



IRVINE VALLEY COLLEGE
ACADEMIC SENATE

REPRESENTATIVE COUNCIL



Thursday, October 6, 2022, 2 – 4pm, BSTIC 217

Attachments: <https://link.ivc.edu/senate-rep-council>

MINUTES

1. CALL TO ORDER

2. (v) ADOPTION OF THE AGENDA

Approved - [Tally](#)

3. (v) APPROVAL OF MINUTES

September 15 Minutes Approved - [Tally](#)

4. BRIEF ANNOUNCEMENTS

Elissa Oransky, Executive Director, Foundation

- The third annual [Giving Day](#) is Oct 30. There will be a booth in front of Student Services and the Foundation will match any donation 2 to 1 up to \$500.

5. STANDING ITEMS

A. SENATE CABINET REPORTS:

- **Senate President** (Daniel de Roulet)
 - Senate Elections – Proposed Schedule, Senate will find a lead for the Election Committee
 - Oct 6 - Election Committee Formed
 - Oct 6 - Nominations open
 - Oct 20 - Nominations closed
 - Oct 26-Nov 5 - Election
 - Nov 6 - Results announced at Senate Meeting

- Faculty Hiring
 - 8 hires have been approved. The Board approved 9-15 in case the college decides to hire additional positions
 - 8 approved are:
 - Chemistry (replacement for Ambrose)
 - Communications (replacement for Rybold)
 - Art
 - ESL (x2)
 - Kinesiology
 - Spanish
 - Theater
- BPARC – Approval of AR 5210 – Students are not required to be vaccinated
 - Our vaccinee requirement is outdated (no mention of boosters)
 - Comments:
 - There is problematic information in the email announcing this. This also creates a double standard and puts faculty harm's way. Many faculty work in close contact with students.
 - Has there been any discussion about removing the mandate for faculty? What are the results of the employee survey?
 - Dan will write up these concerns and address them with the Board.
- Retreat Rights – Minimum Qualification
 - HR has asked Senate to approve minimum qualifications for two administrators who Retreat Rights are being decided on:
 - Rick Miranda, VPI
 - Rosa Prado, EOPS
 - After reviewing the AR covering Retreat Rights, there are problems that need to be worked out before Senate decides on these two cases. More on these changes in VP's (RJ Dolbin) report below
- Draft Statement of Support for Classified Managers and Staff
 - Faculty have flexible schedules that allow for remote work. The Senate wants to support this flexibility for Classified Managers and Staff.
 - Please review the [Statement of Support](#)
 - Comments:
 - Some staff have had a negative experience with the current MOU of Hybrid Work, including micromanagement by supervisors. Some guidance as to what is expected while working remotely might help.
- **Senate Vice President of Equity (Rebecca Beck)**
 - Addition of Accessibility to DEI -> now DEIA
 - Working to define what this means for the college and how to effectively implement accessibility awareness and training

- Canvas shell now available for hiring committees
 - Hiring committee members will be added to a Canvas shell with resources covering equity and biased training
 - Comments:
 - There is concern about the ability to update job descriptions and announcements to include equity statements.
- **Senate Vice President (RJ Dolbin)**
 - SLOs and Program Reviews
 - BDPRC
 - Resource Request are open, due by Oct 15
 - Testing center will soon be open to the whole campus
 - The survey of classroom furniture and equipment will be resent. Instead of individual faculty replying, it will be a department discussion.
 - Hold harmless funding is ending soon (funding will not be reduced during the transition to the new funding model and because of the pandemic). The District and Colleges are discussing [options](#).
 - Academic Administrator Retreat Rights
 - The current AR covering Retreat Rights: [AR 7250](#)
 - The decision to grant an administrator retreat rights is now done at the time of hiring. Some of the requirements in the AR cannot be decided at the time of hiring (e.g., served full-time in the District for 2 years).
 - Senate is proposing a change in structure, not content, of the AR that applies the requirements for Retreat Rights at three different times: at the time of hiring, at the time the employee requests retreat, and when a decision is made to grant those rights.
 - Proposed change: [Draft AR 7250](#)
 - Please provide feedback.
- **Academic Affairs Chair (Carolina Kussoy)**
 - Recommendation to increase Professional Development funds:
 - Full-time: \$2,000
 - Part-time: \$1,000
 - Motion approved by consensus
- **Curriculum Committee Chair (Rick Boone)**
 - Do your 5-year Updates!

B. GUEST REPORTS:

- Standing Guest Reports
 - **ASIVC President** (Angelica Bustos) – no report
 - **Faculty Association President** (Melanie Haeri) – no report

- **Classified Senate President** (Desiree Ortiz)
 - Dan de Roulet reporting for Desiree: IVC is having a First-Gen College Student [Celebration](#) on Tue, Nov 8, 11-2pm

6. CONSENT ITEMS

- A. Senate Approval of Committee Appointments
- B. Head Basketball Search Committee – [Attached](#)
- C. Spanish Instructor Search Committee - [Attached](#)
- D. Chemistry Instructor Search Committee – [Attached](#)
- E. Art Instructor Search Committee – [Attached](#)
- F. Program Review Approvals
 - [Health Sciences](#)
 - [Biology](#)
 - [Dual Enrollment](#)
 - [English](#)
 - [History](#)
 - [Honors](#)

7. OLD BUSINESS

- A. **Academic Dishonesty**
 - Vote postponed. Senate will ask Amrik to present on this topic.
 - Senate recommendation to Amrik Johal, Assistant Dean of Students, that first offense students will be sent a letter and a second offense will require a meeting, with the understanding that some threshold of seriousness of the first offense may warrant a meeting.
- B. **Teacher of the Year Process**
 - Vote postponed. Senate will ask Amrik to present on this topic.
 - Amrik Johal, Assistant Dean of Students, proposes an increase in faculty and student voice to the process and an effort to increase student participation (~200 students vote).

8. NEW BUSINESS

- A. **Online Training Certification**
 - Please bring back to your schools for comments
 - ACCJC Policy (June 2021: AR 4105) requires faculty to be trained to teach online. Suggested process at IVC: Online Education Committee would determine if training a faculty has received would qualify. Deans would use right of assignment to prevent

those without approved training from teaching online. A process would need to be in place for spring. Reminder that Tim and Cheryl have an async class to get certified.

B. Scheduling of Classes

- Please bring back to your schools for comments
- Discussion of the process to determine the classes offered, number of sections, and modality. Responsibilities of the Dean, Chair, and faculty during this process.

C. Chancellor's Visit with Senate Cabinet – Proposed discussion topics are below.

- Support for classified managers and staff to have hybrid work schedule opportunities
- District offices moved off Saddleback campus
- DRAC Model
- Enrollment outlook
- Career Ed
- IDEA
- Non-credit
- Emeritus Chair Position
- Suggestions:
 - Early Childhood Lab location on campus
 - [AB 1705](#) discussion
 - 18-to-16-week calendar initiative status
 - Online classes involve more administrative work than in person (e.g., facilitating student-teacher interactions). Some relief is requested (pay, smaller online class sizes, etc.)
 - The replacement for MAP in the Banner system is inadequate. Is it possible to continue using our own? Counseling from both colleges are in agreement

9. FORMAL PRESENTATIONS AND DISCUSSIONS

10. ANNOUNCEMENTS AND PUBLIC COMMENTS

A. Emily Lui, English – Research conferences are now open and in person!

- [Website](#)
- [List of conferences](#)

B. Anca Popescu, French – Please keep an eye on the mental health of your students.

- Many faculty have noticed an increase in mental health issues
- Could Health Services give faculty some material to disseminate to their students?
- Are PD funds available for faculty to get training on detecting signs?
- Perhaps a reminder of the referral process to send a student to Mental Health
- Mental Health services are not available in the evenings

11. ADJOURNMENT

Attendance

| # | School | Name | In Attendance | Notes |
|----|---------------------------------|--------------------|----------------|-----------------|
| 1 | Arts | Matthew Tresler | Yes | |
| 2 | Arts | | | |
| 3 | Business Sciences | David Bugay | Yes | Proxy for Roopa |
| 4 | Business Sciences | Roopa Mathur | | |
| 5 | Guidance & Counseling | Eric Garcia | Yes | |
| 6 | Guidance & Counseling | Vanessa Marquez | Yes | |
| 7 | Humanities | Brittany Adams | | |
| 8 | Humanities | Henry Carnie | Yes | |
| 9 | IDEA | | | |
| 10 | IDEA | | | |
| 11 | Kinesiology, Health & Athletics | Simon Davies | Yes | |
| 12 | Kinesiology, Health & Athletics | | | |
| 13 | Languages & Learning Resources | Anca Popescu | Yes | |
| 14 | Languages & Learning Resources | Jeff Wilson | Yes | |
| 15 | Library Services | Cheryl Bailey | | |
| 16 | Library Services | Brandee Idleman | | |
| 17 | Life Sciences | Devon Bradley | Yes | |
| 18 | Life Sciences | Pierre Nguyen | Yes | |
| 19 | Math & Computer Science | Nichole Carver | Yes | |
| 20 | Math & Computer Science | Joel Sheldon | Yes | |
| 21 | Physical Sciences | Keith Donavan | Yes | |
| 22 | Physical Sciences | Alec Sim | | |
| 23 | Social & Behavioral Sciences | Donna King | Yes | |
| 24 | Social & Behavioral Sciences | Erick Peterson | Yes | |
| | | 20 Senators | 15 | |
| | | | 1 Proxy | |
| | | | 16 | |