

## *Academic Senate*

May 16, 2024

BSTIC 101

2:00pm-3:50pm

Attachments: <https://tinyurl.com/IVC-Senate-Documents>

- Call to Order  
2:05PM
- (v) Adoption of the Agenda

Items on the agenda may occur out of order at the discretion of the Academic Senate President, or designee, based on availability of those presenting to, and meeting with, the Senate.

First	Second
<b>Justin Wright</b>	<b>Anca Popescu</b>

Motion passes approved by consensus

- (v) Approval of Minutes

May 2, 2024 Representative Council Meeting Minutes - [Attachment](#)

First	Second
<b>Justin Wright</b>	<b>Eddie Tiongson</b>

Motion passes approved by consensus

- Introduction of Guests and Brief Announcements

A. Please limit announcements. Announcements of over two minutes should be reserved for public comments at the end of the meeting. Senate meetings are open. Guests are welcome and invited to contribute to discussion on agenda items when recognized by the Senate President or designee.

- **Ruben Guzman- Registrar**
- **Greg Vega- Dean of Enrollment Services**
- **Harley - Interpreter**
- **Megan - Interpreter**
- **Traci Fahimi - Dean of Social and Behavioral Science and Business**
- **Elissa Orlansky - Executive Director, College Foundation**
  - Scholarship ceremony is tomorrow (May 17)! The event starts at 9am. If you plan to attend, please send Elissa your name so they can provide an assigned seat.
  - On commencement, Elissa and Karen will be in attendance to help any faculty with regalia.
- **Robert Melendez - Counselor, Incoming Faculty Association President**
- **Owen Blum - Student, ASIVC**
  - From a student perspective, the ask is for faculty to consider standardizing AI procedures. Concerns within the semester came from students who were accused of using AI for their assignments.
  - Rebecca Beck - This is something that has been discussed in Senate Cabinet meetings and the college will provide additional AI professional development training in the future. Additionally, each faculty member has academic freedom and determines their own pedagogical uses of AI. The use of AI can vary depending on the discipline of the faculty. However, there should be clear guidelines and expectations from the faculty regarding the use of AI and should be posted in their syllabuses. Guidance on the usage of AI for faculty can be found here. [Link](#)
- **Standing Items**

#### **A. SENATE CABINET REPORTS:**

- **Senate President (Rebecca Beck)**
  - Faculty Hiring List- [Attachment](#)
    - The list is preliminary and no word on whether IVC will be hiring for the 24-25 academic year.
    - Year 1-In Review - [Attachment](#)
  - Sabbatical Committee
    - If you would like to be on the committee, please let Rebecca know via email as soon as possible. There is a lack of representation for some Schools. If you plan on submitting a proposal, there should be representation from your School.
    - Committee meets twice in October to review the proposals.
  - Title 5 Language
    - Last November, Senate explored and approved the updating of the online class schedule with implementing Title V language around distance education courses.

- However, there is a conflict with the district approved mandated language and what the senior administrative assistants submitted.
  - Please look over the details in the class schedule and work with the staff to update if necessary. The language has to be consistent district wide. We cannot change the Title V language but can edit our own wording for any particular class.
  - The Online Distance Education Committee may look at the adopted Title V language next academic year to determine if changes need to be made.
- Senate Vice President of Equity (Henry Carnie)
  - o DEIA Day Highlights - [Photos](#), [Video](#)
- Senate Vice President (RJ Dolbin)
  - o BDRPC
    - May revise came out and conversations will commence in DRAC about the impact of funding. Governor said he will try to protect K-14 funding as much as possible.
    - District rental rates have been reviewed and updated for the first time in 15 years.
    - IVC is growing in terms of enrollment of students and therefore, has unrealized growth funds that are not allocated. In order to receive the growth funds, IVC will push for an exception with the state's Chancellor Office for this upcoming year.
  - o IEC
    - No report
  - o BPARC
    - CPL AR got pulled for further review. This AR will go to the next BPARC meeting in the fall.
    - Hiring AR update - Once HR receives the candidates for first level interviews, they will let the hiring committee know soon thereafter to address any potential conflicts of interest before the first day of the actual interviews.
      - o Also, HR said hiring committees are okay to use assessments and/or technical questions as a part of the hiring process.

- Academic Affairs Chair (Summer Serpas)
  - Fall 2024 Flex Week updates
    - Fall Flex week schedule is up and running on the IVC PD website.
  - Flex Hours deadline - June 15
    - Please remind faculty to input hours in the system.
    - If it is an IVC activity, click on the button to check the box to update the hours.
    - If not doing the check box in the system, a pre and post activity report is required.
    - You can check your hours by logging into the PD portal.
    - If all 38 hours are not accounted for, they will be counted against your sick leave.
    - If you were on sabbatical, the hours are prorated.
  - 2023-2024 PD funding - spend authorizations should be submitted and approved by May 25 if possible
    - If you know you are traveling, please get spend authorizations in by May 25.
  - 2024-2025 PD funding update
    - 160K has been encumbered and about 15K is left.
  - DALs and IVC2IVC
    - Exploring bringing this back to the college. If you have any potential speakers, please let the Academic Affairs Committee know!
  - The Hub for Innovative Educators (Center for Professional Learning) update
    - HUB will be located in B-309.
- Curriculum Committee Chair (RJ Dolbin)
  - 5-year update reminder
    - Please do them!
  - AB-1111 update

## B. Guest Reports:

- Standing Guest Reports
  - ASIVC Report (Hannah Lee/Sharla Clemente)
    - ASIVC worked on and passed the campus's Labor Acknowledgement and will put it on their website during the fall term. [Attachment](#)
    - Just finished hosting de-stress week for students.
    - On behalf of ASIVC, thank you for allowing us to come to the Senate to represent and voice concerns from the collective student body.
  - Faculty Association President Elect (Robert Melendez)
    - 3 issues are still being negotiated regarding the contract which include raises, parity for PT faculty, and a better starting pay.

- o Classified Senate President (Ace Caguioa)
- Consent Items
  - May Curriculum Submissions- [Attachment](#)
- Old Business
  - Curriculum Committee Bylaws- [Attachment](#) (v)

First	Second
<b>Deanna Scherger</b>	<b>Justin Wright</b>

Motion passes (Attachment 2)

- New Business
  - Delegation of Power to the Summer Cabinet (v)

First	Second
<b>Justin Wright</b>	<b>Heather Johnson</b>

Motion passes (Attachment 3)

- PT Faculty Stipend Program Guidelines- [Attachment](#) (v)

First	Second
<b>David Bugay</b>	<b>Eddie Tiongson</b>

Motion passes (Attachment 4)

- Formal Presentations and Discussions

- Ruben Guzman, Registrar and Greg Vega, Dean of Enrollment Services
  - According to Title V language, for students that stop attending class/participated regardless of modality, it is up to the instructor when determining to assign a failure to withdraw (FW) grade or a F.
  - Ideally, faculty should drop any student that has not participated by the census date.
  - Difference between a F and a FW is a F is based on the proficiency level of the student in the class. FW is solely based on attendance.
  - What are the implications of a F vs. FW? Both count toward the student grade point average as a F; however, FW has financial aid implications for some students. Both count toward the maximum amount of times a student can take the class.
  - Can students still request a Pass/No Pass? Yes, up until the last of instruction. However, recommendation is to refer to the Counseling Department as forgoing a letter grade for a Pass/No Pass option may have negative implications for the student who is aspiring to transfer to a 4-year college.
  - What happens if a student has been attending the entire term and passing the class but something unforeseen happens? It is entirely up to the instructor but an incomplete can be issued. The incomplete is an agreement between the student and instructor to finish the remaining work within a given period of time (up to 12 months maximum).
  - If the instructor feels that too much work is needed to pass the course, and as an alternative to an incomplete, an excused withdrawal (EW) can be pursued by the student. However, EW's do impact financial aid.
  - The EW process ideally needs to be aligned with Saddleback College's policy; workgroup will be working on this over the summer. Discussions are centered around the last day of instruction vs. the last day of the term.
- Brandee Idleman - Changes to Guided Pathways (GP) - [Attachment](#)
  - IVC has had GP since 2012 and was one of the first in the nation to implement this framework.
  - Moving forward, we need to move from a GP's design to a GP's integration on campus.
  - Goal is to move students toward efficient completion by having them think about their pathway and by removing obstacles and barriers.

- Announcements and Public Comments

- Adjournment  
3:52PM

## **Attachment 1: Attendance and Voting:**

#	School	Name	In Attendance	Notes
1	Arts	Matthew Tresler	No	
2	Arts	Edwin Tiongson	Yes	Proxy for Matthew Tresler
3	Business Sciences	David Bugay	Yes	
4	Business Sciences	Dan Scott	Yes	
5	Counseling	Vanessa Marquez	Yes	
6	Counseling	Heather Johnson	Yes	
7	Humanities	Deanna Scherger	Yes	Proxy for Brittany Adams
8	Humanities	Brittany Adams	No	
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Anca Popescu	Yes	
14	Languages	Keith Gamache	Yes	
15	Library	Cheryl Bailey	No	
16	Library	Brandee Idleman	Yes	Proxy for Cheryl Bailey
17	Life Sciences	Devon Bradley	No	

18	Life Sciences	Justin Wright	Yes	Proxy for Devon Bradley
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Alec Sim	No	
22	Physical Sciences	Keith Donovan	Yes	Proxy for Alec Sim
23	Social Behavioral	Donna King	No	
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King

Total Senators: 21

In Attendance: 15+ 6 proxies

Quorum (50% +1): Met

### **Attachment 2: Curriculum Committee Bylaws:**

#	School	Name	Vote	Notes
1	Arts	Matthew Tresler		
2	Arts	Edwin Tiongson	Yes	Proxy for Matthew Tresler
3	Business Sciences	David Bugay	Yes	
4	Business Sciences	Dan Scott	Yes	
5	Counseling	Vanessa Marquez	Yes	
6	Counseling	Heather Johnson	Yes	
7	Humanities	Deanna Scherger	Yes	Proxy for Brittany Adams
8	Humanities	Brittany Adams		
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Anca Popescu		



14	Languages	Keith Gamache	Yes	
15	Library	Cheryl Bailey		
16	Library	Brandee Idleman		Proxy for Cheryl Bailey
17	Life Sciences	Devon Bradley		
18	Life Sciences	Justin Wright	Yes	Proxy for Devon Bradley
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Alec Sim		
22	Physical Sciences	Keith Donovan	Yes	Proxy for Alec Sim
23	Social Behavioral	Donna King		
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King

Motion Passes: 18 yes (13 yes + 5 proxies )

### **Attachment 3: Delegation of Power to the Summer Cabinet**

#	School	Name	Vote	Notes
1	Arts	Matthew Tresler		
2	Arts	Edwin Tiongson	Yes	Proxy for Matthew Tresler
3	Business Sciences	David Bugay	Yes	
4	Business Sciences	Dan Scott	Yes	
5	Counseling	Vanessa Marquez	Yes	
6	Counseling	Heather Johnson		
7	Humanities	Deanna Scherger	Yes	Proxy for Brittany Adams
8	Humanities	Brittany Adams		

9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Anca Popescu		
14	Languages	Keith Gamache		
15	Library	Cheryl Bailey		
16	Library	Brandee Idleman		Proxy for Cheryl Bailey
17	Life Sciences	Devon Bradley		
18	Life Sciences	Justin Wright	Yes	Proxy for Devon Bradley
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Alec Sim		
22	Physical Sciences	Keith Donovan	Yes	Proxy for Alec Sim
23	Social Behavioral	Donna King		
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King

Motion Passes: 16 yes (11 yes + 5 proxies )

#### **Attachment 4: PT Faculty Stipend Program**

#	School	Name	Vote	Notes
1	Arts	Matthew Tresler		
2	Arts	Edwin Tiongson	Yes	Proxy for Matthew Tresler
3	Business Sciences	David Bugay	Yes	
4	Business Sciences	Dan Scott	Yes	
5	Counseling	Vanessa Marquez	Yes	

6	Counseling	Heather Johnson	Yes	
7	Humanities	Deanna Scherger	Yes	Proxy for Brittany Adams
8	Humanities	Brittany Adams		
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Anca Popescu		
14	Languages	Keith Gamache	Yes	
15	Library	Cheryl Bailey		
16	Library	Brandee Idleman		Proxy for Cheryl Bailey
17	Life Sciences	Devon Bradley		
18	Life Sciences	Justin Wright	Yes	Proxy for Devon Bradley
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Alec Sim		
22	Physical Sciences	Keith Donovan	Yes	Proxy for Alec Sim
23	Social Behavioral	Donna King		
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King

Motion Passes: 18 yes (13 yes + 5 proxies )