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

## MINUTES

### Representative Council Meeting Saddleback College, AGB Conference Room March 2, 2015

#### **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

#### **Grievance Chairs Present:**

Margot Lovett, Saddleback College

#### **Representatives from Irvine Valley College present:**

Diana McCullough, Guidance and Counseling  
Ted Weatherford, Kinesiology, Health and Athletics  
Kurt Meyer, Humanities and Languages  
Jefferey Kaufmann, Life Sciences and Technologies  
Rebecca Beck, Library Services

#### **Representatives from Saddleback College present:**

Blake Stephens, Advanced Technology and Applied Science  
Steve Handa, Counseling Services  
Mike Hoggatt, Transfer, Career, and Special Programs  
Veronica Obermeyer, Fine Arts and Media Technology  
Jan Duquette, Kinesiology and Athletics  
Josh Pryor, Liberal Arts  
Samantha Venable, Health Sciences and Human Services  
Frank Gonzalez, Mathematics, Science and Engineering  
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 3:06 p.m.

2) Introduction of Guests

Daniel DeRoulet and Marlene McNeil (?) signed in as guests.

3) Adoption of Agenda

Moved by Paula Jacobs, seconded by Loma Hopkins; unanimously approved with addition of W.H.O. awards.

4) Approval of Minutes

a. February 2, 2015

Moved by Margot Lovett, seconded by Bev Wirtz; unanimously approved with correction.

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

Beth asked that representatives post the updated information on important dates for part-timers in the divisions/schools. The retirement workshop for part-time faculty presenter cannot do the workshop. Allison Camelot stated that she will send information to Beth on the speaker from the CCA conference. Beth discussed the National Adjunct Walk-Out Day and the decision to not promote it at the colleges due to negotiations being in process.

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

The audit was completed for the year end of August 2014. Non-chargeables were lower than expected. We may want to consider increasing our PAC contributions. The budget report was dispersed and the budget was discussed. Margot Lovett stated that she thinks the Executive Committee should consider increasing PAC contributions. Mark Blethen inquired about the possibility of increasing the amount at the end of the year retroactively. It was stated that this would not be possible.

7) Membership Report – Loma Hopkins (10 minutes)

The membership reports were dispersed. Deyanira will send out a report to each representative regarding membership in their school/division. Loma asked that representatives look at the list of names, discuss with their administrative assistant in their school/division, and let Deyanira know if there are any errors. Loma also asked that representatives give her any information on fee-payers or let her know how she can assist in the effort to try to get them to become members. The CCA Membership luncheon is on 3/28 in Santa Fe Springs if anyone is interested in attending.

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

Allison and Claire have started working on the spring newsletter and have the articles and topics organized and are working on writing the articles. If anyone would like to see something in the newsletter let them know.

9) Organizing Committee Report – Mark Blethen (10 minutes)

The turnout at the last Board meeting was very good. Mark is looking for someone to be the point of contact at each campus to help organize and asked that representatives provide a name and contact information if they know of someone who is interested. The next Board meeting is on March 30. Beth discussed the fact that that most speakers discussed that we need to attract new faculty or faculty who cannot live in the area and suggested that we have speakers who discuss the difficulties for those who currently live in the area. Claire emphasized the importance of personal stories and noted that speakers can address other issues as well. Mark stated that we are out of t-shirts and suggested that we get buttons. Deyanira will research the purchase of buttons. A motion was made by Margot Lovett to purchase buttons not to exceed \$500; seconded by Loma Hopkins; unanimously approved.

10) Negotiations Report – Lewis Long (15 minutes)

a. Update

Lewis stated that the salary proposal was presented to the District. The salary proposal and issues affected were discussed. The tentative agreements were discussed. Frank Gonzalez asked about COLA.

b. Supplemental Duty Compensation for Department Chairs

The information on the current duties was dispersed. The list of duties needs to be expanded on and feedback from department chairs are needed. Claire asked that faculty provide information on additional duties that they are required to do as department chair. Blake discussed the current issues for department chair pay, multiple contracts being given with changes in pay, and supplemental duty compensation.

11) PAC Meeting (5 minutes)

- a. Monday, March 16, 2015, 5:00-6:00pm, Saddleback College, AGB Conference Room  
Deyanira will see if we can schedule the meeting at SVEA.

12) Foundation Gala/Awards Dinner – FA Tables (5 minutes)

- a. Saddleback – March 14 – Laguna Cliffs Marriot Resort and Spa  
Bev Wirtz cannot attend.
- b. IVC – April 11<sup>th</sup> – Lyon Air Museum

13) CCA Conferences (10 minutes)

- a. Report on Winter Conference  
Blake Stephens and Kurt Meyer were new attendees. Blake and Kurt stated that they were impressed with the conference and workshops. Susan Bliss and Bonnie Massey graduated from BSL. There is going to be a new academy called the Leadership Academy.
- b. Spring Conference – April 24-26, Hilton Orange County, Costa Mesa  
Paula Jacobs encouraged representatives to attend.
- c. Educator’s Guide to Saving and Investing for Retirement Workshop – March 20 – Sheraton Hotel and Marina, San Diego  
Claire stated that this workshop is beneficial and if anyone is interested in attending they should let her know.

14) Review of Proposed By-Laws Changes – Final Reading (15 minutes)

Each change was explained and acceptance of each changed was addressed. Susan Bliss inquired about if the number of part-time representatives is adequate. There was a discussion on this issue. We will discuss this item at the next meeting. Claire asked that the part-time committee look at this and bring a suggestion back to the representative council. We will discuss the issue of “chair” of committee at next meeting. All items were approved except for the two indicated above. Claire discussed other issues that were sent to her by a faculty member.

15) Academic Calendar 2016-2017 Update (5 minutes)

16) Other

W.H.O. Award Nominations: The W.H.O awards were discussed. Claire stated that every local is able to nominate one person. Claire is asking for permission to nominate two individuals instead of just one. Margot Lovett made a motion to co-nominate Susan Bliss and Beth Clary for the WHO Awards, seconded by Samantha Venable; unanimously approved.

17) Next Representative Council Meeting

- a. April 6, 2015, 3-5:00pm, Irvine Valley College, Room B400/LSB 112

Meeting adjourned at 5:04pm

Adjournment: Moved by Margot Lovett; seconded by Ken Woodward; unanimously approved.