

P.O. Box 4800, Mission Viejo, CA 92690

**MINUTES  
Representative Council Meeting  
Saddleback College, AGB Conference Room  
May 2, 2016**

**Officers Present:**President: Claire Cesareo

President-Elect: Mark Blethen

Past-President: Paula Jacobs  
Treasurer: Ken Woodward

Secretary: Allison Camelot

Membership Chair: Loma Hopkins

Part-Time Faculty Chair: Beth Clary

**Chief Negotiator:** Lewis Long

**Grievance Chairs Present:**Margot Lovett, Saddleback College

**Representatives from Irvine Valley College Present:**

Fawn Tanriverdi, Guidance and Counseling

Ted Weatherford, Kinesiology, Health and Athletics

Kurt Meyer, Humanities and Languages

Mark McNeil, Social and Behavioral Sciences

**Representatives from Saddleback College Present:**

Blake Stephens, Advanced Technology and Applied Science

Don Bowman, Business Science and Economic Workforce Development

Steve Handa, Counseling Services

Josh Pryor, Liberal Arts

Jenny Langrell, Online Education and Learning Resources

Jacqueline Bloink, Health Sciences and Human Services

Margot Lovett, Social and Behavioral Sciences

**Part-time Representatives Present:**

Susan Bliss  
Bev Wirtz

1. Call to Order

The meeting was called to order at 3:09 p.m.

1. Introduction of Guests

Inez Morales from California Casualty.

1. Adoption of Agenda

Moved by Blake Stephens; seconded by Loma Hopkins; unanimously approved.

1. Approval of Minutes
   1. April 4, 2016

Moved by Blake Stephens; seconded by Margot Lovett; unanimously approved with correction.

1. Organizing Committee Report – Mark Blethen (5 minutes)  
   There was a reminder that all full time faculty are required to attend graduation on Tuesday, May 24th.
2. Part-Time Committee Report – Beth Clary (5 minutes)

Beth asked if part-time faculty are required to wear regalia if they walk at the graduation. It was stated that if they are going to walk and sit with the faculty they are required to wear regalia.

The part-time faculty unemployment workshop this Friday, 5/6. The new part-time elected representatives were listed. There are now five part-time faculty representatives. Mari Stachenfeld, one of the new part-time representatives, was in attendance and was introduced.

1. Communications Committee Report – Allison Camelot (5 minutes)

The newsletter will be sent out soon.

1. Membership Report – Loma Hopkins (10 minutes)

The membership report was dispersed. Information on the increase from May 2010 to present was noted.

* 1. Membership Engagement Plan  
     The membership goals and engagement plan was dispersed.

1. Treasurer’s Report – Ken Woodward (5 minutes)

The budget report was dispersed. We implemented the increased 20% contribution to the PAC. The cost for the most recent elections was more than planned due to increased membership. A new computer was purchased for Christina Bolin, administrative assistant.

1. FA Elections Update – Lewis Long (10 minutes)

A report on the results of the election was dispersed. There were several write in votes. There are still several vacant seats. With the new changes to the bylaws we can fill the representative positions if uncontested. The results will be emailed out to the faculty soon.

1. Classroom Safety Q&A (15 minutes) – TIME SPECIFIC – 4pm
   1. Guests – Chief Will Glen (IVC) and Chief Pat Higa (Saddleback)

The temporary key system in the BGS building at Saddleback College was discussed. Eventually the colleges will go to an access control system. The colleges are still looking at the options. Panic hardware was discussed. Timeline: going to do in phases, one building at a time; will first have to complete hardwire ability to all of the doors; approximately three to five years for completion. BSTIC and Child Development Center at IVC are being completed now. The Faculty Association will need to further discuss in the Fall 2016.

1. Negotiations Update – Lewis Long (10 minutes)

One issue has been resolved, putting a cap on cost increases for benefits for dependents for retirees, costs increases will be capped at 10% per year. The issue working on reclassification of classes from practicum to lab is still being worked on. Courses will be reviewed for reclassification, documents required for petition will need to be submitted for the review/reclassification consideration. The department chair stipend supplemental duties issue is still being worked on. The MOUs will need to be voted on by the faculty.

1. Summer Department Chair Stipends (10 minutes)

The contract allows for two types of payments in the summer: 1) according to the table (do not need to document hours or duties) 2) supplemental chair duties (when not working on regular department chair duties; working on specific tasks or projects). It was stated that if IVC is not paying department chairs in the summer then the faculty need to not do any department chair work. The Faculty Association can file a grievance or class action lawsuit for this issue. Chairs are not required to make a list of what they are going to do and the number of hours. During the summer department chairs duties are: issues with part-time faculty and scheduling duties (not curriculum or SLOs).

1. PAC Report (10 minutes)
   1. PAC Recommendation for Endorsement: the PAC made a recommendation to endorse Barbara “Bobbi” Jay. There was a discussion on interviews and the recommendation. A motion was made by Blake Stephens to endorse Bobbi Jay, seconded by Ted Weatherford; two no votes, one abstention; motion passed.
   2. There will be a PAC meetings this summer as we will be gearing up for the elections.
2. Online Education Initiative/Canvas Update (5 minutes)

IVC will do a pilot in the Fall 2016. Saddleback College Senate voted to postpone the decision until Spring 2017.

1. Delegation of Authority to the Executive Committee – Summer 2016 (5 minutes)

A motion was made to give the delegation of authority of the representative council for the summer, moved by Margot Lovett, seconded by Bev Wirtz, unanimously approved.

1. Fall Luncheon (5 minutes)
   1. Tuesday, August 16, 11-30am-1:30pm

Adam Wetsman, president of FAC, will be the speaker.

1. Next Representative Council Meeting
   1. September 12, 2016, 3-5:00pm, Irvine Valley College, TBD

A motion to adjourn the meeting was made by Blake Stephens, seconded by Don Bowman; unanimously approved. Meeting was adjourned at 5:00 p.m.