



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

MINUTES
Representative Council Meeting
Irvine Valley College, Room LSB 104
November 2, 2015

Officers Present:

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

Chief Negotiator: Lewis Long

Grievance Chairs Present:

Margot Lovett, Saddleback College

Representatives from Irvine Valley College Present:

Bob Urell, Business Sciences
June McLaughlin, Business Sciences
Fawn Tanriverdi, Guidance and Counseling
Kurt Meyer, Humanities and Languages
Jefferey Kaufmann, Life Sciences and Technologies
Brent Monte, Math, Computer Sciences and Engineering
Rebecca Beck, Languages, Learning, and Library Resources

Representatives from Saddleback College Present:

Jan Duquette, Kinesiology and Athletics
Josh Pryor, Liberal Arts
Jenny Langrell, Online Education and Learning Resources
Jacqueline Bloink, Health Sciences and Human Services
Frank Gonzalez, Mathematics, Science and Engineering
Margot Lovett, Social and Behavioral Sciences

Part-time Representatives Present:

Susan Bliss
Bev Wirtz
Alana Gates

1) Call to Order

The meeting was called to order at 3:12 p.m.

2) Introduction of Guests and New Representatives

a. New Reps: Alana Gates, Fawn Tanriverdi, and Jacqueline Blink.

b. Brooke Choo, guest

c. June McLaughlin, new grievance chair at IVC beginning in the spring 2016

3) Adoption of Agenda

Move by Margot Lovett; seconded by Jenny Langrell; unanimously approved.

4) Approval of Minutes

a. October 5, 2015

Moved by Bob Urell; seconded by Rebecca Beck; unanimously approved.

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

This October there was a very successful training for part-time faculty on how to apply for a full time faculty position. The idea for this workshop came from Kurt Meyer and Lewis Long. Beth Clary stated that Kurt did a great job organizing the workshop. In spring 2016, on February 5, a follow-up workshop will be conducted on how to interview for a full-time faculty position. On November 13th there will be a workshop on retirement planning for part-time faculty. Beth asked representatives to post the information on the workshops in their divisions/schools. On December 5th there will be an unemployment benefits for part-time faculty workshop. Three handouts from the how to apply for a full time faculty position workshop were distributed. Beth asked Allison to post the PowerPoint presentation from this workshop on the Faculty Association website. Beth welcomed Alana as the new part-time faculty representative and stated that there is another new part-time representative, Laura Toscano.

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

Mark was absent.

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

The Fall 2015 newsletter is almost completed and should go out before the Thanksgiving break.

8) Membership Report – Loma Hopkins (5 minutes)

The membership reports were dispersed. Loma Hopkins stated that she spent a lot of time getting the accurate membership data that was needed for voting. Christina Bolin and Loma Hopkins are going to meet later this week and go through the membership records. It was stated that a higher number is needed in order to make quorum for the representative council meetings now as there are more faculty in the divisions, additional representatives, and 33 weighted votes are now needed to make quorum. Loma discussed the CTA workshops on how to plan for retirement that will be held in January and February. In the workshops Loma has previously attended it was stated that having a financial advisor with a fiduciary agreement is best. Loma stated that the workshop Kurt Meyer organized on how to apply for a full-time faculty position was terrific. Kurt stated that at the workshop when he discussed student contact pay for part-time faculty those in attendance applauded.

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

Ken stated that he took the records to the accountant and that the final audit is in a couple months. He noted that spending was as predicted. Contributions to the CTA escrow account was discussed. Ken stated that part-time representatives are paid a \$50 stipend for attending the representative council meetings.

10) Contract Implementation Issues (15 minutes)

a. Evaluations for tenure track faculty: There have been many questions about how to implement this. It is expected that the tenure track faculty will begin the portfolio portion of the evaluation in the spring 2016. Bob Urell inquired about guidelines for the portfolio. Claire Cesareo stated that it is open and not specific. Lewis Long stated that what to include was not negotiated. Claire noted that the evaluation instrument will be worked on as a MOU and that we will use previous evaluation form until new one is developed.

b. Wages: The December paycheck may reflect an increase in pay and that retroactive payments will be disbursed sometime in spring 2016.

c. Lab Loading: The process will occur in spring 2016. Faculty will put forward a petition asking for one-to-one loading to be applied in Fall 2016. It is based on what faculty do outside the classroom and must be linked to the curriculum description and it must be noted that curriculum requires it.

d. Department chair MOU: The MOU will focus on what, in general, chairs are being asked to do and compensation.

e. Retiree cap on the cost for benefits for dependents.

11) Safety Concerns (25 minutes)

There was a discussion on what the Faculty Association should do in terms of safety issues that have occurred on other campuses and the importance of the ability to lock the doors. The data/information that has been provided on active shooters stated that we need to have the ability to lock doors. Saddleback College put in all new locks but decided against using that lock system and now they are not usable. IVC has plans for lock swipes that could be unlocked from the outside if needed. Jenny Langrell stated that proximity locks that use FOBs are planned to be used in the library and math sciences building that use fobs. Claire stated that we need to argue that a lock system needs to be done on the entire campus all at once. Bev Wirtz stated that at another school where she taught part-time faculty were issued keys. It is a liability that the colleges are not acting and doing something to plan for this. Loma Hopkins attended a presentation on this and data presented showed that no one that has been behind a locked door has been injured or died. Rebecca Beck stated that the colleges need to inform everyone that a processes in place and what instructors responsibilities are and stated that at UCI instructions for what to do if there is an active shooter is on the door of the bathrooms. Margot Lovett stated that the Faculty Association needs to pass a resolution on what needs to be done and states that we immediately need a way to secure our classrooms, offices, and buildings. The following resolution was drafted:

Whereas given the spate of recent and continuing shootings on college campuses;

Whereas the safety of the entire district community is paramount; and

Whereas community colleges are open campuses; now, therefore, be it

Resolved, that the SOCCCD Faculty Association

- 1. demands that the SOCCCD and its colleges immediately take steps to provide the ability for all employees to secure all doors from the inside and that the Faculty Association be included in all discussions pertaining to possible solutions;*
- 2. demands that the SOCCCD and its colleges immediately install black-out shades on all doors and windows; and*

3. *demands that the SOCCCD and its colleges develop safety procedures in the event that there is an active shooter on campus, and that these procedures be distributed districtwide and posted in public areas.*

A motion to approve the resolution was moved by Margot Lovett and seconded by Bev Wirtz; the motion was unanimously approved.

12) Online Education Initiative and Faculty Concerns (25 minutes)

There was a discussion on how this will affect faculty, faculty staffing, and students. The Online Education Initiative was explained. For each college to participate in the Exchange program they have to move to Canvas which would be partially free for the first four years. Issues that the Faculty Association needs to review such as workload and hiring issues were discussed. A workgroup found that it would take approximately 45 hours to convert a fully online class to Canvas and 25 hours for other classes that use Blackboard as a supplement. In terms of hiring, Exchange sections of classes would open up and be available once our college sections are all full when currently we would add other sections. This would affect the FON number/data and affect showing the need to hire new faculty. Ken Woodward stated that the cost of data transfer needs to be reviewed and that we have to factor in additional costs for other features we currently pay for. The following resolution was drafted:

The SOCCCD Faculty Association Representative Council resolves that no decision be made by either Saddleback College or Irvine Valley College regarding conversion to the CANVAS Learning Management System (LMS) or participation in the Online Education Initiative (OEI) exchange until the full impact on faculty in regards to hiring, workload, and working conditions can be determined and until districtwide discussions with faculty take place.

Moreover, the SOCCCD Faculty Association Executive Committee created a workgroup to recommend compensation amounts for faculty in the event that a decision is reached to convert from Blackboard to CANVAS. The workgroup recommends that the following stipends be paid to each faculty currently teaching in Blackboard:

- *Stipend for converting a fully online course – 45 hours*
- *Stipend for converting a hybrid course – 25 hours*
- *Stipend for converting a face-to-face class with supplemental use of LMS – 10 hours*

A motion to approve the resolution was moved by Margot Lovett and seconded by Allison Camelot; the motion passed with one abstention.

13) CCA Fall Conference Report – Loma Hopkins (5 minutes)

Loma Hopkins and Pete Murray attended the conference. At the conference the following issues were covered: dual enrollment, membership issues and member engagement (Friedrich's case; connect with members so that they see the value in membership), the ACCJC hearing, the faculty of the CSU's are going to do a rally regarding their contract issues on salary increases, and job security for part-time faculty.

14) CTA State Council Report – Ken Woodward (5 minutes)

The CTA State Council includes K-12, some community colleges, and CFA. The Retirement Committee discussed public employee retirement and an initiative to limit employer contributions and benefits to 11%. There is a position available for a faculty adviser to the student CTA, if anyone is interested contact Ken Woodward. In April there will be openings to serve on the CTA State Council.

15) Announcements (5 minutes)

16) Other

17) Next Representative Council Meeting

- a. December 7, 2015, 3-5:00pm, Saddleback College, AGB Conference Room

A motion to adjourn was made by Loma Hopkins, seconded by Josh Pryor; unanimously approved. Meeting adjourned at 4:56 p.m.