



# Academic Senate 2015-2016

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## ACADEMIC SENATE

Meeting of the Representative Council

April 07, 2016

2:00 – 4:00 pm, B 209

### AGENDA

#### A. CALL TO ORDER

The president will call the meeting to order

#### B. ADOPTION OF AGENDA

Item 1	Agenda: April 07, 2016
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Status: New  
 Background: The Cabinet submits the agenda **and** the consent calendar for review and approval.  
 Attachment: N/A  
 Action Requested: Shall the Rep Council adopt the Agenda of the April 07, 2016 meeting as submitted or amended with permission to re-order items to accommodate visitors?  
 Issue: N/A

#### C. INTRODUCTION OF GUESTS

Senate meetings are open. Guests are welcome and invited to contribute to discussion on agenda items.

#### D. PUBLIC COMMENTS

Anyone may address the Senate on any item NOT on the Agenda within the subject matter and jurisdiction of the Senate pursuant to Section 53200 of Title 5 California Code of Regulations. Each speaker is limited to two minutes. Note: General Announcements should be saved for the Announcements section at the end of the meeting.

- [Cultural Competence Summit](#)

#### E. RECORD OF THE PREVIOUS MEETING

Item 2	Minutes of a Previous Meeting: March 3, 2016
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Status: New  
 Background: The minutes of the previous meeting of the Representative Council are submitted for review and approval.  
 Attachment: A  
 Action Requested: Shall the Rep Council adopt the minutes of March 17, 2016 as submitted or amended?  
 Issue: N/A

#### F. SCHOOL REPORTS: (limit to 1 minute)

- o Social & Behavioral Sciences
- o Physical Sciences and Technologies
- o Mathematics, Computer Science and Engineering
- o Life Sciences & Technologies
- o Languages and Learning Resources
- o Humanities
- o Kinesiology, Health, and Athletics
- o Guidance and Counseling
- o Business Sciences
- o Arts

**G. STANDING REPORTS: (limit to 1 minute)**

- o LGBTQ Liaison Report: Brooke Choo
- o Safety and Security
- o Technology Task Force: Celina Lee
- o Online Education Task Force: Cathleen Greiner
- o Environmental Leadership (ELC): Jeff Kaufmann
- o Calendar Committee Report: Miriam Castroconde
- o Cafeteria
- o Bookstore:
- o Early College: Brett McKim
- o Foundation Accounts/PRO-IVC: Stephen Rochford
- o Accreditation Report: Kathy Schmeidler
- o CTE Task Force: June McLaughlin
- o SLO Task Force: Cheryl Delson
- o Basic Skills Initiative: Summer Serpas

**H. CONSENT CALENDAR**

Items: 3, 4, 5, 7, 8

**I. OLD BUSINESS**

Item 3 Consent	Senate Approval of Curriculum for 2017-2018 Catalog
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Status: Continued  
Background: Per CurricUNET process, curriculum will be submitted for review and approval.  
Attachment: B  
Action Requested: Approval  
Issue: Shall the Representative Council approve the recommendations of the Curriculum Committee?

Item 4 Consent	Program Reviews 2015-2016
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Status: Continued  
Background: Per Program Review process, program reviews will be submitted for review. Currently, none prepared.  
Attachment: [Program Review](#)  
Action Requested: Information  
Issue: N/A

Item 5	Program Reviews 2016-2017
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Status: Continued  
Background: Institutional Effectiveness Committee (IEC) recommends the attached list of academic programs due for a major program review.  
Attachment: [IEC Agenda 03-29-16](#)  
Action Requested: Information  
Issue: Shall the representative Council approve and adopt the IEC recommendation?

Item 6 Consent	Senate President Signature Requests
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Status: Continued  
Background: Requests for the senate president's signature on college and district documents will be subject to the review and recommendation of the Representative Council.  
Attachment: N/A  
Action Requested: Information  
Issue: N/A

Item 7	Board Policies and Administrative Regulations
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Status: Continued  
 Background: See SOCCCD SharePoint for all BPARC information [BP & AR](#)  
 To discuss:

- BP/AR 3450 Traffic and Parking Regulations
- [BP 4720](#) Abusive Conduct in the Workplace
- BP 5300 Grading Policy
- AR 5300 Academic Record Symbols and Grade Point Average
- [BP 5301](#) and [AR 5301](#) Course Repetition and Repeatability
- AR 6112 Distance Education
- AR 6180 Career and Technical Program Advisory Committee

Upcoming BP and AR of Interest

- [BP 104](#) Student Member of the Board of Trustees - returned by BOT for discussion of GPA requirement
- [BP 178](#) Participation in Local Decision Making
- [AR 4006](#) Medical Examinations, Communicable Diseases, and Tuberculosis Testing
- [AR 4225](#) Recruitment Part-Time Faculty
- [BP/AR](#) 4090 Evaluation of Administrators – Classified Management Personnel
- BP/AR 5240 Associated Students' Organization
- BP/AR 5300.5 Grade changes
- AR 5305 Probation – New
- AR 5306 Dismissal and Readmission - New
- BP 5325 Probation, Dismissal and Readmission – New
- [BP & AR](#) 5401 – Student Conduct:
- [BP 5402 / AR 5402](#) Associated Students' Finance [went to ASIVC for advice]
- [BP 5403 / AR 5403](#) Associated Students' Elections [went to ASIVC for advice]
- [AR & BP 5404](#) Sexual and Other Assaults on Campus. *\*Workgroup is meeting for further revision*
- AR 5515 Transfer Center - *to legal advice*
- BP & [AR 5530 Student Rights and Grievances](#) *Work group still working on this*
- [BP & AR](#) 5618 Credit by Examination – will come back edited.
- [BP & AR 5626](#) Independent Study – There is now a more improved version. It is for courses that are not ordinarily offered in our catalog. You must write a temporary course outline of record that will be reviewed by the curriculum committee.
- AR XXXX Repeatable Courses – A question was raised whether a substandard grade (D, F, NC, NP, or W) is received, does that count as one of the student's attempts? The draft needs more editing
- BP/[AR](#) 7340 Leaves

Ongoing:

- BP 3255 Educational Research – *in WG(IT- DOEC)*
- AR 3502 Campus Safety – *sent for legal review*
- BP 4000.4 Equal Employment Opportunity - *in WG(HR)*
- BP & AR 5210 Enrollment Limitations and Priorities
- BP 5420 Nursing Program [*IVC-AS approved no changes; it is being returned to BPARC as an AR with revisions*] *being sent for legal advice*

Going to BOT meeting:

Attachment: [BP & AR](#)  
 Action Requested: Discussion / Action  
 Issue: Shall the Representative Council approve the indicated board policies and administrative regulations?

Item 8 Consent	Grade Grievance and Student Discipline Panel Pool
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Status: Continued  
Background: At the 8-20-15 AS Representative Council meeting, nominations were opened for faculty representatives for the Grade Grievance and Student Discipline Panel Pool  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council approve nominations for Faculty representation on the Grievance Panel Pool?

Item 9	2015-2016 Committee Appointments
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Status: Continued  
Background: President Schmeidler will present the Committee Grid for councils, committees, task forces and work groups. Work Groups outside the grid (for now): accreditation standards & subsection work groups, ATEP planning group(s), Business & HR Software testing and Advisory Work Groups, Corporate Outreach  
Attachment: [Committee Grid](#)  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council seat faculty on 2015-2016 committees, task forces and work groups.  
Shall the representative Council appoint:

- 2 faculty members to CHPLP?
- Dan DeRoulet to the hiring committee for **Director of Purchasing, Contracts, and Materials Management?**
- A faculty member to the Task Force on New Evaluation Instrument?
- Faculty members to a work group that will review IVC Perkins applications?

Item 10	Faculty Student Club Advisor Handbook
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Status: Continued  
Background: Senators have requested an update on the Faculty Student Club Advisor Handbook.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

Item 11	Budget Update: Davit Khachatryan
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Status: Continued  
Background: Vice President Khachatryan will give an update on the budget.  
Attachment: [C1, C2](#)  
Action Requested: Discussion/Action  
Issue: N/A

Item 12	AANAPISI Grant – Project: Edwin Tiongson
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Status: Continued  
Background: IVC has been awarded a federal grant to become an Asian American, Native American, and Pacific Islander Serving Institution (AANAPISI). The faculty principal investigator (PI) is Edwin Tiongson. Faculty input and participation is needed.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

Item 13	AACC Pathways Project and Conference Attendance
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Status: Continued  
Background: IVC is one of 30 colleges nation-wide to participate in this program. Interested faculty members will be needed to discuss how we will respond to this initiative, and to participate in upcoming events.  
Attachment: N/A

Action Requested: Discussion/Action  
Issue: N/A

Item 14	WorkDay – Student Development Project: BPA Participation
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Status: Continued  
Background: SOCCCD is contributing to the development of WorkDay's student system. To that end, we are having a series of business process analysis (BPA) sessions to delineate and discuss our requirements and best practices for each aspect of the system. Faculty participation is vital to the success of this enterprise.  
Attachment: [District link](#)  
Action Requested: Discussion/Action  
Issue: N/A

Item 15	Senate Elections: Establish Elections Committee
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Status: Continued  
Background: The Representative Council of the Academic Senate shall appoint an elections committee, which shall elect its own chair from the appointed membership, to oversee elections and/or balloting involving the faculty at large (general assembly).  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council accept additional nominations to the Senate Elections Committee?

Item 16	Senate Elections: Continue Nominations for Curriculum Chair, and Appoint
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Status: Continued  
Background: The Curriculum Chair is appointed by the Representative Council. The Representative Council adopted the following timeline for the Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President: Open nominations 02/18/16, close nominations and appoint on 04/07/16.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council accept additional nominations and appoint the Curriculum Chair?

Item 17	Senate Elections: Open Nominations for Academic Affairs Chair, and Appoint
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Status: Continued  
Background: The Academic Affairs Chair is appointed by the Representative Council. The Representative Council adopted the following timeline for the Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President: Open nominations 02/18/16, close nominations and appoint on 04/07/16.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council accept additional nominations, and appoint the Academic Affairs Chair?

Item 18	Senate Elections: Open Nominations for Recorder, and Appoint
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Status: Continued  
Background: The Senate Recorder is appointed by the Representative Council. The Representative Council adopted the following timeline for the Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President: Open nominations 02/18/16, close nominations and appoint on 04/07/16.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council accept additional nominations and appoint the Recorder?

Item 19	Senate Elections: Open Nominations for Past President, and Appoint
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Status: Continued  
Background: The Past President is appointed by the Representative Council. The Representative Council adopted the following timeline for the Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President: Open nominations 02/18/16, close nominations and appoint on 04/07/16?  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council accept additional nominations and appoint the Past President?

Item 20	District-Wide Strategic Planning Task Force (DWSP-TF) Charge
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Status: Continued  
Background: The *ad hoc* group that has been meeting fairly regularly for several years is being converted into an official Task Force.  
Attachment: [D](#)  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council endorse the formation of this DW-TF as described in the attached "charge sheet", for ratification at the next District-Wide Planning Council (DWPC) meeting?

Item 21	Basic Skill Coordinator
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Status: New  
Background: Summer Serpas has been serving in this capacity for the past year; she will be stepping down. A replacement is sought for the next academic year. Nominations remain open.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council recommend a candidate for the position of Basic Skills Coordinator?

Item 22	Basic Skills Grant Coordinator
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Status: New  
Background: IVC is applying for a grant which, if funded, will require a coordinator. Interested parties are invited to apply. Nominations remain open.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council recommend a candidate for the position of Basic Skills Coordinator?

Item 23	Selecting Department Chairs
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Status: New  
Background: In response to wide-spread scattered discussions regarding best practices for selecting department chairs, the Representative has been asked to take this matter under consideration.  
Attachment: [G1](#), [G2](#)  
Action Requested: Discussion/Action  
Issue: N/A

**J. NEW BUSINESS**

Item 24	Academic Senate for California Community Colleges (ASCCC) Spring Plenary
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Status: New

Background: The ASCCC spring plenary meeting will be 4/21-23. At this meeting, resolutions will be discussed and adopted (or not). The resolutions submitted to date are available for faculty to read; send comments and concerns to asenate.

Attachment: <http://asccc.org/events/2016-04-21-150000-2016-04-23-230000/2016-spring-plenary-session>

Action Requested: Discussion/Action

Issue: Shall the Representative Council make specific recommendations to our delegate with regard to any of these resolutions, and otherwise recognize that our delegate is trusted to vote on behalf of the Faculty?

Item 25	Academic Senate for California Community Colleges (ASCCC) Spring Plenary
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Status: New

Background: The ASCCC spring plenary meeting will be 4/21-23, which includes our next Representative Council meeting date.

Attachment: N/A

Action Requested: Discussion/Action

Issue: Shall the Representative Council cancel the 4/22/16 meeting - or - set an alternate date e.g. 4/15 or 4/29 for business?

Item 26	BP-4011 Employment Procedures for Administrators and Managers
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Status: New

Background: Revision of BP 4011 (will be renumbered 7740) has been on the BPARC agenda since June 13, 2014 when the Vice Chancellor – HR was appointed to chair a work group to review and revise it; there has been no activity.

Attachment: link to 4/1/16 BPARC agenda

Action Requested: Discussion/Action

Issue: Shall the Representative Council resolve to encourage Vice Chancellor Bugay to convene the established work group to revise BP 4011, and to expedite completion of these revisions?

Item 27	BP and AR 4090 Evaluation of Administrators/Classified Management Personnel
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Status: New

Background: After many discussions, BP and AR 4090 have been officially made Action Items of BPARC.

Attachment: N/A

Action Requested: Discussion/Action

Issue: Shall the Representative Council resolve to encourage Vice Chancellors Bugay and Fitzsimons to convene a work group to revise BP and AR 4090, and to expedite completion of these revisions?  
Shall the Representative Council?

**K. EXECUTIVE REPORTS**

Senate President: Kathy Schmeidler:  
Vice-President: Bob Urell:  
Academic Affairs Chair: Brett McKim  
Curriculum Committee Chair: Diana Hurlbut

**L. ANNOUNCEMENTS AND OPEN FORUM**

**Note: We will gather at the [California Pizza Kitchen \(Alton Square\)](#) for our after-meeting gathering.**

**M. ADJOURNMENT**