



## Palo Verde College ACADEMIC SENATE

2017-2018

Biju Raman- President

David Silva -Vice President  
MINUTES

Peter A. Martinez-Secretary

Tuesday, April 10<sup>th</sup>, 2018

**Attendance:** Brown, Teh-Min; Copple, Derek; Castillo, Richard; Dagnino, Irma; Eoff, Kevin; Frid, Sarah; Garcia, Alejandro; Gaubeca, Michael; Hartline, Rosanna; Hernandez, Victor; Lilley Edgerton Dennese; Marciel, Jacob, Martinez, Peter; Medina, Carlos, Patel, Nidhi; Peterson, Scott; Raman, Biju; Redwine, Karen; Robertson, Robert; Sher, Sandra; Shibalovich, Paul; Singler, Juliette; Smith, Willie; Snider, Gregory; Stoeckle, Sioux; Turner, June; Wallace, Bruce; Graciela Milke;

**Members Absent:** Boire, Joe; Gamez, Maria; Lujano, Lorenzo; Lopez, Maria; Lozoya, Cesar; Osaande, Solomon; Rinaldi, Joseph Henry; Rivera, Hortensia; Shibalvich, Paul; Silva, David; Thieboux, Brian;

**Guest(s)** Jeanette Garrett, Job Placement Specialist;

- I. Call to Order: The President called the meeting to order at 3:06pm
- II. Pledge of Allegiance: The President recited the Pledge of Allegiance.
- III. **Public Comment:** Jeanette Garrett, Job Placement Specialist/Nursing Placement and Clinical Site Coordinator- Introduced herself and provided her contact information to the senate faculty. Jeanette, shared with senate her role on campus and stress her goals to help place students in occupations that related to the disciplines we offer on campus. Jeanette, also spoke about the “Job Fair” that’s scheduled on April 24<sup>th</sup>, 2018. The event is scheduled from 1pm-4pm. Jeanette will be networking with various employers and businesses in town, so her goal is to assist instructors with getting students ready for the market.
- IV. **Motion to adopt the Minutes: Tuesday, March 13, 2018**  
First: Victor Hernandez Second: Dennese Lilly Edgerton  
**Approval of Minutes: Motion passed: Unanimous**

### **Motion to Approve Agenda: Tuesday, April 10<sup>th</sup>, 2018**

Motion to approve the agenda:

First: Dennese Lilly Edgerton

Second: Victor Hernandez

**Approval of Agenda: Passed Unanimous**

### **New Business**

Biju shared a *place-file* from the power-point screen presented for the senate meeting. For the past three years, the senate has produced an excel file that’s been collected, more information on the topic and details will be shared at a later time for the senate’s review and to have it for discussion in a future meeting.

Graciela Milke, introduced herself as the new Distance Learning Coordinator. She wanted to provide the senate body with the latest update on the progress of student enrollment and matters related to distance learning activities. Gracie stated that we enrolled an additional 858 new students and we’re serving 16 prison sites at the moment.

Gracie’s concerns is accommodating the new population with additional new sections and course subject areas. At the moment, we are short with finding instructors to fill the additional loads. At the beginning of the semester, the distance learning office were engaged with orientation activities and making additional site visits to address provisional counseling activities and prepare for the upcoming fall term (2018-2019). Our goal is to do future proctoring activities to avoid errors and/or minimizing cheating matters from happening. It’s also important to note that testing activities are done on certain

days of the month. So, it's important to keep that into consideration when and if tests are not returned promptly. Gracie's goal is to keep instruction updated on those testing dates, as well as, with issues related to correspondence activities to and from the prisons.

*Response: The senate body is requesting to consider having a library system in place at the prison, so students can do their research opposed to requesting research from the main campus. This will help eliminate the timing of their request and most importantly, improve on the accuracy of information they are doing.*

*2<sup>nd</sup> Response: There was a mention of having issues with Face to Face classes. There was issues with enrollment matters. Thus, a request to have counseling available during the initial week of classes. This will eliminate none enrolled students to sign up at the moment.*

*3<sup>rd</sup> Response: Online instruction should be another option the senate is requesting for teaching at the prison sites. We ask that we consider expanding this program.*

*4<sup>th</sup>, Response: With regards to "Milestone" classes, we're asking what and how we can get this project up and going at the prisons. Gracie explained the process and what is needed to get the process going. More information will come at a later time once the matter is researched further.*

### **Offers Report:**

President, we will not reach our projected goal of 2100 FTES, we will be short by 53 enrollments. However, with the new enrollments that are targeted to come in we are certain that our future will look up.

### **Committee:**

Curriculum meeting is scheduled to meet on April 12<sup>th</sup>, 2018.

Scholarships: Medina reported the process for setting up our annual application reviews are in progress.

Articulation and Transfer- Irma reported a transfer recognition event on May 11<sup>th</sup>, 2018 to pay special appreciation to students planning to transfer. Irma also asked to respond back regarding on your individual regalia.... Graduation is almost here....

Irma also spoke about the HACU trip, more information will be provided at a later time.

Foundation- June is selling tickets for the BBQ event on campus.

Program Review is on-going. English and our library have passed, congrats to those departments.

Musical version is scheduled for May 4<sup>th</sup> and 5<sup>th</sup> at 7pm. We encourage everyone to attend.

Juliette Singler announced an event that's coming up; Concert on May 23<sup>rd</sup> along with having with us Imperial Valley College. This event is scheduled at 7pm.

Irma, October 9<sup>th</sup>, is our Transfer Day....event. We ask that you support our function. The last event that we had, we had 19 universities on campus, faculty who supported this event were thanked...

Motion to Adjourn: 3:48pm

**Tabling the meeting to our next meeting on fall semester 2018.**

**Meeting Dates and time 3:00pm Room CL 129**

**September 12**  
**October 10**  
**November 14**  
**December 12**

**February 13**  
**March 13**  
**April 10**  
**May 8**