



santa rosa junior college  
All Faculty Association

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

## EXECUTIVE COUNCIL MEETING MINUTES

September 27, 2023

(Approved by the Executive Council on October 11, 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
* Bita 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 3:02 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. **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 4:02 p.m.

### MEMBER CONCERNS

1. Revise the COVID-19 exposure reporting form. A Councilor presented a concern about reporting a COVID-19 exposure in the classroom. The form needs to be streamlined because the time required to fill it out represents a workload issue.
2. Using sick leave. A member requested AFA talk to DCC about contractual process by which full time faculty use sick leave. The member asserts their department is demanding more than what the contract requires.
3. Spanish language instruction options. A Councilor reported a concern from a member about load and right of assignment as it pertains to the implementation of Spanish language versions of their courses. As more Spanish language options are offered, there is potential to violate rights of assignment.
4. Emeritus building disrepair continues. A Councilor reported that the toilets in Emeritus still do not work properly. They stated that the issue of plumbing has not been directly addressed, and requested an estimated timeline for the completion of repairs.

### MINUTES

A motion was made and seconded to approve the minutes from the September 13, 2023 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. AFA Draft Budget, 2023-24. Siobhan presented the Draft budget.

She explained that standard practice when creating a budget is to over-estimate expenses and underestimate revenue. Many of the items are a carryover from the End-of-Year report delivered on August 23, 2023.

- *Revenue*
  - The overall amount of Instructional load available, the instructional load “pie,” has reduced and affected both categories of dues income.
  - Lowered from last year’s approved budget to match actual trends
  - Includes COLA adjustment
- *Expenses: Increases*
  - AFDAF shown as increase because all officer positions are filled
  - Conference & Travel increased to include possible FACCC conference
  - Employee benefits line shows current accrual of sick time for staff
- Some accounts are not being used, thus are being removed from the Budget proposal document and Treasurer’s Reports.
- The item was opened to questions and comments.
- A motion was made and seconded to move this item to an action item.

### 2. Elections Policy Sub-Committee: Voting System Selection

- Steven Kessler explained that this Discussion Item asks the Council to vote on two aspects of the Elections Policy.
  - Balloting system: (a) electronic, (b) in-person single paper ballot, (c) in-person multiple paper ballots
  - How election winners will be declared: (a) *majority* or (b) *plurality* or (c) a mix of both voting systems
- For all options, the proposal separates the election periods for officers from that of negotiators.
- There was a call for discussion of the balloting system.
- Questions & Comments
  - Q: Do all of these options have the same nomination and deliberation system?
    - ⇒ A. The nomination and deliberation options will be discussed independently at a later date.
  - Q: The previous method of conducting the elections in person, back-to-back, allowed a cooling off period between elections. There are dramatic differences between the current method of voting versus options (a) and (b), while option c allows room for discussion. How would discussion be accommodated in options (a) and (b)?
  - C: Option (a) is preferable because the electronic ballot may reduce errors and allow Councilors time to carefully cast their ballots without using too much meeting time.
  - Q: Option (a) is preferable because it resolves the issue of a Councilor being required to be present to vote. This option may be more reflective of the actual voting body of the Council. If the online voting system is employed, what is the window for casting a vote?
    - ⇒ A. This is something that will be discussed in the future if option (a) is chosen.
  - Q: What was the qualitative effect of having a discussion of candidates during the election?
    - A. Depending on whether a candidate won or lost, a candidate could add/remove their name as positions came up. Concurrent discussions allowed the Council to deliberate on those changes.
  - C: If option (a) is preferred, the Council could choose to require candidates to submit statements. Discussing the submitted statements ensures that diversity is represented in the officer positions. In addition, this choice to move to an online election system eliminates the human aspect and the pressure of time from the election process.
  - Q: What are the main pros and cons of the options?
    - ⇒ A: Option (a) PRO: Won’t take up meeting time, Councilors not present will still be able to vote, the pressure of time/human error are reduced, allows more time to deal with any problems that might arise. CON: results not known immediately, deliberations not done right before casting a ballot, there may be a need to have additional elections before all offices are filled due to run-offs or one person winning multiple positions.
    - C: Option (a) gives more time to digest the information from statements.
- A motion was made and seconded to move the balloting system Discussion Item to an Action Item.
- Steven explained that current policy requires a *majority* win for officer positions and a *plurality* win for negotiator positions. He offered some pros and cons to the options.

- A con to a *plurality* system is that a plurality may not accurately represent the overall will of the Council. A pro of a *plurality* system is that it makes it easier to fill a position.
- A pro to a mixed system is that it maintains the current voting system. A con to a mixed system is that it can be confusing.
- There was a call for discussion of employing a *majority*, *plurality* or mixed voting system.
- Questions & Comments
  - Q: What is the history behind the mixed system, option (c)?
    - ⇒ A. The negotiators, Conciliation-Grievance Officer, and Chief Negotiating Officer do not require membership on the Council. Because of the broad audience, it is more likely that more than two people will be running for a position, so it is easier to complete an election with a *plurality*.
  - Q: What is the current policy in regard to an election in which no one gets a *majority*?
    - ⇒ A. If one is running for a negotiator position, a *plurality* can win, but if running for an officer position, it becomes a runoff between the top vote getters.
  - C: PRO I like using the *majority* system because the election represents the majority of the will of the body.
  - C: A con of a *majority* system is that there could be many more run-off elections and more time spent. Option c, a mixed voting system, is the best way to mitigate the investment of time into conducting the elections.
  - C: A plurality works best for the negotiator positions because of the way they are currently lumped together, specifically, the at-large negotiator positions. For these elections to work with a majority voting system, every negotiator position will need to be voted on separately.
  - C: Some thought will need to be given to the order in which positions are elected because some positions require associates be given priority consideration.
- A motion was made and seconded to move the voting system Item to an Action Item.

### **3. Appointment of AFA Representatives to District-wide Committees: Guided Pathways, Enrollment Management Workgroup**

- Sean explained that there are two committees with seats for AFA representatives. There is one opening on Guided Pathways Workgroup and one opening on the Enrollment Management Workgroup.
- Nominations made:
  - Sean Martin, Enrollment Management
- A motion was made and seconded to move this Item to an Action Item.

## **ACTION ITEMS**

### **1. AFA Draft Budget, 2023-24**

- This item was moved from a Discussion Item.
- A motion was made and seconded to approve the draft budget.
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The Council voted to approve the 2023-24 Budget (unanimous show of hands).

### **2. Elections Policy Sub-Committee: Voting System Selection: Balloting**

- This item was moved from a Discussion Item.
- A motion was made and seconded to conduct a vote to choose option (a), electronic voting system.
- The Question was called.
- A vote of the Council was conducted.
- Option (a), the electronic voting system, passed (17 in favor).

### **3. Elections Policy Sub-Committee: Voting System Selection: Majority, Plurality, or Mixed**

- This item was moved from a Discussion Item.
- A motion was made and seconded to conduct a vote to adopt a *majority* voting system for all positions.
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The *majority* voting system for all positions passed (13 in favor, 2 opposed, 3 abstention).

### **4. Appointment of AFA Representatives to District-wide Committees: Guided Pathways, Enrollment Management Workgroup**

- This item was moved from a Discussion Item.
- A motion was made and seconded to appoint the candidate to the respective committee.
- A call was made for further comments. There being none, a vote of the Council was conducted.
- The Council voted to appoint Sean Martin to the Enrollment Management Workgroup (unanimous show of hands).

### OTHER REPORTS

#### 1. President's Report.

- College Council. College Council is going through major changes. It has changed to a tri-chair committee between the Classified Senate, Academic Senate President, and President of the College. This is a change from the previous process, where a faculty member was elected by the group to serve as chair.
- Shared Governance. Sean continues to advocate for pay for associate faculty to participate in shared governance. All other constituent groups participate in shared governance. All participants in the shared governance process should be paid. Every other group is paid except associate faculty. This is being raised as a dialog in College Council.
- Meeting with Dr. Garcia. Sean has agreed to meet with Dr. Garcia to talk about union interest in shared governance, concerns, and the law in shared governance. As is customary, Sean will ask to have Executive Vice President, Anne Donegan, join the meeting.
- FACCC. The Cabinet continues to work with FACCC on the process of becoming a Contract member. FACCC sent a rough draft of the contract for AFA to review and revise. A final draft will be made available to the membership ahead of the referendum vote. This will be presented as a Discussion Item on October 25. In early spring, there will be an online townhall, followed by a referendum on which the membership will be asked to vote.

#### 2. Treasurer's Report. This item was tabled for future discussion.

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

Minutes submitted by Stephanie Simons.