



ACADEMIC SENATE

Academic Senate 2017-2018

Irvine Valley College, 5500 Irvine Center Drive, Irvine, California 92618
asenate@ivc.edu 949/451-5408

Meeting of the Representative Council
 September 21, 2017
 2:00 – 3:50 pm, BSTIC 101

Minutes

2:00 **A. CALL TO ORDER** *June McLaughlin*

2:00-2:05 **B. ADOPTION OF AGENDA** *June McLaughlin*

	Agenda: September 21, 2017
<i>Discussion</i>	None
<i>Action</i>	The Rep Council adopted the Agenda of the September 21, 2017 meeting as submitted or amended, with the proviso that the President may reorder the agenda as needed.
Y: 19	N: 0
A: 0	1 st Roy Bauer
	2 nd Justin Wright

2:05-2:10 **C. INTRODUCTION OF GUESTS** *ALL*

	Salvador Sanchez – ASG executive council Edwin Tiongson – Project Director of ELEVATE AAPI Traci Fahimi – Dean of Social & Behavioral Sciences Cathleen Greiner – Dean of Business Services Jim Gaston – Director IT –Academic Systems Angel Hernandez - Counseling, BSI & BST Coordinator Maria Nunez – Sr. Admin. Office of Student Services, Classified Senate President Zahra Noroozi – TATF co-chair, engineering faculty Jinhee Choun – PT faculty Arleen Elseroad – Dean of Enrollment Services DeeJay Santiago – Director of Student Success Loris Fagioli – Director of Research, Planning and Accreditation
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2:10-2:20 **D. PUBLIC COMMENTS** *ALL*

<i>Eddie Tiongson</i> Attachment F1	Three presentations by attorneys from AAAJ-OC on green cards and citizenship will be held at the CANNAPI center on Sept 21, 28, Oct 19. See Elevate AAPI @ IVC for more information.
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2:20-2:25

E. RECORD OF THE PREVIOUS MEETING

June McLaughlin

Attachment A

Minutes of the Previous Meeting: September 07, 2017

Discussion

None

Action

The Rep Council adopted the minutes of September 7, 2017 as submitted or amended.

Y: 21

N: 0

A: 0

1st Roy Bauer

2nd Robert Melendez

2:25-2:45

F. REPORTS

Cabinet

Senate President: June McLaughlin

What priorities would the senators like the Academic Senate to work on this year?

- New school
- Library Safety
- Mental Health Issues
- DACA Issues

Previous agendas had listed multiple Board Policies (BP) and Administrative Regulations (AR) but not all were being voted on, therefore the current agenda will have only the BPs and ARs that need to be discussed and voted on.

Vice-President: Jefferey Kaufmann

The sustainability plan was discussed at SPAC and will be coming to Academic Senate for further discussion.

Academic Affairs Chair: Daniel de Roulet

Current issues in AA: looking at new funding sources for DALs; revitalizing IVC2IVC; questions about flex week and its purpose; looking at our professional development funds and reporting process.

[Attachment F](#)

Curriculum Committee Co-Chair: Chris Loeffler

Curriculum Committee Co-Chair: Diana Hurlbut

Need faculty assistance to update the CWE district policy from 2010. We are out of compliance with the curriculum part of the policy. The state requires that we attach the district wide CWE policy when submitting programs, but our district Policy does not allow for cooperative work experience. June M. will work on revising this policy.

A group from the chancellor's office is coming to IVC on 9/22/17 to help IVC begin the top code alignment for CTE. This is a compliance issue that we need to resolve this Fall.

New program approval process (attachment F) for both CTE and non-CTE programs includes the new ACCJC requirements for all new programs.

2:45-2:45

G. CONSENT ITEMS

June McLaughlin

<i>Discussion</i>	1) Senate Approval of Curriculum for 2017-2018 Catalog
	2) Program Reviews
	3) 2017-2018 Committee Appointments
	None

2:45-2:50

H. Elections Committee

June McLaughlin

<i>Attachment N/A</i>	Establish Elections Committee
<i>Discussion</i>	None
<i>Action</i>	The Representative Council closed nominations and appointed Rich Zucker and Joon Kil to the Senate Elections Committee.

Y: 21	N: 0	A: 0	1 st Justin Wright	2 nd Devon Bradley
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2:50-2:55

I. Senate Elections

June McLaughlin

<i>Attachment N/A</i>	Senate Elections: Open Nominations for Two Senators Representing Part-Time Faculty
<i>Discussion</i>	None
<i>Action</i>	None

NEW BUSINESS

2:55-3:10

J. Board Policies AR4011.6

June McLaughlin

Maria Nunez

<i>Attachment</i> BPARC Agenda	Upcoming BP and AR: AR 4011.6 Employment Procedures for Chancellor
<i>Discussion</i>	Major changes made: added another classified seat to the hiring committee; screening process has additional options for screening, similar to the classified employment procedures; a board designee who will act as the chair for the hiring committee; and adjusting the selected interviewees after application screening. This may be used as a template for other employee hiring procedures. The members of the workgroup were satisfied with the changes to the AR 4011.6. A Senate recommendation for this AR is that there should be more restraint on the methodologies that can be used to screen applications. Item J will be continued until the next Academic Senate meeting to give senators additional time to review AR 4011.6.
<i>Action</i>	Continued

[Attachment K1](#)
[Attachment K2](#)
[Attachment K3](#)

Discussion

SSSP/BSI/SEP Integration Work Plan

IVC’s plan to integrate the three programs (SSSP/BSI/SEP) into one is due to the state in December. This plan is going to the October Board of Trustees meeting. The different task forces worked to develop the five integrated goals that cover the three different areas with the goal to eventually add them to the College’s strategic plan. In 2018-19 all of these categorical funds will be distributed as one fund rather than three.

The State Chancellor wants to see these categorical funds brought together to fund programs like IVC’s AESL program, that utilizes aspects from all three. The chancellor’s office is asking faculty to identify support that we may need to help with this integration.

Suggestions from IVC senators:

- how to implement this integration;
- note takers for every class.

Send any feedback to Angel, Arleen, or Cessa.

Action

Shall the Representative Council approve the Integration Plan?

Y: 21	N: 0	A: 1	1 st Robert Melendez	2 nd Justin Wright
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Attachment N/A

Discussion

Smart Schedule

Phase 2 changes will roll out this Fall. The underlying framework will use “React,” originally used by Facebook, which makes changes to the user experience in real time without having to refresh the screen. Additionally, they will be moving the schedule to the cloud to utilize the AWS infrastructure from Amazon, which will provide more stability to the platform. The biggest change will be the implementation of adaptive searching that will use auto complete to fill in results, including course names, numbers, instructors, and rooms. There will be facets/filters on the left side to filter the results by location, instructors, dates, open vs. closed, Saddleback vs. IVC classes. They’re going to add warnings about adding a Saddleback class if the student is an IVC and/or if there is less than 30 minutes between an IVC and Saddleback class.

Phase 3 will roll out next year and will include the Schedule Builder. This will walk a student through the scheduling of their classes: set time preferences, set GE preferences, see their MAP classes and will show them the classes on their MAP within their preferred time preferences. Additionally, it will allow for different mobile responses.

The Saddleback Academic Senate voted to change two aspects of the Smart Schedule:

- 1) Saddleback Senate doesn’t want any cancelled classes to be displayed on the Smart Schedule.
- 2) Saddleback Senate would like to have the number of seats available for

a class removed from the Smart Schedule. They are concerned that it is influencing student enrollment.

Jim Gaston welcomes invitations to present the Smart Schedule to any department or school.

The Smart Schedule will be placed on the 10/2/17 IVC Academic Senate agenda for voting.

Action

None

3:35-3:40

M. Distinguished Academic Lecture Series

Dan de Roulet

Attachment N/A

Distinguished Academic Lecture Series (DALs) funding

Discussion

The September 12 Academic Affairs meeting discussed the lack of funding for DALs. It is important to the identity of the college to have a lecture series, as it contributes to the strength of the relationship to the college and the community. Academic Affairs is asking the senate to approve opening discussions with the IVC Foundation regarding new funding.

Action

The Representative Council authorizes Academic Affairs to work with Foundation for new funding sources.

Y: 21	N: 0	A: 0	1 st Roy Bauer	2 nd Justin Wright
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3:40-3:45

N. New Program Development Process

Diana Hurlbut

- [Attachment N1](#)
- [Attachment N2](#)
- [Attachment N3](#)
- [Attachment N4](#)

First Reading: Program development guidelines & New Program Letter of Intent

Discussion

This is the first reading of the Program Development Guidelines for the three different types of programs at IVC. There is greater detail in these guidelines than in previous program guidelines and they include all of the elements that are required by the state and ACCJC for the submission of the Substantial Change Document that is required with every new program. The Letter of Intent will be created by the faculty at the start of creating a new program. The letter will then be signed by the chair and the dean and taken to the Curriculum Committee, Instructional Council and APTC for comments and/or to identify possible conflicts and resource needs prior to the development of a program. Email Chris L and Diana H. for any questions or changes.

Action

None

3:45-3:50

O. ANNOUNCEMENTS & OPEN FORUM

ALL

Diana Hurlbut – Santa Ana law center is having a clinic to help anyone with the DACA application and naturalization. The DACA application is due on 10/5.

Eddie Tiongson– The Global village is on Saturday, so get your flyers to Dennis by Friday. IVC should continue to look at what our institutional vision is for these learning communities. We need to have administration play a larger role to make these communities effective. This will be agenized at future Academic Senate meeting.

Robert Melendez – Counseling has sent out an email to all AB940 students about the resources available to them.

Matt Tressler – The first IVC alumni concert is this weekend.

June McLaughlin – December 7th is proposed date for the IVC End of the Year party.

3:50 P. ADJOURNMENT

M B: Adoption Agenda	M E: Adoption Minutes	M H: Est. Elections Com.	M J: AR 4011.6	M K: SEP/BSI SSSP Plan	M M : DALs Funding	M:	M :	Sept 21		Irvine Valley College 2017-2018 Academic Senate Membership
N/V	N/V	N/V	N/V	N/V	N/V	N/V	N/V		1	Bailey, Cheryl: Recorder
Y	Y	Y		Y	Y			✓	2	Bauer, Roy: Humanities
Y	Y	Y		Y	Y			P	3	Boettger, Susan: Arts
Y	Y	Y		Y	Y			✓	4	Boone, Rick: Business Sciences
Y	Y	Y		Y	Y			✓	5	Bradley, Devon: Life Sciences
Y	Y	Y		Y	Y			P	6	Carnie, Henry: Humanities
Y	Y	Y		Y	Y			✓	7	Davies, Simon: KHA
Y	Y	Y		Y	Y			✓	8	De Roulet, Daniel: Chair, Academic Affairs
-	-	-	-	-	-	-	-	X	9	Donavan, Keith: Physical Sciences
Y	Y	-		Y	Y			✓	10	Erbas-White, Ilknur: MCSE
Y	Y	Y		Y	Y			✓	11	Hurlbut / Loeffler: Co-Chair, Curriculum
Y	Y	Y		Y	Y			✓	12	Kaufmann, Jefferey: Vice President
Y	Y	Y		Y	Y			P	13	Lin, Anthony: LLR
-	-	-	-	-	-	-	-	X	14	Mathur, Roopa: Business Sciences Alt.
Y	Y	Y		Y	Y			✓	15	McGrogan, Martin: KHA
N/V	N/V	N/V	N/V	N/V	N/V	N/V	N/V	✓	16	McLaughlin, June: President
-	-	-	-	-	-	-	-	X	17	McWhorter, Amy: Life Sciences Alt.
Y	Y	Y		Y	Y			✓	18	Melendez, Robert: Guidance & Counseling
Y	Y	Y		Y	Y			✓	19	Minkler, Michelle: Guidance & Counseling
-	-	Y		Y	-			P	20	Mis, Benjamin: SBS
Y	Y	Y		Y	Y			✓	21	Mitolo, Massimo: Physical Sciences
Y	Y	Y		Y	Y			✓	22	Popescu, Anca: LLR
Y	Y	Y		Y	Y			✓	23	Salviani, Michael: Business Sciences
-	-	-	-	-	-	-	-	X	24	Sheldon, Joel: MCSE Alt.
-	Y	Y		Y	Y			✓	25	Tresler, Matthew: Art
-	-	Y		Y	Y			✓	26	Tucker, Kari: SBS
Y	Y	Y		Y	Y			✓	27	Vargas, Ben: MCSE
Y	Y	Y		A	Y			✓	28	Wright, Justin: Life Sciences
	-	-	-	-	-	-	-	-	29	Part-time Faculty at Large
19/0/0	20/0/0	21/0/0	N/A	21/0/1	21/0/0					

