



Minutes

Of the Meeting of the Representative Council
October 01, 2015 from 2:00 – 4:00 pm in LSB 104

Roster/Roll 10/01/15

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	Bennet Tchaikovsky	x		
Business Science	Rick H. Boone	x		
Business Sciences Alternate	Roopa Mathur		x	
Arts	Stephen Rochford	x		
Arts	Joe Gerges	x		
Arts Alternate				
Guidance & Counseling	Robert Melendez			X - Tran
Guidance & Counseling	Tiffany Tran	x		
Counseling Alternate				
Kinesiology, Health & Athletics	Simon Davies	x		
Kinesiology, Health & Athletics	Martin McGrogan			x-Davies
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.	Brooke Choo / Anca Popescu		x	
Life Sciences	Roland Rodriguez	x		

Life Sciences				
Math/CIS/Engineering	Brent Monte	x		
Math/CIS/Engineering	Ben Vargas	x		x-Monte
Physical Sciences	John Davison	x		
Physical Sciences	Kiana Tabibzadeh	x		
Physical Sciences Alternate	Art Ambrose		x	
Social & Behavioral Sciences	Robert Hollenbaugh	x		
Social & Behavioral Sciences	Elizabeth Chambers	x		
Social & Behavioral Sciences Alt.	Kari Tucker		x	

A. CALL TO ORDER

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

B. ADOPTION OF AGENDA

Item 1 Agenda: October 01, 2015

Discussion: There was a motion to adopt the agenda.

Action Taken: The Representative Council adopted the Agenda for the October 01, 2015 meeting.

M: Bauer, R.	S: Wilson, J.	Y: 19	N: 0	A: 0
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C. INTRODUCTION OF GUESTS – Andrew Trinh, Adam Totounji, and Alvin Ng, student representative of ASIVC. Theresa Dy-Ragos, Alternate Media Specialist. Summer Serpas, Corine Doughty, and Craig Justice,

D. PUBLIC COMMENTS –

- There was announcement for Bunco for Boobies, a Breast Cancer Fundraiser. Visit www.the3day.org/goto/unrealhousewives2015 or contact Melanie Haeri, mhaeri0@ivc.edu, for more information. They are seeking donations.
- Teresa Dy-Ragos, Alternate Media Specialist, described her duties and the services she provides. A workshop will be held on October 26 to make PowerPoint presentations accessible, February 22 for web accessibility, and March 28 for options to caption videos.
- PROIVC is active from October 1, 2015 to March 31, 2016.
- ASIVC apologized for emotional email last meeting. Students reported results from a survey that asked students about what they like about IVC. The great faculty was the majority response. They will give more reports from surveys in the future. ASIVC-specific resource forms will be sent later to those who apply for ASIVC funds. All Resource Request Forms are due October 15 for the 2016-2017 academic year. It was advised that send a notice that the forms are 2016-2017 academic year. ASIVC will be having site visits from Oct. 15-19 to departments using the money to see how the money is being used.
- The 2014 Plenary Session will be November 5-7 at the Irvine Marriott. Those interested in attending should contact asenate@ivc.edu. We want to support more faculty members' attendance and have the funds to do so.
- Concern was expressed about class scheduling at ATEP. Deans and chair are responsible for this scheduling and since ATEP is growing its use could address facility use issues.
- The Holiday Party Planning Committee (THPPC) is considering 2 dates for the party, December 3 or December 9. There was a general sense that December 9 was preferred. They are seeking donations for the gift baskets, such as gift cards from local businesses. Business may receive letterhead with a tax ID as a tax-deductible donation.

E. RECORD OF THE PREVIOUS MEETING

Item 2 Minutes of the Previous Meeting: September 17, 2015

Discussion:

Action Taken: The Representative Council approved the minutes of the September 17, 2015 meeting.

M: Bauer, R.	S: Haeri, M.	Y: 23	N: 0	A: 0
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F. SCHOOL REPORTS: (limit to 1 minute)

- Social and Behavioral Sciences – None.
- Physical Sciences and Technologies – None.
- Mathematics, Computer Science and Engineering – None.
- Languages and Learning Resources – The new LGBTQ website is linked from the IVC website. It is under Students/Student Resources. Please send your feedback to Brooke Choo. There was a Banned Book Event at the library.
- Life Sciences and Technologies – None.
- Humanities – Same announcement for the Banned Book event. There was an unveiling for the Emigdio Vasquez paints "La Educatin y el Trabajo", 1992 in library last week.
- Kinesiology, Health, and Athletics - None
- Guidance and Counseling – The Career and Transfer Center will be holding many workshops and the Transfer Fair is upcoming. There are 45 courses approved/articulated with the UC system.
- Business Sciences
- Arts – The speech team and music program were praised for their many accomplishments, events, alumni concerts, and student art work displayed across campus.

G. STANDING REPORTS: (limit to 1 minute)

- SLO Task Force: Cheryl Delson – Plans to update institutional SLOs. They are still working on the logistics of attaching SLOs to COR.
- CTE Task Force: The October 8 meeting has been moved to October 15 from 12:30-2 in LSB 103. The topic is Developing Business Partnerships. The ASCCC CTE Leadership Regional meeting will be held at IVC on Saturday, October 10 from 10AM-3PM.
- Accreditation Report: Kathy Schmeidler
- Foundation Accounts/PRO-IVC: There is a golf tournament on October 14.
- Early College: Brett McKim
- Bookstore: Book orders are due
- Cafeteria:
- Calendar Committee Report: Kathy Schmeidler / Bob Urell – There is a meeting on Monday, October 5. The committee is coordinating with Justice. They will have report in the next two weeks. Please send any concerns to Bob.
- Environmental Leadership: Jeff Kaufmann
- Distance Education Task Force: Cathleen Greiner
- Technology Task Force: The District Technology Plan is submitted for review. Please send suggestions for changes to Roopa. [Attachment](#)
- Safety and Security – The Great Shakeout, an emergency disaster drill, will be at 10:15AM on 10/15.
- LGBTQ Liaison Report: Brooke Choo – see LGBT website.

H. CONSENT CALENDAR

Items 3, 4, 5, 7, 8

I. OLD BUSINESS

Item 3 Consent Senate Approval of Curriculum for 2015-2016 Catalog

Discussion: Consent
Action Taken: None

Item 4 Consent Program Reviews

Discussion: Consent.
Action Taken: None.

Item 5 Consent Senate President Signature Requests & Accept / Affirm Actions of the Summer Cabinet

Discussion: Consent
Action(s) Taken: None.

Item 6 Board Policies and Administrative Regulations

Discussion: Review the following items for the next meeting. Please send comments to asenate@ivc.edu. AR 4227, 4225, 5320 (grades removed). Please review.

- BP [5320](#) Academic Renewal
- BP [5301](#) Course Repetition

Action(s) Taken: None

Item 7 Consent Grade Grievance and Student Discipline Panel Pool

Discussion: Consent
Action(s) Taken: None.

Item 8 Consent 2015-2016 Committee Appointments

Discussion: Consent
Action(s) Taken: None.

Item 9 Faculty Student Club Advisor Handbook

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

Item 10 2015-2016 Academic Calendar and Finals Calendar

Discussion: There will be meeting next Monday, October 5. Please send comments or input.
Action(s) Taken: None

Item 11 Revisions to the IVC Planning and Decision Making Manual

Discussion: Continued. IEC is revising the committee naming structure as well as updating committee charges.
Action(s) Taken: None.

Item 12 ASCCC Resolution

Discussion: SLOs, for accreditation. Area D meeting will be at College of the Desert on Saturday, October 24. If you are planning to bring forward any resolutions or need assistance with writing resolutions, please email Craig Rutan Rutan_Craig@sccollege.edu.
Action(s) Taken: None.

Item 13 Faculty Professional Development Funding

Discussion: The committee recommends increasing funding limits to \$1,800 for full-time faculty and \$900 for part-time faculty. Those that have applied for the prior maximum of \$1,400, you will be notified if you would want to apply for the increased amount. There was a request to make separate funds for the spring so those with late conferences can apply in the second half of the year and know there are still funds available. Brett says there are enough funds, but will bring the request to Academic Affairs.
Action(s) Taken: Approve recommendation to increase the maximum amount of funds available per faculty member.

M: Haeri, M.	S: Reisch, C.	Y: 23	N: 0	A: 0
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Item 14 The Pathways Project

Discussion: Voted previously to give preliminary approval. This will be continued for more discussion for final approval.
Action(s) Taken: None.

Item 15 California Community College Internship Program: Graduate Student Teaching

Discussion: APTC approved pursuing this project. Any new information will be announced.
Action(s) Taken: None.

Item 16 IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education

Discussion: Presentation will be ready for next meeting.
Action Taken: None.

Item 17 Budget Update: Davit Khachatryan

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

J. NEW BUSINESS

Item 18 Basic Skills Initiative (BSI) Report

Discussion: Summer Serpas introduced herself as the new Basic Skills Coordinator. She has submitted the State Reports and posted the expenditure reports on InsideIVC. The Basic Skills workgroup meets every fourth Thursday of the month. There is professional development money, up to \$1,000 per person, available through BSI. Be sure to indicate that you are requesting basic skills money in the notes section when filling out the professional development funds request form. If you have a basic skills project and/or would like to request for basic skills money, you may fill out a resource request form with the additional basic skills form. The next basic skills meeting will discuss using the Basic Skills cohort tracker website, the Multiple Measures Success Project, and the common assessment for all community colleges.
Action Taken: Motion to affirm that the Senate President should sign off on the basic skills report.

M: Bauer, R.	S: Wilson, J.	Y: 23	N: 0	A: 0
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Item 19 Learning Management System (LMS) Online Education Initiative (OEI)

Discussion: Canvas has been recommended, through the initiative, as the state supported learning management system. Saddleback College is among those chosen to pilot the system. Online Education Task Force requests that at least two faculty members from each school test Canvas. The timetable for decision making is continues through the end of this semester. Please contact Roopa for feedback and/or to volunteer for being in the test group.
Action Taken: Motion to approve the timetable from OETF.

M: Wilson, J.	S: Monte, B.	Y: 23	N: 0	A: 0
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Item 20 Full-Time Faculty Hiring Priority List

Discussion: Craig Justice discussed the faculty priority hiring list. The current budget supports 11 new positions. Faculty members who have concerns about this process should discuss them within the department and school, and send feedback to Academic Affairs.
Action Taken: Motion to approve.

M: Monte, B.	S: Harper, M.	Y: 23	N: 0	A: 0
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Item 11 IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education

Discussion:
 Action(s) Taken: None

K. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler – We are seeking to appoint faculty for the hiring of the District Risk Manager position. Please ask faculty members if they are interested in serving. The position will close in early November. ASCCC will have its CTE leadership conference at IVC on Saturday, October 10. Irvine Valley College Community Outreach Mixer is on October 22. It is celebrating 30 years of student success, business, and community partnerships.

Vice-President: Bob Urell - Bob attended the DRAC meeting and no new information was presented regarding FON.

Academic Affairs Chair: Brett McKim – No report.

Curriculum Committee Chair: Diana Hurlbut –The next Statewide Executive Committee meeting is at Mira Costa College.

L. ANNOUNCEMENTS AND OPEN FORUM

M. ADJOURNMENT

N. ANNOUNCEMENTS AND OPEN FORUM

- Interested parties are welcome to meet at [Lazy Dog Café](#) again on Jamboree in the [Irvine Marketplace](#) at ~ 6pm for a social exchange.

O. ADJOURNMENT at 4:00pm.

	Bob Urell	Brett McKim	Diana Hurlbut	Carla Reisch	Melody Harper	Rick H. Boon	Bennet Tchaikovsky	Joe Gerges	Stephen Rochford	Robert Melendez	Tiffany Tran	Martin McGrogan	Simon Davies	Roy Bauer	Brittany Adams	Melanie Haeri	Jeff Wilson	Roland Rodriguez	Brent Monte	Ben Vargas	John Davison	Kiana Tabbzadeh	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	19	0	0
Item 2	Y	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 13	Y	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 18	Y	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	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	Y	23	0	0