

**ALL FACULTY ASSOCIATION
EXECUTIVE COUNCIL
MEETING MINUTES**

October 22, 2008

(Approved by the Executive Council on November 12, 2008)

Executive Council members present (noted by *):

*Warren Ruud, presiding	*John Daly	*Joyce Johnson	*Dan Munton
*Alix Alixopulos	*Cheryl Dunn	*Michael Kaufmann	*Andrea Proehl
*Lara Branen-Ahumada	*Lynn Harenberg-Miller	*Reneé Lo Pilato	*Greg Sheldon
*Paula Burks	*Johanna James	*Michael Meese	Mike Starkey

Vacancies: Two Regular Faculty Seats: terms expire August 2010
One Adjunct Faculty Seat: term expires August 2009

Officers present: Ann Herbst, Janet McCulloch

Faculty present: Brenda Flyswithawks

Staff present: Judith Bernstein, Candy Shell

The meeting was called to order at 3:05 p.m.

MEMBER CONCERNS

1. 2009-10 Academic Calendar. Brenda Flyswithawks, regular faculty member in the Behavioral Sciences Department and former Academic Senate President, stated she was appearing before the Council, on behalf of the 12 full-time and 46 adjunct instructors in her department, to register their concerns about two items in the proposed academic calendar for 2009-10: the scheduling of final exams right up to and including Christmas Eve and the elimination of spring break. Noting that AFA and the Senate have historically worked together on the calendar with the Calendar Committee, Brenda also requested that AFA examine the decision-making process that led to the selection of the calendar options that were presented to the Senate at their October 15 meeting. Although they thought they would have an opportunity to provide feedback and a recommendation, Senators were told that the Calendar Committee had already made its decision (seven Calendar Committee members had voted for one option, and seven had voted for another), and that there was a rush to present the calendar at the November meeting of the Board of Trustees. Warren Ruud responded that AFA and the Senate are on the exact same page and that AFA sees those two items — the elimination of spring break and the scheduling of final exams on Christmas Eve — as options of last resort. He also said that the Calendar Committee was just making a recommendation, because the ultimate decision is a negotiated one between the faculty association and the District. Warren said that he's optimistic that a positive solution will be negotiated, and that AFA's intention is to keep the Senate in full consultation throughout the entire process. (He did add the caveat that the "advise and consent" process can become problematic as it becomes a take-it-or-leave-it option in negotiations). Janet McCulloch echoed Warren's statements and added that part of the solution is negotiated with another bargaining unit (SEIU). Janet also said that she hoped that the Calendar Committee would meet on a weekly basis at the beginning of the fall semester from now on, instead of once a month. Since the Senate has two representatives on the Calendar Committee, they could then bring the various calendar options to every Senate meeting so that there could be many discussions and opportunities for input, and ample time for the Senate to vote on its recommendations. Brenda agreed that the process had broken down, and she thanked AFA for doing a good job in getting information out to faculty and in providing her with the time to speak on behalf of the faculty in her department about their concerns.
2. Smoking on Campus. Janet McCulloch reiterated her ongoing concern that people are continuing to smoke in front of Doyle Library and in back of Emeritus Hall. Warren Ruud noted that the District's No-Smoking Policy was a topic on the last Academic Senate meeting.

3. 2009-10 Academic Calendar. Lara Branen-Ahumada reported that the consensus of faculty in the P.E., Dance & Athletics Department is that it is important to schedule a spring break in the calendar.
4. New Council member. Warren Ruud welcomed Lynn Harenberg-Miller, adjunct faculty member in the Communication Studies Department. Introductions followed.

MINUTES

There were no corrections or additions to the minutes from the October 8, 2008 Executive Council meeting, which were accepted as submitted.

ACTION ITEMS

1. CFT Letter re: Accreditation. A copy of a draft resolution supporting the California Federation of Teachers (CFT) letter to the Accrediting Commission of California Junior Colleges (ACCJC) was distributed to the Council. Janet McCulloch said that ACCJC and the Western Association of Schools & Colleges (WASC), which is an accrediting commission affiliated with ACCJC, have been insisting that Student Learning Outcomes (SLO's) be used as part of the faculty evaluation process. She commented that this idea has been a topic of discussion among faculty groups in California for the past several years. The CFT letter states the reasons why ACCJC needs to change their standards. Noting that the CFT letter was "beautifully drafted," Janet said that the ACCJC standards are not legal and are inconsistent with federal law, the California Government Code and the California Education Code. The AFA officers would like to draft a letter of support and send it to the ACCJC President. In addition, the officers would like to reprint the CFT letter and the AFA resolution of support, if approved, in an *AFA Update*, to let SRJC faculty know that AFA is in agreement with the CFT position as stated in the letter. Janet added that the California Community College Independents (CCCI), of which AFA is a member, plans to support the CFT letter in some formal way. Warren Ruud also said that the Bay Faculty Association (BFA) would likely come out in support. Following a motion made by Mike Meese and seconded by Greg Sheldon, the Council unanimously voted to approve the proposed resolution in support of the CFT letter, as presented (14 in favor, 0 opposed, 0 abstentions).
2. Authorization of Funds for Legal Services. Following discussion (see the Conciliation/ Grievance Report), and a motion made by Mike Meese and seconded by John Daly, the Council unanimously voted to authorize the AFA officers to spend an amount not to exceed \$1,000 for legal services to finalize a specific case, with the assurance that the officers, and the Conciliation/Grievance Officer, in particular, would be "wise stewards" of the funds (14 in favor, 0 opposed, 0 abstentions).
3. AFA PAC Donation to FACCC PAC. Following discussion (see the AFA PAC Report) and a motion made by Mike Meese and seconded by René Lo Pilato, the Council unanimously voted to recommend to the AFA PAC Steering Committee that they immediately issue a contribution of \$1,500 to the FACCC PAC (14 in favor, 0 opposed, 0 abstentions).

DISCUSSION ITEMS

1. 2009-10 Academic Calendar. Copies of Options A, B and C were distributed to Council members, along with a version of Option A that shows the number of teaching days for Monday through Friday courses. Warren Ruud explained that the problems with the 2009-10 calendar stem from the fact that Christmas falls at the end of the week, which backs up final exams to the week before the week leading up to Christmas, which backs up the Santa Rosa Repertory Theatre (SRT) season, which in turn backs up summer session. Although they are both problematic, the two options that resolve this dilemma are to eliminate spring break and to schedule the last final exam at 7:00 p.m. on Christmas Eve. Another option would be to shrink the SRT season to ten weeks and eliminate one play; however, with that option the District would lose almost \$100,000 in FTES and ticket sales. Yet another option would be to start the spring semester the week before the Martin Luther King Jr. holiday. This last option presents a problem for Student Services in that there is very little time between semesters to deal with registration, financial aid processing, late-grade submissions, rolling grades, and moving students after they've been prerequisite-dropped. Janet McCulloch added that

the charge of the Calendar Committee is to figure out the way that works best for student learning. The driving force is the need to equalize the total number of teaching days in each semester as well as for each class. The latter is particularly important for life science labs, because they can't tear down and put back up a lab in the middle of the week — students would be getting fewer labs or cutting out weeks. As there is no longer an effort to mirror Santa Rosa City Schools, spring break will fall squarely in the middle of the semester from now on, with eight weeks on either side. The scheduling of eight-week classes is also a consideration in the placement of spring break. Johanna James reiterated her request that the Calendar Committee take semester-length Saturday and Sunday courses into account when developing the calendar, particularly in terms of including those days in the tally of the total number of teaching days by day of the week, and also in terms of when the holidays fall. There was consensus that the calendar and the Contract both need to account for semester-length courses that meet on the weekends. Janet said that the Negotiations Team would continue to work on resolving the 2009-10 calendar and would be bringing the next draft back to the Senate and the Council. She also raised the issue that the District would soon be moving to a computerized grade system. Since the 2009-10 winter break will be shortened, students will need to get their grades quickly so that they can qualify for financial aid and transfer, and find other classes if they have not met the prerequisites for courses; therefore, the District will not tolerate faculty turning in their grades late. The District has indicated that disciplinary action will be taken and faculty who submit late grades will automatically receive a reprimand.

2. **October 29 Special Council Meeting.** Warren Ruud reminded the Council that they had agreed at the prior meeting to hold a special meeting on October 29 — the fifth Wednesday of the month. Janet McCulloch said that this working meeting is part of the AFA officers' ongoing educational effort to encourage faculty members to take on greater roles in the organization. The agenda for the October 29 meeting will include an overview of the Interest-Based Bargaining process, a review of Article 16: Hourly Assignments, meeting in workgroups to develop interest statements for Article 16, and a review of the negotiations process, which includes consultation on the articles for which AFA shares responsibility with the Academic Senate. A request was made to add to the agenda the topic of confidentiality in relation to negotiations, if time allows.
3. **Article 19: Parking.** Janet McCulloch informed the Council that, although students would prefer completely open parking, the District wants to maintain an assigned lot parking system. Council members engaged in lengthy discussion about parking issues, and comments included the following: 1) when faculty have assignments in multiple locations on campus and/or on different campuses, and there are reserved spaces available in staff lots, why shouldn't faculty be able to take one of those reserved spaces, rather than having to take a parking space away from a student? 2) the phrase "most recent date of hire" as it applies to parking is not well-defined in Article 19 and misinterpretations have led to problems in the past; 3) the date-of-hire used for parking purposes should be the earliest date-of-hire as a District employee, regardless of category (faculty, classified, or management), and a change in status without a break in service should not affect the ranking; 4) the process used to assign permits to District employees needs to be reasonable and transparent; 5) the date-of-hire list needs to be maintained properly and accessible for all to see; 6) the number of permits allocated for each lot needs to be reviewed to make sure that it accurately reflects capacity; 7) the length of a break-in-service that would impact the ranking should be clarified in Article 19; 8) currently, a certain level of manager automatically receives a B lot permit regardless of date of hire —the District should be encouraged to revisit the parking policy through the College Council process; and 9) if a faculty member's permit was legitimately lost, damaged or stolen, there ought to be a way for her or him to get it replaced without having to purchase a brand new permit (for example, by signing an affidavit).

MAIN REPORTS

1. **President's Report.** Warren Ruud reported that he attended the Board of Trustees meeting on October 14, that the 30-day period of review for the District's and AFA's Sunshine Lists of items to be opened for negotiations in 2008-09 is now over, and that formal negotiations may begin. The Roseland Report was also a topic of discussion at the meeting. Michael Kaufmann added that the Labor Center is moving from its current location on Corby Avenue to its new home on Wright Road. The ESL Department is anticipating that the facilities (which formerly housed the Santa Rosa Christian School) will be a big improvement.

2. Vice President for Santa Rosa Report. René Lo Pilato reported on the activities of two AFA workgroups in which the two AFA Vice Presidents are actively involved:
 - New Faculty. Each member of this workgroup will be contacting four or five of the 17 new, full-time faculty members hired this year at the Santa Rosa and Petaluma campuses, to invite them to a gathering with refreshments at a workgroup member's home on April 17, to focus on meeting each other and discussing any contractual questions, issues and/or concerns they might have. The workgroup is coordinating with Tammy Sakanashi, who is responsible for new faculty orientation.
 - Council Membership. Members of this workgroup reviewed the District's seniority list by date of hire. They plan to individually contact between 20 and 25 full-time faculty members who have assignments at the Santa Rosa, Petaluma and/or Windsor campuses, with the intention of educating them about what is involved with serving on the Executive Council and encouraging them to run for a seat in the spring.
3. Vice President for Petaluma Report. Cheryl Dunn reported that she and Warren Ruud continue to meet regularly with Jane Saldaña-Talley, Vice President and Executive Dean of the Petaluma Campus.
4. Treasurer's Report: September 2008. Paula Burks requested that Council members send any questions about the Treasurer's Report to her via e-mail, so that she can address them as a report at Council meetings. She said that there was nothing unusual to report in September, other than the Professional Dues expense, which included one-half of the cost of 12 one-year memberships in the Faculty Association of California Community Colleges (FACCC) for this year's new probationary faculty hires (per an agreement between AFA and FACCC). The balance in the AFA Political Action Committee account is \$6,728.00.
5. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session. Following discussion in closed session, and a motion made by John Daly and seconded by Mike Meese, the Council unanimously voted to move the authorization of funds for legal expenses to an action item (14 in favor, 0 opposed, 0 abstentions).
6. Negotiations Report. This report and subsequent discussion were conducted in closed session.

COUNCIL/SENATE/COMMITTEE REPORTS

1. Academic Senate Report. Michael Kaufmann reported that, at the October 15 meeting, senators discussed their concerns about the proposed 2009-10 Academic Calendar options and they prioritized the Academic Senate's goals. Michael noted that five or six of the goals overlap with AFA concerns.
2. AFA Political Action Committee (PAC) Report. Janet McCulloch reported that Jonathan Lightman, Executive Director of the Faculty Association of California Community Colleges (FACCC) gave a presentation at the California Community College Independents (CCCI) conference earlier this month. He said that FACCC is focusing their support on Democratic candidates for the State legislature in this November's election in four key races in Republican-leaning districts. They're asking CCCI and FACCC members who live in these four districts to help get out the vote, and are also asking for donations to FACCC's political action committee (PAC) to help these candidates in the last days of their campaigns. The current balance in the AFA PAC is \$6,728, and approximately \$600 to \$700 (at \$1 per AFA member) is transferred to the PAC each month. Brief discussion followed about other potential uses for AFA PAC funds (e.g., paying faculty to attend FACCC's Lobby Day in March and FACCC's Diversity Conference in January, and supporting candidates running in local SRJC Board of Trustees elections); the importance of a voice that represents community college faculty at the state level; the timing of the donation; and, lastly, what an appropriate amount to donate might be. Following the discussion and a motion made by Mike Meese and seconded by René Lo Pilato, the Council unanimously voted to move the Council's recommendation to the AFA PAC Steering Committee to an action item (14 in favor, 0 opposed, 0 abstentions).

The meeting was adjourned at 5:09 p.m.

Minutes submitted by Judith Bernstein.