



Minutes

Of the Meeting of the Representative Council
January 19, 2017 from 2:00 – 4:00 pm in B 209

Roster/Roll 01/19/17

Quorum = 14

Absolute majority required to pass motions = 14

Senate Officers (4 votes)				
Non-Voting		Pres	Abs	Proxy
President	Kathy Schmeidler	x		
Recorder	Cheryl Delson	x		
Parliamentarian	n/a			
Voting				
Vice President	Bob Urell	x		
Chair, Academic Affairs	Brett McKim	x		
Chair, Curriculum	Chris Loeffler	x		
Past President	Lewis Long		x	
Senators (22 votes)				
Adjunct Faculty				
Adjunct Faculty	Melody Harper			x-Reisch
Adjunct Faculty Alternate	Carla Reisch	X		
Business Science	June McLaughlin	x		
Business Science	Rick Boone	x		
Business Sciences Alternate	Roopa Mathur	x		
Arts	Stephen Rochford	x		
Arts	Pat Beckmann	x		
Arts Alternate	Joe Gerges			
Guidance & Counseling	Robert Melendez			x- Minkler
Guidance & Counseling	Michelle Minkler	x		
Kinesiology, Health & Athletics	Simon Davies	x		
Kinesiology, Health & Athletics	Martin McGrogan	x		
Humanities	Roy Bauer		X	
Humanities	Brittany Adams		X	
Humanities Alternate	Henry Carnie		X	
Languages & Learning Resources	Tony Lin			x-Popsecu
Languages & Learning Resources	Anca Popsecu	x		
Languages & Learning Resources Alt.	All LLR Faculty			
Life Sciences	Meredith Dorer			x-Hurlbut
Life Sciences	Diana Hurlbut	x		

Life Sciences Alternate	Devon Bradley		x	
Math/CIS/Engineering	Ilknur Erbas White	x		
Math/CIS/Engineering	Joel Sheldon	x		
Physical Sciences	R.J. Dolbin	x		
Physical Sciences	John Davison			x-Mitolo
Physical Sciences Alternate	Massimo Mitolo	x		
Social & Behavioral Sciences	Elizabeth Chambers	x		
Social & Behavioral Sciences	Mary McDonough			x-Chambers

A. CALL TO ORDER

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

B. ADOPTION OF AGENDA

Item 1 Agenda: January 19, 2017

Discussion: Motion to adopt the agenda and the consent calendar, including the committee grid.

Action Taken: Approved

M: Bob U.	S: Stephen R.	Y: 19	N: 0	A: 0
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C. INTRODUCTION OF GUESTS –

Bruce Feinstein (Research & Planning Analyst)
 Jared Lessard (Research & Planning Analyst)
 Bill Kerwin (Director of Economic and Workforce Development)
 Christian Komoto (Student - Ambassador Program)
 Cathleen Greiner (Dean of Business Science, Online and Extended Education)
 Linda Fontanilla (Vice President for Student Services)
 Elissa Oransky (Director of College Foundation)
 Traci Fahimi (Dean of Social and Behavioral Sciences)
 Miriam Castroconde (Co-Chair, Math, CS & Engineering, Calendar Committee)
 Celina Lee (Librarian, TATF Co-Chair)
 Edwin Tiongson (ELEVATE API Coordinator)

D. PUBLIC COMMENTS

- **Bill Kerwin** – The new Director for Economic and Workforce Development gave a brief explanation of the role of this office as being a bridge between business and industry and curriculum.
- **Elissa Oransky** – Discussed the foundations PROIVC programs and incentives offered.
- **Christina Komoto** – Discussed the ambassador program and extended an offer to attend the talent show auditions and event.
- **Bruce Feinstein and Jared Lessard** – As representatives from the Office of Research, Planning and Accreditation, discussed the resources and services available for any research projects that are needed by the staff, faculty members and administrators.

E. RECORD OF THE PREVIOUS MEETING

Item 2 Minutes of the Previous Meeting: December 15, 2016

Discussion: continued

Action Taken: None.

F. SCHOOL REPORTS: (limit to 1 minute)

- Social and Behavioral Sciences – no report
- Physical Sciences and Technologies- no report
- Mathematics, Computer Science and Engineering – no report
- Languages & Learning Resources – The Library presented information concerning the Library Bill of Rights and Operation 451 to be posted on the Library's social media site.

- o Life Sciences & Technologies – Bees Club and the Health Science Club are back in business,
- o Humanities – no report
- o Kinesiology, Health, and Athletics – no report
- o Guidance and Counseling – no report
- o Business Sciences – Reported on the Cyber Patriots competitions – two of our teams may move onto the finals (middle and high schools).
- o Arts – Reported on a high school honor jazz ensemble and other upcoming events.

G. STANDING REPORTS: (limit to 1 minute)

- o SLO Task Force: Cheryl Delson - Don't make any changes to SLOs.
- o Accreditation Report: Kathy Schmeidler -
 - SLOs needs to be on all course syllabi, using the exact same wording as in TracDat.
 - FAQ document and the 2017 Accreditation Site Visit Guide, as well as the entire 2017 Institutional Self-Evaluation Report are posted on the accreditation.ivc.edu website. The three quality focus essays are: (1) online education, 2) disaggregation of SLO data, 3) Resource Request process. They are found in the 2017 Institutional Self-Evaluation Report online.
- o Foundation Accounts/PRO-IVC: Stephen Rochford – Presented the Foundation report for PROIVC.
- o Early College: Brett McKim – no report
- o Bookstore: no report
- o Cafeteria: no report
- o Calendar Committee Report: Jeff Kaufmann/Miriam Castroconde
Miriam Castroconde – The Calendar Committee requested that the senate consider a compressed 16 week calendar. Senators were encouraged to take this question to their schools for discussion.
- o Environmental Leadership (ELC): Jeff Kaufmann – no report
- o Distance Education Task Force: Roopa Mathur/Cathleen Greiner
Roopa Mathur presented a report on the current status of Online Education (O.E).
[OE Faculty Handbook](#)
The OE committee is looking for a new co-chair to take office to beginning 2017-18 academic year. In addition, they are looking for a one semester temporary replacement for Meredith Dorer.
- o Technology Task Force: Celina Lee - Presented the IVC Basic Aid technology list and Technology Training website
 - [IVC Basic Aid Technology List for 2017-18](#)
 - [Technology training website](#)
- o Safety and Security: Kathy Schmeidler – no report
- o LGBTQ Liaison Report: Alan Bilsborough – no report
- o CTE: Diana Hurlbut - Discussed the Launch Board Website presentation to be made on Thursday Jan. 26th at 2 pm and encouraged all those interested in CTE to attend.
- o [ELEVATE API](#) – Edwin Tiongson - Presented information concerning the ELEVATE API program.

H. CONSENT CALENDAR

Items: 4, 5, 7, 8

I. OLD BUSINESS

Item 3 Senate Approval of Curriculum for 2017-2018 Catalog

Discussion: Ballot was presented for consideration.

Action(s) Taken: Shall the representative council approve the ballot as presented?

M: Diana H.	S: Stephan R.	Y: 23	N: 0	A: 0
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Item 4 Consent Program Reviews

Discussion: None.

Action Taken: None.

Item 5 Consent Senate President Signature Requests

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

Item 6 Board Policies and Administrative Regulations

Discussion: None
Action(s) Taken: None

Item 7 Consent Grade Grievance and Student Discipline Panel Pool

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

Item 8 Consent 2016-2017 Committee Appointments

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

Item 9 Faculty Student Club Advisor Handbook

Discussion: There was a discussion concerning lack of progress in updating the Faculty Student Club Advisor Handbook. Kathy Schmeidler will contact the Office of Student Life for an update.
Action(s) Taken: None.

Item 10 Budget Update: [Davit Khachatryan] Bob Urell

Discussion: Bob Urell presented a brief summary of the five year budget projections.
Action(s) Taken: None

Item 11 AACC Pathways Project and Conference Attendance

Discussion: There will be meetings of the AACC Pathways Project and the California Pathways Project next month that will be attended by several faculty members.
Action Taken: None.

Item 12 IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education

Discussion: None.
Action Taken: None.

H. New Business

Item 13 California College Promise Innovation Grant

Discussion: Kathy Schmeidler –The Promise Program is designed to improve college attendance by students who traditionally have not attended college full time for example first gen students, foster youth, and other local communities. This includes outreach programs and support for students who enroll in full time schedule. Our fast Fridays, Preview Day, Laser Week, and other programs form the platform on which a more cohesive Promise Program will be built. Such students often have difficulty going to school full time, so providing books and supplementing other expenses, effective counseling and mentoring, and other initiatives will increase their likelihood for success.

The Interim Chancellor has directed that IVC and SC will apply for the grant together. It is our expectation that we will split the 1.5 million dollar grant equally.

Traci Fahimi – The intention is that this will be a more integrated process for many things that we are already doing, and the grant will enable us to scale it up and start earlier. We hope to manage a more coordinated process of reaching out to high school at risk students.

Diana Hurlbut – expressed a concern that we will have to set our entire course schedule for an entire year,

there may be problems for CTE courses that need to be changed/added regularly.
 Kathy Schmeidler – even if we have registration for an entire doesn't lock us into it. We can still make changes and students can still register each semester.
 Traci Fahimi– A benefit is that students can plan ahead and schools mostly map out their schedule ahead of time anyway. It doesn't lock in courses or faculty.
 The deadline is Feb. 3rd to apply for the grant. The grant was introduced in December.
 Kathy Schmeidler will send out information to all senators. Students in this program should be able to register for an entire year. The grant document will be online. Schools will vote via email. The deadline to vote is Jan. 26, 2017.
 Action Taken: Shall the Representative Council support adjusting our process so that we schedule an entire academic year at one time?

M: Bob U.	S: Pat B.	Y:	N:	A:
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Item 14 DE Coordinator Co-Chair

Discussion: None
 Action Taken: None.

Item 15 Academic Calendar 2018-19

Discussion: None
 Action Taken: None.

I. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler –
 Vice-President: Bob Urell -
 Academic Affairs Chair: Brett McKim -
 Curriculum Committee Chair: Chris Loeffler -

J. ANNOUNCEMENTS AND OPEN FORUM

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

K. ADJOURNMENT at 4:00pm

	Bob Urell	Brett McKim	Chris Loeffler	Melody Harper	Carla Reisch	June McLaughlin	Rick H. Boon	Stephen Rochford	Pat Beckmann	Robert Melendez	Michelle Minkler	Simon Davies	Martin McGrogan	Tony Lin	Anca Popsecu	Meredith Dornier	Diana Hurlbut	Ilknur Erbas White	Joel Sheldon	John Davison	Massimo Mitolo	Elizabeth Chambers	Mary McDonough	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	19	0	0
Item 3	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							13	0	0