



Minutes

Of the Meeting of the Representative Council
September 03, 2015 from 2:00 – 4:00 pm in LSB 104

Roster/Roll 9/03/15

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	x - Harper
Adjunct Faculty	Melody Harper	x		
Adjunct Faculty Alternate				
Adjunct Faculty Alternate				
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-Rochford
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	
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	Brooke Choo /		x	

Alt.	Anca Popescu			
Life Sciences	Roland Rodriguez	x		
Life Sciences				
Life Sciences Alternate				
Math/CIS/Engineering	Brent Monte	x		
Math/CIS/Engineering	Ben Vargas			
Math/CIS/Engineering Alternate				
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 president called the meeting to order at 2:00pm.

B. ADOPTION OF AGENDA

Item 2 Agenda: September 03, 2015

Discussion: A vote to adapt the consent calendar.

Action Taken: The Representative Council adopted the Agenda of the September 03, 2015 meeting.

M: Bauer, R.	S: Chambers, E.	Y: 17	N: 0	A: 0
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C. INTRODUCTION OF GUESTS – Ann Akers (Outreach), Andrew Tri, Alvin Ng (ASIVC), Cessa Johnson (Director of Student Life), Benjamin Mis (Psychology), and Craig Justice (VP for Instruction).

PUBLIC COMMENTS –

- Ann Akers announced that she will represent IVC in the Global Village Festival on September 26. They expect over 20,000 attendees. Any requests or volunteers can contact Ann at aaakers@ivc.edu.
- The Committee Outreach Mixer will be held on Oct. 22 from 4:30-6:30pm.
- ASIVC is requesting for faculty to advertise open student positions for ASG Senators. Applications can be found in ASIVC office or by email request. Faculty advised ASIVC to make a flyer or send an email announcement for all information.
- Cessa Johnson has been meeting with club advisors and working on the Student Club Handbook.
- Benjamin Mis provided an update on California Community College Internship Program. Mentees will do no grading. Faculty members can make suggestions on the wording of the contract, which is planned to start in beginning of July. Selection of applicants is planned for February. Ben was advised to contact APTC and SPAC for contract approval.
- Melaine Haeri announced her Breast Cancer Walk, a Susan G. Komen fundraiser, on Oct. 3. Email Melanie at mhaeri0@ivc.edu for information. There will be flyers next time.
- Nancy Montgomery, Nursing, promoted a 9/11 campus event. The guest speaker, Martha Daniel, will talk about the changes in homeland security and technology that have come to be. Faculty raised concerns on the educational nature of the ceremony. It was suggested that they have a historian/faculty member input to provide a historical perspective. The Senate President will raise the issue and take concerns to the work group assigned to the event.
- Craig Justice discussed full-time faculty hiring. There is money set aside in the budget for 5 positions of faculty members that have separated from the college. Faculty members expressed concerns about separations that have not yet been replaced and how to address replacements in essential areas such as Math and English. The President plans to fund 6 new positions plus the 5 from separations for a total of 11 positions with the possibility of more.

D. RECORD OF THE PREVIOUS MEETING

Item 3 Minutes of the Previous Meeting: August 20, 2015

Discussion:

Action Taken: The Representative Council approved the minutes of the August 20, 2015 meeting.

M: Bauer, R.	S: Ambrose, A.	Y: 20	N: 0	A: 0
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SCHOOL REPORTS: (limit to 1 minute)

- o Arts – Season brochure is on its way.
- o Business Sciences – There was a successful event with State Treasurer, John Chiang. Apologized for parking situation cause by the event. They will have a parking announcement next time.
- o Guidance and Counseling – Please send students to counseling if they are interested in Transfer Agreement Guarantee, TAG, for transfers for Fall 2016 to UC campuses.
- o Kinesiology, Health, and Athletics - None
- o Humanities - School would like to see a higher rate of full-time hires. Our full-time rate (District-wide) on ScoreCard is low compared to other Orange County Colleges. We are under 50% and below the average for the State.
- o Life Sciences & Technologies - None
- o Languages & Learning Resources – Nothing to report.
- o Mathematics, Computer Science and Engineering - None
- o Physical Sciences and Technologies – None.
- o Social and Behavioral Sciences – School raised the issue on adjunct faculty not having access to INFORM. Craig Justice says FT faculty have automatic access, while others will need to request access from Craig Hayward through their respective Deans.

K. STANDING REPORTS: (limit to 1 minute)

- o SLO Task Force: Cheryl Delson – None.
- o Accreditation Report: Kathy Schmeidler – There is a request for more faculty members to participate in a workgroup of their interest or one they are needed on. There will be mini-retreats on September 11 and 18.
- o Foundation Accounts/PRO-IVC: Kathy Schmeidler – There is a Foundation meeting Tuesday to approve the PRO-IVC campaign. There will be a vote to sell off 59K in assets. More information will be coming. Please start spreading word. The Golf tournament will be on October 14. They are accepting donations. Please contact Allysa.
- o Early College: Brett McKim – Quiet at the moment. Tracy Fahimi is now Dean of Early College.
- o Bookstore: Faculty expressed concerns of EOPS and Veterans students getting their books late. EOPS will be informed. The EOP office is currently overloaded with new students. They anticipate a fix in the spring.
- o Cafeteria: None.
- o Calendar Committee Report: Kathy Schmeidler / Bob Urell – Will be discussed later in the meeting. They have volunteers.
- o Environmental Leadership (ELC): Jeff Kaufmann - None
- o Distance Education Task Force: Cathleen Greiner - None
- o Technology Task Force: Roopa Mathur - None
- o Safety and Security – None
- o CTE – CTE taskforce is now officially a committee. The first meeting is on September 10. IVC will host the AJSCC event; we voted and they accepted.

LGBTQ Liaison Report: Brooke Choo – The first training session, held by PCC counselors, had a great turnout. Please refer to Brooke Cho's email for the report. Faculty and staff can still participate in online training.

E. CONSENT CALENDAR

Items 3, 4, 5, 7, 8

F. OLD BUSINESS

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

Discussion: N/A
Action Taken: Consent

Item 4 Consent Program Reviews

Discussion: N/A
Action Taken: Consent

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

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

Item 6 Board Policies and Administrative Regulations

Discussion:
BP176, a definition of the 2 service areas, will now be a board policy. There is a MOU between the two colleges in the form of a joint letter between the College Presidents.
BP4011.1 is at the Board for a second reading. Most of the previous version has been written into the AR. We will see improvements in the hiring policy.
The previous training for EEO representatives for faculty members will expire soon. The ultimate goal is to have online training for everyone that serves on a hiring committee. The new training should be good for 3 years.
BP4309 Duties and Responsibilities of the Faculty - has gone to board.
AR 3205(b) Workman Comp – No concern.
BP 6100 Curriculum – No concern.
BP & AR 4215 Student Employment – No concern.
BP 5408 Classroom Supervision – No concern.
BP 4117 Family Medical Leave for Administrators and Classified Managers – No concern
BP 101 Missions – No concern.
AR 6112 – OEC recommends acceptance with no changes. It will be put on next agenda.

Action Taken: Motion to approve.

M: Ambrose, A.	S: Bauer, R.	Y: 21	N: 0	A: 0
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Item 7 Consent Grade Grievance and Student Discipline Panel Pool

Discussion: There was a request for more faculty volunteers to serve since the number of issues have been increasing. The following faculty has volunteered: Art, Jeff, Carla, Roopa, Brittany, Melanie,
Action(s) Taken: Open nominations, accept all volunteers, and leave nominations open.

Item 8 Consent 2015-2016 Committee Appointments

Discussion: None.
Action(s) Taken: Consent

Item 9 Faculty Student Club Advisor Handbook

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

Item 10 2015-2016 Academic Calendar and Finals Calendar

Discussion: Miriam Castroconde and Jeff Kaufmann volunteered. There was a nomination to appoint.
Action(s) Taken: Motion to approve.

M: Vargas, B.	S: Bauer, R.	Y: 20	N: 0	A: 1
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Item 11 IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education

Discussion: Continued.
Action Taken:

Item 12 Revisions to the IVC Planning and Decision Making Manual

Discussion: The [new draft](#) is now available on online. The faculty is encouraged to look at the paragraph on consultation. The flowchart is in the process of being modified to show interactions of strategic planning committees and separate Senate roles. Since one of the original intents of developing the manual was to reduce the number of committees by the use of task forces and workgroups, IEC is recommending that committees be renamed accordingly.
Action(s) Taken: None.

G. NEW BUSINESS

Item 13 Appointments to District Committees

Discussion: The district committee grids are posted. There is request for alternate for DRAC. For CIC, Brett McKim was nominated as the representative and Amy Grimm as the alternate. For OEC, Lisa Davis Allen was nominated as the representative and Chris Loeffler as the alternate.
Action(s) Taken: Motion to approve.

M: Bauer R.	S: Rodriguez, R.	Y: 21	N: 0	A: 0
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Item 14 Appointments to Strategic Planning Committees

Discussion: For SPAC, Virginian Shank and Brooke Choo are nominated for 1 open position. They will be ask who would like to be the representative and who would like to be the alternate. Other nominations are unopposed.
Action(s) Taken: Motion to appoint all self-nominations.

M: Haeri, M.	S: Rodriguez, R.	Y: 21	N: 0	A: 0
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Item 15 ASCCC Resolution

Discussion:
Action(s) Taken: None.

Item 16 Budget Update: Davit Khachatryan

Discussion: Davit went over money coming in, budget constraints, expenditures, etc. The PowerPoint presentation, posted in the meetings folder on InsideIVC, has details and more information.
Action(s) Taken: None.

A. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler
Vice-President: Bob Urell [Attachment](#)
Academic Affairs Chair: Brett McKim
Curriculum Committee Chair: Diana Hurlbut

L. 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.

M. ADJOURNMENT at 4:00pm.

Total O																					0			
Total N																						0		
Total Y																						17	0	
Elizabeth Chambers																						Y	Y	
Robert Hollenbaugh																						Y	Y	
Art Ambrose																						Y	Y	
Kiana Tabibzadeh																						Y	Y	
Ben Vargas																								
Brent Monte																						Y	Y	
Roland Rodriguez																						Y	Y	
Jeff Wilson																						Y	Y	
Melanie Haeri																						Y	Y	
Brittany Adams																						Y	Y	
Roy Bauer																						Y	Y	
Tiffany Tran																								
Robert Melendez																								
Stephen Rochford																						Y	Y	
Joe Gerges																						Y	Y	
Bennet Tchaikovsky																						Y	Y	
Rick H. Boon																						Y	Y	
Melody Harper																						Y	Y	
Carla Reisch																								
Diana Hurlbut																						Y	Y	
Brett McKim																						Y	Y	
Item 1																						Y	Y	
Item 2																						Y	Y	
Item 6																						Y	Y	
Item 10																						Y	A	
Item 13																						Y	Y	
Item 14																						Y	Y	