



santa rosa junior college
All Faculty Association

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

EXECUTIVE COUNCIL MEETING MINUTES

September 28, 2022

(Approved by Executive Council on October 12, 2022)

Executive Councilors present (noted by *):

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

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

Staff members present: Stephanie Simons

The meeting was called to order at 3:02 p.m. in Doyle 4520, on the Santa Rosa 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. **Membership Report.** This report and discussion were conducted in Closed Session.

Closed Session adjourned at 3:52 p.m.

OPEN SESSION

Open Session reconvened at 4:02 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. Hyflex instruction at SRJC. A council member read a unit member's concern which stated that the [Side Letter re HyFlex Teaching](#) states that HyFlex is not available as a teaching modality because the SIS software does not allow for proper attendance reporting, and would require re-programming. The member states that current CCCC guidelines for attendance reporting may not require the specialized accounting that would be incompatible with SIS. The member offered to provide sources, if requested.
2. Teleconference attendance at Executive Council meetings. A council member read a unit member's suggestion that AFA could broaden the faculty voice by allowing teleconference access to Executive Council meetings.
3. Restricted attendance at Executive Council meetings. A member asked why attendance at Executive Council meetings is restricted to AFA members? The member believes allowing all faculty to attend meetings would encourage membership.
⇒ A. It is a provision of AFA's bylaws that only those who contribute via dues can affect change within AFA ([Article V, Section 4](#)).
4. Changes to covid protocol. A member stated that it is their opinion that the District's announcement regarding changes in covid protocol came unexpectedly, without appropriate time for discussion or implementation. The member requested more information about the new process.
5. Policy change and collaborative decision making. A member expressed concern that last minute changes, as demonstrated by the changes to the safety monitor program, are counter to collaborative

decision making. Each service area at SRJC has various concerns to address for each major policy change. This sudden change did not allow buildings open to the public such as libraries and student services with vaccine mandates, etc., to properly implement and mitigate the effects of the changes. The member requested AFA support in making this point clear to administration.

6. Negotiation for better PSLF formula. A member requested that AFA work to change/update the guidelines the college uses to calculate the hours associate faculty work. The member gave examples of calculations for part-time status from SSU (21hrs/week), Peralta (21 hours/week), and the JC (11.35 hrs/week). The JC calculation makes it unlikely that this associate member will be eligible for forgiveness.
7. Reduced COVID protections. A member asked if a faculty member may excuse from class any student with a positive rapid test until such a time that they can present a negative rapid test.
 - ⇒ A. The District is moving away from testing asymptomatic individuals. Instructors are not allowed to administer testing. CDC guidelines are changing but if someone has a positive test, CDC recommends you isolate and stay at home
8. Impediments to implementing HyFlex. A member requested that AFA and the District work with expedience to negotiate any workplace issues that are an impediment to using the HyFlex modality. The member asserts not allowing this modality results in the loss of enrollment of students desiring to learn skills that allow them to be competitive in the workplace, directly affecting District revenue.

MINUTES

There being no corrections or additions, a motion was made and seconded to approve the minutes from the September 14, 2022 Executive Council and General Membership 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. COVID Protocols, Update and Discussion. K. Frindell Teuscher

K. prepared the presentation to provide a brief overview of the recent changes enacted by the District to the COVID protocols. Most of the information presented was obtained from the CDC website. It is known that the District plans to implement changes to COVID protocols in line with the CDC recommendations. AFA can negotiate the resulting working conditions, but not the changes themselves.

• New CDC Guidelines – Aug 10, 2022

- Positive covid cases are to:
 - Isolate through day 5
 - Wear a mask through day 10
 - If severe or cannot mask, isolate through day 10
- Exposure
 - No quarantine
 - Mask for 10 days
 - Get tested on 6th day after exposure
 - If positive, see above
- CDC guidelines for testing:
 - Test if symptomatic or on day 5 if exposed
 - Screening will continue only in high-risk settings (e.g. healthcare, congregate living facilities)
- Changes to SRJC Protocols
 - Safety monitor program has been decentralized and is “by request”
 - District will provide funding for any safety monitor requested
 - Area Administrator will hire and manage safety monitors – they cannot reject a request, they simply funnel the requests to the District for fulfillment
 - Vaccine Mandate remains in place
 - District would like to cease screenings of persons with exemptions to the vaccine mandate
 - AFA has requested any lifting of the mandate be done before the scheduling process starts for the term in which the mandate will be lifted
 - AFA can’t stop them from lifting it, but can negotiate the implementation
 - Notifications

- Students who have vaccine mandate exemptions are currently required to do weekly testing in order to be cleared.
- Names of students who do not meet the requirement are emailed to instructors
- Subsequently, instructors will get another email when the testing requirement is met
- Options when students who are not cleared come to class are:
 - Contact B-CARE (707) 483-5284
 - Report the student https://cm.maxient.com/reportingform.php?SantaRosaJC&layout_id=20
 - Address the student directly
 - Take no action

K concluded by acknowledging that AFA was consulted during the process on the changes as presented. The floor was opened for questions or comments.

• Questions & Comments

- Q: Are students still going to be told by the college to stay home if they test positive?
 ⇒ A. Yes, **if** they tell the college they have COVID-19.
- Q. If a student tells the faculty and faculty fills out the incident report form, can faculty send the student home?
 ⇒ A. Yes. Note, it is technically the Dean's job to fill out the form. In addition, students are receiving help from Student Health services if they self-report.
- Q. Is this unilateral action a sign of other things? Is AFA not receiving clear communication from the District on all topics or is it just because covid regulations are changing quickly?
 ⇒ A. The District and its negotiators are trusted and respectful as to their purview. Some District personnel may act as individuals.
- ⇒ A. AFA, with the help of its members, stays informed and is able to address concerns expeditiously.
- Q. It is concerning that these changes were sprung on the library faculty. Is it known why the changes were not presented to the faculty prior to enacting them?
 ⇒ A. AFA recommends the District notify the faculty first anytime they plan to communicate with the students, or classified staff, when relevant.
- ⇒ A. Any dean to which a request is made will comply in providing safety monitors.
- Q. Does the District have a stated goal in regard to COVID safety, (e.g. how much COVID on campus is acceptable)?
 ⇒ A. District protocols have always been pinned to the CDC guidelines. Those guidelines have now shifted away from a community protection model. This shift may be due to budgetary concerns and/or resource availability issues.

OTHER REPORTS

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

- Executive Council retreat. The retreat was held on September 23. There were three components to the discussion.
 - *Outreach and Inclusion.* AFA will continue the discussion of outreach and inclusion to diversify council, and address myths, rumors and other misconceptions about AFA. AFA will:
 - Maintain the *Outreach and Mentoring Collective* to meet with small groups on campus.
 - Renew the Department Liaison program
 - Engage with new faculty at orientation meetings
 - Collaborate with HR to be included in the onboarding process
 - Recognize successes, and consider additional public relations recommendations from the Executive Council.
 - *Bypassing and Direct Dealing.* This is a topic that requires continual education to remind faculty of the many ways, both simple and complex, this can manifest. The District has the primary responsibility of preventing bypassing. AFA has repeatedly requested that District representatives that work with faculty or serve on shared governance committees honor this responsibility. More information is available to anyone interested in this matter.

- *Input on negotiations.* This discussion centered on topics that may require future negotiations.
 - Technology fund – The District has no budget item for repair, replacement, and upgrading.
 - Privacy issues – Request the district offer paid training for topics around technology including safety, use of software, student privacy rights, and more.
- Grievances reminder. AFA never grieves a unit member. As noted earlier, when there is a violation of contract or labor law, AFA engages in the conciliation and grievance process with the district.
- Zoom participation. The cabinet has finalized the process for allowing Zoom participation at the open session of Executive Council meetings. Thanks to the members for their patience while concerns over privacy were addressed.
- Shared governance reformation/redesign. Shared Governance is not a place where matters within the scope of representation are discussed. AFA will make this concern prominently understood in all areas of shared governance. Members are encouraged to bring any concerns regarding matters within the scope of representation to the member concerns portion of the Executive Council meetings, to a any AFA councilor or officer, or to the AFA office staff, but not to a District representative. Though our college is rightly engaged in encouraging greater inclusion, matters within the scope of representation are to be addressed only through the exclusive bargaining agent, AFA.

2. Treasurer's Report: Year-End 2021-22, July & August 2022. Leticia reported that the draft budget will be presented in October. It is expected to show a slight increase in legal fees.

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

The meeting was adjourned at 4:55 p.m.

Minutes submitted by Stephanie Simons.