



Minutes

Of the Meeting of the Representative Council
April 7, 2016 from 2:00 – 4:00 pm in B 209

Roster/Roll 04/07/16

Quorum = 14

Absolute majority required to pass motions = 14

Senate Officers (4 votes)				
Non-Voting		Pres	Abs	Proxy
President	Kathy Schmeidler	X		
Recorder	Carlo Chan	X		
Parliamentarian	n/a			
Voting				
Vice President	Bob Urell	X		
Chair, Academic Affairs	Brett McKim	X		
Chair, Curriculum	Diana Hurlbut	X		
Past President	Lewis Long		X	
Senators (22 votes)				
Adjunct Faculty	Carla Reisch	X		
Adjunct Faculty	Melody Harper	X		
Business Science	Rick H. Boone	X		
Business Science	Bennet Tchaikovsky			X
Arts	Stephen Rochford	X		
Arts	Joe Gerges	X		
Arts Alternate				
Guidance & Counseling	Robert Melendez	X		
Guidance & Counseling	Tiffany Tran	X		
Counseling Alternate				
Kinesiology, Health & Athletics	Simon Davies	X		
Kinesiology, Health & Athletics	Martin McGrogan	X		
Humanities	Roy Bauer	X		
Humanities	Brittany Adams	X		
Humanities Alternate				
Languages & Learning Resources	Melanie Haeri	X		
Languages & Learning Resources	Jeff Wilson	X		
Languages & Learning Resources Alt.	Cheryl Delson			
Life Sciences	Roland Rodriguez	X		
Life Sciences	Meredith Dornier			X - Rodriguez

Math/CIS/Engineering	Joel Sheldon	X		
Math/CIS/Engineering	Ben Vargas	X		
Physical Sciences	John Davison	X		
Physical Sciences	Kiana Tabibzadeh	X		
Physical Sciences Alternate	Art Ambrose			
Social & Behavioral Sciences	Robert Hollenbaugh	X		
Social & Behavioral Sciences	Elizabeth Chambers	X		
Social & Behavioral Sciences Alt.	Kari Tucker			

A. CALL TO ORDER

The President called the meeting to order at 2:00pm.

B. ADOPTION OF AGENDA

Item 1 Agenda: April 7, 2016

Discussion: Motion to adopt the agenda with the removal of curriculum from consent.

Action Taken: Motion to approve.

M: Bauer, R.	S: Rodriguez, R.	Y: 20	N: 0	A: 0
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C. INTRODUCTION OF GUESTS – Elissa Oransky, Chris Loeffler, Traci Fahimi, and Summer Serpas.

D. PUBLIC COMMENTS

- Roy Bauer expressed his concerns regarding the relevance of the Sexual Assault Week featured speaker. He would like to have more consultation by administration and input from faculty on future events and issues.

E. RECORD OF THE PREVIOUS MEETING

Item 2 Minutes of the Previous Meeting: March 17, 2016

Discussion: Postponed.

Action Taken: None

F. SCHOOL REPORTS: (limit to 1 minute)

- o Social & Behavioral Sciences – None.
- o Physical Sciences and Technologies – None.
- o Mathematics, Computer Science and Engineering – A Board member expressed concern at the Board Meeting about the equivalence of one of the new Mathematics full-time hires.
- o Life Sciences & Technologies – None.
- o Languages and Learning Resources – National Library week is going on. The theme is Library Transforms. The kickoff event, a book drive, is on Monday. There are multiple locations for book donations. The LA Times Festival of Books at USC is this weekend.
- o Humanities –We discussed student presentations at the IVC Foundation Awards Dinner. The offices in the new building are looking very nice. Mt. Sac College now has a requirement of an Ethnic Studies or Gender Studies course for an AA degree; we are working on it for IVC.
- o Kinesiology, Health, and Athletics – None.
- o Guidance and Counseling – None.
- o Business Sciences – None.
- o the Arts – An announcement for a student show, called Common Walls, at the Great Park on April 13 from 6-8pm.

G. STANDING REPORTS: (limit to 1 minute)

- o LGBTQ Liaison Report: Brooke Choo: Three updates for the state of LGBTQ affairs at IVC: First, the LGBTQ student group has been actively meeting every Wednesday from 3-5pm with a great turnout. Interested students, staff and faculty can email IVCLGBTQA@gmail.com for more information. The

club also hosted a booth during the Black History Month Celebration and during Preview Day where they had over 270 high school students stop at their table. Second, a LGBTQ institutional planning meeting was held March 30th with the Director of Student Life & Equity Programs, Anissa Heard-Johnson, Melissa Knoll, Brooke Choo and the student club leader, Johnathan Forde. The main topics discussed were: planning for future events on campus, curriculum development, data tracking, staff development training, and communication with students. Third, Anthony Lin and Brooke have been in contact with the Safe Space trainer at CSU-Fullerton, Anthony Ragazzo, to bring him to campus fall flex week to offer a Safe Space training open to all faculty, staff and administration. He would then offer a follow up advanced training later in fall. Per consultation with Anissa, Tony and Brooke will be submitting a resource request to ASIVC to apply for the trainer's honorarium. Brooke

welcomes your questions or suggestions and can be reached at bchoo@ivc.edu.

- o Safety and Security: Police Chief Will Glen is willing to have a blog chat and is trying to figure out the technology to do so. The police news is posted on website. They hope to install security monitors in key places across campus such as A200, BSTIC, IT warehouse, and the Child Development Center. External door locks are being decided between FOB style and cardkey style. They have found and will purchase door blocks that are ADA complainant and similar to the previous ones proposed. Also, replacing glass on the doors with stronger glass or having a solid door is being considered. Parking and traffic flow are being investigated to better organized as the college grows.
- o Technology Task Force: None.
- o Online Education Task Force: Cathleen Greiner – The Union is concerned about training and funding with the transition to CANVAS. IVC and Saddleback will continue to pilot CANVAS during the Fall.
- o Environmental Leadership (ELC): Jeff Kaufmann – None.
- o Calendar Committee Report: Miriam Castroconde – Saddleback College reviewed the 2017/18 calendar and the Fall semester was approved. The Spring semester was updated and approved with the addition of the holiday, Cesar Chavez Day on March 30, Spring Break will now be March 17-24, and commencement on the last day of finals week.
- o Cafeteria: was asked to consider hiring students to clean the dirty tables.
- o Bookstore: None.
- o Early College: Brett McKim – None.
- o Foundation Accounts/PRO-IVC: Elissa Oransky thanks everyone for your support for the Foundation Awards Dinner and there was a record-breaking amount of money raised.
- o Accreditation Report: Kathy Schmeidler – Ongoing.
- o CTE Task Force: June McLaughlin – There is a need for volunteers that are not supported by Perkin's funding to decide on the allocation of Perkin's funding. Julie Martinez, a part-time counselor, will be doing outreach and advertise for CTE related programs. Merry Kim will also be doing outreach with the local high schools. Diana Hurlbut – CTE Data Unlocked is a program that will help CTE faculty to validate that there are jobs for the students participating in their various programs. Also, CTE Data Unlocked is seeking 10 people to join the Technical Assistance Team; you will be asked to provide 10 hours of technical support to 5-10 colleges and be paid a flat fee of \$2500 for each college you support. Please inform any interested CTE faculty to contact Diana.
- o SLO Task Force: Cheryl Delson – There will be a couple of more training sessions with TracDat. So far, the new features in TracDat look good.
- o Basic Skills Initiatives: Summer Serpas – IVC was awarded the Student Transforms Grant and will receive \$1.5 million. The grant will focus on a multiple measures approach to placement and a Pre-Statistics course for Math. They hope Angel Hernandez will be approved as the grant coordinator and Brooke Choo as the Basic Skills coordinator.

H. CONSENT CALENDAR

Items: 4, 5, 7, 8

I. OLD BUSINESS

Item 3 Senate Approval of Curriculum for 2016-2017 Catalog

Discussion: An Excel spreadsheet of 6 options of native GE pattern was shown. The issue is that the state has a maximum cap of 60 units and an IVC student will have 45 units with just GE. Thus, leaving 15 units left for their specialty. The problem is that IVC has a bloated GE. The 6 options, most favor option C and D, will go back to curriculum and will come back for a vote. Please inform your schools to discuss. There was a discussion on which categories should be grouped, ungrouped, and coupled. In addition, areas of emphasis are being revised.

Action(s) Taken: None.

Item 4 Consent Program Reviews 2015-2016

Discussion: None.
Action Taken: None.

Item 5 Program Reviews 2017-2018

Discussion: None.
Action(s) Taken: None.

Item 6 Senate President Signature Requests

Discussion: None.
Action(s) Taken: None.

Item 7 Board Policies and Administrative Regulations

Discussion:

- BP/AR 3450 Traffic and Parking Regulations – The police chief will be asked why backwards parking is a violation.
- [BP 4720](#) Abusive Conduct in the Workplace – None.
- BP 5300 Grading Policy – None.
- AR 5300 Academic Record Symbols and Grade Point Average – None.
- BP/AR 5301 Course Repetition – None.
- AR 5302 Repeatable Courses – combined with AR 5301
- AR 6112 Distance Education – Universal Design Learning – None.
- AR 6180 Career and Technical Program Advisory Committee – None.

Action(s) Taken: Move to approve the above BPs and ARs except BP 4720.

M: Bauer, R.	S: Urell, B.	Y: 22	N: 1	A: 0
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Item 8 Consent Grade Grievance and Student Discipline Panel Pool

Discussion: Please email if will to serve.
Action(s) Taken: None.

Item 9 2015-2016 Committee Appointments

Discussion: Brooke Choo and Rick Boone are appointed to the Classified Hiring List Development Process, CHLDP, workgroup.
Action(s) Taken: Motion to approve.

M: Harper, M.	S: Gerges, J.	Y: 23	N: 0	A: 0
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Discussion: Dan DeRoulet is appointed to the hiring committee for Director of Purchasing Contacts and Materials Management.
Action(s) Taken: Motion to approve.

M: Urell, B.	S: Melendez, R.	Y: 23	N: 0	A: 0
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Discussion: The Faculty Association is forming a task force to develop the faculty tenure review instrument and needs a single Academic Senate representative to serve. Please email asenate@ivc.edu for nominations.
Action(s) Taken: None.

Item 10 Faculty Student Club Advisor Handbook

Discussion: Some faculty members have stepped down from the role of Club advisor due to not knowing about liabilities.
Action(s) Taken: None.

Item 11 Budget Update: [Davit Khachatryan] Bob Urell

Discussion: Resource requests are being rated. It will be brought to SPAC in early May. Some resource requests from last year that had been approved have not yet been spent. Please check and use the funds right away. There will be another update in the next few weeks.
Action(s) Taken: None

Item 12 AANAPISI Grant - Project

Discussion: None.
Action Taken: None

Item 13 AACC Pathways Project and Conference Attendance

Discussion: There is a group going to the next conference. There will be an update after the conference.
Action Taken: None.

Item 14 WorkDay – Student Development Project: BPA Participation

Discussion: None.
Action Taken: None.

Item 15 Senate Elections: Establish Elections Committee

Discussion: None.
Action Taken: None

Item 16 Senate Elections: Continue Nominations for Curriculum Chair, and Appoint

Discussion: Chris Loeffler has volunteered for the Curriculum Chair position. Diana Hurlbut was thanked for all of her work at Curriculum Chair. At the next meeting, Diana Hurlbut will be nominated as CTE coordinator and Curriculum Chair assistant.
Action Taken: Motion to approve.

M: Hurlbut, D.	S: Gerges, J.	Y: 23	N: 0	A: 0
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Item 17 Senate Elections: Open Nominations for Academic Affairs Chair, and Appoint

Discussion: Brett McKim has volunteered for the Academic Affairs Chair position.
Action Taken: Motion to approve.

M: Harper, M.	S: Haeri, M.	Y: 22	N: 0	A: 1
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Item 18 Senate Elections: Open Nominations for Recorder, and Appoint

Discussion: Carlo Chan has volunteered for the Academic Senate recorder position.
Action Taken: Motion to approve.

M: Haeri, M.	S: Vargas, B.	Y: 23	N: 0	A: 0
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Item 19 Senate Elections: Open Nominations for Past President, and Appoint

Discussion: Lewis Long has volunteered for the Past President position.
Action Taken: Motion to approve.

M: Haeri, M.	S: Bauer, R.	Y: 23	N: 0	A: 0
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Item 20 District-Wide Strategic Planning Task Force (DWSP-TF) Charge

Discussion: Motion to support the change to a committee and support the wording of the attached charge sheet.

Action Taken: Motion to approve.

M: Urell, B.	S: Rodriguez, R.	Y: 23	N: 0	A: 0
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Item 21 National Library Week

Discussion: None.

Action Taken: None.

Item 22 Basic Skill Coordinator

Discussion: Brook Choo has volunteered for the Basic Skills Coordinator position.

Action Taken: Motion to appoint.

M: Haeri, M.	S: Harper, M.	Y: 23	N: 0	A: 0
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Item 23 Basic Skills Grant Coordinator

Discussion: Angel Hernandez has volunteered for the Basic Skills Grant Coordinator position.

Action Taken: Motion to appoint.

M: Harper, M.	S: Urell, B.	Y: 23	N: 0	A: 0
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Item 24 Selecting Department Chairs

Discussion: Academic Affairs is gathering best practices for selecting chairs. There have been submissions from Business Science and Music.

Action Taken: None

J. New Business

Item 25 Academic Senate for California Community Colleges (ASCCC) Spring Plenary

Discussion: There will be resolution for Associate Degree for Transfer in Music. It is posted on the Senate website. Please contact Diana Hurlbut, the voting delegate, if there are any other resolutions that need to be discussed.

Action Taken: Motion to vote in favor of this resolution.

M: Bauer, R.	S: Urell, B.	Y: 21	N: 0	A: 0
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Item 26 Academic Senate for California Community Colleges (ASCCC) Spring Plenary

Discussion: Due to the Spring Plenary conflicting with the next Academic Senate meeting, the body is to decide whether to cancel the meeting or set up an alternate date for business.

Action Taken: Motion to cancel the April 22 meeting.

M: Bauer, R.	S: Tabibzadeh, K.	Y: 21	N: 0	A: 0
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Item 27 BP-4011 Employment Procedures for Administrators and Managers

Discussion: None.

Action Taken: Motion to approve.

M: Urell, B.	S: Bauer, R.	Y: 21	N: 0	A: 0
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Item 28 BP and AR 4090 Evaluation of Administrators/Classified Management Personnel

Discussion: None.

Action Taken: Motion to approve.

M: Bauer, R.	S: Haeri, M.	Y: 21	N: 0	A: 0
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K. Executive Reports

Senate President: Kathy Schmeidler - None.

Vice-President: Bob Urell - None.

Academic Affairs Chair: Brett McKim - None

Curriculum Committee Chair: Diana Hurlbut – None.

L. ANNOUNCEMENTS AND OPEN FORUM

- Interested parties are welcome to meet California Pizza Kitchen at ~ 6pm for a social exchange.

M. ADJOURNMENT at 4:00pm.

	Bob Urell	Brett McKim	Diana Hurlbut	Carla Reisch	Melody Harper	Rick H. Boone	Bennett Tchaikovsky	Joe Gerges	Stephen Rochford	Robert Melendez	Tiffany Tran	Martin McGrogan	Simon Davies	Roy Bauer	Brittany Adams	Melanie Haeri	Jeff Wilson	Joel Sheldon	Ben Vargas	John Davison	Kiana Tabibzadeh	Robert Hollenbaugh	Elizabeth Chambers	Total Y	Total N	Total O
Item 1	Y	Y	Y		Y	Y	Y			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	20	0	0
Item 7	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	22	1	0
Item 9A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 9B	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 16	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 17	Y	A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	1
Item 18	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 19	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 20	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 22	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 23	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	23	0	0
Item 25	Y	Y	Y			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	21	0	0
Item 26	Y	Y	Y			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	21	0	0
Item 27	Y	Y	Y			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	21	0	0
Item 28	Y	Y	Y			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	21	0	0