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

**MINUTES**  
**Representative Council Meeting**  
**Irvine Valley College, Room A306**  
**April 4, 2016**

**Officers Present:**

President: Claire Cesareo  
President-Elect: Mark Blethen  
Past-President: Paula Jacobs  
Treasurer: Ken Woodward  
Secretary: Allison Camelot  
Membership Chair: Loma Hopkins  
Part-Time Faculty Chair: Beth Clary

**Chief Negotiator:** Lewis Long

**Grievance Chairs Present:**

Margot Lovett, Saddleback College  
June McLaughlin, Irvine Valley College

**Representatives from Irvine Valley College Present:**

June McLaughlin, Business Sciences  
Fawn Tanriverdi, Guidance and Counseling  
Kurt Meyer, Humanities and Languages  
Jefferey Kaufmann, Life Sciences and Technologies  
Mark McNeil, Social and Behavioral Sciences  
Rebecca Beck, Languages, Learning, and Library Resources

**Representatives from Saddleback College Present:**

Blake Stephens, Advanced Technology and Applied Science  
Don Bowman, Business Science and Economic Workforce Development  
Steve Handa, Counseling Services  
Jan Duquette, Kinesiology and Athletics  
Josh Pryor, Liberal Arts  
Jenny Langrell, Online Education and Learning Resources  
Margot Lovett, Social and Behavioral Sciences

**Part-time Representatives Present:**

Susan Bliss

Bev Wirtz

1) Call to Order

The meeting was called to order at 3:09 p.m.

2) Introduction of Guests

No guests

3) Adoption of Agenda

Moved by Don Bowman; seconded by Jenny Langrell; unanimously approved.

4) Approval of Minutes

a. March 7, 2016

Moved by Blake Stephens; seconded by Paula Jacobs; approved with two abstentions

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

The unemployment workshop flyer was dispersed.

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

a. Newsletter

Allison asked that those who are running for officer positions email her a biography to include in the spring newsletter. Also to include in the newsletter are: the Friedrichs Case, Board elections, and the W.H.O. award.

7) Membership Report – Loma Hopkins (10 minutes)

a. CCA Membership Drive

The membership report was dispersed. The Faculty Association now has access to Workday to obtain on all faculty. CCA membership campaign – CCA will send out an email blast to part time faculty encouraging them to get other part-time faculty to become members and CCA will pay the part-time faculty who recruited \$20 per new member. We have been encouraged to hold a workshop on part-time faculty recruitment. Loma suggested that we have this be part of the unemployment workshop.

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

The budget was dispersed. Budget items were explained. Election fees were discussed. Foundation events and scholarships were discussed. A motion was made by Blake Stephens to authorize the spending of additional funds (up to \$4000) for the Faculty Association elections; seconded by Loma Hopkins, unanimously approved.

9) Organizing Committee Report – Mark Blethen (5 minutes)

Last week Mark Blethen attended the IBA (Interest Based Approach; interest based bargaining) training. Two District representatives attended as well.

10) FA Elections Update – Lewis Long (10 minutes)

The list of candidates was displayed. The open positions without anyone running were discussed. The elections requirements and process was explained.

11) Proposed Standing Rule Revision – Appendix A: Standing Rule for Election and Recall of Officers and Representatives (10 minutes)

Information on the proposed changes were dispersed. Proposing that ballots be waived for representative positions and PAC positions when uncontested. Alphabet drawing for candidates is another proposed change. There was a discussion on the wording of g) and making the wording clear - "for each representative council seat...". Beth Clary made a motion to adopt the changes as amended; seconded by Don Bowman; approved with one no vote. Don Bowman made a motion to adopt the changes as amended on page two; seconded by Margot Lovett; unanimously approved. Margot Lovett made a motion to adopt the changes on page four; seconded by Don Bowman; unanimously approved.

PAC Representative Positions Bylaws – I 3E – A motion was made by Kurt Meyer to change to the following - "ballot may be waived if the number of candidates is equal to or less than the number of representative positions"; seconded by Blake Stephens; approved with one abstention.

12) Retirement Incentive Interest Survey (5 minutes)

About 60 people have completed the survey so far. There was a discussion on retirement incentive not being a negotiated item.

13) Friedrichs Case Update (5 minutes)

The results of the case was discussed.

14) PAC Report (5 minutes)

- a. Update on Trustee Elections
- b. Next PAC Meeting – April 4, 2016, 5:30pm – IVC, Room B311  
One interview will be conducted for a candidate who would like the endorsement of the Faculty Association. Bev Wirtz re-emphasized the need for cards to be made for candidates that the Faculty Association has endorsed.

15) Safety Task Force Update (15 minutes)

- a. Q&A with IVC Chief of Police, Will Glen  
He did not show up to the meeting.

16) Online Education Initiative/Canvas Update (5 minutes)

IVC Online Education committee approved moving to Canvas; however, it is still a District discussion. Blake Stephens stated that Saddleback College Academic Senate made a decision to postpone the decision.

The FA will continue to work on issues of working conditions as it relates to this issue.

17) Board Policies and Administrative Regulations (10 minutes)

- a. BP/AR 7340 – Leaves  
The information was dispersed and discussed.
- b. AR-6180 – Career and Technical Program Advisory Committees  
These would be considered supplemental duties. It was stated that the school of Business Sciences at IVC has faculty that are doing department chair work and not being compensated for that work.

18) CCA Spring Conference – April 15-17, Costa Mesa Hilton (5 minutes)

- a. W.H.O. Awards – Claire Cesareo will be receiving the award
- b. BSL Academy – Kurt Meyer is going to take part in the BSL Academy

19) Announcements (5 minutes)

20) Next Representative Council Meeting

- a. May 2, 2016, 3-5:00pm, Saddleback College, AGB Conference Room

Meeting adjourned at 4:42 p.m. Motion to adjourn made by Don Bowman; seconded by Jenny Langrell; unanimously approved.