



santa rosa junior college  
All Faculty Association

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

## EXECUTIVE COUNCIL MEETING MINUTES

August 31, 2022

(Approved by Executive Council on September 14, 2022)

Executive Councilors present (noted by \*):

*Sean Martin, <i>presiding</i>	*Brenda Flyswithawks	*Emily Schmidt	*Michelle van Aalst
*Ashley Arnold	*Deirdre Frontczak	*Ivan Tircuit	*Ethan Wilde
*Leticia Contreras	*Erica Lohne	*Dawn Urista	*Associate vacancy
*Anne Donegan	*Steven Kessler	*Carlos Valencia	*Associate vacancy
*Claire Drucker	*Salvador Rico	*Kat Valenzuela	

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

Staff members present: Stephanie Simons

The meeting was called to order at 3:03 p.m. in Doyle 4520, 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 4:05 p.m.

### OPEN SESSION

Open Session reconvened at 4:10 p.m.

### MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. Zoom broadcast of Executive Council open session. A member requested that AFA open session meetings be broadcast via Zoom for members who cannot attend in-person. In general, a Zoom broadcast may increase participation, and demonstrates union support of faculty via inclusivity of all members.
2. Zoom broadcast of Executive Council open session. A member advocated for offering a Zoom broadcast for the open session of Executive Council meetings to be more inclusive of those unable to meet on campus.
3. Zoom broadcast of Executive Council open session. A concerned member requested the open session of Executive Council meetings be broadcast via Zoom because attendance in-person can be difficult for some associate councilors who cannot control their scheduling location/time.
4. Dental plan administrator. A member voiced concern that the third-party administrator of the faculty dental benefits plan has changed, due to a company merger, from Arrow to Redwood Health Services. The member has experienced difficulty working with the company since the merger. Of concern is that faculty has not been notified of the change, which prohibits faculty the opportunity to discern if this new organization has the appropriate experience and credentials to administer the faculty dental benefits plan.

## MINUTES

There being no corrections or additions, a motion was made and seconded to approve the minutes from the May 9, 2022 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. Associate Councilor Vacancies, (1) Fa22-Sp23 and (1) 22-24 Term

- The call for nominations ran Aug. 11 – Aug. 26. There are multiple candidates for this vacancy.
- The candidates are:
  - Wayne Downey, Psychology
  - Dawn Lukas, English
  - Venona Orr, KAD
- Discussion regarding appointment or election was opened.
- A motion was made and seconded to fill the two-year 22-24 Term vacancy by appointment. This item was moved to an action item.
- A motion was made and seconded to fill the one-year 22-23 Term vacancy by appointment. This item was moved to an action item.

### 2. Nominations for Associate At-Large Negotiators

This item fills a vacancy created by the transition of two associate faculty members into contract positions. Of note is the confidentiality of the positions. Both positions must be filled by associate faculty. The job description is found on the AFA website: [http://www.afa-srjc.org/Policies/negotiators\\_duties.pdf](http://www.afa-srjc.org/Policies/negotiators_duties.pdf). Nominations will remain open until the next Council meeting on September 14.

- The following nominations were made:
  - Leticia Contreras – accepted
  - Emily Schmidt – accepted

### 3. Nominations for Associate Cabinet Representative (ACR)

This item fills a vacancy created by the transition of an associate faculty member into a contract position. The ACR job description was displayed [http://www.afa-srjc.org/Policies/apptd\\_pos\\_duties.pdf](http://www.afa-srjc.org/Policies/apptd_pos_duties.pdf). Of note is the confidentiality of the position, and the duty to act as chair to the Associate Interests Committee. Nominations will remain open until the next Council meeting on September 14.

- The following nominations were made:
  - Wayne Downey – pending notification
  - Emily Schmidt – accepted

### 4. AFA Representatives to District-wide Committees for 2022-23: ITG, Fringe Benefits, PDC, SGA

Sean announced that there is one seat open for an AFA representative on the ITG, PDC, and SGA committees, and two seats open on the Fringe Benefits committee. He called for nominations, which will remain open until the next council meeting on September 14.

The following nominations were made:

- ITG: Orlando Raola – pending notification
- Fringe Benefits: Dawn Urista – accepted
- PDC: Dierdre Frontczak – accepted
- SGA: Venona Orr – pending notification

### 5. CCCI Fall Conference Attendees (Oct.20-22)

- Sean explained that the conference will be held in San Diego. It is an opportunity to consult with other independent community college unions. AFA pays for four attendees, and has a policy that determines the selection process for attendees. Those not selected for the paid attendance slots, may have their registration reimbursed by AFA pending a vote of the Council.
- The policy on how the benefit is allocated can be found on the AFA website: [http://www.afa-srjc.org/Policies/professional\\_conf.pdf](http://www.afa-srjc.org/Policies/professional_conf.pdf).
- Please submit your interest via email to AFA staff by Sept. 8.

**6. Affiliate contribution to North Bay Jobs with Justice (NBjwJ)**

- Sean explained that last year, AFA made a donation of \$1000 to NBjwJ. A contribution of funds to NBjwJ would support their various social justice programs. Their most recent accomplishment includes protections for farm workers during fire season via language justice on safety information pamphlets, and a move by the County to fund research into health benefits for workers. In addition, this affiliation presents a powerful opportunity to work with communities of future students and a way AFA can have a prominent role in supporting students and the faculty.
- Sean proposed AFA offer at least what was offered last year.
- A motion was made and seconded to donate \$1000 to NBjwJ.
- This item was moved to an action item.

**ACTION ITEMS****1. Associate Councilor Vacancy, 22 – 24 Term**

- There are multiple candidates for this vacancy.
- A motion was made and seconded to appoint Wayne C. Downey.
- Sean asked for further comments. There being none, a vote of the Council was conducted.
- The Council voted to appoint Wayne C. Downey to the vacancy (unanimous show of hands).

**2. Associate Councilor Vacancy, Fa22-Sp23**

- There are multiple candidates for this vacancy.
- A motion was made and seconded to appoint Venona Orr.
- Sean asked for further comments. There being none, a vote of the Council was conducted.
- The Council voted to appoint Venona Orr to the vacancy (11 in favor).

**3. Affiliate contribution to NBjwJ**

- A motion was made and seconded to donate \$1000
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The Council voted to contribute \$1000 to NBjwJ (unanimous voice vote).

**OTHER REPORTS****1. President's Report.** Sean reported briefly on the following items:

- Legal Counsel. The Cabinet is working with AFA attorneys on some business matters.
- Negotiations. Covid 19 Protocols will be on the 9/2 Negotiations Agenda.
- Diversity and Inclusion. This topic will remain at the forefront of AFA discussions. We will continue to seek a representative Council.  
AFA officers continue to meet with and renew relationships with affiliate groups on campus. Our goal is to clarify AFA's role in serving faculty, offer support, and welcome participation in AFA's operations.
- NBjwJ. AFA's affiliation with NBjwJ continues to be productive. NBjwJ have achieved some significant gains for workers' rights, including farmworkers, medical workers, and others.
- Other consultations. The AFA President, along with other AFA officers will continue to meet regularly with the College President, VPAA, VPHR, VHSS, and the Sr. Director of Capital Projects. AFA officers continuously meet with District Administrators and managers as needed to make sure AFA interests are addressed.
- Shared governance. The AFA President continues to participate in the District's effort to reform Shared Governance at SRJC. AFA's particular interest in that effort is to ensure matters within the scope of representation are handled in negotiations, and not in participatory governance bodies.

**2. Treasurer's Report: April and May 2022.** Leticia reported briefly on the following items:

- *Expenses*
  - Dues are as budgeted
  - Reassigned Time is paid once per semester in May
- *Revenue*
  - For the month of May AFA had a negative net revenue due to the payment of reassigned time

Sean concluded by thanking those who attended this first in-person meeting.

The meeting was adjourned at 5:03 p.m.

Minutes submitted by Stephanie Simons.