



# Academic Senate 2015-2016

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## ACADEMIC SENATE

### Meeting of the Representative Council

March 17, 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: March 17, 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 March 17, 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 the Previous Meeting: March 03, 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 03, 2016 as submitted or amended?  
 Issue: N/A

#### F. EXECUTIVE REPORTS

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

#### G. CONSENT CALENDAR

Items: 4, 5, 7, 8

#### H. OLD BUSINESS

Item 3	Senate Approval of Curriculum for 2016-2017 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 Curriculum process, program reviews will be submitted for review. Currently, none prepared.  
 Attachment: [Program Review](#)  
 Action Requested: Information  
 Issue: N/A

Item 5 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 6	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 2120](#) Institutional Planning
- [BP 4310](#) Duties and Responsibilities of the Department Chair
- [BP 4720](#) Abusive Conduct in the Workplace
- [BP 5610-1 5030](#) Student Fees
- [BP / AR 5320](#) Academic Renewal
- [BP/AR 5618](#) Credit by Examination – Specific Course Credit
- [BP 6100](#) Curriculum
- [AR 6112](#) Distance Education
- [BP 6135](#) Library – User Fee
- [AR 6180](#) Career And Technical Program Advisory Committees

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
- [BP/AR 3450](#) Traffic and Parking Regulations
- [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 5301](#) Course Repetition -
- [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 7 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 8 Consent	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.

Item 9	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 10	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 11	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 12	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 13	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 14	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 15	Senate Elections: Open Nominations for Curriculum Chair, Academic Affairs Chair, Recorder, and Past President
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Status: Continued  
Background: The Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President are 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?

Item 16	Academic Affairs Recommendations to Amend the Academic Senate By-Laws
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Status: Continued  
Background: Brett will present the recommendation from the Academic Affairs meeting regarding the changes to the By-Laws that are proposed.  
Attachment: N/A

Action Requested: Discussion/Action  
 Issue: Shall the Representative Council approve?

Item 17	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?

**I. NEW BUSINESS**

Item 18	National Library Week
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Status: New  
 Background: National library week is April 10-14. This year's theme is "Libraries transforms. Books transforms." IVC will be having activities to celebrate.  
 Attachment: [E](#)  
 Action Requested: Discussion/Action  
 Issue: N/A

Item 19	DSPS Counselor
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Status: New  
 Background: Counseling proposes the hire of a full-time counselor using categorical funds to replace a counselor who is separating from the college.  
 Attachment: N/A  
 Action Requested: Discussion/Action  
 Issue: Shall the Representative Council support this hire?

Item 20	Selecting a Learning Management System (LMS)
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Status: New  
 Background: A workgroup of OETF has been testing CANVAS and comparing it to Blackboard. They will bring a recommendation to the Academic Senate as our LMS.  
 Attachment: [F](#)  
 Action Requested: Discussion/Action  
 Issue: Shall the Representative Council support the OETF recommendation?

Item 21	Area D Meeting
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Status: New  
 Background: The Area D meeting is on Saturday, April 2, at Cypress College. Anyone interested in attending should RSVP to <https://www.eventbrite.com/e/spring-2016-area-d-meeting-tickets-22066443326>. Everyone is welcome.  
 Attachment: N/A  
 Action Requested: Discussion/Action  
 Issue: N/A

Item 22	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.  
 Attachment: N/A  
 Action Requested: Discussion/Action  
 Issue: N/A

Item 23	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. Summer Serpas will provide updates.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

Item 24	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. 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 the Arts

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

- o LGBTQ Liaison Report: Brooke Choo
- o Safety and Security
- o Technology Task Force: [Attachment 1](#); [Attachment 2](#); [Attachment 3](#)
- 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 Initiatives: Summer Serpas

**L. ANNOUNCEMENTS AND OPEN FORUM**

**M. ADJOURNMENT**