



santa rosa junior college
All Faculty Association

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

EXECUTIVE COUNCIL MEETING MINUTES

February 26, 2020

(Approved by Executive Council on March 11, 2020)

Executive Councilors present (noted by *):

*Sean Martin, <i>presiding</i>	*Deirdre Frontczak	*Matthew Martin	*Karen Stanley
Ashley Arnold	*Robert Jackson	*Jacqueline McGhee	*Erin Sullivan
*Paulette Bell	*Steven Kessler	*Bud Metzger	*Kat Valenzuela
*Shawn Brumbaugh	*Laura Larqué	*Jessica Paisley	*Sarah Whylly
*Claire Drucker	*Erica Lohne	*Margaret Pennington	

Negotiators/Appointed Positions present: Mark Ferguson, Karen Frindell Teuscher, Warren Ruud, Julie Thompson

Councilors-Elect present: Brenda Flyswithhawks

Staff members present: Carol Valencia

The meeting was called to order at 3:06 p.m. in Kunde #113, 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 4:02 p.m.

OPEN SESSION

Open Session reconvened at 4:03 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. Faculty Electronic Workload. A member concern regarding workload was brought forward. The time breakdown for all faculty electronic work (such as responding to email messages) needs to be re-examined.
2. Emergency School Closures. A member concern was raised regarding the academic calendar. A plan is needed to account for future school closures (especially during the fall semester fire season).

MINUTES

There being no corrections or additions, the Council approved a motion made and seconded to approve the minutes from the January 22, 2020 and February 12, 2020 Executive Council meetings as submitted (17 in favor, 0 opposed, 0 abstentions).

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

DISCUSSION ITEMS

1. **Reporting of Member Concerns in AFA Executive Council Minutes**
 - Sean explained that we are re-thinking our current practice of publishing in our minutes the names of people who bring forth member concerns. There are concerns that publishing the names might

make faculty members vulnerable to retaliation. We want people to be able to speak freely and openly without such fears.

- There was a discussion about how including names allows us to address those concerns and leads to greater transparency. However, names could be included upon the request of the faculty member and would still be available via the "rough notes" of meetings.
- The Council voted to eliminate the names of faculty members from member concerns unless a request is made to have the name included in the published minutes.

2. **Jobs with Justice Membership**

- Sean summarized the benefits of AFA becoming a member of Jobs with Justice.
- There was a discussion about the dues cost (approximately \$1,000/year) and need for 1-2 Councilors to attend every-other-month meetings. Steven Kessler and Laura Larqué volunteered to attend the meetings.
- Sean added that we will also need to have a certain number of people sign pledge cards where they agree to participate in "five fights per year that are not your own."
- A motion was made, seconded and approved by unanimous voice vote to move this item to an Action Item (17 in favor, 0 opposed, 0 abstentions).

ACTION ITEMS

1. **Appointment of Secretary-Treasurer, Spring 2020**

- Sean explained that there is one nominee for this Spring 2020 vacancy.
- There being no further nominations, a motion was made, seconded and approved by unanimous voice vote to appoint Jacqueline McGhee as Secretary-Treasurer for Spring 2020 (17 in favor, 1 opposed, 0 abstentions).

2. **Election of Officers, Negotiators and Other Appointed Positions for 2020-21: Secretary-Treasurer, TREG Negotiator, Data Analyst, Financial Analyst**

- Sean explained that there is one nominee for Secretary-Treasurer for 2020-21. There being no further nominations, a motion was made, seconded and approved by unanimous voice vote to appoint Jacqueline McGhee as Secretary-Treasurer for 2020-21 (17 in favor, 1 opposed, 0 abstentions).
- Sean called for nominations for the TREG Negotiator for 2020-21. Warren Ruud was nominated. There being no further nominations, a motion was made, seconded and approved by unanimous voice vote to appoint Warren Ruud as TREG Negotiator for 2020-21 (17 in favor, 1 opposed, 0 abstentions).
- Sean called for nominations for the Data Analyst (Salary Study) Negotiator for 2020-21. Warren Ruud was nominated. There being no further nominations, a motion was made, seconded and approved by unanimous voice vote to appoint Warren Ruud as Data Analyst for 2020-21 (17 in favor, 1 opposed, 0 abstentions).
- Sean called for nominations for the Financial Analyst for 2020-21. This position will be paid on an hourly basis for actual work done. We are looking for someone who is willing and able to learn how to dig up budget and financial information. It is a very important role in assisting the negotiations team. This person does not have to be on the negotiations team or on the Executive Council. Please let AFA staff know if you learn of someone who is interested. This position will remain open until filled.

3. **Jobs with Justice Membership**

- This item was moved from a Discussion Item.
- There being no further discussion a motion was made, seconded and approved by unanimous voice vote to join North Bay Jobs with Justice, effective immediately (17 in favor, 0 opposed, 0 abstentions).

PRESENTATION

1. **Draft Changes to Procedure 2.2P & 2.2.2P (Sarah Laggos, Director, SRJC Foundation and Brenda Dixon, Executive Assistant, Human Resources)**

- Sarah and Brenda are members of the Management Team Liaison Group (MTLG) and are attending the meetings of various constituent groups to gather input about the proposed changes to these

procedures. The MTLG is comprised of five managers who meet together monthly, regularly meet with Dr. Chong, revise SRJC policies and procedures, and advocate to support managers at SRJC.

- The MTLG took these two procedures to College Council for revisions and are now visiting those groups who requested further input on the proposed changes.
- Board Procedure 2.2.2P is a listing of titles for the management team. This list was revised to reflect the changes that were put in place in 2016 after a management salary study was conducted by an outside organization.
- Board Procedure 2.2P contains guidelines and procedures for management team employees. Changes that were made include a clean-up of the language and a reorganization of the procedure structure.
- Questions & Comments:
 - Q: How does the number of administrators compare before and after the Early Retirement Incentive? How many positions were eliminated, and how many are currently open?
 - A: Six were eliminated by the Board in January, and Dr. Chong has announced several more eliminations. We do not know the total number that have been eliminated nor how many remain open.
 - Q: What is the salary difference between the former Dean III positions and the current Senior Dean positions?
 - A: After the 2016 classification study, the Dean I, II, III titles were changed to Dean, Associate Dean and Senior Dean. Even though the titles were changed, this Procedure was never updated, so we are updating it now. We do not know the salary difference between the former and current titles.
 - Comment: This seems to imply salary increases and is troubling given the College's current budget problems.
 - Comment: This document (2.2.2P) does not reflect the re-organization changes. We don't want to see and consider a document that is already out-of-date. We want to see a current, correct document.
 - A: We do not know how long the re-organization will take, so we are moving forward with these changes even though the document does not reflect the current status.
 - Q: In paragraph V.D (Maintenance and Establishing New Faculty Service Areas), it says that educational administrators can "work with appropriate departments...to teach or provide other academic service in a discipline..." Does that mean they can just say they want to teach in a new FSA? Also, can they teach in a department without being hired by that department?
 - A: There is a process for administrator retreat rights in Ed Code and other Board policies. That is what would be followed.
 - Q: In paragraph V.C (Overload Assignments), it talks about overload assignments for administrators. How does that work with right of assignment, rights to classes, compensation and salary placement? These are all things in and subject to the AFA/District Contract.
 - A: We are going to add some language to the Procedure that says that the AFA Contract should be followed if the subject is addressed in the Contract.
 - Comment: I see five percent increases for managers all over this document, but there is no indication of what the dollar affect of these increases would be. Faculty salaries are now capped. We need full transparency on these raises and real accurate numbers.
 - Comment: With the revision of this procedure, we have an opportunity to make significant changes in language so that the old practices and culture can be replaced with a healthier one. If we don't do that, we will have missed an important opportunity. One example is how managers should not be providing "educational leadership." Educational leadership should come from faculty.
 - Comment: This document should distinguish between Educational Administrators and Classified Administrators. In this document, they are lumped together and create a top-down style of leadership that is problematic. We also need to clarify the roles of educational administrators so they are not stepping on faculty purview. Language such as "administrators formulate policy and procedures" needs to be eliminated. That is not shared governance.
 - Comment: We advocate for a slowing down of this approval process and a stop to the inflation of management salaries.
 - Comment: Perhaps this big procedure should be broken down into multiple, smaller procedures.

- Comment: I would like to address the “me too” language in here that gives managers the same raises as those negotiated by and for faculty. AFA does the work to get faculty raises, spending many hours and lots of money, and then the managers get to benefit from that work at the same time they’re working against it. And then, on top of it, this procedure gives managers more raises on top of the Rank 10 raises they receive. That is very bad optics for our college right now.
- Comment: I would like to comment on the function of the MTLG where managers negotiate with other managers for their own benefit. It is self-serving and offensive.
- Sean closed the discussion by asking the presenters if AFA can provide its edits so that the Procedure can be revised and re-presented at a later date.

OTHER REPORTS

1. **President’s Report.** Eliminated due to time constraints.
2. **Treasurer’s Report:** January 2020
 - This written report was provided in the meeting packet.

The meeting was adjourned at 5:08 p.m.

Minutes submitted by Carol Valencia.