



**Minutes**  
**RCCDFA/CCA/CTA/NEA**  
**November 14, 2023**  
**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)	
Faculty Guests	

1. Meeting called to order at 1:02pm.
2. Motion to approve [minutes from November 7, 2023](#), pending changes (Rhyne/Lee). Motion approved with one abstention.

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

- a. Independent study has gone through the curriculum process and Academic Senate. One remaining question is about pay since there is not a specific FTE. This is a preliminary discussion as the FA is not in official negotiation. Legal counsel and HR have looked at appendix F and suggested the lab rate. However, the FA believes that a lecture type course should be lecture rate and a lab type course should be lab rate.
- b. The 2024-25 academic calendar has the fall semester ending on Wednesday, December 18. Unfortunately, this is not a complete week and, therefore, the District would lose a substantial amount of money (\$500,000+). To correct this oversight, one possibility is to extend finals week to December 20; the issue with this option is that, as grades are expected five days after a course ends, grades for some courses would be due on December 25. The better option appears to be to begin the fall semester a week earlier, with finals week ending on December 13. This option would align with all of the calendars since the District added a full week of holiday during Thanksgiving week.
  - i. Motion to empower the Calendar Committee to propose starting the fall semester a week earlier to correct the issue with an incomplete week on the current 2024-25 calendar. (Nelson/Rhyne). Motion passed unanimously.
- c. Rhonda was invited to discuss [BP 6160](#) as it impacts salary.
- d. There have been instances of tenure track faculty receiving a *Needs Improvement* in the fourth year.
  - i. Tenure track faculty are considered tenured in the fourth year. There is no fifth year in the tenure track process.
  - ii. There is not a specific remediation process for tenure track faculty receiving a *Needs Improvement* in the fourth year. A side letter is needed to clarify that, in these cases, the general process for regular faculty receiving a *Needs Improvement* will be followed.

### 4. Moreno Valley College

- a. Vice President's Report: Jeff Rhyne
  - i. Jeff is on the task force for course caps, which is making progress. A sub-group has been formed to write the process to meet the goal of ensuring that groups agree. This process will likely become a side letter when completed.
  - ii. Jeff met with Chancellor Isaac during his visit to MVC last Thursday. They did not have time to discuss fully Jeff's concerns about the District Educational Master Plan.

- b. Full-Time Representative's Report: Jennifer Floerke
    - i. No report
  - c. Part-Time Representative's Report: Rhejean King-Johnson
    - i. No report
5. Norco College
- a. Vice President's Report: Virgil Lee
    - i. A faculty member caught a student cheating in class and reported this incident to the Dean of Student Services. The faculty member then was told that, since the student subsequently dropped the course, the student will not face consequences. FA recommends that the faculty member pursues this issue with Academic Senate.
    - ii. Norco College is considering new student evaluation forms for the IOI process. Colleges can use different evaluation forms from each other as can departments/schools. Additionally, colleges can use different student evaluation forms in different types of classes, such as lecture and lab classes. The general recommendation is to share these forms with the FA Executive Board for feedback, but this is not a requirement.
  - b. Full-Time Representative's Report: Araceli Covarrubias
    - i. An associate faculty member received a *Needs Improvement* and, because of privacy concerns, does not want to use the district interpreter in the follow-up meeting with the faculty member who completed the evaluation. The interpreters are confidential employees with a code of ethics. However, it is not a requirement to meet face-to-face. The form states that a conversation must take place, but this could be in person or through email, phone, or text. If a faculty member does not want to use an interpreter, then the conversation can be in written form.
  - c. Part-Time Representative's Report: Diana Campuzano
    - i. Online faculty of asynchronous courses are scheduling proctored exams at specific times even though this is not how the courses were scheduled. This is not allowed, and faculty should reach out to the VPAA and Academic Senate.
6. Riverside City College
- a. Vice President's Report: Mike Chavez
    - i. Faculty with questions about healthcare can check the [RCCD Health and Welfare Benefits page](#) as well as the [My BenefitBridge website](#). Edwina Cardenas is also a good resource.

- ii. A faculty member asked about changing from HealthNet to Kaiser just before retirement. Faculty can change health insurance options during open enrollment. Once faculty are enrolled in Medicare, the District does not provide the option to switch.
  - iii. A faculty member was given the impression that the FA Executive Board must review independent study classes and units. No, the FA will not be reviewing these.
  - iv. Mike would like to establish a student internship program. Los Angeles Community College District has one, so Mike has reached out to the intern supervisor.
  - v. Mike had a conversation with the bargaining chair of the Los Rios Community College FA, which has settled its part-time healthcare negotiations and will share its MOU with the FA negotiation team negotiating part-time healthcare with RCCD. LRCC is not CTA.
  - vi. Mike is working with a nonprofit linked to the Labor Council to develop curriculum, apprenticeships, etc. Currently, he has staff applying for grants for developing green jobs who have asked for a letter of support. He is wondering if his involvement would be a conflict of interest. Mike has reached out to Academic Senate and will share information with the FA as well.
- b. Full-Time Representative's Report: Garth Schultz
  - i. A faculty member asked if the two years of service credit offered in the golden handshake can count towards the requirement to be in the PPO for ten years by age 65 to get the district-offered defrayed cost. No, those two years do not count. Furthermore, those ten years must be calendar years. For example, if faculty sign up for the PPO during open enrollment in the fall, they do not reach a full calendar year the following June.
- c. Part-Time Representative's Report: David Martinez
  - i. No report

7. Membership Chair: Emily Philippsen

- a. No report

8. Treasurer: Lee Nelson

- a. All stolen funds have been returned by Altura. Unfortunately, the new account has been hacked again. While no funds have been taken, the account numbers have been changed again. Lee does not have online access to the accounts yet but does have checks. He will be checking his phone for possible malware.

- b. Lee made a correction on the budget as he listed the \$10,000 amount for the end-of-the-year gala as income rather than as an expense. Lee will send the corrected budget to the FA Executive Board members.
  - c. Lee has had issues with delayed payments from the PPO since he enrolled in Medicare. Rhonda shared that Edwina Cardenas has been working diligently on these types of issues.
- 9. Open Hearing
  - a. None
- 10. Closed Session: Five items were discussed.
- 11. Meeting adjourned at 3:10pm.