



Minutes

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

Roster/Roll 10/2/14

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)				
Part-time Faculty				
Part-time Faculty				
Part-time Faculty Alternate				
Part-time Faculty Alternate				
Business Science	Roopa Mathur	X		
Business Science	Bennet Tchaikovsky	X		
Arts	Eddie Tiongson		X	X-Rochford
Arts	Stephen Rochford	X		
Arts Alternate	Amy Grimm		X	
Guidance & Counseling	Robert Melendez	X		
Guidance & Counseling	Michelle Scharf	X		
Counseling Alternate	Yolanda Gouldsmith		X	
Kinesiology, Health & Athletics	Tom Pestolesi		X	X-Davies
Kinesiology, Health & Athletics	Simon Davies	X		
Humanities	Roy Bauer	X		
Humanities	Brittany Adams	X		
Languages & Learning Resources	Melanie Haeri	X		
Languages & Learning Resources	Cheryl Delson		X	
Languages & Learning Resources Alt.	Jeff Willson	X		
Life Sciences	Roland Rodriguez	X		
Life Sciences	Priscilla Ross	X		
Math/CIS/Engineering	Joel Sheldon		X	X- Chan
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	X –Chambers
Social & Behavioral Sciences	Elizabeth Chambers	X		

A. CALL TO ORDER

The president called the meeting to order at 2:06pm.

B. PROCEDURAL ITEM

Item 1 Part-Time Faculty Senators

Discussion: There was a delay in elections because District Supportive Services did not provide the requested part-time instructor email distribution list needed for the voting program. District has just sent this list; the election is thus moving forward. Nominees will be notified of the election, and candidates will be offered the opportunity for candidate statements.

Action Taken: None.

C. ADOPTION OF AGENDA

Item 2 Agenda: October 2, 2014

Discussion: None.

Action Taken: The Representative Council adopted the Agenda of the October 2, 2014 meeting as submitted.

M: Bauer	S: Haeri	Y: 20	N: 0	A: 0
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D. INTRODUCTION OF GUESTS

- Glenn Roquemore – IVC President
- Craig Justice – VP of Instruction
- Cathleen Greiner – Dean of Online and Contract Education
- Michael Chan – VP of ASIVC
- Lianna Zhao – Dean of Math, Science, and Engineering
- Kurt Meyer – English
- Liz Cipres – Dean of Counseling Services
- Steve Felder – Humanities
- Joshua Danufsky – Mathematics
- Melody Harper – Counselor

E. PUBLIC COMMENTS

IVC President Roquemore honored Kurt Meyer: The Executive Director and CEO of Phi Theta Kappa, Dr. Rod Risley, expressed his gratitude for chapter advisors and recognized them for their years of service: "We at Phi Theta Kappa's Center for Excellence owe a tremendous debt of gratitude to our chapter advisors whose dedicated service is responsible for the success of our local chapters. Advisors are truly the lifeblood of our organization, and we are delighted to recognize them for their years of service. On your campus, we are proud to honor Kurt Meyer for 10 years of service as advisor of the Alpha Omega Mu Chapter." President Roquemore is purchasing an Alpha Courtyard Brick at the Phi Theta Kappa Center of Excellence to honor Kurt Meyer's commitment and years of service. Funds from the bricks provide direct support to the Society's educational and scholarship programs. President Roquemore presented Meyer with an award lapel pin. Meyer expressed his thanks.

Scharf: Consult October [Transfer Center calendar](#) for events taking place this month. Highlights include: Transfer Fair is taking place on Tuesday, Oct. 7th. UCLA TAP program presentation by Melendez on Oct. 9th. UCI Med School presentation on Oct. 9th. Meyer will be offering personal statement workshops in Oct. Pizza with USC on Oct. 7th.

Schmeidler: Meeting at [Lazy Dog Café](#) in Irvine Marketplace on Jamboree after Senate meeting tonight.

F. RECORD OF THE PREVIOUS MEETING

Item 3 Minutes of the Previous Meeting: September 18, 2014

Discussion: None.

Action Taken: The Rep Council adopted the minutes (see [A](#)) of September 18, 2014 as submitted.

M: Bauer	S: Haeri	Y: 20	N: 0	A: 0
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G. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler – Invites faculty to attend the faculty orientation trainings held every Monday 2-4pm in the Library CAFÉ. First Monday of month led by Schmeidler, 2nd and 4th Monday led by invited faculty presenters and 3rd Monday led by VPI Justice and Schmeidler. Topics and calendar are found on [Senate Forum](#).

At [Board of Trustees meeting Monday](#) the School of Life Sciences received two awards: LEEDS Gold and a design award for new Life Sciences building.

Scholarship Workgroup continues to meet. Drafts of the policy/process are posted on the [Scholarship Workgroup InsideIVC page](#). Review the drafts and provide feedback to ASENATE@ivc.edu

Vice-President: Bob Urell -- The [Great California ShakeOut](#) earthquake drill will take place Oct. 16th at 10:16am.

Resource Requests status was discussed and he presented a [spreadsheet](#) approved in BDRPC to take to SPAC. Faculty members are invited to review this spreadsheet and let ASENATE@ivc.edu know if there are any questions or concerns.

Academic Affairs Chair: Brett McKim – Academic Affairs Committee (AAC) has been discussing the +/- grading proposal and working on faculty handbook. Faculty members are encouraged to share their feedback to their school's AAC rep as well as on the [Senate Forum](#).

Curriculum Committee Chair: Diana Hurlbut: Hurlbut thanks the faculty for their hard work and the efforts of our Articulation Officer Tiffany Tran; IVC is now at 116% compliance with ADTs.

H. CONSENT CALENDAR

Items 4, 5, 6, 8, 9

I. OLD BUSINESS

Item 4 Consent Senate Approval of Curriculum for 2014-2015 Catalog

Discussion: None.

Action(s) Taken: Consent.

Item 5 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 6 Consent Senate President Signature Requests

Discussion: None.

Action(s) Taken: Consent.

Item 7 Board Policies and Administrative Regulations

Discussion: Schmeidler recommending to BPARC improvement in the organization of the attachments for ease of review. Rochford organized faculty BPAR review group. All faculty welcome. Meeting after Senate meeting.

- [BP 4011.1 Full-time Faculty Hiring](#) (9/12/14, pg. 11) Reviewed new revisions noted in yellow on the linked draft. Tenure status issue resolved.
- [BP & AR 5050 \(5609\) Student Success and Support Programs](#) (9/12/14, pg. 1) With revisions suggested by Counseling regarding non-exempt student SEPs.
- [AR 4005\(a\) Teaching Assignments for Administrators and Classified Managers](#) – (9/12/14, pg. 27)
- [BP 4310 Duties and Responsibilities of Dept./Academic Chair](#) - (4/18/14, pg. 12)

Action(s) Taken: The Representative Council approved the four discussed board policies and administrative regulations with the inclusion of revisions from the Counseling department on BP & AR 5050 (5609).

M: Mathur	S: Melendez	Y: 21	N: 0	A: 0
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Item 8 Consent Grade Grievance and Student Discipline Panel Pool

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

Item 9 Consent 2014-2015 Committee Appointments

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

Item 10 Security and Safety

Discussion: Ross: driving patterns on campus and the [Oct.16th earthquake drill](#) will be discussed at the upcoming safety committee meeting. Bauer requests a report from the safety committee about the IVC Police acquisition of personal security clubs from the military surplus program. Schmeidler will follow up with Chief Glen. Chan: ASIVC received reports from three separate students of sexual harassment occurring on campus.
Action Taken: None.

Item 11 Faculty Club Advisor Handbook

Discussion: Tammy Livingstone, Student Development Office Assistant, working on revising the faculty club advisor handbook and hopes to have a draft to present to Senate within the upcoming weeks.
Action Taken: None.

Item 12 Overview of CTE and EWD

Discussion: Corine Doughty, Dean of Instruction and Economic Workforce Development, will attend Rep Council meeting on Oct. 16th to provide an overview of CTE and Economic Workforce Development (EWD) to Rep Council.
Action Taken: None.

Item 13 IVC Faculty Involvement in Contract & Community Education and AB86

Discussion: Greiner: any questions about Contract Education can be brought to the Academic Affairs Committee. Dean Greiner presented on [AB86](#) and [PowerPoint](#).
Action Taken: None.

Item 14 Student Equity Plan

Discussion: The SEP workgroup will meet 10/03/14 to discuss the draft of the [Student Equity Plan](#). The revised draft will be posted; send suggested revisions to ASENATE@ivc.edu.
Action Taken: None.

Item 15 IVC Student Success and Support Program (SSSP) Plan

Discussion: Send suggested revisions on [SSSP Plan Draft \(version 5\)](#) to ASENATE@ivc.edu.
Action Taken: None.

Item 16 Full-time Faculty Hiring Priority List Development

Discussion: the 2015-2016 faculty hiring priority calculations were presented for Senate review. The revised list is posted in this [Senate meeting folder](#). The Tier 2 Philosophy position was deferred; History is the next faculty position.

Action Taken: None.

Item 17 Scholarship Policies and Procedures

Discussion: Faculty expressed concerns regarding continued errors in the [Scholarship process draft](#). Send suggested revisions to ASENATE@ivc.edu.

Action Taken: None.

NEW BUSINESS

Item 18 A400 Building Design Process

Discussion: Humanities faculty have concerns about the A400 design process. If there is a college standard for offices, they believe it should that be discussed by the Senate. Schmeidler: President Roquemore indicated there is no official standard.

Action Taken: None.

Item 19 Facilities Maintenance Update

Discussion: Schmeidler: Complaints regarding campus cleanliness have been expressed at several college-wide committee meetings and the administration promises to address the issue.

Action Taken: None.

J. SCHOOL REPORTS: Tabled due to lack of time.

- o Business Sciences
- o Arts
- o Guidance and Counseling
- o Kinesiology, Health, and Athletics
- o Humanities
- o Life Sciences & Technologies
- o Languages & Learning Resources
- o Mathematics, Computer Science and Engineering
- o Physical Sciences and Technologies
- o Social and Behavioral Sciences

K. STANDING REPORTS: Tabled due to lack of time.

- o SLO Task Force: Cheryl Delson
- o Accreditation Report: Kathy Schmeidler
- o Foundation Accounts/PRO-IVC: Kathy Schmeidler
- o Early College: Brett McKim
- o Bookstore: Tam Do/Joanne Chen and Dennis Gordon
- o Calendar Committee Report: Kathy Schmeidler / Bob Urell
- o Environmental Leadership (ELC): Jeff Kaufmann
- o Distance Education Task Force: Cathleen Greiner and Roopa Mathur/Amy Stinson
- o Technology Task Force: Roopa Mathur

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 3:59pm

