**MINUTES**

**Representative Council Meeting**

November 6, 2023

**Officers Present:**

Melanie Haeri, President

Lewis Long, Past- President

Robert Melendez, President-Elect

Claire Cesareo, Lead Negotiator

Frank Gonzalez, Treasurer

Jenny Langrell, Membership Chair

Marianne Wolfe, Secretary

Joanna Kibler-McNerney, Part-Time Chair

**Grievance Chairs Present:**

Kathy Schmeidler, IVC Grievance Co-Chair

Bill McGuire, SC Grievance Co-Chair

Bill Etter, IVC Grievance Co-Chair

**Representatives from Irvine Valley College present:**

Carlo Chan, MCSE

Rick Boone, BS

Adam Ghuloum, SBS

Javier Valdez, GC

Pierre Nguyen, LST

Massimo Mitolo, IDEA

Savyonne Steindler, LLR

Amy Stinson, PS

Kathy Schmeidler, LST

Deanna Scherger, HUM (Alt)

Ted Weatherford, KA

**Representatives from Saddleback College present:**

Jill Ibbotson, Extended Learning

Allison Camelot, HSS

Matt Sherman, KA

Paris Peck, CS

Jennifer Rohles, KNES

Emily Quinlan, B&I

Bill McGuire, AMPD

Janine O’Buchon, SHW

Jenny Langrell, OELR

Kathleen Lunetto, B&I

Loretta Niccola, HSSS

**Part-Time Representatives present:**

Susan Bliss

Jo Ann Noyes

1. Call to Order: 3:06pm
2. Meeting Items
	1. Introduction of Guests
	2. Adoption of Agenda
		1. Motion: Kathy S, Second: Robert M
	3. Approval of Minutes:
		1. October 2, 2023
			1. Move to approve: Kathy S, Second: Bill M
			2. Unanimous Approved
3. Officer and Committee Reports
	1. Secretary’s Report—Marianne Wolfe
		1. Communications Advisory Committee
	2. Organizing Committee Report—Robert Melendez
		1. Link to sign up for the FA Organizing Committee: <https://forms.gle/Gz1yhQQbmmCNTkB28>
	3. Part-time Committee Report— Joanna Kibler-NcNerney
		1. Part time event from Oct 20th report
			1. 35 PT faculty attended; 5 signed up to join!
			2. CTA presented and it was very successful event! We are following up for more
		2. How to Apply for A full Time Job Workshop
			1. We currently have 2 FT (political science and psychology) from Saddleback and 1 from IVC (ethnic studies) who signed up to be on the panel for the PT how to apply workshop
		3. Will host another PT appreciation lunch at IVC in spring
	4. Treasurer’s Report—Frank Gonzalez
		1. Budget Advisory Committee
		2. Link to budget: <https://drive.google.com/file/d/141vWvf_b79oWen8Wc4dK6N_EIPwKZ7o1/view?usp=sharing>
			1. Frank reviewed the budget and explained where the contributions go.
	5. Negotiations Report—Claire Cesareo
		1. Update on Negotiations
			1. 2 Evals are starting Fall 2023
				1. Student evaluations – collected through a software called BLUE. Students will get nudges through Canvas. For non-classroom faculty, there is a QR code students can scan and complete the form. It will be collected for 4 weeks. A little implementation issues with that but we are working on that. When there are a lot of PTs and not many FTs, if there are a lot of concerns happening or people coming to you, please let Claire know ASAP.

Q: You said that there will be QR codes available for us to share with students. When will we receive this QR code? I didn't see it in the email I received about the evaluations being underway.

A: You should be able to find this and send this out.

Thank you to those on the student evaluation team (Claire, Jenny, Melanie) who have worked so hard to get this up and running.

* + - * 1. Peer evaluations – if there are issues with peer evaluations, please let Claire know ASAP. We have to have a form of peer evaluation component but we may have to shift what that looks like.

C: I just completed an observation last week. It went well but wanted to check why we pushed to have a peer evaluation this way?

A: When we had to include student evaluations as part of the process, a counter point to that feedback would be adding a peer/other faculty member to provide feedback as well. You have the evaluator, the students, and then the peer to provide a third party to review as well. For both tenure and PT faculty, the peer observation should be to their benefit as much as possible.

C: I was told by Dean that in my current TRC, the mentor is not supposed to participate in any way with the drafting of the formal evaluation or the conversations that take place during that time.

A: True. That is how the contract is written.

C: If that is the case, the mentor is missing out on critical conversations where they can clarify, support, or speak up for the tenure track person.

A: Claire will check that and get back to us. We might need to clarify that in the new contract since that is not the intention that we had for the mentor. Nothing excludes the mentor from the meeting but they are just not part of writing the evaluation.

C: I was told the peer evaluation was not mandatory, but that we could request it if we wanted.

A: That is the case for PT faculty. They can request a peer evaluator or they can check a box on a form that allows them to use the chair be both the peer and the chair evaluation.

* + - 1. Negotiations started in September. A couple key concerns or issues that were brought up:
				1. Courtesy interviews: District wants to eliminate that all together. If a PT faculty member has served for 10 semesters and if the paper screenings don’t selected the faculty where the line is drawn, then the PT gets a courtesy interview. We are sending out a survey to the PT faculty to get their thoughts on this issue.

Q: Do you have an opinion on the courtesy interview issue?

A: I think it’s a benefit we are giving up. If we give it up, we may want to ask for something else instead. There are some concerns with it adding extra time due to the interviews. We addressed that possibly with setting up some limitations on who can get the interview based on other experiences.

* + - * 1. Official Commencement: It is now required for faculty to attend commencement or other approved/designated graduation ceremonies or else they will have to use a sick day. It is hard to get any ceremony/graduation approved. The only one that has been approved is the Nursing pinning ceremony (but only approved for Nursing connected faculty).
				2. Concerns raised about how counseling hours are used (both the 30 weekly hours – student outreach, special assignments, student appts – as well as the extra duty days).
				3. Evaluations: Title V – adding something dealing with DEIA competencies is required now. We are getting closer to something that is agreeable – most likely in the self-evaluation section. We are working with Senates at the schools to make sure this works.
				4. Workload banking: concerns about when you can bank something. We are looking at moving towards a week before the start of class. And, also looking at how much we need to bank before being able to use it, which looks like 15 LHE.

A: We are looking at changing the wording to a week before the course starts instead of listing it as the week before the semester.

C: Right now, they are listing the bank load requests by February for fall, but we don’t know the schedules yet. This is not a time that is convenient for faculty or the dean.

C: We can look at that date or maybe something about partial loads. And we can revisit that because it had not been brought up in the past.

C: Best practice to build a schedule is to look at student needs and then possibly adjust the time for faculty. There is a big problem when things happen after the bank load is due and we don’t really need the deadline to be that far in advance.

* + - * 1. Adding leave specifically for reproductive loss leave: Working on adding this to the contract as paid leave. There is new legislation that is happening to add this to the contract.
				2. Benefits: PT health insurance is main focus. New legislation to reimburse districts that cover PT faculty. Looking at a similar system to the CSUs that cover all their PTs.
				3. Wages: Part time parity, increases, etc.
			1. Thank you to the Negotiations Team for all the hard work!
	1. Membership Report—Jenny Langrell
		1. Membership Advisory Committee
		2. Jenny just cleaned up the PT list and sent them out to each school to verify and update. Please reach out if you have any questions.
	2. Grievance Committee
	3. PAC Report
		1. Please consider contributing! Frank will double his contribution if we have an increase in other donations! Simple form to complete: <http://www.socccdfa.net/ESW/Files/PAC_Payroll_deduction_form%5B1%5Dfillablepdf-1.pdf>
	4. CCA/CTA Regional Report – Sam Abbas (tabled)
1. Action Items
2. Information
	1. Delta Dental Update – Melanie Haeri
		1. FA doesn’t negotiate who we use but just the benefits we get. Our District belong to SISC. Recently Delta Dental has been in the news and many providers are dropping the company.
		2. The Benefits department from HR sent out a flyer with more information about the switch and how to use out of network providers.
		3. C: One of the reasons why providers are dropping Delta Dental is because they reduced the amount they are paying the dentists. They are planning to look at other providers because of this. Additionally, we have 3 cleanings covered per year but only see the dentist 2x a year. But, they are seeing charges for 3 times reflected on charges.
	2. Fall Conference Report – Sam Abbas and Wonderful Nancy (tabled)
3. CCA/CTA/NEA Conferences
	1. Winter Conference – Feb. 2-5, 2024 – Universal City Burbank – Sheraton Universal
		1. We can send 17 delegates. Please let Marianne know if you are interested in attending (mwolfe10@ivc.edu or facutlyassociation@socccd.edu)
			1. Attending: Melanie H,
4. Compressed Calendar Updates
	1. There was a meeting today. Both Senates discussed the compressed calendar. There was an unofficial vote that took place. There was a lot of questions still. IVC Senate was 50:50, SC Senate was 45:55. People still have a lot of questions and there will be a questionnaire that will go out to faculty that will explain issues and ask their opinions on the issues. It will either come from the committee or Senates. Basically, the process is that they have receive approval from both Senates to move forward. A lot of people’s sentiments are that there are too many changes happening right now and we could revisit this in 3 years from now. But, they did want to have the surveys go through before the Senates have the official votes.
	2. The questionnaire is to get the faculty view but reality is both Senates have to approve the calendar. Then it can move to a third party to hire to create the calendar, then go to District for review, then negotiations, etc.
	3. Q: When they vote, is there a certain threshold that we have to reach to move forward?
	4. A: I don’t know exactly but this is what my impression was, that it just has to be a majority. Not a specific number.
	5. Q: What about other communities, like CSEA?
	6. A: They have already stated they are against it. Once they have voted they are against it, they will not get the questionnaire, as their input has already been noted.
	7. C: The academic calendar is the academic calendar for scheduling of classes, which makes it a primary reliance issue. If the issue is a primary reliance issue, then it really depends on the Academic Senate to make the decision and not any other groups.
	8. C: It seems like Chris was saying we need more than a little over 50%. Yes, he said there needs to be enough commitment to this because there is a large amount of work that needs to be done.
	9. C: They are not going to send out a student survey at this time. They are just going to send the survey to faculty right now. The survey should happen soon.
	10. Q: Is Chris still pushing to determine by the end of the calendar year?
	11. A: Yes.
	12. Academic Senate 10+1: Academic and professional matters upon which the Board of Trustees will rely primarily upon the advice and counsel of the academic senates include the following: A. Curriculum, including establishing prerequisites and placing courses within disciplines; B. Degree and certificate requirements; C. Grading policies; D. Educational program development; E. Standards or policies regarding student preparation and success; F. District and college governance structures, as related to faculty roles; G. Faculty roles and involvement in accreditation processes, including self-study and annual reports; H. Policies for faculty professional development activities; I. Processes for program review; J. Processes for institutional planning and budget development; and K. Other matters as mutually agreed upon between the Board of Trustees and the academic senate, or as otherwise provided by statute or regulation.
5. Next Meeting: Monday, December 4th, 2023, at 3pm
6. Adjourned 4:16pm