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

## MINUTES

### Representative Council Meeting Saddleback College, AGB Conference Room October 7, 2013

#### **Officers Present:**

President Elect: Claire Cesareo-Silva  
Past President/Chief Negotiator: Lewis Long  
Treasurer: Ken Woodward  
Secretary: Allison Camelot  
Membership Chair: Loma Hopkins  
Part-Time Faculty Chair: Beth Clary

#### **Grievance Chair:**

Lee Haggerty, Saddleback College

#### **Irvine Valley College:**

Amy Grimm, Fine Arts  
Brenda Borron, Humanities and Languages  
Martha Stuffer, Social and Behavioral Sciences

#### **Saddleback College:**

Mike Long, Counseling Services  
Georgina Guy, Transfer, Career, and Special Programs  
Mark Blethen, Kinesiology and Athletics  
Elizabeth Horan, Online Education and Learning Resources  
Frank Gonzalez, Mathematics, Science and Engineering  
Margot Lovett, Social and Behavioral Sciences  
Rob Henry, Emeritus Institute

#### **Part-time Representatives:**

Susan Bliss  
Carla Reisch

1) Call to Order

The meeting was called to order at 3:11 p.m.

There was a moment a silence for Micael Merrifield.

2) Introduction of Guests and New Representatives

Don Bowman, Business Sciences; Josh Pryor, Liberal Arts; Blake Stephens, ATAS.

3) Adoption of Agenda

Margot Lovett moved to adopt the agenda; seconded by Brenda Borron; unanimously approved.

4) Approval of Minutes

a) September 9, 2013

Moved by Elizabeth Horan; seconded by Georgina Guy; unanimously approved.

5) Treasurer's Report (5 minutes) – Ken Woodward

The budget was dispersed. Ken is preparing for the audit. Ken will deliver the records from the last fiscal year to the auditor in a few weeks.

6) Membership Report (5 minutes) – Loma Hopkins

The membership report was dispersed. The division representatives were given information on membership in their division/school.

7) Communications Committee Report (5 minutes) – Allison Camelot

a) Demonstration of new SOCCDFFA website – Allison Camelot and Claire Cesareo

b) The Fall 2013 newsletter is being developed. The newsletter is scheduled to go out in November.

8) Part-Time Committee Report (5 minutes) – Beth Clary

Three part-time faculty members are running for the Faculty Association part-time faculty representative. The representatives will also serve on the Part-Time Committee. CCA, CTA, and NEA are work on bringing more awareness to part-time faculty issues. The week of 10/28-11/2 is going to be Campus Equity Now week; Beth is working on getting flyers. Beth is attending the CCA conference this weekend and will disperse information from the conference to part-time faculty. Loma and Beth are working on an unemployment workshop for Nov. 16 and will have information to give to part-time faculty at the next meeting.

9) Scholarship in Memory of Micael Merrifield – Claire Cesareo

Micael was Faculty Association president twice and was active in the Faculty Association. There was a scholarship fund created through the Anthropology Department. There was a discussion on the Faculty Association contribution to scholarship fund. Elizabeth Horan asked about the parameters of the scholarship and asked for verification of ensuring that this complies with the bylaws of the Faculty Association; Claire confirmed that this is accordance with the bylaws.

Lewis Long moved that the Faculty Association contribute \$1000 to the Micael Merrified scholarship fund; seconded by Elizabeth Horan; unanimously approved.

10) New Standing Rule/Third Reading – Lewis Long

a) CCA Delegate Selection Priority and Reimbursement

The proposed standing rule was shown to the representatives to review. There was a discussion on the standing rule. A motion to approve the new standing rule was made by Elizabeth Horan; seconded by Loma Hopkins; unanimously approved.

11) Standing Rule Revision/Second Reading – Claire Cesareo

a) Rules Governing the PAC

The Standing Rule was dispersed. There was a discussion on the proposed changes to the standing rule. A motion to approve the standing rule as amended was made by Elizabeth Horan; seconded by Georgina Guy; unanimously approved.

12) New Standing Rule/First Reading – Loma Hopkins

a) Dues Reimbursement for Faculty Teaching Less Than 3 OSH

The new standing rule proposal was dispersed. There was a discussion on the standing rule. A motion was made to approve by Elizabeth Horan; seconded by Allison Camelot. A motion to table was made by Lewis Long; five opposed; 1 abstention.

13) Technology for Negotiating Team – Lewis Long

For ease of recordkeeping and for sustainability reasons the negotiating team would like to go paperless. Lewis would like to have the documents saved in a cloud format and have each member of the negotiating team have an iPad or tablet. Margot Lovett stated that the technology should be the property of the Faculty Association. Lewis Long stated that the Executive Committee is working on a policy on technology use for the Executive Committee and the negotiating team. Mark Blethen asked if there are other uses for the technology by the Association. Frank Gonzalez stated that we should look into how many people need it and stated that tablets and ipads are not useful for production. There will be further discussion on this issue.

14) Other

Frank Gonzalez stated that he heard that the District is going to state that Blackboard is the only LMS that they will certify as a secure server and if FERPA is breached they will not defend faculty who use another LMS.

15) Next Meeting

a) November 4, 3-5:00pm, IVC – President’s Conference Room (A101)

A motion was made by Elizabeth Horan to adjourn the meeting; seconded by Georgina Guy. The meeting was adjourned at 4:55 p.m.