

**ALL FACULTY ASSOCIATION
EXECUTIVE COUNCIL
MEETING MINUTES**

March 19, 2008

(Approved by the Executive Council on April 9, 2008)

Executive Council members present (noted by *):

*Warren Ruud, presiding	*John Daly	*Michael Kaufmann	*Andrea Proehl
*Alix Alixopulos	*Cheryl Dunn	*Reneé Lo Pilato	*Greg Sheldon
*Lara Branen-Ahumada	Peggy Goebel	*Janet McCulloch	*Mike Starkey
*Paula Burks	*Johanna James	*Dan Munton	*Linda Weiss

Also present: AFA Officers & Negotiators: Ann Herbst, Deborah Sweitzer;
AFA Office Staff: Judith Bernstein, Candy Shell

The meeting was called to order at 3:17 p.m.

MEMBER CONCERNS

1. Negotiations. John Daly expressed concern that members of the District's Negotiations Team have been missing many of their negotiations sessions with AFA. He said that the AFA team is putting a great deal of energy into negotiations but the absence of District negotiators is delaying progress.
2. No Smoking Policy. Janet McCulloch was asked by a faculty member to convey a concern that the District's no-smoking policy doesn't seem to be working, as people are continuing to smoke in some areas on campus. Janet suggested that Warren Ruud bring the subject up at College Council and Institutional Planning Council meetings.

MINUTES

There were no corrections or additions to the minutes from the February 27, 2008 Executive Council meeting, which were unanimously accepted as written.

ACTION ITEMS

1. Election of AFA Officers for 2008-09. Following a motion made by John Daly and seconded by Cheryl Dunn, the Council unanimously approved a motion to approve the election of all of the uncontested AFA officer seats by acclamation (12 in favor, 0 opposed, 0 abstentions):
 - Vice President for Santa Rosa: Reneé Lo Pilato
 - Vice President for Petaluma: Cheryl Dunn
 - Secretary/Treasurer: Paula Burks
 - Conciliation/Grievance Officer: Ann Herbst
 - Chief Negotiator: Janet McCulloch

2. Appointment of Other AFA Positions for 2008-09. Following a motion made by John Daly and seconded by Cheryl Dunn, the Council unanimously approved a motion to approve the appointment of the two uncontested seats for other AFA positions by acclamation (12 in favor, 0 opposed, 0 abstentions):

- Data/Research: Warren Ruud
- Note Taker: Ted Crowell

The Council engaged in brief discussion about the voting process to be used for the four nominees running for three seats on the Negotiations Team. Following a motion made by Greg Sheldon and seconded by Alix Alixopulos, the Council unanimously approved a motion that Council members could write down up to three names on one ballot. In case of a two-way or three-way tie at the bottom, it was agreed that there would be a run-off. Following a vote by secret ballot, Lara Branen-Ahumada, John Daly, and Michael Kaufmann were elected to serve on the AFA Negotiations Team for 2008-09.

Following a second vote by secret ballot, Janet McCulloch was elected to serve as AFA Publications Officer for 2008-09.

3. Proposed Revisions to AFA Bylaws. A revised draft of the Bylaws, incorporating the changes proposed by the Council at the March 16 retreat, was distributed. Council members engaged in lengthy discussion about the procedures for selecting representatives to fill Council member vacancies, as outlined in the proposed language for Article II, Section 5. Following a motion made by Greg Sheldon and seconded by Janet McCulloch, the Council voted in favor of approving the Bylaws as written (9 in favor, 4 opposed, 1 abstention); however, since a two-thirds majority of the Council is required for approval of any change to the Bylaws, the motion failed. Subsequently, Council members considered whether to postpone the addition of three new Council seats (two regular and one adjunct) until next spring when annual elections are scheduled to be held, or to appoint three people now to serve abbreviated one-year terms until the spring elections. It was suggested that, in the case of postponement, AFA could inform faculty about the openings through the *Update*, and invite them to attend meetings in order to learn more about what's involved in serving on the Council. As no agreement was reached, Warren said that the discussion would continue and another draft of the Bylaws would need to be brought back to a future Council meeting.
4. Proposed Addition to AFA Bylaws: Article IV. Negotiations Team. Discussion of this item was tabled until the next Council meeting.

DISCUSSION ITEMS

1. College Council Proposed Revisions to District Policy 8.2.2: Student Complaint Grievance Procedures. Council members reviewed the draft document, which, Warren Ruud said, has not cleared College Council yet. Robert Ethington, Director of Student Affairs, is speaking to different constituent groups about the draft. Warren pointed out the significant differences between the current draft and the prior version. There would be an ombudsman to facilitate the student side of the process. The faculty member would be permitted to bring representation. Any hearings or other procedures that occur during the process would be recorded on video, and that recording could be used as evidence for any subsequent civil proceedings. A

transcript of the recording would be available to the student. The Vice President of Student Services would keep the recording for an indeterminate period of time. Robert Ethington informed Warren that the idea about the recording came from the Academic Senate. Warren encouraged Council members to thoroughly review the draft. It was suggested that AFA's attorney be given a copy of the draft for review. Although it was noted that it is not AFA's role to write policy for the District, AFA does have a responsibility to protect faculty rights. After Warren receives answers to some questions he posed to the Vice President of Student Services, he will invite Robert Ethington to address the Council in order to answer their questions about the draft procedures and listen their feedback.

MAIN REPORTS

1. President's Report. Warren Ruud reported that: 1) René Lo Pilato received an award at the March Board of Trustees meeting; 2) College Council continues to review and update policies and procedures (including 8.2.2); 3) the Roseland Report will be presented to the Institutional Planning Council (IPC) in two weeks, after it goes to Board at the April meeting.
2. Vice President's (Santa Rosa) Report. Johanna James reported that she attended a six-plus-hour meeting of the Accreditation Self-Study Steering Committee, at which they edited the first draft of the report. Revised copies of the report were sent back to the various Standard Sub-committees for further revision. Johanna said that all is proceeding apace.
3. Treasurer's Report: February 2008. Paula Burks briefly reviewed the February 2008 report. It is anticipated that several expense categories will come in under budget at the end of the fiscal year. Paula said that AFA's finances are in good shape. There were no questions.
4. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.

COUNCIL/SENATE/COMMITTEE REPORTS

1. Academic Senate. In response to a request for clarification about the "field trip" issue discussed at the last Senate meeting, John Daly explained that there have been several instances in which instructors have prevented students, who are representing the College in an official capacity (e.g., on the Debate Team, in the band, on the Agriculture Judging Team), from making up exams that they missed because of field trips to special events. Several chairs from affected departments would like the District to adopt a policy that would protect students so that they would have some recourse if a special event occurs on the same day as an exam. John said that a draft policy is working its way through the Senate.
2. District Tenure Review & Evaluations Committee (DTREC). Janet reported that DTREC is working on several projects, including an alternate evaluation process for coaches, who have additional responsibilities that instructional faculty do not have (e.g., legal recruitment and making sure that their students matriculate). Janet will bring a draft document to the Council for their review and feedback.

3. Bay Faculty Association (BFA) Report. Warren Ruud noted that the agenda for the February BFA meeting included a post-mortem on Prop. 92 and new legislation.
4. Faculty Association of California Community Colleges (FACCC) Report. Lobby Day was held on March 3 in Sacramento. The Council will need to discuss whether or not to support the legislation that would increase the limit on adjunct faculty load from 60% to 67%. It was recently passed by the Assembly and now moves on to the Higher Education Committee.
5. California Community College Independents (CCCI) Report. The Spring 2008 CCCI Conference will be held on May 2 and 3 in Sacramento. Warren Ruud, Deborah Sweitzer, Janet McCulloch, Paula Burks, Cheryl Dunn, Alix Alixopoulos, and Andrea Proehl plan to attend.

The meeting was adjourned at 4:37 p.m.

Minutes submitted by Judith Bernstein.