

Imperial Valley College Academic Senate
Minutes
Wednesday, 20 May 2020
2:40pm – Zoom

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

President Lofgren appointed Dr. Hope Davis to fill the remainder of the At-Large Senator vacancy resulting from the early retirement of Diane Harris.

Roll call by Senate Secretary

Present: Mary Lofgren (President), Ric Epps (President-Elect), Jeff Burt, Gilbert Campos, Temo Carboni, Steven Cauchon, Hope Davis, Jesus Esqueda, Kristen Gomez, Melani Guinn, Eric Lehtonen, James Patterson, Jose Plascencia, Helena Quintana, Jose Roman, Veronica Soto Figueroa, Jia Sun, Austen Thelen, Xochitl Tirado, Elizabeth Trevino, Margarita Vizcarra, Ed Wells, Michael Heumann (Past President), Christina Tafoya (VP Academic Services), Moises Hernandez (ASG President)

Excused: Joe Henderson

Absent: Craig Blek, Daniel Ortiz, Ed Scheuerell

Visitors: Jose Carrillo, James Dalski, Clint Dougherty, Jeff Enz, Elizabeth Espinoza, Lennor Johnson, Betsy Lane, Allyn Leon, Paige Lovitt, Stella Orfanos Woo, Gamalia Patton, Sergio Pesqueira, David Poor, Robert Price, Angel Sandoval, Victor Torres, Mary Jo Wainwright

B. Visitor's Comments

Senator Ed Wells spoke to the recent email message from Dr. Martha Garcia announcing that the IVC gymnasium will begin use as a temporary COVID-19 hospital this Friday, May 22, under the control of the Imperial County Public Health Department. He noted concerns for those students who are attending classes on campus.

Dr. Lennor Johnson addressed some concerns about security around the gymnasium. He noted that at this time IVC security officers are monitoring campus activities (the Sheriff's Deputies are not currently on campus).

James Dalski, interim dean of Student Affairs, introduced himself to the Senate.

C. President's Report

President Lofgren urged senators to attend the IVC Board of Trustees' meeting this evening. Because it will be a Zoom online meeting, public comments must be sent by email to the President's Office prior to the meeting.

President Lofgren and President-elect Epps talked about electing Senate officers at the final meeting of the year (as required in the Bylaws) to allow President Epps to use summer to prepare for the fall semester. The Senate will be asked to authorize President Epps for certain decision making during the summer and the possibility of one or more special summer meetings of the Academic Senate.

D. Treasurer's Report

Treasurer Trevino reported a current balance of \$2,057.22. She also provided a breakdown of the separate accounts: Office Supplies @ \$90.00; Hospitality @ \$71.36; and Travel-Staff @ \$1,895.86.

E. ASG President's Report

President Moises Hernandez invited Senators to participate in this Friday's Trivia event. He also noted that ASG and Dr. Martha Garcia will be hosting a live Instagram event next week.

F. Presentations

1. AP 3720 Computer and Network Use – Jeff Enz. CTO Enz provided an update to the Senate on updates and changes to AP 3720. The key changes will affect employee email accounts moving forward. The institutional charge for the email accounts is increasing, and the District has implemented a new policy to remove unused email accounts when employees are no longer with the District.

Discussion followed regarding cyber-security issues where unused employee email accounts have been hacked and used to commit potential fraud. There was concern raised relating to when email accounts for retired faculty would be closed. There was general consensus that 90 days would be an appropriate timeframe for retiring faculty to retain their email accounts after their final service days.

G. Consent Agenda (MS: Gomez/Epps/approved)

1. Approval of Academic Senate minutes for 6 May 2020
2. Approval of Curriculum Committee recommendations to the President from 13 May 2020
3. Approval of Curriculum Committee recommendations to the Board from 13 May 2020

H. Action Items

None

I. Discussion Items

1. Prerequisite Challenge Process report. Allyn Leon reported that the ad hoc task force had several productive meetings reviewing the challenge process and form, issues and concerns. Where students petition to have course work from another college applied to meet a prerequisite, the petition is handled in Admissions & Records. Where students seek to challenge a prerequisite for other reasons, the student is allowed to enroll in the desired course while the challenge is processed. The prerequisite challenge form must be submitted at least 30 days before the start of the term. The ad hoc task force recommends that the prerequisite challenge form include an attached Student Education Plan (SEP). The challenge is routed to the appropriate department chair and/or discipline faculty.

There were questions raised regarding the original charge to the ad hoc task force. It was clarified that the original charge was to prepare recommended changes to AP 4260 Prerequisites and Co-requisites. The AP currently does not delineate the prerequisite challenge process once the student files the challenge form. The AP needs to have the process detailed in 2. Challenge Process. The AP would then inform the Prerequisite Challenge process in the General Catalog.

Allyn Leon agreed to conduct at least one more meeting with the ad hoc task force with the inclusion of both Dr. Christina Tafoya, VP Academic Services, and Dr. Lennor Johnson, VP Student Services. President Lofgren asked that a written process for AP 4260 be included in the last Senate meeting of the year (3 June 2020).

2. Academic Senate review of BP/AP 3225 and APs 3750, 4021, 4101, 4102, and 4103. Dr. Tafoya provided an overview of the proposed updates and changes
3. Suspension of Campus Hour and Standing Committees' meeting days and times. Senator Patterson noted that there has been some talk among the standing committees of the Academic Senate to move their meeting days/times in the absence of Campus Hour resulting from the campus closure. President Lofgren encouraged the Academic Senate to keep to its historical first and third Wednesdays of the month. Senator Patterson noted that the Outcome & Assessment Committee is looking at changing their meeting days and times as non-instructional representatives are joining the committee. Allyn Leon noted that the Curriculum Committee meeting days/times does conflict with College Council, and there has been talk of returning the Curriculum Committee meetings to Thursdays. Senator Tirado noted that the DE Committee is not discussing any changes.

There was general consensus that any changes to meeting days/times need to be made well in advance so committee members can arrange their schedules to accommodate the change. It was also noted that the changes should be stable moving forward.
4. BP/AP 7130 Compensation. CHRO Clint Dougherty presented proposed changes to the BP and AP 7130, specifically to address the administrators and confidential classified employees since they are not represented by a collective bargaining agent. Mr. Dougherty asked for faculty input.

J. Reports

1. Curriculum – Allyn Leon noted that new ADTs had been approved recently, and the Curriculum Committee has updated the General Education patterns.
2. Pathways to Student Success – The committee met last on 18 May. The committee continues to work on Student Success Teams.
3. Budget & Fiscal Planning – none.
4. Equivalency – still moving forward as appropriate
5. Outcomes & Assessment – Senator Patterson noted that the Outcomes & Assessment committee has been working to provide evidence for the 2020 Follow Up Report.
6. Distance Education – none.
7. Faculty Teaching & Learning – Senator Cauchon reported on the committee's work with the Equity Think Tank.
8. Open Educational Resources – none.

K. For the Good of the Order

None.

J. Adjournment

President Lofgren adjourned the meeting at 4:00 p.m. and encouraged faculty to join the Virtual Reception for Newly Tenured Faculty.

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.