Academic Senate

May 1, 2025
LSB-112
2:00pm-3:50pm
Attachments: https://tinyurl.com/IVC-Senate-Documents

- Call to Order

2:01 pm

- (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
Roland Rodriguez	**Matthew Tresler**

Motion passes (Approved by consensus)

- (v) Approval of Minutes

  April 17, 2025 Representative Council Meeting Minutes - Attachment

First	Second
Michelle Minkler	**Joel Sheldon**

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.

Elissa Oransky- Executive Director, College Foundation:

.
- The scholarship ceremony will be held on May 16 in the gym. The ceremony is primarily for scholarship recipients and employees. Check-in for the event is from 8-9. The event will conclude at approximately 10:25am. Please RSVP as soon as possible if you plan to attend.
- A record number of scholarships will be awarded this year. Currently, closing in at around $600,000.

Kristen Skjonsby - English Instructor
- "The Ear" (visual arts and literary magazine): Issue 28 will be presented on May 8 from 5-7pm in FA-110. Please come by!

Brandee Idleman- Librarian
- A special thank you to everything who participated in Preview Night and the Career Fair.
- It is Foster Care Awareness Month. Join us in celebrating as we recognize and support our incredible foster students.

Robert Melendez- Faculty Association President

- Standing Items
  - A. **SENATE CABINET REPORTS:**

    - Senate President (Rebecca Beck)
      - College Council
        - Had first read of college resource requests. Have not voted on the resource requests as of yet.

      - PACDEIA
        - The vote to move to a college council was tabled until May 14.

      - Students in Second-Level Interviews
        - ASIVC President approached campus leadership requesting for students to be involved in the hiring process for faculty.
        - Recently, ASCCC passed a resolution encouraging campuses to include students in the hiring process. DEIA research also indicated this as a best practice.
        - IVC President consulted with HR to allow students in the second level interview for a recent hiring committee. HR later asked President Beck who agreed as well given it is at the discretion of the President.
        - AR- 7123 (Attachment) gives the IVC President the discretion to include whomever they would like in the second level. The AR outlines that the President should have the chair of the committee, the dean of the school, a Vice President, and others as he/she decides.
        - Brandee Idleman asked what the premise of the concern is regarding students in the second level.
          - President Beck mentioned that the concerns she heard from the hiring committee involved the student not being prepared or possibly persuading the IVC President to hire one candidate over another. Further, the ASIVC representative goes through the same level of HR training as the rest of the hiring committee.

- ▪ The School of Humanities would like to propose recommendations to AR-7123 involving students in the interview process. Should the students be included in the first level so they can take part in the teaching demonstration? Should there be a student forum? Should they only be involved in the second level?
    - ● Because the AR covers both campuses, Saddleback College would need to be involved in changing/updating the AR. As the AR is currently constructed, recommendations to the Vice Chancellor of HR and the college President may or not be granted.
  - ▪ Further, the School of Humanities would like to propose that as a representative body, we discuss AR-7123 for the fall semester to determine if changes to the process are needed.

- ● Senate Vice President (RJ Dolbin)
  - ○ Board Policy and Administrative Regulation Council (BPARC)
    - ▪ AR-5530: Grade Grievance - Attachment
      - ● BPARC meets this Friday. Worked with Saddleback to modify the AR language involving the informal grade grievance process.

  - ○ District Resource Allocation Council (DRAC)
    - ▪ No report

  - ○ Budget Development and Resource Planning Council (BDRPC)
    - ▪ Primarily reviewed the submitted resource requests.

  - ○ Institutional Effectiveness Committee (IEC)
    - ▪ No report

  - ○ Academic Senate for California Community Colleges (ASCCC) updates
    - ▪ Attended and presented at the ASCCC conference. To view the resolutions that were voted on: Attachment

- ● Academic Affairs Chair (Summer Serpas)
  - ○ Academic Affairs Committee (AAC) updates
    - ▪ Professional Development (PD) budget updates
      - ● 2024-2025 encumbrances
        - ○ FT faculty have encumbered $82,884.
        - ○ PT faculty have encumbered $26,063
        - ○ PT faculty stipends: $30,011
        - ○ Total encumbrances for the 24-25 year: $138,958
        - ○ As part of the resources request, AAC is requesting a $100,000 increase for professional development funds for a total of $200,000 for the 25-26 academic year.
        - ○ Will be discussing the PT faculty stipend. Currently, it is set at 20% of the total budget. If granted $200,000 for the upcoming academic year, the PT faculty stipend will be capped at $40,000. Will revisit this in the future.
        - ○ Currently working with the research department to better understand where professional development funds are being spent.

o The bylaws revision is currently on hold until next academic year.

- Increase individual PD allotment for FT and PT faculty starting July 1 for the 2025-2026 fiscal year.
  o FT: $2500
  o PT: $1250
- o The Hub updates and events - [Website](#)
  - https://www.ivc.edu/flex/full
    - Furniture for The Hub will be delivered on May 19.
    - One more event is scheduled for the spring term. The "Summer Send Off" is scheduled for May 16 from 1030-2. The purpose of the workshop is to provide ideas to think about over the summer that faculty can implement in the fall. It has an IT focus but will also incorporate equity and belonging in the classroom. There will be 3 different breakout sessions.
  - o PD hours reminder - Due June 15 - [link](#)
    - https://services.ivc.edu/PDRequest/Login.html
    - Note: Hours are now prorated based on reassigned time. See PD handbook for more information - [link](#)
  - o Flex Week updates
    - Over 60 proposals have been submitted! The fall flex week schedule will be published soon.

- Curriculum Committee Chair (RJ Dolbin)
  - Common course numbering: The templates for the Phase B courses have been created and the post-surveys are still open up until May 7.
  - Update on online asynchronous non-credit courses:
    - 1. A resolution was presented at ASCCC to get clarification on attendance methods.
    - 2. It was clarified that it is not required that these courses be open entry/open exit
  - Curriculum Updates (May) - [Attachment](#)

B. Guest Reports:

- Standing Guest Reports
  - o ASIVC Report (Yash Zumale)
    - No report
  - o Faculty Association President (Robert Melendez)
    - The last representative council meeting is scheduled for May 5. Please reach out to your School representative regarding the items that will be discussed and voted on.
  - o Classified Senate President (Ace Caguioa)
    - No report

● Consent Items
  - ○ Program Review: Electronic Technology - [Attachment](#)
  - ○ Program Review: Art History - [Attachment](#)

● Old Business

- New Business
  - (v) Empower Senate Cabinet to conduct Senate related duties over the summer:

First	Second
Matthew Tresler	**Joel Sheldon**

Motion passes (Approved by consensus)

- Formal Presentations and Discussions
  - Chris McDonald: Vice Chancellor, Educational and Technology Services (Banner Updates):
    - Transition to Banner should be relatively easy for instructional faculty. For non-instructional faculty (i.e. counselors), their workload is going to be much greater. Please consider attending the Flex week training on Banner for a 30-minute walk through.
    - The majority of functionality instructional faculty need will be located in the Banner self-service card.
    - Please dont make any changes in Banner until after the data load happens on July 1 from Workday.
    - The faculty self-service card is where you can report positive attendance.
    - Currently, IT is working on an integration of Canvas final grades into Banner.
    - The "early alert" function is still in progress.
    - For waitlist: Faculty currently cannot generate their own add codes. Please work with Admissions, IT, or your senior administrative assistants to obtain add codes.
    - If providing a student with an add code, it will only work once the first day of instruction (or any day thereafter) has come.
    - Smart schedule overlay will be launched in June.
    - For zero cost textbooks, you will need to work with your senior administrative assistants for this to be posted in the schedule.

- Announcements and Public Comments

- Adjournment

3:58 pm

Attachment 1: Attendance

#	School	Name	In Attendance	Notes
1	Arts	Matthew Tresler	Yes	
2	Arts	Edwin Tiongson	Yes	
3	Business Sciences	David Bugay	No	
4	Business Sciences	Dan Scott	Yes	
5	Counseling	Michelle Minkler	Yes	
6	Counseling	Heather Johnson	No	
7	Humanities	Kristen Skjonsby	Yes	
8	Humanities	Carrie Goulding	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	Diana Hurlbut	No	
19	Math/Comp Sci.	Joel Sheldon	Yes	
20	Math/Comp Sci.	Nicole Carver	Yes	
21	Physical Sciences	Justin Komine	Yes	
22	Physical Sciences	Keith Donovan	Yes	
23	Social Behavioral	Donna King	No	
24	Social Behavioral	Erick Peterson	Yes	
25	PT Representative	Nujoud Alattar	No	

Total Senators: 22
In Attendance: 17
Quorum (50% +1): Met