Minutes
RCCDFA/CCA/CTA/NEA
March 21, 2017
RCC, DL 404

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Dariush Haghighat (Faculty Assoc Pres)</td>
<td>Fabian Biancardi (MV VP)</td>
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<td>Shari Yates (Secretary)</td>
<td>Garth Schultz (RIV FT Rep)</td>
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<td>Ervin Slavick (MV PT Rep)</td>
<td>Chris Rocco (MV FT Rep)</td>
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<td>Cameron Young (NC PT Rep)</td>
<td>Emily Edwards (Riv PT Rep)</td>
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<td>Rhonda Taube (Riv VP)</td>
<td>Tim Wallstrom (NC Rep)</td>
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<td>Leo Truttmann (Treasurer)</td>
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<td>Peter Boelman (NC VP)</td>
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<td>RCC Faculty Guests</td>
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1) Call to Order 1:00pm

2) Approval of Minutes (Rocco/Lesch): Approved unanimously with amendments.

3) President Report—Dariush Haghighat

4) Dariush addressed the RCC Department Chair of Life Science, Dr. Scott Herrick, regarding the faculty association’s recently published minutes. The association was incorrect in interpreting a “super-sized” biology lecture with 128 students as being in conflict with our contract. Dariush determined that, historically, the sciences do not have a cap on lecture courses. Science Labs on the other hand have a negotiated cap. Regarding the biology large lecture course, we do not need to renegotiate our contract to accommodate the extra large section. The science faculty definitely may offer a large class size of 128 students. President Isaac has already given approval and found a room for the large class.

5) We cannot, however, increase faculty compensation for teaching 128 students. Currently the large group lecture only allows 1.0 FTE (in the form of load) of compensation for 90-120 students. We cannot increase the amount that is stipulated in the contract. The district and the Faculty Association might open the compensation for large lecture classes over 120 during the next round of negotiations.

6) Dariush also sincerely apologized to the Dr. Herrick and the Life Science faculty. Our good colleagues at the Life Science department in general, and their department chair in particular, should have been clearly communicated to by the Faculty Association about the nature of our discussion about large lecture classes instead of reading about it in the published minutes.

7) Dr. Herrick asked for a Biology 1 coordinator. He was asked to please negotiate with the dean for a faculty special project for the coordinator position.

8) Dariush, Amber, Leo, and Ervin reviewed the submitted Request for Proposals (RFPs) for a potential Third Party Health Care Administrator. After careful and
thorough review of the three applications and their supportive documents, Amber, Leo, Ervin and Dariush have independently reached the conclusion that at this time, Keenan is the best option for RCCD among the three companies which have applied for the RCCD health care consultant position. Despite the many problems we have experienced with Keenan in the past, Keenan and Associates seems to have a greater understanding of RCCD culture and how we operate. It appears that the other two are more “corporate-oriented.” [Please see attached feedback from Amber, Leo, and Ervin regarding the third party administrator RFPs.]

9) Motion (Taube/Truttmann): To approve Keenan and Associates as RCCD Third Party Administrator. Approved unanimously.

10) Dariush expressed his deepest gratitude to Amber, Leo and Ervin for their careful review of all the applications and their supportive material submitted to the district for the health care consultant position.

11) Dariush clarified about Faculty Service Areas (FSA) for part time faculty. Part time faculty are hired based on minimum qualifications, not FSAs. Part timers who believe they meet the minimum qualification to teach in a new subject area must contact the department chair of the new subject area they wish to teach. After the department chair and the subject matter experts in the new field determines that the part time faculty meets the minimum qualifications in their subject, the department chair will file a new Intent to Hire form in the new subject area if he/she wishes to assign a course to that part time faculty.

12) Dariush once again emphasized that, yes, a new Intent to Hire form in the new discipline is required but it is an “easy” hire since the faculty member is already in the HR system.

13) Regarding census rosters, rumors have circulated that if faculty do not submit census, then the institution loses all the FTES for the course. Raj Bajaj addressed the issue. RCCD does not lose all the FTES but submitting census late makes it difficult and complicated to accurately calculate the earned FTES.

14) Furthermore, faculty submitting census rosters late creates a compliance issue with the state. We can lose money indirectly due to being out of compliance.

15) Students added after the add deadline create an additional stumbling block for collecting FTES. The institution loses out on state reimbursement for those students. We don’t get funded for those students, but we don’t get fined. Students should only be added “late” due to extraordinary circumstances.

16) Discussion ensued regarding 120 census rosters at RCC being submitted late. If deans could get the list before the due date, they could contact the faculty members and also forward the list of names to the department chairs. The CTE dean at RCC, Kristi DiMemmo, had zero late census reports because she sent out emails to the
faculty that had not submitted their rosters and copied the department chairs. The chairs followed up on the emails with conversations, phone calls, and text messages to the faculty to ensure that the census rosters were submitted.

17) **Moreno Valley College**

18) **Ervin Slavick.** Ervin reported that MVC IDSs sent him proposed updates to the part time evaluation form. Ervin will forward the proposed form to the executive board. The form needs to be revised due to SB1379.

19) **Norco College**

20) **Peter Boelman.** Peter reviewed the proposed changes to the contract faculty Improvement of Instruction (IOI) form that matches the negotiated contract. Dariush has been in contact with Susan Boling regarding the recommended changes.

21) Dariush thanked Susan Boling for her diligent work on updating the IOI form for contract faculty.

22) Dariush also expressed his deepest gratitude to Peter for his careful review of the new and updated forms.

23) Peter reported that faculty are concerned that their input is not going to be considered before the district adopts CANVAS. After 2018, the district does not know what the district will be required to pay for CANVAS—it might not be free. It was reported that the amount is not revealed until we sign the contract. Currently, we pay $85,000 a year Blackboard that is the “classroom” real estate district wide for online courses. Many faculty believe Blackboard cost is quite reasonable given the features.

24) Peter sent out an email asking if any faculty were having problems with technology at JFK middle college. There were only a few that responded. This is a “working conditions” issue. Faculty should be able to access Internet and be able to use the technology. Peter will bring up the issue to the new president.

25) Peter was invited to an exploratory workforce-training program meeting with the Norco Chamber of Commerce. Peter will reiterate that any courses offered would be Norco College courses and Norco faculty have the first right of refusal.

26) **Cameron Young.** Cameron was offered a temporary classroom on Norco College to demonstrate to his English 1A students the process of logging into the library website. The temporary classroom resolved the problem of not being able to log in at JFK Middle College. Cameron did not hear anything back from other faculty having similar issues at JFK Middle College.
27) **Treasurer: Leo Truttmann.** Leo addressed the Faculty Association establishing a Deferred Action for Childhood Arrivals (DACA) fund for students. He discovered that we are not allowed to spend over 20 percent of “chargeable” expenses. He also researched that once funds are sent to the Political Action Committee (PAC) fund, we cannot ask for the money back.

28) Dariush thanked Leo for his diligent research on this subject. Dariush indicated that in the lieu of Leo’s findings, he would withdraw his request for the Faculty Association establishing a fund for DACA students.

29) **District Academic Senate: Mark Sellick.** The district academic senate is looking into the college FTES allocation. They are going to meet to entertain other allocation models.

30) The senates are also reviewing certificates and graduation requirements including residency requirements at a home campus.

31) **Open Hearing: Amber Casolari.** Amber attended the Faculty Association meeting to report on the Other Post-Employment Benefits (OPEB) Committee Meeting.

32) The Other Post-Employment Benefits (OPEB) Irrevocable Trust asset allocation committee met on March 14, 2017. During the meeting we reviewed the investment strategy (medium risk CERBT with CalPERS) and requirements for the irrevocable trust. The beginning balance on July 1, 2016 was $358,870 and the projected ending balance as of June 30, 2017 is $625,000. Every month 0.2% of salaries are added to the trust to be withdrawn for ‘pay-as-you-go’ medical expenses at the end of the year so that interest may be earned on those deposits until they are needed for payment. The District has set a goal of a minimum $250,000 annual contribution.

33) **California Community College Association (CCA):** Phyllis Rowe has volunteered to serve as a spring CCA conference delegate.

34) Motion (Taube/Boelman): To approve Phyllis Rowe as delegate. Approved unanimously.

35) **Secretary: Shari Yates.** Shari presented a draft of the MOU for part-time faculty Reemployment Preference (SB1379). Discussion ensued.

36) Adjourned 3:55pm.