



santa rosa junior college  
All Faculty Association

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

## EXECUTIVE COUNCIL MEETING MINUTES

April 12, 2023

(Approved by the Executive Council on April 26, 2023)

Executive Councilors present (noted by \*):

* Sean Martin, <i>presiding</i>	* Erica Lohne	* Salvador Rico	* Kat Valenzuela
* Ashley Arnold	* Dawn Lukas	* Emily Schmidt	* Michelle van Aalst
* Anne Donegan	* Steven Kessler	* Ivan Tircuit	* Ethan Wilde
* Wayne Downey	* Siobhan McGregor-Gordon	* Dawn Urista	* <i>vacant associate</i>
* Brenda Flyswithawks	* Venona Orr	* Carlos Valencia	

Negotiators/Appointed Positions present: K. Frindell Teuscher, Casandra Hillman

Councilors-Elect present: Bitu Bookman

Staff members present: Stephanie Simons

The meeting was called to order at 3:05 p.m. in PC 641, on the Petaluma campus and via Zoom conferencing.

### 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 4:00 p.m.

### OPEN SESSION

Open Session reconvened at 4:01 p.m.

### MEMBER CONCERNS WITHIN AFA'S PURVIEW

- 1. Upcoming opportunities to support NBjwJ.** On Friday, April 14 at 4:30pm, hotel workers at the Hyatt in Sonoma will be picketing for better working conditions. The location is at 3<sup>rd</sup> Street and Railroad Square. Contact Steven Kessler for more information. There are two events on Friday, April 21. The annual *We the Future* social justice conference will occur from 9:00 am-2:30 pm in Petaluma. The keynote speaker will be Christian Smalls, founder and leader of the Amazon Labor Union. In addition, there will be a presenter from North Bay Jobs with Justice. Later in the afternoon at 4:00 pm, there will be an action in support of farmworker's rights, mostly around the theme of disaster pay. Farmworkers lose pay when there are disasters and at other times they are forced to work in those situations without commensurate pay. The location of this event is being withheld until the last moment. Contact Steven Kessler with questions.

### MINUTES

A motion was made and seconded to approve the minutes from the March 29, 2023 Executive Council meeting (18 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

### DISCUSSION ITEMS

#### **1. Nominations of AFA Representatives to District-wide Committees for 2023-24**

- Sean explained that Councilors are expected to volunteer to serve as an AFA representative to at least one District-wide committee or Council standing committee ([http://afa-srjc.org/Policies/councilor\\_duties.pdf](http://afa-srjc.org/Policies/councilor_duties.pdf)). The 2022-23 list of positions was displayed. Councilors were invited to send their preference(s) to staff.

- Associate faculty are paid for service on one District-wide committee.
- Executive Council members receive priority appointment, though any member can participate.
- AFA provides guidelines on duties as an AFA representative to a committee.
- Nominations were opened and will remain open until the April 26 meeting.
- Nominations made:
  - Venona Orr – Fringe Benefits
  - Anne Donegan – Strategic Growth
  - Emily Schmidt – PDC (associate)
  - Ivan Tircuit – EEOAC
  - Ashley Arnold – Department Chair Council Liaison, Fringe Benefits
  - Dawn Urista – Fringe Benefits as member representative
  - Steven Kessler – Sabbatical Leaves, Petaluma Faculty Forum Liaison
  - Brenda Flyswithawks – Parking And Transportation
  - Siobhan McGregor-Gordon – ISSC/SEC or SGA

## **2. Fall 2023 Reassigned Time Request**

- The fall reassigned time proposal for AFA Officers was projected.
- Sean explained one newly-elected member of the cabinet, who will be serving in two roles, has a total reassigned time of 85% which is prohibited by AFA policy. Both positions have a requirement to attend weekly Cabinet meetings, which amounts to approximately 5% reassigned time. It is inequitable and unethical to double bill for identical work. Cabinet suggests that this be a justification for the reduction of the reassigned time by the amount of 5%.
- Sean called for discussion or questions.
- Questions & Comments
  - Q: Is this reduction listed in the AFA policies or is it documented in past practice?
    - ⇒ A: The policies state no AFA representative will receive more than 80% reassigned time, and AFA has a past practice of paying only once for work completed.
  - C: It would benefit the diversity of the Council to enact an elections policy that prevents a person from holding multiple positions on the Cabinet or Negotiations team. Such a policy would have the added benefit of negating the current issue of exceeding the reassigned time cap.
  - C: If the 80% reassigned time cap is due to an AFA policy requiring at least 20% be devoted to teaching, the question should be what's more important - that the person teach one class or that the person get paid for their work?
    - ⇒ Sean clarified that the language in the reassigned time policy does not depend upon the rationale for the policy. The rationale for this particular reduction is that that the work done in Cabinet is identical for each position, and double billing for identical work is neither equitable nor ethical.
- Sean decided that more information about AFA's past practice and discussion amongst the Cabinet is required before the discussion is continued at the Executive Council meeting on April 26.

## **3. Draft AFA Fall 2023 Calendar**

- The AFA calendar was presented for review, and Sean noted the following dates:
  - Fall Retreat – tentatively scheduled for either Friday, September 8 or 29, 2023
- Sean called for discussion or questions.
- Question: When is the Academic Senate retreat?
  - ⇒ A: *(from the Academic Senate President)* It is not yet scheduled, but August 30 is under consideration.
- There was a discussion in favor of the retreat occurring on Friday, September 8, 2023.
- There being no further discussion, a motion was made and seconded to move this item to an Action Item.

## **4. Nomination of AFA Representative to the Enrollment Management Academy**

Sean explained that the District invited AFA to have a representative at the Enrollment Management Academy conference. The conference will occur on July 17-20 in San Diego, and is hosted by UCSD. AFA will be joined by Senate and Department Chair representatives.

- The due date for appointment is April 21, which occurs before the next Executive Council meeting.
- Sean requested the Council add this item to the Agenda.
- There being no objections to adding the agenda item, he called for nominations.
- Casandra Hillman was nominated.

- There being no further nominations, a motion was made and seconded to move this item to an Action Item.

### **ACTION ITEMS**

#### **1. Appointment of Executive Council Candidates per AFA Bylaws, Article II, Section 2.D.**

On March 29, two candidates were presented for an associate Councilor position that went unfilled during the annual elections. One nomination was rescinded, leaving one candidate for the position. The AFA bylaws give the option to appoint an eligible candidate to an uncontested seat.

- There was a discussion regarding appointment of the candidate, Christine Soldate.
- A motion was made and seconded to appoint the candidate.
- By show of hands, the Council voted unanimously to appoint Christine Soldate to the seat.

#### **2. Appointment of AFA Representative (associate) to the Professional Development Committee (PDC)**

- This item was presented at the March 29 meeting. A call was made for further nominations.
- There being no further nominations, a motion was made and seconded to appoint the candidate to the vacancy.
- A vote of the Council was conducted by show of hands.
- The Council voted unanimously to appoint Dawn Lukas to the vacancy.

#### **3. Draft AFA Fall 2023 Calendar.**

- This item was moved from a Discussion Item.
- The retreat was scheduled for September 8.
- There being no further discussion, a motion was made, seconded and approved by unanimous show of hands to approve the calendar with retreat date as noted.

#### **4. Nomination of AFA Representative to the Enrollment Management Academy**

- This item was moved from a Discussion Item.
- A motion was made and seconded to appoint the candidate to the position.
- A vote of the Council was conducted by show of hands.
- The Council voted unanimously to appoint Casandra Hillman as AFA Representative to the Enrollment Management Academy.

### **OTHER REPORTS**

#### **1. President's Report.**

- Single Tier Faculty Workplace.
  - A flier from FACCC was distributed to Councilors in the AFA Resources Packet. The flier advertises a meeting to discuss moving to a single tier faculty system.
  - Members may contact AFA staff for a copy of the flier.
  - Contact Deirdre Frontczak with any input you'd like to share: [dfrontczak@santarosa.edu](mailto:dfrontczak@santarosa.edu)
- Emeritus: Health, Safety, and other Working Conditions.
  - Sean explained the discontent around the terrible disrepair of the Emeritus building. The disrepair affects both working and learning conditions, extending the issue beyond AFA.
  - AFA has been working with District representatives to discern what steps the District has taken to remedy the conditions that are a result of decades of neglect.
  - List of repairs the District has completed thus far:
    - Air Testing – the report came out clean; some mold removed; windows are being repaired - many were sealed shut and others were unsafe; light bulbs replaced with LEDs; pest abatement services are ongoing; annual deep clean scheduled; door locks repaired
  - Forthcoming plans:
    - Wall repairs are scheduled for between spring and summer. This includes the repair of holes and full panels. Some repairs may have to wait for roof to be repaired. The roofing project is projected for summer. Stains on walls will be cleaned. Bathrooms will be given a "facelift" – if a full remodel is done, the state architects must be used at great expense, so the tiles will be cleaned and sealed, and the plumbing repaired.
    - Replacement of the HVAC system is not likely to occur before the fall semester starts. Vents will be thoroughly cleaned when HVAC is replaced. Light covers are being ordered (manufactured).
  - What is Needed:
    - More regular deep cleaning; plumbing issues need repair; increased faculty bathroom access; cleaning of all ducts and vents upon replacement of HVAC; window coverings; media and class tech replacements; more regular maintenance of locks, etc.
  - Questions & Comments

- C: Is any of this considered an accessibility issue? And would that then encourage the District to expedite the repairs?
  - ⇒ A: Yes, these issues are mandatory. There have been crews working to address the issues. Emeritus was on the top of the list for measure H funding but did not make the cut.
- C: It is both the upstairs and downstairs faculty toilet not flushing. There is no evidence that there has ever been an annual deep cleaning; staining on the walls and ceilings remain from year to year.
- Sean announced that this topic will return as a discussion item.
- Earthquake preparation.
  - Colleagues have reminded AFA that faculty members need updated training for earthquake preparedness.
  - What is the District doing:
    - Planning to restore participation in the Great Shakeout
    - Improved Risk Management Plan (e.g. hired Doug Kuula to consult)
    - Develop Comprehensive Online Emergency Resources.
  - What can AFA do:
    - Develop a plan for earthquake response for our Executive Council gatherings
    - Receive training via Dawn Carter, *Emergency Management Specialist, District Police*. This will help mitigate or minimize harm.
    - Ideas from members are welcomed.
- North Bay Jobs with Justice. Sean explained there are several opportunities to show support for NBJwJ and its projects. The schedule of events will be available on the AFA website or by emailing [smartin@santarosa.edu](mailto:smartin@santarosa.edu).
  - NBJwJ offers fun and engaging events where one can take part in efforts to improve working conditions within our community. Because AFA is an affiliate member, we can count on NBJwJ to support AFA should it be needed.
  - **Friday, April 14:** Hotel Worker Action: Join the picket line! Hyatt Regency Sonoma, 4:30 pm, Corner of 3<sup>rd</sup> and Railroad
  - **Thursday, April 20:** Attend *Climate Action Night* where two groups will be speaking on our farmworker and climate justice campaigns. 4:30-6:30 pm, in Bertolini Student Center.
  - **Friday, April 21:** The day before Earth Day, farmworkers are taking action against one of the industry's most harmful bad actors who has proven again and again that the company is bad for the workers and bad for the Land. Worker leaders are calling on community members to join and support. Email [davida@northbayjwj.com](mailto:davida@northbayjwj.com) for location details
  - **Monday, May 1:** March in Solidarity for Immigrant and Workers' Rights, 3:00 pm at Mitote Food Park, 777 Sebastopol Road, Santa Rosa (Roseland)
  - **Sunday, July 30:** NBJwJ Awards and Fundraiser. AFA will have limited tickets. Additional Tickets are \$35

**2. Treasurer's Report.** This report was postponed until April 26.

The meeting was adjourned at 5:04 p.m.

Minutes submitted by Stephanie Simons.