



MINUTES
Representative Council Meeting
3-5 pm, April 5, 2021

<https://ivc-edu.zoom.us/j/99179464053>
Meeting ID: 991 7946 4053

Officers Present:

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

Grievance Chairs Present:

William Etter, 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
Ted Weatherford, KS
Amy Stinson, PST

Representatives from Saddleback College present:

Michael Long, GC
Michael Hoggatt, SESP
Janine O'Buchon, HSHS
Jennifer Rohles, KHS
Jenny Langrell, OELR
Margot Lovett, SBS
Pamme Turner, EI
Bill McGuire,
Josh Pryor,

Part-time Representatives present:

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

Guests:

Steven Nguyen, Yelena Raysky, Donna Moinfair, EvaMarie Rodriguez-Morris, Jane Medling, Liz Jenison, Bill Reinhardt, Judy Henmi, Kim Branch-Stewart, Mitchell Haeri

- 1) Call to Order (3:02 pm)
- 2) Meeting Items
 - a) Introduction of Guests
 - i) Steven Nguyen, Chemistry Professor
 - b) Adoption of Agenda
 - i) Motion to move the MOU Discussion earlier
 - ii) Moved: Margot L., Second: Nancy B.; Motion approved
 - c) Approval of Minutes:
 - i) March 1, 2021 (attachment A)
 - ii) Motion to approve
 - iii) Moved: Melanie H., Second: Karyn B.; Motion approved
- 3) MOU Presentation and Ratification Process; see attachment B (Claire Cesareo)
 - a) Faculty Membership needs to have a voice in this process. Right now we are reviewing and will allow for voting April 19 – April 23. This MOU is for Summer 2021 and Fall 2021 semester.
 - b) Extends on-campus classes to lecture courses (previously limited to lab and practicum/activity courses)
 - c) Vaccines must be available to anyone who wants them (shouldn't be a problem now. SOCCCD has offered the vaccines for us currently). You cannot opt out of vaccines in order to not come back to teach on campus. You can teach on-campus even without vaccines.
 - d) Faculty who do return to campus will not be required to teach a class section for multiple groups at different times and/or in different modalities. (For example, teach one set of class at one time and other set of the same class' students at a different time. Cannot teach both an online and face-to-face version of the same class unless doing the hybrid live streaming modality to prevent you from duplicating your work for the same section)
 - e) In the case that practicum cannot come back to face-to-face, practicum will be online but it will be paid 1:1 (same rate as a lecture).
 - f) **Q:** Can you elect to defer returning to campus in the fall even having been vaccinated? **A:** You can work with your Dean to figure out that issue/make something work. If your Dean is requiring that course to return, you can try to work with your Dean first to see if there are other options if you did not want to return to campus to teach. If you have a medical condition that will not allow you to return to campus to teach, you can provide documentation and the district will work with you to create remote/accommodations. There is a form on the back of the MOU (even in previous versions) that is along the lines of "if you are not able to return to campus due to certain conditions, here are some options" that you can find and complete. If you request an accommodation, then District processes it as a typical accommodations request that will require a letter from a doctor. There may be accommodations made for those who have family or other people in the household who are also at-risk/have medical conditions that would not allow you to return to campus.
 - g) **Q:** Does the MOU imply that by Spring 22 it will be mandatory to return to campus to teach? [wondering if the implication is there because the notion that Fall 21 is "voluntary" for now] **A:** District and FA did not want to discuss Spring 2022 at this time since there are so many constantly changing factors.
 - h) HR 6201 Provisions/SB 95
 - i) Expired in December 2020. But, the SOCCCD has agreed to extending if the faculty themselves are sick (not their family, children, etc that HR 6201 had previously covered for).
 - ii) SB 92 – Newly approved for the state of CA. Does not need to be taken consecutively. This is a new pool of hours (so if you did use all 80 previously, you have an additional 80 hours to tap into). Extends

benefits to illnesses related to COVID, family member illness, or need to care for child due to school closing. Self-quarantine is also part of guidelines and does not need to have medical letters/justification. Expires September 30 to take leave due to COVID. You can go back and retro-count the hours for the sick leave up to January 2021 as well with the SB 95.

- iii) After SB 95 – will need to follow the rules extended by SOCCCD (leave can only be taken is not previously used, will provide 80 hours, only pertains to self-quarantine or illness of faculty).
- i) Updated safety protocols
 - i) Guidelines for class size and configuration is based on tier levels and the CA Dept of Public Health/CDC guidelines
 - ii) Masks, hand sanitizer, and disinfecting supplies will be available in all classrooms but faculty are not expected or required to clean their spaces themselves.
 - iii) Ventilation and air filtration will be considered in the classroom utilized
 - iv) MERV 13 filters are not available on the HVAC system, so they are getting a list of those buildings that have MERV 13 filters to allow for course planning. The campus should also be ordering portable air filtration systems for the rooms that do not have the MERV 13 filters.
 - v) Breakrooms will be open but limited to size.
- j) **Q:** Will there be access to food on campus (like the cafeteria)? **A:** Not open at this time
- k) **Q:** Will the time between classes extend or accommodate the time for cleaning between courses? **A:** The spacing of the timing of the classes will depend on the tier we are in. That will change with the different tiers. They are planning and taking into consideration needing to have greater differences between classes to allow for time between classes to have the room cleaned/disinfected/etc.
- l) **Q:** Will counselors have to come back with different working conditions? **A:** If counselors, librarians have to come back, they will be provided with social distancing allowed, masks and face shields provided. Don't know what those areas are looking at in terms of what they are asking for. But, yes, they would need to come back to campus.
- m) **Q:** What about those with shared office space? **A:** If people are vaccinated, then there should be no issue with the shared office space. If they are not vaccinated, then there could be a problem. But there may be an option to opt to not use the office space in certain times, especially if you don't know if your office mate is vaccinated or not. Will have to discuss this further.
- n) **Q:** Office Hours for students? **A:** Can make arrangements to meet remotely with students instead of hosting them on campus.
- o) **Q:** Online lectures and in-person labs – travel time? **A:** You have to work with your dean to schedule that. Saddleback is doing chemistry labs face to face but they are scheduling lectures with more spaced out time between the lecture and the lab.
- p) Voting will take place on April 19 – 23. The FA membership will vote on the whole MOU. They will vote yes to the whole thing or no to the whole thing. If it is voted up by membership, it will be sent to the Board for ratification. If the membership says no, then we will not have protections that are established for the MOU and the District will be able to hold us to the original contract.
- q) **Q:** Smaller class sizes and the hybrid learning – Is it required to make a 45 class load with the smaller class sizes? **A:** A class is anywhere between 18-45 students. Sometimes an administration will talk about a full class being only 45. Small classes should be anything under 22 (if cap is 45) or under 18 (if cap is 25). If there is a cap for the classes face to face, we wanted to protect against forcing the faculty to teach the rest of the class in different modalities (like, 22 in-person and 23 online). And, you will still be paid contract rate rather than a contract class due to the lower amounts.
- r) **Q:** Could the class be scheduled to the cap of the physical classroom size? **A:** The class can be capped at 25 or you can teach the class partly face-to-face and part of the time online, but it really only works if you are doing a livestream version. Cannot teach two different groups of students at different times the same

materials for the 1 class.

- s) A good example is how IVC Chemistry is scheduling sections in smaller numbers and are being paid for each section accordingly, not as if they are splitting the one class and getting paid for just 1 class. We also don't want to have the Fall schedule forced to have everyone on-campus because the class sizes would be smaller and we would be cutting FTES a lot, hurting our funding sources.
- t) Students were told Fall would be online only but now we are hearing that we might be going back in person. It makes it hard to schedule and plan around that. If they offer streaming classes, how many students would opt to be on campus if they can stream in? There are also questions about people coming to campus and the physical space in the building, not just the classroom. There is a lot of discussions about this to make it the best, safest way to operate

4) Officer and Committee Reports

a) Membership Report—Jenny Langrell (3:54pm)

i) Membership Advisory Committee

- Received another member last month. If you have any questions about membership, let Jenny know.

b) Secretary's Report—Marianne Wolfe

i) Communications Advisory Committee

- Newsletter for Spring, CCA Representatives for the Conference

c) Organizing Committee Report—Melanie Haeri

i) April 26th Board Meeting Faculty Participation

- 28 faculty shared their stories about the struggles and need for the wages raises. Chancellor Burke and Vice Chancellor Ann-Marie Gabel read the comments to the Board. It was very impactful to hear the stories, comments, anecdotes. Take that information back to the schools and to have everyone at the April 26th Board meeting. If you cannot make it, are not comfortable reading it, etc, please send us the comment and we will be happy to read the comments for you! You can also do this anonymously! You can write a statement and we will read it anonymously.
- Comment: I listened to the Board meeting. Another point to make is that classes have been limited to 1 course and it becomes extremely hard to justify all the effort for the course. In Emeritus, the situation is completely different. The EI program is having a lot of trouble and are not being supported. The result is that the EI faculty are leaving and the program is losing a lot of really gifted and talented faculty – they feel they are being treated as non-persons. Not just basic pay, all the other things they have to adjust to and accommodate for with the online remote learning have different needs and they are not being met.

d) Part-time Committee Report—Karyn Bower

i) Friday, April 9th: 10am-Noon: How to Interview for a FT Job

ii) May 7th: 10am-Noon: How to Apply for Unemployment

iii) Saddleback College COVID March 11 meeting was covered in the MOU Claire talked about.

e) Treasurer's Report—Frank Gonzalez

i) Budget Advisory Committee

f) Negotiations Report—Claire Cesareo

- i) Wages, workload and assignment is worked on as a bundle. Right now there is nothing new but Claire will update as more progress is made.

5) Discussion Items

a) The Common Calendar Workgroup (Steven Nguyen)

- i) 18 weeks at IVC for our calendar. Many schools around us do not have the same length of time for each calendar. There can be other ways that we can move items around that can be a 16-week campus.
- ii) One way to make the 175-days is making Saturday an instructional day. Some of the contacts around us do specify that faculty cannot be forced to work Saturdays. If we add Saturday, then they will be taking more time away from the sick leave if you have to miss a full week or two.
- iii) **Q:** Can we change the number of contractual days from 178 to 175, how would that impact our retirement? **A:** In the past, the District has said okay but they will take money away from our salary. They think we work hourly so they would take 3 days away from our salary. It shouldn't make any difference, the only difference is that it makes your daily rate go up.
- iv) It is not a local process to get the calendar changed. It is a fairly long process. In the process they would look at the 175 days.

b) Faculty Syllabus Upload on MySite (Claire Cesareo)

- i) Syllabus loader on MySite – created in response to an accreditation recommendation for Saddleback. Students who are in your course can access the syllabus through MySite. You will have total control over when and what you upload at any time.
- ii) The question is should this be a mandatory upload or an opt-in type of service. This would be a district-wide change. EI faculty has made it mandatory to have syllabus on Canvas and emailed. They teach on an hour by hour basis. The topics vary on an hourly basis – they include the right to change the syllabus.
- iii) Concerns for having not updated information. Concerns for needing to update multiple places. Concerns for students having access to incorrect information on the syllabi. Concern for intellectual property.

c) Emeritus Non-credit section maximum capacity survey (Claire Cesareo)

- i) In contract, the non-credit courses are excluded from large lecture cap. It was brought to Districts attention. Their justification was that for EI – they are paid the same as faculty but they are not responsible for the feedback and grading. If we moved to change the cap, then our EI faculty would have to reduce their pay. After talking to many people, the FA decided to run a survey to the EI faculty on their desires. It went to 84 EI faculty members, there was 50% response rate. Of those who responded, 80% felt the current caps were correct. 54% were not interested in investigating lowering the cap rate. But, when asked if we were pursuing it, 98% did not want to get a lower pay rate so they did not want to pursue it. At this time, the FA will not make any moves to reduce the EI class caps.

6) Action Items

7) Other

- a) Did the Board acknowledge Harriet Walters? Yes, they did. She use to be part of the Board and was very faculty friendly.
- b) After 30 years of supporting the District, Wendy Gabriella has submitted her retirement papers.

8) Information:

- a) Faculty Association student scholarship application review volunteers needed
 - i) Seeking volunteers. Let Lewis know if you are interested in being a reviewer.
- b) Faculty Association Hiring Committee representative: District IT Project Manager
 - i) We are looking for an FA rep for the District IT Project Manager hiring committee. If you are interested, email Lewis.
- c) CCA Spring Conference and WHO Awards April 23-25, 2021
 - i) Seeking delegates for the CCA Spring Conference, please let Marianne or Lewis know.

d) Next meeting: May 3, Zoom address <https://ivc-edu.zoom.us/j/96892950375>, Meeting ID: 968 9295 0375

9) Adjournment

10) In acknowledgement of Wendy Gabriella, meeting is adjourned at 5:11pm

EMMA