



## ACADEMIC SENATE

# Academic Senate 2019-2020

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Meeting of the Representative Council  
August 29, 2019  
2:00 – 3:50 pm, BSTIC 101

### Minutes

2:00 A. CALL TO ORDER

June McLaughlin

2:00-2:05 B. PROCEDURAL ITEM

June McLaughlin

Attachment B

Discussion

Action

#### Seating of New Senators

The Rep Council ratified the appointments and seated the senators.

Y: 26

N: 0

A: 0

1<sup>st</sup> Tony Lin

2<sup>nd</sup> Melanie Hearn

2:00-2:05 C. ADOPTION OF AGENDA

June McLaughlin

Discussion

Action

#### Agenda: August 29, 2019

The Rep Council adopted the Agenda of the August 29, 2019 meeting as amended to remove the committee assignment, with the proviso that the President may reorder the agenda as needed.

Y: 26

N: 0

A: 0

1<sup>st</sup> David Bugay

2<sup>nd</sup> Matt Tresler

2:05-2:10 D. INTRODUCTION OF GUESTS

ALL

Elissa Oransky – Executive Director of IVC Foundation  
Rebecca Kaminsky – Guided Pathways Coordinator  
Traci Fahimi – Dean, Social & Behavioral Sciences & Business Sciences  
Amrik Johal - Director of Promise, Recruitment, and Outreach Programs  
Lan Pham – Math Faculty

2:10-2:15 E. PUBLIC COMMENTS

ALL

1) Amrik Johal - Director of Promise, Recruitment, and Outreach Programs  
If any Departments have flyers or information they would like us to share we will need hard copies of the flyers brought to the Outreach Office by Thursday, Sept 26th 2019 by 4pm (We are located in the SAC (old CDC

	<p>building); when you enter the SAC, turn left). I have attached an event flyer. Website: <a href="https://www.cityofirvine.org/irvine-global-village-festival">https://www.cityofirvine.org/irvine-global-village-festival</a> If you would like to attend, we are happy to have you join us! For more information faculty can contact me at x5483 or Anne Akers, Outreach Specialist at x5217. Drop the flyers in the SAC, to the left when you enter, there is a sign that says Global village flyers.</p>
	<p>2) Roy Bauer – During the general assembly Senate meeting during Flex week, Lisa Alvarez mentioned that a faulty member who was disinvited from a taskforce, which isn't appropriate. June M. - Senate has the right to appoint faculty to committees and taskforces, we will agendize this in the future.</p>
	<p>3) Tony Lin – The library is now open until 10 pm mon-thurs. Faculty should have received an email about the library workshops, please encourage your students to attend. The library will provide proof of attendance if you would like to offer extra credit.</p>
	<p>4) Melanie Haeri – Food service tested out offering coffee and food at ATEP in May but it was during a slow week and the response wasn't adequately represented of what the needs really are for students at IDEA. Students of ASG are also working on getting more options for coffee. Senate will agendize this for a future meeting. 5) Melanie Haeri – bringing back RD171 in Spring 2020, it is a speed-reading and transfers CSUs.</p>
	<p>6) Elissa Oransky – the Foundation competition for august is to start or increase your payroll deduction. They will be doing contests every month.</p>
	<p>7) Rebecca Kaminsky - Guided Pathways state academic leadership will have 10 faculty members attending.</p>

2:15-2:00	<b>F. RECORD OF THE PREVIOUS MEETNG</b>	June McLaughlin
<a href="#">Attachment F</a>	<b>Minutes of the Previous Meeting: March 07, 2019, April 18, 2019, &amp; May 02, 2019</b>	
Discussion		
Action	The Rep Council adopted the minutes of March 07, 2019, April 18, 2019 & May 02, 2019.	
Y: 26	N: 0	A: 0
1 <sup>st</sup> Roy Bauer	2 <sup>nd</sup> Melanie Haeri	

2:25-2:30	<b>G. EXECUTIVE REPORTS</b>	Cabinet
	<p><b>Senate President: June McLaughlin</b></p> <ul style="list-style-type: none"> <li>We will have a meeting next Thursday to vote on a couple of BP and a couple of other items.</li> </ul>	

- Looking for more faculty to serve on District Committees, please take back to your school to see if anyone would like to represent IVC on DRAC, BARC, and others.
- June, as the AS President, sits on the Behavioral Intervention Team (BIT) which addresses issues that students are having and/or facing. It is a very important committee that could make what happens in the classroom better. For example, there should now be follow up with all submissions to Advocate and Care.
- Academic Freedom – This was one of the mandatory sessions on Preventing Harassment during Flex week. Prior to the training session, the HR vice-chancellor sent out a memo about academic freedom. It included a statement regarding that the use of profane language in the classroom must be appropriate, but it is unclear what this means. This will be agendaized at a future meeting.
- The laser day speaker is the chief instruction officer from the Race and Equity Center at USC. Nobody knew that this was going on and there had been months that planning was going on for laser day without this speaker being mentioned to faculty. June is going to bring it IEC to help create a plan for college wide training for faculty on equity. IEC will also look at the communication between the different departments and schools. Her speech was recorded and we will show it in BSTIC 101 two weeks from today.
- The senate website is in the queue to be updated and searchable.

**Vice-President: Jefferey Kaufmann**

- Serving on BDRPC and SPAC for this year. There is a plan between Davit and Jeff to look at the budget allocation. Jeff would like the Spring semester to plan for the resource allocations in the Fall rather than having a short time to make these important decisions. Davit would also like the resource requests to be tied to the Program Review process. This is something that the IEC has been talking about for years.
- The fine arts complex has been fully funded by the state.
- There are issues with reimbursements at the district and college level. People at the district are working in a vacuum and not asking the people who are affected the most how it should work. We will agendaize the concerns of the coaches.
- A private medical complex will be built at ATEP. We will only get some funds and perhaps some apprenticeships for students.
- Sky Harbor (astronaut training) wants a hotel as part of their project out at ATEP so it may not go through.
- The clock tower is still in planning and now there is a new branch of the military that will need to be added called Space Force.
- Cameras have been installed across the campus. They are being updated to better capture images. Panic buttons have been installed. The electronic locks are next.
- Davit and Bruce have been charged to solve the problems with our document management and versioning. They are to get back to SPAC in two weeks.

**Academic Affairs Chair: Daniel de Roulet**

- The PowerPoint presented will be available on inside.ivc
- BP/AR 3605 Foreign Travel restrictions – Chris McDonald is the point person on stream lining this process.
- AB 1887 – state legislation has a list of 10 states so far that will not reimburse any state employee who travels to these states.
- In BP/AR 3605 also has restrictions on lodging and meals. We need to agendize these issues as it doesn't seem adequate for our geographic area.
- There has been some confusion about professional development funding – FT have an \$1800 limit and PT have a \$900 limit. These funds are not guaranteed. Faculty only get 75K a year for PD, so make sure to apply early to ensure funding of your PD. Let your PT faculty know about these funds and their limits. Academic Affairs can look at a minimum guarantee for PD funds for all faculty.
- Academic Affairs is still missing a rep for Business, IDEA, and Kinesiology, Health and Athletics, as well as an associate faculty representation.

**Curriculum Committee Chair: Rick Boone**

- Curriculum committee meet earlier this week and started looking at the left over courses from last year.
- On the curriculum public site, there is a list of all the courses (over 300) that need to be revised this year. At minimum you must make sure that 1) the book is updated and 2) there are SLOs.
- Hoping to get a date to go live for Meta, it is looking like it will be later this semester.
- Arts and Humanities do not have representatives for curriculum. The school can have a different representative rotate each meeting but there needs to have a rep from each school.
- The catalog committee has made the decision to only have one addendum per year, so as you submit your courses and awards you are aiming for a Fall or Spring catalog deadline, which are much earlier deadline than before. November 16<sup>th</sup> is the deadline for the Spring catalog, so you have to get it into c-net and approved by chair and dean by November. The fall catalog deadline is in March.

2:30-2:30

**H. CONSENT ITEMS**

June McLaughlin

[Attachment H1](#)**1) Senate Approval of Curriculum**

Action

The Representative Council approved the recommendations of the Curriculum Committee.

Attachment N/A

**2) Program Reviews**

Action

N/A

[Attachment](#)**3) Affirm Actions of the Summer Cabinet**

Action

The Representative Council accepted / affirmed the actions of the summer cabinet.

<a href="#">Attachment</a>	<b>4 ) 2019-2020 Committee Appointments</b>
<i>Action</i>	The Representative Council seated faculty on 2018-2019 committees, task forces and work groups. Pulled from Consent.
	Discussion: The committee appointments were removed from the consent items for discussion.
	There are some committees that have more representatives than the charge allows and others that do not have any. Senate will look at the membership and vote next Thursday.
Y:	N:
A:	1 <sup>st</sup> David Bugay
	2 <sup>nd</sup> Roy Bauer

2:30-2:35	<b>I. Board Policies and Administrative Regulations</b> June McLaughlin
<i>Continued</i>	See SOCCCD SharePoint for all BPARC information <a href="#">BP &amp; AR</a>
<b>Attachment</b>	<ul style="list-style-type: none"> <li>• <i>BPs and ARs for Review:</i></li> </ul>
<a href="#">BP &amp; AR</a>	<ul style="list-style-type: none"> <li>• <a href="#">BP 6130</a> – Textbook Adoption</li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">BP/AR</a> 6140 – College Speakers</li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">BP/AR</a> 3515 – Reporting of Crimes and Notification Protocols</li> </ul>
<i>Discussion</i>	<a href="#">BP/AR</a> 6140 – College Speakers – June would like to have this BP deleted. It is meaningless as written and Saddleback does not have an issue with removing it.
	Roy Bauer – Should we rewrite it or create a new one in order to delineate what faculty rights are to invite speakers on campus? June will look to see what other colleges have for speakers.
	<a href="#">BP 6130</a> – Textbook Adoption – Saddleback has issues with the ZTC statement but IVC does not. We will Agendize this BP to come up with a policy to allow faculty to choose their own textbooks and to eliminate departments forcing a single textbook on all faculty.
<i>Action</i>	Discussion

2:40-2:50	<b>J. Program Revitalization/Discontinuance</b> June McLaughlin
<b>Attachment N/A</b>	<b>Program Revitalization/Discontinuance</b>
<i>Discussion</i>	Please send the information to your faculty and we will vote on this soon. We will be sending programs through this process so we need to get this in place. We have added the revitalization component to the discontinuance process.

## NEW BUSINESS

2:50-3:00	<b>K. NSF Grant Approval – Computational Mathematics, Statistics and Modeling</b> June McLaughlin
<b>Attachment N/A</b>	<b>NSF Grant Approval – Computational Mathematics, Statistics and Modeling</b>
<i>Discussion</i>	Rachel Manders, our Grant writer, is amazingly helpful with all aspects of the grant writing process. She sits in A100.

			Action	The Representative Council approved the Academic Senate President to sign this proposal to move forward.
Y:	N:	A:	1 <sup>st</sup> Melanie Haeri	2 <sup>nd</sup> Joel Sheldon

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2:50-3:00	<b>L. Part-Time Faculty Hiring Best Practices</b>	June McLaughlin
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Attachment N/A			<b>Part-time Faculty Hiring Best Practices</b>
Discussion			Much of the research shows that if you want to diversify the FT faculty, you need to diversify the PT faculty. Additionally, our PT faculty have new re-hire rights in the employee contract. However, there doesn't seem to any consistency amongst the schools which could lead to hiring PT faculty who are not at the level we want to teach at IVC. We should also look at how we assign courses to PT faculty. If we do create a best practices for PT hiring, then we need to make sure that is still flexible enough for all departments.
Action			Discussion

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2:50-3:00	<b>M. Leadership at IVC</b>	June McLaughlin
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Attachment N/A			<b>Structured Discussion on Leadership at IVC</b>
Discussion			<p>There have been many leadership questions concerning the administration at IVC over the past two years. Senate cabinet would like to see if we could drive a conversation about what type of leadership that IVC needs; for example to help achieve equity and academic freedom.</p> <p>Additionally, the 360 evaluation for administrators and managers should be discussed with the FA and the college administration. This conversation may be more appropriate in another arena but as it is not happening, the senate would like to start discussions to keep the issue ongoing.</p> <p>If our faculty are the farm for the deans, then perhaps there needs to be more PD opportunities to train for leadership on all levels, including training for department chairs and committee chairs. Other schools' administration will send out new chairs to leadership events. The ACCCA has a great deans program that has training for beginner deans. Maybe the ASCCC should offer these types of trainings for community college faculty as well. CSU Fullerton has a program called Admin 101.</p> <p>We need to get the chairs in a room together without the administrators in order to have more college wide discussions. We also need to provide more support for new chairs from different areas which could also be done through having a meeting just for the chairs.</p>
Action			none

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4:30-4:30	<b>N. ANNOUNCEMENTS &amp; OPEN FORUM</b>	ALL
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Discussion			None
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4:30	<i>O. ADJOURNMENT</i>
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M B: Seating of new Senators	M C: Adoption of the Agenda	M F: Adoption of the 3 sets of Minutes	M H: Approval of Committee Grid	M K: Approval of NSF Grant	M :			Aug 29		Irvine Valley College 2018-2019 Academic Senate Membership
-	-	-	-	-	-	-	-	✓		McLaughlin, June: President, Academic Senate
Y	Y	Y	-	Y	-	-	-	✓	1	Adams, Brittany: Humanities
Y	Y	Y	-	Y	-	-	-	✓	2	Bailey, Cheryl: Library
Y	Y	Y	-	Y	-	-	-	✓	3	Bauer, Roy: Humanities
Y	Y	Y	-	Y	-	-	-	✓	4	Boone, Rick: Chair, Curriculum
Y	Y	Y	-	Y	-	-	-	✓	5	Bradley, Devon: Life Sci
Y	Y	Y	-	Y	-	-	-	✓	6	Bugay, David: Business Sci
Y	Y	Y	-	Y	-	-	-	✓	7	Business Sciences
Y	Y	Y	-	Y	-	-	-	✓	8	Carnie, Henry: Humanities (Alt)
-	-	-	-	-	-	-	-	A	9	Davies, Simon: KHA
Y	Y	Y	-	Y	-	-	-	✓	10	De Roulet, Daniel: Chair, Academic Affairs
Y	Y	Y	-	Y	-	-	-	✓	11	Dolbin, RJ: MCS (Alt)
Y	Y	Y	-	Y	-	-	-	✓	12	Donavan, Keith: Physical Sci
-	-	-	-	-	-	-	-	A	13	Dorner Meredith: Life Sci (Alt)
-	-	-	-	-	-	-	-	A	14	Erbas-White, Ilknur: MCS
Y	Y	Y	-	Y	-	-	-	✓	15	Haeri, Melanie: LLR
Y	Y	Y	-	Y	-	-	-	✓	16	Kaufmann, Jeff: VP, Academic Senate
Y	Y	Y	-	Y	-	-	-	✓	17	Lin, Anthony: Library
Y	Y	Y	-	Y	-	-	-	✓	18	Marquez, Vanessa: Counseling
Y	Y	Y	-	Y	-	-	-	P	19	McGrogan, Martin: KHA
-	-	-	-	-	-	-	-	A	20	McKim, Brett: IDEA
Y	Y	Y	-	Y	-	-	-	✓	21	McWhorter, Amy: Life Sci
Y	Y	Y	-	Y	-	-	-	P	22	Melendez, Robert: Counseling
-	-	-	-	-	-	-	-	A	23	Mitolo, Massimo: IDEA
Y	Y	Y	-	Y	-	-	-	✓	24	Pestolesi, Tom: KHA (Alt)
Y	Y	Y	-	Y	-	-	-	P	25	Popescu, Anca: LLR
Y	Y	Y	-	Y	-	-	-	✓	26	Rossiter, Jon: S&B
Y	Y	Y	-	Y	-	-	-	✓	27	Sahani, Shirin: S&B
Y	Y	Y	-	Y	-	-	-	✓	28	Sheldon, Joel: MCS
Y	Y	Y	-	Y	-	-	-	✓	29	Sim, Alec: Physical Sci
Y	Y	Y	-	Y	-	-	-	✓	30	Tiongson, Edwin: Arts
Y	Y	Y	-	Y	-	-	-	✓	31	Tresler, Matt: Arts
26/0/0	26/0/0	26/0/0		26/0/0						