

EXECUTIVE COUNCIL MEETING MINUTES

December 12, 2018

(Approved by Executive Council on January 23, 2019)

Executive Councilors present (noted by *):

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|--|-----------------|----------------------|------------------------|
| *Karen Frindell Teuscher, <i>presiding</i> | *Claire Drucker | *Terry Mulcaire | *Erin Sullivan |
| *Filomena Avila | *Mike Ichikawa | *Jessica Paisley | Michelle Van Aalst |
| Paulette Bell | *Robert Jackson | *Margaret Pennington | *Sarah Whylly |
| *Shawn Brumbaugh | *Sean Martin | *Karen Stanley | <i>Adjunct Vacancy</i> |
| *Dianne Davis | *Bud Metzger | *Mike Starkey | |

Negotiators/Appointed Positions present: Mark Ferguson, Warren Ruud

Staff members present: Carol Valencia

The meeting was called to order at 3:05 p.m. in Lark #2004, 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**. None.

Closed Session adjourned at 3:55 p.m.

OPEN SESSION

Open Session reconvened at 4:04 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. Mike Starkey asked a question about the recent email message from the Payroll department regarding CalSTRS refunds. Warren Ruud explained that, as of 2015, CalSTRS gives refunds for any contributions beyond one year of service credit for the year. Formerly, any extra contributions went into a separate CalSTRS account.

MINUTES

There being no corrections or additions, the Council approved a motion made and seconded to approve the minutes from the November 28, 2018 Executive Council and General Membership meetings as submitted (15 in favor, 0 opposed, 0 abstentions).

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

DISCUSSION ITEMS

1. **Appointment of AFA Liaison to the Student Government Assembly (SGA)**
 - Karen explained that at our last meeting we approved this new liaison position. We now need to appoint someone for the position. She asked for nominations or discussion.
 - Sarah Whylly was nominated.

- There being no further nominations, 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. **Appointment of AFA Representative to the Instructional Technology Group (ITG)**
 - Karen explained that Sarah Whyllly is stepping down from this appointment because she can only be paid by AFA to serve on one committee. The meetings are held on the 2nd/4th Thursday from 9:00-10:30 am. This appointment can be filled by a Councilor or another AFA member. Please let AFA staff know of any nominations. It will remain open until filled.
 3. **Appointment of AFA Representative to the Equal Employment Opportunity Advisory Committee (EEOAC)**
 - This item was added as a new Discussion Item.
 - Karen explained that Michelle Van Aalst is stepping down from this appointment because she has been appointed to another District committee to represent faculty interests. The meetings are held on 1st/3rd Friday mornings. We need a strong person on this committee to represent our interests. It will remain open until filled.
 4. **Report of Department Liaisons regarding Membership Drive**
 - Karen explained that this follow-up discussion was scheduled at our retreat in October.
 - Karen reported that she sent an email message to the chair of her liaison department asking if she could attend a department meeting. She was invited and attended their meeting last Friday. She brought membership forms with the *10 Reasons to Join AFA* document copied on the back side. Since there were not many adjunct faculty members at the meeting, she asked the chair to distribute the forms to the adjunct non-members. For the one full-time non-member she signed up to recruit, she went to the faculty member's office hour, helped the faculty member fill out the form, and then brought it back to the AFA office.
 - Sean Martin reported that he will be visiting his liaison department in January. One of the full-time people he signed up to recruit came to the AFA coffee hour and signed up then. He is also preparing an individual packet for each person on his recruitment list with a return envelope to AFA. He can send a copy of that letter to anyone who is interested.
 - Dianne Davis reported that she has contacted her liaison department several times with no response. For her individual recruitment people, she started with an email message/phone call, and then followed up in person.
 - Filomena Avila reported that the adjunct faculty were harder to get hold of, but she was able to get everyone on her recruitment list to complete a membership form.
 - Terry Mulcaire reported that he was successful with a couple of adjunct faculty members on his list.
 - Jessy Paisley offered to come to her liaison department's meeting but was told that they would let her know if they needed anything.
 - Margaret Pennington reported that she will be going to faculty member offices during office hours and bringing membership forms to them.
 - Shawn Brumbaugh explained that sometimes it's useful to recruit an AFA-friendly ally in the liaison department to help you.
 - Karen explained that we recently learned that Deepa Desai (Payroll Manager) meets with every newly hired faculty member to go over retirement options. We are thinking that with SB 204 (see http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180SB104) we can "invite" ourselves to those meetings. She will find out when the meetings will be held and create a list of people who might be willing to attend. Some unions have a "membership chair" so we might consider that option in the future.

ACTION ITEMS

1. **Appointment of AFA Liaison to the Student Government Assembly (SGA)**
 - This item was moved from a Discussion Item.
 - A motion was made, seconded and approved by unanimous voice vote to appoint Sarah Whyllly as the AFA Liaison to the Student Government Assembly for 2018-19 (15 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS

1. **President's Report.** Karen reported briefly on the following items:

- We have heard back from both of the Butte College unions and have sent off our donation checks to them.
- Thank you to Mike Ichikawa for his one-semester service on the AFA Council. We hope to see him back with us soon.

2. Committee Reports:

- District Online Committee (DOC): *Erin Sullivan*
 - Most of the discussion this semester has been about SRJC's participation in the California Virtual Campus Online Education Initiative (http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180SB104). They are hoping that all community colleges will participate so that students can have many options for taking courses that will be easily transferable.
 - In early spring semester, there will be a SRJC self-study and town hall meeting. Please participate if you can.
 - The tag line for this program is "Finish Faster Online," and we will be seeing lots of advertising.
 - There was a question about whether students will have to request individual transcripts for this program or not.
 - There was a discussion about concerns surrounding workload, scheduling, academic freedom and the centralized control of the program.
- Instructional Technology Group (ITG): *Sarah Whyllly*
 - This fall the focus has been on the new software interface for the Program and Resource Planning Process (PRPP). It's being paid for by bond money.
 - She has concerns about the District's software purchases and faculty privacy rights. She believes we need to push to get copies of any newly signed contracts in order to take a look at them.
 - The committee also looked at the new portal interface and will tour the new media rooms in Doyle Library (for both faculty and student use).
- Student Government Assembly (SGA): *Sarah Whyllly*
 - The student housing plan is moving forward. The Board recently approved a Request for Quotation for builders for the project.
 - The students passed a resolution regarding the Dream Center staff. The Center staff is being required to do many other things which leaves the Center understaffed for students. They would like AFA's support in this matter.
 - Sarah did a presentation on the effects the new funding formula could have on students using information provided at the CCCI conference this fall. The students have concerns and would like to partner with AFA on this.
 - The students attended their General Assembly (statewide meeting) this fall. There was a No Confidence Resolution for Chancellor Oakley that SRJC voted for but did not pass.
 - Students will now have a representative on the SRJC Planned Giving/Gifts Committee. Hopefully, that will result in some improvement.

The meeting was adjourned at 4:58 p.m.

Minutes submitted by Carol Valencia.