



Minutes

Of the Meeting of the Representative Council
February 18, 2016 from 2:00 – 4:00 pm in B 209

Roster/Roll 02/18/16

Quorum = 14

Absolute majority required to pass motions = 14

Senate Officers (4 votes)				
Non-Voting		Pres	Abs	Proxy
President	Kathy Schmeidler	X		
Recorder	Carlo Chan	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		
Business Science	Bennet Tchaikovsky			x-Mathur
Business Science	Rick H. Boone		x	
Business Sciences Alternate	Roopa Mathur	x		
Arts	Stephen Rochford	x		
Arts	Joe Gerges			x-Rochford
Arts Alternate				
Guidance & Counseling	Robert Melendez			x- Tran
Guidance & Counseling	Tiffany Tran	x		
Counseling Alternate				
Kinesiology, Health & Athletics	Simon Davies	x		
Kinesiology, Health & Athletics	Martin McGrogan	x		
Humanities	Roy Bauer	x		
Humanities	Brittany Adams			x-Bauer
Humanities Alternate				
Languages & Learning Resources	Melanie Haeri	x		
Languages & Learning Resources	Jeff Wilson	x		
Languages & Learning Resources Alt.	Cheryl Delson		x	
Life Sciences	Roland Rodriguez	x		

Life Sciences	Meredith Dorner			x-Rodriguez
Math/CIS/Engineering	Joel Sheldon	x		
Math/CIS/Engineering	Ben Vargas			x- Sheldon
Physical Sciences	John Davison	X		
Physical Sciences	Kiana Tabibzadeh	X		
Physical Sciences Alternate	Art Ambrose		x	
Social & Behavioral Sciences	Robert Hollenbaugh	X		
Social & Behavioral Sciences	Elizabeth Chambers	x		
Social & Behavioral Sciences Alt.	Kari Tucker		x	

A. CALL TO ORDER

The President called the meeting to order at 2:00pm.

B. ADOPTION OF AGENDA

Item 1 Agenda: February 18, 2016

Discussion: There was a motion to adopt the agenda, and to remove all items from consent.

Action Taken: The Representative Council adopted the Agenda for the February 18, 2016 meeting with no consent items.

M: Bauer, R.	S: Chambers, E.	Y: 23	N: 0	A: 0
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A. INTRODUCTION OF GUESTS – Lianna Zhao, Craig Justice, June McLaughlin, Elissa Oransky, and Cathleen Greiner.

B. PUBLIC COMMENTS –

- Diana Hurlbut feels unsafe teaching at IVC. She asked about the Chief Glen's blog and about the door jams. The proposed door jams were not ADA compliant. The college is looking in to alternatives such as electronic locks.
- Elissa Oransky: ProIVC is still underway and donations are being matched. The Foundation Awards Dinner is on Saturday, April 2 at the Marconi Automotive Museum. Foundation is looking for auction items for the dinner.
- Kathy Schmeidler: Please join us at the Lazy Dog after Senate.
- Laser Day is being scheduled for August; Discipline faculty mentors and other faculty are encouraged to participate. Holding some Laser Days during FLEX week is being considered. The taskforce is asking for faculty opinions about whether to hold it during FLEX week or the week before. The Taskforce recommends holding Laser Days during FLEX week. A straw vote resulted in approximately equal preference for both possibilities. This information will be brought back to taskforce.

E. RECORD OF THE PREVIOUS MEETING

Item 2 Minutes of the Previous Meeting: February 04, 2016

Discussion: None.

Action Taken: The Representative Council approved the minutes of the February 04, 2016 meeting.

M: Bauer, R.	S: Haeri, M.	Y: 24	N: 0	A: 0
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F. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler: The scheduled March 31 meeting will now be a non-meeting, informal gathering of faculty in the CAFÉ for any conversation.

Vice-President: Bob Urell: Bob attended DRAC and District-wide Planning Council meetings. Debra Fitz-Simmons is putting together a presentation on DRAC, including how it was formed and how it works. It is

recommended that faculty attend. The PowerPoint from the presentation will be linked on the Senate website. The presentation will be on Thursday, Feb. 25 in BSTIC101 from 3:00-4:30pm. Davit is invited to our next meeting for a budget overview presentation. The college is facing a deficit. We are getting closer to our enrollment goals. Summer courses and Weekend College are being advertised and enrollment looks promising. Also, increases in PERS, STRS, and salaries across campus affected the budget deficit. Selected resource requests have been approved, mainly to support labs. If you have any questions or want to check your status, you may check online.

Academic Affairs Chair: Brett McKim – Academic Affairs is discussing the bylaws, specifically the election of officers and succession. Please bring back to schools and to develop any recommendations for changes.

Curriculum Committee Chair: Diana Hurlbut- The DE form is finalized so that instructors will describe how they conduct regular and effective contact hours, and fulfill all other requirements. Also, the curriculum committee is creating a set of instructions on what must be done in CurricuNet for DE course creation.

G. CONSENT CALENDAR

Items 3,4, 5, 6, 8

H. OLD BUSINESS

Item 3 Senate Approval of Curriculum for 2015-2016 Catalog

Discussion: The deadline for catalog revision moved up. Please look at your programs in the catalog and CurricuNet for any discrepancies and email Tiffany Tran or Diana Hurlbut with corrections.

Action Taken: None

M: Haeri, M.	S: Bauer, R.	Y: 23	N: 0	A: 0
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Item 4 Program Reviews

Discussion: None.
Action Taken: None.

Item 5 Senate President Signature Requests

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

Item 6 Board Policies and Administrative Regulations

Discussion:

- AR 4110a Attendance / Absence Reporting Procedures – Most changes are in regard to reporting due to Workday. Commencement is now a requirement for faculty with a half-day deduction for absence.
- ~~BP 4003 Employment of Relatives~~
- BP 7310 Nepotism – Main change is the name is now Nepotism and change in number.
- BP 4720 Abusive Conduct in the Workplace – New BP in response to changes in the law regarding institutional approaches to issues of abuse and bad language. Please read, the link is posted on the agenda.

Action(s) Taken: None.

Item 7 Grade Grievance and Student Discipline Panel Pool

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

Item 8 2015-2016 Committee Appointments

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

Item 9 Faculty Student Club Advisor Handbook

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

Item 10 Budget Update: [Davit Khachatryan] Bob Urell

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

Item 11 AANAPISI Grant - Project

Discussion: The grant is moving forward.
Action Taken: None.

Item 12 Revisions to the IVC Planning and Decision Making Manual

Discussion: We now have a finalized copy.
Action Taken: Motion to approve.

M: Bauer, R.	S: Urell, B.	Y: 23	N: 0	A: 0
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Item 13 AACC Pathways Project and Conference Attendance

Discussion: IVC sent a team of seven people to the first of a series of conferences for the Pathways Project. The topic was leadership. The topic of the next meeting, to be held April 14-16 in Washington D.C., is developing programs. The members of the team are to be determined.
Action Taken: None.

Item 14 WorkDay – Student Development Project: BPA Participation

Discussion: The next [BPA meeting](#) is on Award Management. It was advised that faculty attended these meetings to understand the system.
Action Taken: None.

I. NEW BUSINESS

Item 15 Tier 3 Engineering Technology Full-Time Faculty Position

Discussion: Joel Sheldon expressed that the School of Math, Computer Science, and Engineering met and voted to fully support the position.
Action Taken: Motion to approve.

M: Sheldon, J.	S: Rodriguez, R.	Y: 23	N: 0	A: 0
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Item 16 Teacher of the Year Criteria

Discussion: The criteria for the award are still unknown and will be sent out if found.
Action Taken: None.

Item 17 Name Change from Reading Department to the Department of Academic Literacy

Discussion: The trend in the field is to use the term “academic literacy” because it encompasses many

aspects of "academic literacy" in addition to reading skills.
Action Taken: Motive to approve.

M: Haeri, M.	S: Rodriguez, R.	Y: 23	N: 0	A: 0
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Item 18 Senate Elections: Establish Elections Committee

Discussion: Faculty members are encouraged to join the elections committee.
Action Taken: Motion to open nominations, and nominate Joon Kil and Rich Zucker for Election Committee.
Nominations for additional members remain open.

M: Haeri, M.	S: Hurlbut, D.	Y: 23	N: 0	A: 0
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Item 19 Senate Elections: Establish Election Dates and Rules

Discussion: The dates have been pushed earlier in the semester.
Action Taken: Motion to approve to open nominations from 02/18/16 – 03/28/16 for positions of President and Vice-President, and conduct polling for President and Vice-President from 03/29/16 – 04/05/16 (or as soon thereafter as possible).

M: Bauer, R.	S: Rochford, S.	Y: 20	N: 0	A: 0
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Item 20 Senate Elections: Open Nominations for Curriculum Chair, Academic Affairs Chair, Recorder and Past President

Discussion: None.
Action Taken: Motion to approve the timeline for the Curriculum Chair, Academic Affairs Chair, Senate Recorder, and Past President: Open nominations 02/18/16, close nominations and appoint on 04/07/16.

M: Bauer, R.	S: Rochford, S.	Y: 20	N: 0	A: 0
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Item 21 Senate Elections: Open Nominations for Two Senators Representing Part-Time Faculty

Discussion: None
Action Taken: Motion to approve to open nominations from 02/18/16 – 03/17/16 for the two senators representing part-time faculty members, and the Elections committee conduct polling from 03/29/16 – 04/05/16.

M: Reisch, C.	S: Harper, M.	Y: 20	N: 0	A: 0
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J. SCHOOL REPORTS: (limit to 1 minute)

- o Social & Behavioral Sciences - none.
- o Physical Sciences and Technologies – none.
- o Mathematics, Computer Science and Engineering – none.
- o Life Sciences & Technologies – none.
- o Languages and Learning Resources – none.
- o Humanities – none.
- o Kinesiology, Health, and Athletics – none.
- o Guidance and Counseling – none.
- o Business Sciences – none.
- o Arts – There are two concerts coming up. An IVC music student published an article in the National Band Association Journal.

K. STANDING REPORTS: (limit to 1 minute)

- LGBTQ Liaison Report: Brooke Choo
- Safety and Security
- Technology Task Force: Roopa Mathur –.
- Online Education Task Force: Cathleen Greiner
- Environmental Leadership (ELC): Jeff Kaufmann
- Calendar Committee Report: Miriam Castroconde
- Cafeteria
- Bookstore:
- Early College: Brett McKim
- Foundation Accounts/PRO-IVC: Stephen Rochford
- Accreditation Report: Kathy Schmeidler
- CTE Task Force: June McLaughlin
- SLO Task Force: Cheryl Delson

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.