

## EXECUTIVE COUNCIL MEETING MINUTES

March 27, 2024

*(Approved with Changes by Executive Council on April 10, 2024)*

Executive Councilors present (noted by \*):

* Sean Martin, <i>presiding</i>	* Brenda Flyswithawks	* Venona Orr	* Ivan Tircuit
Ashley Arnold	Amanda Greene	* Jessie Paisley	* Carlos Valencia
* Marc Bojanowski	* Steven Kessler	* Salvador Rico	* Sarah Whylly
Bitia Bookman	* Dawn Lukas	* Emily Schmidt	* Patsy Young
* Wayne Downey	* Siobhan McGregor-Gordon	* Christie Soldate	

Negotiators/Appointed Positions present: K. Frindell Teuscher, Mark Ferguson

Staff members present: Stephanie Simons

The meeting was called to order at 3:07 p.m. in Bertolini 4734, 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. **Cabinet Report**. This report and discussion were conducted in Closed Session.

Closed Session adjourned at 4:01 p.m.

### OPEN SESSION

Open Session reconvened at 4:03 p.m.

### MEMBER CONCERNS

1. **Class cuts affecting associate faculty**. A member presented a concern that the District informed their department it is facing many class cuts in summer and fall. The cuts are projected to mainly affect associate faculty.
2. **ADA non-compliance**. A member reported being stuck in Emeritus Hall by a table that was placed in front of an ADA-required automatic door panel. The member had to seek the assistance of a passing student in order to exit the building. The member was concerned about their rights under the ADA, and their safety in emergencies.

### MINUTES

A motion was made and seconded to approve the minutes from the March 13, 2024 Executive Council meeting (17 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

### DISCUSSION ITEMS

#### 1. Draft AFA Fall 2024 & Spring 2025 Calendar

Sean began by explaining that the calendars were set earlier than usual to accommodate scheduling of the retreat at Pepperwood Preserve.

- The spring calendar was presented for review, and Sean noted the following dates:
  - Fall Retreat – scheduled for Friday, September 13, 2024
  - Spring Retreat – scheduled for Friday, Feb 28, 2025

- CCCI Spring Conference – TBD
- Sean called for discussion or questions.
- The CCCI President provided the dates for the fall CCCI conference: October 24-26, 2024
- There was a request that, once finalized, the calendars be provided to the Academic Senate to avoid cross-over of event scheduling.
- There being no further discussion, a motion was made, seconded, and approved by unanimous show of hands to move this item to an Action Item.

## 2. Elections Policy Workgroup: Draft Policy

Steven Kessler presented a draft of the completed elections policy for the AFA Officer, Negotiator, and appointed positions. Details of the policy that were voted upon by the Executive Council last fall have been incorporated, as well as some items which stemmed from the trial implementation of this draft policy during the most recent spring elections. Steven requested that the Council vote on the policy at the next Executive Council meeting, allowing ample time for Councilors to review the draft. The item was opened for Discussion.

- Sean offered thanks to those who ran during the last election during the trial implementation of this policy.
- A Councilor praised the work the team has done to incorporate the many suggestions and edits.
- A Councilor commented that this was a good opportunity to offer clarity to the process, and the inclusion of input from AFA's legal counsel will well serve the organization going forward.
- There being no further discussion, a motion was made and seconded to move this item to an Action Item to be presented at the next Executive Council meeting (unanimous show of hands).

## 3. Policy development: Appointee to the FACCC Board

Sean explained that Contract Membership with FACCC allows AFA to have an appointment to the FACCC Board of Directors. The contract with FACCC specifies that the appointee will be made by the AFA Executive Council. At the last Executive Council meeting, it was suggested that the appointment follow the existing policy regarding the election of Appointed Positions (<http://afa-srjc.org/Policies/elections.pdf>). A document prepared by the Cabinet with suggested knowledge, skills, and abilities (KSAs) and other duties was displayed for the Council.

- Suggested KSAs included:
  - Interest in statewide issues pertaining to faculty
  - Interest in working on a board (parliamentary procedures)
  - Interest in promoting union issues
  - Interest in budget advocacy
- KSAs requested by the Council:
  - Availability during non-contract hours
  - Interest in/knowledge of equitable shared governance
  - Interest in/knowledge of state and local legislation
  - Previous experience serving as an AFA Councilor or Negotiator, or Senator on Academic Senate
- Suggested duties included:
  - Attend all Regular and Special FACCC Board of Governors meetings.
  - Adhere to all responsibilities of Governors as provided in the FACCC Bylaws.
  - Act as a liaison between the FACCC Board of Governors and the AFA Executive Council and the AFA Cabinet.
  - Provide a report to EC following each FACCC Board Meeting.
  - Attend EC meeting (regularly or) upon request of the EC or the Cabinet.
    - The Council requested to strike "regularly or"
  - Work with the Cabinet to communicate faculty issues that arise in the course of FACCC operations.
  - Participate in and help organize PDA and other presentations and workshops for members.
  - Perform other particular one-time duties, as agreed upon by the Cabinet or the Council and the AFA Designated Representative to the FACCC Board of Governors.
  - Maintain strict confidentiality.
- There was discussion regarding:
  - Payment in reassigned time for the position based on anticipated duties
  - A requirement to serve on the Council
  - Requirement of attendance at AFA Executive Council meetings
    - Arguments against required attendance

- It may be exclusionary to some candidates for the job because their schedule may not align with the regular AFA meetings.
- It may not be cost-effective if we expect to be able to appropriately compensate the position.
- Alternative suggestions:
  - Attendance occasionally when requested by the Council
  - Attendance once per month
  - Attendance by proxy via written reports
  - Scheduling of regular office hours.
- Questions & Comments
  - Q: Would the position be responsible for sharing information, not just to AFA, but also to all faculty? Are they supposed to seek information from constituents outside of the Council? If they are already directed by FACCC to provide reports to constituents, then perhaps AFA does not need to specify this in the job description.
    - ⇒A: This may be accurate. It would be good to clarify if the person filling the position will represent more than just this District, though the contract implies they represent only this District. If there is something AFA wants to specify, it should be done in the job description that is being developed. Referencing the FACCC Bylaws in our job description may not be prudent, as those bylaws may change.
  - Q: Please remind us who will make the decision of who is appointed?
    - ⇒A: The Executive Council - we opted to put in the contract that the Union will appoint the representative. This part of contract membership is valuable because it gives AFA a voice at the legislative level, which as an independent union that only serves faculty at SRJC, is imperative to successfully advocating for our college.
- There being no further discussion, a motion was made, seconded, and approved to move this item as independent items - appointment policy, knowledge, skills and abilities (KSAs), and duties & compensation - to Action Items to be presented at the next Executive Council meeting (unanimous show of hands).

## ACTION ITEMS

### 1. Draft AFA Fall 2024 & Spring 2025 Calendar

- This item was moved from a Discussion Item.
- A motion was made and seconded to accept the calendars, with the addition of the dates for the fall CCCI conference.
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The Council voted to approve the calendars with the addition of the fall CCCI Conference occurring from Oct.24-26, 2024 (unanimous show of hands).

## OTHER REPORTS

### 1. President's Report. Sean reported on the following topics.

- AFA Appointed Representative to the District Educational Plan Workgroup. AFA's appointee was unable to attend the chosen time for the meetings (Tuesdays at 1pm) due to the overlap with their teaching schedule. Mark Ferguson has stepped in as interim appointee.
- College Council. There are many projects in process at College Council, including clean-up of policies related to the Board's work. Sean anticipates a redefinition of the charge and possibly the composition of College Council in the near future.
  - Shared governance handbook. A sub-group of College Council has been developing a shared governance handbook. They are bringing drafts to meetings for provisional review. AFA has insisted the inclusion of language explicitly asserting that shared governance does not address matters within the scope of representation. The goal is to have an education component for all constituent groups to ensure that occurrences of bypassing or direct dealing are minimized and that district representatives understand their responsibility to direct discussion of matters within the scope of bargaining to the respective negotiations teams.
  - Meeting with the District. Sean and Dr. Garcia are working to coordinate a meeting between the District and AFA teams with legal counsel for each party to discuss respective purview.

- Advisory group to the President on IDEAAJ. Dr. Garcia requested that College Council endorse an advisory group to the President on IDEAAJ. There is a consensus that Dr. Garcia will chair the group. There is a consideration of incorporating affinity groups, members of shared governance constituent groups. The District has a right to create or dismantle advisory groups. Dr. Garcia's choice to incorporate more voices in the process is encouraging to AFA.
- Bypassing concerns. A number of concerns have appeared during Negotiations and in other channels. There are ideas emerging from forums, including EMWG and Academic Senate, that have components within AFA's purview (terms and conditions of employment, job descriptions, selection processes, compensation, benefits, etc.). There has been an, at times, overzealous effort to meet (or exceed) the requirements of ACCJC, which includes the development of programs that include numerous terms and conditions of employment. AFA has requested the District provide a clear account of the scope of the work, so AFA can appropriately negotiate on behalf of the faculty. The area of college service and professional development can be a place of infinite growth for terms and conditions of employment. AFA often refers to this type of situation as the "Magic Sock theory." The workload continues to grow in these areas with increased emails, learning new systems, training, additional meetings and workload (e.g. SLO work) required by ACCJC. There has been misunderstanding from some persons not familiar with the role of the union. The aforementioned meeting between AFA and the District is meant to clarify these misunderstandings. Where AFA's legal counsel have agreed that AFA's claims are accurate, some assertions from the District indicate that many of our new administrators are not yet well versed in the requirements of the EERA. AFA has a legal right to consult with the district and offer alternative ways to meeting the same goals prior to the full development of district plans, and the District should be meeting with AFA at particular junctions when developing programs to consider alternatives.
- Emergency planning: substance misuse. A student leader requested that AFA play a role in emergency planning around substance misuse, especially the misuse of fentanyl. The issue is of growing importance. There is a need to demand that faculty have greater access to mitigating the effects of fentanyl misuse, which includes providing voluntary training to faculty in the use of Narcan. District support will be sought in securing easy access to Narcan and for assistance in developing and implementing these trainings and goals. Sean will provide updates as they are available, and seek the endorsement of the Executive Council at a future date. He would like AFA to approach this goal as a member of a shared community, providing knowledge and accessibility, rather than defining roles and responsibilities.
- Questions & Comments
  - C: A Councilor commented on the relationship AFA has with the District. They found it refreshing that the District continues to act with a relatively high level of respect for faculty. This ultimately serves students because faculty feel better about themselves and thus perform better which contributes to increased student success. The Councilor referenced the first paragraph of SRJC Wikipedia page, which notes that SRJC was created to be a feeder school for the UC system, much like a junior version of UC Berkeley. The Councilor noted that this is a positive aspiration for the college, which does not discredit the school's other roles, but elevates all roles and all aspects of the college.
  - C: Faculty working conditions are student learning conditions.
  - C: A question was raised regarding personal liability as it related to providing medical attention to someone experiencing a side effect of substance misuse and how that liability may increase if the person expires.
    - ⇒ A: There are laws related to providing this type of service that protect the individual administering aid, including the good Samaritan laws.
  - C: What is the status of the swag?
    - ⇒ A: The new logo has been incorporated in some places where revisions to AFA materials have been made. We have collaborated with students in the Web Projects class taught by Ethan Wilde, to assist with developing our new website. Stephanie has loaned AFA a pinback button machine. Those who would like to have an AFA button, may schedule a visit to the AFA office to make a button.

The meeting was adjourned at 4:59 p.m.

Minutes submitted by Stephanie Simons.