

ALL FACULTY SANTA ROSA JUNIOR COLLEGE ASSOCIATION

EXECUTIVE COUNCIL MEETING MINUTES

February 12, 2025

(Approved March 12, 2025 by the Executive Council)

Executive Councilors present (noted by *):

| | | | |
|----------------------------------|---------------------------|----------------------|---------------------------|
| * Anne Donegan, <i>presiding</i> | * Steven Kessler | * Venona Orr | * Sarah Whylly |
| * Ashley Arnold | * Dawn Lukas | * Jessy Paisley | * Patsy Young |
| * Marc Bojanowski | * Sean Martin | * Emily Schmidt | * Ivan Tircuit |
| * Jessica Bush | * Tony Martin | * Carlos Valencia | * <i>contract vacancy</i> |
| * Wayne Downey | * Siobhan McGregor-Gordon | * Michelle van Aalst | |

Negotiators/Appointed Positions present: Mark Ferguson

Staff members present: Stephanie Simons

The meeting was called to order at 3:00 p.m. in Bertolini 4875, on the Santa Rosa 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 4:00 p.m.

OPEN SESSION

Open Session reconvened at 4:05 p.m.

MEMBER CONCERNS

1. **Enrollment management.** A member reported that the District requested they be vigilant about fraudulent registrations, but did not provide any tools or guidance to that end. The member did not believe it to be within their purview to assess "fraudulent enrollment." The member requested that AFA seek clarification of the District's enrollment management policies regarding fraudulent enrollment, and requested AFA state its position on measures to mitigate enrollment fraud.
2. **Report from AFA representative to DOC.** A Councilor reported that the Academic Senate began reviewing online teaching certification requirements.
3. **Adequacy of online evaluation practices.** A Councilor relayed a concern from a member regarding the adequacy of online evaluations. The member did not think the current evaluations appropriately measure the quality of instruction for an online course.
4. **Requirement of accessibility for all classes.** It was reported by a Councilor that the DOC grew closer to establishing a deadline for when all classes must meet accessibility requirements. The Councilor requested AFA work to negotiate pay for the additional work faculty must do to make their existing and future classes compliant with the new requirements.
5. **Personal experiences working with AB 1705.** AFA's representative to FACCC reminded English and Math instructors to submit their experiences that resulted after the enactment of AB 1705 to FACCC using the FACCC website. Responses were due February 13, 2025.
6. **Bus shelter disrepair.** A Councilor reported that the bus shelter located in front of the school was missing two sides. Those who used the shelter had to endure adverse conditions during the recent storms. It was requested that AFA assist with initiating the repairs of the shelter.
7. **Remote work and pay parity for allied staff.** A member reported that remote work for allied faculty was addressed during a recent meeting between Student Services and Academic Affairs. It was said that remote work for allied faculty of Student Services needed to be restricted and limited, and managers were reminded they could call workers back to the office with as little as two hours of

notice. There was a call for parity among employees, and though the emphasis was directed at classified staff, it was concerning for the allied faculty of Student Services because they are often treated like classified staff. Allied faculty do not have a choice in modality, and have had remote services options cut each semester since 2002. Allied faculty requested parity with instructional colleagues, not classified staff.

8. Department-specific changes to the fall assignment process. A faculty member spoke regarding a perceived concern with fall assignment sign-ups in their department. The member felt the new interpretation of the sign-up policy lacked transparency and honesty. The member stated that advantages gained by completing particular training should have been clearly identified and made available to all faculty. The member stated that a new interpretation of the process resulted in seasoned faculty losing assignments to newer faculty who were allowed to select assignments before persons higher on the LOS. The member requested the fall semester sign-ups be repeated.
9. Teaching in the Hyflex modality. A member spoke about their experience and opinion of teaching Hyflex classes. In the member's opinion, hyflex courses are (1) good for the college because it can boost enrollment, (2) good for students who have more ways they can attend a class and (3) require more effort for faculty both in the added complexity of a course's design, and the additional bandwidth required to teach in a multimodal context. The member stated the support of PALS and/or additional pay would make Hyflex classes more appealing to faculty.

MINUTES

A motion was made and seconded to approve the minutes from the January 22, 2025 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 Leadership Elections

Anne explained that the first ballot for the AFA Leadership Elections closed on January 29, 2025. Anne explained there would be two additional ballots sent to the Councilors to fill the At-Large Negotiator positions. Results of that election were scheduled to be announced at the meeting on February 26, 2025.

- 2025-26 Leadership, first election results:
 - President – Anne Donegan
 - Chief Negotiating Officer – K. Frindell Teuscher
 - Conciliation/Grievance Officer – Mark Ferguson
 - Executive Vice-President – Sarah Whyllly
 - Vice President, Membership & Outreach – Steven Kessler
 - Secretary-Treasurer – Siobhan McGregor-Gordon
 - Associate Cabinet Representative – Dawn Lukas
 - Data Analyst/Negotiator – Siobhan McGregor-Gordon
 - TREG Negotiator – Marc Bojanowski
 - FACCC Representative – Siobhan McGregor-Gordon

2. Spring 2025 One-Semester Contract Councilor Vacancy

Anne announced the candidates for the spring 2025 vacancy. She asked the Council to discuss whether to appoint a candidate or to have an election by the membership.

- There was a discussion whether to appoint a candidate or send the vacancy to the membership for an election.
- A motion was made and seconded to send the vacancy to an election.
- This item was moved to an action item.

3. Fall 2025 One-Semester Contract Councilor Leave-replacement Vacancy

Anne announced the candidates for the fall 2025 vacancy. She asked the Council to discuss whether to appoint a candidate or to have an election by the membership.

- There was a discussion whether to appoint a candidate or send the vacancy to the membership for an election.
- A motion was made and seconded to send the vacancy to an election.
- This item was moved to an action item.

4. Policy Development: Communications Director

The Communications position replaces the Publications Coordinator. This item was continued from the December 11, 2024 and January 22, 2025 Discussion Item *Policy Development: Communications position*. The edits suggested during that meeting were incorporated into the policy, and shared with the Council.

- Proposed duties (presented 12/11/24):
 - Produce 5 publications per year
 - Produce and update social media content
 - Work with the Associate Interests Representative, VP of Membership & Outreach, and staff
 - Meet with Cabinet 2-3 times per year for direction
 - Report to the Executive Council once per year
- The position would be paid 10% reassigned time
- Duties added as a result of the January 22, 2025 meeting:
 - Requirement to attend Executive Council meetings as convenient
 - Requirement to obtain approval from the AFA President for all works prior to distribution.
- Anne opened the item to discussion.
- Questions and Comments
 - C: Will there be added a point listing the skillset required, including experience with certain media platforms or publishing software? Clarification should be added to note that designing publications may be a part of the duties.
 - ⇒ A: The Cabinet would advise the person in the position as to which platforms are preferred. AFA does not require that sort of background experience from any other position, so the bar may be set too high if the goal is to encourage people to apply who have a genuine interest in the Union and union work. The office staff will be available to assist with posting and design.
 - D: There was further discussion regarding adding design responsibilities to the list of duties. It was decided that points one and two under the duties section would suffice.
 - C: There was a concern that adding a preference to associate faculty candidates could result in an unfair practice, causing the Council to feel obligated to choose an associate member over an equally qualified contract member.
 - ⇒ A: It was suggested that in another document, such as the Bylaws or election materials, it could be stated that AFA supports giving associate faculty more work.
 - C: It was suggested the line stating preference for associate faculty members be removed and relocated to the concluding paragraph of the job description. The statement should read as a sentiment rather than a command.
- A motion was made and seconded to move this item to an action item.

5. AFA Representatives to District-wide Committees: District Strategic Plan Workgroup (DSPW)

Anne explained that past practice has been to ask AFA members who are not on the Executive Council to see if they would represent AFA on a District-wide committee, instead of appointing an associate Councilor to a second committee. Anne continued that because of the time sensitivity of this appointment, she recommend that the Executive Council appoint Dawn Lukas to the committee and that Dawn be paid for the additional work.

- At the Executive Council meeting on January 22, the Council approved a motion to pay Dawn Lukas to serve on an additional committee.
- A motion was made and seconded to appoint Dawn Lukas to the DSPW with the understanding that Dawn was previously approved to receive pay for serving on an additional committee.
- This item was moved to an action item.

6. Student Scholarships for FACCC Conference

Anne requested that the Council consider providing the Student Government Association with a \$500-\$1000 scholarship so they might attend the FACCC Advocacy & Policy Conference.

- It was stated that SGA did not have money in the budget to attend another conference.
- It was agreed that student voices should be included in the discussion about AB 1705 when the delegation from AFA meet with the state legislators.
- A motion was made and seconded to provide the funds necessary, up to \$1000, to support sending SGA representatives to the FACCC Advocacy & Policy Conference.
- This item was moved to an action item.

7. Policy Development: Confidentiality Policy

- The discussion on this item was postponed due to time constraints.

ACTION ITEMS

1. Spring 2025 One-Semester Contract Councilor Vacancy

- This Item was moved from a Discussion Item.
- There being no further discussion, the motion to send the vacancy to an election was approved (17 in favor).

2. Fall 2025 One-Semester Contract Councilor Leave-replacement Vacancy

- This Item was moved from a Discussion Item.
- There being no further discussion, the motion to send the vacancy to an election was approved (17 in favor).

3. Policy Development: Communication Director

- This Item was moved from a Discussion Item.
- The discussion regarding adding requirements for experience in design was continued. It was decided that duties one and two adequately addressed this point.
- There being no further discussion, a motion was made, seconded and approved to accept the policy, with the changes noted during the discussion (17 in favor).

4. AFA Representatives to District-wide Committees: DSPW

- This Item was moved from a Discussion Item.
- There being no further discussion, the Council approved the motion to appoint Dawn Lukas to the DSPW with the understanding that Dawn was previously approved to receive pay for serving on an additional committee (17 in favor).

5. Student Scholarships for FACCC Conference

- This Item was moved from a Discussion Item.
- There being no further discussion, the motion to provide the funds necessary, up to \$1000, to support sending SGA representatives to the FACCC Advocacy & Policy Conference was approved (17 in favor).

OTHER REPORTS

1. President's Report.

- Meeting with SGA. Anne met with student leaders Anthony Spinozzi and Ruben Garcia. The students stated they felt student and faculty union interests are more aligned than previously thought. They agreed to meet a few more times before end of semester, and to make sure when there are Board comments SGA and AFA will have some sort of alignment.
- 911 calls on campus. AFA and SGA are aligned in their opinions regarding the debacle with routing 911 calls. The District admitted they were out of compliance, but they have not explained why they willingly broke the law.
- FACCC Advocacy & Policy Conference. A delegation from AFA planned to attend the conference on February 23-24, 2025. AFA planned to meet with legislators and continue the discussion regarding the effects of AB 1705. The potential inclusion of student voices from SGA was thought to be an important addition to the discussion.
- Congratulations to Ruben Garcia. It was announced that Ruben Garcia was recognized as the Safelite Scholar, awarding Ruben a significant scholarship to support future career development. AFA gave congratulations to Ruben.

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

Minutes submitted by Stephanie Simons.