# Adjunct Faculty Meeting Friday, May 2, 2014 CS 177

## 1. Welcome (Julie / Rich / Zo)

- **a.** Adjuncts were invited to guild meetings and reminded that they share some common interests with full-timers, though sometimes in conflict. Non-guild members were encouraged to join, especially since they're already paying fair-share dues; in addition, there is a stronger union when there are more members. Non-members do not have voting rights and other benefits. Nevertheless, all adjuncts are represented regardless.
- **b.** Guild website <*gccguild.org*> was introduced. Content, such as Chaparral and membership application form, was shown. In future, the website will more contain political action information which cannot appear on college website or be sent through college email. Adjuncts should look out for email from the PIO asking adjuncts to go to the guild website to read political-action information.
- **c.** An adjunct in attendance remarked that she had taught for a couple of semesters, was dropped from guild, and had to re-apply.

**ACTION ITEM:** Investigate how adjuncts may lose membership due to work stoppage.

# 2. Weingarten rights (Zo / Rich / Julie)

- **a.** In situations where there might be disciplinary action, the District must inform adjuncts that they can have a guild rep present; sometimes grievance officer is contacted too late in the disciplinary process because adjunct have failed to exercise Weingarten rights. Issues when guild rep should be present include student complaints, grade appeals, scheduling, and teaching performance.
- **b.** If an adjunct gets the feeling that something in the meeting may lead to disciplinary action, the adjunct may ask for guild representation. The District can respond with one of these actions:
- 1) End the discussion and continue when the guild rep is present;
- 2) Call off the meeting; or
- 3) Give the adjunct the choice to continue without a guild rep. If this occurs, adjuncts should elect to have guild rep present.
- **c.** An adjunct in attendance asked what to do when an adjunct gets an email that asks for something "suspicious." Adjuncts can send anything they might view questionable to the grievance officer.

### 3. Contract review (Zo / Rich / Julie)

**a.** Adjuncts should contact anyone in guild exec if have any questions about the contract. The Guild can only involved if there is contractual violation. For non-

contractual issues such as discrimination, adjuncts should contact HR (Admin Reg 7216).

- **b.** An adjunct on the rehire rights list has the right only to be offered one class assignment. If teaching 2 classes, there is no guarantee that same 2 classes will offered. The division chair has the power to select which person they want from rehire rights list. There is no seniority.
- **c.** Several adjuncts in attendance wanted to understand why adjunct have so few rights and the district has so much power. It was explained that although adjuncts outnumber full-timers one to three and potentially have greater voting power, very few adjuncts vote. In addition, the district's power is systemic-related: most community college adjuncts in California have very little power. Furthermore, the district wants to keep more flexibility in the language of the contract. The Guild is always attempting to strengthen contract language despite district opposition met at every level.
- **d.** Several adjuncts in attendance asked why guild meetings could not be held outside college hour (evenings, at 4 PM, on Saturdays, on the Garfield campus, online) and whether online voting can be held.

**ACTION ITEM:** Investigate how guild meetings may be held outside college hour and how more voting can be offered online.

- **e.** Some adjuncts in attendance noted that direct deposits have not been received on the Garfield campus. It was explained that payroll is understaffed and controller is working hard to resolve issues. Guild continues to stay on top of the issue.
- **f.** Another adjunct in attendance asked whether the guild can strike. It was explained that the contract says we cannot; however, members can perform job actions. For example, several years ago, many faculty signed and sent a petition to the board asking for 8% raise, and many faculty members spoke at board meetings. Guild can come up with many other creative job actions.
- **g.** An adjunct in attendance suggested that other adjuncts use a non-Glendale email address because anything sent with *.edu* and sent on campus is public information. When you log on to any computer on campus, information is public domain. The adjunct told everyone to only check *.edu* address on campus and that personal email address can be subpoenaed if used on campus.
- **h.** Ken Taira (adjunct CFT rep for GCC) was introduced at meeting.

## 4. Guild re-openers (Rich / Caroline / Julie)

Re-openers were defined. In the past, the guild had 2 re-openers (1 adjunct, 1 full-time). Now there are 3 re-openers. Some full-timers are vocal, so sometimes full-timers get 2 re-openers. Some full-timers criticize guild for being too adjunct-friendly; adjuncts need to be just as vocal. Results of an online survey determines the re-openers.

# 5. Negotiations (Rich / Caroline / Julie)

The Powerpoint slides (below in italics) from the April 22 Membership Meeting were used.

#### a. Old News

- i. 0.75% Retro checks were issued April 1, 2014
- ii. 2014-15 calendar ratified by Guild & B.O.T.
- iii. Fall 2014 semester commences August 25
- iv. Will test Fall 2014 finals schedule with 2hr. 20min. exam time & 20 min. passing period
- v. Finals on 1 of same days class normally held
- vi. New Evaluation Forms available online

The new calendar was discussed. An adjunct in attendance pointed out that some adjuncts will have longer winter break than a summer break with the new calendar. A Wednesday-to-Wednesday finals week schedule is still inconvenient for some adjuncts. They prefer a Monday-to-Monday finals week schedule.

**ACTION ITEM:** Investigate the feasibility of a Mon-to-Mon finals week schedule.

#### b. Still in the Works

- i. Division Chair Evaluation Forms ongoing
- ii. Evaluation Procedures wrapping up
- iii. Composite Evaluation Form ongoing
- iv. Salary Comparisons with the local 13 Districts (will present at May meeting)
- v. Commencing dialogue on HC changes

Adjuncts in attendance asked questions related to accreditation, evaluation procedures and meeting with the division chair, requests for a different evaluator, the evaluation process when an adjunct is moved to a different class/location, and evaluation triggers.

### c. Survey on Reopeners and Health Care

- i. Automatic re-openers on salary, health benefits and calendar.
- ii. 193 responded to survey for 3 additional ReO's
- iii. Provided very clear guidance
  - 1. Our re-openers clearly reflect the results of survey
- 2. Indicated preference for maintaining HC quality in balance w/ salaries The lack of adjunct participation in the re-openers survey was discussed.

### d. Our Reopeners

- i. Add steps and columns to adjunct salary schedules.
- ii. Increase # steps for Columns I 4 of Schedule A, Instructors Annual Salary Schedule.
- iii. Increase FT faculty overload (Schedule B) pay rates.
- iv. Mutual Agreement to re-assess contractual stipends & add stipends for committee work performed outside the contractual work year

The unfairness of overload pay vs. adjunct salaries was discussed.

## e. Their Reopeners

- i. Article XII, Faculty Service Areas (FSA): Define the process for which adjunct instructors can petition for an additional FSA.
- ii. Article X, Section 1, Minimum Class Size: Modify the min. class size for Fall & Spring classes.
- iii. Article VII, Section 5B, Sabbatical Leaves: Modify the requirements, conditions, and processes for sabbatical leaves.
- iv. Mutual Stipends

### f. Healthcare Changes

- i. Last agreement promised changes to HC but many unknowns in new ACA world
- ii. Goal is to minimize HC changes, sustain adjunct HC fund & direct % of savings to salaries
- iii. Fighting all out-of-pocket premium proposals
- iv. District no longer pursuing change to CalPERS coverage with Kaiser, BC HMO & BC 80/20 PPO
- v. May receive new District proposal any week

An adjunct in attendance asked whether Kaiser is a choice.

**g.** An adjunct remarked that sometimes she receives an email and does not know if the messenger pertains to adjuncts. New adjunct faculty are often unaware of what is pertinent in an email. Google groups and words "Part-timers" in subject line were suggested as means of clarification. It was also suggested that each division should have an adjunct guild rep responsible for getting out pertinent information. **ACTION ITEM:** Investigate how to make email messages more clear for adjuncts.

## 5. Adjunct ancillary funds (Julie / Zo)

Adjunct ancillary funds were explained and adjuncts were encouraged to apply.

### 6. Unemployment benefits panel (Adjuncts Mike Falcon, Doris Martin, Ken Taira)

- **a.** Adjuncts can receive unemployment benefits between fall and spring semesters but the process is tricky. Phyllis Eckler had a chart that broke up the year into weekly increments. Dates should be watched carefully. It is better to overestimate than to underestimate.
- **b.** Adjuncts who get an interview should make sure that they keep the appointment. In the interview, the adjunct should say these words: "My contract is over, and I'm not guaranteed to get another class the following semester." In other words, work at the college is dependent on enrollment. Otherwise, the interviewer may assume that the adjunct is a K-12 teacher. They should give the interviewer the contact info of the chair, not HR. The last day of work is the day of the final exam. The interview is very detailed, and in Mike's experience, the interviewer was sometimes incomprehensible.

### 7. Retirement (Marcia Walerstein-Sibony)

Adjuncts can work within 180 days after retirement. CALSTRS language is unclear, but Rich and district have clarified that the district does not have the authority to prevent an adjunct from working within the 180s days. If an adjunct works within those 180s days, CALSTRS will not give pension during that time.