**VVC Faculty Association Meeting Minutes**

**Thursday, September 16, 2021**

**Online Zoom meeting @ 3:30PM**

Attendance:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Area |  | Area Representatives |  | Executive Officers | Members/ Guest |
| Academic Commons | √ | Wendt, Julia | √ | Butros, Michael, Past President | Glickstein, Lynne |
| Allied Health/Child Care |  |  | √ | Tracy, Davis, President | Melkonian, Arda |
| Allied Health/Child Care |  | Portillo, Silvia | √ | Rubayi, Khalid, Secretary | Lucatero, Gustavo |
| ATC |  | Adell, Tim | √ | Cerreto, Richard, Treasurer | Bennett, Lee |
| ATC | √ | Ruiz, Maria | √ | Gibbs, David Vice President | Fowlie, Jennifer |
| Liberal Arts |  | DiBartolo, Brian |  |  | Brown, Regina |
| Liberal Arts | √ | Golder, Patty |  |  | Kuhns, Troy |
| Library/ Counseling | √ | Huiner, Leslie |  |  | Francev, Peter |
| Library/ Counseling | √ | Insley, Lyman |  |  |  |
| PAC | √ | Heaberlin, Ed |  |  |  |
| Kinesiology | √ | White, Christa |  |  |  |
| Science | √ | Gibbs, David |  |  |  |
| Science | √ | Gibbs, Jessica |  |  |  |
| Vocational/ Public Safety | √ | Bonato, Anthony |  |  |  |
| Vocational/ Public Safety |  |  |  |  |  |
| AT LARGE |  | Beach, Kelley |  |  |  |
| AT LARGE | √ | Dube-Price, Melanie |  |  |  |

**CALL TO ORDER** – Meeting called to order @ 3:30 pm

1. **Action Items**
   1. Approval of the May 20 , 2021 minutes. Approved unanimously as presented
   2. VVCFA Faculty Foundation Rep and paying $250 annual dues for participation. Approved unanimously as presented
2. **President’s Report and Announcements**

Tracy asked to open a motion on an action item for VVCFA foundation representative, first by Julia and second by Melanie. Tracy gave a brief introduction for the action item, having a VVCFA faculty representative on the VVC foundation and paying the annual $250 dues for participation, Tracy opened the floor for discussion, and later called for a vote. The action item was approved unanimously. Tracy also introduced another action item regarding VVCFA resolution on the bookstore as a first reading and voting will take place in the next VVCFA general meeting on October 21st.

Tracy introduced “Know Your Contract” segment, this month topic was on article 12, contractual office hours’ time. It was mentioned that faculty is obligated for 250 minutes of office hours based on teaching 5 (3 unit) classes with no extra duties, LABs or extra classes. If you’re teaching extra classes above your contractual load limit, you’re not required to add office hours for the extra classes. It’s your choice to go over your contractual office hours. Office hours can be reduced if you teach LABs, details and examples are listed in the contract. Also faculty is obligated to 18 hours of committee work which is not part of office hours.

Area Rep Report:

Ed Heaberlin shared that Live theater is back, also he mentioned that his accommodation was taken care off by the district promptly. Also some faculty raised concerns on office privacy and accessibility. Also mentioned that any directives form administration need to be in writing.

Tracy mention some of the issues she received from faculty since the start of the semester such as Key cards are expired, Tracy stated that during summer the district was alerted that many faculty have their key cards expired being out of the office for 18 months. Also faculty highlighted some inconsistency in regards to social distancing policy, where it was announced not to be implemented, yet is mentioned in the reopening plan and on the notices posted on the classroom doors. Also mentioned by faculty that some classrooms had the covid posting on the doors while other classrooms had none posted.

Other members mentioned that their trash was not picked up the entire summer which could be a health issue. Tracy mentioned that the college is facing a shortage in custodial staff.

Tracy mentioned that she will be attending with David Gibbs cabinet meetings which is the college president and his executive team, she will be taking faculty issues raised in this meeting to the cabinet. Also David Gibbs and Tracy in the summer started to meet with classified and part time union members, theses meetings will continue in regular basis during the fall semester.

Some faculty members raised concerns about the 8 week session proposal.

Academic calendar negotiation still in progress.

Printing charges will take effect this semester.

VVCFA planning do workshops throughout the semester possibly in the evening.

Also mentioned the college website, several issues with the site, Tracy asked members to document any problems and send them to the executive team so it will be shared with cabinet.

Tracy mentioned that VVCFA will be starting “Union Hero of the Month”, this month hero is counselor Lorena Dorn.

1. **Negotiations**

Included in the President’s report

1. **Executive Officer’s Reports**

**Vice President**

David mentioned he has been in contact with reps serving in different committees to see if there is any changes related to Covid. Also mentioned he is making a list of complaints and concerns reported by faculty related to Covid such as masks not being replenished.

**Secretary**

Reminded faculty to send him any issues they are facing related to technology, he will share the findings with the college wide Technology Committee and the college IT department

**Treasurer**

Richard stated to members, there is no activity for this period.

**Past President**

Reminded members about the upcoming CCA conference, it is free and topics covered will be bargaining, and he urged members to attend.

1. **Committee Reports or Special Reports**

**College Council:**

**Membership Committee:**

Newsletter is out, upcoming newsletter will spotlight soon to be union past president.

**Equity and Diversity:**

CCA committee hosted a faculty equity and diversity training, VVC faculty attended the training.

**Social Activities Committee:**

**Political Action Committee:**

**Distance Ed Committee:**

**VVCFA Technology Committee:**

Need to recruit more faculty members to join. No committee meeting yet, first meeting will start fall 2021

**Foundation:**

**Other:**

**ADJOURNMENT** - Meeting adjourned @ 5:00 PM