



Minutes

Of the Meeting of the Representative Council
October 29, 2015 from 2:00 – 4:00 pm in LSB 104

Roster/Roll 10/29/15

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			
Adjunct Faculty	Melody Harper			
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-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-Davies
Humanities	Roy Bauer	x		
Humanities	Brittany Adams	x		
Humanities Alternate				
Languages & Learning Resources	Melanie Haeri			x-Choo
Languages & Learning Resources	Jeff Wilson		x	
Languages & Learning Resources Alt.	Cheryl Delson	x		
Life Sciences	Roland Rodriguez		x	

- o Arts – The debate team is winning, there have been 8 concerts already, and everyone is busy.
- o Business Sciences – CIM had their advisory meeting. Accounting, paralegal, real estate and entrepreneurship are doing great things.
- o Guidance and Counseling – UCI is accepting student applicants for Spring quarter. Application period is open from Nov 5-20 and only certain majors. Please advise interested students to come in and talk to counselors.
- o Kinesiology, Health, and Athletics – 300 career win for Martin McGrogan.
- o Humanities – Expressed that the bouncing houses are not to their liking.
- o Languages and Learning Resources – The library will be open till 10pm during finals week (M-TH), and Saturday drop in hours for ESL and writing assistance are from 10am-2pm.
- o Life Sciences & Technologies – None.
- o Mathematics, Computer Science and Engineering – None.
- o Physical Sciences and Technologies – None.
- o Social and Behavioral Sciences – None.

G. STANDING REPORTS: (limit to 1 minute)

- o LGBTQ Liaison Report: On Nov. 12, Brooke Choo and Tony Lin will be attending the Safe Space training at Cal State Fullerton. Anyone interested in attending, contact Brooke Choo. The training is free and professional development hours are approved.
- o Safety and Security – Issues and timelines are being discussed and will be presented in the near future.
- o Technology Task Force: The DE faculty manual has an entire section on best practices that focuses on student-student and student-instructor interaction to maintain regular effective contact. If there are any questions on Blackboard or Canvas, contact Roopa Mathur.
- o Distance Education Task Force: Cathleen Greiner
- o Environmental Leadership (ELC): Jeff Kaufmann
- o Calendar Committee Report: Miriam Castroconde
- o Cafeteria: None
- o Bookstore: None.
- o Early College: Skip.
- o Foundation Accounts/PRO-IVC: PRO-IVC is underway, and they working on website. Please get your donations in by March 31. Steven Rochford thanked Cessa Johnson-Heard for her work with the Foundation.
- o Accreditation Report: There was a joint Saddleback, IVC, and District services Board report. The accreditation oversight workgroup will start sending queries to all chairs. We have 16 workgroups with 72 people are on at least one work groups so far; about half are faculty members. Please bring back to department to encourage more to participate.
- o CTE Task Force: June McLaughlin – The two faculty co-chairs have been meeting with CTE faculty. They don't feel the committee is addressing faculty needs. There is low attendance due to the meeting time. They will spend the next couple month developing what to change and what is more effective. Faculty expressed the need for support and outreach. It was advised that CTE extend their invitations to those not on rosters or that don't get that information; more people should be included.
- o SLO Task Force: Cheryl Delson – None.

H. CONSENT CALENDAR

Items 3, 4, 5, 7, 8 were removed from consent calendar.

I. OLD BUSINESS

Item 3 Senate Approval of Curriculum for 2015-2016 Catalog

Discussion: There are many courses approved; 1st reading, and 2nd readings. See attachment.

Action Taken: None

M: Bauer, R.	S: Mathur, R.	Y: 22	N: 0	A: 0
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Item 4 Program Reviews

Discussion: None.
Action Taken: None.

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

Discussion: Already approved to sign SSSP.
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.

- BP 6170 Counseling [renumber to 5110]
- AR 4201.4(b) Reclassification of Classified Management –in SPAC, the classified management said they did not have chance to review and request to postpone. The recommendation is to allow this request.
- BP 4310 Duties and Responsibilities of the Academic Department Chair – Under review under workgroup. It has been send back to chairs, AA, and various bodies. FA signs off on it. If there are any issues, please bring forward.
- BP 3410 Nondiscrimination – Review and update. Reference change. No changes.
- BP & AR 4016 Drug Free Environment – Updating reference, being review, and nothing is being changed.
- BP 4125 Student Workers – Will be deleted.
- BP & AR 5230 Intercollegiate Athletics - Numbering and reference update.
- Field Trips: field trip forms and requirements are being discussed in order to revise and streamline the processes. A district-wide task force under BPARC is meeting to discuss these matters.
- AR XXXX Repeatable Courses – The question of whether a substandard grade (D, F, NC, NP, or W) counts as one of the student's limited repeat attempts was discussed.
- BP 101 – The district mission statement was revised at the District-Wide Planning Council (DWPC) summer retreat including coming into compliance with new ACCJC requirements.
- BP 5301 and AR 4225 are both called Course Repetition. They are in different number series because one is about student enrollment and the other is about allocation.
- BP 5404 is being approved while AR 5404 is written rather than waiting for both to be ready.

Action(s) Taken: affirm BP 6170, BP 4310, BP 4310 BP & AR 4125 and BP & AR 5230

M: Bauer, R.	S: Rodriguez, R.	Y: 22	N: 0	A: 0
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Item 7 Grade Grievance and Student Discipline Panel Pool

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

Item 8 2015-2016 Committee Appointments

Discussion: Some changes to committee grid and workgroups.
Action(s) Taken: Motion to accept.

M: Monte. B.	S: Bauer, R.	Y: 22	N: 0	A: 0
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Item 9 Faculty Student Club Advisor Handbook

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

Item 10 2015-2016 Academic Calendar

Discussion: With ratification of the new contract, attendance at commencement is now a faculty obligation. Two main questions were discussed regarding the calendar preference: a full week or half week off for Thanksgiving, and when Spring Break should occur to balance the spring semester including 8 week courses.

Action(s) Taken: Motion to adopt the Spring semester version with an earlier spring break (between the first and second 8 weeks) with no recommendation for fall at this time.

M: Rochford, S.	S: Urell, B.	Y: 6	N: 7	A: 7
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Item 11 Revisions to the IVC Planning and Decision Making Manual

Discussion: None.

Action(s) Taken: None.

Item 12 ASCCC Resolution

Discussion: Based on the reception of a similar resolution submitted to the Spring 2015 Plenary, the representative made some suggestions to improve the wording of this resolution.

Action(s) Taken: Motion to request that the Senate President complete the editing and submit the resolution at the ASCCC Plenary.

M: Rochford, S.	S: Bauer, R.	Y: 22	N: 0	A: 0
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Item 13 IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education

Discussion: None.

Action(s) Taken: None.

Item 14 Budget Update: [Davit Khachatryan] Bob Urell

Discussion: A total of roughly \$66 million in resource requests were submitted. Discussions of the rating process are taking place. Deans and directors must submit their ratings by Nov. 1st. The Strategic Planning Oversight Workgroup (SPOWG) will then sort the requests for strategic planning committee review. The [resource requests](#) are available for review on InsideIVC.

Action(s) Taken: None.

Item 15 Emergency Response

Discussion: continued

Action Taken: None.

J. NEW BUSINESS

Item 16 Student Extracurricular Activities Transcript

Discussion: This additional document would go out with academic transcript and include student's activities outside the classroom. A resource request has been approved to support this project and broader faculty support and participation is desired to form a workgroup to develop the details. The workgroup will meet on Nov. 20.

Action Taken: Motion to affirm our support for the development of this Student Extracurricular Activities Transcript, and establish a workgroup comprised of interested faculty, staff, and administrators, with Kay Ryals

as the convening chair.

M: Rochford, S.	S: Choo, B.	Y: 22	N: 0	A: 0
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Item 17 Early College Charge PDM Chart

Discussion: None.
Action Taken: None.

Item 18 Academic Senate Resolution to Affirm Credit ESL

Discussion: There is a statewide concern about retaining credit ESL now that non-credit ESL will be receiving apportionment at credit levels.

Action Taken: Motion to affirm our support for resolutions such as the attached that reinforce our support for on-going credit, as well as non-credit ESL courses and programs.

M: Rochford, S.	S: Choo, B.	Y: 22	N: 0	A: 0
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Item 19 Publications and Faculty Prerogative

Discussion: The Librarians were advised that they should not suggest that students ask their professors for extra credit. They will fix their flyer. The larger issues of academic freedom, the PI Office, and its control over all college publication were discussed.

Action Taken: None.

Item 20 Weekend College

Discussion: Continued.
Action Taken: None.

Item 21 CLA+ Assessment Tool

Discussion: Continued.
Action Taken: None.

Item 22 Student Equity Plan (SEP)

Discussion: VPSS Fontanilla thanked faculty and staff members for participating in the Mega Outreach event. She brought to Academic Senate the revised SEP plan. We have been granted additional funds: 380K last year and 670K this year. We are required to look at core indicators to determine student success in the areas of access, course completion, ESL basic skills completion, certificate completion, and transfer and to disaggregate the data by age, gender, ethnicity, disability, economic disadvantage, foster youth and veterans. Last year, SEP had 52 resource requests that totaled \$1.5 million; 21 were submitted by faculty, 11 were funded. \$177K has been recommended for faculty initiatives, \$280K for direct student services, and \$216K for two permanent positions in outreach and research.

The report for 2014-2015 spending is due in March. The revised plan was sent out to all constituency groups for feedback. The plan must be taken to the next Board meeting.

Action Taken: Since the President's signature is required before the next Rep Council meeting, a motion to permit the Senate President, at her discretion, to sign the Student Equity Plan, request an e-mail vote, or call

a limited time one item special meeting to discuss the matter.

M: Rochford, S	S: Bauer, R.	Y: 22	N: 0	A: 0
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Item 23 Student Success and Support Program Plan (SSSP)

Discussion: This year's allocation is \$2 million, \$600K more than last year. Last year's resource requests were reviewed to ensure compliance with the SSSP criteria. Funded projects include Discipline Faculty Mentors, new student orientation, early alert system, and others. The Senate President has already signed off on the plan.

Action Taken: None.

K. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler: [Attachment](#)
 Vice-President: Bob Urell: [Attachment](#)
 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.
- AACC Pathways Project accepted IVC as one of the 30 colleges involved.
- Workday Student will hold BPA's. Any interested faculty, contact Kathy.
- The next Senate meeting is to be canceled due to the Academic Senate Plenary**

N. ADJOURNMENT at 4:00pm.

	Bob Urell	Brett McKim	Diana Hurlbut	Rick H. Boon	Bennet Tchaikovsky	Joe Georges	Stephen Rochford	Robert Melendez	Tiffany Tran	Martin McGrogan	Simon Davies	Roy Bauer	Brittany Adams	Melanie Haeri	Brooke / Anca / Cheryl	Roland Rodriguez	Brent Monte	Ben Vargas	John Davison	Kiana Tabrizadeh	Robert Hollenbaugh	Elizabeth Chambers	Total Y	Total N	Total O
Item 1	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	21	0	0
Item 2	Y	Y	Y	Y	Y	A	Y	Y	Y	Y	Y	Y	Y	Y	A	Y	Y	Y	Y	Y	Y	Y	20	0	2
Item 3	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0
Item 6	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0
Item 8	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0
Item 10	Y	A	A	A	A	Y	Y	N	N	Y	Y	N	A	Y	N	N	N	N			A	A	6	7	7
Item 12	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0
Item 16	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0
Item 18	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0
Item 22	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	22	0	0