

Minutes

Meeting of the Representative Council

Thursday, February 1, 2007

2 - 4 p.m., B102

Senate Officers:

Wendy Gabriella, President: Present
Jeff Kaufmann, Vice President: Present
Past President: Vacant
Traci Fahimi, Recorder: Present
Greg Bishopp, Chair, Academic Affairs: Present
Kathy Schmeidler, Chair, Courses: Present

Senators:

Business Science:

Kenn, Bennett Present
Dave Shinnick Proxy

Fine Arts

Stephen Rochford Present
Jan Wyma Proxy

Guidance & Counseling

Bari Rudmann Present
Steve Lee Proxy

Health/PE/Athletics

Tom Pestolesi Proxy
Martin McGrogan Present

Humanities & Languages

Roy Bauer Present
Julie Willard Present

Library Services

Carol Wassmann Present
Fred Forbes Proxy

Life Sciences & Technologies

David Fretz Proxy
Roland Rodriguez Proxy
Kathy Schmeidler (Proxy/Alternate) Present
Jeff Kaufmann (Proxy/Alternate) Present

Math/CIS/Engineering

Miriam Castroconde Present
Rich Zucker Present
Dottie Sherling (alternate) Absent

Physical Sciences & Technology

Ray Chandos Present

Social & Behavioral Sciences

Elizabeth Chambers Present
Yemmy Taylor Present
Mark McNeil (alternate) Absent

A. CALL TO ORDER

The meeting was called to order at 2:07 p.m.

B. ADOPTION OF AGENDA

Item 2: Adoption of Agenda

Discussion: None

Action Taken: Agenda adopted with proviso that items shall be moved up as needed to accommodate guest presenter schedules. The items moved up were: Item 13 (considered after item 2), and Item 21 (considered after item 5).

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M: Schmeidler	S: Bishopp	Y: 16	N: 0	A: 0
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C. INTRODUCTION OF GUESTS

Guests Present: Cal Nelson, Interim Vice President, Instruction; Karima Benremouga, Dean, Humanities and Fine Arts

D. PUBLIC COMMENTS

Public Comments were made by: There were no public comments.

E. RECORD OF THE PREVIOUS MEETING

Item 2: Approval of Minutes

Discussion: None

Action Taken: Minutes were approved.

M: Willard	S: Bennett	Y: 16	N: 0	A: 0
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F. REPORTS OF STANDING COMMITTEES

Academic Affairs: No report

Curriculum: No report

G. CONSENT CALENDAR

Item 3: Committee Assignments

Discussion: None

Action Taken: None. There were no additional committee assignments.

H. OLD BUSINESS

Item 4: Strategic Planning Process

Discussion: President Gabriella reported that the Strategic Planning Assumptions are under review, that issues raised at the 18 January 2007 Representative Council meeting are being addressed, that new data have come in that will help the focus groups do their work, and that the All College Meetings, scheduled for next week, will address Strategic Planning.

Action Taken: None.

Item 5: College Budget Development Process & Strategic Planning

Discussion: President Gabriella provided a brief update on the status of the College Budget Development Process (CBDP). Greg Bishopp and Jeff Kaufmann will be working with Davit Khachatryan, Director of Fiscal Services, to develop a process, implementation of which may come as soon as March/April.

Action Taken: None. Item was for information only.

Item 6: District Planning Process

Discussion: President Gabriella reported that the Chancellor's Cabinet is developing district-wide goals. President Gabriella is IVC's faculty liaison in this process. She described district-wide goals as being broad, overarching, and

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compatible with college-wide goals. Senators' discussion of the goals focused on clarifying the relationship between Board of Trustee goals and district-wide goals. President Gabriella pointed out that on Tuesday, 27 February 2007, from 8:00 am to 12:00 pm, Chancellor's Cabinet is holding an open meeting on district-wide goals.

Action: None

Item 7: District Distance Ed Advisory Council—Update

Discussion: President Gabriella walked the Representative Council through the changes made to the structure and function of the College Technology and Distance Education Committee (CTDEC). All the changes were well-received by the Representative Council. There was also a discussion of the proposition "too many committees report directly to the College President".

Action: None

Item 8: Board Policy Review Process—Update

Discussion: President Gabriella reported on the status of four Board Policies: BP 2110/AR2110; BP2130, AR 6140, and BP5505. The following suggestions were made for BP2110/AR2110 (Vacancies on the Board of Trustees): to include "collegial consultation" through a "review committee" when interviewing potential replacement trustees and to change the word "assure" to "ensure" throughout the AR. The following suggestions were made for BP 2130 (Duties and Responsibilities of the Board of Trustees): To change the word "assure" to "ensure" wherever it occurs, to note that it is the fiscal health "of the district" that is a goal, and that the Board should follow "best practices." The following suggestions were made on AR 6140 (College Speakers): The Representative Council continues to be concerned about the possibility of the Board's right to approve spending being used as an excuse to engage in prior restraint of free speech under this policy [President Gabriella pointed out that this concern had already been raised repeatedly by her to the administration and that it was "duly noted" but ultimately did not result in any change to the policy]; the sentence that begins "Classes, and events..." needs clarification; and clarification from an area dean should be sought on whether a "guest artist" is a "college speaker" per this policy. The following suggestion was made on Board Policy 5505 (Grade Grievance) regarding the "Statement of Grievance Form": Add a check box or written alert to the student should be provided that informs them that a separate form is required to request a hearing.

Action: None.

Item 9: Accreditation Midterm Report Due October 2007

Discussion: President Gabriella reported that the ASCCC Accreditation Institute was an excellent and informative conference and conveyed to the faculty that the accreditation process "is us", meaning it is by faculty, for faculty, for the betterment of our academic institution, and, therefore, is deserving of our respect and appreciation. Feedback from the ACCJC on the October Progress Report is

due today. A draft of the Midterm Report will be available for review on the intranet later this month.

Action: Item continued to next meeting

Item 10: SC Senate Resolution (Invocations)

Discussion: President Gabriella shared the Faculty Association’s letter to the Foundations of Saddleback and Irvine Valley College on invocations. This letter was sent in December 2006, prior to Winter Break, and there has not yet been any response from the foundations.

Action: None

Item 11: GE Committee Recommendation (University Studies Without Emphasis)

Discussion: Wendy Gabriella and Kathy Schmeidler, who participated in a teleconference with the State Chancellor’s office regarding degrees in University Studies Without Emphasis, reported that the State Chancellor’s office will not reconsider its decision to suspend this degree at IVC while it is “under review” and intends to eventually “review”/”suspend” all such degrees statewide within a six-year period. This decision held despite a vigorous presentation of arguments about fairness, inconvenience to students, and enrollments provided by the IVC people.

Action: None

Item 12: Syllabus Guidelines

Discussion: President Gabriella presented additional suggested syllabus guidelines proposed by the deans in Instructional Council. Many senators expressed trepidation about how the deans intend to use the syllabus guidelines, fearing that what has begun as a helpful checklist of things one might consider adding to a syllabus may end up being used as a weapon with which to cudgel faculty during evaluations.

Action: Motion Passed. Motion: To accept the proposed all additions to the suggested guidelines except the “transfer information” item, and to send the document back to Academic Affairs for the addition of a Preamble that explains the scope and purpose of the document.

M: Bishopp	S: Rochford	Y: 22	N: 0	A: 0
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Procedural Motion: Re-order Agenda

Discussion: None

Action: Re-order the agenda as follows: Move items 14, 16, & 19 to follow Item 12.

M: Schmeidler	S: Bauer	Y: 22	N: 0	A: 0
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Item 13: Student Learning Outcomes

Discussion: None.

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Action: Item continued to next meeting

Item 14: VPI Hiring Committee

Discussion: Wendy Gabriella announced that two people have been nominated for this position: Dan Rivas and Dale Carranza

Action Taken: Motion to close nominations and appoint passed.

M: Bishopp	S: Bauer	Y:22	N: 0	A: 0
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Action Taken: A vote by show of hands for each candidate. Dan Rivas received 20 votes. Dale Carranza received 1 vote.

Item 15: Early College—Beckman High School and IUSD

Discussion: None

Action Taken: Item continued to next meeting.

Item 16: GE/Curriculum Committee—GE List Recommendations

Discussion: None.

Action: Motion passed: To approve the attached recommendations to the GE List.

M: Bauer	S: Bennet	Y:22	N: 0	A: 0
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Item 17: Chancellor’s “Goals” for College President Evaluation

Discussion: None.

Action: Item continued to next meeting

Item 18: 2007-2008 Program Review Cycle

Discussion: None.

Action: Item continued to next meeting

I. NEW BUSINESS

Item 19: Curriculum Revisions for 2007-2008

Discussion: Kathy Schmeidler, Curriculum Committee Chair, reported that this year’s new and revised curriculum are available for review in the Senate Office. This item will be up for approval at the next Representative Council meeting, 15 February 2007.

Action: None. Item was for information only.

Item 20: Class Schedule Revisions: Block Scheduling

Discussion: None

Action: Item continued to next meeting

Item 21: Chief of Police Hiring Committee

Discussion: None

Action: Item continued to next meeting

Item 22: Staff Development—Recommendation Academic Affairs

Discussion: Greg Bishopp, Academic Affairs Committee Chair, explained that due to an increase in funding from the state in the amount of \$9,000, he proposes changing the maximum amount of funding per person to \$1,000 and allowing those who have, to date, received the previous maximum of \$500 be allowed to apply for funding up to the \$1,000 total.

Action: None.

Item 23: Staff Development Officer

Discussion: President Gabriella reported that she is investigating state legal guidelines that may mandate that the staff development officer be a faculty member. Discussion ensued about the increased complexity and scope of the Staff Development Officer's duties, whether compensation for the job is adequate, and time management issues with the current Staff Development Officer's multiple duties.

Action: Motion Passed. Motion: Open nominations for a faculty staff development officer.

M: Schmeidler	S: Bauer	Y:19	N: 1	A: 0
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J. REPORTS OF SPECIAL COMMITTEES

No report

K. PRESIDENT'S REPORT

No report

L. ANNOUNCEMENTS AND OPEN FORUM

No announcements

M. ADJOURNMENT

The meeting was adjourned at 4:27 p.m.