



# Academic Senate 2014-2015

Irvine Valley College, 5500 Irvine Center Drive, Irvine, California 92618 [asenate@ivc.edu](mailto:asenate@ivc.edu)  
949/451-5408

## Minutes

Of the Meeting of the Representative Council  
September 4, 2014 from 2:00 – 4:00 pm in BSTIC 101

### Roster/Roll 9/4/14

Quorum = 14

Absolute majority required to pass motions = 14

Senate Officers (4 votes)				
Non-Voting		Pres	Abs	Proxy
President	Kathy Schmeidler	X		
Recorder	Brooke Choo	X		
Parliamentarian	n/a			
Voting				
Vice President	Bob Urell	X		
Chair, Academic Affairs	Brett McKim	X		
Chair, Curriculum	Diana Hurlbut	X		
Past President	Vacant			
Senators (22 votes)				
Adjunct Faculty				
Adjunct Faculty				
Adjunct Faculty Alternate				
Business Science	Roopa Mathur			X – Tchaikovsky/Scott
Business Science	Bennet Tchaikovsky	X		X – Scott
Business Sciences Alternate	Dan Scott	X		
Arts	Marie de la Palme		X	
Arts	Stephen Rochford	X		
Arts Alternate	Kathryn Milostan Egus		X	
Guidance & Counseling	Robert Melendez	X		X – Scharf
Guidance & Counseling	Michelle Scharf	X		
Counseling Alternate	Yolanda Gouldsmith		X	
Kinesiology, Health & Athletics	Tom Pestolesi		X	
Kinesiology, Health & Athletics	Simon Davies		X	
Kinesiology Health & Athletics Alternate				
Humanities	Roy Bauer	X		
Humanities	Brittany Adams	X		
Humanities Alternate				
Languages & Learning Resources	Melanie Haeri	X		

Languages & Learning Resources	Cheryl Delson		X	
Languages & Learning Resources Alt.				
Life Sciences	Roland Rodriguez	X		
Life Sciences	Priscilla Ross			X - Rodriguez
Life Sciences Alternate				
Math/CIS/Engineering	Joel Sheldon	X		
Math/CIS/Engineering	Ben Vargas	X		
Math/CIS/Engineering Alternate	Carlo Chan	X		
Physical Sciences	John Davison	X		
Physical Sciences	Kiana Tabibzadeh	X		
Physical Sciences Alternate	Art Ambrose		X	
Social & Behavioral Sciences	Traci Fahimi	X		
Social & Behavioral Sciences	Elizabeth Chambers	X		
Social & Behavioral Sciences Alternate				

**A. CALL TO ORDER**

President Schmeidler called the meeting to order at 2:10pm.

**B. PROCEDURAL ITEM**

None.

**C. ADOPTION OF AGENDA**

**Item 1                      Agenda: September 4, 2014**

Discussion: None.

**Action(s) Taken:** The Representative Council adopted the Agenda of the September 4, 2014 meeting as submitted.

M: Bauer	S: Fahimi	Y: 17	N: 0	A: 0
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**D. INTRODUCTION OF GUESTS**

- Glenn Roquemore – IVC President
- Linda Fontanilla – IVC VP of Student Services
- Nancy Montgomery – IVC Director of Health, Wellness and Veterans
- Nathan Quach – IVC Webmaster
- Cathleen Greiner – IVC Dean of Online and Contract Education
- Jerry Rudmann – IVC Psychology Adjunct Faculty Member
- Michael Chan – IVC President of ASIVC
- Craig Justice – IVC VP of Instruction

**E. PUBLIC COMMENTS**

Greiner– AB 86 forum taking place next Friday, Sept. 12<sup>th</sup> from 9-3pm in BSTIC 101. Faculty are welcome to attend.

Hurlbut – Melanie Haeri's team, The Unreal Housewives of Irvine, walk 60 miles in 3 days for the Susan G. Komen Walk for the Cure. You can donate to her team at [www.the3day.org/goto/teamirvine2014](http://www.the3day.org/goto/teamirvine2014)

Montgomery—Veterans conference taking place on Friday, Oct. 17<sup>th</sup> in PAC at IVC and is open to faculty.

Adams – Some faculty felt they have not been apprised of the college's budgeting priorities. Could Senate disseminate that information? Answer (Urell/Schmeidler): Budget committee update is presented every meeting in VP Urell's report. Most of the information Urell presents is also posted on InsideIVC.

Adams: Many faculty in Humanities have general concerns regarding the sanitation in classrooms. Feel that lack of classroom cleanliness has impacted the learning environment.

Fahimi: Question regarding being charged for staff parking 2<sup>nd</sup> pass. Answer (Schmeidler): Parking fees are a negotiated item. Bring any concerns to your Faculty Association representatives. The second pass for \$1 was always a courtesy but was never negotiated.

Rochford: A200 restrooms are still not clean. How is this being addressed? Answer (Schmeidler): VP of College Administrative Services, Davit Khachatryan, is looking into this as it is now under his supervision.

Quach: IVC website will be refreshed with its redesign this month.

Fontanilla – Announced the hiring of full time DSPS Counselor, Mindi Wolf, current adjunct Learning Disabilities Specialist at IVC.

Fontanilla – Kimono Festival Feb. 8<sup>th</sup>, 2015 at the IVC PAC. Patrick Taylor, Fumiko Ishii, and Linda Fontanilla served as part of the planning committee. Irvine Rotary Club hosting the event, a donor to the IVC Scholarships.

Rochford: What is the process for obtaining a waiver for having events on campus?

Schmeidler: Noted the concern and we will look into it. Dr. Roquemore then explained the conditions for groups to qualify for rental fee waivers.

Fontanilla – Student Equity Plan deadline may be extended to January. The district was awarded \$1,095,000 in funds to address Student Equity.

Scharf: Transfer Center offering common application workshops all month. University representatives are also visiting this month, see [Transfer Center calendar](#) for both. University visits also taking place.

Roquemore: Enjoyed campus walkabout with Schmeidler last week. "Thank you for the invitation."

## F. RECORD OF THE PREVIOUS MEETING

### Item 2 Approval of Minutes August 21, 2014

Discussion: None.

**Actions Taken:** The Representative Council approved the minutes from 8/21/14.

M: Adams	S: Bauer	Y: 19	N: 0	A: 0
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## G. EXECUTIVE REPORTS

### Senate President: Kathy Schmeidler

BPARC membership includes the AS President or her designee. Ray Chandos volunteered to serve in President Schmeidler's place on BPARC.

Discussion: It is not the will of the Representative Council for Chandos to replace Schmeidler on BPARC. Consensus was for Schmeidler to continue as faculty representative on BPARC.

**Vice-President: Bob Urell**

Regarding [presentation](#) Davit Khachatryan made in flex week, including the phase out of Prop. 30 funds. Also included are CalSTRS increases. Given a phase out of Prop 30 funds and the increase in CalSTRS obligations, we face a projected deficit. Current year's resource requests exceed the available funds. Current recommendation is to allocate approximately \$300,000 towards these current resource requests. Mark McNeil, Urell and Schmeidler are working in DRAC to update the model and make it more responsive. McNeil is a valued member to represent the faculty in particular because he co-authored the actual DRAC model. If faculty have questions, please email [ASENATE@ivc.edu](mailto:ASENATE@ivc.edu).

**Academic Affairs Chair: Brett McKim**

Plus/minus grading, professional development funding and LGBTQ campus liaison are all on the Academic Affairs agenda.

Discussion: Concern was brought forward that StudyBlue.com, Quizlet.com and CourseHero.com contain copyrighted information and copies of faculty's exams, textbooks and lectures. There were also faculty concerns about the MOU signed with the University of Phoenix. Asked AAC to look at the process for who and how we enter these MOUs and how faculty can have a say in this process.

**Curriculum Committee Chair: Diana Hurlbut**

Hurlbut appointed to ASCCC Education Policy Committee and Tiffany Tran appointed to ASCCC Transfer and Articulation Committee. CCCCCO now looking through courses with closer scrutiny. When revising your courses, on the C-NET cover page in the Justifications section, you need to explain any and all changes you made. You can no longer write simply "for 5-year review." Suggestion from faculty to hire someone to assist in the writing and reviewing of the course outlines so they reflect the language the state is requesting.

**H. CONSENT CALENDAR**

Items 3, 4, 5, 7, 8

**I. OLD BUSINESS**

**Item 3 Consent Senate Approval of Curriculum for 2014-2015 Catalog**

Discussion: None.

Action(s) Taken: Consent.

**Item 4 Consent Program Reviews 2014-2015**

Discussion: Per [Program Review process](#), program reviews will be submitted for review. See [Program Review Schedule](#).

Action(s) Taken: Consent.

**Item 5 Consent Senate President Signature Requests**

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

**Item 6 Board Policies and Administrative Regulations**

Discussion: Schmeidler reported BPARC has not met yet this semester. In particular, BP/AR 5609 was asked to be reviewed. Schmeidler reviewed below ARs and BPs:

- [BP/AR 4101.2 Number of Pay Installments for Academic Personnel](#) (5/9/14 BPARC meeting; change: "Summer – OSH and stipend are paid by the class schedule start date and **payroll** period **schedule**.")
- [BP 3255 Educational Research](#) (4/18/14 BPARC)
- BP 3008 – Records Retention and Destruction
- [BP 3230 – Relations with Vendors](#) (from 5/9/14 BPARC meeting)
- [AR 2320 – Relations with Vendors](#) (from 5/9/14 BPARC)
- [AR 5404 – Sexual and other Assaults on Campus](#) (from 6/13/14 BPARC)
- [BP 5404 – Sexual and other Assaults on Campus](#) (from 6/13/14 BPARC)
- [BP 7740 – Employment Procedures for Administrators, Managers, and Classified Staff](#) (from 6/13/14 BPARC)
- [AR 5530 Student Rights and Grievances](#) (4/18/14 BPARC)
- [AR 3110 Basic Aid Allocation Process](#) (2/21/14 BPARC)
- [BP & AR 5609 Student Success and Support Programs](#) (from 6/13/14 pg. 48-51)

**Actions Taken:** The Representative Council moves to continue the item and take no action at this time.

M: Rochford	S: Bauer	Y: 17	N: 0	A: 0
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**Item 7 Grade Grievance and Student Discipline Panel Pool**

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

**Item 8 Consent 2014-2015 Committee Appointments**

Discussion: President Schmeidler presented the [Committee Grid](#) for councils, committees, task forces and work groups.  
Action(s) Taken: Consent.

**Item 9 Security and Safety**

Discussion: Continued. Committee will be meeting this fall.  
Action(s) Taken: None.

**Item 10 Faculty Advisor Club Handbook**

Discussion: Dennis Gordon was invited to speak and an upcoming Representative Council meeting and give an update on the handbook.  
Action(s) Taken: None.

**Item 11 Training to be an Equal Employment Opportunity Rep on Hiring Committees**

Discussion: Faculty expressed interest in participating in future EEO trainings. It was also suggested that this training be made available online to accommodate faculty's teaching schedules.

**Action(s) Taken:** Representative Council directed the cabinet to pursue EEO training opportunities for faculty so that they may serve in this capacity on hiring committees.

M: Haeri	S: Sheldon	Y: 14	N: 0	A: 1
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**Item 12 IVC Faculty Involvement in Contract Education and Economic Workforce Development**

Discussion: Greiner will bring update to future Representative Council meeting.  
Action(s) Taken: None.

**Item 13 Student Equity Plan**

Discussion: IVC's [Student Equity Plan Draft](#) is presented to Academic Senate for Rep Council's review.  
Action(s) Taken: None.

**NEW BUSINESS**

**Item 14 Part-Time Senators Election**

Discussion: Discussed process by which to elect part time senators.  
**Action(s) Taken:** Representative Council directed the Election Committee to maintain open nominations until the end of the day Sept. 18<sup>th</sup>, 2014. Polling will extend for one week. Newly elected senators will be seated at the following Representative Council meeting.

M: Fahimi	S: Bauer	Y: 14	N: 0	A: 0
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Discussion: Tchaikovsky holds Mathur's proxy vote, but needs to leave to teach class. He requests permission to give both proxies to school member Dan Scott.  
**Action(s) Taken:** The Representative Council suspends its proxy rules to permit Dan Scott to carry Mathur's and Tchaikovsky's proxy votes the remainder of the meeting.

M: Rochford	S: Sheldon	Y: 15	N: 0	A: 0
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**Item 15 Appointments to Strategic Planning and Accreditation Council (SPAC)**

Discussion: Faculty membership to SPAC is the AS President, Vice President and two additional faculty members. SPAC meets the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays, 2 – 4pm. Last year Tiffany Tran and Steve Felder served; they are willing to serve again.  
**Action(s) Taken:** The Representative Council opened and closed nominations.

M: Rochford	S: Bauer	Y: 16	N: 0	A: 0
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**Action(s) Taken:** The Representative Council shall appoint Tiffany Tran and Steve Felder as faculty representation on the SPOAC.

M: Melendez	S: Sheldon	Y: 17	N: 0	A: 0
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**Item 16 Appointments to Budget Development and Resource Planning Committee (BDRPC)**

Discussion: Faculty membership is the AS President, Vice President, and two additional faculty members. BDRPC meets the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays, 2 – 3:30pm. Dan deRoulet served last year and is willing to serve again.

**Action(s) Taken:** The Representative Council shall appoint Dan deRoulet as faculty representation on the BDRPC, and nominations will remain open for the second faculty representative vacancy.

M: Haeri	S: Rochford	Y: 17	N: 0	A: 0
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**Item 17 Appointments to Academic Planning and Technology Committee (APTC)**

Discussion: Faculty membership is the AS President, Vice President, Curriculum Chair, Academic Affairs Chair, and two additional faculty member. APTC meets the 2<sup>nd</sup> and 4<sup>th</sup> Mondays, 2 – 4pm. Brooke Choo and Dan deRoulet were nominated. Nominations remain open.

Action(s) Taken: None.

**Item 18 Appointments to District Wide Health & Benefits Committee**

Discussion: One faculty member needed for the District Health & Benefits Committee. Steve Lee volunteered to serve.

**Action(s) Taken:** The Representative Council approved the nomination for faculty representation on the Health & Benefits Committee. President Schmeidler appointed Steve Lee.

**Item 19 Appointments to District Resource Allocation Committee (DRAC)**

Discussion: Two faculty members are needed for the District Resource Allocation Committee (DRAC).

**Action(s) Taken:** The Representative Council approved the appointment of Schmeidler and McNeil, with Urell as Alternate as faculty representatives on DRAC.

M: Fahimi	S: Rochford	Y: 17	N: 0	A: 0
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**J. SCHOOL REPORTS:**

None.

**K. STANDING REPORTS:**

None.

**L. ANNOUNCEMENTS AND OPEN FORUM**

Lazy Dog Café on Jamboree at The Irvine Marketplace will be the meeting spot for a social exchange after the Representative Council meeting today.

**M. ADJOURNMENT 3:59**

	Total O	Total N	Total Y	Elizabeth Chambers	Traci Fahimi	Kiana Tabrizzadeh	John Davison	Carlo Chan	Ben Vargas	Joel Sheldon	Roland Rodriguez	Priscilla Ross	Melanie Haeri	Cheryl Delson	Brittany Adams	Roy Bauer	Tom Pestolesi	Yolanda Gouldsmith	Mishelle Scharf	Robert Melendez	Kathryn Milostan-Egus	Marie de la Palme	Stephen Rochford	Roopa Mathur	Bennet Tchaikovsky	Dan Scott		Diana Hurbut	Brett McKim	Bob Urell
Item 1				X	X			X		X	X	P	X		X	X			X	P			X	P	X		X	X	X	
Item 2				X	X	X	X	X		X	X	P	X		X	X			X	X			X	P	X		X	X	X	
Item 6				X	X	X	X		X	X			X		X	X			X	X			X	P	X		X	X	X	
Item 11				X					X	X			X		X	X			X	X			X	P	X		O		1	
Item 14				X					X	X			X		X	X			X	X			X	P	X		X	X	0	
Item 14				X					X	X			X		X	X			X	X			P	P	X		X	X	0	
Item 15				X	X	X			X	X			X		X	X			X	X			P	P	X		X	X	0	
Item 15				X	X	X			P	P			X		X	X			X	X			P	P	X		X	X	0	
Item 16				X	X	X			P	P			X		X	X			X	X			P	P	X		X	X	0	
Item 19				X	X	X			P	P			X		X	X			X	X			P	P	X		X	X	0	