



ACADEMIC SENATE

Academic Senate 2019-2020

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

Meeting of the Representative Council

April 16, 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 16, 2020

New

The President submits the agenda **and** the consent calendar for review and approval.

Discussion/Action

The Rep Council adopted the Agenda of the April 16, 2020 meeting as submitted or amended, with the proviso that the President may reorder the agenda as needed.

Pulled curriculum from the consent items to be voted on separately.

Y: 22

N: 0

A: 0

1st Eric

2nd Keith Donovan

2:05-2:10 C. PUBLIC COMMENTS

ALL

Anyone may address the Senate on any item NOT on the Agenda within the subject matter and jurisdiction of the Senate pursuant to Section 53200 of Title 5 California Code of Regulations. Each speaker is limited to two minutes. Note: General Announcements should be saved for the Announcements section at the end of the meeting.

Elissa – The Foundation has received over 1700 applications for the CARES Emergency Funds in the past two weeks. They have received 2.24 million dollars through the CARES Act, however they have two groups of students who are unable to receive these funds, undocumented and international students do not qualify for the funds, so they are looking for other funding sources to help these students.

Tony- The Library will be celebrating National Library Week online. There will be a book quote competition and we will be giving out gifts cards as prizes. Here is the link for the contest: <http://link.ivc.edu/nlw>

Melanie – Has there been any other developments with the cafeteria taskforce? There have been some developments at SPAC regarding the new vendor contract. And with the COVID-19 closure, the vendor is asking for more funding for the fall which has caused the contract to be renegotiated.

Eddie – Today at 4:30, ANNAPISI is having a zoom version of an Open Mic. Night with faculty and staff chiming in, please stop by if you are interested. They will

be doing another one in a couple of weeks. They have faculty from counseling and the district who are interested in offering different topics.

The Computer Science Club is offering the 2nd annual Hack-a-Thon is happening on April 23rd with the computer club. Some students have already registered and we will see how it goes.

They had their “Coughing while Asian” event last week, they had 30 people sign up and about 15-18 people were able to attend, including students from IVC and UCI and from other ANNAPISI institutions. They will continue with this discussion in the future.

ELEVATE Mar/Apr Newsletter Covid-19 edition:
<https://app.mlsend.com/v4j3r3/>

Ilknur – The SEC has been meeting and providing tutoring support for their students and meeting with other clubs, if Eddie needs any help they can contact Ilknur.

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) and links

[ASCCC \(state senate\) COVID19 Faculty Resources](#)

[ASCCC Large Audience webinars](#)

[ASCCC Small group discussions](#)

IVC Health & Wellness Center Lunch and Learn

Every Monday and Wednesday in April, 12-1 pm

Check IVC Events

| | | | | | | |
|----------------------------|------|------|--|--|------------------------------|--|
| 2:10-2:15 | | | A. RECORD OF THE PREVIOUS MEETING | | June McLaughlin | |
| Attachment | | | Minutes of the Previous Meeting: April 02, 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 April 2, 2020 as submitted or amended. | | | |
| Y: 24 | N: 0 | A: 0 | 1 st Eric Garcia | | 2 nd Anca Popescu | |

| | | |
|-----------|--|------------------|
| 2:20-2:50 | B. EXECUTIVE REPORTS | Expanded Cabinet |
| | <p><i>Senate President: June McLaughlin</i></p> <ul style="list-style-type: none">• It has been pretty quiet at IVC and we will have the extended cabinet to report out in their areas too.• There is a procedure to come on campus. Faculty and students are asked to not to come on campus. There are not a lot of PPE available so when people come on campus it uses up the limited PPE. Make sure that you get approval through your dean to come on campus.• Working with ASG IVC to create a student survey asking students a couple of questions about how it's going and what they need.• The future IVC president forums will still happen on May 5, 6 and 7. There will be the ability to ask questions but the mechanism hasn't been established yet.• Saddleback is looking at having a virtual graduation. IVC is polling the graduates to see if they would be interested in having a virtual graduation. Faculty would not be required to attend.• The next meeting will be our last meeting and the rep council needs to vote on authorizing the summer cabinet, which will be the president and academic affairs chair. | |
| | <p><i>Vice-President: Jefferey Kaufmann</i></p> <ul style="list-style-type: none">• BDRPC – Davit is going through a series of modifications to the proposed budget for next year as a series of modifications are coming up, including the May revise.• We have only lost about 120 international students due to COVID-19 in the Spring and he is folding that into the budget. But there may a larger loss due to International student not enrolling in the Fall.• It looks like we will have some tight times around 2022-2023 due to the COLA and not just COVID-19. Still need to look at those possible effects.• He attends the daily COVID-19 meetings, and there was a discussion about students needing more contact and face to face contact with people, including the faculty.• Additionally, Nancy Montgomery has created more mental health resources for IVC. http://students.ivc.edu/healthcenter/Pages/default.aspx• The MOU for summer states that you can teach in the modality of your choice and either synchronous or asynchronous, however, you can't mandate a time unless it is the same time that was stated in the schedule | |

of classes. We need to send out information that helps clarify what this all means. This needs to come from faculty and senate to address the questions and concerns of the faculty.

Academic Affairs Chair: Robert Melendez

- AA is looking at doing flex week for fall 2020 totally online. The flex schedule will be intertwining the talks of the future president and chancellor along with laser day, which will be online as well, and departmental meetings. They are looking at how to deliver it, since it is difficult for everyone sit at computers to attend flex week events via zoom.
- Laser week/laser day has been going on for several years now, and they want to still try to incorporate the faculty discussions with students and this would be on the Wednesday of flex week.
- AA is still looking at the revision of the faculty hiring prioritization list. There is some concern about having these large changes occur while we are online and perhaps postponing some of the larger changes for when we are back on campus. It appears that there is a consensus that Tier 1 is more political than Tier 2 which is more data driven. There are also some concerns that Tier 1 can be influenced based on the managerial style of the dean. These conversations about revising the FPHL started before going fully online. We decided to continue the discussion since we have some time right now since we are not hiring next year.

Curriculum Committee Chair: Rick Boone Angel Hernandez, Counseling, Basic Skills

- Curriculum has been working online and have been able to respond quickly to some of the issues that have been coming up.
- There has only been one course that has been added into the system so there are not a lot of new courses to review.
- Working on improving Meta, including the DE addendum embedded inside Meta.
- The Curriculum Committee voted to approve the blanked DE addendum for all the summer classes that came from the OETF.

Angel Hernandez – Counseling

- If any of your students are looking at the EW or the P/NP options, that you encourage your students to talk to a counselor to make sure that they are making the best choice for their educational goals. An email should be going out soon to students about the EW and P/NP.

Keith Donovan, Chemistry, Program Review/ SLO

- There are 2 PRs in the pipeline right now, if you have any PR still due you may be able to push it till the fall.
- SLOs are still expected to be completed even though we are online. You will be getting an email with instructions on how to access the Canvas class on how to use Canvas for SLOs and the new reporting tools.

Rebecca Kaminsky Guided Pathways, Writing Center, English

- They have hired "Career Coach" to go through the catalog and align career paths based on the school maps that were developed. She will be sending out to all of the departments these career maps for revision and approval. They can add and remove careers.
- There will be a single web page to house all the program maps. She will be

sending out the templates that need to be filled out by all of the GP reps for the schools.

- They are finishing up with the interest area survey from IVC students, they gave students the descriptions of the interest areas to let us know what was working for them and where they got confused.
- They are looking for volunteers to work with GP on researching gatekeeper courses and developing a gatekeeper course dashboard with Research to see where we might have bottlenecks in our programs due to certain classes and where we lose students in order to help us figure out why.
- The Writing center is all online and the protocol that they have set up seems to be working. Encourage your students to use the writing center if they need help.

Lan Pham Math

- There are concerns about the long-term integrity of learning math online and the struggles with teaching it online.

2:50-2:50

C. CONSENT ITEMS

June McLaughlin

**Curriculum folder
(Inside IVC)**

-2020-4-14 Meeting r

-Minutes

-Voting Grid

Continued

Discussion/Action

Attachment N/A

Continued

Discussion/Action

Attachment G3

Continued

Discussion/Action

1) Senate Approval of Curriculum

Shall the Representative Council approve the recommendations of the Curriculum Committee?

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

Per CurricUNET process, curriculum will be submitted for review and approval.

2) Program Reviews

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

N/A

3) 2019-2020 Committee Appointments

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

The Office of Instruction asked for a blanked DE addendum be created to cover all of the courses that will be taught in the summer, since we have to go online anyway, Dr. McDonald wanted to use one DE addendum for all classes instead of requiring a separate one for each course taught in the summer. This is what we are voting on and it is for all classes so individual classes can't be removed. It was approved at OETF and at Curriculum before being brought to Senate. This addendum does not cover the Fall, nor

Any future offerings of the course online. If faculty would like to offer a course online after we return to campus, then an individual DE addendum would need to be approved through the IVC process. Cheryl will be working over the summer to help faculty with any DE addendum questions, as well as providing training. The DE addendum form, instructions as well as the spread sheet with already approved DE addendums can be found on the [OETF inside.ivc.edu](https://oetf.inside.ivc.edu) site.

For the summer DE classes, instructors do not need to do anything further, the DE blanket addendum that we are voting on will take care of all summer DE classes. We still don't know what is happening for the Fall, we may have another blanket DE addendum, but if you are interested in teaching the course online in the fall and later, then you should do an individual DE addendum.

The Representative Council approved the DE blanked Addendum for Summer 2020.

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|-------|------|------|--------------------------------|------------------------------|
| Y: 24 | N: 0 | A: 0 | 1 st Eddie Tionsgen | 2 nd Matt Tresler |
|-------|------|------|--------------------------------|------------------------------|

2:45-3:00 *H. Guided Pathways Completion Teams Presentations*

*Desiree Ortiz,
Michele Minkler,
Marianne Wolfe*

Attachment

*Continued
Discussion*

The completion team for GP wanted to make a cohesive model of the work that we are already to help our students succeed and to keep them on the path. When a student needs to get financial aid, they're already at risk to getting off the path; they have food insecurities, they can't afford books, and we all know some of our students struggle. They came up with a model of what to do if a student needed help, who would be the key players in getting them assistance and how would we keep them on their path. This is the model we came up with was in the form of a puzzle that we had to put together so that all the pieces fit. For example, if a student needed help, they would start off at admissions and records, then they would go to financial aid, they'd go see a counselor and they may need the help of a peer navigator and then, of course, our faculty members. There is a description of each person in each department, the help that they would provide and when. The team would like to include discipline faculty mentors (DFMs) volunteers that would like to be a part of our team and would like your feedback by April 17.

The model is basically so that students would have specific people and faces that they would get to know that they could go to and become comfortable with at any point as their life circumstances change.

3:00-3:15 *I. Instructional Continuity*

All

*Continued
Discussion*

How can we best support instruction?

We have been discussing instructional continuity throughout the meeting. Would the senators agree that cabinet can start a document that discusses some of these issues regarding pedagogy? They should will be discipline specific and two models for both asynchronous and synchronous and senate can reach out to the departments chairs and

describe what we are looking for and the senators reach out to your schools. Should include college wide guidelines too regarding cheating, scheduling Zoom outside the assigned time, exams etc. as best practices to maintain instructional integrity. Senate will look compensation for chairs or their designee over the summer to write a type of practice guide that is discipline specific. Best practices committee for online instruction comprised of discipline experts from each school.

NEW BUSINESS

3:15-3:20 **J. IVC Pre-Law Pathway to Univ of La Verne College of Law (CoL)** June McLaughlin

*New
Discussion*

New IVC pre-law student pathway to Univ of La Verne CoL

Over the past two weeks, June has been working with the dean of the University of Laverne's College of Law (CoL). I teach there part-time and we had worked years ago on an articulation agreement between IVC and La Verne. But they were ABA approved and for the ABA you need to have a bachelor's in order to go to law school. American Bar Association approved is the top tier and our IPC paralegal program is ABA approved but a second tier is called a Cal Bars school, which is a law school that is approved by the California State Bar. Those individuals that graduate from a Cal Bar school can sit for the California Bar and practice in California and also in 33 other states, but not in states that require that you to graduate from an ABA approved program. California has been very progressive in allowing law schools to be established that would permit people to take the California bar. In fact, you don't even have to have a law degree to take the California Bar. The dean of CoL contacted Tiffany Tran and June and they are coming up with an articulation agreement as soon as this fall because La Verne has voluntarily decided to give up its American Bar Association approval, because it was expensive and they serve a very diverse population. They have kept their tuition very low and they were previously a Cal Bar school. The agreement would be that an IVC student with an associates degree and a certain GPA would be able to go to La Verne for two years and receive a bachelor's in a subject like legal studies or something to be determined from La Verne. Then after receiving their bachelors, they would continue to a third year to finish law school and received the Juris Doctorate from the University of La Verne. Law School students are entitled to student housing and the law school sits in Ontario which is not far from La Verne. The CoL tuition is about \$30,000 which at most law schools, like UCI is \$67,000, so it's very reasonable tuition. And the benefit to the student would be that they get a BA while going to law school and they'd finish law school sooner. You're saving money you're not paying the for the additional years and some of the things were conceiving of to help more with the costs. We talked to Tiffany advocated for a scholarship. I'm the Dean had already talked about having additional support for the students once they get to La Verne, like student mentoring, but it would also require

resources on IVC's side. We need our students to become lawyers because the bars are currently not very diverse and we're trying to solve that problem and this is one way we can help our students to get them through a JD program.

3:20-3:40 O. School & Committee Reports

Senators from
each School

New
Discussion

Cheryl Bailey will be stepping down as the AS Recorder next year to focus on OETF. If anyone is interested in serving as recorder, please contact June or send an email to asente@ivc.edu.

Devon Bradly - I have a question about instructional continuity for the summer. First of all webcams and Proctorio for the summer. There are some instructors who accepted that they could not ask that of their students mid semester but are under the impression that with the advanced planning for the summer that they can require students to have a webcam. Is it true that faculty person can require that a webcam be used for a summer course? And if that's true how does that get communicated? Does it need to be in the schedule of classes or is it just something that's in the syllabus and then as a follow up? In the past, if software or technology was required for an online class, students could just go to the library to use them but with the library closed how are they going to be able to get a webcam if they can't afford one.

June - IT and student equity have been checking out laptops, but we don't know if they had webcams. June will ask the COVID-19 team this afternoon but she does not believe that we can require students to have a webcam unless IVC can provide them to students.

Eddie – The IVC Forensics team is looking to do an online Speech and Debate tournament, as all their national and state tournaments all got canceled and even the international trip to Japan was cancelled. ANNAPISI has a newsletter that's coming out for March and April is our Corona virus edition.

The School of the Arts program wants to do some sort of online showcase with some of the artwork coming out of the classes

3:40 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 sdhillon@ivc.edu 48 hours before the meeting."