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

**MEETING MINUTES**  
**Representative Council Meeting**  
**Saddleback College, AGB Conference Room**  
**October 2, 2017**

**Officers Present:**

Mark Blethen  
Kurt Meyer  
Claire Cesareo  
Lewis Long  
Frank Gonzalez  
Parisa Soltani  
Blake Stephens  
Beth Clary

**Grievance Chairs Present:**

Margot Lovett, SC

**Representatives from Irvine Valley College present:**

Fawn Tanriverdi, GS  
Ted Weatherford, KHA  
Mark McNeil, SBS  
Carlo Chan, MCSE  
Tony Lin, LLR

**Representatives from Saddleback College present:**

Brock Schermerhorn, BS  
Sharon Nussenbaum, CS  
Jan Ventura, CS  
Joshua Pryor, LA  
Jenny Langrell, OELR  
Jonathan Luque, MSE  
Christina Ghanbarpour, SBS  
Robert Farnsworth, ATAS  
Zina Boratyneec, SESP

**Part-time Representatives present:**

Marilyn Stachenfeld (SC)

1. Call to Order
  - a) Mark: 3:08 pm
  
2. Introduction of Guests (5 minutes)
  - a) Karyn Bower, PT faculty member, SC
  - b) Ladan Boustani, PT faculty member, SC
  
3. Adoption of Agenda (5 minutes)

- a) Beth: addition to agenda – accept two PT representatives by acclamation. We will add under ‘Other’ on agenda
  - b) Claire: add DACA item under ‘Other’
  - c) Motion to approved agenda moved by Beth and seconded by Ted
    - 1. Unanimously approved
4. Approval of Minutes –September 11, 2017 (5 minutes)
- a) Motion approved by Blake and seconded by Kurt
    - 1. Unanimously approved
5. Part-Time Committee Report – Beth Clary (5 minutes)
- a) Retirement workshop with Mr. Lynch from STRS. Beth will send electronic version to Christina B. and she will send out to everyone. Parisa will post to our FA website.
  - b) Next workshop for PTs is ‘How to apply for a FT faculty position.’ Kurt asked for anyone who would be interested in participating on the panel. Friday, November 3<sup>rd</sup> from 12:30-2:30pm. We try to balance the panel by considering college, discipline
6. Communications Committee Report – Parisa Soltani (5 minutes)
- a) New Reps – Robert Farnsworth, ATAS
    - 1. We will be electing new PAC representatives since we are coming up on an election year in 2018.
  - b) Update on Fall CCA Conference – 4 faculty members are signed up as delegates – 1 FT faculty member and 3 PT faculty members. Frank: please make sure to save your receipts and submit to your FA. Also, do not request professional development funds. Please make sure to submit receipts ASAP.
  - c) Next CCA Conference in February at LAX Marriott
7. Membership Report – Blake Stephens (5 minutes)
- a) Blake: we are static in our membership
  - b) Please send Blake an email if you have a new faculty member that may not be a member and he will contact them.
8. Treasurer’s Report – Frank Gonzalez (5 minutes)
- a) Frank: budget handout provided fiscal year 2016-2017 (9/1/16 – 8/31/17)
  - b) Frank: Our FA budget is strong. We had more money in the bank than we did the previous year.
  - c) Frank: Consider additional PAC contributions. Kurt passed out the Payroll Deduction Authorization for the PAC. You can give the paperwork to any Executive Council member and we will submit to payroll.
9. Organizing Committee Report – Kurt Meyer (5 minutes)
- a) October Board Meeting Event: flier included in agenda packet.
    - 1. BoT meeting on Monday, October 30<sup>th</sup> at 6:30pm
    - 2. One FT and one PT faculty member will address the BoT
    - 3. Please bring a colleague or two. FA will be passing out Faculty United buttons. This meeting is critical – the BoT notices when faculty members show up to BoT meetings.
10. Negotiations Report – Lewis Long (15 minutes)
- a) The FA sunshine proposal was submitted and will be presented at the October meeting. The District will have their sunshine proposal at the October meeting as well.
  - b) The FA is trying to set up a meeting with the District to finalize the chair duties. We are waiting to hear about the hiring of the Vice Chancellor of HR.
  - c) Lewis: practicum to lab petition process update. Last week we started reviewing the petitions due last September.

- d) Petitions due sometime at the beginning of spring 2018 – reviewing them in the middle of February to be reloaded for 18-19 AY. Amount of preparation is equivalent to the amount of time spent in lab.
  - e) You can submit a course revision through curriculum and submitting a petition for a practicum to lab simultaneously.
11. Stipend/Reassigned Time Workgroups (5 Minutes)
- a) Mark: a workgroup invitation was sent out to IVC and SC to re-evaluate stipends and re-assign times. The meeting was set at the exact same time as Representative Council and Executive Council meetings. The campuses will run everything past the FA before putting it into practice.
12. PAC Representatives Update (5 minutes)
- a) Blue handout provided with the list of PAC representatives
  - b) Frank: you want your division to be properly represented
  - c) Mark: if your school or division doesn't have a PAC rep, please bring a name from your area for the next meeting
13. Vice Chancellor of Human Resources (5 minutes)
- a) Committee is done and we believe an offer was sent out
14. Sick Leave
- a) Mark: how sick leave is being accounted for and charged.
  - b) Lewis: hypothetically, if you have a faculty member that teaches only Tuesday and Thursday – they will be charged for Wednesday. Charging you for a day you are not scheduled to work is not acceptable.
  - c) As your department FA representative, please make sure to communicate the most effective way to report sick time in Workday. If you have your admin assistant submit the Workday request, please check to see how you were charged.
  - d) Frank: question for Lewis – other Districts charge sick days per hour. Can we do that? Lewis: at this time classroom faculty are charged ½ days and non-classroom by ¼ day increments. This may change during negotiations and with a new Vice Chancellor of HR.
  - e) Mark: please reach out to your division/school faculty to see if anyone has had any problems with this and bring to next Representative Council meeting.
15. Announcements (5 minutes)
- a) Mark: PT faculty members cannot be evaluated more than the contract allows (every 6 semesters)
16. Other
- a) PT Representatives adopted by acclamation
    1. Both Ladan and Karyn were unanimously approved to serve as PT Representative Council members
  - b) DACA: Grant money available for DACA renewal (for people who have their status expiring by March 5<sup>th</sup>)
    1. Claire: drafted a DACA statement to be sent on behalf of the SOCCCDFA, which was passed out to all reps.
    2. Jenny: the SC library put several resources up on their website for DACA students. Mark: please send the link to Parisa and she can post on our FA website.
    3. Frank: second and third paragraphs should come first since our goal is reaching out to faculty.
    4. Mark: how will we disseminate this information? Lewis: I understand this statement as a resolution. Students should already know their status.
    5. Lewis made a motion to approve the SOCCCDFA DACA statement and Blake seconded the motion.
      1. Discussion

2. Lewis amended the motion to send DACA statement out by tomorrow evening, giving notice to both Academic Senates beforehand. Blake seconded the amended motion.
3. Motion unanimously approved

17. Next Representative Council Meeting
  - a) November 6, 2017, 3-5:00pm, Irvine Valley College, LSB 105
18. Adjourn
  - a) Mark: 4:48pm