



santa rosa junior college
All Faculty Association

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

GENERAL MEMBERSHIP MEETING MINUTES

May 10, 2023

(Approved by the Executive Council on August 23, 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, Jessy Paisley

Staff members present: Stephanie Simons

The meeting was called to order at 4:25 p.m. in in Doyle 4327, on the Santa Rosa campus and via Zoom conferencing.

2023 Tentative Agreement (K. Frindell Teuscher, AFA Chief Negotiator)

K. Frindell Teuscher reviewed the work accomplished by the negotiations team this year.

• Highlights

- Rank 10 Salary increase 6.6%
 - This is an average that depends on the Step.
 - It is subject to the governor's May Revise and final state budget. The governor's office announced an 8.13% COLA in February.
 - The faculty share the COLA with the District, and as a result, the District does not ask for concessions on other points, such as reduced benefits.
 - The new salary schedule document was shared with the membership.
- Fully paid health benefits for associate faculty with 40% load
- Open enrollment is in September, if not already enrolled.
 - Q: What will happen with the current monies in the AMBP?
 - ⇒ A: There is a surplus in the AMBP. The 1% deduction previously required of associates will remain for the next year as a buffer. We hope at the end of the upcoming academic year, the money will be distributed as an off-schedule bonus, but it is not confirmed.
 - Q: A member asked if the funding will be ongoing or temporary.
 - ⇒ A: It is believed to be ongoing.
 - Q: When does this plan take effect?
 - ⇒ It takes effect immediately for those who are currently enrolled, but those not currently enrolled must go through open enrollment.
- PGI process revision
 - The new process will be fair and equitable with less units required to advance.

• Changes

- Article 8: FLEX
 - The departmentally determined PDA day (usually Tuesday after MLK holiday), has been converted to six hours of FLEX. It was replaced with the addition of six hours of required DEIAA professional development.
- Article 10: A new dental carrier will be sought to replace the current self-insured dental plan. The current plan is administered by SRJC employees.
- Article 13:

- Departmental release time
 - It is calculated for the next three years, with very little change for most departments.
 - Q: How was the change calculated and how can we see what the change was?
 - ⇒ A: You can compare the markup to the clean language in the TA. The formula doesn't change, only the current data set, which is gathered from recent semesters.
- This article underwent a language change to clarify that faculty do not play day-to-day supervisory roles to classified staff, but do participate in evaluations.
- Article 17: Job descriptions were updated for Counseling, DRD, and Athletic Trainers.
- Article 21: The PGI Committee has created a menu of PGI activities.
 - All listed activities are pre-approved and apply to all faculty.
 - The menu will be available on the PGI website.
 - Q: If a faculty member has been at Step 20 for many years, can they apply to move to Step 28 to match length of service?
 - ⇒ A: Anyone who has been stuck on Step 20 for an amount of time can apply to immediately move to Step 24, but not Step 28.
 - The number of required units has been lowered from 15 to 10
 - In the ten categories, faculty can complete up to 7.5 units from one category and the other 2.5 must be from another category.
 - The submission goes to the Dean, not the PGI committee.
 - C: A Councilor commented that this process is much easier than in the past
 - C: A member agreed with the Councilor and encouraged all faculty to apply for PGI.
- Article 22: Changes to FLEX
 - A day of PDA was replaced with six hours of required DEIAA related activities
 - Updated FLEX obligation: (30) hours per year, including:
 - (12) hours PDA, (18) hours FLEX
 - Six of the eighteen is as DEIAA
 - AFA is working on PDA for associate faculty, resolving issues with SIS that prevent this change.
- Article 29: revised NOA forms and absence reporting. The article was full of contradictions and outdated language.
 - Q: Is attendance at an Academic Conference require an NOA?
 - ⇒ A: No, it does not. It is considered a work day.
- Article 31: primarily for associate faculty
 - Access to office space: if there is not a space available, the District guarantees a secure space for personal belongings.
 - Q: How will the District address the issue of ADA compliance when assigning office space?
 - ⇒ A: Ask an AFA representative to join you in these conversations with the District.
 - Key or Key Card Access to classrooms and facilities.
 - Pilot Program: District-provided Laptops for associate faculty
 - Associate faculty with 40% online or hybrid load will be offered use of a District laptop.
 - There is an agreement to expand this option to all faculty, if resources allow, in the future.
 - Ready in Fall 2023.
 - Q: Will associates have to proactively request this benefit?
 - ⇒ A: We have not yet developed the process for distribution.
 - Q: Has IT been involved in this conversation?
 - ⇒ A: Yes. We asked for all associates with 20% load to receive laptops and the District countered with 40%, after consultation with the IT department. That figure represents what IT can offer based on current staffing.
- Article 32: Office hours can be held remotely.
 - Online instructors can hold all of their office hours remotely
 - In-person instructors can hold 50% of their office hours remotely
 - Remotely means on Zoom, over email, other distanced communication
 - Office hours can be held in a publicly-accessible District site
 - Office hours must be posted in the portal
 - Q: Do remote office have to be synchronous?
 - ⇒ A: No, they do not. They can be by-appointment or via email, etc.
- MOUS completed this year. K explained that there were not many MOUs this year, and that's a good thing. MOUs are completed when there is immediate need for change to occur before the faculty has an opportunity to vote on a change of contract language in May when the T.A. is presented.

- This year's MOUs include job descriptions for two special assignments, one for allied faculty, and one for a numbering typo.
 - SLO Coordinators
 - Dance Coordinator
 - Counseling: This department has a different format than instructional assignments. The job description was updated and anti-racist language was added. This was put into effect via an MOU so the department could start scheduling for the next year.
- Future Negotiations
 - Class size: Focus will be on workload and financial interest
 - CE Coordinator compensation – current language need to be more specific
 - Special Assignment Job Descriptions – a continuing project
 - Self-evaluation with peer review option – has been extended via a Side-Letter while consultation with the Academic Senate continue
 - CDCP Workload Study to get pay parity for CDCP instructors
- Thank you to:
 - the Negotiation Team: Leticia Contreras, Sean Martin, Siobhan McGregor-Gordon, Anne Donegan, Emily Schmidt, Carlos Valencia
 - the Executive Council
 - the AFA Staff
 - the District's stellar negotiator, Josh Adams
 - Casandra Hillman for her work at Conciliation-Grievance Officer.
- There is a new graphic format for the T.A. summary.
- The Council agreed to present the T.A. to the Membership.
- The T.A. and ballots will be released at 5pm.

The meeting was adjourned at 4:51 p.m.

Minutes submitted by Stephanie Simons.