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

**MEETING MINUTES**  
**Representative Council Meeting**  
**Saddleback College, AGB Conference Room**  
**March 5, 2018**

**Officers Present:**

Mark Blethen, Saddleback College  
Kurt Meyer, Irvine Valley College  
Claire Cesareo, Saddleback College  
Frank Gonzalez, Saddleback College  
Parisa Soltani, Irvine Valley College  
Blake Stephens, Saddleback College  
Beth Clary, Saddleback College  
Lewis Long, Irvine Valley College

**Grievance Chairs Present:**

Margot Lovett, Saddleback College

**Representatives from Irvine Valley College present:**

Fawn Tanriverdi, GC  
Ted Weatherford, KHA  
Tony Lin, LLR  
Carlo Chan, MCSE  
Mark McNeil, SBC

**Representatives from Saddleback College present:**

Don Bowman, BS  
Sharon Nussenbaum, CS  
Jan Ventura, CS  
Jonathan Luque, MSE  
Christina Ghanbarpour, SBS  
Zina Boratyneec, SE&SP

**Part-time Representatives present:**

Susan Bliss (SC)  
Ladi Boustani (SC)  
Karyn Bower (SC)  
Noushin Seddighzadeh, SC  
Evangeline Matthews (IVC)

1. Call to Order
  - a) Mark Blethen, 3:08 pm
  
2. Introduction of Guests (5 minutes)
  - a) Amy Stinson, Physical Sciences (Geology) at IVC

3. Adoption of Agenda (5 minutes)
  - a) Moved by Don B., seconded by Blake S.
  - b) Add 'Technology Procurement for the Negotiating Team' to be added to 'Other'
  - c) Unanimously approved after addition
4. Approval of Minutes –February 5, 2018 (5 minutes)
  - a) Moved by Jenny L., seconded by Ted W.
  - b) Unanimously approved, one abstention (Don Bowman was not present at last RC meeting)
5. Part-Time Committee Report – Beth Clary (5 minutes)
  - a) Beth sent email to all PT Faculty requesting they send a brief narrative about their experiences as PTERS at SOCCCD to share at next BoT meeting/report. The PTs have until this Sunday to respond to Beth's request.
6. Communications Committee Report – Parisa Soltani (5 minutes)
  - a) CCA Spring Conference – April 20-22, 2018 Hyatt Regency LAX
  - b) Parisa will email Rep Council members this week asking for delegates and then send the request out to all faculty.
7. Membership Report – Blake Stephens (5 minutes)
  - a) No report
8. Treasurer's Report – Frank Gonzalez (5 minutes)
  - a) Frank: no hand-outs today. Not many changes on expenditures from last month (copies available).
  - b) Frank: reminder to submit CCA Delegate reimbursement to him ASAP and to CCA (30-day deadline to submit for reimbursement).
    1. Margot L. and Karen B. interested in attending SC Foundation Gala (Saturday, May 12 at Ritz-Carlton Laguna Niguel. Parisa will add them to the list of attendees.
9. Faculty Association Elections Committee Report (5 minutes)
  - a) Mark: need to identify dates of elections and create a timeline based on elections in April.
  - b) We are still seeking a President elect.
  - c) Beth: when will Lewis, Fawn and Ardith send an email seeking potential candidates? Lewis will work with Fawn and Ardith to seek potential candidates.
10. CCA Winter Conference Report (5 Minutes)
  - a) Mark: the focus was on grievance and was very informative. Blake attended lots of negotiation themed workshops and it was very helpful and informative.
  - b) Frank: please remember that CCA had a deadline to submit for reimbursement
11. Organizing Committee Report – Kurt Meyer (5 minutes)
  - a) Next BoT Meeting is Monday, March 26<sup>th</sup> – "PT for Parity Rally" (Do you believe in equal pay for equal work? Your FA believes in equal pay for equal work!)
    1. Join us for dinner and drinks – please bring a PT faculty member with you.

2. 4:30-6:00 pm at Costello's – this is the first Monday after Spring Break.
3. Don't have to speak, but stand up for your colleagues. We are reaching out to PT faculty on both campuses to obtain narratives to present to the BoT.
4. Margot: we are committed to our institution and to all our faculty. Getting together is meaningful – connecting with colleagues is fun and meaningful. The BoT notices when there are tons of faculty!
5. WE NEED STRONG PARTICIPATION AT THIS MEETING!

12. Negotiations Report – Lewis Long (10 minutes)

- a) Lewis: had out orientation meeting on Friday, March 2<sup>nd</sup> and first formal meeting this Friday, March 9<sup>th</sup>. Tone established. Set ground rules, reporting content of specific topics away from the table is to be avoided.

13. BP 5530, Student Complaints—Discussion (5 minutes)

- a) Mark: new BP trying to get pushed through, again. Students would be able to complain about anything a faculty does, in or outside the classroom. Lewis: much of the language was lifted from the Grade Grievance process. No legal authorization for it – no faculty discipline allowed outside the legal process (contract). No way to enforce this. Margot: why are they pushing this? Mark: while going through our last accreditation, we must have a process for student complaints. Each campus needs a method to keep track of student complaints. If a BP/AR is related to the faculty contract it must be run past the FA before implementation – otherwise it would be a PERB complaint.

14. Campus/Classroom Safety and Security—Discussion (5 minutes)

- a) Mark: spurred by last month's events in FL. Frank: someone was walking around the campus assessing classroom safety. Fawn and Tony: IVC has metal sliders in Student Service offices and the student study rooms in the Library. Blake: I am on a committee for electronic locking – starting with the main doors of each building. Mark: BoT is concerned and didn't realize that PT faculty have no keys to their classrooms. Claire: most FT faculty do not have a key to their classrooms. Several districts (Capo) retrofitted all their doors across several campuses within a year and UCLA did it for their entire campus within 3 months. Mark: Cypress College just had an active shooter on campus today. Mark: this should be handled at BoT meetings. Karen: as a Pter, the biggest gripe I have is that I cannot protect my students. Maybe an emergency button.
- b) Fawn: walk-out – Wednesday, March, 14<sup>th</sup> at 10:00am – does FA have any direction on this? Mark: CTA stated that we have no legal protection, however, we can support our students and cannot punish students for participating. Ted: our Dean sent an email supporting the walk-out. As a Vietnam Vet, I never thought I would be having conversations on how to protect our students. Blake: SC is replacing all doors with electronic locks controlled by key locks – within 6 months. Ted: what can we do? Tony: IVC has no cameras. Mark: we must be vocal on our campuses.

15. Student Evaluations Issues—Discussion (5 minutes)

- a) Mark: there seems to be a discrepancy on the use of the evaluations. Deans have been reading through the evaluations of FT Tenured faculty and calling them in to discuss the results. The Dean should never have them – only the VPI. This is against the faculty master agreement/contract. Contractual language states that they are the property of the faculty member. If you hear about this misuse, please let the FA know immediately. Amy: what about the portfolio in the non-tenured faculty evaluation. Lewis: Deans cannot use the portfolio against the faculty member, the faculty can include anything they would like in their portfolio. Lewis: non-tenured faculty members should have a faculty mentor on their TRC to help/support them. Mark: refer any non-tenured faculty member to the FA.

16. OEI Course Exchange —Discussion (5 minutes)

- a) Kurt: OEI at IVC captured in past minutes that are not entirely accurate, which specific related to the course exchange. IVC should start the conversation about joining the course exchange. The co-chair of this committee came to a meeting in humanities. I believe the FA should be involved in this discussion. Claire: SC is a pilot for tutoring, not for the course exchange. Mark: they cannot assign work outside the unit, which then makes it within the scope of negotiations. Claire: SC Academic Senate had this on their agenda. Many faculty don't understand the OEI. Jenny: there was a big discussion and the topic will resurface on a future agenda. Amy: I attended the last DE meeting at IVC and the VPI believes that the OEI may get defunded. They tabled the agenda item until the end of April. Margot: can you reach out to Dan (SC Academic Senate President)? Mark: I have spoken with Dan and June. Blake: Canvas was approved at IVC during the summer without the vote of the Academic Senate.

17. Mold Issues at Saddleback SSC—Discussion (5 minutes)

- a) Mark: an on-going problem. There have been 2 assessments by the District and the faculty member did 2 assessments. I believe we have the Districts attention. They will do a comprehensive exam of the building. Blake: if remediation is needed, where will the people in the building be moved? Mark: we don't know at this time.
- b) Sharon: the report done in August was finally returned to the faculty member. Remediation was recommended; however, remediation was never done. Sharon passed a photo around of some mold tests that clearly had mold. Faculty members were reprimanded by administration for bringing their own tests in. Mark: please send/refer those faculty members to me.

18. Cancellation of PT Faculty Classes—Update (5 minutes)

- a) Beth: in process of developing a 3-question survey – whether the PT faculty want us to follow Ed Code with respect to cancellation of a class prior to 2-weeks of the class starting. Beth will send the questions to Lewis and Mark for review before sending to all PT faculty. Susan: it is not in the colleges best interest to cancel the class. Lewis: it depends on several factors. Currently, IVC is using productivity model.

19. Announcements (5 minutes)

- a) CCA Spring Conference—April 20-22, 2018, Hyatt Regency LAX
- b) IVC Foundation Gala—March 10
- c) SC Foundation Gala—May 12
- d) How To Interview Workshop—3/16

20. Other

- a) Technology procurement for negotiations
1. Lewis: needs a new tablet for negotiations
  2. Beth made a motion for Chief Negotiator to purchase a new Sureface notebook (with a 2-year insurance package) at a cost of approximately \$1799.00.
  3. Ted W. seconded. Motion was unanimously approved.

21. Next Representative Council Meeting

- a) April 2, 2018, 3-5:00pm, Irvine Valley College, LSB 105

22. Adjourn

a) Mark: 5:03pm