



# Academic Senate 2016-2017

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ACADEMIC SENATE

Meeting of the Representative Council  
November 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: November 17, 2016
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Status: New  
 Background: The President submits the agenda **and** the consent calendar for review and approval.  
 Attachment: N/A  
 Action Requested: Discussion/Action  
 Issue: Shall the Rep Council adopt the Agenda of the November 17, 2016 meeting as submitted or amended, with the proviso that the President may reorder the agenda as needed?

### 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.*

### E. RECORD OF THE PREVIOUS MEETING

Item 2	Minutes of the Previous Meeting: October 06, 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: A1  
 Action Requested: Discussion/Action  
 Issue: Shall the Rep Council adopt the minutes of October 06, 2016 as submitted or amended?

Item 3	Minutes of the Previous Meeting: October 20, 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: A2  
 Action Requested: Discussion/Action  
 Issue: Shall the Rep Council adopt the minutes of October 20, 2016 as submitted or amended?

**F. EXECUTIVE REPORTS**

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

**G. CONSENT CALENDAR**

Items 5, 8, 9

**H. OLD BUSINESS**

Item 4	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: [B1](#), [B2](#)  
 Action Requested: Discussion/Action  
 Issue: Shall the Representative Council approve the recommendations of the Curriculum Committee?

Item 5 Consent	Program Reviews
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Status: Continued  
 Background: Per Program Review process, program reviews will be submitted for review.  
[Program Review](#)  
 Attachment: N/A  
 Action Requested: Discussion/Action  
 Issue: N/A

Item 6	Senate President Signature Requests & Accept
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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: C  
 Action Requested: Discussion/Action  
 Issue: Shall the Representative Council accept / affirm the actions of the Senate President?

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:

- o [BP 4011.6](#) Employment Procedures for Chancellor
- o [BP 4011](#) Employment Procedures for Administrators and Managers

Upcoming BP and AR:

- [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 3255](#) Educational Research (new)
- [BP 3400](#) Vandalism
- [AR 4006](#) Medical Examinations, Communicable Diseases, and Tuberculosis Testing
- [BP/AR 4011](#) Recruitment – Administrators and Managers
- [BP/AR 4090](#) Evaluation of Administrators – Classified Management Personnel
- [AR 4204](#) Paid Sick Leave Non-Bargaining Unit Employees
- [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 5600](#) Associate Degree Requirements
  - [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.
  - [BP/AR](#) 7340 Leaves
- Ongoing:
- AR 3502 Campus Safety – sent for legal review
  - BP 4000.4 Equal Employment Opportunity - in WG(HR)
  - BP & AR 5210 Enrollment Limitations and Priorities

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 Consent	2016-2017 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) include 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 2016-2017 committees, task forces and work groups.

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: D  
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	IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education
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Status: Continued  
Background: Senators requested that information be provided as to the process of determining faculty involvement in Contract Education, Community Education and Continuing Education  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

Item 14	Chancellor Hiring Process Updates
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Status: Continued  
Background: Gary Poertner retired as of June 30. Interim Chancellor Fitzsimmons has initiated a process for hiring the next Chancellor.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

Item 15	College Open Forum Content
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Status: Continued  
Background: College leadership would like to develop an open forum that the college community finds useful. Suggestions for content and timing/venue are requested.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

Item 16	Basic Skills Coordinator
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Status: Continued  
Background: Brooke Choo has been serving in this capacity for the past year; she has now accepted the Interim Dean of Liberal Arts position. A replacement is sought for the remainder of the 2016-17 Academic Year. Angel Hernandez has been nominated.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: Shall the Representative Council open nominations, close and appoint the candidate for the Basic Skills Coordinator?

Item 17	Senate Elections: Open Nominations for Curriculum Chair, Assistant Curriculum Chair, Academic Affairs Chair, Recorder, and Past President
Status:	Continued
Background:	The Curriculum Chair, Assistant Curriculum Chair, Senate Recorder and Past President are appointed by the Representative Council.
Attachment:	N/A
Action Requested:	Discussion/Action
Issue:	Shall the Representative Council adopt the following timeline for the Curriculum Chair, Assistant Curriculum Chair, Academic Affairs Chair, Recorder, and Past President: Open nominations 10/20/16, close nominations and appoint on 12/15/16?

**I. NEW BUSINESS**

Item 18	IVC's Mental Health and Suicide Prevention
Status:	New
Background:	Stacy Lavino, IVC's mental health therapist who works in the health center, will discuss her work including mental health and suicide prevention.
Attachment:	N/A
Action Requested:	Discussion/Action
Issue:	N/A

Item 19	Intellus Learning-Embedded Basic Skills for General Education Courses
Status:	New
Background:	A product has been developed to embed basic skills modules into a course learning management system to supplement student acquisition of basic skills and improve their success.
Attachment:	N/A
Action Requested:	Discussion/Action
Issue:	Shall the Representative Council instruct the Cabinet to invite a representative to make a presentation during FLEX week?

Item 20	Hiring Committee Appointments
Status:	New
Background:	Faculty representatives are needed for several hiring committees. Vice President for Instruction Chancellor Director of Outreach and Recruitment Director of Non-credit, Adult and Community Education
Attachment:	N/A
Action Requested:	Discussion/Action
Issue:	Shall the Representative Council appoint representatives for these committees?

Item 21	IVC Mediation and Conciliation Process
Status:	New
Background:	In order to provide students with a process to address issues that are not grade grievances or harassment/discrimination complaints, the workplace mediation and conciliation process adopted in 2012 and 2015, has been revised to include a process for students.
Attachment:	<a href="#">E</a>
Action Requested:	Discussion/Action
Issue:	Shall the Representative Council adopt this revised process?

Item 22	Correspondence among COR, SLO, Syllabus
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Status: New  
Background: Accreditation requires correspondence among the course outline of record, student learning outcomes in TracDat and the course syllabus.  
Attachment: N/A  
Action Requested: Discussion/Action  
Issue: N/A

**J. SCHOOL REPORTS: (limit to 1 minute)**

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

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

- o SLO Task Force: Cheryl Delson
- o Accreditation Report: Kathy Schmeidler
- o Foundation Accounts/PRO-IVC: Stephen Rochford
- o Early College: Brett McKim
- o Bookstore:
- o Cafeteria:
- o Calendar Committee Report: Jeff Kaufmann/Miriam Castroconde
- o Environmental Leadership (ELC): Jeff Kaufmann
- o Distance Education Task Force: Roopa Mathur/Cathleen Greiner
- o Technology Task Force: Celina Lee
- o Safety and Security: Kathy Schmeidler
- o LGBTQ Liaison Report: Brooke Choo
- o CTE: Diana Hurlbut
- o AANAPISI Grant – Project: Edwin Tiongson

**L. ANNOUNCEMENTS AND OPEN FORUM**

**M. ADJOURNMENT**