



IRVINE VALLEY COLLEGE  
ACADEMIC SENATE

## REPRESENTATIVE COUNCIL



**Thursday, October 20, 2022, 2 – 4pm, BSTIC 217**

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

## MINUTES

### 1. CALL TO ORDER

### 2. ADOPTION OF THE AGENDA (CONSENSUS)

Approved via consensus

### 3. (v) APPROVAL OF MINUTES

October 6 Minutes Approved – Manual Tally, all present voted to approve

### 4. BRIEF ANNOUNCEMENTS

#### A. **Brandee Idleman**, Library

- Library Halloween Student Challenge – Two \$50 gift cards and 16 free books will be given away. [Link](#)
- The Library is offering a Workshop in Spanish, Nov 8 at 7pm. [Link](#)

#### B. **Vanessa Marquez**, Counseling

- The DSPS Testing Center is now open to all students. [Link](#)

#### C. **Emily Liu**, English

- The 11<sup>th</sup> Annual IVC/Saddleback Student Research Symposium will be on Oct 29 at Saddleback...in person! 36 of the 47 projects are from IVC students. [Link](#)

### 5. STANDING ITEMS

#### A. SENATE CABINET REPORTS:

- **Senate President** (Daniel de Roulet)
  - Senate Elections (President, VP, VP-Equity)
    - Nominations open: Oct 14 at 5pm - Nov 4, 5pm
    - Email Victor Ekung ([vekung@ivc.edu](mailto:vekung@ivc.edu)) or Bill Etter ([better@ivc.edu](mailto:better@ivc.edu))
    - [Candidate Statements](#) due by Nov 11 at 5pm
    - Voting begins: Wed, Nov 16 at 8am
    - Voting ends: Fri, Dec 2, 5pm
    - Open to any FT, tenured faculty. All FT and PT faculty can vote (email)
  - Chancellor's Visit with Senate Cabinet – Summary of Chancellor's visit:
    - In support for classified managers and staff to have hybrid work schedule opportunities
    - Aware of the difficulties of a small college in a two-college district
    - Wants the District to be more active in helping the colleges implement technology and equity initiatives
- **Senate Vice President of Equity** (Rebecca Beck)
  - Update on hiring committee/equity – The job posting template has been updated with more emphasis on DEIA. There is a Canvas shell with resources for hiring committees (access should be sent to all committee members going forward).
- **Senate Vice President** (RJ Dolbin)
  - SLOs and Program Reviews
  - BPARC – Policy Review
    - [BP 7130](#) – Compensation
    - [BP 7850](#) – Outstanding Service Award
    - [BP-AR 4104](#) – Contract Education – This BP/AR was discussed. Contract Ed is when an outside agency pays IVC to hold a class exclusive to that organization.
    - [BP-AR 7110](#) – Delegation of Authority
  - Academic Administrator Retreat Rights
    - Current - [AR 7250](#) and proposed - [Edits](#)
  - The Classroom and Technology survey has gone out to all deans. Please discuss your department's needs and submit your requests by Nov 2
- **Academic Affairs Chair** (Carolina Kussoy)
  - No update
- **Curriculum Committee Chair** (Rick Boone)
  - As discussed previously, the VIP will hire an NBU to do clerical work in Meta copying SLOs from a 'legacy' box to their appropriate location. No editing or modifications will occur. This will not generate the review process.

B. GUEST REPORTS:

- Standing Guest Reports
  - **ASIVC President** (Angelica Bustos)
  - **Faculty Association President** (Melanie Haeri)
  - **Classified Senate President** (Desiree Ortiz)

6. CONSENT ITEMS

A. Theater Arts Instructor Search Committee – [Attached](#)

B. ESL/AESL Instructor Search Committee (x2) - [Attached](#)

C. Program Review Approvals

- [Interactive Media Arts](#)
- [Mathematics](#)
- [Physics and Astronomy](#)
- [Political Science](#)
- [Sustainability and Resource Management](#)

7. OLD BUSINESS

- A. **Amrik Johal**, Assistant Dean of Students presented on Student Conduct and the process of reporting academic dishonesty. [Presentation](#)
- Informal vs Formal Reporting was discussed. Right now, a first-time Informal Report does not require the student to meet with the Disciplinary Officer unless the offense was egregious. Formal Reports always require a meeting. Amrik is asking that any first offence (Informal or Formal) requires a letter to the student, unless egregious. This better aligns with the BP/AR and what Saddleback is doing.
  - Also discussed were the options an instructor can take if a student is disruptive. An alternative to calling the IVC PD if a student is disruptive but not threatening harm. A mental health professional would be more appropriate. Can that service be provided?
- B. **Online Training Certification** – ACCJC Policy (June 2021: AR 4105) requires faculty to be trained to teach online.
- Correction to this...the policy requires only that the college provide training to faculty, not that faculty have to be certified. We expect that the state might require certification to teach online in the future.
- C. **Scheduling of Classes** – Discussion of the process to determine the classes offered, number of sections, and modality. Responsibilities of the Dean, Chair, and faculty during this process.
- This was briefly discussed and was a tangent topic from the online certification discussion above.

- D. **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

8. NEW BUSINESS

9. FORMAL PRESENTATIONS AND DISCUSSIONS

10. ANNOUNCEMENTS AND PUBLIC COMMENTS

11. ADJOURNMENT

#### Attendance

#	School	Name	In Attendance	Notes
1	Arts	Matthew Tresler		
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	Yes	
8	Humanities	Henry Carnie		
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	Yes	
17	Life Sciences	Devon Bradley	Yes	
18	Life Sciences	Pierre Nguyen	Yes	
19	Math & Computer Science	Nichole Carver		
20	Math & Computer Science	Joel Sheldon	Yes	Proxy for Nichole
21	Physical Sciences	Keith Donavan		
22	Physical Sciences	Alec Sim	Yes	Proxy for Keith
23	Social & Behavioral Sciences	Donna King	Yes	
24	Social & Behavioral Sciences	Erick Peterson	Yes	
		<b>20 Senators</b>	<b>14</b>	
			<b>3 Proxies</b>	
			<b>17</b>	