



Academic Senate 2019-2020

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ACADEMIC SENATE

Meeting of the Representative Council

April 2, 2020

2:00 – 3:50 pm, via ZOOM

AGENDA

2:00	A. CALL TO ORDER	June McLaughlin
	The president will call the meeting to order	

2:00-2:05	B. ADOPTION OF AGENDA	June McLaughlin
	Agenda April 2, 2020	
	New	The President submits the agenda and the consent calendar for review and approval.
	Discussion/Action	Shall the Rep Council adopt the Agenda of the April 2, 2020 meeting as submitted or amended, with the proviso that the President may reorder the agenda as needed?
Y: 24	N: 0	A: 0
	1 st Eddie Tiongson	2 nd Matt Tresler

2:05-2:10	C. PUBLIC COMMENTS	ALL
	<p>Keith D. - We have accreditation midterm report coming up and one of the key areas that we need focus on is making sure we get the SLO results entered. That can be done either through TracDat or now we have the SLO form that is available to fill out, which is more of a drop-down form that you can use. Keith or Thomas Cullan can help you with either way for entering SLOs. Although we are all online, we still need to make sure that we are entering in SLO results for the mid-term accreditation report coming up. If you need any assistance, please contact Keith Donovan.</p> <p>Cheryl – With the current situation of IVC going all online, there has been a lot more discussion about joining the Online Education Initiative from the administration. However, we are still going through the process of collecting questions, concerns and information from the faculty and the OEI and will bring the question of joining OEI to Senate for voting. I really would like to hear from everybody regarding any issues or questions that you might have about joining OEI and send them to me at cbailey@ivc.edu. I'm going to prepare a short document to send out on the pros and cons of joining OEI to share with everyone soon.</p> <p>Eddie- AANAPISI will be coming out with some Zoom events, including an event to address the racism and backlash surrounding the COVID-19 virus, called "Coughing while Asian." They are still holding the hack-a-thon so please let your students know about it. http://academics.ivc.edu/elevateaapi/Pages/events.aspx</p> <p>Shirin – The MUN will be doing a global Policy Forum on the global implications of the global pandemic.</p>	

Elknur – Wanted to mention how Tim and Stef have being an outstanding help to faculty move their classes online. And would like to let them know that we really appreciate their help. Perhaps we could take advantage of the knowledge that our students have with technology and perhaps a forum could be created to gather some of their ideas.

COMPLIANCE WITH BROWN ACT

Academic Senate is a legislative body which must comply with the Brown Act. §54954.2(a) of the Ralph M Brown Act states that “No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posted by persons exercising their public testimony rights under §54954.3. In addition, on their own initiative or in response to questions posted by the public, a member of a legislative body or its staff may ask a question for clarification...” Please contact the Academic Senate Office at 949-582-4969 or asenate@ivc.edu if you require an accessibility-related modification or accommodation in order to participate in this public meeting.

The Governor of California has suspended the Brown Act during this time

Important Documents (Inside.ivc)

- [How to Avoid the Zoombomb](#)
- [Student Emergency Fund Request Fillable Form](#)
- [Temporary Distance Education Blanket Addendum – Summer and Fall 2020](#)

IVC Health & Wellness Center Newsletters

- [April 2020, Issue 1](#)
 - Tips for Better Sleep
- [April 2020, Issue 2](#)
 - Washing Your Hands

2:10-2:15

A. RECORD OF THE PREVIOUS MEETNG

June McLaughlin

[Attachment](#)

Minutes of the Previous Meeting: March 5, 2020

New

The minutes of the previous meeting of the Representative Council are submitted for review and approval.

Discussion/Action

The Rep Council adopted the minutes of February 20, 20 & March 5, 2020 as submitted or amended.

Y: 27	N: 0	A: 0	1 st Eric Garcia	2 nd David Bugay
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2:20-2:50

B. EXECUTIVE REPORTS

Expanded Cabinet

Senate President: June McLaughlin

- Thank you for all of the amazing work everyone has been doing.
- We are working on improving the communication on the campus. So we have expanded senate cabinet to include additional members: Angel Hernandez (counseling), Rebecca Kaminsky (GP & English), Keith Donovan (PR, SLO and chemistry) and Lan Pham (Math). We are not wanting to exclude any departments but wanted to get the largest impacted schools with going online.
- IT and senate will be sending out a survey to find out how people are doing.

- Nancy M. was thinking about creating a faculty forum with Health Services and will include the IVC doctor to provide faculty with additional mental health resources.

Vice-President: Jefferey Kaufmann

- Still moving forward with Nathan and Sunny on improving the academic senate website. They are looking at a number of other institutions on how they are doing their sites. The website should be done over the summer with a formal launch in the Fall.
- IVC needs to discuss how we are going to work over the summer and senate will need to weigh in on this soon.
- There was an email that was sent out by Kurt and FA that discusses what it means to be online and available to your students. We may need to clarify the terminology more.

Academic Affairs Chair: Robert Melendez

- The COVID-19 MOU has been signed by the district, it was agreed upon that if the state chancellor waives PD for the year, then we will be off the hook for PD. If not, we can use the prep-time that we had to do over spring break to go totally online as our PD. There is a new event with a total of 38 hours label "COVID preparation."
- All of the centers, student services and the library are fully operational online. All of their websites have been reformatted to the new online modality.

Curriculum Committee Chair: Rick Boone

- Everything that was in process in the curriculum queue is continuing. As a committee they are investigating how to review and move forward with the new and revised courses while we are online.

Counseling – Angel Hernandez

- I would echo what Robert said that we made the transition to have everything offered online virtually so students are able to reach out to us for the services we have prior, whether that be drop in, or whether that be our appointments as well. All that information is listed on the website as well.

SLO/PR – Keith

- If you're still doing a program review that deadline was previously the beginning of March but they will extend the due date, so if you have time try to get them in because PR are still expected to be done.

English – Rebecca

- The transitioning the writing center to online has actually been fairly successful for the students who have utilized it so far. We're very pleased and grateful for all the help that we got with it and everyone who is willing to work with us for that.

2:50-2:50

C. CONSENT ITEMS

June McLaughlin

**Curriculum
Ballot**

*Continued
Discussion/Action*

1) Senate Approval of Curriculum

Per CurricUNET process, curriculum will be submitted for review and approval.
Shall the Representative Council approve the recommendations of the Curriculum Committee?

Attachment N/A

2) Program Reviews

Continued

Per Program Review process, program reviews will be submitted for review.
[Program Review](#)

Discussion/Action

N/A

[Attachment G3](#)

3) 2019-2020 Committee Appointments

Continued

President McLaughlin will present the Committee Grid for councils, committees, task forces and work groups.

Discussion/Action

Shall the Representative Council seated faculty on 2019-2020 committees, task forces and work groups?

3:00-3:10 D. Facilities Master Plan

[Attachment](#)

Please comment on the plan (attached)

Continued

If you have comments about the FMP, please send comments to June by April 3.

Discussion/Action

Discussion

NEW BUSINESS

2:45-3:00 H. Program Discontinuance Task Force Plan

June
McLaughlin

Attachment		Please see the plan (attached) that we have been discussing in the folder on Inside	
New		This is the implementation plan that was developed to address how to discontinue the program, equipment and student progress. There are no faculty or classified staff who will be impacted.	
Discussion/Action		Shall the Rep Council approve the Program Discontinuance Task Force Plan?	
Y: 20	N: 0	A: 0	1 st David Bugay
			2 nd Tu Do

3:40-3:50 I. Saddleback proposal for District Allocation

Chris McDonald

Attachment	See attachment attached and on Inside
New	The DRAC model is the percentage of the funding that the colleges get, roughly 60/40. We also haven't been on the hold harmless model. Saddleback would like to move to the hold harmless, this would be less than 2 % difference and would be about 300K less for IVC and would go to Saddleback. This wouldn't impact any programs as this is a small amount for the overall budget of the college. We have a large contingency budget. We may have a bigger problem if we fall below 10K students and go from medium to small, which would reduce our funds from the state so this model could help us with the hold harmless clause to the state in the long run.
Discussion/Action	Saddleback had asked to not be on the state funding model previously and now they are asking to now go to the state funding model. This is a concern that they will continue to keep switching whenever they are uncomfortable. Discussion

3:40-3:50 J. Instructional Continuity Team

All

Attachment ASCCC Inst Em	Some colleges have established Instructional Continuity teams to help the organization handle online instructional issues. Does IVC want to do that?
New	There are lot of conversations that are happening regarding instruction. While being empathetic, we should be moving faster to help students, learning centers, and faculty. We could try to centralize the conversation but that maybe to difficult. There have been issues with DSPS, the centers, Proctorio, and others that have been discussed across campus, but we could try to filter them all into one location. For DSPS, all requests are being done on a case by case basis. Students can request services online. If you need any assistance, you can still call and email Judy or any of the councilors. We would like to identify and collect all of the pain points and send them to

the correct people in order to be able to get the information out. We can keep the discussions in Instructional Council and Academic Senate. We could benefit from having a best practices and issues group, but if we develop a forum, we need to ensure that online pedagogy is discipline specific.

Discussion/Action

Discussion

3:40-3:50 K. Guided Pathways

Rebecca Kaminsky

[Attachment](#)

New

Decision 1: Do we want to go with a single roadmap option (either IGETC + CSU or CSU AD-T*) or a two-roadmap option (IGETC AD-T and CSU AD- T)? The recommendation is to use the single CSU roadmaps. 1) most of our students' counselors' transfer to CSUs, 2) it is a lot of work to maintain two road maps. All of the other community colleges that have posted road maps have chosen the CSU roadmaps as well. These road maps are mostly for students who are undecided. All students must still do a MAP after they have taken 15 units.

Discussion/Action

The Rep Council adopted a single roadmap for Guided Pathways.

Y: 16	N: 8	A: 0	1 st David Bugay	2 nd Matt Tresler
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Part 2) two road maps.

Y: 8	N: 16	A: 0	1 st David Bugay	2 nd Matt Tresler
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3:40-3:50 L. Guided Pathways

Rebecca Kaminsky

[Attachment](#)

New

Decision 2 (depending on vote of Decision 1): If we want the single roadmap option, do we want the IGETC + CSU or the CSU AD-T? The first vote is for the IGETC + CSU roadmap. These are just samples of what their semester would look like if they decide to transfer in two years. The benefit of the CSU is that most of our students transfer is to CSU. Most of our students will not follow these roadmaps, they are mostly informational for students to help them prepare for what they might experience in their first year. The IGETC plan has a lot of conditions and alternates that could make the roadmap to complicated. All students will personalize their plans with a counselor.

Discussion/Action

The Rep Council adopted the CSU AD-T roadmap.

Y: 2	N: 20	A: 0	1 st Eric Garcia	2 nd Eddie Tiongson
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Part 2) CSU-ADT roadmap

Y: 20	N: 1	A: 0	1 st Eric Garcia	2 nd Eddie Tiongson
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3:40-3:50 M. Guided Pathways Completion Teams Presentations

Rebecca Kaminsky

[Attachment](#)

Completion Teams Presentation – Design Team captains set to present the Completion Teams model they have developed.

New	Move to next meeting
Discussion/Action	Discussion
3:40-3:50	N. Faculty hiring Priority List process revisions
	Robert Melendez
Attachment	Academic Affairs has looked at revising the FFHPL
New	<p>Please share the document with your faculty. There are three recommendations coming out of the AA. Tier 1 is looking at the school need comparison, tier 2 looks at if from the program overview, tier 3 is supposed to be in faculty consultation but it is known as “dean’s preference”</p> <p>Some of the rationale for making these changes is because a lot of the schools have varying sized programs within the schools, and some smaller programs can be overlooked, some faculty do not feel like they have enough of a voice in the tier 3 decision making process.</p> <p>Please have your faculty look at these recommendations and make edits and present any concerns or suggestions. We have some time to work on this, but we do want to keep moving this forward.</p>
Discussion/Action	Discussion
3:40-3:50	O. ANNOUNCEMENTS & OPEN FORUM
Attachment NA	
New	None
Discussion/Action	Discussion
3:50	P. ADJOURNMENT

“It is the policy of the SOCCCD to fully comply with the requirements of the Americans with Disabilities Act. Consistent with that policy, the facilities where this event will be held are wheelchair accessible. Upon request, this announcement and the agenda or program for the event and any related materials, will be provided in alternative formats (such as large print, braille or accessible electronic text). If you need such materials or other disability accommodations or more information, please email asenate@ivc.edu 48 hours before the meeting.”