



Meeting of the Representative Council
January 29, 2015; 2:00 – 4:00 pm, BSTIC 116

Roster/Roll 1/29/15

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	Carla Reisch	X		
Adjunct Faculty	Melody Harper	X		
Adjunct Faculty Alternate	Mabel Cortes		X	
Adjunct Faculty Alternate	Jim Watkins		X	
Business Science	Roopa Mathur	X		
Business Science	Bennet Tchaikovsky	X		X- Mathur
Arts	Jules French	X		
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	Martin McGrogan	X		
Kinesiology, Health & Athletics	Simon Davies	X		
Humanities	Roy Bauer	X		X- Adams
Humanities	Brittany Adams	X		
Languages & Learning Resources	Melanie Haeri	X		
Languages & Learning Resources	Cheryl Delson		X	X - Haeri
Languages & Learning Resources Alt.	Jeff Wilson	X		
Life Sciences	Roland Rodriguez		X	
Life Sciences	Priscilla Ross		X	
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	X- Davison
Physical Sciences Alternate	Art Ambrose		X	
Social & Behavioral Sciences	Traci Fahimi	X		
Social & Behavioral Sciences	Elizabeth Chambers		X	X- Fahimi

A. CALL TO ORDER

The president called the meeting to order at 2:09pm.

B. PROCEDURAL ITEM

Item 1 Senate Appointment: Academic Senate Past President

Discussion: None.

Action Taken: The Representative Council closed nominations and appointed Lewis Long as Past President.

M: Haeri	S: Harper	Y: 21	N: 0	A: 0
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C. ADOPTION OF AGENDA

Item 2 Agenda: January 29, 2015

Discussion: None.

Action Taken: The Representative Council adopted the Agenda of the Jan. 29, 2015 meeting as submitted.

M: Rochford	S: Haeri	Y: 22	N: 0	A: 0
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D. INTRODUCTION OF GUESTS

Craig Justice – VP of Instruction

Lianna Zhao – Dean of Math and Science & Engineering

Michael Chan – VP of ASIVC

Mark Minkler - Counselor

Ruben Guzman – Register

Dennis Gordon -- Interim Director of Foundation; Acting Director of Student Life

Tiffany Tran – Counselor and Articulation Officer

E. PUBLIC COMMENTS

Gordon: [Celebrating Excellence Foundation Awards Dinner](#) – Schools of Languages and Learning Resources and Humanities already purchased two tables and challenge the other schools to also purchase a table.

Seeking faculty representation on Celebrating Excellence Awards evaluation panel and Teacher of the Year committee. Feb. 10th Gordon’s last day in the Student Life Office. Club Handbook has been revised and sent out to advisors. Ryan Alcatara replacing Gordon as Director of Student Life. He has 18 years of experience in Student Life. Previously served at CSUF.

Fahimi: [First Friday Hike on Feb. 6th](#).

Fahimi: Parking for students is challenging before 11am. Schmeidler indicated she would follow up and seek out potential additional signage directing students and staff to the overflow lots.

Davison: A lot of meeting time spent on soliciting faculty representation on committees. Suggests such business take place via email instead so that Senate meetings can address other pressing issues in what limited time we have.

F. RECORD OF THE PREVIOUS MEETING

Item 3 Minutes of the Previous Meeting: December 04, 2014

Discussion: None.

Actions Taken: The Representative Council approved the minutes from 12/04/14.

M: Bauer	S: Scharf	Y: 22	N: 0	A: 0
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G. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler – Deferred due to large agenda for today.
Vice-President: Bob Urell – Resource Requests (RR) have been routed to their various committees. They have been vetted by SPAC. We have \$35 million in requests, but not that much to spend. Great job in getting them in and identifying the funding source.
Academic Affairs Chair: Brett McKim – No report.
Curriculum Committee Chair: Diana Hurlbut – Absent.

H. CONSENT CALENDAR

Items 4, 7, 9, 10

I. OLD BUSINESS

Item 4 Consent Senate Approval of Curriculum for 2015-2016 Catalog

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

Item 5 Senate Approval of Changes to the 2015-2016 Catalog

Discussion: Tran: This is a proposal (B2) to change the Academic Renewal procedure. It allows students to clear their transcripts without repeating the classes. Currently if a student wipes out from their transcript a semester of grades, it includes eliminating their passing grades during that semester. This revision would be so we only wipe out their substandard grades during an Academic Renewal process. Schmeidler: This was approved in Curriculum Committee. Fahimi: Are you requesting to just change the catalog, or change the BP and AR too? Schmeidler: Let us just change the catalog and AR. Minkler provided example of an Academic Renewal with returning veterans. Tran: Students can apply for it after 30 units; the proposal would eliminate the 3 year timeline. Fahimi: This also can impact students who change majors and do well in their new major. Scharf: The grades and classes will show on the transcript, but it will just remove the substandard grades from their GPA. Universities that don't accept annotated transcripts will still average these failing grades. Haeri: Can we make a revision to just the timeline but not the passing grades part? Chan: I do consider myself a serious student and last semester I failed a class because I was overwhelmed. I don't think students should be punished. Minkler: We are not sure if we are in violation on Title 5 by wiping out passing grades; we are still investigating.
Action(s) Taken: None

Item 6 Program Reviews 2014-2015

Discussion: [Program Review process](#) document has been updated. Schmeidler: SPAC made revisions. Mathur: Is there a similar document for Administrative services? Schmeidler: No, and nor for Student Services. I will make a note of that.
Action Taken: The Representative Council approved the revised Program Review Process template.

M: Mathur	S: Wilson	Y: 22	N: 0	A: 0
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Item 7 Consent Senate President Signature Requests

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

Item 8 Board Policies and Administrative Regulations

Discussion: [BP 5301](#) Course Repetition: Curriculum Committee recommends modification of this BP. Schmeidler provided introduction to the changes. Tran: It was passed in Curriculum Committee; we are now bringing it to Senate. The requests for replacing grades would go to the chairs for consideration and final decision. The IVC transcript "F" would have "R" next to it and at bottom of transcript noted which college the course was repeated at. The concern is that failing grades negatively impact the student's GPA. Haeri:

We had a discussion in our school; there were concerns about the rigor of the requirements at other colleges and having that change GPA while at IVC. Tran: Chairs could still deny these requests if they are uncomfortable with the requesting replacement courses. We would conduct a yearly update on these lists. Mathur: This policy takes places at other colleges. Scharf: It does not matter if the transcript is annotated or not for the transfer institution; it protects the transferring student so his/her GPA is not impacted by the failing grade. Davison: I am not okay with this occurring outside of this district and am concerned with this artificially boosting their GPA. I also think it will create a lot of work for Chairs to evaluate courses throughout the state. Bauer: Students need to take responsibility. Martin: We are trying to help our students to be successful and should not be elitist. Adams: How frequent does this occur? Fahimi: You are also talking about making Academic Renewal easier. When we make things easier, you increase the volume of work. Harper: On the SSSP we are working to help at-risk students be more successful. Faculty need to help increase success among students.

BP 4011.1 FT faculty hiring is not on this list. Schmeidler: It turns out there is a lawsuit so our VC of HR removed it from the docket. Lawyer working on revisions suggested that it be moved to an AR instead, which is what Schmeidler had recommended to begin with. The delay will hopefully lead to a bigger improvement.

[AR 6112](#) Distance Education: Mathur: Senate looked at this at our December meeting; DETF would like your support.

BP 3255 Educational Research: Tabled.

[AR & BP 5505](#) – Grade Grievance Policy: Recommend delete BP and replace with AR. AR revised to change the timing of the different intervals and now include summer.

BP & AR 5626 – No changes suggested; being reviewed because it is old.

BP 104 Student Member of the Board of Trustees – Updated the other BOT policy, now including these revisions for the Student Trustee.

AR 4101 (b) Salary Placement for Administrators and Classified Managers – Recommended to delete.

AR 4005 (a) Academic Teaching Assignments for Administrators and Classified Managers: FA reviewed and are in agreement. Questions and concerns were brought forth from the faculty.

BP & AR 3508 – Schmeidler we have discussed here; cameras in public spaces only. Not near offices.

Action Taken: The Representative Council approved AR 6112, AR & BP 5505, AR 4005a, BP & AR 3508, AR 4101b, BP & AR 5626, and BP 104.

M: Mathur	S: Harper	Y: 22	N: 0	A: 0
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Item 9 Consent Grade Grievance and Student Discipline Panel Pool

Discussion: None.

Action(s) Taken: Consent.

Item 10 Consent 2014-2015 Committee Appointments

Discussion: None. [Committee Grid](#)

Action(s) Taken: Consent.

Item 11 School Program Realignment

Discussion: McKim: Academic Affairs would like one more meeting.

Action(s) Taken: None.

Item 12 District-wide Planning Council (DWPC) Membership Proposal

Schmeidler: On SPAC site, the [DWPC membership list](#). Revision is to take out 5 people from district services, reflect Davit’s new title, add two faculty (1 from each college) to bring it up to 3 faculty from each college. Then add a student from each college and add 1 classified manager from each college. Finally, add staff member from each college. Total Number would not change much, but balance would improve.

Action Taken: The Representative Council affirms this new membership composition.

M: Mathur	S: Scharf	Y: 22	N: 0	A: 0
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Item 13 Safety Committee Faculty Membership

Discussion: Schmeidler: Changes to this committee’s membership needs to go through the PDM. Will refer this matter to IEC.

Action Taken: None.

Item 14 Marquee on Jeffrey and Irvine Center Drive

Discussion: Ross absent. Will table until next meeting.

Action Taken: None.

Item 15 Distance Education Faculty Manual

Discussion: Mathur: The Distance Education (DE) Manual ([D](#)) has been approved by DETF; DETF asks for your support.

Action Taken: The Representative Council approved the DE Faculty Manual with further approval for minor revisions to it such as updating links and grammar.

M: Mathur	S: Reisch	Y: 21	N: 1	A: 0
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Item 16 Leading from the Middle 2015 Academy

Discussion: The [Leading from the Middle 2015 Academy](#) invites teams of four to apply to attend. Schmeidler: Robert Melendez volunteered. We would like a basic skills faculty member in addition. ESL and English faculty expressed an interest.

Action Taken: None.

Item 17 Plus and minus grading options

Discussion: McKim : Academic Affairs voted two thirds against, one third for. Majority did not believe in the +/- system.

Action Taken: The Representative Council accepts the recommendation of the Academic Affairs Committee, no plus/minus grades.

M: Davison	S: McGrogan	Y: 17	N: 5	A: 0
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J. NEW BUSINESS

Item 18 Curriculum Chair Load

Discussion: Schmeidler: Discussions are ongoing with VPI, and there are several potential solutions. One possibility is to have an Assistant Chair, not a co-Chair. This assistant would be delegated certain aspects and given a certain schedule. S/he would aid in reducing the load and mountain of curriculum. Load could be CTE courses, experimental classes, DE approval, all three which don’t affect the catalog. Hopefully this would expedite the process, and hopefully the Assistant Chair would be the Chair in training. Schmeidler put in a resource request for 3 LHE for each semester and summer. Chair is 9 LHE fall and spring. 3 LHE for summer for Chair was put in as a resource request.

Action Taken: None.

Item 19 Teacher of the Year Workgroup

Discussion: Adams and Choo have volunteered to represent on the Teacher of the Year Workgroup.

Action Taken: The Representative Council closed nominations and appointed Choo and Adams as faculty representation on this workgroup.

M: Fahimi	S: McGrogan	Y: 22	N: 0	A: 0
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Item 20 Fulltime Faculty Search Committee Membership

Discussion: Academic search committee recommendations ([G](#)) have been made to Academic Senate for the fulltime faculty hiring committees of Biology, LD Specialist, Economics, History, English, and Geography. **Actions Taken:** the Representative Council appointed the faculty representation on each of these search committees:

- A. [Biology](#)
- B. [LD Specialist](#)
- C. [Economics](#)
- D. [History](#)
- E. [English](#)
- F. [Geography](#)

M: Fahimi	S: Haeri	Y: 22	N: 0	A: 0
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Item 21 Student Drop Survey

Discussion: A student drop survey has been developed ([H](#)). **Action Taken:** The Representative Council supports using this survey to gather data concerning why students drop classes.

M: Mathur	S: Harper	Y: 22	N: 0	A: 0
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Item 22 2015 Celebrating Excellence Awards

Discussion: Haeri and Choo have volunteered to represent on the Celebrating Excellence Awards nominee evaluation workgroup. **Action Taken:** The Representative Council closed nominations and appointed Choo and Haeri as faculty representation on this workgroup.

M: Scharf	S: Urell	Y: 22	N: 0	A: 0
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Item 23 Sexual Assault District-Wide Workgroup

Discussion: Schmeidler: Dr. Fontanilla is seeking faculty representation on the Sexual Assault District-wide Workgroup which will develop policies, procedures and best practices. Schmeidler encourages faculty representation. Send asenate@ivc.edu your name if you want to volunteer. Action Taken: None.

- K. SCHOOL REPORTS: Were tabled due to lack of time remaining.
- H. STANDING REPORTS: Were tabled due to lack of time remaining.
 - o [ASIVC](#): Michael Chan
 - o [SLO Task Force](#): Cheryl Delson
 - o [CTE Task Force](#): June McLaughlin
 - o [Safety Committee](#): Priscilla Ross and Judy Henmi
 - o [Accreditation](#) Report: Kathy Schmeidler
 - o [Foundation](#) Accounts/PRO-IVC: Kathy Schmeidler
 - o Early College: Brett McKim
 - o Bookstore: Tam Do, Toshio Whelchel, Joanne Chen, Dennis Gordon
 - o Calendar Committee Report: Kathy Schmeidler / Bob Urell
 - o [Environmental Leadership](#) (ELC): Priscilla Ross
 - o [Distance Education Task Force](#): Cathleen Greiner and Roopa Mathur/Amy Stinson. [DE Course Curriculum Form](#) has been proposed and open for feedback.
 - o [Technology Advisory Task Force](#): Roopa Mathur
- M. 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.
- [Professional Learning and Campus Culture: Effecting Climate Change](#) event being held at Cerritos College on Friday, March 27th, 2015: "This timely event will be a great opportunity for us to network and learn from one another to take actionable ideas to continue to evolve the climate of professional learning on our home campuses. Opportunities for collaboration, connection, and camaraderie will abound."
- All IVC faculty are invited to a [suicide education and intervention training workshop](#) provided by the VA Long Beach: Thursday, March 5th, 1:15-3:15pm in B304. RSVP to nmontgomery@ivc.edu.
- Basic Skills Committee is meeting Thursday, Feb. 5th at 4pm in A123. Faculty are welcome. The statewide Basic Skills Coordinators hold monthly webinars which IVC will now participate in.

N. ADJOURNMENT at 3:58pm.

	Bob Urell	Brett McKim	Carla Reisch	Melody Harper	Roopa Mathur	Bennet Tchaikovsky	Stephen Rochford	Jules French	Robert Melendez	Michelle Scharf	Martin McGrogan	Simon Davies	Roy Bauer	Brittany Adams	Melanie Haeri	Cheryl Delson	Jeff Wilson	Joel Sheldon	Carlo Chan	Ben Vargas	John Davison	Kiana Tabiozadeh	Traci Fahimi	Elizabeth Chambers	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	Y	Y	21	0	0
Item 2	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y		Y	Y	Y	Y	Y	22	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	22	0	0
Item 6	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0
Item 8	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0
Item 12	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0
Item 17	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y		Y	Y		Y	Y	Y	N	N	17	5	0
Item 15	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y		Y	Y		Y	Y	Y	Y	Y	21	1	0
Item 19	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0
Item 20	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0
Item 21	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0
Item 22	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y	Y	Y	22	0	0