**Minutes**

**Representative Council Meeting**

September 8, 2025

1. Call to Order: 3:04pm
2. Meeting Items
	1. Seating representatives:
		1. Health and Wellness, James Major
		2. Mathematics, Computer Sciences, and Engineering: Mohamad Youssef
	2. Introduction of Guests
		1. Jane M, Chris C, Amani H, Henry C, Mike H
	3. Adoption of Agenda
		1. Motion to adopt: Lewis L, seconded: Wonderful Nancy
		2. No discussion
		3. Agenda approved
	4. Approval of Minutes: [May 5, 2025](https://docs.google.com/document/d/1-qRnzpaOYmwfng8q6GUauBM5bQ_WsHzH/edit?usp=drive_link&ouid=118002477573651076395&rtpof=true&sd=true)
		1. Motion to approved: John T, seconded: Sam A
		2. No discussion
		3. Minutes approved
3. Officer and Committee Reports
	1. Secretary’s Report—Marianne Wolfe
		1. Communications Advisory Committee: nothing new, please let her know if you want to contribute to the FA newsletter or if you would like to help with the website revamp.
		2. Lewis to write a column for Negotiations and Understanding the Contract
	2. Organizing Committee Report— Deanna Scherger
		1. Upcoming Fall Workshop: [Fall 2025 WorkshopFlyer with QR code.pdf](https://drive.google.com/file/d/1u9Tu3wqGy96ZWiLy4FvDVX8VKathy9Yj/view?usp=sharing)
			1. IVC: Friday, September 26th from 10am-12pm (in person)
			2. Saddleback: Friday, September 26th from 1pm-3pm (in person)
	3. Part-time Committee Report— Danelle Huggett
		1. Upcoming workshops for fall:
			1. **October 24th - How to apply for a full-time position**. Looking for volunteer panelists to share their tips and helpful hints. Please let Danelle know if you are interested!
			2. End of semester - How to apply for unemployment
	4. Treasurer’s Report—Frank Gonzalez
		1. Budget Report: [2025-26 SOCCCDFA Budget\_Proposal.pdf](https://drive.google.com/file/d/1JTl8lPPtdXkmT26K5yH23sNuP1KBsbWS/view?usp=sharing)
		2. Q: What is the interest income? It seems so low relative to the income. You would think you would get a higher interest from the income.
		3. A: The little interest that is given from the bank from our savings account. The income we are getting in, we spend it. So there’s not a lot in the account. We are chipping away at the amount we have so we don't have a lot that stays in the account. Not a lot of interest is earned since it is a business account.
		4. We reduced the amount we donate to each school’s foundation (instead of buying a whole table, we are purchasing only 2 seats per gala).
		5. The biggest cuts we made were in funding for conferences. We want conference attendees to attend as delegates - which CCA will cover all of their costs. Anyone can still attend the conferences but the FA will not reimburse you.
		6. PAC deductions: [http://www.socccdfa.net/ESW/Files/PAC\_Payroll\_deduction\_form%5B1%5Dfillablepdf-1.pdf](https://efaidnbmnnnibpcajpcglclefindmkaj/http%3A//www.socccdfa.net/ESW/Files/PAC_Payroll_deduction_form%5B1%5Dfillablepdf-1.pdf)
		7. Motion to approve the budget: Allison C, seconded: Wonderful Nancy
		8. No discussion
		9. Budget approved
		10. If you are interested in being the Treasurer, please let Frank know so he can help train you.
	5. Negotiations Report—Lewis Long
		1. Negotiation Team
			1. Current issues being worked on:
				1. FT tenured faculty at another school who is newly hired at SOCCCD to get a higher salary placement - has been approved and will go through MOU process
				2. Compensation for nurses for clinical assignments outside of the academic calendar (e.g. weekends, evenings, etc) will now get hourly compensation - has been approved and will go through MOU process
				3. Practicum assignments are 1.5 LHE for FT faculty. For PT faculty or if the course is overload, it is listed as 1 hour of contact for 1 LHE. Banner cannot have different loads based on who is teaching the course. It has to be the same load. We are working with the district to figure out what we will do about this.
				4. Navitus is making retired individuals purchase part A and part B AND part D. The provider is requiring them to purchase another plan but the contract does not state that. We do not represent any retired parties but we do represent those who are planning to retire, so we need to figure out the best interests for them.
			2. Q: There was a health care question emailed about different options for PT faculty.
			3. A: We are always looking at options for our PT faculty for medical insurance. We look at what possible options there are as well as what the district will agree to. We are looking at the allowance for the PT faculty to keep increasing. We keep looking into these options and if anyone has suggestions on possible changes, we are open to look at and take into consideration.
		2. Negotiation Timeline
			1. Fall 2025 - Development of Team
				1. If you are interested in participating in the team, please let Robert know - rmelendez@ivc.edu. He is looking for a diverse group to provide insight to the multiple areas and roles represented in the team.
			2. Spring 2026 - Open Forum/Townhall Meeting, survey to all faculty, & creation of sunshine proposal
			3. June 1, 2026 - Formal negotiations can begin
			4. Q: How many PT faculty can be on the negotiation team?
			5. A: There isn’t a required amount but we want to make sure there is a balance for the team. Historically we have had 1 PT representative on the team. It would really depend on the make up of the group and the areas being represented. Susan Bliss has been the representative for the PT faculty the past few negotiation teams. We also have negotiation advisory teams as well that can have additional opportunities to provide input beyond the negotiation team.
	6. Membership Report—Caroline Gee
		1. Membership Advisory Committee
			1. 19 new members have joined!
			2. If you have any questions about who is a member or not, please reach out to Caroline. As you are chatting with your faculty in your areas/schools, please feel free to reach out to Caroline if you have any questions!
			3. Q: Where do we get the form to give them?
			4. A: You can send them to the online registration form (<http://socccdfa.net/membership1/>) or there are physical hard copy forms that Caroline can send to them.
	7. Grievance Committee
		1. **Saddleback**
			1. Bill McGuire - bmcguire@saddleback.edu
			2. Allison Camelot - acamelot@saddleback.edu
			3. Claire Cesareo - ccesareo@saddleback.edu
		2. **IVC**
			1. Bill Etter - better@ivc.edu
			2. Rebecca Kaminsky - rkaminsky@ivc.edu
		3. Lots of questions right now regarding Banner and pay.
		4. If there is ever any question or issue for a faculty who is being called into HR or being requested to talk to their deans, please let the grievance chairs know and they can come to the meetings and help the faculty. It is not the Rep Council’s job to do that, have them connect with the grievance chairs.
		5. Q: Do P/T have to be members of FA to get support from grievance chairs?
		6. A: No, they do not have to be members to have questions answered or support. However, if it escalated to a legal level, then they would not get CCA/CTA lawyer support unless they were members.
		7. Q: If you think there is a possible violation of contract, reach out to FA before going to HR. What is a violation? Or what are some examples of violations that we should look out for? Can you provide some examples of breaches of contract so we know when to contact FA? Like in a flex week meeting to share these.
		8. A: There are so many things in the contract to cover for a session like that. Maybe we could have categories or something that has quick links for main issues. But, the FA website has the contract. It has a table of contents that you can use to review some of the issues that you might be faced with. You can review this and see if the issue of concerns are included in the contract or not.
		9. A: Maybe we add a “contract highlights” topic to the end of the meeting to review some items to review/highlight/explain to explore. An example could be “How can you fulfill your college service hours?” Maybe add a “Know your contract” event to flex week.
	8. PAC Report – Robert Melendez
		1. Next Election November 2026 for Board of Trustees
			1. Areas 2 - Irvine, Orange, Tustin, and Santa Ana
			2. Area 4 - Dana Point, Rancho Santa Margarita, San Clemente, San Juan Capistrano, Coto de Caza, Ladera Ranch, Rancho Mission Viejo, and Trabuco Canyon
			3. Area 5 - Irvine, Laguna Hills, Laguna Woods, Lake Forest, and Mission Viejo
			4. If you know anyone in those areas who you feel would be good BOT representative who is faculty friendly, please let us know!
			5. Q: Do we know if Rydell and Milchiker will run again?
			6. A: We do not know at this time.
		2. PAC Meeting - Monday, September 22 at 4:30pm
			1. This will be on zoom. The PAC meetings are open to all members - they just do not have a vote if there are any votes taking place.
			2. PAC Representatives: <http://socccdfa.net/pac1/>
				1. To become a PAC representative, you would need to be nominated by your school and then voted in. Most schools have a vacancy at this time and can be voted in at any time. We will send out a list of the vacancies for the PAC.
				2. The rules for PAC representative elections are the same as those for Rep Council representatives. If more than one from a school or division wants to represent the PAC, the FA holds an election. If not, they are seated by acclamation. However, the normal process is through the biannual officer and representative election process.
	9. CCA/CTA Regional Report – Sam Abbas
		1. CCA will hold its winter conference at the Westin Hotel near SF airport from October 10th to the 12th. The conference will include workshops on bargaining & negotiations, will hold elections for some positions including the CCA treasurer, and will host the Fall Council: This is the CCA business meeting where chapter delegates approve budgetary changes, elect candidates to fill vacancies, and vote on action items on a variety of issues. We get 17 delegates so please volunteer to go if you can. CCA will reimburse all or most of the cost for your flight, hotel, and food.
	10. Faculty Workload and School/Department Share-out (10 Minutes) - Representatives are able to provide updates on current workload issues, challenges, and successes within their schools/departments. This is an opportunity to identify patterns, highlight concerns related to working conditions, and share ideas or needs that may require union support or further advocacy.
		1. Sign-up Link - <https://docs.google.com/document/d/1oYDCsAnJPKn8K_4DPavigi1h42T3ZhLswWa5eYdBKwk/edit?usp=sharing>
		2. Q: When were the bylaws updated?
		3. A: The last time was 2024. We look to update it whenever there is a need or if it has been many years since it has been updated.
4. Information
	1. Your Role as a Representative
		1. Page 6 of the [SOCCCDFA Bylaws and Standing Rules](http://socccdfa.net/wp-content/uploads/2024/02/SOCCCDFA-ByLaws-and-Rules-Approved-By-Rep-Council-5-1-23-1.pdf)



* + 1. Q: Do we need to get approval from CCA/CTA for these changes?
		2. A: When we go through a change, we do not seek approval from CCA/CTA. We let them know the changes but we do not have to ask them anything.
	1. Payroll Updates
		1. Banner and the SAS system we are using has little ability to be modified by the local user. We cannot add a ton of modifications. You should have gotten an email 2 weeks ago from Payroll about pay dates. This is an area that we have concern but are trying to collect questions and get answers.
			1. Pay dates have shifted from the first of the month to the last day of the month. If it falls on a holiday or weekend, it rolls to the Friday. The earlier deposits (e.g. Schools First) should get that earlier pay still.
			2. Some changes include: Overload and semester long stipends (like chair stipends) were not paid in the end of the month paychecks but will be in the September 2025 pay - but in a separate deposit. PT faculty get paid September, FT should have been paid in August but their overload will come on Sept 2025 as a separate check. Non-instructional and FT overload and one-time payment stipends will all be the 10th of the month.
				1. See the email from Payroll sent on August 26th - [Faculty Payroll Distribution - Fall 2025.pdf](https://drive.google.com/file/d/15_eyXZJj6vNrMeyu1txw3EFxS_r03BJf/view?usp=sharing)
			3. Q: For STRS, how can we know if the deductions were right or not? There were some issues with summer pay.
				1. A: Please reach out to Payroll and if they are not able to help, then reach out to your STRS representative. In Banner, Employee Dashboard > Deductions History you can see all your deductions, including STRS, taxes, etc…
				2. C: Thanks Frank. Often PT Faculty look these items up and we are not allowed to see the same info as FT faculty. I'll check out the order of operations you suggest and see if I can see this. When I pulled up the new paystub in Banner it is very unclear.
			4. Pay stub issues
				1. We are trying to work on this and have been since we were able to see the pay check stub. We are working with them now to figure out a simplified way to view the pay check stubs. They are looking at uploading a document to show what you are being paid for.
				2. C: In previous pay stubs, you can see the different sections/loads you were being paid for. With the new system, it is just random numbers and doesn't know what amounts belong to each class. Please change this so we can keep track of our pay.
			5. Can we remind the District Payroll people that Article 15 of the contract explicitly says the following: "All faculty members covered by the Master Agreement are by definition instructional/teaching faculty, and their regular contracted duties and responsibilities are instructional and teaching in nature." There are NO NON-INSTRUCTIONAL FACULTY!
		2. Summer Pay
			1. Supposed to have 3 pay checks - July 10, July 31, August 31
			2. July 10th pay check was through MySite Legacy, July 31 and August 31 were through Banner.
				1. Because the systems did not talk to each other, they had to manually deduct July 31st paychecks without consultation with the FA. They just took money out and then sent a new pay check in August 8th pay check. Because it was a pay advance, there will not be a pay check for that amount. It should be reflected in the August 31st pay stub shown as the “advanced pay reduction”. Check your pay stub, check with Payroll, and if you still have issues let us know.
	2. Prescription Drug Plan Updates
		1. Blue Shield got rid of their PPO plan so we had to shift to Navitus. We have worked with a health advisor to explore many options that were better. There were not any better options provided or found. The biggest issue with Navitus is the communication but we are working on finding better and smoother processes.
		2. COVID Boosters:
			1. From the SOCCCD Benefits Office: “For it to be (easily) covered under the medical plan, the member would have to go to a doctor’s office for the vaccine to be administered. If they’ve already gone to the pharmacy for the vaccine, the member can submit a claim to Blue Shield to be reimbursed for the out of pocket costs”.
	3. CCA Fall Conference Delegates
		1. October 10-12, 2025 at the Westin San Francisco Airport
			1. You must apply for all applicable grants before applying for reimbursement from SOCCCD FA.
			2. If you are not a delegate who attends these conferences, FA will NOT reimburse you. There are other funding sources that you can seek (e.g. grants from CCA) but FA will not be reimbursing any non-delegates who are attending the conference.
			3. Please let Marianne and Robert know by Wednesday, September 17th if you would like to be a delegate.
1. Announcements/ Misc.
	1. If you have any agenda items added to the agenda, please send us the information and we can add it to the agenda.
2. Next Rep Council Meeting: Monday, October 6th @ 3pm on Zoom

Adjourned: 5:00pm

**Meeting Attendance**

| President | Robert Melendez | x | President Elect | Deanna Scherger | x |
| --- | --- | --- | --- | --- | --- |
| Past-President | Lewis Long | x | Chief Negotiator / Grievance Chair (SC) | Claire Cesareo | x |
| Treasurer | Frank Gonzalez | x | Membership Chair | Caroline Gee | x |
| Secretary | Marianne Wolfe | x | Part-Time Faculty Chair | Danelle Huggett | x |
| Grievance Chair (IVC) | Rebecca Kaminsky |  | Grievance Chair (IVC) | BIll Etter  | x |
| Grievance Chair (SC) | BIll McGuire |  | Grievance Chair (SC) | Allison Camelot  | x |

| Arts (2) | Gokce Kasikci |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Business Science (2) | Rick Boone | x |  |  |  |
| Guidance & Counseling (3) | Javier Valdez | x | Guidance & Counseling (Alt) | Parisa Soltani |  |
| Humanities (3) | Lisa Alvarez | x | Humanities (Alt) | Daniel Vernazza | x |
| IDEA (1) | Massimo Mitolo | x |  |  |  |
| Kinesiology, Health, & Athletics (1) |  |  |  |  |  |
| Languages & Learning Resources (3) | Keith Gamache | x |  |  |  |
| Life Science & Technology (1) | Pierre Nguyen | x | Life Science & Technology (Alt) | Kathy Schmeidler | x |
| Math, Computer Science, & Engineering (2) | Mohamad Youssef | x |  |  |  |
| Physical Sciences & Technology (2) | Amy Stinson | x |  |  |  |
| Social and Behavioral Sciences (1) | Adam Ghuloum | x |  |  |  |

| Arts, Media, Performance, & Design (5) | BIll McGuire |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Business & Industry (2) | Emily Quinlan  | x | Business & Industry (Alt) | Kathleen Lunetto  | x |
| Counseling & Special Programs (4) | Paris Peck |  | Counseling & Special Programs (Alt) | Mike Long |  |
| Extended Learning (1) | Jill Ibbotson | x |  |  |  |
| Health & Wellness (3) | James Major | x | Health & Wellness (Alt) | Samantha Barrett |  |
| Humanities & Social Sciences (6) | Allison Camelot | x | Humanities & Social Sciences (Alt) |  |  |
| Kinesiology (2) | Matt Sherman | x | Kinesiology (Alt) | Jennifer Rohles | x |
| Instructional Support and Teaching Innovations (1) |  |  | Instructional Support and Teaching Innovations (Alt) | Lydia Tamara | x |
| STEM (6) | Kia Shafe | x | STEM (Alt) | Sam Abbas | x |

| Part Time Representative (1) | Nancy Allah | x | Part Time Representative (1) | Noushin Seddighzadeh |  |
| --- | --- | --- | --- | --- | --- |
| Part Time Representative (1) | Jean Proppe | x | Part Time Representative (1) | John Terranova  | x |