

# ALL FACULTY SANTA ROSA JUNIOR COLLEGE ASSOCIATION

## EXECUTIVE COUNCIL MEETING MINUTES

March 12, 2025

(Approved March 26, 2025 by the Executive Council)

Executive Councilors present (noted by \*):

* Anne Donegan, <i>presiding</i>	* Steven Kessler	* Siobhan McGregor-Gordon	Carlos Valencia
* Ashley Arnold	* Jan Kmetko	* Venona Orr	* Michelle van Aalst
* Marc Bojanowski	* Dawn Lukas	* Jessie Paisley	* Sarah Whyllly
* Jessica Bush	* Sean Martin	* Ivan Tircuit	* Patsy Young
	* Tony Martin	* Emily Schmidt	* <i>associate vacancy</i>

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

Incoming Councilors present: Christie Soldate

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 4:02 p.m.

### OPEN SESSION

Open Session reconvened at 4:05 p.m.

### MEMBER CONCERNS

1. **Pay for coordinator positions**. A Councilor reported that a faculty member in a CE Coordinator position was receiving 5% reassigned time for duties that consistently exceeded the reassigned time for the position. In addition, the faculty member was not provided with equipment/supplies (e.g. desk, phone), and much of the position required coordination with community partners, employers, and students. The Councilor requested AFA keep informed about the amount and type of work being asked of coordinators, so that an appropriate amount of pay can be provided to support not only the faculty member but the entire success of the program.
2. **Request to negotiate counselor to student ratio in Counseling workshops**. A Councilor read a request from the Counseling department asking AFA to engage in negotiations with the District regarding class size within their Education Plan Workshops. The department made a request, that was denied by the District, to limit the ratio of counselors to students within the workshops. It was explained that the workshops evolved from classes, and operate like classes. The District has not allowed the same academic purview regarding class size that would have been allowed when these workshops were regular classes.

### MINUTES

A motion was made and seconded to approve the minutes from the February 12, 2025 and February 26, 2025 Executive Council meetings (16 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

### MAIN REPORTS

1. **President's Report.**
  - **Associate Councilor Vacancy Sp25-Sp26**. Anne reported that an associate councilor resigned from the Council for personal reasons. The call for the vacant seat was scheduled to be sent after spring break, and run from March 24 - April 7. She stated candidates will be presented to the Executive

Council on April 9, at which time the Council will vote to either appoint a candidate or send the vacancy to the associate membership for an election. She explained with the resignation, there was also a vacancy of the Associate Cabinet Representative seat on cabinet. When the associate vacancy is filled, the Associate Cabinet Representative position will be filled.

◦ Questions & Comments:

- Q: Can the Associate Cabinet Representative-elect fill this vacancy immediately?

⇒ A: Once all of the associate seats are filled, the vacancy for the cabinet position can be filled. If the Associate Cabinet Representative-elect has availability in their schedule to attend cabinet meetings this semester, then they could run for this vacancy.

- Report to the Board on March 11. Anne explained that AFA makes a monthly report to the board, and recapped her report. She noted the March meeting was celebratory of those moving to tenure. Congratulations were extended to Executive Council member, Ivan Tircuit, for moving to full tenure.
  - *CDCP Pay Inequity* – EMLS faculty were holding signs of protest. A Partnership Resource Team (PRT) from the state came to campus in February and Anne was part of the JC contingent that met with them. The PRT team lead discussions as to how SRJC could become a better HSI campus. Anne made a statement that the best way to be a better HSI campus was to provide equal pay to instructors and equitable resources for our Latine students. The District received 100% apportionment for the CDCP classes, but paid the faculty who teach those classes less than 70%. CDCP Instructors need to be paid fair wages.
  - Other presenters included the Noncredit EMLS Coordinator, and the SGA President.
  - Anne requested members spread the news about the inequity on behalf of their colleagues.
  - A member announced a larger group of faculty and students will attend the next board meeting.
  - Questions & Comments
    - C: A Councilor asked if AFA could provide some funds to support the group with materials to create signs and flyers.
    - C: A Councilor encouraged faculty and AFA to make public posts on social media with SRJC tagged in the post. The Councilor also requested colleagues think about ways to peacefully protest or picket without striking, such as the UC Berkeley “grade-ins.”
    - C: It was suggested faculty can add statements of support for equal pay to the header or signature block of emails.
    - C: A Councilor requested AFA provide continued support to the student government, who have been very well spoken, informed, and a powerful ally when addressing matters such as AB 1705 and CDCP pay. The students’ support of faculty has given credibility to faculty concerns with the Board of Trustees.
    - C: It was suggested that AFA create a resource sheet listing statements about AFA causes, including suggestions on ways people can support AFA causes.
  - *Full-time student apportionment* – Anne spoke regarding her experience of the budget crisis meetings at SSU and Santa Rosa City Schools, and implored the Board of Trustees to view those examples as a cautionary tale. She reported that at those institutions there was blatant mismanagement of budgets, no attention given to lowering enrollments, and the districts did nothing to prevent or reduce the effects of the decreased income.
  - *Budget concerns* – It is Anne’s perception that Kate Jolley and President Garcia are working to fix budget concerns at SRJC. Though it is likely that cuts are to come, Anne has requested the Board of Trustees not solely count on classified and faculty employees to bear the burden of budget cuts, and to instead consider the number and salaries of management. She provided the example of previous VPAA Ed Buckley, who managed to run SRJC with over 25,000 FTE students very well with only two vice-presidents and approximately 10 deans and managers.
- Financial Analyst Position. AFA plans to fill the Financial Analyst position to look at managers’ salaries and enrollment, with a focus on administration costs. The Financial Analyst will work with the Communications Director to disseminate the data to unit members.
  - Questions & Comments
    - C: A request was made to include comparison data from neighboring institutions in the study.
    - C: A Councilor offered an example of how the salary schedules were generated. For faculty, AFA completes a salary schedule and study for all of the independent California Community Colleges. Whereas, the administration hires firms to do comparison schedules that inflate numbers to increase the company’s value to other customer Districts.
    - C: Interested persons can visit [TransparentCA.gov](https://TransparentCA.gov) to research what the administrators earn.

## DISCUSSION ITEMS

### 1. Fa25-Sp27 Contract Councilor Vacancy

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

- After a brief discussion, a motion was made and seconded to send the vacancy to an election.
- This item was moved to an action item.

### 2. Communications Director Vacancy

Anne announced the two candidates for the vacancy. She explained the ballot was scheduled to be sent to the Council immediately after the meeting, and run until March 19. She asked if the council wanted to extend the balloting period due to the break.

- There was a discussion whether to extend the balloting period.
- A motion was made and seconded to move this item to an action item.

### 3. Policy Development: AFA Standing Committees

Anne reminded the Executive Council of the changes requested at the meeting on 2/26/25:

- The Conciliation/Grievance Committee (CGC) was removed.
- Staff meetings were added.
- The Associate Cabinet Representative (ACR) was listed as chair of the Associate Interests Committee (AIC).
- Language was updated to allow the Executive Council to bring back *ad hoc* committees if and when necessary.
- It was suggested the name of the policy be changed to *AFA Committees Policy*.
- Questions & Comments
  - Q: Does the ACR need to be the chair of the AIC? Can the associate Councilors elect their own committee chair?
    - ⇒ A: This is possible. The Associate Cabinet Representative's job description states they are the chair. They are elected by the Executive Council. This would require further discussion and revision of the duties of the Associate Cabinet Representative.
  - Q: The Staff meeting seems to be miscategorized as a committee. It should be considered a job duty. If the Staff meeting must be kept, can the Executive Council review the job duties policy, and then strike the Staff meeting from the *AFA Committees Policy* in the future?
    - ⇒ A: Yes, it can be added into the job duties policy, if the Executive Council prefers, but the Staff meeting, its charge and members, needs to be written down in our policies.
  - D: There was a discussion regarding the semantics of the title of the Staff meeting.
- The discussion was tabled to further examine the structure, placement, and title of the Staff Meeting.

### 4. Policy Development: Confidentiality Policy

- This item was continued from a discussion at the retreat held on February 28.
- Notes from the discussion at the retreat were incorporated:
  - Numbered all sections and sub-sections for easy reference
  - Added "prescribed period of time" to Section E.11.b-e.
- A motion was made to made and seconded to move this item to an action item.

### 5. Policy Development: Past-President Position

- This item was postponed due to time constraints.

## ACTION ITEMS

### 1. Fa25-Sp27 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 (unanimous consent).

### 2. Communications Director Vacancy

- This Item was moved from a Discussion Item.
- A brief discussion regarding the timeline of the balloting period ensued.
- It was decided the election would run without changes, and close on March 19, 2025 (unanimous consent).

### 3. Policy Development: Confidentiality Policy

- This item was moved from a Discussion Item.
- There was a discussion regarding communication, timelines, and length of sanctions.

## ° Suggestions included:

- Addition of language stating, "if a breach is believed to have happened, AFA will notify the person of the Executive Council's decision"
- Addition of a time limit on the prescribed period of a sanction, such as "not to exceed the current term of office," so a sanction cannot be used to indefinitely exclude members from being on the Executive Council
- Clear and precise language as to how and when violations and sanctions would be communicated to an individual
- Setting an absolute time (e.g. 30, 60, 90 days) for the "timely manner" in which alleged breaches are investigated. This was determined to be too difficult to enforce due to the semester system in which AFA operates.
- Anne asked for a motion to approve the policy with the addition of language where appropriate about notification of alleged breach.
- The motion was made, seconded and approved to adopt the policy with the addition of language where appropriate about notification of the alleged breach (unanimous consent).

Anne thanked all attendees and announced that signatures on the revised Confidentiality Policy will be collected from all Councilors.

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

Minutes submitted by Stephanie Simons.