



Academic Senate 2018-2019

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ACADEMIC SENATE

Meeting of the Representative Council
 October 04, 2018
 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: October 04, 2018	
Discussion		Add the voting for the faculty hiring priority list to the first new business item.	
Action		The Rep Council adopted the Agenda of the October 04, 2018 meeting as submitted or amended, with the proviso that the President may reorder the agenda as needed.	
Y: 23	N: 0	A: 0	1 st Henry Carnie 2 nd Roy Bauer

2:15-2:20 C. INTRODUCTION OF GUESTS

ALL

Takeshi Takakura – Part-time Japanese Faculty
 Liz Burkhalter – Part-time Faculty
 Neda Pourhassan – ASG VP of Academic and Legislative Affairs
 Kurt Meyer – Faculty Association President
 Traci Fahimi – Dean, SBS, Business & Academic Programs
 Stephen Rochford – Emeritus Faculty, Foundation
 Anissa Heard-Johnson – Director, Student Life & Equity

2:20-2:30 D. PUBLIC COMMENTS

ALL

- 1) Melanie Haeri (Reading/ESL) – IDEA & Coffee. Potential for a food truck out at ATEP to test to see if it generates enough money. A coffee vending machine would be good. Still need IT out at ATEP. When something goes wrong in the classroom, they can't get assistance right away, plus, no one is answering the help desk phone. The problem is not with the IT department, it is because they are vastly under staffed.
- 2) Melanie Haeri – Faculty association information regarding BP. Two board policies that already went through BPARC: 1) chancellor power to take a faculty member out of an extra position between board meetings at any time, according to Kurt, this paragraph was removed at BPARC, and 2) code of conduct BP needs reviewing. Kurt Meyer (FA president) doesn't anticipate BP 2100 to be much of a problem with the FA.

- 3) *The new evaluation form for faculty needs to be reviewed at senate. This will be put on the agenda as soon as we receive the information from Lewis Long.*

**June (APTC) - in an effort to get the evaluations done to meet accreditation recommendation there was a possibility that they would be done the first week of school, but faculty would have to agree with that according to the master agreement. Even if it was an emergency, faculty would still have to agree to it.*

- 4) *Steve Rochford (Emeritus faculty, Member of Foundation Board) – To clarify some of the information that has been disseminated in what seems like a multi-prong attack on the Foundation. The Foundation at IVC provides funding for scholarships and events. There are two types of foundations: auxiliary and independent. Auxiliary is when the district provides the office space and pays the salaries for the staff, which is what we have at IVC. Auxiliary foundations are required to reimburse the district their salaries (title 5), the California Community College Foundation Association and the State Chancellor have not sat down to discuss how this would happen. In this district, the chancellor and the internal auditor want both college's foundations to write them a check now, which will likely dissolve both foundations. The academic senate is charged under the 10+1 obligations to take care of and make the academic decisions on behalf of the college.*

A draft document was submitted to the Board of Trustees that shows valuation of the foundation to the institution. It is not just about the money but also about the types of relationships that are formed with the community through the foundation. The foundation also runs a very successful PROIVC campaign that matches the funds donated to individual accounts and has brought in more than half a million dollars two years in a row.

The Senate can do a couple of thing: 1) make a statement supporting both college foundations; 2) BR/AR 3610 update is coming to senate, what we can do is take no action on them so that we can slow down the process to provide time to complete an alternate solution and to keep these BP/AR on the agenda.

June: The Senate will agendize this and invite Steve Rochford back for further discussions. Steve will send additional documents to June from the foundation.

- 5) *Ben Mis (Psychology) - Faculty advisors are just appalled at the amount of micro-managing that Student Life is doing with the funds, student duties, and faculty advisors for the ASG extra curriculars and clubs. They are forcing students to attend training sessions or they will lose their club positions which forces them to come to their Student Life events. The faculty advisors are being told that they have to do certain things and usually with very little notice. The clubs at UCI are only required to do a 20 minute online training once a year, but at IVC the training for club positions, requires hours and hours every year or they are threatened to have the club terminated.*

We need to agendize this issue as there are many faculty advisors concerned with this change by Student Life.

- 6) *What is the update with the auditing of IT spending? June will provide a report as it progresses. The request was made back in Fall to the internal auditor, who is still working on it. They haven't found anything out of compliance so far but June will report back once the audit has been completed.*
- 7) *The active intruder locks do not work in BSTIC 118. At ATEP they have automatic locking doors that function off of one button so they accidentally get locked several times a day. They will be coming out to look at them. There are no door locks out at the PAC.*
-

2:30-2:35

E. RECORD OF THE PREVIOUS MEETING

June McLaughlin

[Attachment A](#)**Minutes of the Previous Meeting: September 20, 2018**

Discussion

None

Action

The Rep Council adopted the minutes of September 20, 2018 as submitted or amended.

Y: 23

N: 0

A: 0

1st Roy Bauer2nd Matt Tresler

2:35-2:55

F. EXECUTIVE REPORTS

Cabinet

Attachment F1

Attachment F2

Senate President: June McLaughlin

We need faculty to do grade grievances to handle the number of requests coming in. Please email June if you can volunteer to do this; Kathy, Jeff, and Robert have volunteered.

The State Academic Senate is voting annually on the state discipline list for minimum qualifications. IVC didn't participate in the vote that happened on September 30. We need to discuss this more as a college by sending out to the schools what the state has as the minimum qualifications for their discipline before we vote on it next year.

There is a faculty at Saddleback that feels very strongly about recognizing faculty who have passed away as Emeritus. These are faculty who had not previously received Emeritus status. Saddleback suggested a title, possibly a plaque for these faculty, as the benefits for Emeritus faculty, such as parking, free events, email, library services, would not be applicable. At IVC we can assign these honorary emeritus titles on a case by case basis.

There are a number of flyers and posters being defaced and vandalized across campus and it appears to be mostly against marginalized students, such as the Muslim student association. Student Equity and the Faculty Association have gotten involved and have started looking into these occurrences.

Vice-President: Jefferey Kaufmann

IEC is taking a look at the Planning and decision making manual. It is a mess and difficult to read and becoming a meaningless document. It was written as a part of accreditation and not really a decision making manual. Therefore, IEC would like to update it to an actual, useful tool for our college. The IEC members have been charged with developing an outline for the document, then Jeff and Dan will develop the manual that will then go through all of the stakeholders and decision making committees.

Award discontinuous/program discontinuous is going to Academic Affairs to look at our current policy. There is work to possibly align it with program review as the matrix to create, sustain and discontinue a program/award. The responses from the internal survey on the effectiveness of IEC was clear, stop reporting and start doing things; get information out early, consult with schools and then take action.

BDRPC also received the same direction to take more action. There is a notion that everything is going well, but Jeff believes that this is not really the case that there are aspects of the budget that are falling through the cracks. BDPRC needs

to expedite and speed up the process of budget allocation but also to keep the transparency. We need to follow up on monies that have been awarded to ensure that they are benefiting the students and college.

June: For example, when Senate received the professional development funds, Davit let the Senate administrative assistant know about the roll over of funds into the account but he did not inform Senate leadership. June then emailed Davit to discuss the funds, where they came from, what the process was to distribute them and to make sure that Senate leadership is always involved when PD funds are discussed. Davit did not respond, June sent another email 3 days later, which he has still not responded. There is concerned that the Senate leadership is being ignored and we need to ensure that there is more transparency with the senate budget.

The District has brought in an auditor to look into these practices and he has been asked by Senate to investigate expenditures at IVC. We will follow up with him to see what he has done and what can be done.

Attachment F4

Academic Affairs Chair: Daniel de Roulet

None

Curriculum Committee Chair: Rick Boone

The word “program” has many different meanings across campus. For curriculum we are going to use the word “award” to describe degrees and certificates.

The review of curriculum during the Curriculum Committee meetings is going really well. Henry has been very helpful in this process. We will be looking at programs in the next few meetings. Rick will be sending out emails to almost all of the schools with information on any of their curriculum that has been lost in the queue or has never been revised, in order to clear up the queue, as well as to get feedback from the schools to see if they want to still keep the course. The conversation about the split between AA and AS is still happening, hopefully we will be able to come to an agreement on this by the end of the year. The public curriculum website will be up and running by the end of the year; it will basically be the faculty handbook and other curriculum information will be available there.

The discussion regarding the way the work “program” is used at IVC, will be taken to the Curriculum Committee for future discussion; senate and academic affairs will also agendize this.

2:55-3:00

G. CONSENT ITEMS

June McLaughlin

Attachment N/A

1) Senate Approval of Curriculum for 2019-2020 Catalog

Action

The Representative Council approved the recommendations of the Curriculum Committee.

Attachment N/A

2) Program Reviews

Action

N/A

[Attachment](#)

3) 2017-2018 Committee Appointments

Action The Representative Council will seat faculty on 2018-2019 committees, task forces and work groups.

3:00-3:05 **H. Board Policies and Administrative Regulations** June McLaughlin

Continued See SOCCCD SharePoint for all BPARC information [BP & AR](#)

Attachment
[BP & AR](#)

BPs and ARs for Review:

- [BP & AR](#) 6140: College Speakers
- [BP 5617](#) Multiple and Overlapping Enrollments
- [BP4040](#) Institutional Code of Conduct
- [AR 4040](#) Institutional Code of Conduct
- [BP2100.1](#): Delegation of Authority to the Academic Senate
- [BP2100.2](#): Role and Scope of Authority of the Academic Senate
- [AR 5013](#): Students in the Military
- [BP/AR](#) 4090: Evaluation of Administrators and Classified Management

Discussion

Academic Affairs reviewed all of the above BP/ARs. For the BP2100.1 & 2100.2 they had no comments. The BP for Institutional Code of Conduct also did not have any comments, but the senate had problems with the AR, which was determined to be too vague, needlessly lengthy and unenforceable. BP/AR 4090 has been looked at it previously and there is some things that we can do to make changes. Dan is going to invite Maria Nunez to discuss this at Senate. The classified staff and the CSEA are very concerned about giving feedback to deans when that dean only has one classified assigned to them. The comments for these are going to BPARC and we will be voting on them next meeting. BP/AR 4040 was agendized at the last board meeting for future review and evaluations. The district and the BOT feels very strongly that we need these policies. Senate does not like these policies and June has been vocal about not letting these get through without our comments and concerns, which is why it was sent to Academic Affairs for a deeper review. The board needs to be made aware about our discontent regarding these policies and to not rely on BPARC to share these concerns. June will send a message to the Vice Chancellor regarding our concerns with the policies going to the board before IVC has had a chance to review and comment on them.

Action Discussion

3:10-3:15 **I. IVC College Newspaper** June McLaughlin

Attachment N/A
Discussion

The reestablishment of a college newspaper

Humanities faculty would like to keep the newspaper on the agenda to continue discussing reestablishing one. They would also like other schools to discuss having a college paper at IVC. In order to have a viable newspaper, we would need to hire a full-time faculty to coordinate the curriculum and work of the paper. Life sciences supports having a newspaper and new faculty. Social & Behavioral Sciences worry about the cost of having a newspaper, but are

Action

generally supportive to having one. Having a online paper would be much cheaper and is a possible direction that they are considering.

Discussion

NEW BUSINESS

3:10-3:15

J. Full-Time Faculty Hiring Priority List

June McLaughlin

Attachment N/A

Full Time Faculty Hiring Priority List

Discussion

Dean Fahimi filled out a justification chart for all of the tier 3 positions according to the dean discussions. We do not know how many new faculty we'll hire, but we are out of FON compliance, so we absolutely will be hiring new faculty.

Action

The Rep Council approved the full time faculty hiring priority list.

Y: 22 N: 0 A: 1

1st Robert Melendez

2nd Roy Bauer

3:05-3:10

K. Approval of IVC Mission Statement

June McLaughlin

Attachment N/A

Approval of IVC Mission Statement

Discussion

This is the same mission statement as last year, it has not changed. While this is our Mission Statement, Melanie Haeri does not believe that IVC does in fact support ALL student access; we are no longer supporting the entire community. The understanding is that as a community college, we have open access for everyone, but this is no longer the case, we don't have basic skills or special services classes available for students.

The writing of this mission is very poor and should be revised. We should possibly remove the word "student" in front of equity to include all members of the college. The mission statement should be the goal of the college with an analysis of each statement point by point and then make the college own up to these ideals.

June will bring all of these concerns back to SPAC to began discussions on changing the mission statement.

Action

The Representative Council did not approve the IVC Mission Statement

Y: 9 N: 8 A: 6

1st Keith Donovan

2nd RJ Doblin

3:10-3:15

L. The IVC Safe Haven Resolution

June McLaughlin

Attachment N/A

The IVC Safe Haven Resolution

Discussion

We will agendize this on the next meeting when the students will be available to present the resolution. The president of the ASG is meeting with President Roquemore to discuss this resolution.

Action

Discussion

3:10-3:15

M. Campus Safety Concerns

June McLaughlin

Attachment N/A*Discussion***Campus Safety Concerns**

June spoke with the VPI of Student Services about the concerns that Senate has with the safety of faculty and staff at IVC last spring and nothing much has changed. The last Executive Council meeting was all about campus safety. If someone knew something and something happened to a faculty member, that person would be liable according to the laws of California. There needs to be more clarification on what faculty should do when they discover a possible safety issue; using Advocate is not enough, there also needs to be more information regarding what happens after it is reported. The FA is pursuing the issue of the communication of the letters, including a chain of custody. The safety concerns at IVC are not limited to these letters but also to building safety and vandalism. Additionally, there is no mental health support after hours and there is more mental health needs than ever before. There is no way to hold administrators responsible when they drop the ball by not following these established policies. There used to be police reports but none have been issued for a long time, rather we hear about things from word of mouth and rumors spread, we need to have these types of report sent out on a regular basis. The response to the letter at the President's cabinet was that the police read it and determined that it wasn't a threat. They believed this response was appropriate as they are trained in determining threat levels. However, it is not well defined on who communicates with who and when. The safety of all constituency groups at the colleges must be a priority of the district, faculty can sue the district just as much as a student can. This is an opportunity to make some meaningful change. There is a campus forum on Monday, June would like to represent the faculty at the forum by asking the questions that were asked at Senate.

Action

Discussion

4:00 – 4:00

N. Motion to Extend the Meeting

June McLaughlin

Attachment N/A**Motion to Extend the Meeting***Discussion*

None

Action

The Rep Council approved to extend the meeting

Y: 19

N: 0

A: 0

1st Justin Wright2nd Roy Bauer

4:16-4:17

O. ANNOUNCEMENTS & OPEN FORUM

Cessa requested to be on the next agenda for Rep Council to address Club concerns.

4:17

P. ADJOURNMENT

M B: Adoption of the Agenda	M E: Adoption of the Minutes 9/20/18	M F: Approval of Faculty Hiring List	M I: Approval of the BPs & ARs	M J: Approval of IVC Mission Statement	M N: Approval to Extend Meeting	M :	M :			Oct 04		Irvine Valley College 2018-2019 Academic Senate Membership
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	✓		McLaughlin, June: President, Senate
-	-	-	-	-	-	-	-	-	-	A	1	Adams, Brittany: Humanities
-	-	-	-	-	-	-	-	-	-	A	2	Bailey, Cheryl: Library
Y	Y	Y	-	N	Y	-	-	-	-	✓	3	Bauer, Roy: Humanities
Y	Y	Y	-	A	Y	-	-	-	-	✓	4	Boone, Rick: Chair, Curriculum
Y	Y	Y	-	A	Y	-	-	-	-	✓	5	Bradley, Devon: Life Sci
Y	Y	Y	-	N	Y	-	-	-	-	✓	6	Carnie, Henry: Humanities (Alt)
Y	Y	Y	-	N	Y	-	-	-	-	✓	7	Chambers, Elizabeth: SBS
Y	Y	Y	-	N	Y	-	-	-	-	✓	8	Davies, Simon: KHA
-	-	-	-	-	-	-	-	-	-	A	9	De Roulet, Daniel: Chair, AAC
Y	Y	Y	-	Y	Y	-	-	-	-	✓	10	Dolbin, RJ: MCS
Y	Y	Y	-	Y	Y	-	-	-	-	✓	11	Donavan, Keith: Physical Sci
-	-	-	-	-	-	-	-	-	-	✓	12	Dorner /Schmeidler: Life Sci (Alt)
Y	Y	Y	-	Y	Y	-	-	-	-	✓	13	Haeri, Melanie: LLR
Y	Y	Y	-	A	Y	-	-	-	-	✓	14	Kaufmann, Jeff: VP, Senate
-	-	-	-	-	-	-	-	-	-	✓	15	Lamp, Leonard: MCS (Alt)
-	-	-	-	-	-	-	-	-	-	A	16	Lee, Celina: Library
Y	Y	Y	-	N	Y	-	-	-	-	✓	17	Marquez, Vanessa: Counseling
Y	Y	Y	-	Y	Y	-	-	-	-	✓	18	McGrogan, Martin: KHA
Y	Y	Y	-	N	Y	-	-	-	-	✓	19	Melendez, Robert: Counseling
Y	Y	A	-	N	-	-	-	-	-	✓	20	Mis, Benjamin: SBS
Y	Y	Y	-	A	-	-	-	-	-	✓	21	Mitolo, Massimo: IDEA
-	-	-	-	-	-	-	-	-	-	A	22	Pestolesi, Tom: KHA (Alt)
Y	Y	Y	-	N	Y	-	-	-	-	✓	23	Popescu, Anca: LLR
Y	Y	Y	-	Y	-	-	-	-	-	✓	24	Sheldon, Joel: MCS
Y	Y	Y	-	Y	Y	-	-	-	-	✓	25	Sim, Alec: Physical Sci
Y	Y	Y	-	Y	Y	-	-	-	-	✓	26	Tiongson, Edwin: Arts
Y	Y	Y	-	Y	Y	-	-	-	-	✓	27	Tresler, Matt: Arts
Y	Y	Y	-	Y	Y	-	-	-	-	✓	28	Wright, Justin: Life Sci
Y	Y	Y	-	A	Y	-	-	-	-	✓	29	Business Sciences: Rick
Y	Y	Y	-	A	-	-	-	-	-	P	30	Brett McKim: IDEA
23/0/0	23/0/0	22/0/1	N/A	9/8/6	19/0/0	N/A	N/A	N/A	N/A			