

Academic Senate

Sept 19, 2024

BSTIC 101

2:00pm-3:50pm

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

1. Call to Order

2:05PM

2. (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
Anthony Lin	Eddie Tiongson

Motion passes (Approved by consensus)

3. (v) Approval of Minutes

September 5, 2024 Representative Council Meeting Minutes – [Attachment](#)

First	Second
Justin Wright	Brittany Adams

Motion passes (Approved by consensus)

4. 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.

- **Janice Viskul- Foundation Development Specialist, College Foundation:**
 - The 5th annual Giving Day is scheduled for Thursday, October 17th. Every \$2 donated will be matched by \$1 by the Foundation Office up to a maximum of \$500. [Link](#)
 - Will be outside of SSC on October 17 from 10am-12pm to collect any donations.
- **Mia Simonovic- California Community College Intern (Intern of Jennifer La Curan)**
- **Rebbeca Beck - Professor, ESL/Academic Senate President**
 - Excited to present our new Academic Senate part-time representative from ESL, Nujoud Alattar. Welcome to the Senate!
- **Dan DeRoulet - Professor, English**
 - Raised concerns about students currently enrolled in writing classes that still do not have access to their textbooks. As we are currently in week 5 of instruction, students have not received their required two textbooks in the class even though many had them prepaid dating back to the summer.
 - A number of students who initially paid for their books using Promise Program funding repaid for their textbooks out of their own pocket. For economically disadvantaged students, repaying for books out of pocket has not been an option.
 - Additional concerns were raised regarding the incoming student class and their perception involving the college as a whole and whether this will be an ongoing problem for the spring term.
- **Brittany Adams- Professor, History**
 - IVC Bookstore never communicated that the required textbook in her course was not available.
 - Raised concerns that bookstore shelves are empty across all disciplines and the lack of available textbooks is impacting courses across the campus.
 - Bookstore is offering non-approved/non-required supplemental resources with professor names for student purchase. Furthermore, several required textbooks within the School of Humanities are being mislabeled from one section to another.
 - For students that did purchase the right textbook through the Bookstore, it took weeks for them to receive their order.
 - For students in condensed courses, this puts them at a severe disadvantage regarding their ability to succeed in the class(es).
- **Rebbeca Beck - Professor, ESL/Academic Senate President**
 - Raised various concerns including instructors not being able to leverage the required teaching materials as needed in class because books are not available, students are not college ready because they cannot access their course materials, Promise

Program students cannot utilize their textbook vouchers in the Bookstore and cannot spend the money elsewhere, and faculty have not been communicated with regarding the lack of textbooks for their classes.

- **Davit Khachatryan - Vice President, Administrative Services**

- Last week, he raised the faculty concerns with the Bookstore manager and the supervisor and they were unaware that there was a problem. The person who is in charge of ordering for the IVC campus is new and oversees multiple campuses within the area.
- Ultimate goal moving forward is addressing the 52 (or more) textbook titles that are currently unavailable. Will work with area deans to communicate with instructors regarding the situation to identify any other faculty possibly impacted.
- Requested a meeting with the bookstore operating team to raise campus wide concerns and address any breaches in contractual obligations.
- As a possible solution in the future, requests will be made from the IVC Bookstore to the Office of Instruction before the semester to inform them of any potential delays in textbooks.
- Although Follett is sunseting at the end of the spring/summer semester, it would be difficult to replace them with another vendor in the winter/spring term because of issues with IT programming efforts within Mysite.
- Follett attributes increased student enrollment as one of the contributing factors to the lack of textbooks.
- Will return in 2 weeks with a bookstore update and a plan to address the situation.

5. Standing Items

A. SENATE CABINET REPORTS:

- Senate President (Rebecca Beck)
 - Futures Summit
 - Attended last week's summit which was hosted by the California Community Colleges Chancellor's Office with Vice President of Instruction Rick Miranda. The focus was on how community colleges are preparing students to enter the workforce with AI knowledge. AI is a part of Vision 2030.

- The summit reinforced the work that IVC is doing across campus including the AI Taskforce, APTC, and within the Academic Senate.
 - Thanks to the ongoing efforts with various IVC faculty and staff, in particular Brett Warner and Tim VanNorman, IVC is ahead of others within the community college system regarding the AI conversation.
 - IVC is one of 24 colleges within the nation to participate in the yearlong AI Institute.
- o Faculty Hiring 2024-2025
 - Current number of hires is unknown. District is still having ongoing conversations.
 - Results of Dean voting: [Attachment](#)
- o Career Ed Support Goal
 - Senate goals for the 24-25 academic year involve exploration of career education. - [Attachment](#)
 - Still in the exploration stage and no approval of career education programs have taken place. Want to analyze what we have locally before adding additional programs. The Senate would be the first to know of any upcoming news involving the exploration of programs.
 - o Goal is to work with various constituents including APTC to analyze LMI and the current programs we have at IVC. Will work with the committee to understand the sustainability of our current programs to develop a strong foundation before we entertain additional programs.
 - o Goal involves a 4 pronged approach: Going to look at the CTE committee, will look at the curriculum, will also work with the faculty, and will work with APTC.
- o APTC
- o DWPC
 - Tiffany Tran presented on Dual Enrollment.
 - Chancellor Barnes has established a planning commission to work on the new Strategic Plan in concert with the new Facilities Masters Plan,
 - Moving forward, Brett Warner will serve on the planning committee alongside Cheryl Bailey and Rebecca Kaminsky.

- Senate Vice President (RJ Dolbin)
 - BPARC
 - No report. Faculty involved in changes have been notified.
 - DRAC
 - No report.
 - BDRPC
 - Meeting was canceled.
 - IEC
 - Program reviews are due.
 - Please make sure to do annual updates!
 - Looking at updating Decision Making Manual (on a three year cycle)
 - Will assist with the writing of the Strategic Plan.
- Academic Affairs Chair (Summer Serpas)
 - AAC updates
 - Current goal is revising the Professional Development Handbook (last revision was 2020).
 - Will revisit the FT faculty prioritization hiring list process.
 - Revisiting the flexible calendar guidelines as proposed by the state to include everyone campus wide. Have until October 21 to provide feedback to the state.
 - PD budget updates
 - Currently have encumbered \$85,846.29 of the \$100K limit for the year.
 - If interested in using PD funds, please put in the request as soon as possible.
 - Stipend program for PT faculty was fully encumbered as of August 27th. Since then, \$6,705.53 has been requested for stipends. These funds are approved as “pending” should additional funds become available.
 - The Hub updates - [Link](#)
 - Culture of Care Community of Practice starts tomorrow at 1pm! If interested, please sign up.
 - Counseling Open House is scheduled for September 27th. First hour involves presentations from various departments in counseling and the second hour will involve a tour of Student Services.

- Ceramics and charcuterie workshop is scheduled for October 3rd and 24th. Please RSVP as the workshop can only accommodate 25 people.
 - AI hands on workshop is scheduled for October 4th. The event is hosted by Ace Caguioa and Brett Warner.
- PRT visit - September 12 - [Link](#)
 - Goal is to continue recommendations from last year to put into practice for this year.
 - Also, will be working on a PD toolkit to help with presentations.
- Flex Week Spring 2025 updates
 - Call for proposals went out via email on Sept 13th and are due by October 28th.
- Curriculum Committee Chair (RJ Dolbin)
 - IAIPC Virtual Conference Update
 - Various faculty attended a two day virtual conference (Brett Warner, RJ Dolbin, Kristen Skjonsby, Cheryl Bailey, and David Bugay) involving AI.
 - Were assigned a mentor (Krista) to assist IVC with developing the college's AI plan. The workgroup will present to the Senate at a future date.
 - AB 1111 Update - [Attachment](#)
 - Phase one courses: All departments impacted have been informed to work on changes. The goal is to have all 11 courses in META by October 14th to review everything by the October 22nd Curriculum meeting for a vote. This will make it in time for the November Board meeting. State mandates these courses be approved by December 1st.
 - State recently released Phase two courses. [Attachment](#)
 - Those involved in Phase two course implementation have been notified. Phase two courses are required to be implemented for students by fall 2026.
 - Banner Update - technical changes to variable unit courses and CWE/WEE courses
 - 5 year update list. [Attachment](#)

B. Guest Reports:

- Standing Guest Reports
 - ASIVC Report (Andy Zhou, Andy Nguyen)
 - ASIVC is looking to hire 9 new senators.
 - Will be hosting a Halloween event called the “Monster Masher Mixer.”
 - Hosting a Letters to Legislators event on October 3rd.
 - Faculty Association President (Robert Melendez)
 - Classified Senate President (Ace Caguioa or designee)
 - Desiree Ortiz (Past Classified Senate President):
 - Currently serving as Tri-Chair of Caring Campus committee.
 - Will be hosting a new classified hire orientation on October 18 from 8-12.
 - Classified professionals are still in contract negotiations with the District.

6. Consent Items

7. Old Business

8. New Business

- K-12 Consent Form Language for Faculty Protection.
 - General Dual Enrollment Form (Sample) -[Link](#)
 - Language to be Added-[Link](#)
- (v) FT Faculty Hiring Prioritization List - [Attachment](#)

First	Second
Brittany Adams	Erick Peterson

Motion Passes (Attachment Two)

- (v) Resource Request Process Changes - [Attachment](#)

First	Second
Brandee Idleman	Matthew Tresler

Motion Passes (Attachment Three)

9. Formal Presentations and Discussions

- June McLaughlin: Pathways to Law Program. [Link](#)

10. Announcements and Public Comments

- Kristen Skjonsby: IVC is hosting “Banned Books Weeks” from September 22-28. [Link](#)
- Brandee Idleman: Please inform students about the various research opportunities! [Attachment](#)

11. Adjournment

4:00PM

Attachment 1: Attendance and Voting:

#	School	Name	In Attendance	Notes
1	Arts	Matthew Tresler	Yes	
2	Arts	Edwin Tiongson	Yes	
3	Business Sciences	Rick Boone	No	
4	Business Sciences	Dan Scott	Yes	Proxy for Rick Boone
5	Counseling	Michelle Minkler	No	
6	Counseling	Heather Johnson	Yes	Proxy for Michelle Minkler
7	Humanities	Kristen Skjonsby	Yes	
8	Humanities	Brittany Adams	Yes	
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Sarah Kim	Yes	
14	Languages	Keith Gamache	Yes	
15	Library	Anthony Lin	Yes	
16	Library	Brandee Idleman	Yes	
17	Life Sciences	Roland Rodriguez	Yes	
18	Life Sciences	Justin Wright	Yes	
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	

21	Physical Sciences	Justine Komine	No	
22	Physical Sciences	Keith Donovan	No	
23	Social Behavioral	Donna King	No	
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King
25	PT Representative	Nujoud Alattar	Yes	

Total Senators: 22

In Attendance: 17 + 3 proxies

Quorum (50% +1): Met

Attachment 2: FT Faculty Hiring Prioritization List:

#	School	Name	Vote	Notes
1	Arts	Matthew Tresler	Yes	
2	Arts	Edwin Tiongson	Yes	
3	Business Sciences	Rick Boone		
4	Business Sciences	Dan Scott	Yes	Proxy for Rick Boone
5	Counseling	Michelle Minkler		
6	Counseling	Heather Johnson	Yes	Proxy for Michelle Minkler
7	Humanities	Kristen Skjonsby	Yes	
8	Humanities	Brittany Adams	Yes	
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Sarah Kim	Yes	
14	Languages	Keith Gamache	Yes	

15	Library	Anthony Lin	Yes	
16	Library	Brandee Idleman	Yes	
17	Life Sciences	Roland Rodriguez		
18	Life Sciences	Justin Wright		
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Justine Komine		
22	Physical Sciences	Keith Donovan		
23	Social Behavioral	Donna King		
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King
25	PT Representative	Nujoud Alattar		

Motion Passes: 17 yes (14 yes + 3 proxies)

Attachment 3: Resource Request Process Changes:

#	School	Name	Vote	Notes
1	Arts	Matthew Tresler	Yes	
2	Arts	Edwin Tiongson	Yes	
3	Business Sciences	Rick Boone		
4	Business Sciences	Dan Scott	Yes	Proxy for Rick Boone
5	Counseling	Michelle Minkler		
6	Counseling	Heather Johnson	Yes	Proxy for Michelle Minkler
7	Humanities	Kristen Skjonsby	Yes	

8	Humanities	Brittany Adams	Yes	
9	IDEA			
10	IDEA			
11	Kinesiology	Simon Davies	Yes	
12	Kinesiology			
13	Languages	Sarah Kim	Yes	
14	Languages	Keith Gamache	Yes	
15	Library	Anthony Lin	Yes	
16	Library	Brandee Idleman	Yes	
17	Life Sciences	Roland Rodriguez		
18	Life Sciences	Justin Wright		
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Michael Salviani	Yes	
21	Physical Sciences	Justine Komine		
22	Physical Sciences	Keith Donovan		
23	Social Behavioral	Donna King		
24	Social Behavioral	Erick Peterson	Yes	Proxy for Donna King
25	PT Representative	Nujoud Alattar	Yes	

Motion Passes: 18 yes (15 yes + 3 proxies)