

NVCFA General Special Meeting

Thursday, April 30, 2020 @ 12:30pm via Zoom

Presenter: Kristie Iwamoto, Co-host: John Kincheloe

Meeting Minutes

1. NEA/CCA/CTA Pandemic Response

a. Meetings had to be cancelled

i. March CTA State Council has been cancelled.

1. K-12 and higher education representatives (ave. 900 people) which usually has the meeting held in LA in one building. Common topics are about initiatives and legislation and work in committees.
2. Occurs 4 times a year. The cancellation affected the hotel and union workers. CTA donated to their Union and hope to continue to work with venue in future.

ii. April CCA Spring Conference cancelled.

1. Eileen's WHO Award will be mailed to her.
2. Budget and voting for a new Treasurer were to take place but now ballots will be mailed out for next year. Elections will still happen.

iii. All June and July events are moving to online for CCA/CTA/NEA events. All events are moved online to continue the work without disruption.

1. June virtual events

- a. CCA 2020-21 Board Planning
- b. CTA State Council

2. July virtual events

- a. NEA Representative Assembly
  - i. Similar to CTA State Council but on a national level.
  - ii. Representatives of all NEA chapters.
  - iii. Discuss legislative issues, usually 6 or 7-day event from 7am to 5pm daily, and was to take place in Atlanta, Georgia.
  - iv. Kristie will be attending.
- b. CCA Presidents Conference

- i. Usually held in San Jose, a meeting of all CCA presidents.
  - c. CTA Summer Institute
    - i. Usually held in LA.
    - ii. Typically has workshops on community planning, budgeting, and negotiating. All will be held online.
- 2. New CTA Staff Person for NVC
  - a. Steve Savage, former CTA staff person has left CTA position due to relocation.
  - b. Michelle Washington is our new CTA staff person (CTA field representative).
  - c. She is stuck in South Carolina due to COVID19 travel restrictions but will be introduced to General membership soon.
- 3. Demand to Bargain – COVID19
  - a. NVCFA letter of Demand to Bargain sent to Ron Kraft (see letter below). All districts are getting general letter from all chapters (formality to address COVID19 Outbreak).

April 23, 2020

Dr. Ronald Kraft, President/Superintendent  
Napa Valley College  
2277 Napa Vallejo Highway  
Napa, CA 94558

**Re: Demand to Bargain Over the Coronavirus (COVID-19) Outbreak**

Dear President Kraft:

This letter is sent on behalf of the Napa Valley College Faculty Association, as the exclusive representative of the Napa Valley College faculty and is a demand to bargain and/or consult over the impacts and effects of the ongoing coronavirus (COVID-19) outbreak and any related plans or actions the District may have or take regarding that outbreak and/or related events (such as, but not limited to, the Governor's March 13, 2020 Executive Order, N-26-20).

Please immediately provide me with dates the parties can initiate negotiations over this matter, as conditions are changing rapidly and as it is our demand to have bargaining occur prior to any changes to working conditions being planned or made.

Sincerely,

Kristie A. Iwamoto

President  
Napa Valley College Faculty Association, CCA/CTA/NEA

cc: Robert Harris  
Charo Albarran  
Robert Van Der Velde

b.

4. Fall Schedule

- a. Deans and Instruction Council is still discussing it.
- b. Union will negotiate after specific divisions/departments discuss how they will do their classes with the Deans. Need to see how it will work and how where Union fits into the process of negotiating details. Union will represent faculty if there is disagreement and faculty need representation. We don't anticipate any disagreements. There needs to be trust since we are in uncharted territory.

5. Negotiations Report

- a. Forest is not here today b/c he is in another meeting.
- b. Meetings
  - i. District has suspended meetings. Concerns about virtual meetings.
  - ii. Day after Spring Break, they reconvened meetings weekly since.

- c. Issues have been divided into
  - i. Issues having to do with Pandemic
  - ii. Issues not having to do with Pandemic
- d. FT Prep Hours
  - i. PT faculty were approved via MOU for 5 hours of training and 5 hours of prep work. Technically 6.5 hours were approved. PTs can get paid for the unexpected work.
  - ii. They said FT should not be paid for training in transition, because we worked that week when classes were cancelled. Informal conversations not useful for interest-based bargaining. Kristie submitted this topic into formal negotiations for MOU proposal. Will receive response in a few weeks.
  - iii. March 16-April 20 will be covered – submit a timecard.
  - iv. Carlene noted that it was good PT work was recognized but FT also did unexpected work.
  - v. Voluntary workshops are not currently for compensation.
  - vi. Each instructor should be able to decide what is comfortable and safe for themselves.
  - vii. Instruction Council brainstormed these ideas and the department has to be able to decide for themselves and not imposed. Departments should be making plans A, B, and C.
  - viii. A member voiced concern that the Union should take a position.
  - ix. Training and prep for going online should be compensated.
  - x. A member voiced that IC only recommends to the VP but does not make the decisions. Late start should not be encouraged just so faculty would have more prep time.
  - xi. Communication is key. We're hyper sensitive to mandates right now. It's easy to get information in an inaccurate manner right now. We should be able to reassess things when needed.
  - xii. A member had a question about the ergonomics training – what are the consequences of not doing that? Response: we are unclear. These had been offered for Flex Day but we declined mandatory trainings to take place during our PD Flex Days. There's nothing written about mandatory trainings such as sexual harassment and ergonomics.
  - xiii. Members had questions
- e. Suspended Classes

- i. MOU for classes that had to be suspended at this time such as PE, CTE, and clinicals in Nursing and EMT. Payment for these are still being discussed.
  - ii. DE department and PD committee working together to provide a joint statement.
  - iii. Eileen says the Senate as a whole could put it as a resolution.
  - iv. MOU should be supplemented with a payment for training.
  - v. Implication is that we have to help finish the course.
- f. Contract extension.
  - i. The District came to the Union to inform us that the contract expires in June. They asked us to extend the current contract for another year.
  - ii. We wondered why they were proposing an extension? Normally if we don't come to agreement by the end of the contract period and it expires, the contract is automatically extended for another year. It may have been for good PR and to prevent us from striking.
  - iii. An agreement to a formal extension of the current contract would cease negotiations, including talks about salary which has been the ongoing topic.
  - iv. Union refused to sign the extension. If we must, we will let the contract expire and retain our rights to negotiate.

## 6. Q&A

- a. Question about class caps. If we are being told to discuss scenarios but IC did not address what social distancing would look like on class caps. Union proposed cutting class caps by 25% across the board. A class of 50 is not realistic or possible. In the small 800 classrooms, you can't fit more than 10 people if they have to be 6 ft apart. In fact, going online and having 50 students is still a workload issue. A formal MOU proposal to be forwarded before end of semester.
- b. A member of IC was told by a Dean that if you start out as an online class, then that's fine. But CTE courses were recommended to have 8 or 10 week classes or they would be cancelled.
- c. If you want an 18 week class, you have to be prepared to go online. They didn't bring up class caps.
- d. Another member of IC was told that Plan A was hybrid and Plan B was going completely online.
- e. Some people didn't go with Plan A or B. Others were confused.
- f. Others from IC said you had to put your classes online, unless it was a CTE type of class that had to be hybrid/in-person, but if the Social Distancing isn't lifted by August 1, then the whole class would need to go online.

- g. Another IC member says we now have online in two different models of asynchronous and synchronous delivery of DE. He says discussions were all over the place and a final decision was not made. There was confusion and a rigid prescribed model won't work for some CTE programs and new delivery is being explored. Different options, not a prioritizing type of list.
- h. Another IC member said that Plan A is f2f, Plan B is to teach online if can do so (and f2f required courses will be set at a lower cap for social distancing), and Plan C is everything must be done online (and cancel those that cannot be taught online). These decisions are made department by department. If they say you must go completely online, we need to be prepared to cancel if needed.
- i. Angie said the different plans were still going through the approval on the AAC.
- j. The conversation we're having now is confirming the hierarchy of plans rather than equal plans.
- k. In terms of space for social distancing for f2f classes. There are not enough large enough rooms for this.
- l. Scientists are predicting a second wave of Covid19 in Oct/Nov.
- m. How do all the doors and chairs get sanitized within 10 minutes for the next class??
- n. Sociology and math are going fully online with some sections for in-person knowing that those may be cancelled.
- o. Member wants to know – is the institution telling us that we should be putting our courses as normal, f2f instead of online?
- p. Some people made Plan A, B, and C for submission!
- q. Discussions about salary still ongoing, Personal Leave and Catastrophic Leave. PT seniority list is active and in-place in Fall. These are things we still negotiate before we can sign the next contract.
- r. Member feels District is leaving things to the last minute and we have to make decisions at the last minute again. It's a hard switch to make to online and some departments are hurt by the late decision making.
- s. Some colleges make an early decision. Some colleges wait to see what everyone else is doing. Sierra College was already going online and had two weeks for training and just announced they would go fully online for Fall semester.
- t. We need dates for when decisions will be made by so that faculty will get more guidance on what we should be doing in our decision-making for the schedules.
- u. The longer you take to make a decision, the longer it takes to make a schedule and we lose students because the other schools have their schedules up first and students enroll there.
- v. Please mail Kristie if any questions.

## 7. Adjournment

Note: the recording of the meeting is not posted due to privacy concerns.

Minutes submitted by: Melinda Tran