



Minutes

Of the Meeting of the Representative Council
May 7, 2015 from 2:00 – 4:00 pm in BSTIC 116

Roster/Roll 5/7/15

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	X - Reisch
Adjunct Faculty Alternate	Mabel Cortes		X	
Adjunct Faculty Alternate	Jim Watkins		X	
Business Science	Roopa Mathur		X	X - McLaughlin
Business Science	Bennet Tchaikovsky	X		X - McLaughlin
Business Sciences Alternate	June McLaughlin	X		
Arts	Jules French		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	Martin McGrogan		X	X - Davies
Kinesiology, Health & Athletics	Simon Davies	X		
Kinesiology Health & Athletics Alternate				
Humanities	Roy Bauer	X		
Humanities	Brittany Adams	X		

Fahimi: Mark McNeil concerned about distance education exams' integrity. Question posed regarding the possibility of requiring proctored exams. Schmeidler: Directed this to the DETF. Faculty: Discussed the use of the campus [Testing Center](#).

Fahimi: Question regarding the student evaluations using Class Climate starting Spring 2015. Schmeidler: Faculty Association (FA) indicated that when it is implemented faculty will be notified by the FA when it occurs. The evaluation will be completed online by students and handled by district services or IVC Technology. Faculty: inquired about the content of the questions. McLaughlin: An evaluation was given to my students when I taught at Saddleback last semester.

E. RECORD OF THE PREVIOUS MEETING

Item 2 **Minutes of the Previous Meeting: April 16, 2015**

Discussion: None.

Action Taken: The Representative Council approved the minutes from 04/16/15.

M: Haeri	S: Bauer	Y: 25	N: 0	A: 0
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Item 3 **Minutes of the Previous Meeting: April 30, 2015**

Discussion: Item continued because the minutes have not been posted.

Action Taken: None.

F. SCHOOL REPORTS:

- o Social and Behavioral Sciences – Had list First Friday hike last week.
- o Physical Sciences and Technologies -- No report
- o Mathematics, Computer Science and Engineering -- No report
- o Languages & Learning Resources – [Online tutoring](#) still taking place. Promote it to your students.
- o Life Sciences & Technologies – Community garden space designated on the other side of the Bee's Garden.
- o Humanities – We remain disgruntled.
- o Kinesiology, Health, and Athletics – Women's team won the [sand volleyball state championship](#).
- o Guidance and Counseling – April 16th took 31 students to [northern California to visit six universities](#). SSSP paid for some of the students to intend.
- o Business Sciences – Completed interviews for CIM and RE full time faculty positions.
- o Arts – Theater and dance performances underway. Jonathan Gerrard, music major alumnus of IVC, transferred to UCI and he's now at UCI graduate school. UC Santa Cruz has invited him to present a paper at the [Musical Minds of California Conference](#). UCI also presented him the Medici Scholarship to conduct research on the music of Paraguayan guitar composer Barrios. Urell: Dance production tonight honors Marie de la Palme.

G. STANDING REPORTS:

- o [ASIVC](#): Michael Chan – Absent
- o [SLO Task Force](#): Cheryl Delson -- Absent
- o [CTE Task Force](#): June McLaughlin: Faculty feedback requested on [draft guide](#) for holding advisory meetings. The CTE Perkins Budget Steering Committee meeting tomorrow. There is a transparent and robust process this year.
- o [Safety Committee](#): Priscilla Ross – No report.
- o [Accreditation](#) Report: Kathy Schmeidler – No report.
- o [Foundation](#) Accounts/PRO-IVC: Rochford: ProIVC still has a few more weeks (May 22, noon deadline).
- o Early College: Schmeidler provided an update on Senate's recommendations.
- o [Cafeteria](#): – Cafeteria contract going to the Board for their next meeting.
- o Bookstore: Tam Do, Toshio Whelchel, Joanne Chen, Dennis Gordon – Absent.
- o Calendar Committee: Kathy Schmeidler / Bob Urell – On agenda later.
- o [Environmental Leadership](#) (ELC): Priscilla Ross – Meeting later this week.
- o [Distance Education Task Force](#): Cathleen Greiner: Thanked Roopa Mathur and Amy Stinson for the extraordinary job this year completing the DE Faculty Handbook, AR 6112, the Strategic Plan and DE Curriculum Form, among other accomplishments.
- o [Technology Advisory Task Force](#): Roopa Mathur – Absent.
- o [ASCCC](#), Statewide, and National Issues Update: Kathy Schmeidler – No report.

H. CONSENT CALENDAR
Items 4, 5, 7, 8

I. OLD BUSINESS

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

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

Item 5 Consent Senate President Signature Requests

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

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

Discussion: BPARC has not met.
Action Taken: None.

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: The 2010-2015 IVC Technology Master Plan ([D](#)) was updated for 2016-2021.
Action Taken: The Representative Council supports the 2016-2021 IVC Technology Master Plan.

M: Fahimi	S: Haeri	Y: 21	N: 1	A: 3
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Item 10 Perkins Budget Steering Committee Membership

Discussion: Contact Dean Doughty if you want to join tomorrow's meeting of the committee.
Action Taken: None.

Item 11 2015-2016 Faculty Hiring Priority List

Discussion: Schmeidler: At Instructional Council Monday the data sets regarding [Tier 1](#) and [Tier 2 faculty hiring](#) were presented. Tier 1 by school and Tier 2 by program. Tier 3 dean's choice. Budget committee recommends hiring six faculty members next year. Data were sent out to Deans and Chairs last month for verification. Rochford: Turnaround time on some replacements destroys programs. Suggests some sort of Program Protection Plan be implemented.
Action Taken: None.

Item 12 Discipline Focused Advising Proposal

Discussion: The proposed IVC project ([G](#)) will pilot a program in which discipline faculty will provide discipline-focused advising in STEAM and CTE. Faculty will be paid at normal OSH rate for participation. Faculty discussion regarding this proposal took place.
Action Taken: The Representative Council supports the Discipline Focused Advising Pilot Proposal.

M: Rochford	S: Haeri	Y: 25	N: 0	A: 0
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Item 13 LGBTQ Campus Liaison

Discussion: [Ed Code 66271.2-.3](#) requests each district “designates an employee at each [campus] as a point of contact for the needs of [LGBT] faculty, staff, and students...At a minimum, the name and contact information of that designated employee shall be published on the Internet Web site for the...campus and shall be included in any printed and Internet-based campus directories.” The Representative Council nominates Brooke Choo as LGBTQ Campus Liaison. Choo accepts, but encourages other full time faculty or classified staff to nominate themselves now or in the future. Choo announced that a LGBTQ Safe Space campus training is being scheduled for Friday, June 26th which will be open to all faculty, administration and staff. Space is limited, however, and details will be announced once confirmed.

Action Taken: The Representative Council nominates and appoints Brooke Choo as LGBTQ Campus Liaison.

M: Urell	S: Ross	Y: 25	N: 0	A: 0
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Item 14 2017-2018 Academic Calendar

Discussion: [Two options posted](#). One finishes December 14th but starts a week earlier. Second option ends Dec 21st but allows summer session to be a week longer. 2016-2017 calendar to be posted soon.

Action Taken: None.

Item 15 District Technology Plan

Discussion: The District-wide Technology Committee updated on Feb. 7, 2015 the 2014-2020 SOCCCD Technology Master Plan ([L](#)). It was expressed that the District tech plan should support college tech needs and initiatives, programs and student learning. We believe it should focus on local needs rather than being national leader. It should reflect a commitment to collegial decision making processes. And should be locally focused.

Action Taken: The Representative Council approved the following motion: We appreciate District IT's desire to be an excellent national leader in being a leader of service and being dedicated to service to the colleges. As such, the District IT plan should be locally focused and express the needs of the colleges.

M: Fahimi	S: Urell	Y: 25	N: 0	A: 0
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Item 16 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. Schmeidler spoke to Dr. Alcantara about this and the need more clarity on what are the rules. Debra Fitzsimmons plans to form workgroup this summer, but Schmeidler noted that many faculty not available over summer. However, it may be better to not delay such a workgroup. Which forms need to be completed, and under what circumstances, is still unclear to faculty and administration.

Action Taken: None.

Item 17 Senate Elections: Close Nominations Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President

Discussion: The Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President are appointed by the Representative Council. The Representative Council opened nominations on 4/30/15 for Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President. Diana Hurlbut was nominated for Curriculum Chair; Brett McKim was nominated for Academic Affairs chair, and Lewis Long was nominated for Past President. There were no nominations for Recorder.

Action Taken: The Representative Council closed nominations and appointed Hurlbut, McKim and Long. Nominations for Senate Recorder remain open.

M: Ross	S: Bauer	Y: 25	N: 0	A: 0
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Item 18 Senate Elections: Close Nominations for Two Senators Representing Part-Time Faculty

Discussion: Elections of Academic Senate Officers and/or of other positions elected by the faculty at large shall occur after a suitable and open nominating period and shall be concluded prior to the final day of the Spring instructional calendar. The Representative Council and Elections Committee opened nominations on 4/30/2015. Melody Harper and Carla Reisch have been nominated for reelection.

Action Taken: The Representative Council closed nominations for the two senators representing part-time faculty, and the Elections Committee shall conduct polling for two senators representing part-time faculty from 5/8/15, or as soon as able, through 5/13/15.

M: Urell	S: Fahimi	Y: 25	N: 0	A: 0
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J. NEW BUSINESS

Item 19 Last Minute Business for the Representative Council Via E-mail

Discussion: Request for any last minute business for the Representative Council to be handled by email if the Representative Council agrees not to meet on May 21, 2015. Emails would be sent out 72 hours before any action taken in accordance with the Brown Act.

Action Taken: The Representative Council agreed for the Cabinet to conduct any last minute business via email instead of the Representative Council meeting on May 21st.

M: Haeri	S: Sheldon	Y: 25	N: 0	A: 0
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Item 20 Delegation of Authority to the Summer Academic Senate Cabinet

Discussion: President Schmeidler requests that the Representative Council delegate authority to the Summer Senate Cabinet. An update of all Cabinet actions will be provided in the Fall of 2015.

Action Taken: The Representative Council delegated authority to the Summer Senate Cabinet.

M: Rochford	S: Melendez	Y: 25	N: 0	A: 0
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K. EXECUTIVE REPORTS – No reports due to lack of time.

Senate President: Kathy Schmeidler: Encouraged faculty to attend commencement. If you have an extra cap and gown, bring it for faculty who forgot to order one.

Vice-President: Bob Urell

Academic Affairs Chair: Brett McKim

Curriculum Committee Chair: Diana Hurlbut

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 at 4:00pm.

