

EXECUTIVE COUNCIL MEETING MINUTES

September 27, 2017

(Approved by Executive Council on October 25, 2017)

Executive Councilors present (noted by *):

*Karen Frindell Teuscher, <i>presiding</i>	*Ted Crowell	*Molly Matheson	*Mike Starkey
*Filomena Avila	Dianne Davis	*Bud Metzger	*Michelle Van Aalst
Denise Beeson	*Deirdre Frontczak	*Terry Mulcaire	*Sarah Whyllly
Paulette Bell	*Robert Jackson	*Margaret Pennington	*Albert Yu
*Shawn Brumbaugh	*Sean Martin	*Karen Stanley	

Negotiators/Appointed Positions present: Warren Ruud, Julie Thompson

Staff members present: Carol Valencia

Councilor-Elect present: Erin Sullivan

Faculty members present: Mas Imura

The meeting was called to order at 3:08 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.
3. **Cabinet Report.** This report and discussion were conducted in Closed Session.

Closed Session adjourned at 4:01 p.m.

OPEN SESSION

Open Session reconvened at 4:06 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **AFA Elections & Privacy.** Mike Starkey raised a concern about the protection of privacy for members because AFA uses Survey Monkey to conduct its elections. He added that the Senate is looking into using a Drupal election application for voting. AFA staff commented that AFA Council elections require that a name be tied to each ballot received in order to certify the election.
2. **Additional Adjunct Office Hours Funding.** Karen read an email concern: Gov. Brown approved additional funding for adjunct office hours in the 2017-18 budget. Will AFA negotiate an MOU so that we see these funds in our paychecks? In response, Karen explained that additional funding for adjunct office hours was part of the 2016-17 State budget and has already been applied to the hourly salary schedules (see http://www.afa-srjc.org/Contract/MOU/mou_art26_categ-fund-reinst.pdf). She has not heard anything about new funding for this year but will check into it.
3. **Assembly Bill 705.** Terry Mulcaire urged the Council to call on Gov. Brown to veto Assembly Bill 705. It sets a requirement for community colleges to ensure a one-year maximum time period for students to enter and complete transfer-level English and mathematics. It's supported by the California Acceleration Project. (For more information, see https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB705 .)

4. FACCC Part-Time Faculty Symposium. Deirdre Frontczak urged adjunct faculty members to attend the Faculty Association of California Community College's part-time faculty symposium this fall. It will be at DeAnza College, on Oct. 28. (For more information, see <http://www.faccc.org/event/part-time-faculty-symposium/> .)
5. Year-Round Scheduling and Lab Rates. Shawn Brumbaugh raised a concern about the stress and complexity of the new year-round scheduling process for those departments with a large number of lab courses. When his department (Biological Sciences) was working on the Fall 2018 schedule, they were told that the new lab rates "were being negotiated." Julie responded that we have an agreement regarding lab equity implementation with the District on the table, but there is no MOU. She agreed that any uncertainty surrounding the lab rates for next fall will result in a scheduling nightmare for departments.
6. Year-Round Scheduling and Electronic Schedules. Sean Martin raised another concern regarding the year-round scheduling. The Contract defines "offer" in such a way that some departments are saying they must put an instructor's name on the schedule when it's posted online even when that instructor has declined the assignment. He explained that this practice opens up a host of problems with Article 16, workload, etc.

MINUTES

Julie Thompson asked that a sentence be added to the end of the second member concern. With this addition to the minutes, a motion was made, seconded and approved by unanimous voice vote to approve the minutes from the September 13, 2017 Executive Council meeting as amended (15 in favor, 0 opposed, 0 abstentions).

(Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml> .)

DISCUSSION ITEMS

1. **AFA Proposed Budget, 2017-18**. Sean walked the Council through the proposed budget, noting the following:
 - Most of the budget figures are rolled over from last year. Last year we had a net revenue of \$31,000, and this year we have projected a net revenue of \$24,000.
 - The *Conference and Travel* budget was increased due to the value of the CCCI conferences and our desire to send more people.
 - The *Professional Fees: Legal* budget was increased in order to prepare for an anticipated need for more services from our attorney.
 - The *Events* budget was increased because we are planning to be more visible and have more opportunities to host faculty gatherings at our office. In addition, if fair share service fees are removed, there will be an increased need for communication with faculty.
 - Q: Will there need to be a new line item in the budget for the department liaison work this year?
 - A: Any extra work we pay adjuncts for would probably come from our *AFDAF Contribution* budget, and we have plenty of money in there. We will talk about the guidelines for this at our next Council meeting.
 - There being no further questions or discussion, a motion was made, seconded and approved by unanimous voice vote to move this item to an Action Item (15 in favor, 0 opposed, 0 abstentions).
2. **Department Liaisons Update**
 - Karen asked liaisons for an update on their contact with their adopted departments.
 - Several liaisons shared their plans to visit upcoming department meetings and other attempts at contact.
 - Karen encouraged all liaisons to make contact soon.
 - If questions come up regarding the status of our Contract and negotiations, the minutes from the last two General Meetings can be used to share information (see http://www.afa-srjc.org/1617/Meetings/Minutes/GM_minutes_052417.pdf and http://www.afa-srjc.org/1718/Meetings/Minutes/GM_minutes_083017.pdf).
 - Please bring back any questions you are not able to answer.

ACTION ITEMS

1. AFA Proposed Budget, 2017-18

- There being no further discussion, a motion was made, seconded and approved by unanimous voice vote to approve the proposed budget for 2017-18 (15 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS**1. Treasurer's Report: July & August 2017.** Sean reported as follows:

- The summer months are normally slow, and this summer was no exception.
- There were no questions about or discussion of the Treasurer's Report.

2. President's Report. Karen reported as follows:

- AFA is holding several social events for new faculty and adjunct faculty this fall (see below). You are all invited and we hope you will attend, schedules permitting.
 - Oct. 6 @ 10:30 and Dec. 1 @ 10:30 (get-togethers for probationary contract faculty).
 - Oct. 26 @ 3:00 and Oct. 27 @ 10:00 (get-togethers for adjunct faculty).
- Today there was a ribbon cutting ceremony for the ELS Language Center. This program is run by a private corporation using buildings on campus paid for with just under \$1 million of Measure H bond money. Please spread the word about ELS's presence and purpose on our campus to your faculty colleagues. A question about who will bear the overhead expenses of the program (insurance, utilities, etc.) was raised by the Council.
- There was a discussion about whether a thorough cost analysis of the international student program has ever been undertaken.
- There was a discussion about other new non-credit programs the College is advertising and promoting without faculty input. The need for communication to the College community about these practices was discussed.

The meeting was adjourned at 5:06 p.m.

Minutes submitted by Carol Valencia.