



santa rosa junior college
All Faculty Association

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

EXECUTIVE COUNCIL MEETING MINUTES

August 23, 2023

(Approved by the Executive Council on September 13, 2023)

Executive Councilors present (noted by *):

* Sean Martin, <i>presiding</i>	* Wayne Downey	* Venona Orr	* Ivan Tircuit
* Ashley Arnold	* Brenda Flyswithawks	* Jessy Paisley	* Carlos Valencia
* Marc Bojanowski	* Steven Kessler	* Salvador Rico	* Michelle van Aalst
* Bitá Bookman	* Dawn Lukas	* Emily Schmidt	* Patsy Young
* Anne Donegan	* 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 3:03 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.

Closed Session adjourned at 4:01 p.m.

OPEN SESSION

Open Session reconvened at 4:05 p.m.

MEMBER CONCERNS

1. Waitlist process may be contributing to contract violations. The over-enrollment feature of the waitlist has created extra work for faculty through the need to individually drop each student that is on the waitlist. There is concern that this might be used as a reason for disciplinary action.
2. Concerns over suspected contract violations related to associate faculty assignment rights. Some associate faculty have reported concerns that their assignment rights have been violated. It is suspected that the instances occur out of ignorance of associate faculty assignment rights and contract practice. The Councilor urges all faculty and Councilors to be on the lookout to support associate faculty according to the contractually stated process. Please bring concerns to the attention of AFA.
3. CE Coordinators and summer payment. A Councilor presented a concern about CE Coordinators. It was queried what is the reason that CE Coordinators do not receive summer payment? There are some CE Coordinators doing work during the summer and it is requested that AFA negotiate with the District to remedy the pay disparity.
4. HYFLEX and compensation for increased workload. A Councilor presented a concern regarding compensation for HYFLEX teaching. The concerned party requested that AFA re-open negotiations regarding increasing pay to those teaching HYFLEX classes. It was suggested that pay could be made by stipend.
5. SLO software training issues. It was reported by a member that the training that contract faculty received on the new SLO software was insufficient. The software has not been fully developed and it is unclear if the training given will be relevant to the final product. The member hopes the

AFA and Senate receive the feedback that the training, both in-person and on Zoom, was insufficient.

6. OIR features. The member noted that the OIR software is able to compile data regarding student performance. The member questioned why this software was not being utilized, and more expensive, less dynamic software was being used in place of OIR.
7. Accessibility issues on campus. A Councilor expressed deep misgivings about the lack of concern given to correcting issues of accessibility on campus. For example, the issue of the library elevators raised last semester remains unaddressed. The elevator is unusable and has caused unnecessary grief and trauma to those who use it. The Councilor wants priority given to the accessibility of District Facilities.

MINUTES

A motion was made and seconded to approve the minutes from the May 10, 2023 Executive Council and General Membership meetings (19 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

DISCUSSION ITEMS

1. Welcome to Incoming Councilors
 - Sean extended a welcome to Incoming Councilors:
 - Marc Bojanowski, English, contract faculty
 - Bitia Bookman, ESL, contract faculty
 - Jessie Paisley, Counseling, contract faculty
 - Patsy Young, World Languages, associate faculty
 - Christie Soldate, Counseling, associate faculty
 - Sean welcomed incoming Conciliation-Grievance Officer, Mark Ferguson
2. AFA Representatives to District-wide Committees for 2023-24: ISSC, PDC
 - Sean explained that there are two committees with seats for AFA representatives. 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). There is one opening on ISSC. There are two seats available on PDC: one associate faculty member and one contract faculty member.
 - Associate faculty are paid for service on one District-wide committee.
 - Any member can participate, though Executive Council members receive priority appointment.
 - AFA provides guidelines on duties as an AFA representative to a committee.
 - C: A member stated there is a need for associate faculty representation on ISSC, and they would like to encourage associate faculty to join ISSC.
 - Nominations made:
 - Christie Soldate, ISSC
 - Patsy Young, PDC
 - Casandra Hillman, PDC
 - This item was moved to an action item.
3. CCCI Fall Conference Attendees (10/26-28/23)
 - Sean explained that the conference will be held in San Diego. The conference offers the unique opportunity to consult with other independent community college unions and legal representatives. AFA pays for four attendees, and has a policy that determines the selection process for attendees.
 - The policy on how the benefit is allocated can be found on the AFA website: http://www.afa-srjc.org/Policies/professional_conf.pdf.
 - AFA is considering sending more representatives to this conference, pending Councilor interest and a vote of the Council.
 - Please submit your interest via email to AFA staff by Sept. 12.
3. Proposed Amendment to AFA Calendar
 - Sean explained that the final meeting of the semester is currently scheduled during the week of finals.
 - It was proposed that the final meeting of the semester be changed to the fifth Wednesday of November (Nov.29), and the meeting slated for December 13 be change to a tentative meeting.
 - Due to the meeting change, the Councilor election period will commence on October 23 instead of November 6.

- There was a discussion of the repercussions and benefits of moving the Councilor elections to an earlier date.
- A motion was made and seconded to move this item to an Action Item.
- 4. Proposed Amendment to AFA Policies: Language change & AFA Staff Holidays & Sick Leave
 - Sean explained that the AFA Constitution, Bylaws and Policies still use the term “adjunct” instead of “associate”, and that the Council needs to approve the amendment of that language to match the negotiated changes made to the Contract in 2022.
 - A motion was made and seconded to move the discussion of replacing the term “adjunct” with “associate” in the AFA Bylaws and Policies to an Action Item.
 - A motion was made and seconded to move the discussion of replacing the term “adjunct” with “associate” in the AFA Constitution to a separate Action Item to be addressed at the September 13 Executive Council meeting.
 - Sean explained that the Staff Holidays & Sick Leave policy should be updated to include the two new holidays of Native American Day and Chavez/Huerta day, which follows the addition of these two holidays to the District’s approved holiday list.
 - There was a discussion of the current holidays granted to AFA staff.
 - A motion was made and seconded to amend the Staff Holidays & Sick Leave policy to include all District-approved holidays.
 - This Discussion Item was moved to an Action Item in three separate parts.
- 5. FACCC Visit & Townhall (9/13-14/23)
 - Sean explained that AFA joined as a contract member of FACCC in 2012, and modestly raised member dues to cover the cost of that decision.
 - AFA terminated the membership primarily due to the financial loss incurred as a result of the JANUS ruling. Other concerns were raised regarding the FACCC bylaws and leadership guidance at that time.
 - Executive Director, Evan Hawkins and FACCC President Wendy Brill-Wynkoop have been invited to speak at the Executive Council meeting on 9/13
 - AFA will host a Townhall on 9/14 featuring these guest speakers from FACCC
 - Key elements of the membership process:
 - AFA will decide whether to send a referendum to the membership to rejoin FACCC as a contract member with the new fee structure.
 - The FACCC dues will be separate from AFA dues. They will come directly out of each member’s paycheck.
 - Contract faculty rate: \$16/mo over ten months (approx.)
 - Associate faculty rate: \$6/mo over ten months (approx.)
 - AFA will review the feasibility of reducing member dues to offset the increase posed by joining FACCC.
 - Benefits to being a member of FACCC:
 - AFA will be able to appoint a board member of our choosing
 - Provides an opportunity to increase the number of advocates at the legislative level
 - Offers opportunity to attend conferences on teaching.
 - FACCC has advocated for:
 - the COLA increase
 - Paid office hours for associate faculty
 - Faculty rights and workload issues
 - Support for STRS benefits.
 - Questions & Comments
 - Q: Is there an opt-out for members who do not want to join FACCC?
 - ⇒ A: No. We hope this does not present a conflict to re-joining FACCC because the benefits of joining are many.
 - C: A member commented that they have been an individual member of FACCC for many years at a rate of \$25/mo rate, so the rate that is being offered is an excellent value.
 - Q: Can you tell us why we stopped our membership with FACCC?
 - ⇒ A: The FACCC bylaws didn’t allow AFA to select its own Board Member – anyone from the college could have run, not just AFA members. Previous FACCC leadership was more conciliatory to the Chancellor in a way that did not benefit AFA. There were many other concerns, and the current proposal is a culmination of AFA and FACCC’s efforts to find a way to address those concerns. Now, FACCC has shifted to a pro-union direction and current

leadership has shown its support of AFA through the incorporation of suggestions from AFA to improve the organization.

- C/Q: Last semester FACCC had a great webinar regarding their efforts. To clarify, after the Townhall, will it take a simple majority vote of approval by the membership to pursue the membership with FACCC?

⇒ A: Yes, and AFA can discuss further the details around the referendum. The Council will determine if the referendum will be distributed. The membership will determine if AFA will rejoin FACCC.

[FACCC Webinar Link: Educational Philanthrocapitalists: Threats to Faculty, Students, and Democracy](#)

ACTION ITEMS

1. AFA Representatives to District-wide Committees for 2023-24: ISSC, PDC
 - This item was moved from a Discussion Item.
 - A motion was made and seconded to appoint the candidates to the respective committees.
 - A call was made for further comments. There being none, a vote of the Council was conducted.
 - The Council voted to appoint Christie Soldate to the ISSC (unanimous show of hands).
 - The Council voted to appoint Patsy Young to the PDC as associate faculty representative (unanimous show of hands).
 - The Council voted to appoint Casandra Hillman to the PDC as contract faculty representative (unanimous show of hands).
2. Proposed Amendment to AFA Calendar
 - This item was moved from a Discussion Item.
 - A motion was made and seconded to amend the Calendar to include an Executive Council meeting on November 29, change the December 13 meeting to a tentative meeting, and commence the Councilor elections two weeks earlier, on October 23.
 - A call was made for further comments. There being none, a vote of the Council was conducted.
 - The Council voted to approve the amendment to the Calendar and timeline for the election of Councilors (unanimous show of hands).
3. Proposed Amendment to AFA Policies: Language change in Policies and Bylaws
 - This item was moved from a Discussion Item.
 - A motion was made and seconded to amend the language in the Bylaws and Policies 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 amendment to the language in the Bylaws & Policies (unanimous show of hands).
4. Proposed Amendment to AFA Policies: AFA Staff Holidays & Sick Leave
 - This item was moved from a Discussion Item.
 - A motion was made and seconded to amend the Staff Holidays & Sick Leave Policy to include all District holidays.
 - A call was made for further comments. There being none, a vote of the Council was conducted.
 - The Council voted to amend the Staff Holidays & Sick Leave Policy to include all District holidays (unanimous show of hands).

OTHER REPORTS

1. **President's Report.** This report was postponed due to time constraints.
2. **Treasurer's Report.** Siobhan reported on the End of Year financial status.
 - Revenue:
 - Highlight: AFA ended the year with a budget surplus of \$70,000.
 - Associate and overload dues were down for the year.
 - Data study shows a loss of dues-paying associate members carrying load from 600 members in previous years to 529 members on average for 2022-23.
 - It is likely there is a similar decline in the number of contract faculty with overload, pointing to an overall decline in the amount of load available to faculty.
 - Expenses:

- AFDAF contribution: AFDAF is the fund from which associate faculty are paid for District service. AFA pays into this fund the pay for our Associate Councilors to attend Executive Council meetings and District-wide committee meetings.
 - This item was lower than budgeted due to vacancies on Council.
- Donations:
 - This item was higher than anticipated because AFA donated money to support City College and the associated Proposition O, and the UAW strike fund.
- Staff pay:
 - This item was overestimated to account for the maximum number of hours AFA staff may work in a semester. Not all budgeted hours were used by Staff.
- Reassigned time:
 - This item was less than anticipated due to officer vacancies.
- Allocation of budgetary surplus:
 - Funds will be distributed to AFA's accounts up to the FDIC insurable amount, and to high yield CDs.

The meeting was adjourned at 5:01 p.m.

Minutes submitted by Stephanie Simons.