

## *Academic Senate*

October 3, 2024

BSTIC 101

2:00pm-3:50pm

Attachments: <https://tinyurl.com/IVC-Senate-Documents>

### 1. Call to Order

2:03pm

### 2. (v) Adoption of the Agenda

Items on the agenda may occur out of order at the discretion of the Academic Senate President, or designee, based on availability of those presenting to, and meeting with, the Senate.

First	Second
<b>Kristen Skjonsby</b>	<b>Heather Johnson</b>

Motion passes (Approved by consensus)

### 3. (v) Approval of Minutes

September 19, 2024 Representative Council Meeting Minutes – [Attachment](#)

First	Second
<b>Keith Donovan</b>	<b>Keith Gamache</b>

Motion passes (Approved by consensus)

### 4. Introduction of Guests and Brief Announcements

- A. Please limit announcements. Announcements of over two minutes should be reserved for public comments at the end of the meeting. Senate meetings are open. Guests are welcome and invited to contribute to discussion on agenda items when recognized by the Senate President or designee.

- **Karen Orlando - Director, Annual Giving/Development, College Foundation:**
  - The 5th annual Giving Day is scheduled for Thursday, October 17th. Every \$2 donated will be matched by \$1 by the Foundation Office up to a maximum of \$500. [Link](#)
  - The Foundation Office will be outside of the SSC building on October 17 from 10am-12pm to collect any donations.
- **Emily Liu - Professor, English/Honors Program Coordinator**
  - Undergraduate research opportunities - [Attachment](#)
  - Students need to have a faculty mentor to present at conferences. Role of the mentor is to provide guidance to students when needed (assistance with focusing research, finding resources, refine abstract, etc.).
  - IVC/Saddleback Research Symposium is coming up on November 1 from 9am-430pm. Event will be hosted at Saddleback this year and the keynote speaker will be Kristen Skjonsby. Keynote address is scheduled from 10-11am.
- **Davit Khachatryan - Vice President, Administrative Services**
  - Presented follow up updates on the IVC Bookstore. [Attachment](#)
  - At the time of the last Senate meeting, there were 52 outstanding titles. Currently, there are still 32 titles outstanding.
  - Follett mentioned that the moment they realize there is a missing title, they attempt to connect with the faculty member.
  - Follett does not use any predictive analytic software when determining the amount of books to purchase for a given section. Instead, they look at last year's book sales to determine ordering needs.
  - Frank Rivera (Promise Program Director) sent a survey to Promise students and of those that replied, the majority did not have issues receiving their books.
  - The location of the Bookstore for the spring is still unknown.
  - Will be investigating whether refunds are warranted for students who have still not received their textbooks (Promise, EOPS, Veterans). Several students purchased them but still have not received them.
    - Rebecca Beck: This is truly an equity issue as many of our Promise program students are those with financial need. Many of them do not have the luxury of paying out of pocket for their books through another source.
    - Brandee Idleman: In the event this occurs again, please consider providing the library a copy of your textbook to put on reserve for students.
    - Rebecca Beck: For the disciplines where it makes sense to do so, please consider exploring Open Educational Resources (OER). If interested, contact Rachel Flemming. There are funds available through the state; the application is due in December.

- **Robert Melendez - Professor, Counseling/Faculty Association President**
- **Ace Caguioa- Media and Marketing Specialist/Classified Senate President**
  - Developing social media campaigns called “Under a minute” to highlight faculty specific content involving best teaching practices. Recent campaigns showcased various faculty such as Araceli Centanino, Eddie Tiongson, and Brittany Adams. If interested in participating, please contact Ace.
  - Collaborating with ASIVC to interview faculty during office hours to ask questions on advice they would give to students regarding study tips and techniques.
- **David Liu Jr. - Student, ASIVC representative**

## 5. Standing Items

### A. SENATE CABINET REPORTS:

- Senate President (Rebecca Beck)
  - College Council
    - Sunshined the resource request process that the Senate approved. Will vote at the College Council at the next meeting.
  - DWPC
    - Meeting focused on working on the Strategic and Facilities Master Plans. Next Meeting is scheduled for October 11.
    - Outside of two objectives, the District’s Strategic Master plan is the same as IVC’s.
  - PAC DEIA
    - Currently serving as interim Tri-Chair.
    - Moving forward, the council is focusing on the work of two books to understand the role of serving and becoming an Hispanic Serving Institution (HSI).
    - IVC’s current Hispanic student population is 24.3%. To be considered an HSI, our total Hispanic student population needs to be 25% (or higher).
    - The Council is going through the workbooks and doing exercises, engaging in discussions, and conducting presentations in preparation for our HSI designation.

- o DEIA Institute
  - Working on introducing the DEIA framework within the curriculum.
- o Senate Elections Updates
  - Email will be sent to faculty detailing the upcoming Senate elections. The open positions are Senate President, Senate Vice President, and Senate Vice President of Equity.
  - Voting will take place from November 18-26.
- Senate Vice President (RJ Dolbin)
  - o BPARC
    - Approved changes to AR-5055 (Enrollment Priorities). Added Rising Scholars, Puente, and MESA students to the Level one priority enrollment list.
  - o DRAC
    - Both IVC and Saddleback are above the 50% law (spending at least 50% of budget on instruction).
  - o BDRPC
    - The construction of campus charging stations is moving along. However, once completed, the ability to start using the stations is approximately one to seven months based on Southern California Edison timelines.
  - o IEC
    - No report
- Academic Affairs Chair (Rebecca Beck on behalf of Summer Serpas)
  - o AAC updates
    - Working on revising the Professional Development Handbook. Special thank you to all in the Academic Affairs Committee for your work on this.
  - o PD budget updates
    - To date, over \$97K has been encumbered. Conversations are ongoing with Vice Presidents Rick Miranda and Davit Khachatryan to expand the PD budget above the \$100K allotment.
    - Please continue to put in for PD requests. These will be marked as “pending” until funding becomes available.

- 
- o The Hub updates - [link](#)
    - The Ceramics and Charcuterie workshop is scheduled for tonight!
    - AI hands on workshop is scheduled for October 10 from 330-5pm in BSTIC-215. The workshop will be led by Ace Caguioa and Brett Warner.
    - AI presentation is scheduled for November 1 from 1030-130 in BSTIC-209. The keynote speaker is Rodrigo Gomez, a professor at San Diego Miramar.
      - The presentation will explore how AI is transforming our way of thinking, addressing common anxieties, misconceptions, and the ethical and existential challenges that may arise with the advent of new technologies while exploring AI's impact on both ourselves and our students in academia and in the broader world. Lunch will be provided.
  - o FT faculty hiring prioritization list process review
    - The Tier B submission process is being reviewed by AAC and questions have been given to the Office of Research. Answers to these questions will be provided in the future.
  - o Flex Week Spring 2025 updates - [link](#)
    - Please submit proposals for Spring 2025 flex week! Email was sent to faculty campus wide.
  - Curriculum Committee Chair (RJ Dolbin)
    - o Variable unit courses, CWE/WEE courses, and Banner - update
      - Curriculum committee voted to change cooperative work experience to work experience education. Approved changing CWE to WEE.
      - If there is a department that has variable unit courses that would like to add additional information to the title, please contact Gillian Ashton and RJ Dolbin.
    - o AB 1111 update
      - Have resolved issues related to Phase 1 courses and are on track of making the timeline as determined by the Chancellor's Office.
    - o Validating prerequisites in META
      - If your department has a course that has a prerequisite, please go into META and select the learning objectives that are relevant to the primary course.
      - Moving from META to Maverick in January.

## B. Guest Reports:

- Standing Guest Reports
  - o ASIVC Report (David Liu Jr.)
    - ASIVC discussed concerns related to the IVC Bookstore and the issue involving students not being able to receive their books. Exploring how this impacts students from special population programs such as EOPS. Would like to see a workaround in the future should problems arise again such as purchasing the books from Amazon.
    - Starting the conversation of developing an alumni association. Goal is to create networking opportunities for IVC students. Also, would like to explore developing internship opportunities for students as well.
    - Recommendations were made for ASIVC to work with faculty and the Foundation Office to discuss the creation of an alumni association and if needed, to bring it back to the Senate for a future vote.
  - o Faculty Association President (Robert Melendez)
    - The 24-27 faculty contract was officially ratified on September 30.
    - Faculty will receive a retroactive pay increase dating back from July 1, 2024 for their November paycheck.
    - The Faculty Association may be looking for a new grievance chair in the future (2 LHE). If interested, please contact Robert Melendez.
    - Increase in chair compensation will not take effect until Spring 2025. Also, policies governing changes to faculty evaluations do not take effect until Spring 2025 as well.
  - o Classified Senate President (Ace Caguioa or designee)
    - Hosting a new hire orientation on October 18 for the 18 new hires at the college.
    - Classified day is March 18, 2025.
    - Hosting Halloween door decorating contest.

## 6. Consent Items

## 7. Old Business

- (v) K-12 Consent Form Language for Faculty Protection
  - General Dual Enrollment Form (Sample) -[Link](#)
  - Language to be Added-[Link](#)

- Additional language to be added to the form was proposed by Senators Sarah Kim (Languages), Heather Johnson (Counseling), and Kristen Skjonsby (Humanities).
- Keith Donovan moved to table the vote on the K-12 consent form in order to review the proposed revisions ahead of time before a formal vote.
  - Motion to table the vote:

First	Second
<b>Keith Donovan</b>	<b>Roland Rodriguez</b>

Motion passes (Approved by consensus)

## 8. New Business

## 9. Formal Presentations and Discussions

- Tiffany Tran: Common Course Numbering- [Attachment](#)
- Rebecca Beck: Motion to extend the Senate meeting to 4:05pm.

First	Second
<b>Heather Johnson</b>	<b>Edwin Tiongson</b>

Motion passes (Approved by consensus)

## 10. Announcements and Public Comments

## 11. Adjournment

4:05pm

**Attachment 1: Attendance and Voting:**

#	School	Name	In Attendance	Notes
1	Arts	Matthew Tresler	No	
2	Arts	Edwin Tiongson	Yes	Proxy for Matt Tresler
3	Business Sciences	Rick Boone	No	
4	Business Sciences	Dan Scott	Yes	Proxy for Rick Boone
5	Counseling	Michelle Minkler	No	
6	Counseling	Heather Johnson	Yes	Proxy for Michelle Minkler
7	Humanities	Kristen Skjonsby	Yes	
8	Humanities	Brittany Adams	No	
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Sarah Kim	Yes	
14	Languages	Keith Gamache	Yes	
15	Library	Anthony Lin	No	
16	Library	Brandee Idleman	Yes	Proxy for Anthony Lin
17	Life Sciences	Roland Rodriguez	Yes	Proxy for Justin Wright
18	Life Sciences	Justin Wright	No	
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Justine Komine	No	
22	Physical Sciences	Keith Donovan	Yes	



23	Social Behavioral	Donna King	Yes	Proxy for Erick Peterson
24	Social Behavioral	Erick Peterson	No	
25	PT Representative	Nujoud Alattar	Yes	

Total Senators: 22

In Attendance: 14+ 6 proxies

Quorum (50% +1): Met