student Learning Outcomes (ACCJC Annual Report 2006-2007)

Discussion: President Gabriella reported that the report is not yet available for circulation and review because the data are being validated. Programs have until 10 April 2007 to provide validation data. Overall, the numbers of SLOs look low.

Action Taken: None.

Item 11: Institutional Learning Outcomes

Discussion: None.

Action Taken: Motion passed: Adoption of the revised Institutional Learning Outcomes.

M: Bishopp	S: Schmeidler	Y: 20	N: 0	A: 0
------------	---------------	-------	------	------

Item 12: Senate Request for Information (ASIVC)

Discussion: Vice President Kaufmann reported after careful reading of the ASIVC Constitution and By-Laws, a document that explains at least some of the ASIVC budget development practices, Title 5 and Board Policy 5502, that co-curricular activities are governed by the ASIVC By-Laws and other local policies,

not by Board Policy or Title 5. Furthermore, the Constitution and By-Laws are riven with uneven and conflicting language that is in need of revision. Budget Development is in need of a formal process. Questions were raised on the floor about why there is so much turn over in student government positions and whether the ASCCC has ever made any formal policy recommendations on student governments and/or co-curricular organizations.

Action Taken: None.

Item 13: Student Information Systems (SIS)

Discussion: Jeff Kaufmann provided an update on the latest SIS activities. The tasks that the SIS Steering Committee have prioritized for 2007-2008 are the integration of new registration processes, curriculum software, data warehousing, and counseling/matriculation processes. A lot of funds are going to be spent on upgrades around the district. Faculty participation is going to be needed to help this process go smoothly.

Action Taken: None. Item was for information only.

Item 14: ATEP

Discussion: President Gabriella thanked Roy Bauer for serving on the Director of ATEP Hiring Committee, for which he had to cancel classes before Spring Break. Roy Bauer reported that he was pleased with the appointment of Kathleen Peterson, Dean of Instruction and Student Services at Rio Hondo College, to the position .

Action Taken: None.

Item 15: Senate Elections (Nominations)

Discussion: No new nominations were submitted.

Action Taken: Motion passed: Close nominations. Nominate Wendy Gabriella for President and Greg Bishopp for Vice President.

M: Rochford	S: Bauer	Y: 20	N: 0	A: 1
-------------	----------	-------	------	------

Item 16: Program Discontinuance (Electronics)

Discussion: Wendy Gabriella reported that the formal recommendations of this Task Force have not yet been circulated and the item will be re-agendized for the next meeting.

Action Taken: None

Item 17: Early College

Discussion: President Gabriella shared the agenda of a program planning meeting between Irvine Valley College and the Tustin Unified School District. There is a desire in the Tustin Unified School District to make this an exclusive agreement with IVC, other TUSD schools have expressed an interest in establishing a similar program, and the Beckman Early College Program will be a “pilot program” subject to evaluation/review after one year.

Action Taken: None

Item 18: Office of Distance Education

Discussion: President Gabriella reported that Bob Urell has proposed the formation of an Office of Distance Education with a “Director of Distance Education” in charge. He is currently in discussion with the college president to work out budget issues and develop a formal proposal.

Action Taken: None

I. NEW BUSINESS

Item 19: Basic Skills Regional Training

Discussion: President Gabriella reported that the ASCCC has selected IVC to host a Basic Skills Regional Training meeting. The college administration is being very helpful in facilitating this meeting.

Action Taken: None

Item 20: Jerry Rudmann Resolution

Discussion: President Gabriella announced that Jerry Rudmann will soon be retiring and suggested that the Senate adopt a resolution acknowledging his long years of service to the college.

Action Taken: Motion passed: To have the cabinet draft a resolution acknowledging Professor Jerry Rudmann’s contributions to the college.

M: Willard	S: Chambers	Y: 22	N: 0	A: 0
------------	-------------	-------	------	------

Item 21: MOU (Use of SLO Assessment Data)

Discussion: President Gabriella reported that some colleges (such as Modesto Junior College) have adopted Memoranda of Understanding on the appropriate uses of SLO assessment data. The general tenor of the Representative Council discussion was that being proactive in the development of such an MOU would be appropriate, useful, and wise.

Action Taken: Motion passed: For the Senate to propose an MOU with college administration similar to Modesto Junior College’s.

M: Rudmann	S: Schmeidler	Y: 19	N: 0	A: 1
------------	---------------	-------	------	------

Procedural Motion: Extend Meeting Time by 5 minutes

Discussion: None

Action Taken: Motion passed: To extend the meeting 5 minutes.

M: Bauer	S: Lee	Y: 15	N: 0	A: 0
----------	--------	-------	------	------

Item 22: Full Time Faculty Hiring Priority List 2008-2009

Discussion: President Gabriella reported that the cabinet is still working on the development of this list and that it will be presented at the 19 April 2007 meeting of the Representative Council.

Action Taken: None

Item 23: Role of the Senate (Categorical Full-Time Faculty Hiring)

Discussion: President Gabriella reported that at present there are no requirements regarding consultation with the Senate on hiring full-time faculty with categorical funds. She requested input from the Representative Council and the faculty strongly supported developing a policy that required collegial consultation.

Action Taken: Motion passed: To develop a proposed Categorically Funded Full Time Faculty Hiring Process that will be folded into the Full Time Faculty Hiring Development Process and that will include “collegial” consultation with the Senate.

M: Rochford	S: Bishopp	Y: 17	N: 0	A: 1
-------------	------------	-------	------	------

Item 24: Assistant Research Specialist Hiring Committee

Discussion: None. No nominations were received.

Action Taken: Motion passed: To open nominations and appoint.

M: Bishopp	S: Schmeidler	Y: 18	N: 0	A: 0
------------	---------------	-------	------	------

Item 25: Matriculation Specialist Specialist Hiring Committee

Discussion: Diane McCullough was nominated.

Action Taken: Motion passed: To open nominations and appoint Diane McCullough..

M: Bishopp	S: Schmeidler	Y: 18	N: 0	A: 0
------------	---------------	-------	------	------

Item 26: Teacher of the Year Committee

Discussion: Dottie Sherling recommending having two faculty members serve on this committee.

Actions Taken: (1) Motion passed: To open nominations.

M: Schmeidler	S: Rudmann	Y: 21	N: 0	A: 0
---------------	------------	-------	------	------

(2) Motion passed: Close nominations and appoint Dottie Sherling to serve on the Teacher of the Year Committee.

M: Rochford	S: Zucker	Y: 21	N: 0	A: 0
-------------	-----------	-------	------	------

(3) Motion passed: To appoint Lewis Long as a second faculty member to serve if the committee organizers agree to allow a second faculty member.

M: Bauer	S: Bishopp	Y: 21	N: 0	A: 0
----------	------------	-------	------	------

Item 27: Executive Assistant Chancellor Hiring Committee

Discussion: Diane McCullough was nominated.

Action Taken: Motion passed: To open nominations and appoint Diane McCullough to serve on the Executive Assistant Chancellor Hiring Committee.

M: Bishopp	S: Schmeidler	Y: 18	N: 0	A: 0
------------	---------------	-------	------	------

Item 28: Director of Facilities and Maintenance Hiring Committee.

Discussion: None. No nominations were received.

Action Taken: Motion passed: To open nominations and appoint.

M: Bishopp	S: Schmeidler	Y: 18	N: 0	A: 0
------------	---------------	-------	------	------

Item 29: Articulation Officer 2007-2009

Discussion: Kate Clark has been nominated.

Action Taken: Motion passed: To open nominations until the April 19, 2007 Senate meeting.

M: Bishopp	S: Schmeidler	Y: 18	N: 0	A: 0
------------	---------------	-------	------	------

Item 30: Honors Director 2007-2009

Discussion: Dottie Sherling has been nominated.

Action Taken: Motion passed: To open nominations until the April 19, 2007 Senate meeting.

M: Schmeidler	S: Bennett	Y: 18	N: 0	A: 0
---------------	------------	-------	------	------

J. REPORTS OF SPECIAL COMMITTEES

No reports

K. PRESIDENT'S REPORT

No report

L. ANNOUNCEMENTS AND OPEN FORUM

No announcements

M. ADJOURNMENT

The meeting was adjourned at 4:15 p.m.