



P.O Box 4800, Mission Viejo, CA 92690

MINUTES

Representative Council Meeting

Saddleback College, AGB Conference Room

May 6, 2014

Officers Present

President: Paula Jacobs
President-Elect: Claire Cesareo
Past-President: Lewis Long
Secretary: Allison Camelot
Membership Chair: Loma Hopkins
Part-Time Faculty Chair: Beth Clary

Grievance Chairs Present

Lee Haggerty, Saddleback College
Kathy Schmeidler, Irvine Valley College

Representatives from Irvine Valley College Present

Diana McCullough, Guidance and Counseling
Ted Weatherford, Kinesiology, Health and Athletics
Brenda Borron, Humanities and Languages
Kathy Schmeidler, Life Sciences and Technologies
Martha Stuffer, Social and Behavioral Sciences

Representatives from Saddleback College Present

Blake Stephens, Advanced Technology and Applied Science
Mark Blethen, Kinesiology and Athletics
Michael Channing, Liberal Arts
Josh Pryor, Liberal Arts (alternate)
Elizabeth Horan, Online Education and Learning Resources
Karla Westphal, Mathematics, Science and Engineering (alternate)
Margot Lovett, Social and Behavioral Sciences

Part-time Representatives present:

Carla Reisch

Bev Wirtz

Scott Kim (alternate)

- 1) Call to Order
The meeting was called to order at 3:45 p.m.
- 2) Introduction of Guests and New Representatives
George Brogan attended as a guest and was just elected representative for his division. Karla Westphal attended as the alternate for Math, Science, and Engineering.
- 3) Adoption of Agenda
Add student evaluations to "Other". A motion to approve the agenda moved by Blake Stephens; seconded by Margot Lovett; unanimously approved.
- 4) Approval of Minutes:
 - a) April 1, 2013
Approval of the minutes moved by Elizabeth Horan; seconded by Kathy Schmeidler; unanimously approved.
- 5) Election Report – Lewis Long, Brenda Borron
Lewis discussed the election and the election results. The election results report was dispersed. Karla Westphal asked about a special election for alternate for her division. Lewis stated that this could be conducted.
- 6) Treasurer's Report (5 minutes) – Ken Woodward
Ken Woodward was absent. The treasurer's report was dispersed to the Representative Council.
- 7) Membership Report (5 minutes) – Loma Hopkins
Loma presented Paula Jacobs with a card to thank her for her service in the Association and as president of the Association. The membership report and the full-time faculty fee payers vs. member report were dispersed to the representative council. The workshop last Friday resulted in 11 new members. If anyone needs assistance with strategies to increase membership within their division they should contact Loma. The District will be implementing a new system called Work Day that will help with membership information. Kathy Schmeidler has attended a meeting on the system and provided some information to the council. The Faculty Association was not formally invited to attend. Kathy Schmeidler stated that we should contact Debra Fitzsimmons. Karla Westphal asked if our member benefits covers a faculty member who is part of the Senate. It was suggested that covering faculty serving on committees be written into the contract. Paula will check with CTA about this coverage.

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- 8) Communications Committee Report (5 minutes) – Allison Camelot
The Faculty Association newsletter went out last month. Allison will be updating the Faculty Association website at the end of the semester to include the new officers and representatives. Beth Clary thanked those who work on the newsletter, stated that the newsletter was very well done, and suggested that everyone read it.
- 9) Part-Time Committee Report (5 minutes) – Beth Clary
There was an update on the part-time faculty appreciation month activities. Beth thanked Loma Hopkins, Deyainera Gonzalez, and Susan Bliss for their work on the unemployment workshop last Friday. Eleven new members signed up at the workshop. Beth thanked Carla Reisch for her work on the committee and as representative over the past two years. Beth discussed the upcoming workshops for part-time faculty for the Fall semester. Bonnie Massey at IVC is now going to serve on the Los Angeles division of CPFA (California Part-time Faculty Association). Beth discussed that some part-time faculty have complained to her about their evaluations by the department chair. There was a discussion on training of department chairs on evaluations. There was a discussion on faculty having keys to buildings and classrooms. Margot Lovett stated that there needs to be consistency with policies on keys being issued to faculty.
- 10) Organizing Committee – Claire Cesareo
Claire thanked those who have been attending the gatherings and the Board meetings. Paula also thanked those who have attended. The next Board meeting is on 5/19. There is a public hearing on the District's proposal for negotiating changes to the contract. Claire encouraged faculty to speak during public comments.
- 11) Negotiations Report – Lewis Long
- a. The District's Sunshine Report was dispersed to the representative council and each item was discussed.
 - b. There was a request for 1.5 additional OSH for the chief negotiator and negotiation's team technology funding. The motion was moved by Kathy Schmeidler; seconded by Blake Stephens; unanimously approved.
- 12) Delegation of Authority
- a) Summer Compensation for Executive Committee: A motion to give 1 OSH per member of the executive committee, one additional OSH to the president in addition to the 1 OSH the District gives the president, and that there be an evaluation of the amount after summer to see if additional compensation is needed due to the work that was completed was made by Lewis Long; seconded by Kathy Schmeidler; unanimously approved.
- 13) CCA Conference Report – Paula Jacobs
Paula stated that Loma Hopkins and Kolin Williams presented on meeting the needs of student veterans. Kathy Schmeidler received the W.H.O. award. Kathy thanked everyone for the award.

Scott Kim started the BSL program and presented on his experience on the first meeting. The next CCA meeting is in Sacramento in October.

14) Other

- a. Student Evaluations – Claire Cesareo. The evaluation instrument was agreed upon two contracts ago but has not been implemented. Claire stated that the vice presidents want to implement it this semester. There was a discussion about completing the evaluations online and it was stated that it needs to be implemented consistently. Karla stated that at some schools students cannot access their grades until they complete the evaluation. Bev Wirtz asked if the evaluation would be completed this semester during the last two weeks of class. Mark Blethen stated that we need to review the tool before it is implemented.

15) Next Meeting:

- a) September 9, 2013, Irvine Valley College, Room TBA

16) Adjournment

- a) Motion to adjourn was made by Elizabeth Horan; seconded by Karla Westphal; unanimously approved. Meeting adjourned at 5:00 p.m.

