1) Call to Order 1:00pm

2) Motion to approve minutes (Rhyne/Gutierrez). Unanimously approved.

3) President Report—Dariush Haghighat

4) Dariush appointed the upcoming spring 2018 election committee to include Monica, Jeff, and Garth. Before the end of the semester an election must be held for the Faculty Association President, College Vice Presidents, Treasurer, and Secretary. The committee is assigned to come up with an election calendar and bring to next week’s meeting.

5) Rhonda volunteered to organize an end-of-year reception for the Faculty Association. Rhonda will look into venues and culinary choices.

6) Dariush sent an email regarding dual enrollment policies from another college. Vice Chancellor Terri Hampton is putting together a comprehensive agreement between RCCD and local school districts. Dariush wants to make sure every angle is covered to be sure the faculty are protected and the contract is being followed.

7) Rhonda suggested adding one more item regarding when faculty will be paid in case the high school calendar is different from the RCCD calendar. Faculty will be paid during the semester they finish. For example, if the faculty member begins class in the middle of winter session, then he/she will be paid starting spring term.

8) Interviews for the Vice Chancellor of Educational Services will be held next week.
9) Congratulations to the RCC VP of Finance that has been hired, Dr. Chip West!

10) The RCC presidency position opens next week.

11) **Moreno Valley College**

12) **Jeff Rhyne.** One closed session.

13) **Riverside City College—**

14) **Rhonda Taube.** At RCC there has been a problem with the signed/electronic progress reports. Electronic forms were challenging for the programs due to not enough manpower to monitor the forms.

15) Dean Cecilia Alvarado and Jennifer Flores EOPS/CARE coordinator attended the Faculty Association meeting and gave an update regarding the RCC progress forms. There are currently seven programs that require progress forms. No paper forms will be sent out this spring term but students will be encouraged to approach faculty to get an update on their progress. The goal is for students to meet with faculty and engage and reflect on their progress. No paperwork is needed but students are to meet informally with faculty. After meeting with the faculty member, RCC students’ self-report their progress back to their programs. The programs want to provide support services if the students are having a hard time. The onus of responsibility is on the students.

16) Dean Alvarado is looking into the Early Alert program to see if it can be used for combining Early Alert with student progress reports especially because many faculty are already utilizing the Early Alert system.

17) Rhonda received information from Payroll Manager, Khaled Khalil, regarding full time faculty overload sick leave.

   a) Khaled wrote, “When full-time faculty teach overloads they do accrue sick pay as part-timers for the extra classes. However there is different sick leave accrual formula (FTE x (15/4)) calculated in days when faculty select summer salary schedule for their overload assignments during winter/summer intersessions.

   b) The sick leave for regular load is listed in faculty paystub. Currently, faculty can contact payroll when inquiring about their overload sick leave. Meanwhile, we are in the process of exploring other options with RCOE to combine the overload sick leave balances with contract sick leave in the paystubs or make the overload sick leave balances available to faculty via WebAdvisor. I will share with you any new development/progress made towards this request.

18) **Emily Philippsen.** Emily was contacted by a part timer about fire alarms going off in her classroom on Saturdays every time a student opened up the door. Furthermore,
the excessive noise for the building demolition has also been extremely loud making it hard to teach on Saturdays.

19) Another question asked of Emily is when the part time faculty will receive the notification whether or not he/she has earned reemployment preference. If they are not qualified due to not being evaluated, then the part time faculty member wants to be evaluated this spring term.

20) Discussion ensued about who is responsible for whether part time faculty is evaluated in one class or in all the classes that they are teaching. All courses must have student surveys administered, but it is up to the faculty member if he/she wants to be evaluated in more than one course. (Not everyone is interested in earning reemployment preference.)

21) A faculty member asked Emily why part timers do not have the option of choosing the health care PPO plan of the district. Currently only the HMOs of Kaiser and Health Net are available to part time faculty.

22) Dariush answered that the cost would be unbearable for the part timers since the PPO plan is extremely expensive. For a family, the district pays approximately $35,000 a year and the part time faculty would need to pay half of the cost of the plan.

23) Emily discussed updating the RCC Part-timer Handbook at the RCC Senate. She volunteered to update the handbook however the senate insisted that she should receive compensation. Emily is unsure if there is “interest” in paying her from college funds. She’s not sure where to go to ask for the stipend. Although the senate recommends Emily updating the handbook, she’s not sure where to find the funds.

24) Dariush asked the Association part time reps to work together to get it done and update the college handbooks for part time faculty. Discussion ensued if it should be the part time senate representatives’ responsibility since professional development is the senate purview and not the Faculty Association’s responsibility.

25) Ervin will encourage the part time senators to take it up the responsibility of updating the handbooks. We don’t want to get into a turf war and if nothing gets done the association will do it because we don’t want the part time faculty to get shortchanged. [Either way, Emily will be updating the handbook because she is the Faculty Association rep as well as the part time faculty Senator at RCC.]

26) The part time faculty representatives have not been paid yet for the spring 2018 semester. Dariush made a phone to Khaled Khalil to see what could be done to fast track payment for the reps.
27) **Garth Schultz.** Garth asked about the virtual parking permit program. The Faculty Association agreed that the virtual program would help reduce fraudulent parking permits.

28) Motion (Taube/Truttmann): To approve the virtual parking permits program.

29) **Norco College**

30) **Monica Gutierrez.** Garth, Fabian, and Monica are working on the Green Initiative with the Chancellor. They are researching the cost effectiveness of native and rock landscaping, reclaimed water, and solar energy. Future meetings will be held.

31) Norco College has started to put the Lock-Bloks on classroom doors for safety. The other colleges will receive the Lock-Bloks soon.

32) The Norco Dinner with President Reece is this coming Thursday.

33) **Secretary: Shari Yates.** Shari discussed the dilemma that new faculty find themselves in when they are hired by the college but have not had their professional growth plan approved by PG&SL. It is recommended that upon hire, the new faculty member needs to submit the professional growth plan to PG&SL so the faculty member can move over in columns when completing professional growth units. The Faculty Association approved the updated PG&SL professional development forms.

34) **Treasurer: Leo Truttmann.** Leo distributed the updated CTA budget.

35) **District Academic Senate.** No report.

36) **Open Hearing.** None.

37) **California Community College Association (CCA).** No report.

38) Closed Session: Five items discussed.

39) Adjourned 2:55pm.