



Minutes

Of the Meeting of the Representative Council
February 19, 2015 from 2:00 – 4:00 pm in BSTIC 116

Roster/Roll 2/19/15

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		X - Mathur
Business Sciences Alternate				
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		
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	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 2:04pm.

B. ADOPTION OF AGENDA

Item 1 Agenda: February 19, 2015

Discussion: None.

Action Taken: The Representative Council adopted the Agenda of the February 19, 2015 meeting as submitted.

M: Bauer	S: Mathur	Y: 19	N: 0	A: 0
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C. INTRODUCTION OF GUESTS

- Glenn Roquemore – President of IVC
- Cathleen Greiner – Dean of Online and Extended Education
- Corine Doughty – Dean of Instruction and Economic Workforce Development
- Dennis Gordon – Interim Director of IVC Foundation
- Ryan Alcantara – Substitute Director of Student Life
- Michael Chan – VP of ASIVC
- Karen Orlando – Acting Director of Annual Giving at IVC Foundation
- June McLaughlin – Cooperative Work Experience Coordinator; Business Sciences Instructor

D. PUBLIC COMMENTS

President Roquemore – Presented certificate honoring Dr. Diana Hurlbut for her appointment to the Educational Policies Committee of the ASCCC for 2014-2015.

Fahimi – Regarding the Celebrating Excellence Awards, is thrilled Cale Crammer, adjunct faculty member, was awarded. Suggestion made to include a full-time faculty member award, as is done with Teacher of the Year. Discussion ensued.

Reish – April is part-time faculty appreciation month.

Gordon – Foundation Awards dinner April 11th at the Lyon Air Museum. Tickets are still available.

Schmeidler – Rochford elected as a community member of the Board of Governors.

E. RECORD OF THE PREVIOUS MEETING

Item 2 Minutes of the Previous Meeting: January 29, 2015

Discussion: None.

Actions Taken: The Representative Council approved the minutes from 01/29/15.

M: Bauer	S: Fahimi	Y: 21	N: 0	A: 0
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Item 3 Minutes of the Previous Meeting: February 5, 20145

Discussion: Item continued.

Action Taken: None.

H. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler - Let us remember to remain professional in all of our communications and discussions.

- o Technical difficulty occurred with the STARS scholarship system, so the deadline was extended by two weeks. An unofficial grace period was declared for the letters of recommendation to come in.
- o Parking lot by new A400 building is now functional. There were inquires about the disappearance of the curb cut. The college had to redo it to be ADA-compliant which included the moving of the disabled parking spots. It is now up to code.
- o Preview Day (was Senior Day) is March 3rd. They are seeking volunteers for the tables and events.
- o Climate survey data has been compiled in first draft. The IVC participation was proportionally better than other units. IVC will be coming out with its own climate survey in the future. These data need more analysis.
- o Call for readers for statewide SSSP and SEP plans. District-wide planning taskforce is meeting tomorrow afternoon.

Vice-President: Bob Urell: Budget updates: We received a [report yesterday for IVC's SSSP](#) at [BDRPC](#). It indicates money spent, institutional match, positions funded, etc. Khachatryan covered all funded resource requests (RRs) for 2014-2015 and the remaining requests whose funding is still underway. RR's for 2015-2016 are going through the review process. It is a new process, glitches are being worked out. Reviewed [Basic Aid Technology List for the district](#). (Discussion among the Senators took place regarding the \$2.1 million proposal for the equipment for the Board of Trustees room.) IVC soon will interview for the position of Director of Financial Services; a 2-year temporary funding-neutral position. BDRPC examined [staffing in Facilities](#); they are hiring a new full-time custodian to address the campus cleanliness needs. Schmeidler noted we have been receiving very helpful, responsive and supportive emails from Facilities regarding faculty requests and concerns. Urell: We are starting to work on a 5-year budget projection which will including addressing Prop 98 funds, Prop 30 funds, and STRS increases.

Academic Affairs Chair: Brett McKim – \$31,000 received for further professional development funding and \$31,000 to send faculty to conferences on behalf of the college to represent for IVC as a whole. A workgroup is being formed to discuss how to distribute these funds.

Curriculum Committee Chair: Diana Hurlbut – Programs have been reworked to address outstanding issues and are currently under review by Curriculum Committee. Programs can contact Tiffany Tran or Diana Hurlbut if in need of assistance. Hurlbut recognized the added requirements for CTE faculty, such as advisory meetings and minutes. Encouraged CTE faculty to attend a CTE regional meeting Feb. 28th at Palomar College and work with your district sector navigators for labor data. March 28th there is an Area D regional meeting at Cuyamaca College in El Cajon, CA. A resolution was proposed by the ASCCC Educational Policies Committee to be allowed to submit a Report Delayed (RD) annotation at the time of grades until an issue has been resolved.

I. CONSENT CALENDAR

Items 4, 6, 8, 9

J. 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: Continued item so that schools can still discuss.
Action(s) Taken: None.

Item 6 Consent Senate President Signature Requests

Discussion: There was a question regarding the Communications hiring committee. Rochford: The names are correct, but the boxes are incorrectly checked. Schmeidler noted she would follow up with the revision. Over winter break Schmeidler nominated three faculty to the statewide Common Assessment Initiative committee: Brenda Borron, Rebecca Beck, and Miriam Castroconde. All three were accepted.
Action(s) Taken: Consent.

Item 7 Board Policies and Administrative Regulations (BPARC - Committee)

Discussion led by Schmeidler:
Tabled [BP 5301](#) Course Repetition, BP 5320 Academic Renewal Policy, and BP 5205 Charge for Catalog. The following BPs/ARs have no recommended changes but needed to be reviewed:

- o BP/AR 108 Vacancies of the Board
- o BP 172 Board Self Evaluation
- o AR 124 Special and Emergency Meetings
- o BP 5407 Fiscal Obligation owed to the District
- o BP 5610 Auditing Courses
- o BP 5402 Associated Students' Finance [going to ASIVC for advice]
- o BP/AR 5403 Associated Students' Elections [going to ASIVC for advice]

BP 4015 Accommodation for Employees/Applicants with Disabilities – “Physical and/or mental” modifier revision still being discussed with BPARC.

BP 4011.1: Discussed positive revisions brought forth by district legal counsel.

BP 104 Student Member of the Board of Trustees - Returned by BOT for discussion of GPA requirement.

BP 5420 Nursing Program - IVC-AS approved no changes; it is being returned to BPARC as an AR with revisions.

Actions Taken: The Representative Council approved the below-indicated board policies and administrative regulations.

- o BP/AR 108 Vacancies of the Board
- o BP 172 Board Self Evaluation
- o AR 124 Special and Emergency Meetings
- o BP 5407 Fiscal Obligation owed to the District
- o BP 5610 Auditing Courses

M: Fahimi	S: Rochford	Y: 24	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 2016-2017 Academic Calendar

Discussion: Saddleback Senate has proposed a 2016-2017 academic calendar ([E](#)). IVC Faculty expressed feedback. Schmeidler explained the Wednesday before Thanksgiving situation that was questioned.

Action Taken: The Representative Council adopted this proposed 2016-2017 academic calendar.

M: Bauer	S: Fahimi	Y: 24	N: 0	A: 0
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Item 11 District-Wide Planning Council (DWPC) Membership

Discussion: Per IVC Senate recommendation, the DWPC approved an additional faculty member slot on this council. The committee meets twice/semester and a one-day retreat. Current representatives are Schmeidler and Mathur but IVC needs one more faculty member. Opened nominations today and will continue this item.

Action Taken: The Representative Council opened nominations to DWPC.

M: Haeri	S: Fahimi	Y: 24	N: 0	A: 0
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K. NEW BUSINESS

Item 12 2015-2016 Proposed Technology Projects

Discussion: Mathur presented the Basic Aid technology project requests ([G](#)). They will be likely funded at \$10-15 million, but there are \$32 million total in requests. Send feedback to DETF and/or TATF rep and asenate@ivc.edu.

Action Taken: None.

Item 13 Final Examination Week Proposal

Discussion: In 2010 the IVC Academic Senate recommended that all IVC course sections maintain the normal course time and day schedule during the last week of the term instead of adopting a traditional “final exams week” schedule. It has been proposed to return to a “final exams week” schedule. Math, Social Sciences and Physical Sciences presented arguments in favor of separate finals week. LLR prefers to stay with the current finals schedule. Humanities requests to bring it back to their school for discussion.

Action Taken: None.

Item 14 Administration Reorganization

Discussion: VPI Justice opened the discussion of a reorganization of the deans at the last Instructional Council meeting and has made several proposals ([H](#)). Senate Cabinet noted that deans cost more than faculty and faculty hiring should be a priority, especially given the ratio of administrative growth over the years. Discussed shifting the duties of the current deans for equity.

Action Taken: None.

Item 15 Search Committee - Executive Director, College Foundation

Discussion: One faculty member is requested to serve on this search committee to represent for Academic Senate. Faculty Association also seeking one faculty representative. Email nominees to asenate@ivc.edu.

Action Taken: None.

Item 16 Commencement speaker task force for 2016

Discussion: Four faculty members are requested to serve on this work group, which will be attempting to identify commencement speakers for the next two years. Suggestions were made to revamp the criteria and process. Academic Affairs will contact members of last year’s committee to identify suggestions for improvement. Question regarding prayer at commencement issued; moment of reflection will occur this year instead. Faculty questioned the need for the Pledge of Allegiance.

Action Taken: None.

Item 17 IVC classified outstanding employee of the year - nomination work group

Discussion: One faculty member is requested to serve on this workgroup. Choo volunteered.

Action Taken: The Representative Council appointed Choo to represent for the faculty on the Classified Outstanding Employee of the Year workgroup.

M: Hurlbut	S: Haeri	Y: 23	N: 0	A: 0
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F. SCHOOL REPORTS: – Tabled due to lack of time.

- o Social and Behavioral Sciences
- o Physical Sciences and Technologies
- o Mathematics, Computer Science and Engineering
- o Languages & Learning Resources

- Life Sciences & Technologies
- Humanities
- Kinesiology, Health, and Athletics
- Guidance and Counseling
- Business Sciences
- Arts

G. STANDING REPORTS: – Tabled due to lack of time except CTE Taskforce update.

- [ASIVC](#): Michael Chan
- [SLO Task Force](#): Cheryl Delson
- [CTE Task Force](#): June McLaughlin and Corine Doughty: Faculty feedback requested on [drafted guide](#) for holding advisory meetings. Next Senate meeting will discuss articulation of CTE coursework and a meeting attended by McKim and Tran with the administration.
- [Safety Committee](#): Priscilla Ross
- [Accreditation](#) Report: Kathy Schmeidler
- [Foundation](#) Accounts/PRO-IVC: Kathy Schmeidler
- Early College: Brett McKim
- Bookstore: Tam Do, Toshio Whelchel, Joanne Chen, Dennis Gordon
- Calendar Committee Report: Kathy Schmeidler / Bob Urell
- [Environmental Leadership](#) (ELC): Priscilla Ross
- [Distance Education Task Force](#): Cathleen Greiner and Roopa Mathur/Amy Stinson
- [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.
- Faculty encouraged to attend a Workday training. Training calendar [here](#).

N. ADJOURNMENT at 4:01pm.

