

## **EXECUTIVE COUNCIL MEETING MINUTES**

April 10, 2024

*(Approved by the Executive Council on April 24, 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
* Bita 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 3:00 p.m. PC 641, on the Petaluma campus and via Zoom conferencing.

### **CLOSED SESSION REPORTS**

1. **Conciliation/Grievance Report**. This report and discussion were conducted in Closed Session.
2. **Negotiations 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 4:02 p.m.

### **OPEN SESSION**

Open Session reconvened at 4:04 p.m.

### **MEMBER CONCERNS**

No member concerns were raised.

### **MINUTES**

A correction to the closed session reports was requested. A correction of attendance was requested. A motion was made and seconded to approve the minutes, with the requested corrections, from the March 27, 2024 Executive Council meeting (16 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

### **DISCUSSION ITEMS**

#### **1. Fall 2024 Reassigned Time Request**

- The fall reassigned time proposal for AFA Officers was projected.
- Sean explained that the reassigned time hours are unchanged from Spring 2024.
- Sean called for discussion or questions.
- There was a request to add the reassigned time for the AFA Designated Representative to the FACCC Board of Governors.
  - Sean stated that the reassigned time for this position is approved separately, but will need to be listed when shared with the District.
- There being no further discussion, a motion was made, seconded, and approved by show of hands to move this Item to an Action Item (15 in favor).

## 2. Nominations of AFA Representatives to District-wide Committees for 2024-25

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 2023-24 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.
- **IDEAAJ Taskforce.** Sean explained that President Garcia has created a new taskforce that will advise the President on all manner of considerations about IDEAAJ. The advisory group will be comprised of 18 members drawn from all members of shared governance, plus specific groups in the District (e.g. Roseland Campus, Intercultural Center), and representatives from the affinity groups.
  - Questions and Comments regarding the IDEAAJ Taskforce
    - Q: How many positions on the IDEAAJ Taskforce will AFA have?
      - ⇒ A: AFA will have one position, matching the Academic Senate, Classified Senate and SGA
    - Q: If there are to be representatives from a specific campus, like Roseland, on the IDEAAJ Taskforce, who is selected: classified staff, student, faculty?
      - ⇒ A: It is not yet decided.
    - C: This creates a concern because there are no faculty members assigned to the Roseland Campus. If a representative's assignment changes, will they lose their appointment?
    - Q: Does the IDEAAJ Taskforce replace the President's Consultation Council (PCC)?
      - ⇒ A: It will take place at the time of PCC, which has been disbanded. Proposed times are first Fridays from 10:30am-12:30pm or first and third Fridays from 10:30am-12:00pm.
- A Councilor requested that office staff create a document with the current committee representatives, notations from anyone that wishes to step down from their appointment, and times of the committees.
- A Councilor expressed concern that the District has changed meeting times after announcing the call for appointments.
- Nominations were opened and will remain open until the April 26 meeting.
- A motion was made and seconded to move this Item to an Action Item for the next meeting (16 in favor).

## 3. AFA Summer 2024 Budget for Officer Hours

Sean explained that every summer, there is work that must be done by the President, Chief Negotiating Officer, Conciliation/Grievance Officer, Secretary-Treasurer, and President elect.

- The proposed budget was displayed for the Council. Sean explained that the hours are decreased for the Secretary-Treasurer, and hours have been added for the President elect to transition into the office.
- Sean called for discussion.
- A motion was made and seconded to move this Item to an Action Item (16 in favor).

## ACTION ITEMS

### 1. Elections Policy Workgroup: Draft Policy

Steven Kessler presented the final draft of the 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, and other small language changes. Steven acknowledged Anne Donegan, Casandra Hillman, Wayne Downey, and the Associate Interests Committee for their work on the policy during the process. Steven requested that the Council vote to finalize the policy as presented.

- This Item was moved to an Action Item on March 27, 2024.
- The Item was opened for discussion.
- There being no further discussion, a motion was made and seconded and approved to accept the policy as written (16 in favor).

### 2. Policy development: Appointment to the FACCC Board

- This Item was moved to an Action Item on March 27, 2024.
- Sean explained that Contract Membership with FACCC allows AFA to make an appointment to the FACCC Board of Governors. The contract with FACCC specifies that the appointee will be made by the AFA Executive Council. During the previous Executive Council discussions, it was suggested that the appointment follow the existing policy regarding the election of Appointed Positions (<http://afa-srjc.org/Policies/elections.pdf>)
- A statement of support was made to follow the existing election policy.
- There being no further discussion, a motion was made, seconded, and approved to use the existing election policy for Appointed Positions for appointing the AFA Representative to the FACCC Board of Governors (16 in favor).

### **3. Policy development: KSAs for Appointee to the FACCC Board**

- This Item was moved to an Action Item on March 27, 2024.
- A document prepared by the Cabinet with suggested knowledge, skills, and abilities (KSAs) and other duties was displayed for the Council.
- The Item was opened for discussion.
  - Q: Is there a process in place to vet the qualifications of candidates? Can an individual run for this position if they do not have the stated qualifications, but do have a strong interest in the position?
    - ⇒ A: This is a list of topics a nominee would consider, but it is not a list of required qualifications. A nominee could submit a statement that might describe how their experience pertains to the listed items. AFA will not vet the stated qualifications of candidates.
  - Q: Is the Council agreeing that we are asking a candidate to keep in mind these qualifications while writing their statement, and our call for candidates would include these as desirable qualities?
    - ⇒ A: Yes.
  - Q: Since our voting is the vetting process, should it be considered that we include an option to vote "no" on the ballot, as previously discussed?
    - ⇒ A: This would require we revisit the elections policy, which may be prudent for future elections.
    - ⇒ A: Our bylaws allow us to change a policy temporarily or permanently with a 2/3 vote.
  - Q: Is submitting a statement of interest the way to nominate oneself? Will the call clearly state this requirement?
    - ⇒ A: Yes, submission of a 250-word statement is provided by the election policy. Any additional campaigning may be done outside the meeting, as addressed in the elections policy.
  - C: Councilors want this announcement to include a list of recommended skills and abilities so those considering applying will have a guideline when writing their statement.
  - C: It would be helpful to have these KSAs couched in the language that will be added to the policies.
    - ⇒ A: In the past, we created the description of the position, and once created, we voted to add it to the bylaws and policies. The current position would be listed in a manner similar to the Associate Cabinet Representative.
- There being no further discussion, a motion was made to approve the knowledge, skills, and abilities (KSAs) for the Appointee to the FACCC Board (16 in favor).

### **4. Policy development: Duties and Compensation for Appointee to the FACCC Board**

- This Item was moved to an Action Item on March 27, 2024.
- The draft list of duties was projected for the Council.
- There were requests for minor edits to the language used in the description of duties.
- There was a recommendation of 10% reassigned time for the position.
- There being no further discussion, a motion was made to approve the duties and compensation for Appointee to the FACCC Board, with compensation at 10% reassigned time (16 in favor).

### **5. Fall 2024 Reassigned Time Request**

- This Item was moved from a Discussion Item.
- A motion was made and seconded to accept the reassigned time with addition of the FACCC representative.
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The Council voted to approve the Fall 2024 reassigned time with the amendment to include the reassigned time for the AFA Designated Representative to the FACCC Board of Governors (15 in favor).

### **6. AFA Summer 2024 Budget for Officer Hours**

- This Item was moved from a Discussion Item.
- A motion was made and seconded to accept the hours as presented.
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The Council voted to approve the Summer 2024 Budget for Officer Hours (16 in favor).

### **OTHER REPORTS**

**1. President's Report.** This report was postponed.

The meeting was adjourned at 5:00 p.m.

Minutes submitted by Stephanie Simons.