

**ALL FACULTY ASSOCIATION
SANTA ROSA JUNIOR COLLEGE
EXECUTIVE COUNCIL MEETING MINUTES**

May 12, 2010

(Approved by the Executive Council on May 21, 2010)

Executive Council members present (noted by *):

*Ann Herbst, <i>presiding</i>	*Dianne Davis	*Reneé Lo Pilato	*Audrey Spall
*Alix Alixopulos	*Cheryl Dunn	Michael Ludder	*Mike Starkey
*Lara Branen-Ahumada	*Brenda Flyswithawks	*Sean Martin	*Julie Thompson
*Paula Burks	*Karen Frindell	*Dan Munton	<i>One adj fac vacancy</i>
John Daly	*Lynn Harenberg-Miller	*Andrea Proehl	

Officers/Negotiators present:	Ted Crowell, Janet McCulloch
Councilor-elect present:	Jack Wegman (2010-12)
Other faculty present:	Michael Eurgubian, Marsa Tully, John Tully
Staff present:	Judith Bernstein, Candy Shell

The meeting was called to order at 3:05 p.m. in the Bertolini Student Center Senate Chambers on the Santa Rosa campus.

MEMBER CONCERNS

1. Faculty Alliance for Equality Fall 2010 Actions. John Tully, adjunct faculty member in the English as a Second Language Department, read from a prepared statement. Speaking on behalf of the Faculty Alliance for Equality (*nee* Adjunct Caucus), he informed the Council that: (1) the alliance would be submitting at the first AFA meeting in the Fall 2010 semester a proposal for new amendments to the AFA Constitution focusing on equal representation for full-time and part-time faculty; and (2) the alliance is circulating a petition to build support for equal representation and to remind the faculty that the alliance is continuing to press the AFA Council to submit the issue to the general membership for a vote. John also said that, had the alliance known the role that email would play in helping Councilors to reach a decision about whether to submit the proposed constitutional amendments to the general membership, they would have urged their supporters to email Councilors.
2. Request for Official District Email Distribution List. On behalf of a colleague, Karen Frindell conveyed a request that AFA pursue with the District the establishment of a distribution list for official District business as per Article 17. Since by contract the faculty is required to use email for official District business, the concerned faculty member believes that there should be an official distribution list and that the rest of the email could go through DL.STAFF.ALL. Based on announcements made at the most recent Institutional Planning Council meeting, Brenda Flyswithawks reported that the District is working on the problem and that it is their intention to implement a solution by the time the faculty returns in the fall.
3. Absences and Sick Leave for Online Instructors. On behalf of a faculty member, Sean Martin conveyed a request for AFA to address at some point the question of how to apply policies and procedures regarding absences and sick leave to those faculty members who teach online or hybrid courses. For example, a faculty member who is ill and concerned about the contagion of the illness might cancel a face-to-face class, but s/he might not be so ill that s/he is unable to teach and, therefore, would not need to cancel an online class. Given the distinct differences between the two methods of delivery and the lack of any policy on the matter, Sean said the faculty member was

concerned about how the effects of such matters are balanced. Ann noted that the District Tenure Review & Evaluations Committee is dealing with some of these issues, but acknowledged that there is an aspect of the matter that is related to Human Resources. Sean confirmed that the faculty member was concerned about the Human Resources aspect.

MINUTES

In response to a request for clarification related to the second item under Member Concerns in the April 28, 2010 minutes, Ann stated that the specific remarks speakers made regarding support of the proposed amendments to the AFA Constitution were not included in the minutes, because all of the speakers' remarks had already been made at two previous Council meetings and reported in the minutes from those meetings. As there were no corrections or additions to the minutes from the April 28, 2010 Executive Council meeting, they were accepted as submitted. (Approved minutes are posted on the AFA Web site at: <http://www.santarosa.edu/afa/minutes.shtml> .)

ACTION ITEMS

1. Nomination and Appointment of Adjunct Councilor to Attend Fall 2010 Cabinet Meetings. Ann Herbst read an excerpt from the AFA Policy re: the Cabinet: “Should none of the above nine positions be held by an adjunct faculty member, the Council shall, when possible, appoint an adjunct Councilor to attend Cabinet meetings.” As this is the case, Ann opened the nominations. Given that there were no objections to proceeding with an appointment at this meeting, following a nomination made by Lara Branen-Ahumada, the Council appointed Mike Starkey by unanimous voice vote to attend AFA Cabinet meetings, effective the beginning of the Fall 2010 semester.
2. Fall 2010 Reassigned Time for AFA Officers, Negotiators & Other Positions. Ann reviewed the officers' recommendation, which was emailed to Councilors prior to the meeting for their review. She explained the differences between the Spring 2010 and the Fall 2010 semester amounts, which reflected either increased or reduced duties. Following a motion made by Paula Burks and seconded by Lara Branen-Ahumada, the Council approved the officers' proposal for the allocation of Fall 2010 reassigned time as submitted by unanimous voice vote.

DISCUSSION ITEMS

1. Formation of AFA Council Composition Team (ACCT). Ann Herbst stated that the officers are recommending that an AFA Council Composition Team (ACCT) be formed in the fall to consider adjunct and regular faculty representation on and composition of the Executive Council. Ann commented that: (1) many Council members expressed at the last meeting that the current ratio of 13 regular and 6 adjunct representatives was not a good ratio; (2) two years ago when the Council was considering expanding the total number of representatives, there was consensus that more than 19 members would be too many; (3) it would be better to form ACCT in the fall, so that the Councilors who would be serving in the fall would be the ones to form it; and (4) the Council could consider whether to invite some members of the Faculty Alliance for Equality to be part of the team. Ann then opened up the topic for discussion. Many Councilors expressed support for the idea. Additional suggestions included the following:
 - Have co-chairs representing the different constituencies and include members drawn from concerned faculty.
 - Limit the charge of the ACCT.
 - Since this is the last Council meeting and there isn't enough time left in this semester, put this item on the agenda for the first meeting of the fall semester.
 - Formulate ground rules, guidelines, and a timetable as the team's first order of business.

- Have the Cabinet formulate and present to the Council for approval a tentative direction that they want the team to take, so that when people express an interest in serving on the team, they know what they're volunteering to do and what the expectations are. The main issue seems to be representation on the Council. Present several models to consider based on several different rationales.
 - Have the Cabinet designate an AFA officer liaison to the team.
 - Make research be the objective — the Council has a wealth of opinions but a lack of information.
 - Investigate how other institutions address this issue and research other sets of policies and procedures.
 - Choose organizations of comparable size and complexity when researching models at other community colleges.
 - Solicit insights regarding the various proposals from the general membership, which represents a broad cross-section of faculty and perspectives.
 - Given that faculty members have expressed many different perspectives in emails and at Council meetings, if the team was too small and was just composed of Councilors, the Council would be setting itself up for a narrowness that is important to avoid.
2. Adjunct Council Representative Vacancy. Ann Herbst stated that, in light of the fact that Michael Kaufmann has resigned from his adjunct faculty seat on the Council after having been re-elected in February 2010 to serve a new two-year term beginning Fall 2010, the Cabinet is recommending that a special election for that vacant seat be held in the fall. She said that the Cabinet did not think it would be appropriate for the Council to appoint a replacement. Council members expressed no objections to the idea of holding a special election in the fall.

RECOGNITION & AWARDS

The Council honored outgoing Councilors, officers, and negotiators in recognition of the significant and valuable contributions they have made to AFA and to the faculty. The honorees were Ted Crowell, outgoing Negotiator/Note-taker and former Councilor who has served AFA for a total of eight years; Ann Herbst, outgoing President and Councilor, former Conciliation/Grievance Officer and Secretary/Treasurer, who has served AFA so far for a total of 16½ years; Michael Kaufmann, who has served as a Councilor and Negotiator for the past 5½ years; Janet McCulloch, outgoing Chief Negotiating Officer and former President, Secretary/Treasurer, Publications Coordinator, and Councilor who has served AFA for a total of 13 years; and Andrea Proehl, outgoing Councilor who has served continuously for 18 years.

MAIN REPORTS

1. President's Re-Engineering Advisory (PREA) Group Report. Michael Eurgubian, AFA's representative to the PREA Group, presented a report to the Council, which included a description of the evolution and charge of the group and an overview of the process that its members have engaged in to sort through and categorize the suggestions that the District has received. Michael noted that Dr. Agrella received hundreds of responses to the District-wide email he sent out months ago soliciting suggestions for how to solve the District's budget problems. The PREA Group was charged with developing recommendations. A facilitator has assisted the group in categorizing all of the suggestions and the group developed a set of guidelines. For example: Does this suggestion improve teaching? Does it improve efficiency? Will it violate any laws? Will it step on any collective bargaining agreements? The suggestions were further divided into two major areas: (1) reorganization and (2) duplication and redundancy. Michael noted that 75% of the group's time has been spent on process. He provided the Council with some examples of specific suggestions and Council members queried him regarding the group's support of various suggestions. Michael

said that he would continue to provide the Council with regular reports on the activities and recommendations of the PREA group, which would continue to meet over the summer. He said that it would be important for AFA to be involved when it comes to discussions about implementation of recommendations, and several Councilors expressed concern about the potential impact of the District's implementation of those recommendations on faculty workload.

2. Treasurer's Report: March 2010 & Audit Report. Paula Burks reported as follows:
 - AFA Audit Reports: 2008-09. Hard copies of the annual audit reports prepared by Gibson & Co. Inc., CPA were distributed to Councilors for their review. The 2008-09 reports contained nothing unusual or different from prior years and AFA's expenses during the 2008-09 year were 99.65% chargeable. (The audit reports are posted at: <http://www.santarosa.edu/afa/audits.shtml> .)
 - March 2010 Treasurer's Report. An electronic copy of the March 2010 Treasurer's Report was emailed to Councilors prior to the meeting for their review. The report reflects that: (1) AFA PAC funds were used to send faculty members and students to the FACCC Policy and Advocacy Conference in March and to pay for three buses to transport students and their faculty sponsors to the "March in March" in Sacramento; and (2) the annual audit and preparation of AFA's annual tax returns and audit reports cost \$800 more than last year. Since there was nothing significantly different this year, AFA staff has requested clarification of the additional charges and an estimate for 2010-11, so as to budget accordingly.
4. California Community College Independents (CCCI) Report. Ann Herbst, Audrey Spall, and Ted Crowell attended the Spring 2010 CCCI Conference held in Sacramento earlier this month and they reported the following: (1) College of the Redwoods received the "Broken Heart Award" for the difficulties they have experienced this year in their relationship with their district administration; (2) CCCI is moving towards hiring a lobbyist and, following a frank discussion about how the move might affect CCCI's relationship with FACCC, Jonathan Lightman of FACCC expressed support for the move; (3) a movement in the state legislature is building to modify Proposition 13 to close the "50% law" loophole for corporations and to make sure that buildings that are transferred as part of a sale or a merger are actually reassessed so that counties can capture the property tax income.
5. Compressed Calendar Task Force (CCTF) Report. CCTF members Audrey Spall and Cheryl Dunn presented a brief report to the Council as follows: (1) the CCTF survey has been completed and results will be published soon; (2) faculty responses indicated support for the idea of a compressed calendar and for researching the idea further; (3) CCTF will be working for the next two years on this matter; (4) implementation is not a given and it will not be happening in the near future; and (5) CCTF's charge is to explore possible ways that a shift to a compressed calendar could happen, to examine potential proposals and pitfalls, and to consider how such a shift would affect the District on every level. Janet McCulloch stated that AFA is negotiating with the District to expand the CCTF to include administrators. She also said that the calendar is strictly a negotiated item and, unless a shift to a compressed calendar is financially neutral, it is highly unlikely that either AFA or the District would negotiate it. Janet noted that many community colleges in the State have hastily implemented a shift to a compressed calendar, causing great difficulties at all levels. AFA hopes to avoid that kind of situation by taking the lead in planning ahead and studying the options carefully so that, should the decision be made to shift to a compressed calendar, the transition would be made smoothly.
6. Negotiations Report. This report and subsequent discussion were conducted in closed session.

The meeting was adjourned at 5:40 p.m.

Minutes submitted by Judith Bernstein.