

EXECUTIVE COUNCIL MEETING MINUTES

September 9, 2015

(Approved by the Executive Council on September 23, 2015)

Executive Councilors present (noted by *):

*Karen Frindell Teuscher, <i>presiding</i>	*Molly Matheson	*Margaret Pennington
Filomena Avila	*Terry Ehret	*Jacqueline McGhee
*Paulette Bell	*Deirdre Frontczak	*Bud Metzger
*Denise Beeson	Andre LaRue	*Terry Mulcaire
Shawn Brumbaugh	*Michelle Hughes Markovics	*MJ Papa
		<i>Adjunct Seat Vacancy</i>

Officers/Negotiators/Appointed Positions present: Ted Crowell, Mark Ferguson

Staff members present: Candy Shell, Carol Valencia

Faculty members present: Bic Dovan, Joe Fassler, Laura Sparks, Erin Sullivan

The meeting was called to order at 3:08 p.m. in Mahoney Library, 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 4:01 p.m.

OPEN SESSION

Open Session reconvened at 4:09 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **Sick Leave for Adjunct Faculty.** Bud Metzger encouraged all faculty members to inquire about how their sick leave is handled by the District, especially if they are considering retirement. There are many variables that determine how sick leave is accrued, transferred and applied toward retirement.
2. **Pay Parity.** Paulette Bell asked the AFA Negotiating Team to reopen the topic of equal pay for equal work (pay parity between adjunct and contract faculty members) since she believes there is new money coming into the District's budget that would help address the inequity.
3. **Canvas Format for Online Courses.** Denise Beeson brought up a concern about faculty workload with the College-wide conversion to Canvas. Issues include payment for attending trainings and whether trainings are required. Other Councilors also brought up the use of the new CCC Online Education Initiative guidelines for evaluating online classes and the timeline for Canvas adoption. Mark Ferguson (AFA Conciliation/Grievance Officer) assured the Council that AFA is aware of the issues and is proactively working with the District to solve them.

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 26, 2015 Executive Council meeting as submitted (14 in favor, 0 opposed, 0 abstentions).

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

DISCUSSION ITEMS

- 1. AFA Executive Council Adjunct Faculty Representative Vacancy for 2015-16**

The AFA office sent out a call for interest in the vacant adjunct seat, and we have had one volunteer whose statement is in your packet. There was a discussion about the prudence of appointment rather than election for the vacancy since there is only one candidate. A motion was made, seconded and approved by unanimous voice vote to move this to an Action Item (14 in favor, 0 opposed, 0 abstentions).
- 2. Employment of Forensic Accountant**

Karen explained that the Council discussed the employment of a forensic accountant last spring. The consensus at the time was that the Council is interested in hiring a forensic accountant, with the understanding that the topic would be revisited in the fall. There was a discussion about how to find potential candidates for hire, the process for screening those candidates, the approximate cost of services, and the timeline for completion of the hiring. The Cabinet will move forward as soon as possible in creating a list of viable candidates to go before the Council for selection.

ACTION ITEMS

- 1. Election of AFA President Leave Replacement for Spring 2016**

As discussed at our last Council meeting, we have had one nomination for the AFA President Leave Replacement for Spring 2016. Karen asked for further nominations. There being none, a motion was made, seconded and approved by unanimous voice vote to appoint Sean Martin as AFA President for Spring 2016 (13 in favor, 0 opposed, 0 abstentions).
- 2. Election of Publications Coordinator for Fall 2015**

As discussed at our last Council meeting, we have had two nominations for the position of Publications Coordinator for Fall 2015. Karen asked for further nominations. There being none, paper ballots were issued to the Council. Ballots were counted by contract Councilor Michelle Hughes-Markovics, adjunct Councilor Terry Ehret and Candy Shell; Michelle Van Aalst was elected as Publications Coordinator for Fall 2015.
- 3. Appointment of AFA Representative(s) to District EEOAC for 2015-16**

Karen explained that we have one nominee for the AFA representative to the District Equal Employment Opportunity Advisory Committee for 2015-16. She asked for further nominations. There being none, a motion was made, seconded and approved by unanimous voice vote to appoint Mike Traina as the AFA representative to the EEOAC for 2015-16 (13 in favor, 0 opposed, 0 abstentions). She explained further that we are still looking for someone to act as the joint AFA/Senate appointee to this committee. There was a discussion about the committee's history, role, composition, and meeting schedule. (See link to [EEOAC](#) webpage.) Please forward the names of any potential appointees to the AFA office.
- 4. AFA Executive Council Adjunct Faculty Representative Vacancy for 2015-16**

This item was moved from a Discussion Item. A motion was made, seconded and approved by unanimous voice vote to appoint Dwayne Mulder, Philosophy faculty, to fill the Council vacancy for 2015-16 (14 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS

- 1. President's Report.** Karen Frindell Teuscher reported briefly on the following items:
 - There was a question and discussion about the posting of erroneous adjunct flex credit requirements on the Staff Resource Center website this fall. MJ Papa (Professional Development Committee member) explained that she brought this issue forward at the last committee meeting and there was a discussion about the committee sending out an email to all adjunct faculty members prior to each PDA day informing them of the requirements and how to calculate them. Another suggestion was to have the Staff Resource Center take the information off their website and, instead, refer faculty members to their faculty portals for the correct flex obligation information. If any adjunct faculty members were harmed due to the erroneous information on

the website this fall, please refer them to Conciliation/Grievance officer, Mark Ferguson, and he will work to effect a remedy.

- The fall retreat has been changed to Sunday, Oct. 25—location to be announced. If Councilors have agenda ideas, please send them in.

The meeting was adjourned at 4:52 p.m.

Minutes submitted by Carol Valencia.