

Imperial Valley College Academic Senate
Minutes
Wednesday, March 25, 2020
2:40pm – Zoom

A. Call to Order by the Vice President: 2:40 pm

Roll call via chat list

Present: Mary Lofgren (President), Austen Thelen (Vice President), Ric Epps (President-Elect), Craig Blek, Jeff Burt, Gilbert Campos, Steven Cauchon, Temo Carboni, Jesus Esqueda, Kristen Gomez, Melani Guinn, Joe Henderson, Eric Lehtonen, Daniel Ortiz, Jose Plascencia, Helena Quintana, Sydney Rice, Jose Roman, Veronica Soto, Jia Sun, Xochitl Tirado, Elizabeth Trevino, Christina Tafoya (VP Academic Services), Moises Hernandez (ASG President)

Excused: James Patterson

Absent: Michael Heumann, Ed Scheuerell, Magarita Vizcarra, Ed Wells

Visitors: CEO Martha Garcia, VP Lennor Johnson, Betsy Lane, Mary Jo Wainwright

B. Visitor's Comments

None

C. President's Report

Vice President - Plenary and other live meetings have been postponed

Mary Lofgren thanked all who helped make the transition to online. She thanked VP Thelen for facilitating today's meeting.

D. Treasurer's Report

Current balance is \$2057.22

E. ASG President's Report

ASG President Hernandez – ASG met Monday (March 24), went over how events are going to be created online for example challenges, prizes will be given out. Elections will be held online. From what he has seen from the students' perspective the transition has been smooth.

F. Presentations

None

G. Consent Agenda (MS: Lehtonen/Guinn, approved)

1. Approval of Academic Senate minutes for 4 March 2020
2. Approval of Curriculum Committee recommendations to the President for 11 March 2020
3. Approval of Curriculum Committee recommendations to the Board for 11 March 2020

H. Action Items

1. Approval of changes to Board Policies and Administrative Procedures for Chapters 3, 4, and 5 (M/S - Trevino/Soto/approved with recommendation to list all required groups in BP 4010)
Concerns from BSS – CTA was removed from BP 4010 – right to negotiate start and stop dates.
Christina Tafoya clarified that CTA has not been removed from the process; all appropriate groups will come together to negotiate the calendar.

Discussion:

- groups are not specifically listed
- who decides what groups are appropriate?
- unions are always required, academic senate is required, and administration is required
- members would like those required groups specifically listed

Dr. Tafoya will take back the recommendation to list the groups.

BP 4030 – concern brought to Austen’s attention: having to have things filed with the Chancellor was removed. Dr. Tafoya clarified that the ‘Chancellor’ in this BP was in reference to the Chancellor of a multi-college district not in reference to the CCC Chancellor.

2. Approval of BP/AP 3723 Accessibility of Information and Communication Technologies (M/S – Soto/Guinn/approved)
3. Approval of Institution Set Standards (M/S – Lehtonen/Guinn to postpone)
CART had more specific recommendations. Additional information was requested from Jose Carrillo. Members wanted to review the recommendations. Minutes from CART will be provided for the next meeting.

Dr. Tafoya reiterated the Senate’s goal is to find a reasonable way to self-measure. What do we say our standards are? Are we meeting those standards? And, if not, what’s our mechanism to meet those standards?

4. Approval of AP 3415 Immigration Enforcement Activities (M/S – Henderson/Epps/approved with changes noted by Dr. Johnson)
 - In case of an immigration enforcement activity on campus after business hours, the contact would be campus safety (available until 10 p.m.).
 - In case of nursing students at field sites, local agencies would have control.
5. Approval of AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information (M/S – Soto/Lehtonen/approved)

I. Discussion Items

1. IVC Password Policy – Jeff Enz
 - Will there be a common length of time between when a password was set and when it would need to be reset?
 - There are two paths: a long password changed every quarter or a multi-factor authentication. The feedback has been predominately in favor of the multi-factor authentication; policy will be developed from that approach. When the policy is developed it will be brought back to the senate.

Institutional Research Jose Carrillo joined the meeting at this point. Senators were going to reopen the Action Item on Institution Set Standards (M/S – Tirado/Carboni). It was determined that it was not imperative to approve at this meeting. Jose Carrillo will send the information to the committee.

Academic Senate President Mary Lofgren joined the meeting at this point. She thanked all faculty and staff who have supported the transition to the work-from-home format.

2. Report on International Healthcare Medical Simulation Conference – Daniel Ortiz
Senator Ortiz presented his report to the Senate.

3. **New Classroom Design – Jeff Enz**
CTO Enz showed a picture of the inside of building 4000. This room is currently being used as a classroom to test the new equipment and active learning furniture design. Enz would like feedback regarding the technology components of the classroom.

Senator Xochitl noted the whiteboards will be changed out due to issues with the glass boards. Feedback has been positive regarding the monitors with the faculty as well as the students.

ASG President Hernandez gave his thoughts on the classroom furniture and design.

There was concern among the Senators about the furniture. Dr. Martha Garcia will request that Dee Dee Garcia and Rick Webster be part of the discussion along with Jeff and the Senate.
4. **At-Large Senator Elections – Austen Thelen**
According to the bylaws both full-time and part-time faculty can be At-Large Senators. There is language about At-Large Senator candidates needing to supply a petition with 20+ signatures. This has not been the commonly followed process. This will be brought back for action to revise the bylaws at the next meeting.

J. Reports

1. **Curriculum Committee – Committee met today.** One new course was approved and several courses were updated. At the last curriculum meeting (March 11), the committee approved the option for students who have declared a local degree to select their general education pattern.
2. **Pathways to Student Success –** For the next Academic Senate meeting, they will have the regional coordinators present.
3. **Budget & Fiscal Planning -** no report at this time.
4. **Equivalency –** Mary Lofgren noted that applications have been reviewed with content experts, and hiring has been postponed for the time being.
5. **Outcomes & Assessment –** no report at this time.
6. **Distance Education –** Regarding ConferZoom, any faculty member who would like a pro account email Xochitl. Regarding Proctorio, Xochitl will email faculty. It is a Canvas-based proctoring tool used for quizzes. There will be trainings on Thursday and Friday on how to use it. Xochitl will be helping faculty with the program. She will send out emails with more information.
7. **Faculty Teaching & Learning Center –** Steven Cauchon about half of the professional development funds had been allocated. Members should look at digital venues and continue to submit proposals. Webinars and weekday workshops are being transferred to online format. Check the website for more information.
8. **Open Educational Resources (OER) –** no report at this time.

K. Information Item(s)

1. Curriculum Committee minutes from 11 March 2020

L. For the Good of the Order

Vice President Thelen invited senators to stay in the Zoom meeting after adjournment to discuss planning for summer classes and the fall semester.

M. Adjournment: 4:25 p.m.

Next meeting will be 1 April 1 2020

In accordance with the Ralph M. Brown Act and SB 751, minutes of the IVC Academic Senate record the votes of all committee members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.