

CTA is your advocate for all issues related to compensation and workload. We need to know if the District representatives violate your rights under the contract at any time. Please contact your CTA representatives any time you have questions or concerns.

Imperial Valley College

CTA Newsletter

Volume 1, Issue 1

August 15, 2014

Meet Your New President

INSIDE THIS ISSUE:

IVC Finances	2
Your Personnel File	2
President's Report	3
Faculty Evaluations	4

Raffle Prizes!

Come to the August 15 CTA meeting for your chance to win!

- Grand Prize—\$100 Visa gift card
- \$60 Olive Garden gift card
- \$25 Starbucks cards (seven Starbucks cards in all)

Winners must be present to win!

By Kathleen Dorantes

For Mary Jo Wainwright, community college has been an integral part of her life, not only teaching as she has done for the past ten years at IVC, but also as a student.

"I didn't know what I wanted to do, so I just kept taking history classes because that's what I liked," she said.

Before Wainwright was a history teacher, she was a paralegal at a law office in Oakland, attending community college in the evening.

"Then I turned 30," Wainwright said, "and I questioned if being a paralegal was what I wanted to do for the rest of my life. I decided to get a history degree, and it took me six more years to get enough credits to transfer."

At age 36, she applied to and got into UC-Berkeley, and she became a full-time college student for the first time in her life.

After obtaining her master's degree, Wainwright started teaching part-time at Las Positas College in Livermore, Berkeley City

College, and West Valley College in Saratoga. In 2004, she was hired full-time at IVC.

"I love the variety of students at the community college level, and I especially enjoy helping first generation college students and older students achieve their goals," she said.

"I use my own example—I was the first person in my family to get a college degree and also the grandchild of immigrants—to help them see that it is never too late, and there is no limit on what you can achieve if you are willing to work hard and challenge the limits of what you think you can do."

In her very rare spare time, Wainwright does historical consultation on public history projects, and she is currently writing a book on the history of the Peralta family who helped found the cities of San Francisco, San Jose, Santa Cruz, Oakland, and Berkeley.

She has already written a book, *Images of America:*



Mary Jo Wainwright visited the Clinton Presidential Center in Little Rock, Arkansas earlier this summer.

Pleasanton, which was published in 2007.

Wainwright lives with her husband of 33 years, Mark. He is a retired high school English teacher and basketball coach. Her 31-year-old daughter, Samantha, is now a high school English teacher.

What you need to know:

For the highest earnable faculty salary, including doctorate and longevity, IVC ranked 49th out of the state's 72 community colleges.

- ◆ IVC's reported reserve balance ranked third lowest in the state for 2013-2014 at 7%; however, it was still above the "prudent reserve" criteria established by the state which is 5%. Because the majority of colleges have reserve levels in the double digits, IVC looks low in comparison. Many colleges, which tend to be rural colleges, have reserves above 20%. The California state legislature just passed a budget that includes a provision for limiting the amount of reserves K-12 districts can maintain because public education should not be hoarding the public's tax dollars in bank accounts. Instead, districts should be using the funds to educate students. CCA (Community College Association) is now working with the legislature to extend this law to community college districts.
- ◆ IVC's personnel expenses represent 87.3% of the district budget. The state average is 86.3%. (This includes all salaries, not just faculty.) IVC's salary costs are not out of line within the state, especially considering our rural location, and our higher than normal percentage of full-time faculty due to the lack of availability of a large pool of part-time faculty.
- ◆ Salary Comparison: The FCMAT report used College of the Desert, Hartnell College, Monterey Peninsula College, and Shasta-Tehama-Trinity College as a basis for comparison on issues of compensation among other

items. IVC used the FCMAT report and a new Board approved Compensation Philosophy to offer new salary schedules to faculty at IVC. Obviously, the FCMAT report issued in December 2012 is now a year and half old, and we should keep up with changes that occurred at those colleges. CCA/CTA does

its own annual analysis of all the community colleges in the state. According to the last statewide comparison done for 2013-2014, IVC ranks as follows out of the state's 72 community colleges:

- MA, step 1: 56th
- MA+45 units, step 10: 57th
- MA+45 units, step 15: 51st
- MA+45 units, step 20: 36th

- ◆ In the same study, for the highest earnable salary including doctorate and longevity, IVC ranked 49th out of the state's 72 community colleges.
- ◆ Finally, compared to College of the Desert, which is the FCMAT college closest to us geographically and which IVC possibly competes with for faculty, our salaries are \$10,000 to \$20,000 less at each level. College of the Desert only has 12 steps on their salary schedule which means their faculty gets to the highest salary sooner. This also favorably impacts their STRS contributions. (mjw)

Have you checked your personnel file lately?

By Mary Jo Wainwright

Maybe the question should be, "Have you *ever* checked your personnel file?"

If you never have or you have not done so in a while, you might consider doing so this academic year. All faculty have the right to inspect their personnel files upon request, during off-duty time and when the HR Office is open. You also have a right to have your CTA representative with you during the inspection.

You may also request copies of the materials in your personnel file. It is recommended that you review

the contents of your file periodically to insure that no derogatory materials were placed in your file without your knowledge.

The district has to inform you that information of a derogatory nature will be placed in your file, and that material can only be a result of a grievance, complaint, or disciplinary proceeding conducted according to the CTA contract.

You also must be given the chance to provide a written response to this material and your response shall be attached to the derogatory material in your file.

Finally, if derogatory information was placed in your file, you can

request that it be removed and destroyed after five years, as long as no other documented actions of a similar nature have occurred in the five year time period. One exception to that is information or material that resulted from the evaluation process. This information is not subject to removal.

The district will not remove derogatory material on its own. You must provide a written request.

For more information, please review Article 3.2 of the CTA contract completely. If you have any further questions about this article, please contact your CTA Faculty Representative, Jim Fisher.

President's Report

President's Report:

First, I just want to say I am honored to be your CTA President for the 2014-2015 academic year.

Although it is not a position I ever aspired to, my direct involvement with the union, first as faculty representative in 2012-2013 and then as Vice-President in 2013-2014, allowed me to gain the knowledge and experience necessary to feel I could contribute to maintaining the union rights of IVC full-time faculty. That, and no one else seemed to want the job!

Here is a list of the 2014/2015 Executive Board members:

- Mary Jo Wainwright, President, maryjo.wainwright@imperial.edu
- Eric Lehtonen, Vice President, eric.lehtonen@imperial.edu
- Dolores Diaz, Recording Secretary, dolores.diaz@imperial.edu
- Kathleen Dorantes, Corresponding Secretary, kathleen.dorantes@imperial.edu
- Ed Wells, Treasurer, edward.wells@imperial.edu
- Jim Fisher, Faculty Representative, jim.fisher@imperial.edu

Each member of the leadership team has specific duties which are outlined in the CTA By-laws. I want to personally thank the officers for their willingness to commit their time and energy to serve all the faculty of IVC in their important union roles.

This year will be a learning year for me. I attended two different trainings this summer, one for new Presidents, and another on bargaining contracts. I will need your support as we face old and new challenges as a union.

My goals for this year include: increase communication between the union and faculty; increase faculty knowledge of their contractual rights; make sure the District adheres to the contract; attend shared governance meetings; and closely monitor political, accreditation, and budget issues. Most importantly, we must prepare for and initiate negotiations of a



IVC CTA President Mary Jo Wainwright

new contract beginning in July 2015.

The CTA Executive Board (affectionately referred to as the EBoard) will undertake a review and update of the CTA By-laws this year, as this has not been done since 2010. Finally, we want to encourage faculty to get involved more directly in learning about what the union does and mentor future union leaders.

This newsletter is my first attempt to increase communication between the Union and faculty at IVC. We currently hope to put out at least six editions this year. It will be a place to learn what's happening on important issues facing IVC from a union perspective, statewide educational issues impacting faculty, activities undertaken on your behalf by your union leadership, and increasing faculty knowledge and understanding of the contract.

In addition, I want this newsletter to help us learn more about our col-

leagues. We all work hard during the year and have very little opportunity to socialize or learn much about each other.

After ten years here at IVC, I still don't know every teacher, nor do I know much about them personally. When I have had a chance to learn more about my colleagues, I am always inspired by the incredible diversity and impressive achievements of our faculty. If you have other ideas on what you would like to see in the newsletter, please contact Kathleen Dorantes.

The newsletter will only be one avenue of communication for the union this year. As President, I will continue to send periodic emails

when any important issue comes up that needs to be communicated to faculty.

CTA holds at least two regular meetings each year, once a semester, but I will hold more meetings if necessary. We try to schedule them when the most faculty can attend, but of course that is difficult

because we are all teaching/working throughout the day.

Please come to the CTA meetings if you can. The first CTA meeting is always held during the afternoon of Orientation on August 15. It is your direct chance to ask questions of your union leadership team. Also, please feel free to contact me or any of the CTA Officers with questions throughout the year.

Thank you and we hope you enjoy the first edition.

Mary-Jo Wainwright
IVC CCA/CTA/NEA President

“We must prepare for and initiate negotiations of a new contract beginning in July 2015.”

IVC CCA/CTA/NEA

Editor: Kathleen Dorantes
CTA Corresponding Secretary
kathleen.dorantes@imperial.edu
Writer: Mary Jo Wainwright
CTA President
maryjo.wainwright@imperial.edu

YOUR ADVOCATE

ivccta.org

Useful Websites

Our union affiliates include the Community College Association (CCA); California Teachers Association (CTA) and National Education Association (NEA). Each of these organizations have useful websites that faculty should visit on a regular basis to learn more on everything from political issues, such as attacks on unions, pensions, and tenure, to available member benefits.

CCA: <http://www.cca4me.org/>

CTA: <http://www.cta.org/>

NEA: <http://www.nea.org/>

IVC CTA: ivccta.org

There are some major issues facing educators right now and these websites contain news releases that help us keep up to date on the latest news impacting educators. We will attempt to cover these issues in the newsletter.

Here are links to three articles on recent laws passed, court cases, and the state budget status:

- ◆ June 10, 2014, CTA to Appeal Decision in Vergara v. State of California decision (attack on tenure): <http://www.cta.org/About-CTA/News-Room/Press-Releases/2014/06/20140610.aspx>
- ◆ June 18, 2014, Budget Passed by CA Legislature/Caps on Reserves: <http://www.cta.org/About-CTA/News-Room/Press-Releases/2014/06/20140618.aspx>
- ◆ June 24, 2014, Governor Signs Law Streamlining Teacher Dismissal Process: <http://www.cta.org/About-CTA/News-Room/Press-Releases/2014/06/20140624.aspx>

Your rights in a faculty evaluation

By Mary Jo Wainwright

This column addresses only regular tenured faculty evaluations. In the next newsletter, we will discuss the tenure review process for tenure-track faculty members.

There are different frequencies for evaluation depending on whether you are a contract or categorically funded faculty member or a regular tenured faculty member.

Tenured faculty members are supposed to be evaluated every three years.

After you receive notice from your Academic Dean that you will be evaluated, you should review Article 10 of the contract. Make sure you understand your rights and the criteria upon which you will be evaluated.

In particular, please be aware that the Evaluation team (see Article 10.5.2) should include both an administrator and a peer evaluator. A department chair is not an administrator, so a chair would not be involved in the observation process unless you request them to be your peer evaluator.

The Department chair, however, does complete a professional duties evaluation. There are also time deadlines in-

involved in the evaluation process that you should be aware of.

Faculty can request a pre-observation meeting. This would be a good idea to help you understand what the observation will cover.

Also make sure to review the Evaluation forms that will be used, which are located in Exhibit D of the contract on page 130. There are different forms for teaching and non-teaching faculty observations.

If any member of the evaluation team gives you a specific date for the observation that does not work well for your class schedule, you have the right to provide preferable dates to the evaluators until you find a mutually agreeable date within the timelines of the semester.

A mandatory post observation conference should be held and a copy of the completed observation forms, as well as the professional duties evaluation should be received by the faculty member within 15 days of the observation.

During the post-observation confer-

ence, changes to the written observations can be agreed upon by the faculty member and evaluation team, and a new evaluation document produced.

Finally, you should be aware of Article 10.5.5 that states a faculty member can, at his/her discretion, complete a self-assessment of professionally related activities and/or performance.

This self-assessment is a way to have a say in your own evaluation to add to the bigger picture of what you do as a faculty member, which

the evaluation forms may not be able to cover. If you plan to do a self-assessment, it should be completed before the post-observation conference.

Again, it is very important that you read or re-read Article 10 before you are evaluated to ensure you understand both your obligations and your rights under the contract.

The CTA contract is available at the IVC CTA website at ivccta.org. CTA also has paper copies available upon request by emailing maryjo.wainwright@imperial.edu.

“The Evaluation team should include both an administrator and a peer evaluator.”