Attendees:

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rhonda Taube (Faculty Assoc President)</td>
<td>Peter Boelman (NC VP)</td>
</tr>
<tr>
<td>Asatar Bair (Treasurer)</td>
<td></td>
</tr>
<tr>
<td>Shari Yates (Membership Chair)</td>
<td></td>
</tr>
<tr>
<td>Jacqueline Lesch (Acting Secretary)</td>
<td></td>
</tr>
<tr>
<td>Fabian Biancardi (MVC VP)</td>
<td></td>
</tr>
<tr>
<td>Dariush Haghighat (RCC VP)</td>
<td></td>
</tr>
<tr>
<td>Jeff Rhyne (MVC FT Rep)</td>
<td></td>
</tr>
<tr>
<td>Monica Gutierrez (NC FT Rep)</td>
<td></td>
</tr>
<tr>
<td>Garth Schultz (RCC FT Rep)</td>
<td></td>
</tr>
<tr>
<td>Ervin Slavick (MVC PT Rep)</td>
<td></td>
</tr>
<tr>
<td>Diana Campuzano (NC PT Rep)</td>
<td></td>
</tr>
<tr>
<td>Emily Philippsen (RCC PT Rep)</td>
<td></td>
</tr>
<tr>
<td>MVC Faculty guests</td>
<td></td>
</tr>
</tbody>
</table>

1) Call to Order 1:11pm

2) The following minutes were approved with amendments at the 10/22/19 Faculty Association Executive Board meeting. Motion: Rhyne/Campuzano. Motion approved.

3) Open Hearing

4) The Faculty Association Executive Board meeting was held at Moreno Valley College. Fabian and Jeff thanked MVC faculty for attending the meeting and Executive Board members introduced themselves.

5) MVC faculty shared concerns regarding the timeline for the federal mandate that all online courses are ADA compliant. While there is no question regarding the need and importance for online courses to be accessible, MVC faculty questioned who will provide technical support?

6) Students in face-to-face courses may seek accommodations from a college’s Disabled Students Programs & Services (DSP&S) / Disability Resource Center (DRC), however, there is not equivalent support for online courses. The support role of the RCCD Office of Distance Education is ambiguous.

7) Fabian explained Shelia Pisa presented a draft Accessibility Plan to the Executive Board for input. The District investigated and recommends the use of Ally, an accessibility checker which generates reports and converts non-compliant material
to accessible formats. The plan proposes forming an Accessibility Committee/Team comprised of faculty and staff from all three colleges. However, the plan does not stipulate that members of the committee/team are charged to be the accessibility experts for their respective colleges, nor are they tasked with providing online faculty with technical support.

8) In addition to being subject-matter experts, faculty who teach online must also become experts in online accessibility issues although they were not hired as disability resource specialists.

9) Dariush indicated this is a working condition which may impact Improvement of Instruction (IoI) evaluations, and faculty may lose the opportunity to teach online courses. The District needs to provide support.

10) MVC faculty questioned the impact of teaching non-credit courses on retirement?

11) MVC faculty noted it is difficult to verify the accuracy of overload on the paystub.

12) **President: Rhonda Taube**

13) Rhonda continues to receive reports from faculty of bullying and harassment. Numerous faculty members using RCC parking lot Z have been verbally abused by student athletes identified as members of the football team. Faculty have also reported the loud music played during football practice disrupts teaching in nearby classrooms. President Anderson and Athletic Director Wooldridge have been notified and have been cooperative in handling the situation. Dr. Carter has revoked the use of music and student workouts in the parking area, which has already made a dramatic improvement.

14) The FA Executive Board is finalizing the faculty-on-faculty grievance process.

15) The RCCD Faculty Association was well represented at the Community College Association (CCA) Fall Meeting in San Jose, October 11 - 13. There were a variety of program sessions including a State budget update and effects on community colleges; DACA, Census, Dream Act, and 2020 elections; and 101 ways to energize your chapter. RCCD Trustee Bill Hedrick lead a panel session on the importance of cultivating and building positive relationships with your Board of Trustees where the RCCD Faculty Association was noted for their diligence in maintaining an active role with the BOT, District, Colleges, and community constituents.

16) The next CCA meeting is mid-winter in San Diego.

17) **Treasurer: Asatar Bair**

18) Asatar serves on the District Financial Resources Committee. Asatar noted funds are allocated to the District first, prior to the colleges receiving their allocated funding. The District’s budget is higher than either Norco or Moreno Valley colleges.
19) **Membership Chair: Shari Yates**

20) Faculty have two options to report absences: half or full day increments. If a faculty member teaches class but misses office hours on the same day, is this reported as a full or half day absence? In most cases it should be reported as a half day absence.

21) **Acting Secretary: Jacque Lesch** – No report.

22) **College Reports**

23) **Moreno Valley College**

24) **Fabian Biancardi**

25) Fabian met with President Steinbeck.

26) Fabian encourages all faculty to read the MVC accreditation Institutional Self-Evaluation Report (ISER).

27) **Jeff Rhyne**

28) As discussed in the Open Hearing, Jeff confirmed faculty are raising questions regarding the impact of non-credit courses. Thea Quigley, District Executive Director, Adult Education, is providing clarification support via the District Enrollment Management Committee, but questions remain regarding the calculation of TAs and the impact on retirement.

29) **Ervin Slavick** - No report.

30) **Norco College**

31) **Monica Gutierrez**

32) A faculty member is teaching a 60% TA and cashing in the remaining 40%. This faculty is still responsible for 5 office hours weekly, and 5 hours of institutional service.

33) What resources are available to a part-time faculty who receive a Needs Improvement? The part-time faculty should be referred to the Faculty Development Coordinator at their respective college. Discussion followed regarding the lack of process for part-time faculty who receive more than two consecutive Needs Improvement.

34) **Diana Campuzano**
35) Diana and Emily continue to receive complaints from part-time faculty regarding Etrieve. Etrieve facilitates electronic form submission via go.rccd.edu. Part-time faculty may submit their professional development and assessment time. The current form is cumbersome and difficult for part-time faculty to submit their time and send to appropriate approvers (department chair, dean, professional development/assessment coordinator). Diana and Emily meet with the District team in Spring 2019 to simplify the electronic submission process. The new simplified submission forms have been ready since the end of the Spring 2019, but the forms await rollout pending District Payroll approval/sign-off.

36) Riverside City College

37) Dariush Haghighat

38) The 2021-2022 academic calendar has been pulled from the approval agenda for the upcoming BOT meeting; any changes to the academic calendar cannot be determined in public, changes must go through the negotiation process.

39) Dariush was informed of bounty hunters and other law enforcement entering classrooms unannounced during instruction to detain students. Faculty are caught off-guard. This practice is very disruptive to the classroom learning environment. Dariush and Rhonda have scheduled a meeting with Chief Gates and Vice Chancellor Brown.

40) Dariush received an email from a faculty member that they are still being asked to submit and sign individual progress reports from different student programs although RCC discontinued this practice.

41) Garth Schultz

42) Garth spoke with two faculty members who have been receiving release for extra duties required of them thus far, but going forward they’ve been informed by their deans that it will need to be negotiated and listed in the appendix of the Contract. The faculty members are working on documenting their workload and duties for potential inclusion in the appendix.

43) Emily Philippsen

44) Emily and Diana continue to receive complaints from part-time faculty regarding Etrieve. Etrieve facilitates electronic form submission via go.rccd.edu. Part-time faculty may submit their professional development and assessment time. The current form is cumbersome and difficult for part-time faculty to submit their time and send to appropriate approvers (department chair, dean, professional development/assessment coordinator). Diana and Emily meet with the District team in Spring 2019 to simplify the electronic submission process. The new simplified submission forms have been ready since the end of the Spring 2019, but the forms
await rollout pending District Payroll approval/sign-off.

45) Closed Session. 2 items discussed.

46) Meeting adjourned 3:40 pm.