



**Minutes**  
**RCCDFA/CCA/CTA/NEA**  
**October 1, 2024**  
**Riverside City College / Library Room 404 & Zoom**

<b>Present</b>	<b>Absent</b>
Rhonda Taube (Riverside Community College District Faculty Association President)	
Sonya Nyrop (Secretary / Membership Chair)	
Felipe Galicia (Treasurer)	
Jeff Rhyne (Moreno Valley College VP)	
Jennifer Floerke (MVC FT Rep)	
	Rhejean King-Johnson (MVC PT Rep)
Araceli Covarrubias (Norco College VP)	
Michelle Ramin (NC FT Rep)	
Diana Campuzano (NC PT Rep)	
Emily Philippsen (Riverside City College VP)	
Araceli Calderon (RCC FT Rep)	
David Martinez (RCC PT Rep)	
Marianne Reynolds (California Teachers Association Staff Member)	
Faculty Guests	

1. Meeting called to order at 1:05pm.
2. Motion to approve [minutes from September 24](#) (Rhyne/Galicia). Approved unanimously.
3. President's Report: Rhonda Taube
  - a. The District is graciously making exceptions for the associate faculty members who missed the deadline for healthcare paperwork. This is a one-time exception that the District is making as the DO's expectation for employees is

that they will read district emails, including the multiple emails sent by Edwina Cardenas reminding faculty to submit paperwork.

- b. The Benefits Committee's role is advisory, and it does not make decisions as the faculty, and not the committee, negotiate their benefits.
  - c. The Contract mentions day-to-day subbing but does not define long-term subbing. Rhonda and Jeff discussed this with Keith Dobyns and are now waiting for information from the District's legal counsel, which they will then forward to CTA for their weigh-in. The FA will likely create an MOU on long-term subbing.
    - i. Marianne stated there is Ed Code language for K-12 subbing but not specifically for community college.
    - ii. There is also the question of how to pay an associate faculty member who becomes the instructor of record.
  - d. A faculty member who had large sums mistakenly deposited by Payroll into their account is dealing with a number of issues while trying to correct these mistakes that were not their fault but have taken numerous weeks to resolve.
  - e. Rhonda spoke with VC Brown about the 10- and 12-month salary schedules. The District would like new employees to be automatically placed on the 10-month schedule as it is easier for Payroll when new faculty are not board approved by August. However, the Association doesn't necessarily make decisions based on what is easiest for the DO.
  - f. The Chancellor is creating a taskforce made up of representatives from Academic Senate, FA, HR, and Educational Services to look at hiring processes.
    - i. Jennifer finds it frustrating to create another taskforce when there are already two HR groups.
    - ii. Rhonda asked the FA Executive Board to send her suggestions regarding HR issues to make improvements.
  - g. At the last bond meeting, the Chancellor asked for assistance with outreach. We need to create a form to send faculty to communicate and to get non-district email addresses. Felipe will work on this form.
  - h. Rhonda received another bill from CTA for the bond mailer, so she asked to amend the previous amount of \$350 to \$1936.20 (which includes the initial \$350). Rhonda will tear up the previous cheque for \$350.
    - i. **Motion** to pay CTA \$1936.20 for the bond mailer (Floerke/Philippsen).  
Approved unanimously.
4. Moreno Valley College
- a. Vice President's Report: Jeff Rhyne
    - i. A full-time faculty member shared that they have duties for a project that exists at all three colleges. They are wondering if they can get an SPR if the duties for the project are already in their job description.

1. No, faculty cannot get an SPR for duties that are in their job description unless work for the project falls during winter or summer terms.
    2. However, it is unfortunate that there is inconsistency in compensation with some faculty in the District being paid with SPRs while others are not as the duties were written into some job descriptions. Disciplines should be more careful about ensuring that job descriptions for faculty positions are consistent.
  - b. Full-Time Representative's Report: Jennifer Floerke
    - i. The faculty negotiations team for the DE negotiations met yesterday. The DO has formed its team, so VC Few will be sending a poll to schedule a meeting.
  - c. Part-Time Representative's Report: Rhejean King-Johnson
    - i. No report
5. Norco College
  - a. Vice President's Report: Araceli Covarrubias
    - i. The NC faculty co-chair of College Council receives a 0.2 reassignment and wondered if it would be possible to split this reassignment with faculty co-chairs of other committees. This is for the faculty member with the reassignment to decide.
    - ii. A faculty member asked if student surveys are given to both classes for courses scheduled with additional support courses, such as MAT 12 with MAT 112. As these are technically two separate classes with different objectives and course descriptions, student surveys should be given to both sections even if they have the same student population.
  - b. Full-Time Representative's Report: Michelle Ramin
    - i. A new full-time faculty member's name was not on the board book last month even though they are already working.
      1. New faculty who initially were misplaced on salary steps and then were moved up will be paid retroactively.
      2. Rhonda clarified that it is the responsibility of administrators to ensure names are on the board book.
    - ii. Michelle shared that she was not placed on the correct group/step for overload, and ,therefore, wasn't paid correctly for overload. She recommends that all faculty check their paystubs and TAs. She also shared that HR and Payroll were working hard over the weekend to resolve issues.
      1. Emily pointed out how understaffed Payroll is.
      2. Faculty can contact HR/Payroll to find out what step of the salary schedule they are on.

- c. Part-Time Representative's Report: Diana Campuzano
    - i. Diana asked for the FA to provide flowers and a gift card for Edwina Cardenas for her assistance and hard work with healthcare issues.
      - 1. **Motion** for up to \$250 for flowers and gift card for Edwina Cardenas (Campuzano/Philippsen). Approved unanimously.
6. Riverside City College
- a. Vice President's Report: Emily Philippsen
    - i. The FA needs to work on its by-laws. This will be on the retreat agenda.
  - b. Full-Time Representative's Report: Araceli Calderon
    - i. Faculty do not need to provide a reason when they take personal necessity days ([CBA XIII.F](#)).
      - 1. For full-time faculty the total number of days used shall not exceed seven (7) for one academic year. For associate faculty the number is up to a maximum of seven (7) hours per term, including summer and winter intersession not to exceed accrued sick leave.
    - ii. Araceli received numerous questions about SPRs (special projects).
      - 1. During regular terms (fall and spring), SPRs are calculated into the TA; in winter and summer, they are not. The work for winter/summer SPRs must be completed within that term. For full-time faculty, SPRs are considered extra pay/overloads.
      - 2. Rhonda shared that the current number of reassignments and special projects in the District is equivalent to seventy full-time faculty positions.
      - 3. The Contract stipulates that special projects that go past two semesters must become permanent (i.e., reassignments). All reassignments must be advertised and evaluated.
      - 4. A faculty member said a workshop by HR on SPRs, payroll calculations, and load/overload would be helpful.
    - iii. Araceli thanked President Oliveros for a positive meeting and assistance with moving forward on some issues.
  - c. Part-Time Representative's Report: David Martinez
    - i. An associate faculty member would like to pull retirement funds from STRS to put into an IRA. This is not possible as STRS rules only allow faculty to do this after retirement.
7. Treasurer: Felipe Galicia
- a. Felipe asked if an FAQ section could be added to the FA website. This is something we could work on during our retreat.

- b. Felipe would like to look at membership data to see trends and project for future budgets. He would also like to create a budgeting committee.
- 8. Secretary: Sonya Nyrop
  - a. No report
- 9. Open Hearing
  - a. A faculty member shared that they were not paid their department chair stipend and learned from HR that a box had not been checked in the system. He wondered if the system used for payroll may need updating.
  - b. A DE chair spoke about DE certification.
    - i. They shared that there are budget limitations for DE certification. For example, there currently are no funds for POCR.
    - ii. The chair said the DE camp was set up to take 16 hours to complete but believed it can take longer for people who are getting acclimated to Canvas. Some people have chosen to complete the @One training, which takes 80 hours to complete.
    - iii. Because we are in negotiations, the FA cannot discuss details. Carrie Patterson, the previous MVC DE chair, is on the negotiations team to provide the history of DE documents and camp.
    - iv. The FA sent an email asking department chairs to not let the delay in certifications impact teaching assignments for winter.
- 10. Closed Session: 5 items were discussed.
- 11. Meeting adjourned at 3:39pm.

**The FA meeting on October 29 will be at Norco College in Operational Center 116.**

**The FA meeting on November 12 will be at Moreno Valley College in Welcome Center  
103.**