



Minutes

Of the Meeting of the Representative Council
October 20, 2016 from 2:00 – 4:00 pm in B 209

Roster/Roll 10/20/16

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	Chris Loeffler	X		
Past President	Lewis Long		X	
Senators (22 votes)				
Adjunct Faculty	Joshua Junker			X-Harper
Adjunct Faculty	Melody Harper	X		
Adjunct Faculty Alternate	Carla Reisch		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		
Arts Alternate	Joe Gerges		X	
Guidance & Counseling	Robert Melendez			X-Minkler
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		
Humanities Alternate	Henry Carnie	X		
Languages & Learning Resources	Keith Gamache	X		
Languages & Learning Resources	Melanie Haeri	X		
Languages & Learning Resources Alt.	Cheryl Delson		X	
Life Sciences	Roland Rodriguez	X		
Life Sciences	Diana Hurlbut	X		

Life Sciences Alternate	Meredith Dorner	X		
Math/CIS/Engineering	Ilknur Erbas White	X		
Math/CIS/Engineering	Joel Sheldon	X		
Physical Sciences	R.J. Dolbin	X		
Physical Sciences	Dale Carranza	X		
Physical Sciences Alternate	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: October 20, 2016

Discussion: Motion to adopt the agenda
Action Taken: approved

M: Bauer, R.	S: Adams, B.	Y: 20	N: 0	A: 0
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C. INTRODUCTION OF GUESTS – Sahar Wahidi, Brooke Choo, Edwin Tiongson, Traci Fahimi, and Alan Bilsborough.

D. PUBLIC COMMENTS

- Ilknur inquired about why the Math position is now at number 8 on the hiring list.
- It was advised to all full-time faculty to check pay stubs since there was miscalculation in WorkDay for a few faculty members.
- Melaine is accepting donations for her group, the Unreal Housewives of Irvine. All proceeds go to the Susan G Komen Foundation. The event is 3 day walk for Breast Cancer. She is also selling See's candies bars. They are at \$17K and need \$20K. Email Melaine Haeri for donations or more information.

E. RECORD OF THE PREVIOUS MEETING

Item 2 Minutes of the Previous Meeting: September 29, 2016

Discussion: None.
Action Taken: Approval

M: Bauer, R.	S: Hurlbut, D.	Y: 24	N: 0	A: 0
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Item 3 Minutes of the Previous Meeting: October 06, 2016

Discussion: None.
Action Taken: None

F. EXECUTIVE REPORTS

Senate President: Kathy Schmeidler will be attending PromiseNet, a conference in Washington D.C. from Oct. 24-26, to discuss reducing the cost of two year-colleges for eligible students that fulfill certain requirements,. We hope that this might tie in with the Student Equity Plan and possibly, eventually, other projects such as AANPSI, and other programs for underrepresented students to be successful in college. Bob will be replacing her at board meeting while she is attending the conference. Contact Bob if you have any questions or topics to bring up at the board meeting. Kathy also discussed an item from the chancellor hiring process which includes the list of qualities. She praised the Interim Chancellor and the Board for their hard work to provide transparency in the process. She will engage more when website for the Chancellor search is up. The Interim Chancellor plans to have an open forum with each candidate; Bob suggested that the forum be streamed.

Vice-President: Bob Urell - Davit is unable to attend this meeting because he is currently working on accreditation. Please bring questions for him at the next meeting.

Academic Affairs Chair: Brett McKim – None.

Curriculum Committee Chair: Chris Loeffler thanked those who submitted their updates to programs and certificates on time; Curriculum Committee will be reviewing them soon. There is a non-credit meeting on November 9 to consider how IVC should move forward with developing and offering non-credit courses under the new provisions that allocate funds for these courses at almost the same rate as for credit courses. Curriculum Committee recommends that when doing 2-4-6 program reviews to reconsider the degrees and certificates to ensure their currency. The Curriculum Committee also requested that chairs report out regarding their intent to propose new courses at Instructional Council.

G. CONSENT CALENDAR

Items: 5, 8, 9

H. OLD BUSINESS

Item 4 Senate Approval of Curriculum for 2017-2018 Catalog

Discussion: None.

Action(s) Taken: Motion to approve.

M: Loeffler, C.	S: Haeri, M.	Y: 24	N: 0	A: 0
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Item 5 Consent Program Reviews

Discussion: None.

Action Taken: None.

Item 6 Senate President Signature Requests

Discussion: Brooke Choo explained the funding and expenses in the posted BSI expenditure report. 25% of its funding has been spent so far. PD funds available for attending Basic Skills conferences or training. Contact Brooke if you have any questions about using Basic Skills funds for Professional Development or to develop a BS project. Check the BSI box (or any other) in the PD funding request if you think it applies, and the managers of funds will verify and money set aside for substitutes.

Action(s) Taken: None.

Item 7 Board Policies and Administrative Regulations

Discussion: Interim Chancellor Debra Fitzsimms, after BPARC was reluctant to consider an expedited minimal modification of BP 4011.6, recommended to the Board, who agreed that the hiring committee would be permitted to make clarifications to the existing Chancellor hiring policy, providing that the entire committee agreed. When the hiring committee convenes, the members will go through the Board policy carefully to ensure that everybody, including HR, agrees not to interpret, with clarifying modifications as needed, the policy.

The DAM hiring policy, 4011.1, will be considered together with BP 4011.6 during BPARC this year.

The student directory list was updated to delete many components. This was necessary in response to an outside organization trying to gather information.

Action(s) Taken: Motion to adopt all except 4011.6

M: Urell, B.	S: Harper, M.	Y: 24	N: 0	A: 0
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Item 8 Consent Grade Grievance and Student Discipline Panel Pool

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

Item 9 Consent 2016-2017 Committee Appointments

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

Item 10 Faculty Student Club Advisor Handbook

Discussion: None
Action(s) Taken: None.

Item 11 Budget Update: [Davit Khachatryan] Bob Urell

Discussion: Davit is currently working on accreditation and is unable to be present at this meeting. Please bring questions or concerns to the next meeting or email Davit or Bob.
Action(s) Taken: None

Item 12 AACC Pathways Project and Conference Attendance

Discussion: Brent Monte and Brittany Adams, co-chairs, are convening Pathways Workgroup meetings on first Tuesdays and some 3rd Tuesdays from 1:30-3:00. At the first meeting they will be discussing the idea of meta-majors. Email Brent or Brittany to express interest.
Action Taken: None.

Item 13 IVC Faculty Involvement in Contract Education, Community Education, and Continuing Education

Discussion: None
Action Taken: None.

Item 14 Chancellor Hiring Process

Discussion: This was discussed in the Executive report.
Action Taken: None

Item 15 College Open Forum Content

Discussion: None
Action Taken: None.

Item 16 LGBTQ Liaison

Discussion: Alan Bilsborough is nominated. His has already been approved through Classified Senate. His office is in A100.
Action Taken: Motion to appoint Alan.

M: Bauer, R.	S: Harper, M.	Y: 24	N: 0	A: 0
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I. New Business

Item 17 Basic Skills Coordinator

Discussion: Brooke Choo will be on Sabbatical in Spring 2017 and the college will need a replacement Basic Skills Coordinator. Brooke discussed the duties of the position and would be happy to answer questions about the position. The list of duties includes overseeing the BSI budget and forms, work with Angel Hernandez, the

Basic Skills Grant Coordinator, attend integration meetings with SEP, SSSP, IEC, and SAMMO, training meetings, and PD request proposals for Basic Skills funds. For now, it is a one semester fill-in; the future of this position and the relationship to the BST grant position needs further discussion. The position is compensated at 5 LHE.

Action Taken: Motion to open nomination.

M: Bauer, R.	S: Haeri, M.	Y: 23	N: 0	A: 0
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Item 18 Schedule Change for November 3 Representative Council Meeting

Discussion: Due to the Fall Academic Senate Plenary, the Cabinet will not be available for the November 3 Representative Council meeting.

Action Taken: Motion to cancel the November 3 Representative Council meeting and have instead, a get-together at CAFÉ in place of the meeting at the same time. Food will be provided.

M: Carranza, D.	S: Rodriguez, R.	Y: 22	N: 2	A: 2
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Action Taken: Motion to cancel the November 3 meeting, but Kathy will send out email for important votes.

M: Sheldon, J.	S: Rochford, S.	Y: 24	N: 0	A: 0
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Item 19 Senate Elections: Establish Elections Committee

Discussion: The Cabinet recommends holding elections to Fall Semester, as suggested by the School of Guidance and Counseling. This allows the newly elected persons to know before scheduling Fall classes and to shadow the current Cabinet members as appropriate.

Action Taken: Motion to establish elections committee: Rich Zucker and Joon Kil are nominated, and other interested individuals are invited to join as well.

M: Haeri, M.	S: Sheldon, J.	Y: 24	N: 0	A: 0
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Item 20 Senate Elections: Establish Election Dates and Rules

Discussion:

Action Taken: Motion to approve: open nominations from 10/20/16 – 11/17/16 for the positions of President and Vice-President, and conduct Polling for President and Vice-President from 11/28/16 – 12/05/16.

M: Bauer, R.	S: Minkler, M.	Y: 24	N: 0	A: 0
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Item 21 Senate Elections: Open Nominations for Curriculum Chair, Assistant Curriculum Chair, Academic Affairs Chair, Recorder, and Past President

Discussion: Nominations will close and appointments made at the last meeting of semester.

Action Taken: Motion to approve.

M: Bauer, R.	S: Haeri, M.	Y: 24	N: 0	A: 0
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Item 22 Institutional Set Standards

Discussion: Craig Hayward discussed on the benchmarks for various measures of student achievement and success at IVC, including course success rate, number of degrees and certificates earned, and total number of student transfers. It was emphasized that these are minimum benchmarks to be used as an indicator of any issues or concerns, that is, they are a "floor", not an aspirational goal toward which instructors and

administrators should strive in order to maintain good standing as a college. All the data is required to be collected by ACCJC.

Action Taken: None.

Item 23 Transgender Students and Staff Needs

Discussion: There was a webinar on transgender students in college. The goal is to make the campus accessible to all students. The Safe Space training is making great progress. We discussed preferred nomenclature and restroom preference. There was also an inquiry on using the photos from student IDs from Police Department for faculty photo rosters. Kathy will ask whether this is feasible.

Action Taken: None.

J. SCHOOL REPORTS: (limit to 1 minute)

- Social and Behavioral Sciences - None
- Physical Sciences and Technologies - none
- Mathematics, Computer Science and Engineering – ASEC has a meeting with speaker from Boeing coming.
- Languages & Learning Resources – None.
- Life Sciences & Technologies – None.
- Humanities – Remains disgruntled.
- Kinesiology, Health, and Athletics – None.
- Guidance and Counseling – The therapy dogs were on campus last week and they will be back during finals week.
- Business Sciences is having a guest speaker in November.
- Arts – There are upcoming performances such as the Midnight Blue Concert, a piano recital, and Guys and Dolls. The brochures are now available. The Adopt a Family toy drive is going on. Please bring a new and unwrapped toy to PAC with receipt and you will receive 2 complementary tickets to their events. The Spring backpack school drive will be next.
- ASIVC – The Career Fest is upcoming.
- AANPSI – The AANPSI center in B353 is now open. Eddie has free tickets to the Asian Pacific Festival in the Newport Dunes.

K. STANDING REPORTS: (limit to 1 minute)

- SLO Task Force: Cheryl Delson
- Accreditation Report: Kathy Schmeidler – The OETF report is available. There is an editing session with food in A123 on Standard 4.
- Foundation Accounts/PRO-IVC: Kathy Schmeidler
- Early College: Brett McKim
- Bookstore:
- Cafeteria:
- Calendar Committee Report: Jeff Kaufmann/Miriam Castroconde
- Environmental Leadership (ELC): Jeff Kaufmann
- Distance Education Task Force: Roopa Mathur/Cathleen Greiner
- Technology Task Force: Celina Lee
- Safety and Security: Kathy Schmeidler
- LGBTQ Liaison Report: Brooke Choo
- CTE: Diana Hurlbut

L. ANNOUNCEMENTS AND OPEN FORUM

- Interested parties are welcome to meet California Pizza Kitchen at ~ 6pm for a social exchange.

M. ADJOURNMENT at 4:00pm

