

## EXECUTIVE COUNCIL MEETING MINUTES

September 10, 2014

(Approved by Executive Council on September 24, 2014)

Executive Councilors present (noted by \*):

*Sean Martin, <i>presiding</i>	*Terry Ehret	*Jacqueline McGhee	Margaret Pennington
*Filomena Avila	*Karen Frindell Teuscher	*Bud Metzger	*Karen Stanley
*Paulette Bell	*Deirdre Frontczak	*Terry Mulcaire	Julie Thompson
*Denise Beeson	*Michelle Hughes Markovics	*Matt Murray	<i>Vacant Contract Seat</i>
Paula Burks	*Andre LaRue	*MJ Papa	

Officers/Negotiators/Appointed Positions present: ~~Ted Crowell, Dianne Davis~~, Mark Ferguson, Warren Ruud

Staff members present: Candy Shell, Carol Valencia

Faculty members present: Allison Baker, Molly Matheson, Nikona Mulkovich, Johnny Sarraf, Laura Sparks, Mara Vejby

The meeting was called to order at 3:02 p.m. in Mahoney Library, First Floor Reading Room #PC721, on the Petaluma campus.

### CLOSED SESSION REPORTS

1. **Negotiations Report**. This report and discussion were conducted in closed session.
2. **Conciliation/Grievance Report**. This report and discussion were conducted in closed session.

Closed Session adjourned at 3:58 p.m.

### OPEN SESSION

Open Session reconvened at 3:59 p.m.

### MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **Class Size Discrepancies**. Johnny Sarraf brought up a workload issue with regard to the differences in class sizes among sections of a course. Warren Ruud explained that the new (2014) Contract includes language stating that every course will have a "maximum class size limit" (based on pedagogical and financial consideration) and that this limit will apply to all sections of the course at all locations (see Article 32.03.B.1-4: <http://santarosa.edu/afa/Contract/Articles/art32.pdf>). A subcommittee of the Curriculum Review Committee will determine those class size limits course by course. Warren added that the only exception to a uniform course class size is when the room assigned to a particular section is too small to accommodate the maximum class size. Karen Frindell Teuscher stated that, until those class sizes are determined by the Committee, she would advise department chairs to revise their maximum class sizes in order to ensure limits are uniform; Mary Kay Rudolph, in consultation with AFA, approves these forms. Sean explained that this is an important issue of equity for both faculty members and departments. He advised faculty members to start by asking their chair to address the issue, and, if they're not responsive, to seek help from AFA. Terry Mulcaire explained that he is aware of the issue in his department (English) and will address it.

2. PGI Requirements. Nikona Mulkovich explained that, as the AFA representative to the Professional Growth Increments (PGI) committee, she is concerned about the low success rate for faculty applications to the PGI committee. She urged AFA to address this issue in negotiations—either by revising the PGI article language (see Article 21: <http://santarosa.edu/afa/Contract/Articles/art21.pdf>) or by eliminating the Article and instituting an automatic step increase similar to that used by other colleges.
3. Student Consultation Time. Adjunct faculty member Mara Vejby brought up a workload issue wherein she is not being compensated for the large amount of time spent responding to electronic communications from students. She holds required face-to-face office hours but spends an equal amount of time responding to student emails outside of her office hours, and this time is uncompensated. She is also concerned about the negative ramifications on student evaluation ratings if she doesn't respond to student inquiries in a timely manner. Warren Ruud responded that setting appropriate class sizes (Article 32 discussion above) should help with this problem because those courses that require more student contact time should have lower maximum class size limits. Several Councilors responded that student contact time beyond the obligation outlined in the Contract for Enhanced Hourly Instruction ([Article 32.02.D.1](#)) is not required, and faculty members can set the parameters for contact time in their syllabi. (See Article 32.02.D: <http://santarosa.edu/afa/Contract/Articles/art32.pdf> .)
4. Compensation for Late Cancelled Classes. Michelle Hughes Markovics read an email sent to her by a faculty member. This adjunct faculty member was assigned three classes this semester, and one of those classes was cancelled the Friday before the beginning of classes (due to low enrollment). This faculty member was surprised to learn that the District does not offer any compensation for the preparation time spent before the class was cancelled. He believes that, since the District expects faculty members to prepare ahead of time for classes, they should be compensated for that time if classes are cancelled at the last minute. (See [California Ed Code 87482.8](#).)

## MINUTES

There being no corrections or additions, by unanimous voice vote, the Council approved a motion made and seconded to approve the minutes from the August 27, 2014 Executive Council meeting as submitted (15 in favor, 0 opposed, 0 abstentions).

(Approved minutes are posted at <http://santarosa.edu/afa/minutes.shtml> .)

## PRESENTATION

### **Measure H – Bond to Upgrade SRJC, Dr. Frank Chong, Superintendent/President**

- Dr. Chong explained that he has been working with the Board of Trustees to get a facilities bond on the ballot. SRJC has had only one bond in its almost 100-year history, while most other colleges have had multiple bonds. He has also worked successfully to pass bonds at other colleges.
- In preparation for a bond measure, the District hired a polling firm last spring; the results were that 93 percent of those polled had a favorable impression of the college, and 75 percent said they would support a \$410 million bond. Another thing in favor of bond passage is the fact that the last SRJC bond was “spent well”: on time, on budget, and without scandal.
- The Board of Trustees voted to place a bond measure on the November 2014 ballot. Dr. Chong is confident that the bond will pass, but the effort will require the work of *everyone* (faculty members, classified staff, students, the community, and local employers). A campaign office has been opened in Coddington Mall, and the measure has secured endorsements from the Chamber of Commerce and the North Bay Leadership Council. He is currently working on endorsements from the Sonoma County Alliance and the Press Democrat.

- Dr. Chong explained how the bond money would be spent:
  - The first priority would be the projects that didn't get done on the last bond: building a Science, Technology, Engineering & Mathematics (STEM) building and a General Education Building.
  - The teardown of some of the oldest Santa Rosa buildings (Barnett Hall and Analy Village).
  - The modernization of the older classroom buildings in Santa Rosa (Garcia Hall and Analy Hall) including flooring, heating/air conditioning, and electrical upgrades using sustainable practices when feasible.
  - At the Petaluma campus, adding a science lab wing, modernizing the mechanical systems, and revitalizing student leadership.
  - At the Public Safety Center, adding more classroom space.
  - At Shone Farm, securing alternative funding sources in order to make it "self-sustaining."
  - The modernization of the Child Development Center.
  - Building a permanent Roseland facility (one building) to better serve the college's growing Hispanic population, make a statement to our commitment to the community, and address this population's rates of success, achievement, and retention.
- Dr. Chong would like AFA to consider publicly endorsing the bond.
- Questions/Dr. Chong's Answers
  - Q: Is the Emeritus building on the list of renovations?
    - Yes, there is a large number of issues with Emeritus, and it needs to be modernized.
  - Q: Have you contemplated enrollment growth (both face-to-face and online) in the plans?
    - Yes, both types of growth have been part of the discussion. We have a guaranteed source of growth in online classes, but the District administration needs to support faculty members in order to offer more online classes. We plan to be more efficient in using the space we have available rather than building for growth. The only exception to that would be in the sciences, where we need more space to accommodate a greater number of future students.
  - Q: How will the projects be prioritized?
    - The first priority will be the STEM building; the second priority will be a General Education building; the third priority will be the Public Safety Center (these three projects were left over from the last bond); the fourth priority will be modernizing the instructional spaces at the Santa Rosa campus so there is a "standard" across all classrooms in terms of lighting, heating, flooring, and furniture. Faculty members will have significant input in this discussion and may even visit other schools for ideas. I would like to have a workgroup of faculty members design those spaces. I envision a very democratic process similar to the one that was used when Doyle Library was designed.
  - Q: What about Tauzer and Quinn buildings?
    - Tauzer is on the list. Once the bond measure is passed, we will need to go through the list of priorities and re-visualize the campus design. We will look at traffic patterns, parking, green space, and possibly closing Elliot to traffic.
  - Q: What will be the role of faculty members in planning for and implementation of the funds?
    - That input is built into the planning process. It will be a similar process to that used for developing SRJC's Strategic Plan. I want it to be democratic and inclusive—spreading out the circle of leadership. Of course, the Board will make the final decisions.
  - Q: Will there be a budget oversight website with transparency for all?
    - Yes.
  - Q: What about addressing technology needs for the next ten to fifteen years?
    - The bond includes \$75 million that is earmarked for technology (about one-quarter of bond). We need to replace our homegrown student information system.
  - Q: The inclusion of a Southwest campus brings up concerns about the creation of another layer of administration and overhead. What about looking at new ways of transporting people to existing campuses so they will be part of one college community?
    - That's an interesting idea. I agree there is power in creating a single "community," but there is also power in having the convenience of close-by facilities. We will be talking with faculty and community members in Roseland. I'm open to any conversations about it.

- Dr. Chong thanked the Council for its time and encouraged their support.

(See Measure H webpage: [http://www.santarosa.edu/about\\_srjc/bond2014/](http://www.santarosa.edu/about_srjc/bond2014/) .)

### DISCUSSION ITEMS

1. **AFA Standing Committee Appointments 2014-15**  
Sean explained that there are several nominations for open seats on Standing Committees and asked the Council for any additional nominations. There being none, a motion was made, seconded and approved by unanimous voice vote to move the Standing Committee Appointments to an Action Item (15 in favor, 0 opposed, 0 abstentions).
2. **AFA Contract Rep. to EEOA Committee 2014-15**  
Sean explained that there is one nominee for the AFA representative to the EEOA committee (replacing the former appointee who stepped down) and asked the Council for additional nominations. There being none, a motion was made, seconded and approved by unanimous voice vote to move the Contract Representative Appointment to an Action Item (15 in favor, 0 opposed, 0 abstentions).
3. **AFA Contract Councilor One-Semester Vacancies (3): Fall 2014 (1), Spring 2015 (2)**  
Sean explained that there have been no volunteers yet for the Fall 2014 vacancy. There are two candidates for the Spring 2015 vacancies. Terry Mulcaire spoke on behalf of one candidate and Sean Martin spoke on behalf of the other. Sean asked the Council whether the Spring 2015 vacancies should be filled by appointment or by election. There was a discussion regarding the use of a Council "appointment" since there are two candidates and two vacancies. A motion was made, seconded and approved by unanimous voice vote to move the Contract Councilor Vacancies to an Action Item.

### ACTION ITEMS

1. **AFA Standing Committee Appointments 2014-15**  
Having been moved from a Discussion Item and there being no further discussion, a motion was made, seconded and approved by unanimous voice vote to approve the slate of nominations for the New Faculty Committee, Political Action Committee Steering Committee, Benefits Workgroup, Publications Workgroup and Retirement Issues Task Force (15 in favor, 0 opposed, 0 abstentions). (See link to [http://www.santarosa.edu/afa/Misc/standing\\_cmtes.pdf](http://www.santarosa.edu/afa/Misc/standing_cmtes.pdf) .)
2. **AFA Contract Rep. to EEOA Committee 2014-15**  
Having been moved from a Discussion Item and there being no further discussion, a motion was made, seconded and approved by unanimous voice vote to approve Terry Mulcaire as the AFA Representative to the EEOA Committee 2014-15 (15 in favor, 0 opposed, 0 abstentions).
3. **AFA Contract Councilor One-Semester Vacancies (3): Fall 2014 (1), Spring 2015 (2)**  
Having been moved from a Discussion Item and there being no further discussion, a motion was made, seconded and approved by unanimous voice vote to appoint Molly Matheson, Petaluma Learning Resources faculty member, and Michelle Van Aalst, English faculty member, to the AFA Contract Councilor One-Semester Vacancies for Spring 2015.

### OTHER REPORTS

1. **President's Report**  
This report and discussion were postponed until the next Executive Council meeting.

The meeting was adjourned at 4:54 p.m.

Minutes submitted by Carol Valencia.