



## Minutes

Of the Meeting of the Representative Council  
October 15, 2015 from 2:00 – 4:00 pm in LSB 104

### Roster/Roll 10/15/15

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		
Business Science	Rick H. Boone	x		
Business Sciences Alternate	Roopa Mathur	x		
Arts	Stephen Rochford	x		
Arts	Joe Gerges	x		
Arts Alternate				
Guidance & Counseling	Robert Melendez	x		
Guidance & Counseling	Tiffany Tran	x		
Counseling Alternate				
Kinesiology, Health & Athletics	Simon Davies	x		
Kinesiology, Health & Athletics	Martin McGrogan			x-Davies
Humanities	Roy Bauer	x		
Humanities	Brittany Adams	x		
Humanities Alternate				
Languages & Learning Resources	Melanie Haeri	x		
Languages & Learning Resources	Jeff Wilson		x	
Languages & Learning Resources Alt.	Brooke Choo / Anca/ Cheryl Delson	x		
Life Sciences	Roland Rodriguez		x	

Life Sciences	Justin Wright	x		
Math/CIS/Engineering	Brent Monte	x		
Math/CIS/Engineering	Ben Vargas	x		x-Monte
Physical Sciences	John Davison			x- Tabibzadeh
Physical Sciences	Kiana Tabibzadeh	x		
Physical Sciences Alternate	Art Ambrose		x	
Social & Behavioral Sciences	Robert Hollenbaugh	x		
Social & Behavioral Sciences	Elizabeth Chambers			x- Hollenbaugh
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: October 15, 2015**

Discussion: There was a motion to adopt the agenda.

**Action Taken:** The Representative Council adopted the Agenda for the October 15, 2015 meeting.

M: Haeri, M.	S: Harper, M.	Y: 20	N: 0	A: 0
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C. INTRODUCTION OF GUESTS – Craig Hayward, Celina Lee, Janet Vera-Lopez, Miriam Castroconde, and Craig Justice.

D. PUBLIC COMMENTS

- An article was shared on cheating from The Chronicle of Higher Education. The article suggests using assigned seats to prevent cheating. Email Melanie Haeri for a copy of the article. There is another fundraiser, Bingo for Boobies, on Sunday Nov. 1 from 3-6pm at Melanie's house. A \$25 donation will cover you for refreshments and Bingo. There are also items up for raffle, including original artwork and a sculpture. Visit the link [www.the3day.org/goto/Unrealhousewives2015](http://www.the3day.org/goto/Unrealhousewives2015)
- Janet reported about the Student Success and Support Program (SSSP) plan that includes both credit and noncredit programs, due Oct. 30. Preliminary approval of the required President's signature was granted by straw vote.
- Janet also announced that 508 compliances trainings sessions are being held on various Mondays at 10 am in Library 102.
- Counseling reported that the EESI Project is moving forward. The Math Refresher Program was a great success. The My Academic Plan, MAP, is available for drop-in planning in the MAP computer lab. The Discipline Faculty Mentors Program is going strong. Faculty mentors are reviewing UC applications. Please contact Robert if you are interested.

E. RECORD OF THE PREVIOUS MEETING

**Item 2**                                    **Minutes of the Previous Meeting: October 1, 2015**

Discussion: None.

Action Taken: The Representative Council approved the minutes of the October 1, 2015 meeting.

M: Harper, M.	S: Haeri, M.	Y: 24	N: 0	A: 0
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**F. EXECUTIVE REPORTS**

Senate President: Kathy Schmeidler – Each Strategic Planning Committees' meeting minutes and agendas are posted on their INSIDEIVC page (under committees). The establishment of an Enrollment Management Task Force is still being discussed. The Business Process Assessment, BPA, on scheduling is coming up. Please contact [asenate@ivc.edu](mailto:asenate@ivc.edu) if you are interested in attending.

Vice-President: Bob Urell - Resource requests are due today.

Academic Affairs Chair: Brett McKim – The committee is concerned about cheating in the classroom and looking into the use of photo rosters. There is concern about cleanliness in A200. We are looking for suggestions for proposals for Professional Development week. Classified staff is seeking to join faculty members in Professional Development Week events.

Curriculum Committee Chair: Diana Hurlbut – Student learning hours need to be posted in the COR. Eventually, this will be a new line in CurricUNET, calculated automatically. The Native GE pattern is still being discussed at Curriculum Committee and should be discussed at Department meetings.

**G. CONSENT CALENDAR**  
Items 3, 4, 5, 7, 8

**H. OLD BUSINESS**

**Item 3 Consent Senate Approval of Curriculum for 2015-2016 Catalog**

Discussion: Consent  
Action Taken: None

**Item 4 Consent Program Reviews**

Discussion: Consent.  
Action Taken: None.

**Item 5 Consent Senate President Signature Requests & Accept / Affirm Actions of the Summer Cabinet**

Discussion: Consent  
Action(s) Taken: None.

**Item 6 Board Policies and Administrative Regulations**

Discussion: Review the following items for the next meeting. Please send comments to [asenate@ivc.edu](mailto:asenate@ivc.edu).

- BP [5320](#) Academic Renewal - is up for vote if there are no disputes between schools.
- AR [XXXX](#) Academic Renewal –
- BP [5301](#) Course Repetition - is up for vote the next board meeting if there are no disputes between schools.
- AR [4225](#) Course Repetition –
- AR [XXXX](#) Repeatable Courses – A question was raised whether a substandard grade (D, F, NC, NP, or W) is received, does that count as one of the student's attempts? The draft needs more editing.
- BP & AR 5618 Credit by Examination – will be going back for editing. The discipline faculty member must verify that the exam will count for the course. There was a question if the credit by exam counts towards the 12 unit residence requirement.
- BP & AR 5626 Independent Study – There is now a more improved version. It is for courses that are not ordinarily offered in our catalog. You must write a temporary course outline of record that will be reviewed by the curriculum committee.

Action(s) Taken: None

**Item 7 Consent Grade Grievance and Student Discipline Panel Pool**

Discussion: We need people to be in the pool. To volunteer send an email to [asenate@ivc.edu](mailto:asenate@ivc.edu).  
Action(s) Taken: None.

**Item 8 Consent            2015-2016 Committee Appointments**

Discussion: Consent  
Action(s) Taken: None.

**Item 9                      Faculty Student Club Advisor Handbook**

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

**Item 10                    2015-2016 Academic Calendar and Finals Calendar**

Discussion: Two versions of the 2017-2018 calendar were proposed by the IVC Calendar WG. The Calendar WG was asked to prepare a version without having the full week of Thanksgiving off. If the proposed contract is ratified, graduation day becomes a contractual day and the calendar will need to be adjusted. Please review all versions, which will be posted in this meeting's folder, and send any comments to the Miriam Castroconde for the Calendar WG or to asenate@ivc.edu  
Action(s) Taken: None

**Item 11                    Revisions to the IVC Planning and Decision Making Manual**

Discussion: Still in progress.  
Action(s) Taken: None.

**Item 12                    ASCCC Resolution**

Discussion: Faculty members interested in editing a call for ACCJC to justify their SLO requirements should contact Steve Rochford, to be brought to the regional Area D meeting.  
Action(s) Taken: None.

**Item 13                    The Pathways Project**

Discussion: IVC has been selected for a second level interview, one of 50 colleges for 30 spots. If chosen, we would be committing to a 3-year commitment to send teams of five individuals to six conferences. The college would be responsible for funding travel expenses. The goal is to share ideas for improving student completion, acceleration of basic skills, improve student support programs, monitoring and tracking student success rates, and integrating academic services and tracking metrics. Senate members raised some concerns about the focus on vocational pathways, funding and time commitments, and the definition and measuring of student success and completion.  
Action(s) Taken: Vote.

M: Delson, C	S: Tran, T.	Y: 17	N: 4	A: 1
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**Item 14                    California Community College Internship Program: Graduate Student Teaching**

Discussion: APTC approved pursuing this project. Any new information will be announced.  
Action(s) Taken: None.

**Item 15                    IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education**

Discussion: Presentation will be ready for next meeting.  
Action Taken: None.

**Item 16                    Budget Update: Davit Khachatryan**

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

**Item 17 Full-Time Faculty Hiring Priority List**

Discussion: The list will be going to the board. The FON numbers not ready. The Reading department would like to defer their position, 11<sup>th</sup> on the list. They will send email to [asenate@ivc.edu](mailto:asenate@ivc.edu).

Action Taken: None.

**I. NEW BUSINESS**

**Item 18 Emergency Response**

Discussion: Schmeidler reported that the average police response time on campus is about 3 minutes. There were questions and concerns on how they prioritize a response and how that affects the average response time. There is an update on the door locks. You may visit A123 room to see an example of the implemented device. For emergency preparedness, there are videos posted, in-person training sessions, and the information on the [IVC website](#).

Action Taken: None.

**J. SCHOOL REPORTS: (limit to 1 minute)**

- o Social and Behavioral Sciences
- o Physical Sciences and Technologies
- o Mathematics, Computer Science and Engineering
- o Languages and Learning Resources
- o Life Sciences and Technologies
- o Humanities
- o Kinesiology, Health, and Athletics
- o Guidance and Counseling
- o Business Sciences
- o Arts

**K. STANDING REPORTS: (limit to 1 minute)**

- o SLO Task Force: Cheryl Delson
- o CTE Task Force: June McLaughlin –
- o Accreditation Report: Kathy Schmeidler
- o Foundation Accounts/PRO-IVC: Kathy Schmeidler
- o Early College: Brett McKim
- o Bookstore:
- o Cafeteria:
- o Calendar Committee Report: Kathy Schmeidler / Bob Urell
- o Environmental Leadership (ELC): Jeff Kaufmann
- o Distance Education Task Force: Cathleen Greiner
- o Technology Task Force: If you are interested in being on the new work group to look at new instructional technology, please contact Bruce Hagan. IT is doing classroom upgrades. They are seeking input from faculty members on equipment. There will be Blackboard regional meeting announcement coming soon; it will be scheduled in November. The Technology Advisory Committee Workshops are ongoing; the next workshop is creating accessible course material on October 26.
- o Safety and Security
- o LGBTQ Liaison Report: Brooke Choo

**L. ANNOUNCEMENTS AND OPEN FORUM**

**M. ADJOURNMENT**

**N. 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.

O. ADJOURNMENT at 4:00pm.

Total O																													
Total N																													
Total Y																													
Elizabeth Chambers																													
Robert Hollenbaugh																						Y	Y	20	0	0			
Kiana Tabizaden																						Y	Y	Y	Y	24	0	0	
John Davison																													
Ben Vargas																													
Brent Monte																													
Justin Wright																													
Brooke / Cheryl																													
Melanie Haeri																													
Brittany Adams																													
Roy Bauer																													
Simon Davies																													
Martin McGrogan																													
Tiffany Tran																													
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Item 1																													
Item 2																													
Item 13																													