



## Minutes

Of the Meeting of the Representative Council  
April 16, 2015 from 2:00 – 4:00 pm in BSTIC 116

### Roster/Roll 4/16/15

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	Lewis Long		X	
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		
Business Sciences Alternate	John Russo		X	
Arts	Jules French	X		
Arts	Stephen Rochford	X		
Arts Alternate	Amy Grimm		X	
Guidance & Counseling	Robert Melendez	X		
Guidance & Counseling	Michelle Scharf			X - Melendez
Counseling Alternate	Yolanda Gouldsmith		X	
Kinesiology, Health & Athletics	Martin McGrogan	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.	Jeff Wilson	X		
Life Sciences	Roland Rodriguez			X - Ross
Life Sciences	Priscilla Ross	X		
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 Alt.				

A. CALL TO ORDER

The president called the meeting to order at 2:07pm.

B. ADOPTION OF AGENDA

**Item 1**

**Agenda: April 16, 2015**

Discussion: Item 4, curriculum, was removed from consent.

**Action Taken:** The Representative Council adopted the Agenda of the April 16, 2015 meeting with the removal of Item 4 from consent

M: Bauer	S: Mathur	Y: 18	N: 0	A: 0
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C. INTRODUCTION OF GUESTS

Corine Doughty – Dean of Instruction, Economic and Workforce Development

Cathleen Greiner – Dean of Online and Extended Education

Mindi Wolf – DSPS Counselor

Linda Fontanilla – VP of Student Services

Liz Cipres – Dean of Counseling Services

Davit Khachatryan – VP of College Administrative Services

Rebecca Groff – Athletics Counselor

Tiffany Tran – Counselor; Articulation Officer

D. PUBLIC COMMENTS

Fontanilla: Updated the faculty on the progress on the LGBTQ liaison and resources matter. One candidate from CSUF was interviewed who will submit a proposal for a campus training. Other candidates will be interviewed for fall 2015 training. Met again with the webmaster and other student services managers to review some website content provided by Choo. Will submit a draft for review. Will be soliciting names and offices to be listed as a safe spaces on an IVC LGBTQ resources website. Schmeidler: Will there be vetting to determine who can be included? Fontanilla: Some colleges offer training and upon completion those individuals are added to the list. Cipres: Kognito training available to all on LGBTQ issues. Hurlbut: Do we have safe spots on campus for those with mental health issues? Fontanilla: We do; VPSS office, Counseling office, Health Center office.

E. RECORD OF THE PREVIOUS MEETING

**Item 2**

**Minutes of the Previous Meeting: March 19, 2015**

Discussion: Item continued because the minutes have not been posted.  
Action Taken: None.

### Item 3 **Minutes of the Previous Meeting: April 02, 2015**

Discussion: Item continued because the minutes have not been posted.  
Action Taken: None.

#### F. SCHOOL REPORTS:

- o Social and Behavioral Sciences – First Friday Hike went well.
- o Physical Sciences and Technologies – Next week student Holly Vicker is being presented the Outstanding Chemistry Student Award by the American Chemical Society.
- o Mathematics, Computer Science and Engineering – Sanjai Gupta received the Teacher of the Year; Jack Appleman received Part-Time Teacher of the Year Award.
- o Languages & Learning Resources – No report.
- o Life Sciences & Technologies – No report.
- o Humanities – We remain disgruntled.
- o Kinesiology, Health, and Athletics – No report.
- o Guidance and Counseling – HS Student Transfer Night was successful. Northern trip to transfer universities has taken off. April 29<sup>th</sup> the [Health Sciences Happy Hour](#) taking place at 2pm in the Transfer Center.
- o Business Sciences – Soft Skills workshop being offered April 23<sup>rd</sup> at 4pm in BSTIC 103.
- o Arts – [A Midsummer's Night Dream](#) opened. [Concert series](#) taking place. Dan Luzko performing with the Paraguay National Orchestra. Eight music majors transferring. Speech Team for the 5th year in a row won the national gold medal. Christine Lee was top speaker in the country for Impromptu Speaking. Fatima Alamire and Jacee Cantler won gold for Parliamentary Debate. Kristina Rietveld was the top ranked International Public Debater in the country.

#### K. STANDING REPORTS:

- o [ASIVC](#): Michael Chan – Absent.
- o [SLO Task Force](#): Cheryl Delson – SLO item appears later on the agenda.
- o [CTE Task Force](#): Corine Doughty: CTE Taskforce met last month: discussed whether they are a committee or a taskforce and other revisions to suggest for the Planning and Decision Making Manual annual update. Perkins applications came out late from the state. Asked the Senate to recruit faculty from each school to sit on the Perkins Budget Steering Committee. Perkins process and timeline was sent out to faculty. Urell suggested sending it out to *all* faculty. Application packets are due April 30<sup>th</sup>. May 1<sup>st</sup> the Perkins budget steering workgroup will review the applications. May 8<sup>th</sup> applicants will make a 5-minute presentation to the budget steering workgroup.
- o [Safety Committee](#): Priscilla Ross. Reviewed two minor accidents in the chemistry lab. All of the necessary training and procedures were in place. Good work, Chemistry.
- o [Accreditation](#) Report: Kathy Schmeidler. Workgroups continuing to meet. Encourage all faculty to participate.
- o [Foundation](#) Accounts/PRO-IVC; Rochford: Foundation Board of Governors meeting took place Tuesday. Saturday the Foundation Awards dinner took place. Projected to have raised \$38,000. 350 purchased seats. Most of event underwritten. Jazz Ensemble performed. \$169,000 pledged for ProIVC campaign. Fall golf event returning and has already been underwritten.
- o Early College: Brett McKim – See Item 18. Review proposal with your schools.
- o [Cafeteria](#): Joanne Chen, Toshio Whelchel, Dixie Massaro, George Brogan – Provide feedback you have to the committee members.
- o Bookstore: Tam Do, Toshio Whelchel, Joanne Chen, Dennis Gordon – No report.
- o Calendar Committee: Urell: Given the Senate's vote to return to the previous "final exams week" schedule model, Dr. Justice is working on [various proposals](#) for how to implement such for Fall 2015. Provide input if you have ideas.
- o [Environmental Leadership](#) (ELC): Priscilla Ross – Planting beds coming along.
- o [Distance Education Task Force](#): Cathleen Greiner and Roopa Mathur/Amy Stinson. DETF is proposing a change from taskforce to committee status.
- o [Technology Advisory Task Force](#): Roopa Mathur. TATF is proposing a change from taskforce to

committee status.

G. CONSENT CALENDAR

Items 5, 7, 8 (Item 4 pulled from consent)

H. OLD BUSINESS

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

Discussion: Emalee McKenzie assisting Diana Hurlbut with the curriculum review for the remainder of Spring 2015. No items for approval this meeting. Hurlbut: At Plenary, it was discussed that the CCCCCO has over 3,000 courses to review. The CCCCCO is addressing the backlog.

Action Taken: None.

**Item 5 Consent Senate President Signature Requests**

Discussion: None.

Action(s) Taken: Consent.

**Item 6 Board Policies and Administrative Regulations (BPARC - Committee)**

Discussion: [BP 4011.1](#) is mostly being reconstructed as an [administrative regulation \(AR\)](#) which is a good thing, and the hope is that it will go to the next board meeting. Then the classified hiring and then the administration and manager hiring policies will be addressed. BP 5205 was converted into an AR. Print catalogs will be sold to the public in the bookstores of the colleges. There will be an additional charge for catalogs to be mailed out.

**Action Taken:** The Representative Council approved AR 4011.1, BP 4011.1, BP 5205 and AR 5205.

M: Bauer	S: Fahimi	Y: 25	N: 0	A: 0
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**Action Taken:** A motion was made to recommend the revision of the administration hiring policy take place by the end of 2015.

M: Bauer	S: Fahimi	Y: 25	N: 0	A: 0
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**Item 7 Consent Grade Grievance and Student Discipline Panel Pool**

Discussion: None.

Action(s) Taken: Consent

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

Discussion: None.

Action(s) Taken: Consent

**Item 9 IVC Technology Master Plan**

Discussion: None.

Action(s) Taken: None.

**Item 10 Minimum Qualifications for Automation, Electronics, Electrical and Robotics Faculty Position**

Discussion: It appears that this position is evolving into an Engineer Technology position. More information to come. School meeting taking place next week.

Action(s) Taken: None.

**Item 11 Public-facing SLO Website Proposal**

Discussion: Delson presented to the faculty the SLO website options. The program SLO results need to be on a public-facing website. The SLO committee recommends option 1.

**Action Taken:** Option 1 was approved by the Representative Council and support was given to the SLO Committee for its implementation.

M: Wilson	S: Mathur	Y: 25	N: 0	A: 0
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**Item 12                      Articulation of CTE Coursework**

Discussion: Dean Doughty not present. Hurlbut: Given the bill Holden presenting to the Senate on dual enrollment and increasing more CTE courses into the high schools, maybe IVC should hold off on any actions until that bill passes or not.

Action(s) Taken: None.

**Item 13                      Review of IVC Workplace Mediation and Conciliation Process**

Discussion: SPAC Dispute Resolution Oversight Workgroup is reviewing the dispute resolution for across all groups (H). Three years ago some taskforces developed this as a part of anti-barrier initiative. Our college was directed by the President to develop processes to mediate complaints that did not warrant the level to go to HR. This document was created to be used by any employee who has a friction with another employee (regardless of faculty, classified, administration, etc.). It is a mediation process.

**Action Taken:** The Representative Council reaffirms this process.

M: Bauer	S: Wilson	Y: 24	N: 1	A: 0
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**Item 14                      Senate Elections: Establish Elections Committee**

Discussion: The Representative Council of the Academic Senate shall appoint an elections committee, which shall elect its own chair from the appointed membership, to oversee elections and/or balloting involving the faculty at large (general assembly). Nominations were opened March 19<sup>th</sup>.

**Action Taken:** The Representative Council closed nominations and appointed Rich Zucker and Joon Kil to the Senate Elections Committee.

M: Fahimi	S: Ross	Y: 25	N: 0	A: 0
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Discussion: Today is the last day of nominations. Urell and Schmeidler have been nominated for reelection.

**Action Taken:** The Representative Council extended nominations for one week and directed Schmeidler to send out a notice to all faculty campus-wide about open nominations.

M: Ross	S: Bauer	Y: 25	N: 0	A: 0
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**Item 15                      Senate Elections: Establish Elections Dates and Rules; Open Nominations**

Discussion: The Representative Council opened nominations from 3/19/15-4/16/15 for the positions of President and Vice-President, and agreed to conduct voting for President and Vice-President from 4/17/15-4/24/15.

Action(s) Taken: None.

**Item 16                      Perkins Budget Steering Committee Membership**

Discussion: Dean Doughty plans to establish a Perkins Budget Steering Committee and is seeking a faculty representative from each school. Urell, Hurlbut, and Schmeidler volunteered, but would like to see other faculty involved. Send in nominations as soon as possible.

Action(s) Taken: None.

**Item 17                      2015-2016 Faculty Hiring Priority List**

Discussion: The initial data sort has been sent out to the deans.  
Action(s) Taken: None.

**Item 18                    Early College Proposal**

Discussion: Academic Affairs proposal made regarding how an Early Start program could be generated ([1](#) [\[Academic Affairs Proposal\]](#) [2](#) [\[initial Schmeidler draft proposal\]](#)). President Roquemore attended last Academic Affairs meeting to discuss this proposal. Senators are to take the proposal to their schools for review.  
Action(s) Taken: None.

**Item 19                    Discipline Focused Advising Proposal**

Discussion: Proposed IVC pilot project ([J](#)) will add a discipline-focused advising component to our current counseling services. Upcoming meeting taking place to discuss how to go forward and put money into this initiative and the parameters.  
Action(s) Taken: None.

**Item 20                    Program Review Process update**

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

**Item 21                    Scholarship Event**

Discussion: The scholarship awards event is planned for May 21<sup>st</sup>. The Representative Council is requested to appoint a faculty member speaker and two faculty members to read names. Mathur and Rochford have volunteered.  
Action(s) Taken: None.

**Item 22                    LGBTQ Campus Liaison**

Discussion took place in Public Comments.  
Action(s) Taken: None.

**Item 23                    2017-2018 Academic Calendar**

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

**Item 24                    District Technology Plan**

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

I. NEW BUSINESS

**Item 25                    Student Life Training Regarding Student Field Trips**

Discussion: It has been requested that the Office of Student Life provide training to faculty and club advisors regarding field trip policies and procedures.  
Action(s) Taken: None.

**Item 26                    Hiring of Full Time Faculty Using Student Success and Support Program (SSSP) Categorical Funds**

Discussion: Counseling proposes the hire of full-time Counselors using SSSP funds with assurances that the positions would not count towards the Faculty Obligation Number (FON). [See handout](#). Additionally, pulled position #9, Learning Disabilities Specialist, could be reconfigured to be paid out of categorical funds as well.

Seeking President Roquemore's signature on letter stating that these positions would not be used toward calculating the local FON.  
Action(s) Taken: None.

**Item 27                      Resolution regarding SLOs and the Outcomes Based Education (OBE) Movement**

Discussion: A resolution opposing the philosophy behind SLOs and OBE was put forth at the statewide Senate Plenary and failed. It received support in theory; however, the wording likely needs to be improved. Plan is to work on the wording of it for submission earlier next year.  
Action(s) Taken: None.

**Item 28                      IVC Budget Status report**

Discussion: Davit Khachatryan presented the budget planning model and [spreadsheet BDRPC is using](#). BDRPC is working on the long term revenue expenditure model and reviewing the planning assumptions structure. BDRPC wants to make sure we don't have a long term deficit. Mathur commends the cabinet and Khachatryan for making this an open and transparent process. Growth, FON, faculty hiring, and other matters discussed.  
Action(s) Taken: None.

J. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler: Reorganization of Dean Greiner's position is going to the board this month. The other dean reorganization is still being discussed. Other news: Faculty Association back to the negotiation table for the faculty contract. Next Wednesday, April 22<sup>nd</sup>, is the Board listening session 3-4:30pm in the Library CAFÉ. Managers and administration will not be in attendance. The Board is receptive to hearing the issues that are brought forth in the listening sessions and were shown to be effective last year. Afterward there will be the party for the newly tenured and untenured faculty.

Vice-President: Bob Urell: Encouraged faculty to attend the April 22<sup>nd</sup> new faculty party to support them; they have been working hard. Celebration will be held at 4:30pm in the PAC.

Academic Affairs Chair: Brett McKim – No report.

Curriculum Committee Chair: Diana Hurlbut – No report.

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.
- [Student Success Summit](#) is on Friday, April 17<sup>th</sup>, at Saddleback College.

M. ADJOURNMENT at 4:00pm.

