

**ALL FACULTY ASSOCIATION  
EXECUTIVE COUNCIL  
MEETING MINUTES**

May 10, 2006

*(Approved by Executive Council August 30, 2006)*

Executive Council members present (noted by \*):

* Janet McCulloch, <i>presiding</i>	* Jim Elrod	* Michael Ludder	* Deborah Sweitzer
* Alix Alixopoulos	* Peggy Goebel	* Joel Neuberg	* Doris Tolks
* Ted Crowell	* Ann Herbst	* Andrea Proehl	Linda Weiss
* John Daly	* Johanna James	* Greg Sheldon	* Lynda Williams

Also present: Courtenay Anderson, Renata Breth, Paula Burks, Phil Forester, Michael Kaufmann, Deborah Kirklin, Reneé Lo Pilato, Judith Bernstein.

The meeting was called to order at 3:08 p.m.

**MEMBER CONCERNS**

1. Art Department Workload. Renata Breth, chair of the Art Department, and Deborah Kirklin, regular faculty member and former chair of the Art Department, appeared before the Council to present their department's concern about a workload issue that existed prior to 1990, when AFA began representing faculty. They distributed a memo summarizing their concerns (see attached). Deborah K. noted that, in 2002-03, she contacted Art departments and deans in other community colleges across the state (CCC's), and collected data regarding how Art lab/studio courses are loaded. (A copy of the document has been given to Janet.) Deborah K. said that they found that lab hours were valued greater at other CCC's (the range was between 0.70 and 1.00). She found that, for three lecture/lab/studio courses that are loaded at 93.333% of a full-time load at SRJC, the state norm was 100% load. When the state budget crisis hit three years ago, the Art Department put this concern on the back burner; however, they would like to formally bring it back to AFA. She also said that they have explored this issue from the curriculum side with Kris Abrahamson, their dean. Art Department regular faculty, who are down 7% almost every semester have to take on a huge overload every few semesters in order to make up the load and, often, classes are taken away from adjunct faculty when they do. Deborah Sweitzer stated that this issue is on the AFA Negotiations agenda.
2. Reorganizing Academic Computing. Ted reported that the District is considering reorganizing Academic Computing by converting the position of lab director (currently a faculty position that includes instruction) to a classified position. It was noted that an instructor of record needs to be present in order for the College to qualify for State apportionment funds for students who attend labs. Several Council members spoke to the problematic way in which this "line-of-sight" requirement is being interpreted. Noting that the District has the right to convert the position, Janet said that she has e-mailed the Vice President of Academic Affairs about this matter and will bring it up again in their meeting on Thursday. Ted noted that this issue has also been brought to the attention of the Academic Senate.

3. Jim Elrod. Jim said that this would be his last meeting as a Council member. Jim is one of three counselors for 7,000 students on the Petaluma campus and also serves on nine advisory committees. Although he did not win reelection, he said he was heartened by the overwhelming support of the dues increase. He acknowledged the amount of time and effort that Council members devote to the welfare of faculty.
4. Health Sciences. Michael said that he is aware of a problematic issue within the Health Sciences Department. Janet noted that a faculty member in this area has been conferring confidentially with AFA staff.
5. Access to SRJC Server. Phil expressed a concern about the difficulty he encountered recently while trying to access the Campus-Wide-Information-System (CWIS) on-line. He said that, at a time when the College is trying to increase enrollment, it is particularly problematic when the server freezes or can't handle the "traffic." Greg and John explained that the Counseling Department has been pushing hard for summer enrollment, that there have been a record number of students registering online, that the system has always crashed during peak use, that this is an ongoing problem (90% of transactions are now done on-line), and that it will only get worse. It was noted that Computing Services is suffering from inadequate staffing and funding, and that they also need to be provided with additional services and support, not only for online registration but also in terms of providing technical support for online classes. Janet agreed to send an e-mail about this issue to the President, the Vice President of Academic Affairs, the Vice President of Student Services, the Vice President/Dean of the Petaluma Campus, and the Director of Computing Services.

### MINUTES

- April 12, 2006 Executive Council Meeting: There were no corrections or additions to the April 12 Council meeting minutes, which were unanimously approved as written (13 in favor, 0 opposed, 0 abstentions).
- April 26, 2006 General Meeting: There were no corrections or additions to the April 26 General meeting minutes, which were approved as written (10 in favor, 0 opposed, 3 abstentions).
- April 26, 2006 Executive Council Meeting: There were three corrections to the April 26, 2006 Executive Council meeting minutes: John Daly was not present at the meeting; the word "affect" should be changed to "effect" in the "Academic Affairs Reorganization" paragraph at the bottom of page 3; and the phrase "including closed session" should be added to the sentence that begins on the ninth line in Discussion Item #1: "Revision of Bylaws re: Elections Timeline": "In response to the first concern, it was suggested that the Council consider allowing newly elected representatives to attend meetings, *including closed session*, before their term begins, but not to vote." The April 26 Council meeting minutes were then unanimously approved as corrected (13 in favor, 0 opposed, 0 abstentions).



4. Establish Date for Fall 2006 Council Retreat. Council members briefly discussed potential topics for the retreat and considered several possible dates. Following discussion, the Council approved a motion to tentatively schedule the Fall 2006 Council retreat on Sunday, September 10, 2006, from 12:00 p.m. to 4:00 p.m., at the Vista del Lago Clubhouse in Santa Rosa. This date will be considered a placeholder and is subject to change, depending upon the progression of health care discussions with the District and the District's consultant, Linda Pierce.

### **MAIN REPORTS**

1. President's Report:
  - AFA Office Staff Reorganization. Janet reported that Loretta Kelly, AFA Bookkeeper, went on medical leave. Subsequently, due to an office staff reorganization, Candy Shell is now in her probationary period as AFA Bookkeeper and Administrative Assistant.
  - Board of Trustees Meeting. Janet reported that there was a contentious discussion at the last Board meeting, and that she and Johanna plan to speak to Dr. Agrella about it. She also reported that Curt Groninga presented the Parking and Transportation Plan to the Board. (Janet encouraged faculty to pick up free bus passes.)
  - Institutional Planning Council (IPC). Janet reported that IPC approved the District's Mission Statement at the last meeting. She also said that she would send a copy of the proposed 2007-08 and 2008-09 academic calendars to Council members as soon as she gets the corrected version.
2. Treasurer's Report. Ann drew Council members' attention to the last column in the April Treasurer's Report, which includes figures for the remaining 2005-06 budget, noting that she is projecting a \$40,000 to \$42,000 loss for the year, instead of the \$59,000 amount shown on the report. She also instructed the Council to delete the \$80,059 figure in that same column under Net Income. The organization's ongoing operation in the red is one of the reasons for the dues increase. Reassigned time for the year and the recently approved donation to the new Doyle Library are not included in this month's report.
3. Negotiations Report. This report and subsequent discussion were conducted in closed session.
4. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.
5. Announcements. Janet reminded Council members about the party in two weeks on May 24, from 3:30 p.m. to 5:00 p.m. in the Staff Lounge, to honor retiring Council members.

The meeting was adjourned at 4:47 p.m.

Minutes submitted by Judith Bernstein.