



## Minutes

Of the Meeting of the Representative Council  
April 06, 2017 from 2:00 – 4:00 pm in B 209

### Roster/Roll 04/06/17

Quorum = 14

Absolute majority required to pass motions = 14

Senate Officers (4 votes)				
Non-Voting		Pres	Abs	Proxy
President	Kathy Schmeidler	x		
Recorder	Cheryl Delson	x		
Parliamentarian	n/a			
Voting				
Vice President	Bob Urell	x		
Chair, Academic Affairs	Brett McKim	x		
Chair, Curriculum	Chris Loeffler	x		
Past President	Lewis Long		x	
Senators (22 votes)				
Adjunct Faculty	James Watkins		X	
Adjunct Faculty	Karen Vaught		X	
Adjunct Faculty Alternate	Carla Reisch		X	
Adjunct Faculty Alternate	Stephanie Tanio		X	
Business Science	June McLaughlin	x		
Business Science	Rick Boone	x		
Business Sciences Alternate	Roopa Mathur		X	
Arts	Stephen Rochford	X		
Arts	Pat Beckmann		X	Stephen R
Arts Alternate	Joe Gerges		X	
Guidance & Counseling	Robert Melendez	X		
Guidance & Counseling	Michelle Minkler	X		
Kinesiology, Health & Athletics	Simon Davies	X		
Kinesiology, Health & Athletics	Martin McGrogan	X		
Humanities	Roy Bauer	X		
Humanities	Brittany Adams		X	Roy Bauer
Humanities Alternate	Henry Carnie		X	
Languages & Learning Resources	Tony Lin		X	Jeanne Egasse
Languages & Learning Resources	Anca Popsecu		X	Jeanne Egasse
Languages & Learning Resources Alt.	All LLR Faculty	X		
Life Sciences	Meredith Dorner		X	Diana Hurlbut

Life Sciences	Diana Hurlbut	X		
Life Sciences Alternate	Devon Bradley		X	
Math/CIS/Engineering	Ilknur Erbas White	X		
Math/CIS/Engineering	Joel Sheldon	x		
Math/CIS/Engineering Alternate	R.J. Dolbin	X		
Physical Sciences	John Davison	X		
Physical Sciences	Massimo Mitolo	X		
Social & Behavioral Sciences	Elizabeth Chambers	X		
Social & Behavioral Sciences	Mary McDonough	X		

A. CALL TO ORDER

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

B. ADOPTION OF AGENDA

**Item 1 Agenda: April 06, 2017**

Discussion: Motion to adopt the agenda

Action Taken: approved

M: Roy	S: Ilknur	Y: 17	N: 0	A: 0
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C. INTRODUCTION OF GUESTS –

Traci Fahimi – Dean of Social and Behavioral Sciences  
Diana Oaks - Executive Director of Marketing and Creative Services  
Melanie Buettner -Assistant Director of Marketing and Creative Services  
Arleen Elseroad – Dean of Enrollment Services  
Karen Orlando – Director of Annual Giving and Development Services  
Denis Gordon - Director of Outreach and Recruitment,  
Liz Cipres – Dean of Counseling Services  
Judy Henmi – DSP&S Counselor  
Christina Delgado – Director International Development  
Donna King – Human Development Faculty  
Davit Khachatryan – Vice President of College Administrative Services  
Linda Fontanilla – Vice President for Student Services  
Cathleen Greiner – Dean, Business Sciences, Online and Extended Education  
Maria Nunez – Senior Administrative Assistant for Student Services

D. PUBLIC COMMENTS

- Donna King and Mary McDonough – CDC employees were told this week that the Center is being recommended for closure by the Office of Student Services. Human Development students are better served when they have access to a lab school so the closing of the CDC would be detrimental to the Human Development program. BDRPC yesterday recommended that the CDC close because of the on-going growing deficit. Rather than closing the center, this can be an opportunity to improve the lab and CDC. HD faculty have created a proposal to address the center's financial deficit. If the CDC closes, it will be a minimum of 3 years to get a center up and running again. There are 11 HD awards, all of which require experience with a child development center.
- Davit Khachatryan – The center is being subsidized by the college around \$400,000 this year and maybe up to \$500,000 next year. The general budget needs to be balanced by July or August and the shortfall needs to be fixed. The HD faculty need to consult with the VPI to discuss the impact on instruction of any decision regarding the closing of the center. The CDC is not just a budget item but an academic program and the instructional faculty should have been brought in much earlier.
- ProlVC – The piggy with the most \$5 bills will win for April. Earth Day is the theme so send in pictures of your piggy to the Foundation.

## E. RECORD OF THE PREVIOUS MEETING

### Item 2 **Minutes of the Previous Meeting: March 30, 2017**

Discussion: Minutes not available.

Action Taken: None

### F. SCHOOL REPORTS: (limit to 1 minute)

- Social and Behavioral Sciences – no report
- Physical Sciences and Technologies– no report
- Mathematics, Computer Science and Engineering– no report
- Languages & Learning Resources– no report
- Life Sciences & Technologies – Earth Day is Sat April 22<sup>nd</sup>. There will also be a March for Science.
- Humanities – WRD (We Remain Disgruntled)
- Kinesiology, Health, and Athletics – no report
- Guidance and Counseling – no report
- Business Sciences – no report
- Arts – lots of stuff going on in all department. Check out their website for events.

### G. STANDING REPORTS: (limit to 1 minute)

- SLO Task Force: Cheryl Delson– no report
- Accreditation Report: Kathy Schmeidler– no report
- Foundation Accounts/PRO-IVC: Stephen Rochford - the Foundation board meeting is next Tuesday morning in A123.
- Early College: Brett McKim – no report
- Bookstore: -the committee moving along with the new contract
- Cafeteria: – no report
- Calendar Committee Report: Jeff Kaufmann/Miriam Castroconde – no report
- Environmental Leadership (ELC): Jeff Kaufmann– no report
- Distance Education Task Force: Roopa Mathur/Cathleen Greiner– no report
- Technology Task Force: Celina Lee– no report
- Safety and Security: Kathy Schmeidler– no report
- LGBTQ Liaison Report: Alan Bilsborough– no report
- CTE: Diana Hurlbut– no report
- ELEVATE API – Edwin Tiongson– no report

### H. CONSENT CALENDAR

Items: 4,5,7,8

### I. OLD BUSINESS

### Item 3 **Senate Approval of Curriculum for 2017-2018 Catalog**

Discussion: None

Action(s) Taken: None

### Item 4 Consent **Program Reviews**

Discussion: None.

Action Taken: None.

### Item 5 Consent **Senate President Signature Requests**

Discussion: None.

Action(s) Taken: None.

**Item 6 Board Policies and Administrative Regulations**

Discussion: None  
Action(s) Taken: None

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

Discussion: Please email if willing to serve.  
Action(s) Taken: None.

**Item 8 Consent 2016-2017 Committee Appointments**

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

**Item 9 Faculty Student Club Advisor Handbook**

Discussion: Anybody interested in being on the workgroup for this can contact Cessa. They will also be defining the difference between a club and a co-curricular  
Action(s) Taken: None.

**Item 10 Budget Update: [Davit Khachatryan] Bob Urell**

Discussion: ASIVC presented the first draft of their budget including funding for clubs and co-curricular. ASIVC is considering changing their funding mechanism to "opt out" of buying the ASIVC sticker rather than to "opt in."  
Action(s) Taken: None

**Item 11 AACC Pathways Project and Conference Attendance**

Discussion: Working on refining the clusters.  
Action Taken: None.

**Item 12 Pathways – Logistics Work Group**

Discussion: None  
Action Taken: None

**Item 13 TATF Co-Chair**

Discussion: None  
Action Taken: None

**Item 14 SLO Coordinator and Co-Chair**

Discussion: None  
Action Taken: None

**Item 15 Senate Approval of Residence Requirements for Certificates of Achievement and Proficiency: 2017-2018 Catalog**

Discussion: The workgroup is still being formed at this point. Chris Loeffler will return with a recommendation.  
Action Taken: None

**Item 16 Sanctuary Campuses**

Discussion: June McLaughlin will send information about sanctuary status to a senate for posting. Enrollment of international students at IVC may be affected by the federal government's position on immigration.  
Action Taken: None

**Item 17 IVC OE Faculty Handbook Fall 2016- Spring 2017**

Discussion: Ilknur Erbas White – On page 9 of the OE Handbook it states that faculty should demonstrate technological and pedagogical readiness. There is concern that faculty who have been teaching online should be allowed to grandfather into taking the online readiness class. Right now this is not possible and all faculty have to take the online class.  
Action Taken: None

**Item 18 Faculty Responsibilities Respecting Disability Accommodations**

Discussion: Judy Hemi – Title 5 says that it is the college’s responsibility to make accommodations, and the college has assigned the instructor of the course as responsible. In the California Community College system, the majority of colleges use volunteer note takers; there are only a couple of schools that pay. About 50 students request note takers at IVC, totaling about 150 note takers. DSPS is looking at an incentive such as a gift card or priority registration, in lieu of paying note takers. Note takers differ from interpreters, who hold a national certificate qualifying them as skilled professionals. DSPS encourages students to use a DSPS provided smart pen rather than a note taker to help the student become better prepared for transfer.  
Elizabeth Chambers – Faculty are concerned about the quality of the notes that they help arrange for the DSPS student, and questions of privacy by identifying DSPS students. Is there a statement that states that the faculty are not responsible for the quality of the notes? What happens if there is a problem between the students? Our instructors would feel much safer with the clarification of responsibility of the faculty, student and DSPS.  
DSPS recognizes that the faculty need more information about this, so they will send out information to the faculty. DSPS will develop a policy and procedure form for students to sign when requesting a note takers. DSPS will also provide a statement about notetakers for faculty to put on their syllabus.  
Action Taken: None

**Item 19 Senate Elections: Open Nominations for Past President and Appoint.**

Discussion: Move to table.  
Action Taken: Motion to table.

M: June	S: Stephen	Y: 20	N: 2	A: 1
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**Item 20 Institutional Set Standards**

Discussion: There are two standards that we set for ourselves: 1) set standards that serve as the “floor” based on our previous experiences and are the benchmarks below which we never want to fall; 2) the other standards are aspirational. The IEC has discussions regarding these standards and makes recommendations to the senate for discussion and approval.  
Action Taken: None

**H. New Business**

**Item 19 Spring 2017 ASCCC Plenary**

Discussion: Cabinet will be at Plenary during the next regularly scheduled Representative Council meeting. Should we cancel the next meeting on April 20<sup>th</sup>?  
Action Taken: Motion to cancel April 20, 2017 meeting.

M: Roy	S: Robert	Y: 23	N: 0	A: 0
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**EXECUTIVE REPORTS**

Senate President: Kathy Schmeidler – no report

