



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

MINUTES
Representative Council Meeting
Irvine Valley College, Room B209
November 3, 2014

Officers Present:

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

Chief Negotiator: Lewis Long

Representatives from Irvine Valley College present:

June McLaughlin, Business Sciences
Kurt Meyer, Humanities and Languages
Martha Stuffer, Social and Behavioral Sciences
Rebecca Beck, Library Services
Brent Monte, Math, Computer Science, and Engineering
George Brogan, Physical Science and Technology

Representatives from Saddleback College present:

Don Bowman, Business Science and Economic Workforce Development
Steve Handa, Counseling Services
Mike Hoggatt, Transfer, Career, and Special Programs
Jan Duquette, Kinesiology and Athletics
Josh Pryor, Liberal Arts
Jenny Langrell, Online Education and Learning Resources
Frank Gonzalez, Mathematics, Science and Engineering
Caroline Gee, Social and Behavioral Sciences

Part-time Representatives present:

Susan Bliss

1) Call to Order

The meeting was called to order at 3:18 p.m.

2) Introduction of Guests

No guests present.

3) Adoption of Agenda

Adoption of the agenda was moved by Jan Duquette; seconded by Don Bowman; unanimously approved.

4) Approval of Minutes

a. October 6, 2014

Approval of the minutes moved by Paula Jacobs; seconded by Jan Duquette; approved with one abstention.

5) Acceptance of AFL-CIO Membership Grant (5 minutes)

CCA currently has a grant to enable five districts to be able to be a member of AFL-CIO for three years for free. After three years we could choose to continue membership or discontinue membership (the issue would be brought back to the Representative Council to approve at that time). Membership is beneficial for several reasons including being beneficial for the PAC and elections. Paula Jacobs discussed the benefits South Western College received from being a member. A motion to approve was made by Brent Monte; seconded by Martha Stuffer; approved with one abstention.

6) MOU on Department Chair Stipends (10 minutes) – Lewis Long

There has been an agreement on department chair stipends. Lewis Long explained the previous formula and variables that were used to calculate department chair stipends. He explained the benefits to the previous formula (data driven, equitable); however, stated that it was difficult to implement and understand (difficult to verify compensation, “x-factor” was difficult to quantify, issues with defining “department chair”). The new formula was presented and explained. Claire Cesareo stated that the District is going to run the data and have it in a report faculty will have access to. The department chair duties will be outlined in the contract. Supplemental duty compensation (SDC) and the qualifying criteria was explained. It was stated that SDC duties and compensation will need to be discussed between the faculty member and the dean and sent to the Office of Instruction. Summer chair compensation was explained. The data from the previous fall semester will be used to determine summer

department chair compensation. The department chair MOU is going to be approved by the Representative Council at this time and will be approved by the general membership once the contract is approved. A motion to approve was made by Jan Duquette; seconded by Martha Stuffer; unanimously approved.

7) Negotiations Report (5 minutes) – Lewis Long

Lewis discussed the other negotiations items and the status of negotiations.

8) Approval of Standing Rule Changes (5 minutes)

a. Standing Rules for Election and Recall of Officers and Representatives

The changes were discussed (combining officers and representatives and moving some items to bylaws). A motion to approve the changes standing rule A contingent upon approval of the bylaws was made by Paula Jacobs; seconded by Susan Bliss; unanimously approved.

b. Standing Rules for the PAC of the SOCCDFA

The changes were discussed (removed alternate years for elections, notification days for interviews of candidates from two weeks to two working days). A motion to approve the changes contingent upon approval of the bylaws was moved by Kurt Meyer; seconded by Susan Bliss; unanimously approved.

9) Review of Proposed Bylaw Changes (15 minutes)

a. Proposed by Executive Committee

b. Discussion of Additional Recommendations

The discussion on the bylaws is postponed to the next meeting.

10) Board Policies and Administrative Regulations Revisions (20 minutes)

a. BP 4309 – Duties and Responsibilities of the Faculty

The changes to the BP made by the task force were presented. The representatives were asked to review and give feedback. At the next Representative Council meeting we will send recommendations to the Board.

b. BP 4310 – Duties and Responsibilities of Department Chairs

The changes to the BP made by the task force were presented. The representatives were asked to review and give feedback. At the next Representative Council meeting we will send recommendations to the Board.

c. BP 4011.1 – Recruitment: Full-Time Faculty Hiring

Information on the BP was presented.

d. AR 4014 – Smoke Free District

Information on the AR was presented.

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

Beth Clary was not present. Susan Bliss stated that there was a good turnout at the last Board meeting and several part-time faculty attended due to the emails sent out by Beth. Some full-time faculty read statements from part-time faculty about the status of part-time instructors in the District. The committee is going to deliver a membership enrollment form with a letter and addressed envelope to all part-time fee payers. December 5th is the workshop on Unemployment for part-time faculty. Beth and Susan attended the FACC conference this past weekend which was focused on issues faced by part-time faculty. Feb 25th is national part-time faculty walk out day; Claire stated that we will put this on the agenda for the next meeting.

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

Mark Blethen was not present. The importance of attending the Board meetings was noted. November 17 is the next Board meeting.

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

The budget was dispersed and discussed. The auditor will be coming to meet with Ken next week. Ken discussed the issue of fee payers and the possibility of changes to the law in terms of no longer allowing fee payers/fair share.

14) Membership Report (5 minutes) – Loma Hopkins

The current membership reports were dispersed. Loma Hopkins stated that Steve Handa has been working on increasing membership in his department. Information to give to part-time faculty who are not members were given to each representative. Any suggestions on how to elaborate on instructions on filling out the enrollment form should be sent to Loma. Susan Bliss stated that she would like to see an email go out simply stating that it does not cost anything to become a member.

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

Allison Camelot stated that the Faculty Association newsletter was sent out last week. The newsletter included information how to become more involved by serving on a Faculty Association committee.

16) Next Representative Council Meeting

- a. December 1, 2014, 3-5:00pm, Saddleback College – AGB Conference Room

Meeting adjourned at 5:06 p.m.