Minutes
RCCDFA/CCA/CTA/NEA
November 20, 2018
RCC, DL 404

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Rhonda Taube (Faculty Assoc Pres)</td>
<td>Dariush Haghighat (Riv VP)</td>
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<td>Shari Yates (Secretary)</td>
<td>Monica Gutierrez (NC Rep)</td>
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<td>Asatar Bair (Treasurer)</td>
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<td>Garth Schultz (RIV FT Rep)</td>
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<td>Fabian Biancardi (MV VP)</td>
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<td>Peter Boelma (NC VP)</td>
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<td>Jeff Rhyne (MV FT Rep)</td>
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<td>Emily Philippens (Riv PT Rep)</td>
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<td>Ervin Slavick (MV PT Rep)</td>
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<td>Diana Campuzano (NC PT Rep)</td>
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<td>RCC Faculty Guests</td>
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1) Call to Order 1:00pm

2) Motion (Rhyne/Campuzano): To approve with amendments. Unanimously approved.

3) President Report—Rhonda Taube

4) Rhonda received the information from HR on the district's legal responsibility that they must investigate whenever the district receives a complaint of harassment or discrimination. More investigations will most likely be forthcoming due to a new law Governor Brown signed last September, SB 1300, that tightens the rules and lowers the threshold. Rhonda is adamant about protecting faculty and watching investigations so they don’t get out of hand.

5) The Professional Growth & Sabbatical Leave (PG&SL) subcommittee met to discuss Administrative Policies (AP) and Board Policies (BP) affecting sabbaticals. We need clarification of schedule building deadlines for faculty that might apply for sabbatical. PGSL will probably need to meet sooner. We will await a proposal from Academic Senate.

6) Faculty sabbatical bonds ($2500 insurance) were discussed about how faculty receive back the bond money posted. In the past, faculty have had to wait two years to get half the sabbatical bond back, as that was a contractual amount of work they
needed to complete before the refund. Rhonda would like to check with faculty who have completed the sabbatical process recently to see if they got it back.

7) There have been some recent incidents where part time faculty have been mistreated by full time faculty during their evaluation process. Part time faculty are subject matter experts and should be treated as such. Rhonda would like to see a part time faculty recognition event—perhaps a week long recognition that brought attention to the working conditions of part-time faculty. We support our part time faculty and would like to show appreciation and gratitude. The part time reps believe that department chairs may intimidate many part timers. We have made so many gains in the past years, but we still have a way to go. The part time reps will propose some ideas for acknowledging our valuable part timers.

8) **Moreno Valley College**

9) **Fabian Biancardi.** Fabian received an email from a colleague regarding inaccurate office hours required when faculty input office hours on Web Advisor. Faculty are being asked to input 5 hours & 50 minutes but since 2014, it should be a solid 5 hours (see page 23 of contract). Rhonda will email Chris Blackmore and will copy Susan Mills to fix the issue.

10) **Jeff Rhyne.** A colleague is out on jury duty and wants to claim both contract and overload hours missed due to jury duty. The faculty should be paid for their scheduled hours whether their schedule is overload or contract. Sick leave/jury duty is the same—faculty still get paid for overload as well as contract hours.

11) Jeff attended a district enrollment management meeting. The district is hoping the to publish the catalog by March 29\(^{th}\) and to publish the Summer/Fall classes on April 16\(^{th}\). Jeff recommended that Aaron Brown contact Rhonda as he forms a task force for enrollment management on how we can best capture the funding due to new state funding model—just in case there are contract issues.

12) **Riverside City College**—

13) **Garth Schultz.** Garth received an issue from the RCC COM department. The annual student speech competitions included special projects for the faculty for the past six years. The problem is that this competition is no longer “special” since it is an annual occurrence. Perhaps it might need to be included in the contract in Appendix D as a stipend. MVC and NC don’t do the same speech competition. The RCC COM faculty are encouraged to document their hours of the extra work as the easiest way to start negotiations.

14) **Emily Philippsen.** The Canvas time compensation process for part timers has been resolved. Gabriela Estrada Toro was prompt and helpful in resolving the issue for sharing the process of submitting the compensation using Etrieve.
15) Emily has shared that full timers in the evaluation process have not respected some part timers. Part time faculty members are hired as subject matter experts and should be treated as professionals, particularly in front of their students. There is not a hierarchy. Full time faculty are equal colleagues. The evaluation process is to be considered an improvement of instruction where part timers may be politely coached on how to improve (if necessary). We don’t want the culture that part timers treated like second-class citizens. We cannot as an institution function with part timers being treated as less than competent professionals.

16) In the RCC Senate, it was discussed that some full time faculty are not meeting the five hours per week of institutional service. Full time faculty are paid for a 40-hour work week which includes five hours of weekly institutional service. Institutional service is not determined by how many committees one serves on and is not “only” committee work. Work outside of the job description on behalf of the institution is considered institutional service. In the contract, we gave the deans a lot of power to enforce the contract for addressing institutional service in the full time faculty Improvement of Instruction (IOI). Some committees are an average of five hours of work.

17) Faculty should be given a “Needs Improvement” if the dean points out that faculty are not contributing five hours of work. The rest of the committee should support the dean’s responsibility and documentation. The Executive Board is unsure why faculty not hold each other accountable. The conversation at the IOI meeting is one of the most important parts of the IOI process. It is incumbent on the committee to take this issue seriously.

18) Norco College. No report.

19) Secretary: Shari Yates. No report.

20) Treasurer: Asatar Bair. No report.

21) District Academic Senate Peggy Campo. No report.

22) Open Hearing. A faculty member brought up an objection about an IOI narrative. Committee members must not limit academic freedom. IOI committee members may suggest ideas but faculty are not required to teach the “same” way as other faculty. Again, the IOI conversation is important.

23) It was proposed holding a FLEX day workshop and discussing the IOI process would be beneficial. Unfortunately, a lot of repeat offenders would not attend unless it was made mandatory. The workshop could include the IOI checklist forms and clarifying the process and duties. Absence affidavit should be given if faculty are a no-show to the IOI final meeting. Not being present is disrespectful to the whole committee.
24) **California Community College Association (CCA).** No report

25) Closed Session. Four items discussed.

26) Adjourned 2:30pm.