

## Minutes

### *Meeting of the Representative Council*

*Thursday, October 12, 2006*

*2 - 4 p.m., B103*

#### **Senate Officers:**

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

#### **Senators:**

##### **Business Science:**

Kenn, Bennett Proxy  
Dave Shinnick Present

##### **Fine Arts**

Stephen Rochford Present  
Jan Wyma Present/Proxy

##### **Guidance & Counseling**

Bari Rudmann Present  
Steve Lee Proxy

##### **Health/PE/Athletics**

Tom Pestolesi Present  
Martin McGrogan Present/Proxy

#### **Humanities & Languages**

Roy Bauer Present  
Julie Willard Present

#### **Library Services**

Carol Wassmann Present

#### **Life Sciences & Technologies**

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

#### **Math/CIS/Engineering**

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

#### **Physical Sciences & Technology**

Ray Chandos Absent

#### **Social & Behavioral Sciences**

Elizabeth Chambers Present  
Donna Gray 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.

M: Bauer	S: Wyma	Y: 15	N: 0	A: 0
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#### **Procedural Item: Motion to Re-order Agenda**

*Discussion:* None

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*Action Taken:* Agenda re-ordered: Item 27 moved up to follow Item 2.

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

**Guests Present:** Gwen Plano, Vice President Student Services; Virginia Locke, Director Student Services; Rockwell Bower, President, ASIVC.

**D. PUBLIC COMMENTS**

**Public Comments were made by:** None

**E. RECORD OF THE PREVIOUS MEETING**

**Item 2: Approval of Minutes**

*Discussion:* None

*Action Taken:* Minutes were approved.

M: Bauer	S: Willard	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:* Updated committee assignments were approved.

M: Bauer	S: Schmeidler	Y: 19	N: 0	A: 0
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**H. OLD BUSINESS**

**Item 4: Strategic Planning Process Focus Groups**

*Discussion:* President Gabriella reported that the focus groups meeting of October 4, 2006 was very positive. President Gabriella also reported that there is a possibility that some of the Focus Groups might eventually supplant some existing college committees, but that this idea is only at a preliminary and speculative stage of discussion.

*Action Taken:* Kathy Schmeidler was appointed to the Academic Planning Focus Group, Jeff Kaufmann was appointed to the Resources and Budget Focus Group.

M: Bishopp	S: Schmeidler	Y: 20	N: 0	A: 0
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**Item 5: District Distance Ed Task Force Update**

*Discussion:* Kathy Schmeidler reported that the attached recommendations of this task force embody the district's commitment to facilitate college planning by providing broad

policy direction while letting the details of implementation be developed at the college level. Any suggested revisions to this process should be submitted to [asenate@ivc.edu](mailto:asenate@ivc.edu).  
*Action Taken:* None. Information item.

**Item 6: Academic Calendars 2008-2009**

*Discussion:* President Gabriella reported that the Saddleback College Academic Senate approved Calendar Option A and that the District Calendar Committee will meet on Monday, 16 October 2006. President Gabriella also reported that the earliest the Alternative Compressed Calendar (ACC) could be implemented would be 2009-2010, and that College President Roquemore had delayed implementation of the ACC due to budget concerns surrounding the Winter Intersession. Discussion abounded about this decision, and focused on the following criticisms: (1) the College President should have engaged in collegial discussion of this decision; and (2) the issue of funding is largely a non-issue, since the Winter Intersession is not the most important feature of the ACC and could even be jettisoned if funding is unavailable, while still maintaining the ACC.

*Action Taken:* Approval of Calendar Option A.

M: Rochford	S: Bauer	Y:20	N: 0	A: 0
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**Item 7: Accreditation Progress Report 2006**

*Discussion:* President Gabriella reported the ACCJC Visiting Team will be coming to campus on Thursday, 9 November 2006 and that they will be focusing on the three progress report issues: (1) Board Micromanagement; (2) Roles and Responsibilities of Governance Groups; and (3) the “Plague of Despair”.

*Action Taken:* A special meeting of the General Assembly to meet with the Accreditation Team shall be held Thursday, 9 November 2006, at the suggested time of 12:30 (pending feedback on timing from the Visiting Team).

M: Wyma	S: McGrogan	Y:20	N: 0	A: 0
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**Item 8: District Planning Process**

*Discussion:* President Gabriella reported the District Planning Process has been submitted to the District Chancellor’s Office and all is well.

*Action Taken:* None

**Item 9: Administrative Retreat Rights**

*Discussion:* President Gabriella reported that the administrative retreat rights for Keith Shackelford and Karima Benremouga are pending the signature of the Saddleback College Academic Senate.

*Action Taken:* None. The item was for information only.

**Item 10: 2007-2008 Faculty Hiring Priorities**

*Discussion:* President Gabriella reported that the 2007-2008 Faculty Hiring Priorities list now includes the Tier 3 positions and has been signed by the College President. She also reported that despite some moderately increasing enrollment numbers, the hiring picture for 2007-2008 looks “bleak”. Final numbers will not be calculated until after the P2

numbers are in, sometime in December or January, but, at most, there would be four hires district-wide. The college is poised to return to the “productivity model” of targeted scheduling--in use years ago--to boost enrollments.

*Action Taken:* None

**Item 11: Board Policy Review Process (Grade/Instructional Grievance Task Force)**

*Discussion:* Greg Bishopp reported that the Task Force has met and is working diligently on producing a draft Grade Grievance Process, but that this document will likely take until Spring to finish because of the complicated legal issues involved. It is also likely that the Task Force will separate the Instructional Grievance Process from the Grade Grievance Process so that Instructional Grievances can be better scrutinized and defined either as a stand alone issue, or as a set of issues subsumed under other policies (such as harassment).

*Action Taken:* None.

**Item 12: Accreditation Midterm Report Due October 2007**

*Discussion:* President Gabriella urged faculty to begin seriously considering signing on to this important task.

*Action Taken:* None.

**Item 13: Senate Reassigned Time Negotiations**

*Discussion:* None

*Action Taken:* None.

**Item 14: Faculty Access to Student Records**

*Discussion:* Discussion centered on the benefits and risks of widening faculty access to student records. The general tenor of the discussion was that the risks and liabilities surrounding student privacy outweigh the benefits of easy access.

*Action Taken:* Shall the Representative Council recommend that the administration, pending investigation of the legal issues involved, allow full time faculty access to student records directly from their desks? Motion failed.

M: Schmeidler	S: Wyma	Y: 7	N: 8	A: 5
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**Item 15: Academic Chairs**

*Discussion:* Discussion centered on the lack of an official policy for selecting Academic Chairs. High value was placed on institutionalizing consultation with departmental faculty when making such selections. President Gabriella pointed out that neither Education Code nor Title 5 provide a legal basis for the Senates role in this, but that the Senate could nevertheless recommend a policy to the administration which the administration could adopt at its discretion.

*Action Taken:* None

**Item 16: SC Senate Resolution--Invocations**

*Discussion:* While all of the participants in this discussion found the practice of lengthy religious invocations offensive, concern was expressed about the political fallout and efficacy of supporting the Saddleback Senate resolution.

*Action Taken:* Shall the Representative Council support the Saddleback College Academic Senate Resolution on Invocations? Motion failed.

M: Bishopp	S: Willard	Y: 9	N: 6	A: 5
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**Item 17: Institutional Effectiveness**

*Discussion:* President Gabriella shared list of Institutional Effectiveness measures that will be part of an annual report prepared by the administration and submitted to the State Chancellor’s office.

*Action:* None

**Item 18: Staff Development Committee**

*Discussion:* President Gabriella reported that this committee will decide how to divide approximately \$32,000 in staff development funds between college constituencies, including faculty, administration and classified staff.

*Action:* Jerry Rudmann and Richard Zucker were appointed to serve on the Staff Development Committee

M: Schmeidler	S: Bishopp	Y: 18	N: 0	A: 0
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**Motion to Re-order the Agenda and to Extend Meeting**

*Discussion:* Time constraints require a re-ordering of the agenda and the extension of the meeting by 10 minutes.

*Action Taken:* The agenda was re-ordered so that items 24 and 26 were tabled, item 21 was postponed to a later meeting date, and items 20, 22, 23, 25 and 19 were considered in the order listed here.

M: Schmeidler	S: Bauer	Y: 17	N: 0	A: 1
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**Item 19: Title 5 Revisions—Math & English Requirements**

*Discussion:* President Gabriella reported that the Board of Governors had unanimously approved changes to the Math and English requirements. Rich Zucker reported that the Math department was already addressing the issue of identifying and/or creating equivalent courses for people seeking an AS degree.

*Action Taken:* None

**Item 20: Academic Senate Vice President Nominations**

*Discussion:* None

*Action:* Nominations were closed. Jeff Kaufmann is the only nominee.

M: Schmeidler	S: Bishopp	Y: 16	N: 2	A: 0
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**I. NEW BUSINESS**

**Item 21: Jim Gaston: MySite 2.0 and MAP**

*Discussion:* None

*Action:* Item postponed to a later meeting

**Item 22: Interim VPI Process**

*Discussion:* President Gabriella reported that the Senate requested that a faculty represented be included in the selection of the Interim VPI, who will likely serve through Spring 2007. President Roquemore denied this request, citing past practice. In response to discussion, President Gabriella said she would bring up the matter of producing a process for selecting interim administrators that includes faculty at the next Board Policy Committee meeting.

*Action:* None

**Item 23: Program Review Process**

*Discussion:* President Gabriella reported that state law requires the Academic Senate to adopt a Program Review Process.

*Action:* Shall the Representative Council adopt the Program Review Process? Motion passed.

M: Bishopp	S: Pestolesi	Y: 18	N: 0	A: 0
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**Item 24: Curriculum Approval**

*Discussion:* None

*Action:* Tabled

**Item 25: Student Information Systems District Committee**

*Discussion:* President Gabriella explained the importance of this committee and requested faculty participation.

*Action:* None

**Item 26: Revisions to Disciplines List**

*Discussion:* None

*Action:* Tabled

**Item 27: IVC Co-Curricular Programs Funding Criteria**

*Discussion:* Vice President of Student Services Plano, Director of Student Services Locke, and President of ASIVC Bower reported their recent policy decision to not allow co-curricular funding for conference attendance for students with GPAs below national standards for PTK and Psi Beta honor societies. This decision has irked advisers for these organizations, who want to cultivate and mentor members with lower GPAs by letting them attend conferences and who took issue with the way in which Student Services was calculating GPAs (based only on IVC transcripts, not taking into consideration coursework at other schools). A wider discussion ensued about the

processes, rules and philosophy behind co-curricular funding. These wider issues will come back for discussion at a future Representative Council meeting.

*Action:* None

**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 4:09 p.m.