



santa rosa junior college  
All Faculty Association

*AFA is working for you.  
The strength of faculty working together.*

## EXECUTIVE COUNCIL MEETING MINUTES

September 24, 2014  
(Approval Pending)

Executive Councilors present (noted by \*):

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

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

Staff members present: Candy Shell, Carol Valencia

Faculty members present: Carmen Castillo

The meeting was called to order at 3:03 p.m. in Doyle Library, Room #4245, on the Santa Rosa 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 4:03 p.m.

### OPEN SESSION

Open Session reconvened at 4:06 p.m.

### MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. FACCC Advocacy & Policy Conference. Deirdre Frontczak announced to the Council that SRJC is the second largest voting block at Faculty Association of California Community Colleges (FACCC). With that accomplishment, she would like to see many of our members at the next FACCC Advocacy and Policy Conference on Sunday, March 1, and Monday, March 2, in Sacramento. Attendees can participate one day or two. Deirdre would like to encourage Councilmembers, their colleagues, and students to attend the conference to ensure that their voices are heard on State budget issues.
2. Email Retention Policy. Michelle Hughes Markovics shared a member concern that arose during the last Petaluma Faculty Forum meeting and that faculty members at that meeting requested that she take to AFA as a member concern. Scott Conrad, Director of IT, said he was working with Mary Kay Rudolph to draft a policy re: paperwork retention. One of the things that would be a result of this was automatic deletion of emails after a certain time. If memory serves, he offered 30 days as a possibility and cited the expense of storing huge amounts of data as the impetus behind this. Several Councilors responded negatively to this change in practice.
3. Adjunct Faculty Evaluations. Dianne Davis reported that an email regarding adjunct evaluations was recently sent out by the District; the language used for the timelines for

those evaluations did not differentiate between "continuing" adjunct evaluations and "probationary" adjunct evaluations (where probationary faculty members are not allowed to reject the first department peer selected for the team). (See [Article 14B.05.C-D](#) and [14B.06.D.](#)) As a result of this misinformation, some departments have completed the evaluation team assignments incorrectly. Sean Martin explained that he is aware of the miscommunication, and DTREC has recently addressed this issue and revised the timeline. The corrected form is in place and will be distributed for next semester's evaluations.

4. Legal Representation for Faculty Members. Bud Metzger brought up a follow-up to his concern reported to the Council at the August 27 Executive Council meeting (see [Aug. 27 EC meeting minutes](#)). Julie responded that the AFA office recently completed research on the matter. Carol Valencia reported that her research of the Contract, Board policy, and Ed Code did not uncover anything that addresses the question of whether faculty members are entitled to legal representation if they are sued by a student or parent. Julie asked Deirdre Frontczak to check with FACCC to see if they can provide us with further information.

### 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 September 10, 2014 Executive Council meeting as submitted (16 in favor, 0 opposed, 0 abstentions).

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

### DISCUSSION ITEMS

#### 1. **AFA Contract Councilor Fall 2014 Vacancy**

Julie explained that the AFA office has sent out several calls for candidates to fill the fall and spring one-semester Council vacancies. Since our last Executive Council meeting, one candidate has volunteered for the Fall 2014 vacancy. Warren Ruud spoke on behalf of the candidate. A motion was made, seconded, and approved by unanimous voice vote to move the Fall 2014 Contract Councilor Vacancy appointment to an Action Item (16 in favor, 0 opposed, 0 abstentions).

#### 2. **AFA Contract Rep. Fall 2014 Replacement Appointment to Fringe Benefits Committee**

Julie explained that Dianne Davis has a class conflict during Fall 2014 that prevents her from attending the Fringe Benefits Committee meetings (held the third Thursday of the month at 9:00 a.m.). She asked the Council for a volunteer to fill this seat for the fall only. There was a discussion about the Committee meeting schedule for the fall and the content of past meetings. There being no volunteers to fill the seat, Julie announced that contract faculty Councilors interested in attending the remaining Fall 2014 meetings (October and November) should forward their names to the AFA office by Thursday, October 2.

#### 3. **FACCC NorCal PT Governor Travel Funds**

Deirdre Frontczak will be attending the FACCC Part-Time Symposium on Nov. 1, in Southern California. In the past, when that conference was held in Northern California, AFA paid mileage expenses for several attendees, and our current budget has money set aside for that purpose. Since we won't be sending any additional attendees this year, she proposed that the Council consider using those set-aside funds to compensate Deirdre for her unreimbursed out-of-pocket expenses in representing AFA at FACCC throughout the year. The Council affirmed this budget change. A motion was made, seconded, and approved by unanimous voice vote to move this discussion to an Action Item (14 in favor, 0 opposed, 0 abstentions).

#### 4. **Measure H – Bond to Upgrade SRJC**

Julie explained that at the last Executive Council meeting, the Council heard a presentation by Dr. Chong on the upcoming bond measure. We will be discussing and considering the possibility of an endorsement of the measure at this meeting. There was a discussion about the District's contingency plan to accomplish needed campus improvements if the bond measure does not succeed. There was a discussion about the pros and cons of endorsement and the need for faculty oversight of the funds if the measure succeeds. There was a question about the District's list of priorities for bond funds. The Measure H webpage

([http://www.santarosa.edu/about\\_srjc/bond2014/](http://www.santarosa.edu/about_srjc/bond2014/)) contains some information, but that information is "categorized" rather than "prioritized." The Council discussed the wording of any potential endorsement. Council consensus was to use the wording, "AFA endorses a 'yes' vote on Measure H." A motion was made, seconded, and approved by unanimous voice vote to move the Measure H endorsement to an Action Item (14 in favor, 0 opposed, 0 abstentions).

5. **AFA Resolution to Endorse Board of Trustee Candidacy**

Julie explained that two interviews with the Board of Trustee candidates for Representative Area 2 (Petaluma/Penngrove) were recently conducted. Julie, Matt Murray, and Bud Metzger attended both interviews; Paulette Bell attended only the first interview. Based on those interviews and subsequent discussion, the team recommends that the Council endorse Kathleen Doyle. Matt and Julie explained the reasons for the team's recommendation to the Council. The Council discussed the qualifications and experience of the candidates and had further questions about the interviews. A motion was made, seconded, and approved by unanimous voice vote to move the Board of Trustee Candidate endorsement to an Action Item (14 in favor, 0 opposed, 0 abstentions).

6. **AFA PAC Contributions**

There was a discussion about whether the Council would be approving a contribution to Kathleen Doyle's campaign at this time. Due to time constraints, the Council's consensus was to hold off on this discussion until its next meeting (Oct. 8).

### ACTION ITEMS

1. **AFA Contract Councilor Fall 2014 Vacancy**

Having been moved from a Discussion Item, a motion was made and seconded to appoint George Sellu, Agriculture/Natural Resources faculty member, to the AFA Contract Councilor One-Semester Vacancy for Fall 2014. Sean Martin spoke on behalf of the candidate. There being no further discussion, the motion was approved by unanimous voice vote (16 in favor, 0 opposed, 0 abstentions).

2. **FACCC NorCal PT Governor Travel Funds**

Having been moved from a Discussion Item, a motion was made, seconded, and approved by voice vote to allocate AFA funds to compensate Deirdre Frontczak for unreimbursed travel expenses in attending FACCC meetings (13 in favor, 1 abstention).

3. **Measure H – Bond to Upgrade SRJC**

Having been moved from a Discussion Item, a motion was made and seconded to endorse a "yes" vote on Measure H, the bond to upgrade SRJC. There was a motion to amend the endorsement to include rationale for the endorsement. After discussion of the amendment, there was a call for a vote on the simple endorsement (without rationale) of a "yes" vote on the Measure. That motion was approved by unanimous voice vote (14 in favor, 0 opposed, 0 abstentions).

4. **AFA Resolution to Endorse Board of Trustee Candidacy**

Having been moved from a Discussion Item, a motion to endorse SRJC Board candidate Kathleen Doyle was made, seconded, and approved by voice vote (12 in favor, 0 opposed, 2 abstentions).

### OTHER REPORTS

1. **President's Report.**

Due to time constraints, this report was postponed.

2. **Treasurer's Report.** Paula Burks reported as follows:

a. 2013-14 Year End Report

- In looking at last year, overall *Revenue* was less than projected, but overall *Expenses* were also less than projected. As a result, the actual shortfall of \$4,068 was less than the projected shortfall for the year of \$22,613.
  - For June, the largest expense was the payment of the AFDAF (Adjunct Faculty District Activities Fund) expense for the year. The final amount for the AFDAF expense (\$19,202) was substantially less than the amount budgeted (\$29,000).
- b. July-August 2014 Report
- Due to the faculty salary increase and increased class offerings, income figures for July/August are up \$22,000 from last year. As a result, our projected *Dues* and *Service Fees Revenue* is most likely less than what we will actually receive.
  - With this increase in revenue, we are hopeful we will not have a year-end budget shortfall.
  - There were deductions for Board candidate donations from the AFA PAC Account.

The meeting was adjourned at 5:18 p.m.

Minutes submitted by Carol Valencia.