



**Minutes**  
**RCCDFA/CCA/CTA/NEA**  
**October 8, 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 and 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 1:04pm.
2. Motion to approve [minutes from October 1](#) (Galicia/Ramin). Approved unanimously.
3. President's Report: Rhonda Taube
  - a. Rhonda was asked what are considered late afternoon classes, as specified in the final exams schedule. Those are classes that meet at 4:30pm or later.
  - b. The Association issued a cease and desist to RCC administration as a faculty member had been replaced temporarily by a classified professional and an educational advisor. The college has acknowledged receipt, and the

individuals have been told to stop functioning in that role. Rhonda has worked with CSEA to come up with a viable solution.

- i. One issue is that the administration hired an individual as "associate faculty" using special projects even though this person had no teaching assignment, a decision that violated BP/AP.
  - ii. Numerous problematic decisions are being made without faculty consultation. In fact, the college president has stated that she represents the administration, but a college president is supposed to represent the entire college, including all employees as well as students.
- c. Jeff and Rhonda met with Keith Dobyns to get a definition of day-to-day subbing and shared that with Marianne for CTA feedback. Keith Dobyns defines day-to-day subbing, which is not defined in Ed Code, as short-term status for an absent faculty member for a duration not known to be long term; faculty on leave such as FMLA is a different type of scenario.
  - i. Jeff believes if we are going to distinguish between short- and long-term subbing, the District needs to clarify how these assignments will be handled and how it might impact the teaching assignment and maximum load for associate faculty. He gave the example of Los Rios, which distinguishes between short- and long-term subbing but deals with them in the same way.
  - ii. Diana thinks all subbing should be short-term if it is less than one semester.
  - iii. Marianne clarified that all service is "STRS-creditable" whether or not it is on the TA.
- d. The faculty member who had large amounts incorrectly deposited into their account is still having payroll problems.
- e. Rhonda was asked by the Chancellor to be a part of the new HR taskforce that is supposed to address the slow hiring process. This taskforce will be co-chaired by Vice-Chancellor Tammy Few and Norco College president, Monica Green.
- f. Rhonda is frustrated that every taskforce created by the DO seems to push more work on faculty that the administration should be handling. She is also frustrated that the administration continues to grow exponentially.
  - i. Emily is concerned that the numerous taskforces take faculty's time away from students. The primary goal of our institution is education, and faculty are the educators.
  - ii. Keith Dobyns's job description lists training all managers in policies as one of his responsibilities. Perhaps ensuring all administrators receive this training would reduce the workload and need for taskforces.
- g. There is a record number of outstanding grievances and complaints that need to be completed throughout the District, but most seem to stem from RCC.

Many of these are dragging on without any end in sight. The administration needs to step up the resolution process and handle them at the college level, as these weigh heavily on all parties involved. The CBA states that every attempt should be made to resolve grievances at the lowest level possible, but these usually end up at the DO or in HR.

- h. Jeff, Jennifer, and Rhonda are meeting with the Chancellor to discuss the special projects issue that was discussed last week in closed session. There appears to be confusion about SPRs among some administrators.
4. Moreno Valley College
- a. Vice President's Report: Jeff Rhyne
    - i. Jeff is continuing to receive questions about course caps, so he will reach out again to District Educational Services to find out where they are in the governance process. He shared the draft with the Executive Board and asked for feedback.
      - 1. A faculty member shared their discipline's concerns with their course caps.
      - 2. Jeff explained that the task force was not charged with determining discipline course caps as the Contract states this is between the discipline and the DO.
  - b. Full-Time Representative's Report: Jennifer Floerke
    - i. Jennifer was asked about potentially negotiating for more loadbanking opportunities for faculty, specifically using loadbanked class hours for office hours and institutional service. She confirmed that loadbanked classes can only be used to offset classes in future semesters, not the other work faculty are paid to do throughout the semester.
    - ii. Jennifer was asked about healthcare options for full-time faculty who retire and return to teach part-time. She explained that if they are 65 or older and on Medicare, they do qualify for the RCCD part-time healthcare benefits.
    - iii. HR acknowledged that there is a rubric for determining what coursework counts for initial placement on the salary schedule. This rubric should be transparent and available to people.
      - 1. Araceli suggested the rubric for experience for salary placement should also be transparent. Rhonda will reach out to Graciela Caringella.
    - iv. During a Senate meeting, the new sergeant at MVC asked faculty to report suspicious activities and to use their cellphones to record potential criminal activity as many of the cameras do not work.
      - 1. Rhonda was emphatic that faculty should not be putting themselves in harm's way and should call 911 instead.

2. MVC Academic Senate President Navas clarified that all but three security cameras do not work, and administration stated that the bond measure is supposed to pay for cameras and software. This is problematic as safety should not be dependent on the bond measure. The Senate will be inviting back the sergeant for further questions.
- c. Part-Time Representative's Report: Rhejean King-Johnson
  - i. No report

## 5. Norco College

- a. Vice President's Report: Araceli Covarrubias
  - i. Araceli attended the recent Benefits Committee meeting.
    1. Keenan and Associates provided a financial overview. The PPO plan is in good shape. Membership has increased by 13.5% and more families and young people are enrolled in the PPO, bringing the cost down.
    2. Araceli appreciated Dariush stopping a discussion on choosing generics over brand name medications for the PPO by reminding the committee that this issue had already been negotiated with the District.
    3. One hundred and nine employees donated to catastrophic leave.
  - ii. Araceli thanked Hilda Haley for responding so quickly to an issue mentioned in last week's minutes. Faculty planning to retire in December were asked to provide their last contractual day, and the payroll date must match STRS. We believed the logical date to be December 31, but the issue is more complicated.
    1. Payroll is not authorized to determine the final date, so employees should submit paperwork to Payroll and cite their desired date. The designated dates should adhere to the guidelines outlined in the [MOU](#); however, Hilda clarified that it remains at the employee's discretion to specify what their retirement date will be.
    2. Hilda also asked faculty who have issues with pay and leaves and feel their concerns aren't adequately addressed to email Hilda. If they would prefer a call, they can send an email with their phone number to request a call.
    3. It would be helpful for Payroll/HR to send communication to all employees with the process to follow for various issues.
- b. Full-Time Representative's Report: Michelle Ramin

- i. Michelle thanked Graciela Caringella for her assistance with resolving the issues for the new faculty member who had been misplaced on the salary schedule and had not been put on the BOT agenda.
    - ii. Araceli and Michelle had a positive second meeting with President Green. They have a good working relationship with President Green and appreciate her actively working with them to resolve issues.
      - 1. Some new faculty have shared that they do not feel there is a welcoming or supportive environment. Michelle, Araceli, and President Green discussed different strategies to make onboarding more holistic and welcoming.
    - iii. Michelle reminded deans to hold committee members accountable for participation and work in those committees during the IOI process.
  - c. Part-Time Representative's Report: Diana Campuzano
    - i. Diana reminded faculty to not work on the DE camp as we are under a cease and desist. Rhonda again asked department chairs to please not consider DE camp completion when scheduling at this point.
      - 1. Araceli is concerned that automated messages might still be going out to faculty regarding DE certification as she is still receiving messages from associate faculty asking if they need to do the DE camp.
      - 2. Faculty shared that DE at the District has ceased all online assistance. The cease and desist is ONLY for the DE camp. Faculty still need support with their current courses.

## 6. Riverside City College

- a. Vice President's Report: Emily Philippsen
  - i. Emily is disturbed at the number of administrators who attend conflict resolution meetings without preparation or understanding of the Contract. It seems that administration is only relying on the Contract for plans of action.
  - ii. Emily has found a part-time member to digitize membership forms.
- b. Full-Time Representative's Report: Araceli Calderon
  - i. A faculty member asked about safety in terms of working conditions. Araceli will elaborate during closed session.
  - ii. Araceli heard from a faculty member who is part of a standing committee for a contract faculty member yet was not included in the scope and process meeting. Araceli is waiting for further information. Rhonda clarified that faculty cannot be removed from the IOI committee. The scope and process is the most important meeting, and everyone must be there to make important decisions.
- c. Part-Time Representative's Report: David Martinez
  - i. No report

7. Treasurer: Felipe Galicia
  - a. There is currently \$95,000 in the checking account after last week's withdrawals for the bond measure and other payments. There was also a deposit from CTA.
  - b. Emily shared the list of CTA members; there are about 1,050 members.
  - c. Felipe is preparing to pay the Labor Council. The fee is \$0.50 per member per month, and we currently owe over \$6,000. Felipe sent Mike's name as a delegate, but the fees must be paid before Mike is able to attend meetings.
  - d. **Motion** to remove Asatar Bair and Shari Yates as co-signers on the FA bank account (Galicia/Rhyne). Approved unanimously.
  
8. Secretary: Sonya Nyrop
  - a. Sonya thanked Emily for her hard work on digitizing forms.
  - b. Executive Board members can add items for the retreat to the file *Retreat Draft Agenda*.
  - c. The FA homepage on the district website needs to be updated.
  
9. PAC Treasurer and Labor Council Delegate: Mike Chavez
  - a. Disbursements have been made from the PAC account.
  - b. Mike attended the first of several Committee Engagement workshops for Trade Tech. The data used by the consultants is problematic. Furthermore, healthcare is low on the priority list for growth; even the Chancellor has questioned this especially as RCCD is working towards a bachelor's degree in nursing, something the consultants were unaware of.
  - c. The RUSD's Board will be voting on whether to make Cesar Chavez Day a holiday. If anyone is interested in attending the meeting, Mike will let them know the day/time when he finds out when this item will be on the agenda.
  
10. Open Hearing
  - a. A faculty member asked if there are ways to work around the requirements to be on campus three days a week and to do office and institutional service hours when using loadbank to reduce teaching load. For example, can faculty pay for or substitute hours? As this is not currently possible, the faculty member asked if this was something that could be negotiated.
    - i. When the FA goes into negotiations, we will send a survey to faculty to determine what our priorities are.
    - ii. Jeff encouraged this faculty member to look at other colleges that may allow for this so that we can have examples of those policies.
  
11. Closed Session: 7 items were discussed.

12. Meeting adjourned at 3:17pm.

**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.**