

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

December 9, 2009

*(Approved by the Executive Council on January 13, 2010)*

Executive Council members present (noted by \*):

*Warren Ruud, <i>presiding</i>	*Dianne Davis	*Reneé Lo Pilato	Andrea Proehl
*Alix Alixopulos	*Cheryl Dunn	*Michael Ludder	*Audrey Spall
*Lara Branen-Ahumada	*Karen Frindell	*Sean Martin	*Mike Starkey
*Paula Burks	*Lynn Harenberg-Miller	Michael Meese	*Julie Thompson
*John Daly	*Michael Kaufmann	*Dan Munton	

Officers/negotiators present: Ted Crowell, Ann Herbst, Janet McCulloch

Staff present: Judith Bernstein, Candy Shell

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

**MEMBER CONCERNS**

1. P.E., Dance & Athletics Final Exam Schedule. Lara Branen-Ahumada conveyed an ongoing concern about the recurring problems that P.E.D&A faculty members encounter every semester as they attempt to identify available rooms and non-conflicting timeslots in which to hold final exams for classes that are scheduled outside of the normal schedule template.
2. Kaiser Prescription Orders. Michael Ludder requested a status report on the recent issue raised by classified staff via District-wide email regarding the difficulties some individuals have been having with Kaiser filling prescriptions for shorter periods of time than allowed for under the SRJC-Kaiser contract. Warren Ruud stated that there may be other constraints, including federal restrictions, which supersede the Kaiser contract and govern whether certain prescriptions can be issued in larger quantities. The District is investigating the problem, and AFA has no plans to initiate any action
3. Opposition to Categorical Cuts to Hourly Schedules. Lara Branen-Ahumada presented a written statement, which was signed by all six adjunct members of the Council, requesting that “the Council stand together and say no to the full categorical cuts on the enhanced schedules by directing the Negotiations Team to take the Council’s opposition to the table with the goal of offsetting a significant portion of the current \$1.2 million shortfall.” The statement also includes a quotation from the California Part-Time Faculty Association Fall 2009 Newsletter.

**ANNOUNCEMENTS**

1. In Honor of Mike Meese.
  - Celebration of Life. Warren Ruud reminded the Council that on Saturday, December 12, 2009, starting at 1:00 p.m. in Burbank Auditorium, there would be a celebration of Mike Meese’s life, followed by a reception in the Doyle Library Art Gallery. AFA staff will send out District-wide reminders about the event via Outlook over the next two days.

- SRJC Foundation Scholarship Funds. For those wishing to make a donation in honor of Mike Meese, there are three options available through the SRJC Foundation. A college fund has been set up for Victoria Meese, Mike's granddaughter who plans to attend SRJC, and it will be managed by the Foundation. Contributions to this fund are not tax deductible. In addition, tax-deductible donations may be made payable to the SRJC Foundation and designated for the Debra D. Meese Administration of Justice Scholarship Fund or the Administration of Justice Program. The former fund has reached the \$10,000 threshold and is already vested. Information about making donations is available on the AFA Website at: <http://www.santarosa.edu/afa/Mike.htm> and on the SRJC Foundation Website at: [https://www.santarosa.edu/foundation/ways\\_of\\_giving/online.shtml](https://www.santarosa.edu/foundation/ways_of_giving/online.shtml) .
2. In Honor of Jim Elrod. Audrey Spall announced that a scholarship fund in honor of the late Jim Elrod — recently retired, regular faculty member in the Counseling Department and long-time member of the AFA Executive Council — is being set up through the SRJC Foundation. The fund will benefit Trade Technology students. Warren added that he attended the memorial service for Jim on Saturday, December 5, and that AFA sent flowers to the family.

### MINUTES

The minutes from the November 25, 2009 Executive Council meeting were accepted as submitted.

### ACTION ITEMS

1. Appointment of AFA Vice President for Santa Rosa (VP-SR) for Spring 2010. Prior to the meeting, Councilors received via email the candidate statements submitted by Dan Munton, regular faculty Councilor and member of the Mathematics Department, and Mike Starkey, adjunct faculty Councilor and member of the Computer Studies Department. Following a vote conducted by secret ballot, Dan Munton was elected AFA VP-SR for Spring 2010.
2. Appointment of AFA Negotiator for Spring 2010. At the November 25, 2009 Council meeting, the AFA officers had recommended that Greg Granderson, regular faculty member in the Counseling Department and past president of the Academic Senate, be appointed to fill the negotiator position previously filled by Mike Meese. In the past two weeks, no other candidate has come forward or been nominated. Following a motion made by René Lo Pilato and seconded by Paula Burks, the Council approved the appointment of Greg Granderson as AFA negotiator for Spring 2010 by a show of hands (15 in favor, 1 opposed).
3. Approval of Reassigned Time for AFA Officers, Negotiators, and Other Positions for Spring 2010. The officers' recommendation re: reassigned time for Spring 2010 was distributed via email to Councilors prior to the meeting for their review. Council discussion focused on the AFA/Senate Compressed Calendar Task Force and AFA's Article 16 Committee.
  - Compressed Calendar Task Force (CCTF). The officers have proposed an allocation of 40 percent in reassigned time for the CCTF chair each semester for a total of three semesters. Audrey Spall, a CCTF member, reported that the committee has been meeting once a month and is in the preliminary stages of its research. They are preparing a survey to be distributed Spring 2010 and will be doing site visits to community colleges that are currently using a compressed calendar. Audrey said that CCTF Chair Mary Pierce has done a tremendous amount of background work. Warren Ruud added that Mary has been setting the foundation to solicit District-wide input and has started making presentations

to all of the various constituent groups, including the Academic Senate and the Department Chair Council. Janet McCulloch said that she would invite Mary to make a presentation to the Council.

- AFA Article 16 Committee. The officers have proposed an allocation of five percent in reassigned time for the chair of AFA's Standing Article 16 Committee. Chair Dan Munton reported that the hourly assignment procedures from approximately twelve departments have been approved and posted on the AFA Website. The committee has reviewed another six sets of procedures but has sent them back to departments for further revisions. At least two members of the committee review each set of procedures. The committee is attempting to ensure that all department procedures are in compliance with the Contract. The revision of Article 16 itself will be handled through the negotiations process. Janet McCulloch noted that the Article 16 Committee would take the lead in identifying the problem areas in the article, drafting interest statements, and making recommendations to the negotiating team. Beginning last year with the Professional Growth Increments and Sabbatical Leave articles, AFA initiated a new process of having other individuals outside the AFA Negotiating Team provide more significant input into the revision of articles than has been done in the past. Currently, various groups of allied faculty members from the Counseling, Work Experience, Learning Resources, and Disability Resources departments are drafting job descriptions specific to their areas, for negotiations and eventual incorporation into Article 17: Job Descriptions.

Following the discussion, and a motion made by John Daly and seconded by Reneé Lo Pilato, the Council approved the reassigned time proposal as submitted by unanimous voice vote.

4. Proposed Reductions to Hourly Salary Schedules for 2010. Following the discussion held during the Negotiations Report, and a motion made by John Daly and seconded by Paula Burks, the Council voted by a show of hands to accept the team's proposal for a Memorandum of Understanding between AFA and the District regarding reductions to the hourly salary schedules for Spring 2010, Summer 2010, and Fall 2010 as presented (12 in favor, 3 opposed).

### **DISCUSSION ITEMS**

1. AFA Representative to Sabbatical Leave Committee Vacancy for Spring 2010. Warren Ruud reported that the officers have been engaged in an effort to recruit a regular faculty member to serve as an AFA representative on the Sabbatical Leave Committee (SLC), in place of Mike Meese, for the remainder of the 2009-10 academic year. Karen Frindell volunteered to serve, if a replacement could be found to fill her seat on the Professional Development Committee (PDC). Brief discussion followed about the meeting schedule for each committee. Warren recommended that, contingent on finding someone to replace Karen on PDC, the Council appoint Karen to serve on the SLC. He also requested that Councilors let him know of any regular faculty member (not necessarily a member of the Council) who is interested and would be available to serve as an AFA representative on either of the two committees.
2. AFA Executive Council Regular Faculty Representative Vacancy for Spring 2010. Warren Ruud reported that the officers are recommending that the appointment of this open Council seat, formerly occupied by Mike Meese, be postponed until the Spring 2010 semester.
3. Conciliation/Grievance Process. This item was moved to the Conciliation/Grievance Report.

## MAIN REPORTS

1. President's Report. Warren Ruud reported that: (1) Rick Call was reelected as president of the Board of Trustee; (2) Warren attended the Board's annual dinner; and (3) the Institutional Planning Council is continuing to discuss the Program & Resource Planning Process.
2. Report from the Vice President for Petaluma. Cheryl Dunn reported that members of the Petaluma Faculty Forum (PFF) recently sent a letter to Vice President/Executive Dean of the Petaluma Campus Dr. Jane Saldaña-Talley stating that PFF did not support the District's changing of the open dean position in Petaluma from Academic Affairs to Student Services. A copy of the letter was hand delivered to Dr. Agrella and it was also presented at the Board of Trustees meeting on December 8. The PFF meeting that was held to discuss the letter was widely attended, every faculty member who attended the meeting participated fully in the discussion, and the vote to approve the final draft of the letter was unanimous. Cheryl said that the District is going forward with its plans to hire a Student Services dean.
3. Multi-site Task Force Report. Janet McCulloch reported that the Multi-site Task Force continues to meet. During finals week, the task force will begin to respond to Dr. Agrella's request for concrete suggestions for implementation (e.g., identification of responsibilities for various positions and reallocation of resources to provide the same level of support that is provided to faculty and staff working on the Santa Rosa Campus to faculty and staff who work at other sites). The current draft of the task force's report is posted in the "Hot Topics" section on the homepage of the AFA Web site.
4. Report from the Vice President for Santa Rosa. Reneé Lo Pilato reported that at the last Academic Senate meeting, DTREC Co-chairs Janet McCulloch and Abe Farkas made a presentation about evaluations. Reneé also reported on her participation with a group of faculty members who have been engaging in discussions with student leaders about a Proposition 8 debate that was held on the Santa Rosa campus a couple of weeks ago. A number of faculty members, including Academic Senators, have been concerned about repercussions from the Prop. 8 debate potentially leading to the creation of a hostile work environment. A meeting of concerned faculty members was held a week ago and additional attendees included Janet McCulloch, Warren Ruud, Academic Senators, and the leadership of Associated Students. Brenda Flyswithawks moderated the discussion. At the meeting, Janet suggested that a task force be formed to educate students about hate speech. Warren sent out an email to Vice President of Student Services Ricardo Navarette and others articulating AFA's concerns about contractual issues related to working conditions. Reneé has asked to be appointed to the task force.
4. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.
5. Negotiations Report. This report and subsequent discussion were conducted in closed session. Following the closed session discussion, the Council approved a motion made by John Daly and seconded by Cheryl Dunn by unanimous voice vote to move the approval of the AFA Negotiating Team proposal regarding reductions to the hourly salary schedules to an action item at this meeting (see Action Item #4).

The meeting was adjourned at 5:10 p.m.

Minutes submitted by Judith Bernstein.