



P.O Box 4800, Mission Viejo, CA 92690

MINUTES

Representative Council Meeting

Irvine Valley College, President's Conference Room

April 1, 2013

Officers Present:

President: Paula Jacobs

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 Chairs:

Kathy Schmeidler, Irvine Valley College

Lee Haggerty, Saddleback College

Representatives From Irvine Valley College:

Guidance Counseling: Diana McCullough

Humanities and Languages: Brenda Borrón

Kinesiology, Health, and Athletics: Ted Weatherford

Life Sciences and Technologies: Kathy Schmeidler

Math, Computer Sciences and Engineering: Brent Monte

Library Services: Tony Lin

Physical Science and Technology: Amy Stinson

Representatives from Saddleback College:

Business Science: Martin Welc

Counseling Services: Mike Long

Emeritus Institute: Rob Henry

Health Sciences and Human Services: Samantha Venable

Kinesiology and Athletics: Mark Belthen

Learning Resources: Elizabeth Horan

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Math, Science, Engineering: Frank Gonzalez
Transfer, Careers, and Special Programs: Georgina Guy
Social and Behavioral Sciences: Margot Lovett

Part-Time Faculty:

Susan Bliss

Administrative Assistant: Deyanira Gonzalez

- 1) The meeting was called to order at 3:15 p.m.
- 2) Introduction of Guests and New Representatives
No guests
- 3) Adoption of Agenda
Moved by Tony Lin; seconded by Samantha Venable; unanimously approved
- 4) Approval of Minutes:
 - a) March 4, 2013
Brent Monte made a motion to approve the minutes, seconded by Mark Blethen; unanimously approved.
- 5) Treasurer's Report (5 minutes) – Ken Woodward
The budget was dispersed. Expenditures were discussed. A discussion ensued on the need to utilize a payroll company.
- 6) Membership Report (5 minutes) – Loma Hopkins
Loma stated that the representatives should have received an email from Deyanira Gonzalez asking for updates to the part-time faculty list for their divisions. Part-time faculty who are a member of a Faculty Association in another district should email Loma to provide information so that they do not pay CCA/NEA dues through our Faculty Association as well (do not pay double dues). They would still need to pay local dues.
- 7) Communications Committee Report (5 minutes) – Allison Camelot
The committee is still working on the newsletter. Once all sections are completed and the newsletter is formatted it will be sent out to the faculty. The updates to the Representative Council binders have not been completed yet as it was suggested that we purchase flash drives and put all of the information on them to reduce the amount of paper used. It was stated that having the information on the website is sufficient and that binders are not needed.
- 8) Part-Time Committee Report (10 minutes) – Beth Clary
 - a) Part-Time Faculty Appreciation Month Activities
The part-time faculty Town Hall Meeting flyer was dispersed.
Susan Bliss is going to speak at the Board of Trustee meeting on 4/29 at 6:30 and present information and data on the plight of part-time faculty.

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9) Need to Hire a Payroll Service – Ken Woodward, Paula Jacobs

a) Request for Official Motion

Deyanera Gonzalez and Ken Woodward interviewed the payroll companies and are suggesting that ADP be utilized. The issue of workman's compensation was discussed as Deyanera will need to be covered. There was a discussion on covering the entire executive committee; however, the cost is too high. Ken suggested that we hire ADP and provide workman's compensation for Deyanera and research others being covered. Lewis Long made a motion to approve hiring ADP for payroll and workman's compensation coverage for Deyanera; seconded by Margot Lovett; unanimously approved.

10) New Standing Rule/Version #1 – Paula Jacobs

a) Conference and Meeting Reimbursement Policy

The new standing rule was dispersed. A motion to approve the standing rule was made by Kathy Schmeidler; seconded by Martin Welc. Loma stated that there needs to be a process for allowances in extenuating circumstances. Georgina Guy inquired about policies of other Associations. There was a discussion about adding to the policy on allowances for extenuating circumstances. A motion was made by Kathy Schmeidler to change – “will” to “may” under item 5 and adding a sixth item “exceptions will be reviewed by the Executive Committee, who will make a recommendation to the representative council for approval; seconded by Martin Welc; one abstention; the motion was approved. There was a discussion about delegates that are approved to attend.

11) CCA Spring Conference/W.H.O. Awards – Paula Jacobs

a) April 26 – 28, 2013

b) Hyatt Regency Mission Bay Spa and Marina, San Diego

c) W.H.O. Award Nomination and Confirmation; Margot Lovett attended a Political Action Workshop and organized the phone banking in the last election. A motion to approve Margot Lovett was made by Samantha Venable; seconded by Elizabeth Horan; unanimously approved.

d) Confirmation of Delegates

The list of attendees include: Claire Cesareo-Silva, Lewis Long, Beth Clary, Loma Hopkins, Allison Camelot, Margot Lovett, Georgina Guy, Diana McCullough, Jenny Langrell, Susan Bliss, Yolanda Gouldsmith, Amy Grimm, and Tiffany Tran. Attending as part of State Council: Ken Woodward, Paula Jacobs, Lee Haggerty, and Bill Hewitt. The list has already been submitted to CCA.

12) BSL Academy Participants – Paula Jacobs

a) Jenny Langrell

13) Other

Saddleback College Gala: Mike Long (2), Ken Woodward (2), Brenda Borron, Bob Cosgrove, Samantha Venable, Margot Lovett, Diana McCoughah;; Motion to purchase a table by 4/11 was made by Ted Wetherford ; seconded by Lewis Long; unanimously approved.

Office Space for the FA: The Faculty Association may be able to have the little house on the hill on Marguerite and Medical Center Road as the office to be shared with the CSEA and the Police union. A few members of the Executive Committee will be looking at it on Wednesday.

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College Scholarships: Claire Cesareo-Silva is working on the scholarship at Saddleback College; Lewis Long is working on the scholarship at IVC. Elizabeth Horan will work with Claire on the scholarship recipient at Saddleback.

Proposals to merge community college districts – Martin Welc

There was an article in the Register on this and we should be aware of this. Paula stated that CCA is aware of this.

14) Next Meeting:

a) May 6, 2013, Saddleback College, AGB Conference Room

15) Adjournment – moved by Kathy Schmeidler; seconded by Elizabeth Horan; unanimously approved.
Meeting adjourned at 4:37 p.m.