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

**Meeting Minutes  
Representative Council Meeting  
Saddleback College, AGB Conference Room  
October 3, 2016**

**Officers Present:**

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

**Grievance Chairs Present:**

Margot Lovett, SC

**Representatives from Irvine Valley College present:**

Fawn Tanriverdi, GS  
Lewis Long, HUM  
Ted Weatherford, KNES  
Meredith Dorner, LST  
Tony Lin, LLR

**Representatives from Saddleback College present:**

Don Bowman, BS  
Paula Jacobs, CS  
Jacqueline Bloink, HSHS  
Jan Duquette, KNES  
Joshua Pryor, LA  
Jenny Langrell, OELR  
Christina Ghanbarpour, SBS  
Zina, Boratyne, TCSP

**Part-time Representatives present:**

Bev Wirtz

1. Call to Order – 3:13pm
2. Introduction of Guests
3. Adoption of Agenda

1. Don moved to approve and Tony 2<sup>nd</sup> adoption of Agenda

2. Unanimous approval
4. Approval of Minutes
  1. September 12, 2016
    1. Don moved to approve and Tony 2<sup>nd</sup> adoption of meeting minutes
    2. Unanimous approval
5. Part-Time Committee Report – Beth Clary (10 minutes)
  1. Flier for PT faculty workshops – November is ‘How to Apply for a Full-time Faculty Position’
    1. This is the largest/most popular workshop – no more than 50 participants
    2. Please post in your area and make sure those interested RSVP as soon as possible
    3. Kurt Meyer asked that any faculty interested in sitting on a panel, please contact him (Meredith Dorner, Don Bowman, and Christina Ghanbarpour – volunteered/showed interest)
  2. PT Faculty Overloading
    1. Currently, there are 30 PT faculty members that are being loaded at greater than 10 LHE. Exceptions are allowed, but not in our contract. The District has been presenting and signing MOU’s with these faculty. Right now the District is in violation.
    2. Side Letter of Agreement: has been developed by the District, each PT faculty member must sign and FA also must sign. FA will look at each Side Letter of Agreement on a case-by-case basis by the Exec.
    3. The intention is not to hurt or punish PT faculty. Certain school/departments/division abuse this and Mark is waiting for a detailed list from the District.
    4. Large lecture does not count against a PT faculty load.
    5. Margot mention that this would be something to open up for Negotiations – we did last time and we can do it again.
6. Communications Committee Report – Parisa Soltani (5 minutes)
  1. Newsletter
    1. Vergara vs. California
    2. CCA Conference
    3. Updates after elections – Trustee Profiles
  2. Communications Committee: Mari Stachenfeld, Blake Stephens
7. Membership Report – Blake Stephens (10 minutes)
  1. Blake is not present
8. Treasurer’s Report – Frank Gonzalez (5 minutes)
  1. Final 15-16 AY SOCCDFFA Budget Report distributed
  2. Recent expenditures were affiliated with PAC expenses
  3. PAC contributions (1-9100), currently 20% of FA Dues get transfer to PAC account to prepare for the election. We have the following options:
    1. Keep it the same (20%)
    2. Change back to 10%
    3. Change to 15%
    4. Motion to adjust PAC contribution back to 10%, effective with November check (11/30/16)
      1. Don made a motion and Lewis 2<sup>nd</sup> the motion
      2. Unanimous approval
9. Organizing Committee Report – Kurt Meyer (20 minutes)
  1. Phone Banking Update. Kurt wanted to thank those that volunteered. CTA came through with phones and phone lists. Kurt emailed volunteers and will send another email out this week.

2. Lawn Signs available for those interested. J. Alpay prefers the signs be posted on individuals' property, not on major roadways.
10. Negotiations Report – Lewis Long (5 minutes)
  1. Negotiations Team Training at UCLA—Summer 2017 (4-day training). Anyone who wants to participate on the Negotiation Team, they must participate in the summer institute at UCLA.
  2. Immediate interest item– September 30<sup>th</sup> was the deadline for faculty to submit proposals for re-loading.
11. Retirement Incentive Update (5 minutes)
  1. Tentative Offer Details: Mark had a meeting with Debra and David. Early Retirement Incentive (ERI) will happen. 75% of your highest base salary in an annuity over a minimum of 5-years. This will be offered to all administrators, classified managers and classified staff.
  2. Timeline: An official announcement about an ERI will be made by the District and an informational meeting will happen sometime in Fall 2016. Faculty must make a commitment sometime in March/April. Faculty must have a June 2017 retirement date.
12. PAC Report (5 minutes)
  1. Update on Trustee Elections: PAC authorized the FA to offer and pay for Terry Witts' filing fees as a gesture of good faith and to cover additional filing fees for J. Wright because someone filed against him.
13. Chancellor Search (5 minutes)
  1. If you have recommendations for the Job Description (characteristics, qualifications relevant to the position), please let Mark know as soon as possible, he will collect them
14. CCA Fall Conference – October 7-9, Sheraton Grand Sacramento (5 minutes)
15. Announcements (5 minutes)
  1. None
16. Other
  1. None
17. Next Representative Council Meeting
  1. November 7, 2016, 3-5:00pm, Irvine Valley College LSB 105
18. Motion to adjourn by Don and 2<sup>nd</sup> by Paula. Motion unanimously passes.