



**Minutes**  
**RCCDFA/CCA/CTA/NEA**  
**March 12, 2024**  
**Riverside City College / Library Room 404 & Zoom**

<b>Present</b>	<b>Absent</b>
Rhonda Taube (Riverside Community College District Faculty Association President)	
Emily Philippsen (Membership Chair)	
Lee Nelson (Treasurer)	
Sonya Nyrop (Secretary)	
Jeff Rhyne (Moreno Valley College VP)	
Jennifer Floerke (MVC FT Rep)	
Rhejean King-Johnson (MVC PT Rep)	
Virgil Lee (Norco College VP)	
Araceli Covarrubias (NC FT Rep)	
Diana Campuzano (NC PT Rep)	
	Mike Chavez (Riverside City College VP)
Garth Schultz (RCC FT Rep)	
David Martinez (RCC PT Rep)	
	Marianne Reynolds (CTA [California Teachers Association] Staff Member)
Faculty Guests	

1. Meeting called to order at 1:02pm.
2. Motion to approve minutes from [March 5, 2024](#) (Covarrubias/Nelson). Motion approved unanimously.

### 3. President's Report: Rhonda Taube

- a. Rhonda reminded faculty that all out-of-state travel during work hours (such as conferences) must be board approved unless the faculty is absent for personal necessity/bereavement. Failing to follow this policy can result in a lapse of health insurance coverage.
- b. Numerous faculty members have not completed the citizenship/residency verification process despite reminders from HR. HR is now moving to terminate those individuals as this is a Homeland Security mandate.
- c. Rhonda clarified that, according to [BP 6350](#), a letter of resignation will be accepted by the Chancellor, who can accept it on behalf of the Board and who will write a letter of acceptance. Once accepted by the Chancellor, the letter cannot be rescinded.
  - i. Faculty members planning to retire must let their department chairs, area deans, and college presidents know as well. As stated in previous meetings, this is a separate step from STRS paperwork.
  - ii. A faculty member shared difficulties with completing the retirement process and wondered if the DO could create a checklist to help with the process.
- d. The 2025-2028 calendar proofs are missing voter information. VC Mills said the DO receives voter information only one year in advance. Therefore, the calendars will be voted on now and then re-approved when the state provides those dates.
- e. The process to finalize the fixed stipend of \$750 for associate faculty who go through the Canvas camp is moving slowly as the DE certification requirement first must be approved by the three DE committees and Academic Senate. In addition, the lists some chairs have received for faculty in need of Canvas certification are not accurate.
- f. The STRS contribution amount for noncredit courses is different from credit courses. While salary or payment is not different between these two, noncredit courses (and adult education as the state does not distinguish between these two categories) have 60% of the STRS contribution for credit courses. The DO has a proposal for nonmirrored noncredit courses.
  - i. It is unclear why the STRS contribution is different when apportionment between credit and noncredit courses is the same. Since apportionment is the same, why is contribution to STRS different?
  - ii. This policy does not incentivize faculty to teach noncredit courses or create noncredit certificates.
- g. Rhonda spoke with VC Mills on the independent study proposal AP2102, which will need approval from Academic Senate and the Curriculum

Committees. AP2102 requires 54 lab hours for students enrolling in independent study, and the proposed pay for faculty is \$10 per student per unit for half a term. This proposal is similar to what many other colleges and districts are doing. There are still numerous questions remaining, and we likely will need an MOU.

- h. Rhonda asked VC Mills about the process and timeline for evaluations of VPs and deans and was informed that they are supposed to be evaluated annually and undergo a more comprehensive review every three years. They have an MLA (management labor agreement) on how these evaluations are done, and faculty involvement is not required.
- i. All faculty members who participate in an investigation, even if they are not the subject of the investigation (e.g., they are witnesses), can have representation.
  - i. The FA is not notified or given names of people involved in investigations, so faculty members need to inform the DO that they want FA representation and also contact the FA.
  - ii. Faculty have the right to receive questions 48 hours in advance even if they are not the investigation's subject.
- j. Norco College's Melissa Bader is giving the Distinguished Faculty Lecture on the following dates:
  - MVC: May 16
  - RCC: May 21
  - NC: May 23

Faculty activities should not be happening at those colleges on those dates as there should not be competing events.

#### 4. Moreno Valley College

- a. Vice President's Report: Jeff Rhyne
  - i. Jeff shared a draft from the Course Caps Committee on guidelines. Currently, the committee is working on process steps. These documents then will be shared through Academic Senate.
- b. Full-Time Representative's Report: Jennifer Floerke
  - i. Jennifer contacted the Simply Voting representative but received a reply that she is out of the office until March 18. The email calling for nominations will go out on March 22.
  - ii. The representatives have been meeting with the counseling faculty.
    - 1. Counseling faculty are working to become their own department; while they have the support of faculty, they have met with resistance from administration who state that counselors cannot be an academic department. Since

counselors are faculty, teach courses, and are currently part of an academic department, this argument doesn't appear to have merit. Furthermore, counselors are their own department at both NC and RCC.

2. Counselors are still being told that guidance courses must be overload.
3. There may be potential issues with people in engagement centers being directed to do work that is part of the job descriptions of counselors.

- c. Part-Time Representative's Report: Rhejean King-Johnson
  - i. No report

#### 5. Norco College

- a. Vice President's Report: Virgil Lee
  - i. The FA meeting at NC has been rescheduled to May 14.
  - ii. The part-time healthcare negotiations team is still waiting for a response from the DO. As this item would have to be on the board agenda by today to be approved at the next board meeting, it no longer appears possible to have the changes in place to have the program start on April 1.
- b. Full-Time Representative's Report: Araceli Covarrubias
  - i. Araceli was informed that the link some faculty received in an email on DE does not work. Araceli recommended they reach out to their college's DE committee chair and then District DE.
  - ii. Araceli was asked when faculty retiring in June can return to teach at RCCD. This depends on the golden handshake option chosen. If faculty have questions, they should contact their STRS representative.
- c. Part-Time Representative's Report: Diana Campuzano
  - i. No report

#### 6. Riverside City College

- a. Vice President's Report: Mike Chavez
  - i. No report
- b. Full-Time Representative's Report: Garth Schultz
  - i. Garth attended the recent EPAC meeting.
  - ii. Garth was asked about the upcoming institutional service form. Rhonda said it will be similar in format to a survey from SurveyMonkey. It will be a plan or projection of what we estimate

we will do throughout the year, and it will be due by the third week of the fall semester.

- iii. Garth received confirmation that faculty can give bandages to students who have cut themselves.
- c. Part-Time Representative's Report: David Martinez
  - i. No report
- 7. Membership Chair: Emily Philippsen
  - a. No report
- 8. Treasurer: Lee Nelson
  - a. No report
- 9. Secretary: Sonya Nyrop
  - a. No report
- 10. Open Hearing
  - a. None
- 11. Closed Session: 6 items were discussed.
- 12. Meeting adjourned at 2:47pm.