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Minutes - November 19, 2020

1. CALL TO ORDER

2. (V) ADOPTION OF THE AGENDA

1 st	2 nd	Y	N	A
Keith Donavan	Joel Sheldon	18	0	0

3. INTRODUCTION OF GUESTS

- Elissa Oransky - Executive Director of Foundation
- Nick Wilkening - Director for Technology Services
- Melanie Haeri - Faculty Association President Elect
- Amrik Johal - Director of Student Life and Equity
- Jarrod Ventura - Student Success Center Intern
- Brent Warner - OETF
- Ibrahim Hussain - ASIVC
- Zoe Bowman - ASIVC
- Alexa Zahlada - ASIVC
- Alicia H. - ASIVC
- DeAngelo Hunter - ASIVC
- Aisha Ahmed
- Apoorva Gunti
- Davit Khachatryan - Vice President for College Administrative Services
- Gerlie Jeltema - Director of IT - Administrative Services
- Evangeline Matthews
- Traci Fahimi - Dean of Social and Behavioral Sciences and Business Science

4. PUBLIC COMMENTS

- Elissa Oransky -
 - Thanks to all who participated in Giving Day
 - Keep an eye out for year-end appeal
 - Plan giving program is up and running
 - Foundation is reaching out to retired faculty/staff/administrators to reconnect with them
 - Jeanne Egasse is retiring December 18, having a Zoom party to celebrate, and establishing an endowed scholarship (primarily need based, language major preferred but not required); Egasse will match all gifts up to \$7,000; more information at <https://link.ivc.edu/jegassescholarship>

5. (V) APPROVAL OF MINUTES FROM 10/15/2020

1 st	2 nd	Y	N	A
Anca Popescu	Eric Garcia	20	0	0

6. EXECUTIVE REPORTS

A. Senate President: June McLaughlin

- Hiring committees - Senate gets to appoint one member to each hiring committee
 - **Ethnic Studies** - Brittany Adams and the rest of the hiring committee support choosing Rebecca Beck due to her support of the position and her work with diverse groups of students as an ESL instructor; informal polling of Senators indicates agreement with the decision
 - **ESL** - Brent Warner and the rest of the hiring committee support choosing Joanne Chen due to her work teaching entry-level Chinese, thus understanding the requirements for an ESL instructor; informal polling of Senators indicates agreement with the decision
 - Accounting - Jefferey Kaufmann pointed out that normally the dean is listed as the provisional chair on the forms, so that feedback will be sent to the committee; regardless, informal polling of Senators indicates agreement with the makeup of the committee
 - Keith Donavan - the fine print for hiring committees says Senate gets to nominate 4 people and the IVC President (i.e. President Hernandez) gets to choose up to 3 to add to the committee; President McLaughlin will discuss with President Hernandez regarding his thoughts on this arrangement
- On Friday, November 13, there was a diversity, equity, and inclusion meeting; here's a link to Dr. Hernandez's [presentation](#)

B. Senate Vice President: Jefferey Kaufmann

- Resource request deadline is November 30
- Small focus team for making minor revisions to the planning decision making manual currently lacks a faculty member, Loris Fagioli would like to add one; unless someone else expresses interest, Vice President Kaufmann will do it
- Calendar committee - looking for people interested in exploring compressing our current calendar and all that entails
- Loris Fagioli is wrapping up an analysis of gatekeeper courses (courses that prevent students from moving on or getting into their major); could lead to interesting discussions because it gets down to not just courses but specific sections/instructors of those courses

C. Academic Affairs Chair: Robert Melendez

- Professional Development Week schedule should be finalized in the next week or so; Wellness Wednesday has a full slate of activities ready to go, and there will be social hours at the end of Tuesday, Wednesday, and Thursday
- Academic Affairs should hopefully have edits to the bylaws ready to go for the next Senate meeting
- Great Ideas For Teaching (GIFT) sessions:
 - Monday, November 30, 2-3 PM - A Peek into My Canvas, What's Worked for Me (Alec Sim) - <https://cccconfer.zoom.us/j/96679495991?pwd=LzRFY0RpSDRCbTN1Y0prNkxPM0RVQT09>

- Tuesday, December 8, 3-4 PM - Capacity-Minded Syllabus Policies with Hands-On Practice and Review (Emily Liu) - <https://cccconfer.zoom.us/j/94284660229>
- Reach out to Robert Melendez if you have ideas for future meetings

D. Curriculum Committee Chair: Rick Boone

- [Curriculum Ballot](#)
- Curriculum committee reviewed 28 items last week
- Technically, deadline was last week, but if it's submitted ASAP, it's possible (but not guaranteed) that it could be reviewed in time for Fall 2021
- Ongoing discussion with CSUs regarding ethnic studies requirement as the situation is currently in flux, as well as possibility of just including ethnic studies in local degree requirements regardless

7. FACULTY ASSOCIATION REPORT

- Carolyn Inmon will officially be seated on the Board of Trustees at the December 14 board meeting, along with the incumbents that won their elections; feel free to attend the meeting to congratulate the board members
- Negotiations are underway, updates on progress will happen during Flex Week
- Send any questions you may have to Melanie Haeri

8. CONSENT ITEMS

- A. Program Reviews
- B. 2020-2021 Committee Appointments

9. OLD BUSINESS

- A. (V) New Program Review Process - postponed until next meeting

10. NEW BUSINESS

A. Nick Wilkening - Introduction

- IT is looking to improve on-campus infrastructure so that, post-COVID, technology needs are still being met
- Working on a district-wide, 10-year technology master plan that includes flexibility to accommodate the next situation that may impact in-person instruction

B. Plenary Report - link to [Resolutions Packet](#) (will be agendaized for future meetings)

- Keith Donovan - attended sessions on equity in hiring, focused on framing/phrasing questions that allow more open-ended answers from candidates about their experiences with equity
- Cheryl Bailey - "Decolonize Your Syllabus" - strategies to alter the language of your syllabus to increase retention and promote equity/inclusion; "Humanize Online Instruction" - understanding the physiological needs that may be impeding a student's ability to succeed in a course

C. District IT - Syllabus Builder (Gerlie Jeltima, Director of IT at SOCCCD)

- First phase is essentially a centralized repository for syllabi; syllabus documents are uploaded by faculty in MySite, students enrolled in the course would see a link to that syllabus in their MySite

- This information would only be available to registered students, not to the general public
- As of right now, this is entirely voluntary on the part of the faculty
- Future phases of the project include a syllabus builder, a basic template that faculty can use to construct a new syllabus (it is optional, faculty are still welcome to make their syllabi without the syllabus builder); automatically includes course-specific data and other information pre-populated into the syllabus
- Uploaded syllabi would be available to search for and read through by administrators
- Faculty and administrators will have access to older versions of syllabi, no discussion yet on whether students would also have access to older syllabi
- According to Gerlie Jeltema, Dr. Elizabeth Cipres indicated that a link to the student code of conduct is required in all syllabi, but Senators seemed to disagree with it being a requirement
- Faculty concerns include being forced to use it and how that impacts academic freedom; any concerns and/or ideas for this project can be sent to Massimo Mitolo

D. Scholarships and Scholarship Reviewers

- Current evidence suggests there will be a record number of scholarship applications and there needs to be people to review those applications
- Faculty application reviewers serve as a buffer between the donors and the decision makers
- Volunteer application reviewers would score application essays, and then the applications would move on to further scrutiny by the specific donor groups
- Review process takes place between mid-February and mid-March
- Training for the review process will happen during flex week (only necessary for first-time reviewers)
- If interested in volunteering, contact Ken Lira

E. Education Technology and Innovation Coordinator - no discussion

11. ANNOUNCEMENTS AND OPEN FORUM

12. ADJOURNMENT

Name - Position	Attendance	2: Adoption of the Agenda	5: Approval of Minutes
June McLaughlin - President	X		
Jefferey Kaufmann - Vice President	X	Y	Y
Robert Melendez - Academic Affairs Chair	X	Y	Y
Rick Boone - Curriculum Chair	X		
Brittany Adams - Humanities Rep	X	Y	Y
Cheryl Bailey - Library Rep	X	Y	Y
Roy Bauer - Humanities Rep			
Devon Bradley - Life Sciences Rep	X		
David Bugay - Business Sciences Rep	X		
Nichole Carver - MCS Rep	X	Y	Y
Carlo Chan - MCS Rep (Alt)	X		
Simon Davies - KHA Rep	X		
Tu Do - Adjunct Rep			
Keith Donovan - Physical Sciences Rep	X	Y	Y
Eric Garcia - Counseling Rep	X		Y
Christine Granillo - Adjunct Rep	X	Y	Y
Rebecca Kaminsky - Humanities Rep (Alt)	X		Y
Anthony Lin - Library Rep	X	Y	Y
Vanessa Marquez - Counseling Rep	X	Y	Y
Martin McGrogan - KHA Rep	X	Y	Y
Brett McKim - IDEA Rep	X	Y	Y
Massimo Mitolo - IDEA Rep	X		
Pierre Nguyen - Life Sciences Rep	X	Y	Y
Anca Popescu - LLR Rep	X	Y	Y
Jon Rossiter - S&B Rep	X	Y	Y
Shirin Sahani - S&B Rep	X	Y	Y
Joel Sheldon - MCS Rep	X	Y	Y
Alec Sim - Physical Sciences Rep	X	Y	Y
Edwin Tiongson - Arts Rep			
Matthew Tresler - Arts Rep	X	Y	Y
Jeff Wilson - LLR Rep			
		18/0/0	20/0/0