



MINUTES
Representative Council Meeting
3-5 pm, March 1, 2021

<https://ivc-edu.zoom.us/j/97049106749>

Meeting ID: 970 4910 6749

Officers Present:

Lewis Long, Irvine Valley College
Melanie Haeri, Irvine Valley College
Kurt Meyer, Irvine Valley College
Frank Gonzalez, Saddleback College
Marianne Wolfe, Irvine Valley College
Claire Cesareo, Saddleback College
Karyn Bower, Saddleback College

Grievance Chairs Present:

William Etter, Irvine Valley College
Kathy Schmeidler, Irvine Valley College
Margot Lovett, Saddleback College

Representatives from Irvine Valley College present:

Parisa Soltani, GS
Carlo Chan, MCSE
Kelicia Galvan, LLR
Massimo Mitolo, IDEA
Daniel Vernazza, HUM
Jenn La Curan, Arts
Kathy Schmeidler, LST
Ted Weatherford, KHS
Amy Stinson, PST

Representatives from Saddleback College present:

Michael Long, GC
Michael Hoggatt, SESP
Janine O'Buchon, HSHS
Jennifer Rohles, KHS
Sam Abbas, MSE
Margot Lovett, SBS
Pamme Turner, EI
Josh Pryor, LA
Bill McGuire, FAMT
Don Bowman, BSEWD
Sharon Druce, HSHS
Kathleen Lunetto, ATAS

Part-time Representatives present:

Deborah Solon (SC)
Susan Bliss (SC)
Nancy Allah (SC)
Noushin Seddighzadeh (SC)

- 1) Call to Order (3:06pm)
- 2) Meeting Items
 - a) Introduction of Guests
 - i) Bill Reinhardt
 - b) Adoption of Agenda
 - i) Motion: Don B; Second: Melanie H; Motion passes
 - c) Approval of Minutes:
 - i) February 1, 2021 (attachment A)
 - ii) Motion: Margot L; Second: Bill M; Motion passes
- 3) Officer and Committee Reports
 - a) Membership Report—Jenny Langrell (3:12pm)
 - i) Membership Advisory Committee
 - Jenny emailed the membership reports to everyone. Posted in the chat as well. If you have questions, email Jenny.
 - b) Secretary's Report—Marianne Wolfe
 - i) Communications Advisory Committee
 - CCA Spring 2021 Conference is April 23rd - we are looking for delegates. Let Marianne know if you would like to be a representative
 - Spring Semesters Newsletter will also be out early May. Please let her know if you would like to contribute to the newsletter
 - c) Organizing Committee Report—Melanie Haeri
 - i) Thank you for coming to February BOT meeting. Monday, March 29th will be the next meeting and we will need you there too. (1st Monday after spring break.) Please start letting people now. Melanie will send out meeting updates with directions about the BOT and the participation needed. By the March BOT meeting, Negotiations will have presented about wages and will have had multiple closed sessions with the Board. So, the March BOT meeting is a very timely meeting. We need all faculty (FT and PT) to come to the meeting and express support and share personal stories. Melanie will provide suggestions on what to say. In order to speak in public comments: you need to email Grace Garcia by 4pm Monday, March 29th. We will send out the contact information for her as well. Suggestions on things to share at the meeting during public comment include support for the importance of wage increase and the need to increase part-time parity. Good points to share: can't afford to live in area, recruitment issues with applicants, balancing multiple schools and districts to make ends meet, etc.
 - ii) Rep Council Comment: Do we include the benefits we get in our salary negotiations? Also, do we bring up the difference between the PT faculty and FT faculty in regards to the benefits for part-time pay?
 - The District does that already for us and they correlate the wages for them based on that too.
 - Our PT is not as high as other schools, plus we are a basic aid district so we should be considered differently when compared to the other schools around us. We haven't really used the benefits to also be considered for the parity conversations. We can try to look at it from another view from the PT parity. Don B. volunteers his time if our Negotiations team needs an accountant to look at the numbers too.
 - Another area the Negotiations team is looking at is comparing Mt. SAC's 85% part-time parity to SOCCCD's 57.83% parity. SMC, SJ-Evergreen is 80% parity and they are basic aid schools too. Mt. SAC also has a different pay scale, so the comparisons are hard to make when they are not operating the same way we are. There are many departments at SOCCCD that are not rehiring

for FT people and replacing the roles with PTs, so the parity is very important.

- Is this related to DRAC? Most of the time DRAC and the other governing bodies tell us to go ask each other and no one has answers. We need to have unified presentation to college presidents to make changes and also have issue addressed at the board separately.

d) Part-time Committee Report—Karyn Bower

i) Upcoming PT workshop: April 9th – How to interview for a FT faculty position

- If anyone is interested in participating in the "How to Interview for a Full-time Faculty Job" workshop or knows someone that they think would be a good fit for the panel, please let Daniel V. know. dvernazza@ivc.edu
- Lewis Melanie, Kathy Schmeidler, Michael Hoggatt, said they would be happy to participate

ii) Upcoming PT Workshop: May 7th – How to apply for unemployment insurance

iii) All the upcoming workshops will be held in the mornings and an email has been sent to all the PTs to save the dates.

e) Treasurer's Report—Frank Gonzalez

i) Budget Advisory Committee

- Shared Budget document with everyone

f) PAC report—Lewis Long

i) The PAC voted to pay for Tim Jemal unpaid expenses from the recent election cycle. When we were allocating funds for the election cycle, we dedicated all resources for Carolyn Inmon. Since we did not use all the allocated money, we offered to pay outstanding fees for him. He accepted.

g) Negotiations Report—Claire Cesareo

i) Status – made progress on the articles she provided insight about at the Spring Flex meeting. The new TA is Article 21 about Health and Safety. Wanted to create a larger article that stresses responsibility of District to maintain and provide safe, hygienic, and sanitary work environment.

- Response to incidents of violence or threats towards faculty, consult FA during emergency situations including safety protocols related to returning to work, create district wide health and safety committee.

ii) Currently looking at evaluations, leaves, grievances, and wages.

iii) Priorities for phase: maintaining health benefits, movement to PT parity, increase overall faculty compensation, and clean up the evaluation process/TRC

4) Discussion Items

a) COVID training requirement on Workday

- i) We will not oppose the districts claim about mandating the requirements of the training. If people ask if the training is required, the answer is "yes". If someone already completed a COVID training (within our district or in another), they can let Lewis know and he will let District know to clear that off your Workday trainings.

b) BP & AR 3433 Sexual Harassment Prevention and Complaints under Title IX (attachment B)

i) With this move, then faculty are considered mandated reporters and they must report the incident to the Title IX coordinator.

- If students want to confide in professors, then it makes the faculty required to report the incident. At BPARC they brought up the fact that if the student starts to tell you something that you suspect might be Title IX and you do not want to be a reporter, you have to disclose to the student that you are a mandated reporter and may need to report this conversation.
- This is a law but previously faculty has not been listed in the BP – even though many faculty have participated in trainings with Title IX. Each school now has a designated Title IX Coordinator who do seem to be supportive. IVC's Title IX Coordinator is Karen Dobbert and Saddleback's is Juan Avalos. You can report the incident to the Title IX Coordinator or your Dean – either will meet the requirement of the mandated reporter.
- Can you submit a CARE report to meet the mandatory reporter requirement? No, that is not enough. For Saddleback it goes to Juan Avalos' admin assistant and they send it out to the different parties who are viewing/reviewing the submissions. But it would not be enough to just submit the CARE report.

c) Fall face-to-face instruction (4:04pm)

i) New MOU (For summer 2021 and fall 2021) are currently being worked on. Some of the items and that are being discussed/included are:

- Ability to bring lecture and other classes back to campus provided they conform with CDPH and Cal OSHA guidelines for institutions of higher education
 - Parking Lot WiFi will be coming to both campuses soon – though no access to campus bathrooms/facilities.
- Must have vaccines available prior to being required to return to campus. Not requiring everyone to have it but the availability must be there before requiring anyone to come to campus.
- 80 hours (2 weeks) of extra sick leave for COVID-related illness or directed quarantine. It is a one-time use. Won't come out of sick leave, this will be in addition to sick leave.
- Faculty will not be required to teach a section for multiple groups at different times and/or in different modalities. You can still teach a hybrid course as long as you are not teaching or setting up the class where you are providing the content to the group twice (i.e. you cannot have half your class be synchronous and the other half view the lecture online because you are doing twice the work – essentially teaching 2 courses: a virtual and a synchronous one)
- New faculty will continue to be added to the PT priority rehire eligibility list, but no one will be removed based on the lack of sections due to COVID-19.
- Masks, social distancing, etc policies will be upheld as well at the MOU
 - If someone does not want to adhere to the safety requirements, then what happens? We can call security, ask them to put on a mask but if they do not listen then you have the right to address the situation – whether that means canceling class or kicking the student out.

ii) Vaccinations

- SOCCCD applied to the state to be official vaccination sites and both have been accepted. The supply has to come from the county and they are waiting for the rest. As of today, March 1st, the tier now allows educators to get vaccinated. You can wait for the school and they will contact you or you can sign up through the county. Othena is the scheduling for the county (OC). Pharmacies also have vaccines. Walgreens, CVS, and RiteAid are not county driven and can be given to anyone (doesn't have to follow the tiers). Other local vaccine sites are UCI, Disneyland, and Hoag.

- Saddleback College's COVID Team is meeting March 11th but they have not met since December 2020. Hopefully the meeting will meet more frequently since they have not met in a while.

iii) Ventilation issues

- Being worked on now. It's incumbent on faculty to be part of the discussions and highlight the spaces that do not work for your area. Ask to be involved in the conversations at your campus if you are in an area that is impacted by this.

iv) Student density

- Class sizes need to be capped according to the tier levels of OC.
 - Is there room to make adjustments for the schedules for the fall schedule? Like if we plan the fall semester with in-person or online, can we switch or how should we address that? We don't currently know what the status will be for the fall, so right now we don't have an answer. IVC COVID Team meets every Thursday and is made up of a larger group across campus. Last Thursday the IVC COVID team discussed that coming back to campus would be voluntary. So, if you want to teach on campus, you would need to let your Dean know and they would figure out the custom format of how the class could be held on campus.

v) Decontamination and cleaning

- Question about cleanliness, normally the load is about 15 minutes between classes but now there's a suggested hour between to allow for cleaning. You should not be scheduling your departments' full load on campus, so there shouldn't be this issue of classes overlapping or not allowing for time.
- Faculty cannot do cleaning, so the District will need to provide people cleaning and disinfecting the classroom areas. Cleaning must be done between classes, but there was some mention about cleaning happening every 24 hours. There is a deep clean that happens once a day and a disinfectant and cleaning between classes that is determined by the tier the county is in.
- Keyboards, mouse, computers, etc - are there lab techs that will be handling the cleaning? Or, who would be cleaning the computers? Facilities should NOT be cleaning but the District is supposed to provide materials to clean in the classrooms and other materials if you wanted to clean your own area again. There will be masks in every room/area also.
- If you want to bring classes on campus, but are told the campus doesn't have the ability to clean the spaces, District has the ability to tell you that you cannot bring that class back.

vi) Full-time faculty and part-time faculty evaluations

- If the FT faculty member is evaluating a FT and/or PT that is resulting in a partially meets standard or an unsatisfactory evaluation, they need to let the Dean know and the FT will step out from that evaluation. The Dean will need to start over and conduct their own evaluation themselves. If a negative evaluation occurs, this can cost the FT/PT their employment. If that FT/PT files a discriminatory case or damages lawsuit against the campus, then the FA is backing the faculty who is filing the complaint. The faculty who was involved in the negative evaluation will not have the support of the FA and will need to represent themselves. The faculty member is stepping in as an administrator role with the evaluation and the FA is obligated to back the grievance against the Dean/administrator role.
- The previous evaluations did not have places or list the FT faculty as part of the official evaluation. Now it does in Workday. If you do the evaluation and if your Dean signs it, it still lists you as part of the evaluation. Let's talk about taking the names off
- Because of the potential legal issues, can we decline to do the PT evaluations? Yes. We can. You are not obliged to do the evaluation. It is the Deans job to do those evaluations. The faculty are doing the job of the Deans by assisting in the PT evaluations, even the chairs.
- If a FT faculty was involved in the evaluation of a PT/FT faculty that was the lowest ranking, was

that a mistake? Yes, the Dean should not have accepted the evaluation. The Dean should have made their own observations and their own evaluations if the evaluation from the FT was so negative instead of including the information from the FT.

- 5) Action Items (4:58pm)
 - a) Negotiating Team compensation (Frank Gonzalez)
 - i) Negotiations meets weekly and average about 4 hours of work a week, so we would like to talk about increasing their LHE from 1 to 2 for the semester
 - ii) Motion: Don Bowman; Second: Margot Lovett; Motion approved; Kurt M. abstained
- 6) Other
- 7) Information:
 - a) CCA Part-time Faculty Workshop: Applying for Unemployment Insurance, Spring 2021 (separate from the SOCCCD FA workshop)
 - i) March 11, 2021; [Meeting Registration - Zoom](#)
 - b) CCA Spring Conference and WHO Awards
 - i) April 23-25, 2021; We will need delegates for that virtual conference.
 - c) Next meeting: April 5, Zoom address <https://ivc-edu.zoom.us/j/99179464053>, Meeting ID: 991 7946 4053
- 8) Adjournment (5:05pm)

